

BIRMINGHAM CITY COUNCIL

CABINET

TUESDAY, 21 JULY 2020 AT 10:00 HOURS
IN ON-LINE MEETING, MICROSOFT TEAMS

A G E N D A

1 NOTICE OF RECORDING/WEBCAST

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

2 APOLOGIES

To receive any apologies.

3 DECLARATIONS OF INTERESTS

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

4 EXEMPT INFORMATION – POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC

a) To highlight reports or appendices which officers have identified as containing exempt information within the meaning of Section 100I of the Local Government Act 1972, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.

b) To formally pass the following resolution:-

RESOLVED – That, in accordance with Regulation 4 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during consideration of those parts of the agenda designated as exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information.

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| | 5 | <u>UPDATE ON COVID-19</u> | To receive a verbal update on Covid-19 |
| <u>5 - 54</u> | 6 | <u>INITIAL ANALYSIS OF IMPACT OF COVID-19 ON BIRMINGHAM'S COMMUNITIES</u> | Report of the Assistant Chief Executive and the Director of Public Health. |
| <u>55 - 74</u> | 7 | <u>BIRMINGHAM CITY COUNCIL ASSURANCE FRAMEWORK</u> | Report of the Interim Chief Executive |
| <u>75 - 158</u> | 8 | <u>FINANCIAL MONITORING REPORT QUARTER 1 2020/21</u> | Report of the Interim Chief Finance Officer. Old CMIS/Forward Plan Reference 007784/2020 |
| <u>159 - 210</u> | 9 | <u>UPDATE ON THE DELIVERY OF THE BCC ICT AND DIGITAL STRATEGY (2016-2021)</u> | Report of the Director of ICT and Digital Services. |
| <u>211 - 260</u> | 10 | <u>CONSULTATION ON A NEW AIR QUALITY ACTION PLAN</u> | Report of Acting Director - Neighbourhoods |
| <u>261 - 306</u> | 11 | <u>ROUGH SLEEPING ADDENDUM AND ACTION PLAN 2020-23, HOMELESSNESS PREVENTION STRATEGY CONSULTATION</u> | Joint Report of Acting Director of Neighbourhoods and Director of Adult Social Care |
| <u>307 - 316</u> | 12 | <u>THE VOLUNTARY RIGHT TO BUY PROGRAMME FOR HOUSING ASSOCIATIONS AND SECURING COUNCIL INVESTMENT IN AFFORDABLE HOUSING</u> | Report of Director - Inclusive Growth and Director of Neighbourhoods |
| <u>317 - 340</u> | 13 | <u>PURCHASE OF ASTON COMMUNITY LEARNING CENTRE, 99 WHITEHEAD ROAD, BIRMINGHAM B6 5ER</u> | Report of Acting Director, Inclusive Growth and Director for Education and Skills |

- 341 - 402** 14 **METRO BIRMINGHAM EASTSIDE EXTENSION (BEE) FULL BUSINESS CASE (FBC)**
- Report of Acting Director Inclusive Growth
- 403 - 428** 15 **DRIVING HOUSING GROWTH – BUILDING NEW HOMES ON THE BROMFORD ESTATE**
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- 429 - 448** 16 **CITY CENTRE PUBLIC REALM – REVISED FINANCIAL APPRAISAL**
- Report of Acting Director Inclusive Growth and Interim Chief Finance Officer
- 449 - 524** 17 **FOUNDATION FOR INTEGRATION: BIRMINGHAM CITY COUNCIL BID TO THE ASYLUM, MIGRATION AND INTEGRATION FUND**
- Report of Director for Adult Social Care
- 525 - 538** 18 **PLANNED PROCUREMENT ACTIVITIES (AUGUST 2020 – OCTOBER 2020)**
- Report of Assistant Director Development and Commercial
- 19 **OTHER URGENT BUSINESS**
- To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chairman are matters of urgency.

Birmingham City Council

Report to Cabinet

21 July 2020



Subject: Initial Analysis of the Impact of COVID-19 on Birmingham's Communities

Report of: Assistant Chief Executive and Director of Public Health

Relevant Cabinet Member: Councillor Brigid Jones - Deputy Leader
Councillor Paulette Hamilton - Health and Social Care
Councillor John Cotton - Social Inclusion, Community Safety and Equalities

Relevant O & S Chair(s): Councillor Carl Rice - Coordinating Overview and Scrutiny Chair

Report author: Naomi Todd, Improvement and Change Partner (Acting)
Naomi.todd@birmingham.gov.uk

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| Are specific wards affected? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No – All wards affected |
| If yes, name(s) of ward(s): | | |
| Is this a key decision? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| If relevant, add Forward Plan Reference: | | |
| Is the decision eligible for call-in? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does the report contain confidential or exempt information? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential: | | |

1 Executive Summary

- 1.1 COVID-19 is widely recognised as being the single greatest crisis the country has faced since the Second World War and is expected to have long lasting social and economic impacts on our communities and our city. The pandemic has exposed

inequalities experienced across ethnicity, gender, disability, age, and economic position. It has highlighted existing inequalities in terms of low-income work, education, health, and housing, and has also revealed new divides in terms of the ability to work and learn from home, access to green space, and the extent of digital and financial exclusion.

- 1.2 Understanding how the crisis has affected and will continue to affect our different communities is vital in establishing what Birmingham's recovery needs to look like and is also paramount to ensuring we can address long-standing inequalities which have such a detrimental impact on people's lives.
- 1.3 The purpose of this report is to present an initial analysis of the impact of COVID-19 on Birmingham's communities. The coronavirus pandemic has hit certain communities harder than others and we are taking our responsibility extremely seriously in understanding the factors that led to the differential impact while seeking to be as transparent about this as possible.
- 1.4 This report draws on expertise from across the Council, including Public Health, Adult Social Care, Community Safety and Resilience, Education and Skills, Digital and Customer Services, Birmingham Children's Trust, Equalities and Cohesion, Development Policy, the Cabinet Office, Corporate Communications, and Business Improvement and Change.
- 1.5 The findings presented are based on the information available to date and are intended as a preliminary stocktake of what we know so far, recognising that further analysis will need to be undertaken and reported on as evidence develops. These findings are not exhaustive and the Council recognises that concerted efforts across partners and with communities will be required to establish a comprehensive understanding of the multi-faceted impact of the pandemic on the city.
- 1.6 This report also outlines work that is already underway to drive an evidence-led approach to collect and analyse local insight and intelligence as we start to refine our thinking around recovery. We will continue to identify gaps in our understanding and commit to additional evidence gathering and the commissioning of focussed work as necessary.
- 1.7 This is the start of a longer-term process that will consist of ongoing evaluation and feedback over the course of the next twelve months. This will help the Council and partners to learn lessons and inform our future strategy as we seek to tackle long-standing inequalities in society and drive a more inclusive economy.
- 1.8 Reports will be brought to Cabinet for updates and decisions where appropriate as these different pieces of work progress.

2 Recommendations

- 2.1 It is recommended that Cabinet:

- Notes the initial findings presented on the impact of COVID-19 on Birmingham's communities and the dismaying reality of persistent and long-standing inequalities across the country and in Birmingham that have been exacerbated by the pandemic
- Recognises the crisis as an impetus for change and the need to urgently recalibrate efforts and act to address these inequalities, ensuring we engage with communities, partners, and others to co-create a fairer city
- Notes the work that is being carried out across the organisation and with communities and partners to collect and analyse evidence at a local level on the immediate and longer-term impact of COVID-19

3 Background

3.1 Direct impact of COVID-19: Birmingham overview

- 3.1.1 The coronavirus pandemic is widely recognised as being the single greatest crisis the country has faced since the Second World War. In the UK, as at 09 July, there are over 287,600 lab-confirmed cases and over 44,600 people have lost their lives to the disease.
- 3.1.2 In Birmingham, up to 09 July, the total number of confirmed COVID-19 cases is 4,822. Up to 23 June, a total of just under 1,190 deaths had been attributed directly to COVID-19 in death certificates. Up to 12 June, the total number of deaths from all causes is 5,653 compared to 4,174 for the same period as an average over the past five years: this is an excess of 1,479. This suggests an increase in non-COVID-19 deaths as well as COVID-19 deaths during the first wave.
- 3.1.3 Behind each of these numbers is someone who has tragically lost their life to the disease. It is right that we acknowledge this huge loss and pay tribute to those individuals who have died as well as to extend our condolences to all those who have lost loved ones as a result of the pandemic.
- 3.1.4 The Council would also like to take this opportunity to recognise and commend the incredible efforts of and significant sacrifices made by our citizens, communities, our own staff, partners, and many others throughout this period. A report was presented to [Full Council](#) on 09 June detailing the Council's response to COVID-19 and how efforts across the city ensured Birmingham's citizens and businesses continue to be kept safe and supported.

3.2 The differential impact of COVID-19

- 3.2.1 While the coronavirus pandemic is having a devastating impact on all communities, there is clear evidence that COVID-19 does not affect all population groups equally.
- 3.2.2 As the pandemic has progressed there have been ongoing programmes of research and analysis to better understand the inequalities of impact on

individuals and communities in terms of health, wellbeing, and other areas such as employment and education.

3.2.3 A review by [Public Health England](#) (PHE) (02 June) into the disparities in the risk and outcomes of COVID-19 reports major inequalities. Evidence shows that older people, those from BAME groups, those living in deprived areas, and those in certain occupations at a greater risk of getting the infection, having more severe symptoms, and being more likely to die from the disease.

3.2.4 'Disparities in the risk and outcomes of COVID-19' – key findings:

- Age is the greatest risk factor: for those diagnosed with COVID-19, **people who were 80 or older were seventy times more likely to die** than those under 40*
- For those diagnosed with COVID-19, the risk of dying was higher in males, with men making up 60 per cent of deaths despite making up 46 per cent of diagnoses. Working age males are twice as likely to die as females*
- The **risk of getting and dying from COVID-19 is not evenly spread across the country**, with London having the highest rates of COVID-19 diagnoses and deaths, followed by the North West, North East, and West Midlands
- **People living in deprived areas have higher diagnosis rates and death rates** than those living in less deprived areas, with mortality rates in the most deprived areas more than double compared with the least deprived*
- Of those diagnosed with COVID-19, **people from Black, Asian and minority ethnic (BAME) groups were more likely to die than someone who is white British**, with people of Bangladeshi ethnicity twice as likely to die, and other Asian, Chinese, Indian, Pakistani, Caribbean and other black ethnicities 15 to 50 per cent more likely to die*
- Deaths in care homes accounted for 27 per cent of deaths from COVID-19 up to 8 May 2020. There have been **2.3 times the number of deaths in care homes than expected** between 20 March and 7 May when compared to previous years, which equates to **around 20,457 excess deaths**
- When compared to previous years, there was a particularly **high increase in all cause deaths among those born outside the UK and Ireland**, with the biggest increase for people born in Central and Western Africa, the Caribbean, South East Asia, the Middle East, and South and Eastern Africa
- Among deaths with COVID-19 mentioned on the death certificate, a **higher percentage mentioned comorbidities (including diabetes, hypertensive diseases, chronic kidney disease, and dementia) than all cause death certificates**
- The review also considered broader evidence to look at some occupations, and found that people in **certain occupations (for example, those working in construction, social care, and as taxi and bus drivers) had significantly high mortality rates from COVID-19****

- 3.2.5 *The analyses for age, sex, geography, and ethnicity did not account for the effect of occupation, comorbidities, or obesity which are all significant risk factors in themselves and are likely to explain some of the differences. **The analysis for occupation does not prove that the death rates are caused by occupational exposure since factors such as ethnicity and place of residence were not adjusted.
- 3.2.6 Differential impact of COVID-19 on people with disabilities
- 3.2.7 Additionally, [ONS data](#) (02 March to 15 May) reveals that there has been a disproportionately high number of deaths of disabled people during the pandemic. This analysis was done according to a person's disability status as recorded in the 2011 Census: people are counted as disabled if they said their daily activities were 'limited a little' or 'limited a lot' by a health problem or disability.
- 3.2.8 Evidence shows that, for those aged 9 to 64 years, the rate of death involving COVID-19 for disabled males was 6.5 times greater than those not disabled, while for females it was 11.3 times greater. After adjusting for region, population density, socio-demographic and household characteristics, the relative difference in mortality rates between those 'limited a lot' and those not disabled was 2.4 times higher for females and 1.9 times higher for males.
- 3.2.9 The 'learning from deaths of people with learning disabilities' (LeDaR) programme has reported 43 per cent of deaths of people with learning disabilities were attributed to COVID-19 between 16 March to 5 June. In the same period, 24 per cent of deaths in the general population were COVID-19 related.
- 3.2.10 The importance of these findings cannot be overstated. It is estimated that in 2019 around 50,860 adults aged 18-64 in Birmingham have a moderate disability and a further 14,287 have a serious physical disability. A substantially higher proportion of individuals who live in families with disabled members live in poverty compared to individuals who live in families where no one is disabled. People with a disability are often vulnerable and can suffer from poorer health than the general population. They can also experience worse outcomes when the wider determinants of health are considered.
- 3.2.11 There is a great need for further investigation to understand the reasons behind the disproportionate impact on people with disabilities. The Council is committed to undertaking focussed pieces of work to gather this insight as well as considering national and global evidence. Details of how we are initially engaging with people with disabilities on a local level to understand their experiences during the crisis are included further on in this report.
- 3.2.12 Differential impact of COVID-19 on BAME communities
- 3.2.13 The NHS have started to report a breakdown of COVID-19 deaths in hospital by age, gender, and pre-existing conditions. Up to 07 June 2020, for Birmingham and Solihull Sustainability and Transformation Partnership*, 52.3 per cent were

aged 80 and over, 58.8 per cent were male, and 96 per cent had a pre-existing condition (*deaths at University Hospitals Birmingham, the Royal Orthopaedic Hospital Trust, and Birmingham Community Healthcare Trust only). This is similar to the national picture: for deaths in hospitals in England during the same period, 53.2 per cent were aged 80 and over, 60.9 per cent were male, and 95.2 per cent had a pre-existing condition.

3.2.14 Although the PHE review found that people from BAME groups were more likely to die from COVID-19 than someone who is white British, other studies that looked at BAME and comorbidities (such as a study by [King's College Hospital](#)) found no association between BAME and COVID-19 severe illness when comorbidities, age, and gender were accounted for (N=1,200).

3.2.15 However, we know that comorbidities which increase the risk of poorer outcomes from COVID-19 are more common among certain ethnic groups and are often poorly managed. For example, evidence suggests that type two diabetes is more prevalent among BAME communities; people of Bangladeshi and Pakistani background have higher rates of cardiovascular disease than people from white British ethnicity; and, people of black Caribbean and black African ethnicity have higher rates of hypertension compared with other ethnic groups.

3.2.16 [Additional analysis](#) (16 June) gathered by PHE from over 4,000 stakeholders and a review of literature to understand the experiences of those from BAME communities reveals concerning evidence and testimonies that racism, discrimination, and social inequalities have contributed to the disproportionate impact of COVID-19 on people from BAME groups.

3.2.17 'Understanding the impact of COVID-19 on BAME groups' – key findings:

- Both **ethnicity and income inequality are independently associated with COVID-19 mortality**
- **Many of the pre-existing health conditions that increase the risk of having severe infection (such as diabetes and obesity) are more common in BAME groups** and many of these conditions are socio-economically patterned
- **Housing challenges faced by some individuals from BAME groups can exacerbate risks associated with COVID-19** transmission, morbidity, and mortality
- Individuals from **BAME groups are more likely to work in occupations with a higher risk of COVID-19 exposure**
- Individuals from **BAME groups are more likely to use public transport to travel to their essential work**, putting them at greater risk of exposure
- **Historic racism and poorer experiences of healthcare or at work may mean that individuals in BAME groups are less likely to seek care when**

needed or, as NHS staff, are less likely to speak up when they have concerns about Personal Protective Equipment (PPE) or risk

3.2.18 As with the impact on people with disabilities, the importance of these findings cannot be overstated. Birmingham has a greatly diverse ethnic population, with 42.1 per cent of people from a BAME background compared with 15 per cent in England (2011 census). The city experiences high levels of deprivation – the 2019 Index of Deprivation ranks Birmingham as the seventh most deprived local authority in England and 43 per cent of people in the city live in the 10 per cent most deprived areas in England. There is also a considerable gap in life expectancy between the wealthiest and poorest wards and the city has pockets of high levels of overcrowding ([National Policy Institute](#)).

3.2.19 In relation to the economic and labour market impact of COVID-19 on BAME communities, the research thus far has been at a national level. In general, there is less data available at a local level and most official labour market data comes with a time lag, meaning estimates of the labour market impact by BAME groups will not be available until later in the year. However, figures from 2019 show that BAME groups in the city have higher unemployment and are more likely to work in lower skilled occupations which may put them at a greater risk from COVID-19. For example, for those employed in transport and communication, 27,000 are from an ethnic minority group compared with 22,900 who are white.

3.2.20 The Council shares the public's dismay and anger at these findings. Long-standing inequalities in health and wellbeing in the UK existed before COVID-19 and the disproportionate impact of the pandemic has made these disparities more apparent and has undoubtedly exacerbated them.

3.2.21 Urgent action is needed to change the structural and societal environments across the country, and racism and disadvantage must be tackled as part of our recovery response to COVID-19 as well as underpinning the Council's wider work. We are absolutely committed to working with communities and partners to respond directly to these findings and to co-create solutions to overcome these deep-seated issues.

3.3 PHE recommendations to respond to the differential impact on BAME communities

3.3.1 In their [report](#), PHE sets out a suite of recommendations arising from requests for action from stakeholders. These are considered areas where commitment, focus, and delivery at scale could make a significant difference in improving the lives and experiences of BAME communities.

3.3.2 The recommendations are as follows:

- Mandate **ethnicity data collection and recording** as part of routine NHS and social care data collection systems and ensure that data are readily available to local health and care partners to inform actions to mitigate the impact of COVID-19 on BAME communities.

- Support **community participatory research**, in which researchers and community stakeholders engage as equal partners in all steps of the research process, to understand the social, cultural, structural, economic, religious, and commercial determinants of COVID-19 in BAME communities, and to develop readily implementable and scalable programmes to reduce risk and improve health outcomes.
- **Improve access, experiences, and outcomes of NHS, local government, and integrated care systems commissioned services** by BAME communities including: regular equity audits; use of health impact assessments; integration of equality into quality systems; good representation of BAME communities among staff at all levels; sustained workforce development and employment practices; and, trust-building dialogue with service users.
- Accelerate the development of **culturally appropriate occupational risk assessment tools** that can be employed in a variety of occupational settings and used to reduce the risk of employee's exposure to and acquisition of COVID-19.
- Fund, develop, and implement **culturally appropriate COVID-19 education and prevention campaigns**, working in partnership with local BAME and faith communities to reinforce individual and household risk reduction strategies; rebuild trust with and uptake of routine clinical services; reinforce messages on early identification, testing and diagnosis; and, prepare communities to take full advantage of interventions including contact tracing, antibody testing and ultimately vaccine availability.
- Accelerate efforts to **target culturally appropriate health promotion and disease prevention programmes** for non-communicable diseases (i.e. those that are not transmissible directly from one person to another), promoting healthy weight, physical activity, smoking cessation, mental wellbeing, and effective management of chronic conditions including diabetes, hypertension and asthma.
- Ensure that **COVID-19 recovery strategies actively reduce inequalities caused by the wider determinants of health** to create long term sustainable change.

3.3.3 The above recommendations include actions that need to be driven at national level as well as those that can be implemented on a local level. The Council will ensure that this insight and these recommendations are properly considered with relevant partners alongside the gathering of our own evidence and intelligence to better understand the local impact of COVID-19 as we look towards recovery.

3.3.4 An overview of further work that the Council is undertaking to gather this intelligence is presented later in this report. We will also continue to monitor the national situation, including reviewing further research and analysis as it develops, and ensure this is fed into our own work and approach.

3.4 Understanding the wider impacts of COVID-19 and the lockdown

- 3.4.1 Beyond the immediate cases of the disease, the social and economic impacts of the pandemic and imposed lockdown on individuals and communities are significant and widespread, with the full, longer-term implications still to be fully realised.
- 3.4.2 For those disadvantaged people who were already struggling prior to the crisis, the pandemic and lockdown measures are likely to have made life even more difficult.
- 3.4.3 Contagion effects will have knock-on effects on, for example, health and social care, housing, health and wellbeing, and the benefits system. This is likely to include negative impacts on mental health following extended periods of isolation and social distancing; an increase in domestic abuse; negative effects on health more broadly for those who have been deterred from accessing support for other health needs; and, negative impacts as a result of digital exclusion.
- 3.4.4 The Council is analysing data and evidence across different areas to understand the wider impacts of COVID-19 and the lockdown. This section of the report presents a picture of what we know so far against some key areas, with the view that further intelligence-gathering is necessary to build an informed understanding at a local level across all relevant areas.
- 3.4.5 The information presented below is not exhaustive.
- 3.4.6 Economy
- 3.4.7 The [ONS](#) (12 June) have released the first official estimates of how UK economic output has been affected by the pandemic. The monthly GDP data for April 2020 shows economic output in the UK contracting by over 20 per cent – the largest monthly contraction on record.
- 3.4.8 Predictions range in terms of the scale and length of the economic impact. However, as the challenges and complexity of safely exiting lockdown become more apparent, forecasters are beginning to reach a consensus that the UK economy will contract sharply with gradual recovery taking place over the next two to five years. The Bank of England have forecast that, in 2020, the UK will go into the deepest recession in modern times.
- 3.4.9 Whilst the outbreak and lockdown has impacted more heavily in the short term on certain sectors, no aspect of the local economy and labour market will be fully insulated from the economic impact in the longer term.
- 3.4.10 The West Midlands is particularly vulnerable, both socially and economically, and Birmingham is predicted to be one of the worst affected cities globally and is anticipated to recover more slowly. Research by Oxford Economics found that local GDP is set to contract by 7 per cent in 2020.
- 3.4.11 The main sectors expected to be impacted in the West Midlands mirror the national picture but the region is particularly exposed because of its economic dependency on the automotive, manufacturing, and education sectors as well as the cultural and creative sector and tourism.

- 3.4.12 The region's large manufacturing sector and associated local supply chains play a major role in the local economy. The automotive industry, worth over £11 billion to our regional economy, was already in difficulty prior to the current crisis with falling demand for diesel vehicles and falling sales in key export markets. New car sales have collapsed and demand from corporates and individuals is likely to remain subdued in the short to medium term. Analysis undertaken by the West Midlands Economic Intelligence Unit estimates that 60 per cent of the associated automotive supply chain could fail.
- 3.4.13 COVID-19 is expected to have £7 billion negative impact on the UK's higher education (HE) sector. Revenue losses will be driven by a reduction in international student fees, student accommodation, and commercial activity. The six largest universities in the region (including Aston University, Birmingham City University, and University of Birmingham) have a total contribution to the regional economy of over £12 billion. The potential impact on the HE sector is emerging as a significant risk for the local economy due to its size and its reliance on international students.
- 3.4.14 Prior to COVID-19, the country's creative sector was growing at five times the rate of the wider economy, employing over two million people and contributing £111.7 billion to the economy – more than the automotive, aerospace, life sciences, and oil and gas industries combined. However, the creative sector around the world has been decimated by the pandemic and many creative subsectors are expected to lose more than half their revenue and over half of their workforce. Relative to the size of the creative industries in 2019, the West Midlands is expected to be the hardest hit region in employment terms, with a projected 43 per cent drop in creative jobs in 2020 ([Oxford Economics](#), 15 June).
- 3.4.15 The city is a key destination for business and leisure tourism. The visitor economy locally generates around £7 billion in economic output and supports 76,000 full time equivalent jobs. In a survey undertaken by the West Midlands Growth Company (WMGC) in April on the impact of COVID-19 on the regional tourism industry, 40 per cent of businesses had closed or ceased trading and only 32 per cent expected to be still open or trading at the end of June if lockdown restrictions continued.
- 3.4.16 The city is also a regional hub for retail and leisure activity, with 125,000 people employed in these sectors which accounts for nearly a quarter of workplace-based employment in the city. This sector has been severely impacted by the lockdown and the industry mix locally – characterised by high numbers of micro and small businesses and independent traders – makes it highly likely that it will be one of the sectors that bears the brunt of business closures and staff redundancies.
- 3.4.17 Birmingham's business base is characterised by micro, small, and medium business. There are over 36,700 businesses in the city, with 99.6 per cent of these being SMEs (employing under 250 people) and SMEs accounting for

nearly two thirds of the city's employment. Businesses across the city have seen trade fall dramatically during the crisis and, in many cases, have had to temporarily cease trading altogether. Forecasted large scale redundancies will not only transfer the problems to households and to strained public services but will damage communities over the longer-term and impact on the city's ability to rebound from the crisis.

3.4.18 Employment

3.4.19 In May, the number of people out of work and claiming work-related benefits in the UK stood at 2.8 million – an increase of 126 per cent compared to 1.24 million since the beginning of lockdown in March – and unemployment is expected to steadily increase in the coming months.

3.4.20 Prior to the current crisis, the city's workforce was already characterised by lower skill levels, lower employment rates, and higher rates of unemployment and economic inactivity among working age residents. The city has the highest unemployment rates amongst the core cities which is well above the UK rate and the gap with the national average has been widening as unemployment continues to rise. The latest data for May 2020 shows that claimant unemployment locally stood at 77,710, its highest level since 1987.

3.4.21 The imposed lockdown, although necessary to protect people's health, has led to 9.4 million employees in 1.1 million firms across the country being furloughed as part of the Government's Coronavirus Job Retention Scheme, with a further 2.7 million self-employed workers on the Self-Employment Income Support scheme (as at July).

3.4.22 In the West Midlands, 697,100 were furloughed (as of 11 June) which is approximately 27 per cent of jobs ([Government Statistical Bulletin](#)). This accounts for 10.8 per cent of the England total which is the fourth highest English region. Birmingham is one of the top five affected cities nationally ([WM-REDI West Midlands Weekly Economic Impact Monitor](#), 19 June). Data for June 2020 shows that 122,800 Birmingham workers were furloughed which is around a quarter of those in the city who are employed. Many of these people will be vulnerable to unemployment as the scheme is phased out.

3.4.23 Analysis shows that young people, low earners, and women were particularly hard hit by the lockdown measures as retail, hospitality and leisure, and other sectors were forced to close. Workers under 25 years old were around two and a half times more likely than other employees to work in a sector that has closed while women were around a third more likely than men to work in a sector that has closed ([Institute for Fiscal Studies](#), 06 April). Women are also six times as likely as men to be lone parents which is another demographic category that holds a disproportionate share of jobs at risk ([McKinsey](#), 11 May).

3.4.24 While we cannot yet fully know the extent of the longer-term impact of the crisis on different groups, insight we have gathered so far indicates that those who were already disadvantaged prior to the pandemic will be harder hit, regardless

of whether they contract the disease. This includes young people, low income households, those in low-skilled jobs, those lacking qualifications, and those in insecure or temporary employment. The McKinsey Global Institute also found that 'at-risk' jobs are disproportionately concentrated in disadvantaged groups, including the young (under 35), lone parents, part-time workers, and women (due to women being over-represented in the lone parent and part-time worker groups). According to McKinsey, the most vulnerable workers are also those most at risk, with a strong correlation between furloughing and low income or low levels of education.

3.4.25 This raises serious concerns that our most vulnerable citizens and deprived neighbourhoods will bear the brunt of the longer-term impacts of COVID-19, with the potential for an increase in deprivation levels and a further widening in inequality in the city.

3.4.26 It is also particularly concerning given Birmingham's young population (with 46 per cent of citizens under 30 years old) and low rates of educational attainment – 16 per cent of people in Birmingham have no formal qualifications, twice the national average of 8 per cent. BAME residents are more likely to work in lower skilled, lower paid, and more insecure employment and are also more likely to be working in sectors like retail, hospitality, and transport – indicating that they have been hit harder by lockdown measures and will continue to be impacted by the forthcoming recession.

3.4.27 Research by the Resolution Foundation has suggested that the 'corona class of 2020', the 800,000 young people who are about to leave education and enter the labour market, are the most exposed age group to the likely spike in unemployment caused by the current crisis and they may suffer long-term impacts on their careers as a result. Over a decade on from the 2008 economic crisis, the Resolution Foundation found that young people who entered the workforce during that period continue to face higher rates of unemployment, lower pay, and lower job prospects. Early indications are that the coronavirus crisis and ensuing economic impacts will once again significantly impact on younger generations, whether due to educational disruption, reduced employment prospects, or diminished aspirations.

3.4.28 The city experienced a disproportionate rise in unemployment during the last global economic crisis in 2008/09 and it is vital that the already high levels of unemployment in the city are not left unchecked to rise significantly during this crisis.

3.4.29 Education and skills

3.4.30 Birmingham schools, along with those across the country, closed to the majority of pupils from 20 March in line with government guidance. Most schools remained open for vulnerable children and the children of key workers. Around 3,000 children attended school and around 2,000 attended early years settings throughout the lockdown period.

- 3.4.31 Since the start of June, Birmingham's schools have been welcoming back more pupils in the eligible year groups set out by the Government. As of early July, attendance in Birmingham schools was around 27,000 each day. However, attendance levels vary across the city and evidence has shown that areas of the city with higher BAME populations have lower numbers of pupils attending. For example, in mid-June, Sparkhill (91.27 per cent BAME) had 1.76 per cent of pupils attending whereas Sutton Roughley (29.79 per cent BAME) had 34.48 per cent of pupils attending. The Council is working with school leaders across the city to address these issues and ensure that more children return to school.
- 3.4.32 Many children have experienced disruption to their education and there is likely to be disparity in the impact on educational attainment across the city, with children from more disadvantaged backgrounds potentially having fewer learning opportunities at home. For example, due to a lack of access to IT to facilitate home learning and less support to implement it.
- 3.4.33 A disparity in qualification and skill levels between residents in different communities and areas of the city already exists and there is the potential that the current crisis will exacerbate this. Resident qualification levels in Birmingham are already well below the national average and amongst the lowest of the UK core cities – 52.2 per cent of working age residents are qualified to NVQ3+, over 5 percentage points below the UK rate of 57.6 per cent.
- 3.4.34 The Council has worked with the Department for Education (DfE) and schools to distribute laptops that have been provided by the Government for disadvantaged pupils. We have also worked with partners to help schools unlock resources so that existing stock and repurposed devices within schools can be safely used by pupils. Donations from businesses and members of the public have also been used to purchase equipment and connectivity.
- 3.4.35 The pandemic has had a devastating impact on early years provision across the country, impacting children, parents, and providers, and exacerbating existing vulnerabilities. Early education plays an important role in children's development and family wellbeing. The first years in children's lives are also a crucial stage for social mobility, with the poorest children around eleven months behind those children who are better-off before they start school. Attending high-quality early years provision provides a vital opportunity to narrow this gap before children start school.
- 3.4.36 Evidence compiled by [Sutton Trust](#) (01 July) found that 68 per cent of parents of two to four year olds reported accessing formal early education or childcare before March but just 7 per cent of children continued to attend throughout the lockdown period. The report also found that 34 per cent of surveyed providers in the most deprived areas were unlikely to still be operating next year compared to 24 per cent of those in the least deprived areas, while 31 per cent of providers were expecting to make redundancies.

- 3.4.37 The sector was already under pressure before the pandemic, including facing rising costs, an unstable workforce supply, and, often, insufficient government funding. Job losses in early years provision as a result of the pandemic is likely to have a greater impact on women, with women making up 97 per cent of year years staff in England ([Gov.uk](https://www.gov.uk), 2019).
- 3.4.38 In the short and longer-term, this is expected to have a far greater impact of those children who are already at a disadvantage or vulnerable due to missing out on opportunities for high-quality education. This has the potential to widen existing school readiness gaps.
- 3.4.39 Children and young people (CYP)
- 3.4.40 The pandemic has undoubtedly impacted on all children and young people but is expected to have had a greater impact on some more than others. This includes disabled children, isolated care leavers, those with no recourse to public funds (NRPF), homeless families, children subject to pre-proceedings, unaccompanied asylum-seeking children, and young people not in education, employment, or training (NEET).
- 3.4.41 In general, across the city there have been relatively low levels of school attendance by vulnerable children (although slightly ahead of the national picture), thus potentially widening the attainment gap for these children who are less likely to access online learning at home.
- 3.4.42 Lockdown measures are also likely to put already vulnerable children at increased risk of abuse and neglect and there is a particular concern about ‘hidden harm’ to those children who are not attending school and are therefore not being seen or supported. During the lockdown period, there have been record levels of reports of domestic abuse to West Midlands Police and increased referral rates to Birmingham Children’s Trust.
- 3.4.43 Referrals of concern to the Trust have reached pre-pandemic levels, despite limited school attendance and low school referrals, suggesting a significant future surge in demand for support for vulnerable children.
- 3.4.44 There is also a concern regarding young people’s mental health, with demand for services in Forward Thinking Birmingham (the city’s mental health partnership for CYP) and substantial take-up of Kooth (a national online mental health support service which was commissioned as part of Birmingham Children’s Partnership’s response to COVID-19).
- 3.4.45 National data from Kooth indicates that the mental wellbeing of children and young people from BAME communities has been disproportionately affected over the last three months compared with those who are white ([XenZone](https://www.xenzone.co.uk)). Young people from BAME groups who are seeking help through Kooth for anxiety and stress rose by 11.4 per cent during March, April, and May compared with the same period last year, while it rose by 3 per cent among white children over the same period.

3.4.46 Lockdown also forced the closure of the Council's youth centres which are often a lifeline for many young people, although services in the city were adapted and online support was swiftly put in place.

3.4.47 Health and wellbeing

3.4.48 COVID-19 has had a profound effect on the UK's mental health and wellbeing and has the potential to have lasting impacts on some people and communities. During the crisis, many people have been isolated from friends and family, people's lives have been significantly disrupted, and key support services across the country have been interrupted.

3.4.49 In a national survey (11 to 14 June), 34.5 per cent of people reported COVID-19 was making their mental health worse (N=790) while 47.8 per cent of people reported their overall well-being was being affected (N=1,890) ([ONS](#)). The impact on young people is seemingly even greater. A national survey of people aged 14 to 25 (March to April) reports that 65 per cent of respondents were worried about their mental health in light of COVID-19 (N=1,535) ([Beatfrees](#)).

3.4.50 [ONS](#) data (22 May) reveals that women were more concerned than men about the effect COVID-19 was having on their life, with 79 per cent of women concerned compared to 66 per cent of men.

3.4.51 Locally, initial findings from the Council's own health and wellbeing survey (launched by Public Health on BeHeard from 22 May to 31 July) suggest people are experiencing increased feelings of loneliness; reduced levels of physical activity; and, potentially unhealthier food habits. Just over 3 per cent of the initial sample (N=1,024) reported using food banks for the first time during lockdown, while 29 per cent reported their household income had fallen, and 40 per cent reported feeling more worried about finances than before the lockdown began.

3.4.52 During the lockdown, compared with non-disabled people, those with disabilities have experienced greater levels of anxiety, greater difficulty in accessing everyday needs (including medication and essentials), and are more likely to have felt lonely ([ONS](#), 11 June). Additionally, the National Autistic Society (NAS) has stressed that changes to routine, the sensory challenges of increased handwashing, and the general anxiety of the pandemic can have a significant effect on those with autism.

3.4.53 Public Health have commissioned a range of community organisations to work with BAME, disabled, and LGBT communities to understand specific issues around COVID-19 and to develop culturally sensitive methods of engagement. Early findings from this work reveals some common themes. These include challenges posed by inaccessible support services and guidance; an increase in domestic violence; concerns around the easing of lockdown measures (including returning to education and places of worship); the existence of language barriers when trying to access local and national resources; and, misinformation being shared within communities. More detailed findings are presented in Appendix 1.

- 3.4.54 The importance of staying home to help stop the spread of COVID-19 has also meant those suffering domestic abuse are spending more time with their perpetrators with fewer opportunities to seek help. Although no additional calls were received early on during lockdown, the Council's Housing services have reported an increase in domestic abuse presentations by 30 per cent compared to the previous period in 2019.
- 3.4.55 Additionally, the impact of collective grief and trauma is widely expected to trigger an increased demand for mental health support in the months ahead, putting additional demand on services that are already under pressure.
- 3.4.56 Digital exclusion
- 3.4.57 COVID-19 has sharply brought into focus the fact that the digital skills gap impacts not just individuals but many of the organisations and communities that are part of their support circle. As the economy moves into recession, with more people moving into poverty, digital exclusion will both widen and deepen, creating greater social, economic, and wellbeing inequalities.
- 3.4.58 Much of the data on digital exclusion exists at either regional or national level. Across the UK, 3.6 million people (7 per cent) are almost completely offline while an estimated 9 million (16 per cent) do not have foundation digital skills (i.e. they are unable to use the Internet and their device by themselves) ([Lloyds Bank UK Customer Digital Index 2020](#)).
- 3.4.59 In terms of internet usage, 2019 figures show that those using the internet in the last three months in Birmingham is slightly above national and regional figures ([ONS](#)). Locally, numbers increased from 77.4 per cent in 2013 to 91.4 per cent in 2019. Nationally, recent internet users increased from 83.3 per cent in 2013 to 90.8 per cent in 2019 while users increased from 79.6 per cent in 2013 to 88.7 per cent in 2019 in the West Midlands.
- 3.4.60 While age remains the biggest indicator of whether an individual is online, often, vulnerable and disadvantaged people are also likely to be digitally excluded. For example, people with an annual household income of £50,000 or more are 40 per cent more likely to have foundation digital skills than those earning less than £17,499. People with an impairment are 25 per cent less likely to have the skills to access devices and get online by themselves.
- 3.4.61 However, digital exclusion and digital poverty are no longer about having access to a digital device and connectivity in the home. For example, many young people have smart phones irrespective of their levels of deprivation. However, they may have limited data, there may only be one device within the family, or the device may not be suitable for educational and other learning experiences.
- 3.4.62 In a 2019 survey, 1 per cent of young people aged 11 to 18 (N=1,006) had no home internet access (which equates to an estimated 60,000 people across the UK), while 12 per cent are unable to use their devices at home ([Lloyds Bank and the Learning Foundation](#)). For Birmingham, this indicates 2,600 children without

internet and 30,000 without access to a device. However, local data from academies indicates numbers are over double that, with at least 5,000 children without internet at home and 65,000 without access to laptop, PC, or tablet. Access to digital technology is fundamental for learning but is also important for a range of other health, wellbeing, and aspirational reasons.

3.4.63 During the coronavirus pandemic, local voluntary and community sector organisations have reported that many elderly and vulnerable people are isolated in their homes with limited means of communicating with the outside world or getting access to vital services such as health, benefits, housing, food, or banking.

3.4.64 Frontline community organisations are also in desperate need of digital devices to be able to mobilise in order to support households facing self-isolation. There is an imperative to support digital inclusion activities, particularly given the risk that there will be a second wave of COVID-19 following the lifting of lockdown measures.

3.4.65 In response, organisations across Birmingham have formed the Digital Learning Partnership which seeks to map the situation across the city, publicise DfE schemes, and support schools and education providers to think about solutions. We have also formed links with the telecoms industry to see how they might support this agenda.

3.4.66 Housing and homelessness

3.4.67 The pandemic has resulted in a positive impact, at least in the short-term, for the city's rough sleepers. Local authorities in England were given additional Government funding to provide accommodation for rough sleepers as the coronavirus crisis took hold of the country.

3.4.68 However, demand for housing, homeless services, benefits, and other means of support are expected to increase dramatically as Government measures that were implemented to protect people during lockdown are lifted, further job losses across the city are made, and the city faces the anticipated recession.

3.4.69 Research suggests that housebuilding could fall dramatically as a result of COVID-19. It suggests that the UK may see the number of new homes completed decrease from 244,000 in 2019/20 to 160,000 in 2020/21. This decrease is expected to be maintained for four to five years while the economy strengthens and the housing sector rebounds. This would bring both social and economic challenges for the city since a significant downturn in completions would mean more residents are unable to access suitable housing as well as there being a reduction in demand for construction workers.

3.4.70 Voluntary community sector

3.4.71 The sustained work during the pandemic of the city's voluntary and community organisations has been incredible and has helped to protect the health and wellbeing of many people across the city.

3.4.72 However, the voluntary sector is expected to be greatly affected as a result of the crisis which will have a significant impact on more vulnerable people who are dependent on this sector for resource and support. Demand is expected to increase across some services while provider markets have been de-stabilised.

3.4.73 The Council has commissioned Locality to understand how community organisations have mobilised during the crisis and to explore what lessons can be taken forward, particularly around the Council's [localism](#) agenda.

3.4.74 Local assets and centres

3.4.75 Lockdown measures forced the closure or adaptation of the city's local assets, including libraries, the majority of adult day care centres, sports and leisure facilities, playgrounds, places of worship, community centres, and other assets that play a key part in many people's lives.

3.4.76 It is too early to tell what the long-term impacts might be on these places, but many will have experienced loss of income and will face additional pressures as premises are required to adapt as lockdown measures are eased.

3.4.77 The fact that the retail and leisure sector has been hit hard by the lockdown and faces an uncertain future could have a potentially devastating effect on our high streets and local centres. These areas are key community assets and centres of local employment, and many have already been in decline in recent years.

3.5 Responding to this evidence

3.5.1 COVID-19 has been a profound and epic shock to the city and the organisation in many ways, mainly for ill, but it also provides an unparalleled opportunity for the Council to work with communities and partners to collectively drive a fundamental rethink and reset of life chances for people in the city.

3.5.2 As we move into recovery and renewal, reducing socio-economic inequalities must be at the heart of the 'new normal'. This report accentuates the need to redouble and, perhaps in some instances, reconfigure our efforts; to take urgent action to drive structural change; and, to develop coordinated and locally tailored approaches to address long-standing inequalities which have such a detrimental impact on people's lives.

3.5.3 The findings presented above start to scratch the surface of what we need to know in relation to these hugely complex and unprecedented circumstances. The Council recognises that concerted efforts will be required over the next twelve months and beyond to establish a comprehensive view of the multi-faceted impact of the pandemic on our communities and city.

3.5.4 These findings are being taken into account as part of the current preparation of the Council's delivery plan for the next two years which will ensure our ongoing commitment to reducing inequalities underpins everything we do.

3.5.5 In 2019, the Council set five equality objectives for 2019 to 2023 (Appendix 2) to help drive equality and inclusion across all areas of our work, including how we

shape policy and deliver services. This sets a framework for action for improving the lives of our residents by advancing inclusion, diversity, and equality of opportunity. However, we acknowledge that this may need to be reviewed to ensure it is fit for purpose to meet the issues the pandemic has brought to the fore.

- 3.5.6 There are several key considerations that need to be taken into account to ensure we focus our efforts in the right way. These points are not exhaustive and will evolve over time as we seek to cultivate a deeper understanding of the direct and indirect impacts of COVID-19 on the city and its different communities.
- 3.5.7 Firstly, tackling systemic issues and creating a fair, inclusive city as part of recovery will only be successful if it is a whole-city and citizen-focussed approach, and meaningful engagement and participation will be key to this. It is imperative that the Council works with the city's communities, businesses, anchor institutions, voluntary sector organisations, and other partners and stakeholders to ensure that recovery planning and the approach to implementation are coordinated and co-designed.
- 3.5.8 Community participation will be a vital part of the Council's two year delivery plan, with work ongoing over the summer period with Members, partners, and communities to distil the key actions that we need to take in a manner that is connected to economic growth, climate change, health, and the modernisation of the Council.
- 3.5.9 Additionally, we must take a data-led and evidence-based approach to build a robust understanding of our communities on a granular level, including ascertaining the social, health and wellbeing, and economic impacts of the pandemic in the short and longer-term to guide our approach to recovery and wider delivery planning. For example, we should monitor and track equalities information in all the services we provide and encourage partners to do the same to enable us to understand current need as well as undertaking broader evidence-gathering and analysis to anticipate changes to future demand.
- 3.5.10 The nature of the ongoing crisis has necessitated a swift transition to new ways of working to continue to meet our statutory responsibilities as well as developing new, tailored solutions to respond to the unique challenges that have arisen. The city's commendable response – from individuals, communities, the voluntary sector, faith communities, partners, and many others – has demonstrated incredible commitment, collaboration, and innovation.
- 3.5.11 This has provided a cause for celebration and gives energy and focus to the Council's existing localisation and community engagement agenda. We need to learn from and build on what has worked well and look to exploit further opportunities to accelerate transformation, drive efficiencies, and strengthen partnerships which can underpin the recovery process.

3.6 Immediate next steps

3.6.1 In parallel with the Council's delivery planning we have identified the following next steps in light of the findings presented in this report:

- **Continuing efforts to effectively respond to COVID-19 and preparing for a potential second wave**, including learning from what went well in our initial response and ensuring we drive improvements where we can.
- Delivering a programme of activity to **gather further local insight**, enabling us to build a full picture of the wider impact of COVID-19 on the city's communities. This includes targeted engagement with groups who have been most adversely affected by the pandemic and/or who are likely to be harder hit in the longer term. We will continue to identify gaps in our understanding and commit to additional evidence gathering and the commissioning of focussed work as necessary.
- **Planning for recovery**, ensuring we work with partners to develop an approach that is underpinned by the need to tackle longstanding inequalities and address the expected wider impacts of the pandemic.

3.6.2 The remainder of this report provides further detail on these three areas.

3.7 Continuing efforts to effectively respond to COVID-19 and preparing for a potential second wave

3.7.1 We acknowledge the vital role our partners and many other organisations have played in ensuring the city can respond to the coronavirus pandemic and protect the city. Birmingham has not seen the worst-case scenario in terms of confirmed COVID-19 cases or deaths, thanks to the tremendous work carried out by colleagues across health and social care as well as the incredible response from the voluntary sector and communities. Many of these organisations and communities self-mobilised and were able to reach marginalised and vulnerable households that the Council had limited reach into.

3.7.2 Moving forward, we are committed to embracing new ways of working to strengthen these relationships and collectively tackle the issues raised and exacerbated by the crisis. The Council will continue to work closely and drive a multi-agency approach with key partners, including the NHS, the West Midlands Combined Authority (WMCA), peer local authorities, those on the Birmingham City Board, BVSC, and many others.

3.7.3 In the immediate term, the Council is continuing to respond to COVID-19 as well as ensure we are well-prepared to mobilise ahead of a potential second wave and can continue to protect the health of local people as lockdown measures are eased.

3.7.4 Public Health have developed an approach to local Test and Trace and established the [Local COVID-19 Outbreak Engagement Board](#) (a sub-committee of the Birmingham Health and Wellbeing Board) to provide political ownership and public-facing engagement and communication for outbreak response to COVID-19 in the city.

- 3.7.5 A [Local Outbreak Control Plan](#) has been produced which outlines how local knowledge, experience, and expertise will be used to prevent outbreaks and manage the virus as part of the national Test and Trace programme.
- 3.7.6 The plan sets out a framework for coordinated and collaborative action across local partnerships, ensuring we have the necessary capacity and capability to contain and manage potential local outbreaks of COVID-19. This includes continually reflecting, learning, and improving our approach and seeking to highlight inequalities as a result of COVID-19 to enable us to effectively target support those communities.
- 3.7.7 It is imperative that local authorities have access to good and timely local data to ensure effective and coordinated Test and Trace operations. This includes data on testing carried out for those with a 'medical need' and key workers (pillar 1 testing) as well as testing carried out by partners (pillar 2 testing). Until recently, only data from pillar 1 testing has been available to local authorities. Following urgent requests made to PHE and the Government, the Council now has access to data showing positive cases by local authority area.
- 3.7.8 However, the available dataset is still insufficient. It does not include, for example, data on occupation or place of work – both of which are vital if we are to effectively identify coronavirus hotspots in the local area. Additionally, we are currently prevented from sharing this data which may impact our efforts to work with partners and communities to contain and manage local outbreaks. The Council will continue to do everything it can to ensure we can access and share essential information.
- 3.7.9 We are also continuing clear lines of communication and targeted engagement across the city, particularly with high-risk communities and settings. This activity is focussing on prevention and early intervention to prevent new cases of the disease and enable us to act swiftly to control an outbreak if required.
- 3.7.10 The Council is continuing to advocate for national communications to be made available in different languages to ensure information resources can be used across the country rather than being produced (and potentially duplicated) by each local area. We will continue to share resources with local authorities across the region in the absence of national culturally appropriate resources.
- 3.7.11 The Council has learnt lessons to overcome challenges posed by the provision of inadequate Personal Protective Equipment (PPE) from Government. We will continue to work in partnership with regional local authorities to acquire PPE for those who need it, particularly staff who are providing care and support to vulnerable residents.
- 3.7.12 The Council has extended our local support offer beyond care homes to other care settings, such as supported living and extra care, and to other care providers, including home support providers. This is important to ensure we are supporting care provision for disabled as well as older people.

3.8 Gathering further local insight

- 3.8.1 It is crucial that we continue to look beyond the data and understand the experiences as a result of this crisis and the full impact of the pandemic on individuals, families, and communities.
- 3.8.2 That is why we will continue to gather evidence and insight to build on what already know in order to develop a rich, localised, and meaningful picture of the impact of COVID-19 on the city.
- 3.8.3 A huge amount of work is already underway in earnest across the organisation to supplement the information outlined in this report, and this section presents an overview of some of that activity. This activity is particularly focussed on engaging with those who have been disproportionately affected by the direct impact of the pandemic and are likely to be harder hit in the longer-term.
- 3.8.4 This is the start of a longer-term process that will consist of ongoing evaluation and feedback over the course of the next twelve months. Further work will be undertaken in due course to identify additional priority areas for evidence gathering and analysis.
- 3.8.5 The findings gathered will help to shape and refine recovery planning, including how we work with communities and partners to drive structural change, reduce inequalities in the city, and drive a more inclusive economy.
- 3.8.6 Where appropriate and available, Appendix 1 sets out supplementary detail and early findings from the activity outlined below.
- 3.8.7 Reports will be brought to Cabinet for decisions and updates where appropriate as these different pieces of work progress.
- 3.8.8 Some of the work to date includes:
- The Cohesion and Equalities team joined the Community Safety and Resilience team early on during the outbreak to align community engagement and cohesion work and have maintained 'soft' engagement with grassroots community organisations.
 - The Neighbourhood Development and Support Unit (NDSU) have commissioned Locality to undertake research and analysis on the incredible response to COVID-19 by Birmingham's community sector, including understanding what learning can be aligned with the [Working Together in Birmingham's Neighbourhoods White Paper](#) going forward. A draft report from this research is expected in July.
 - An initial YouGov Panel Survey looking at the impact of COVID-19 on health and wellbeing was conducted on behalf of Public Health in May. Findings from the 650 respondents were used to frame conversations at Health and Wellbeing Forums and other meetings to inform the next phase of the COVID-19 response.

- On 22 May, Public Health launched an impact survey on BeHeard to capture insight into health and wellbeing behaviours of citizens during the COVID-19 crisis. Initial findings from the first 1,024 responses have been incorporated into the main body of this report. A full analysis is due following the closure of the survey on 31 July.
- Colleagues in Education are working with the University of Birmingham to better understand the implications for education of COVID-19, including gathering insight through a parent/carer survey. This partnership is looking to take lessons learnt during COVID-19 to improve education in the longer-term.
- Through the City Board, City-REDI and CLES have been commissioned to undertake research into partners' organisational strategies against the UN Sustainable Development Goals and partners' models of citizen engagement to inform the development of a City Vision. Their research is being supplemented by interviews with partners to reflect on the impact of COVID-19 on their respective organisational strategies and citizen engagement models.
- As a response to the digital divide across the city – in access, connectivity, and skills – the Council intends to work with partners (including BVSC, the ten Neighbourhood Networks, and the Birmingham Education Partnership) to create an overarching digital inclusion strategy. This will not be about creating a 'one size fits all' approach but will focus on building on existing strengths in communities, the voluntary sector, and others to co-produce local solutions as part of a coordinated approach.
- During June, Public Health are producing a 30-day social media sentiment analysis to identify and quantify changes in health trends as a result of COVID-19. An in-depth sentiment analysis from March will be conducted if the sample results show there has been a significant change in health behaviours.
- The Deputy Leader is leading work on a Citizen's Panel which was established by the regional Recovery Coordination Group (RCG) to ensure there is an informed citizen voice when shaping regional recovery priorities. The group's recommendations are expected in July.
- Virtual engagement sessions have been held to better understand the prevalence of domestic abuse and violence against women during the crisis, as well as ensuring that partners are able to reach victims and survivors to ensure their wellbeing and safety. This platform has also been used to share COVID-19 messaging. Work is ongoing with Birmingham's domestic abuse partners to look at improved messaging on the issue and to continue to develop a campaign to support enhanced reporting.
- On 23 April, Councillor Hamilton chaired a [special meeting of the Health and Wellbeing Board](#) to discuss the impact of COVID-19 on communities. The Board had an open call for questions and over 600 questions from citizens were received. These were synthesised into 15 thematic questions that the Board

discussed which was broadcast live. Following the meeting, every citizen who asked a question received a personal answer from Councillor Hamilton, supported by the Public Health team and partners. Following the Board, Councillor Hamilton also wrote to the Secretary of State for Health and Social Care, Rt Hon Matt Hancock, to raise further concerns about the inequalities of impact and to share the questions from citizens and the recording of the meeting.

- Adult Social Care is conducting a survey for citizens on their views on the care and support offer for adults during COVID-19 and will use this to help plan and shape our services in the future. Findings are expected in late July.
- A regional Taskforce (co-chaired by Councillor Hamilton) has been established to gather evidence on the impact of COVID-19 on BAME communities, including conducting a series of public hearings to listen to first-hand accounts of people's experiences. The findings will contribute to a review, launched by the Labour Party, into the coronavirus impact on BAME communities.
- The Public Health Wellbeing Cell is working with partners (including the Financial Inclusion Partnership, Migration Forum, and Domestic Abuse Strategic Group) to explore the impact of COVID-19 on health inequalities.
- Public Health and partners are working with the existing Health and Wellbeing Board Forums to support Birmingham through the next phases of the COVID-19 path, using insight to understand inequalities and identifying opportunities within those areas. This includes:
 - The 'Creating a City Without Inequality Forum' (chaired by Councillor Cotton) which is engaging with partners to expand their understanding of how the pandemic has affected different communities, particularly vulnerable groups (including BAME communities, those experiencing domestic abuse, and those experiencing food poverty).
 - The 'Creating a Healthy Food City Forum' (chaired by Councillor Hamilton) which is working through the in-progress Healthy Food City Strategy and the international cities food partnership to reflect on how COVID-19 impacted on food poverty and food security in the city.
 - The 'Creating an Active City Forum' (chaired by Councillor Zaffar) which is working with the Active Transport Team and the Sport England Local Delivery Plan Pilot to focus on changing short, everyday trips from cars to cycling and walking. This includes a specific project supported by the Global Healthy Cities Partnership focused on ethnic communities' engagement in cycling and walking activities through social marketing which launched before COVID-19.
 - The 'Creating a Mentally Healthy City Forum' (Chaired by Councillor Hamilton) is specifically focusing on the post-wave one recovery for common mental health conditions, anxiety, and loneliness. This is also

building on the international partnership with Warsaw, Poland, and linking with their emerging thinking on preparing for a second wave. During the outbreak there has been a specific strand of work focusing on suicide prevention during lockdown working closely with Birmingham and Solihull Clinical Commissioning Group (CCG).

- The Director of Public Health has held weekly engagement meetings with faith communities as well as regular targeted engagement sessions with different ethnic communities including Somali, Romanian and African communities, women's organisations, migrant and refugee groups, and groups of young people. These meetings were intended to support Public Health messaging, understand risks and issues facing these different communities, and to explore what recovery might look like. This has included bilingual/translated engagement sessions in Romanian and Mirpuri with local community partners.
- The Director of Public Health has joined a series of online ward forums to engage directly with local communities of place enabled by elected Members.
- Public Health have commissioned community organisations to engage with BAME, disabled, and LGBT communities to develop deeper communication and engagement work. Key findings have been incorporated into the main body of this report.
- Public Health are commissioning ethnographic studies of Birmingham residents to explore the prolonged impacts of COVID-19, their experiences of the system and specific services, and what support is needed for them as individuals as well as for communities and the city overall. This work is due to be completed in November 2020, with the findings included in the Director of Public Health Annual Report (published in 2021).
- A survey of the city's funeral directors is underway to increase our knowledge of the impact of COVID-19 on people from different faiths.
- Public Health have partnered with Lewisham Council to explore health inequalities affecting African and Caribbean communities and a range of broader issues (for example, access to treatment and management support, specific health conditions, and wider determinants of health).
- Dr Justin Varney (Director of Public Health) is working for the Association of Directors of Public Health (ADPH) to lead work on sharing good practice on engagement with minority groups during the COVID-19 crisis.

3.9 Recovery: indicative thinking

3.9.1 Planning for and delivering recovery will not be the same as other recoveries we have previously managed. It is currently too early to set out a firm timetable for shifting from response to recovery and we must continue to be flexible in our approach. The public health measures we have in place to manage the crisis will be with us for some time – the virus may re-emerge as lockdown measures are eased although we do not know when or to what extent this may happen. It is

also important to note that the response and recovery phases will overlap and the Council will be operating in both modes simultaneously.

- 3.9.2 Recovery will be an organisation and city-wide effort and the Council is working closely with key partners and stakeholders to take forward our approach for the city. Key forums involved in the recovery landscape are presented in Appendix 3 and work is ongoing to build a coherent view of others involved in recovery, appreciating that this is an emerging space and we are only at the start of the recovery journey.
- 3.9.3 These forums will consider the analysis presented in this report, as well as the further insight that is being gathered, and the groups will work together to put appropriate strategies in place to respond to the emerging issues.
- 3.9.4 This planning will be based strongly on the context of public health policy. This includes the various scenarios for the progression of the virus and the Government's response in terms of lifting restrictions on different sectors; further public policy initiatives requiring response from different services; and, the ongoing situation in terms of service demands and the financial pressures on the Council.
- 3.9.5 The Council's indicative, high-level thinking around recovery focus on identifying opportunities to progress four key priorities:
- Creating a more inclusive economy and tackling the inequalities and injustices highlighted and exacerbated by the crisis
 - Taking more radical action to move towards zero carbon and creating a green and sustainable city
 - Strengthening our public services and creating new services to address future needs
 - Building the strength and resilience of our communities, learning from the positive response to the crisis
- 3.9.6 We will be developing arrangements to engage across services and with external partners to support recovery in four strands:
- Emergence from lockdown
 - Economic recovery
 - Stronger communities
 - Modernising the Council's own organisation and services
- 3.9.7 The key strands in relation to the findings in this report are economic recovery and stronger communities.
- 3.9.8 The overarching priority for economic recovery is to promote a green and inclusive recovery by supporting local businesses, safeguarding jobs, and protecting our communities from the damaging long-term socio-economic

impacts that are likely to disproportionately hit our most disadvantaged communities.

3.9.9 The opportunity needs to be taken to rebuild and restructure our local economy towards higher value-added and more productive sectors, to take advantage of the opportunities offered by green growth, the Council's net zero carbon ambitions ([Route to Zero](#)), and remote working to fundamentally change our economic and environmental future. Reskilling and retraining our residents to find jobs in higher skilled and higher paid employment associated with this restructure is an opportunity for the city to make a dramatic step change for our communities.

3.9.10 In parallel, the stronger communities recovery programme will include work to build on and learn from the extensive contribution made by the social and voluntary sector to the emergency response by refreshing the Council's approach to localism and ensuring services and partnerships are reconfigured to enable a stronger community input.

3.9.11 The Council will also focus on tackling the inequalities arising from the crisis through the co-design of locally bespoke solutions and planning the appropriate partnership response to other critical social issues that have been highlighted by the crisis. For example, community safety, poverty, and the impact on future outcomes for children. This will build on existing work and look to utilise existing partnerships.

3.9.12 This includes the 'Creating a City Without Inequality Forum' which is well-positioned to serve a conglomerate function to ensure a coordinated and coherent strategy is developed around the different facets of inequality and poverty, including financial inclusion, food poverty, and child poverty.

3.9.13 Given the likely economic shock, we may need to formally commission a review of the likely impacts of poverty on health risk and exacerbating inequality and this will likely be part of the purview of the above Forum.

3.9.14 We will also be recommissioning the Poverty Truth commission to maintain dialogue with commissioners and ensure that lived experience continues to shape service responses.

3.9.15 Regional recovery planning

3.9.16 The Council's recovery planning is happening in parallel with regional recovery planning. The emerging West Midlands strategy will bring together work across three themes: economy, wellbeing, and community and three main phases: revival, recovery, and renewal.

3.9.17 This work is being led by the regional RCG who, in early May, agreed a process for informing a set of regional level community recovery priorities. This combines:

- An initial impact assessment to gather and aggregate existing data to understand the range of impacts on communities

- Citizen engagement and participation at a local and regional level, including a Citizens Panel
- Broad stakeholder engagement, through roundtables on emerging priorities

3.10 Conclusion

- 3.10.1 The coronavirus pandemic has been unprecedented and has had a significant impact on many people across the city, with the longer-term impacts yet to be fully realised. The crisis has been particularly devastating for certain communities and has exacerbated existing inequalities.
- 3.10.2 As we look to recovery, we are presented with a unique opportunity to reimagine and create a more resilient, more inclusive, and more sustainable city. The findings and activity presented in this report are the first steps to ensuring we use local insight to set out the path for recovery, as well as driving future decision making and service delivery to tackle systemic causes of inequalities.
- 3.10.3 We are at the start of the recovery journey and work is ongoing to pull together the different strands of recovery activity into a coherent and coordinated programme of work and to identify potential gaps in the work we and partners are doing.
- 3.11 Reports will be brought to Cabinet for updates and decisions where appropriate as these different pieces of work progress.

4 Options Considered and Recommended Proposal

- 4.1 **Option 1 – do nothing.** We do not currently know how the COVID-19 crisis will impact on our communities for the longer-term. This option would mean missing crucial opportunities to engage with communities and partners to enhance our understanding which would result in deficiencies in our approach to recovery. This option is not recommended.
- 4.2 **Option 2 – continue to invest in the evaluation of impact and the voice of citizens in that process, with the view to report back to Cabinet on a regular basis.** This is the recommended option since it will ensure that we can establish a rich, localised, and meaningful picture of the impact of COVID-19, particularly for vulnerable communities, to better inform strategies for recovery and reducing inequalities in the city.

5 Consultation

- 5.1 This report is for information purposes; however, Cabinet Members, Council Management Team, and directorate staff have been involved in discussions on the impact of COVID-19 since the crisis unfolded, including information being fed through the strategic-tactical-operational command and control structure.
- 5.2 The Council is also working closely with partners and the wider community as part of evidence-led engagement work to gather further insight on the impact of the pandemic.

- 5.3 This is the start of a longer-term process which will include sustained engagement with communities, the WMCA, Government, and other partners and stakeholders.

6 Risk Management

- 6.1 The Council has an established approach to risk management which is set out in the Strategic Risk Register. Strategic and operational risks will be reviewed in light of evidence presented in this report as well as in light of further insight we gather and aggregate on the short and longer-term impacts of COVID-19.

7 Compliance Issues:

- 7.1 How are the recommended decisions consistent with the City Council's priorities, plans and strategies?
- 7.1.1 Tackling inequalities is fundamental to the Council's work and underpins the key outcomes and priorities as set out in the [Birmingham City Council Plan 2018-22](#) (refreshed in 2019).
- 7.1.2 This report provides an initial insight into the impact of the coronavirus pandemic on the city, particularly focussing on the differential impact on some of our communities.
- 7.1.3 The recommended decision to continue gathering further insight and intelligence will ensure we can establish a robust evidence-base to inform our approach to recovery planning and service delivery. This will enable us to decipher how the Council can best work with communities and partners to reduce the long-standing inequalities that exist in the city and which have been exacerbated by COVID-19.

7.2 Legal Implications

- 7.2.1 There are no legal implications arising from this report; however, it remains crucial that, as planning develops as a result of COVID-19, any emerging legal issues are addressed at the earliest opportunity.

7.3 Financial Implications

- 7.3.1 There are no direct financial implications arising from this report; however, it remains crucial that, as planning develops as a result of COVID-19, any emerging financial pressures are addressed at the earliest opportunity.

7.4 Procurement Implications (if required)

- 7.4.1 There are no procurement implications arising from this report.

7.5 Human Resources Implications (if required)

- 7.5.1 There are no HR implications arising from this report.

7.6 Public Sector Equality Duty

- 7.6.1 There are no direct equalities implications arising from this report. However, it is right to note that the COVID-19 crisis has had a disproportionate impact on some of the most vulnerable parts of society and the longer-term impacts of the pandemic have the potential to widen existing inequalities in the city.

- 7.6.2 The nature and extent of this impact is not yet known but work to ascertain the likely short and longer-term impact, as well as exploring how we can use opportunities created by the crisis to reduce inequalities in the city, is a key part of the Council's approach to recovery. These will be considered on a case-by-case basis where decisions are required in relation to recovery planning.

8 Appendices

- 8.1 Appendix 1 – Initial Analysis of the Impact of COVID-19 on Birmingham's Communities: supplementary detail and early findings
- 8.2 Appendix 2 – Equality Objectives (2019 to 2023)
- 8.3 Appendix 3 – Emerging Recovery Landscape

9 Background Documents

- 9.1 Full Council report (09 June 2020) – [Birmingham City Council's Response to COVID-19](#)

**Appendix 1 – Initial Analysis of the Impact of COVID-19 on Birmingham's
Communities: supplementary details and early findings****Neighbourhood Development and Support Unit (NDSU) research**

In May, Locality was commissioned by the Neighbourhood Development and Support Unit (NDSU) to undertake research and analysis on Birmingham's community sector's incredible COVID-19 response, as well as looking at impact, transition and recovery, with a focus on how key issues and learning can be aligned with the Working Together in Birmingham's Neighbourhoods White Paper going forward.

Aims of the research:

- To understand how community organisations have mobilised during the COVID-19 crisis
- To understand relationship changes, brought about by the crisis, between community organisations and the Council
- To explore how lessons from this crisis can support greater impact of the Working Together in Birmingham's Neighbourhoods White Paper across the Council's working practices
- To identify the role community anchors can play in city-wide recovery with relevant strategies and policies, such as inclusive growth

Summary:

- 25 community organisations were selected, including Pioneer Places, Perry Barr and Selly Oak Neighbourhood Network Schemes plus additional organisations put forward by the Equalities team. There was geographic cover across all of Birmingham. Interviews were held during June.
- An additional roundtable session with key Members is taking place in July
- An additional roundtable session with cross-directorate officers is taking place in July
- The draft report is expected in July

YouGov Panel Survey looking at the impact of COVID-19 on health and wellbeing

An initial YouGov Poll looking at the impact of COVID-19 on health and wellbeing was conducted on behalf of Public Health in May. Findings from the 650 respondents were used to frame conversations at Health and Wellbeing Forums and other meetings to inform the next phase of the COVID-19 response.

Summary of key findings:

- The proportion reporting poor general health (14 per cent) was higher than previously reported by ONS for Birmingham (7 per cent reported in the 2011 Census)
- The proportion reporting low levels of happiness (21 per cent) was higher than previously reported by ONS for Birmingham (16 per cent reported in the 2019 Annual Population Survey)
- The proportion reporting low levels of feeling that activities are worthwhile (23 per cent) was higher than previously reported by ONS for Birmingham (8 per cent reported in the 2019 Annual Population Survey)
- The proportion reporting high levels of anxiety (70 per cent) are higher than previously reported by ONS (63 per cent reported in the 2019 Annual Population Survey)
- The proportion reporting low levels of life satisfaction (11 per cent) are slightly lower than previously reported by ONS (14 per cent reported in the 2019 Annual Population Survey)
- The proportion reporting completing less than 30 minutes moderate physical activity a week (21 per cent) was lower than in the Sport England Active Lives Survey 2018/19 (30 per cent)
- In terms of changes in levels of physical activity, since lockdown, a slightly larger proportion of the sample are doing more exercise than those doing less (38 per cent compared with 34 per cent), and 34 per cent are achieving five or more days of 30 minutes or more of moderate activity

- Only 23 per cent reported eating five or more portions of fruit and vegetables a day. This is lower than reported in the 2018/19 Sport England Active Lives survey for Birmingham (48 per cent)
- 31 per cent reported eating a less healthy diet than before lockdown compared to 27 per cent who reported eating a healthier diet
- 3 per cent (20 people) reported using a food bank since lockdown started
- 1 per cent (8 people) used a food bank for the first time
- 43 per cent reported being more worried about their financial situation than they were at the start of 2020
- 7 per cent of respondents had quit smoking or vaping while 6 per cent said they were smoking or vaping more

Public Health COVID-19 impact survey on BeHeard

Public Health are running a survey between 22 May and 31 July to capture insight into health and wellbeing behaviours of citizens during the COVID-19 outbreak, including multiple demographics, self-expression and belief questions that will enable insight into the diverse population of Birmingham. It was launched on 22 May 2020 and ends on 31 July 2020. As of 19 June, 1,841 people had responded.

Analysis on the first tranche of data (22 May to 5 June) already started to provide insight into changing behaviours such as increased feelings of loneliness, some deterioration in self-reported mental health, a reduction in levels of physical activity, changing friendship and family dynamics, potentially unhealthier food habits, and valuable insight into community connection and cohesion.

Additionally, respondents were asked to indicate which sources of information they could trust, and the Council fared well, scoring similarly to local health services but slightly lower than NHS England and Public Health England.

Engagement on the survey is continuing through Members and partners to ensure that we reach as many people as possible to hear their views as well as trying our best to reflect the diversity of Birmingham, including hard to reach communities.

**Partnership with University of Birmingham (UoB) to explore the impact of
COVID-19 on education**

Education colleagues are working with University of Birmingham to better understand the impact of COVID-19 on education, including gathering insight through a parent/carers survey.

The Council and UoB are working together to ensure that:

- We have a clear picture of the evolving education offer in the city
- We know what pupils are accessing and how they and their parents are doing
- Schools have the best possible support and resources

This partnership is looking to take lessons learnt during COVID-19 to improve education in the longer-term.

Public Health social media analysis

During June, Public Health was in the process of producing a thirty-day social media sentiment analysis. An anonymised data sample, retrieved from Twitter, will be analysed across multiple language processing software programmes to identify, categorise, and quantify changes in health trends as a result of COVID-19. In particular, this will look at the impact of COVID-19 and lockdown on net positive and negative changes in health behaviours for the local population.

The initial trial phase will focus on the following areas of health:

- Mental health (anxiety and depression)
- Social isolation and social prescribing
- Smoking and substance use
- Physical activity
- Diet

A full, in-depth sentiment analysis from March will be conducted if the sample results show there has been a significant change in health behaviours.

Regional Taskforce review into BAME deaths from COVID-19

A regional Taskforce (co-chaired by Councillor Hamilton) was established to gather evidence on the impact of COVID-19 on BAME communities, including conducting a series of public hearings to listen to first-hand accounts of people's experiences.

The purpose of the Taskforce is to create a clear picture of the impact on COVID-19 on BAME communities in the region; to gather testimony about why the impact has been disproportionate; and, to develop recommendations for safeguarding our communities for the future - for both the short and long term. It looks to gather both the stories of lived experience as well as the statistics. The findings will contribute to a review, launched by the Labour Party, into the coronavirus impact on BAME communities.

The Taskforce brings together community leaders from across the West Midlands Combined Authority area along with expert supporters who are helping to guide a series of events and activities to gather data and testimony on how COVID-19 has affected the BAME community, what questions need to be posed to government, and what actions and lessons can be learnt to prevent another tragedy.

While this inquiry has been established by Liam Byrne MP and is drawing on the expertise of the BAME leadership within the Labour Party, it is not intended as a party-political activity.

Health and Wellbeing Forums

Together with key partners, Public Health are positioning the Health and Wellbeing Forums to support the Birmingham population through the next phases of the COVID-19 path, working to use insight to understand the inequalities created and to create opportunity within these areas or with individual community groups. The Forums are developing forward plans for their respective areas as well as considering how they can guide partners using intelligence to ensure partners are well-placed to support recovery.

This includes, for example, the Creating a City Without Inequality Forum which is chaired by Councillor Cotton. The Forum was established in autumn 2019 with the overarching purpose of reducing health inequalities across the city by working with partners to develop and deliver a joint plan.

The group is currently engaging with partners to expand their understanding of how the coronavirus pandemic has affected communities. This work is particularly focussing on vulnerable groups (including those experiencing domestic abuse, those with multiple complex needs, BAME groups, people with disabilities, those that identify as part of the LGBT+ community, and migrants, asylum seekers and refugees) to consolidate data and evidence of COVID-19 impacts on health inequalities.

Director of Public Health engagement with faith communities and other groups

Engagement with faith groups started at the beginning of March to support Public Health messaging on the crisis. COVID-19 information was shared with places of worship and weekly meetings were set up to understand risks and issues faced by the Muslim community. This has led to engagement and consultation regarding the closure of Mosques and social-distancing guidelines around Ramadan and Eid and has helped the Council's messaging through lockdown.

The engagement was extended to include weekly virtual meetings with wider faith groups (including the Birmingham Black Led Churches and Birmingham Faith Leaders Group) and one-off meetings with other community groups (for example, engagement with the African Caribbean community, those under 50 years old, and women's groups). These sessions focussed on understanding the impact on BAME communities, women and young people. These meetings are now fortnightly, and discussions have started around what recovery might look like.

The purpose of the meetings has been to enhance community, female, and faith leader engagement on health issues specific to COVID-19 as well as developing a

considered and safe response to religious obligations. This has included support to help partners to better understand funeral and burial guidance and guidance on religious festivals across disciplines. These partners have been invited to a focus group with Dr Justin Varney (Director for Public Health) to ensure that females working in faith and community settings are engaged in public health discussions and that messaging reaches hard to reach communities.

Public Health and community organisation engagement with BAME, disabled and LGBT communities

Birmingham is a diverse and vibrant global city. The Council recognises that different BAME, disabled, and lesbian, gay, bisexual and transsexual (LGBT) communities may have specific concerns or issues resulting from the COVID-19 pandemic, coupled with limited access to the relevant official information and guidance. This outbreak has disproportionately affected different communities and throughout the crisis the Council has worked hard to engage directly with communities to ensure that national guidelines are reaching all of our diverse communities.

Public Health commissioned a range of organisations working with BAME, disabled, and LGBT communities to develop deeper communication and engagement work to:

- Further understand specific issues around COVID-19 faced by those communities
- Work with Public Health to develop appropriate messages to tackle the spread of COVID-19 and provide the most appropriate wellbeing advice
- Use effective and appropriate culturally sensitive methods, which do not rely on face to face engagement, to get these messages out into these communities.

Public Health experts within the Council have partnered with organisations such as Citizens UK, the Chinese Community Centre Birmingham, the Refugee Migrant Centre, Birmingham Disability Resource Centre, and Birmingham LGBT, in order to discover the best methods of reaching the community and understanding how they are affected.

This builds on existing engagement with young people through a partnership with Beatfrees and the ongoing engagement with faith leaders which started before lockdown. There has also been targeted partnership between the Council and key providers working with care homes, homeless hostels, food banks, and substance misuse providers.

The providers have supplied feedback relating to their communities. Many common themes arise:

- Increased health risks of communities
- Inaccessible support services
- Social isolation, including domestic violence and mental health
- Financial wellbeing and access to benefits
- Accessibility of food provisions and the need to use food banks
- Employment challenges, including furlough, loss of employment, and zero hours contracts
- Education, including home education, GCSE's and A levels and concerns about returning to school
- Language barriers for information provided from local and national resources
- Lack of access to religious buildings

Each community has also particular and differing priorities:

- In June, First Class Legacy observed that many within the African and Caribbean community have disregarded COVID-19. There has rightfully been massive media attention around the Black Lives Matter movement, but it seems as though COVID-19 has slipped off the radar of Black people and they feel the recent Public Health England report has been lost in the noise.
- Polish and Eastern European communities worry about family in their home countries and that they are unable to visit them. People called back from furlough in these communities are concerned they will not be able to return to work due to lack of childcare. They are concerned they will need to give up

their employment without after school club support. This issue is mostly affecting women.

- Many people with sight loss have concerns about going outside and experience difficulties when shopping. They expressed that they were not always given priority in a shop and asked to queue in long lines with everyone else. It has been reported that someone was asked to prove that they were blind when shopping.
- COVID-19 information has not been readily available in large print or Braille. People with sight loss have been reliant on information they have been able to access on the internet. However, not all people with sight loss are able to use available technology without support.
- Language is a major factor for deaf and Chinese communities, particularly for older people. This has led to false information being shared and people going out for shopping who should have been shielding. Many elderly Chinese people are unable to understand changes in medication or medical treatment and need family support.
- Many older Chinese people are superstitious. The Chinese community generally makes extensive use of alternative remedies. Regular health forums have not been available to combat superstitions and beliefs in false remedies. Some older people have cancelled appointments through fear of catching COVID-19 on public transport or in hospital, even when hospital staff reassured them there are no COVID-19 patients in their facility. Community rumours include that hospitals are not treating anyone over 70. Funeral arrangements have not been able to follow some cultural practices, including the oldest son carrying a framed portrait of the deceased at the funeral, causing distress for families. Gambling is prevalent in the Chinese community. Closure of casinos during lockdown has impacted on social activity which could lead to other issues, including domestic violence.
- Many people with learning difficulties have struggled to understand the changing situation during COVID-19, not fully understanding why they need to follow government guidelines, including social distancing. Due to the closure of services, people lost support both they and their carers relied on. More

people are isolated at home and at greater risk of exploitation. People have become carers to others with learning difficulties or have had caring responsibilities increase overnight. Carers need improved access to information and each citizen with learning disabilities needs varied forms of easy read and support to understand and implement information. Some may not identify themselves as carers. These hidden and mutual carers need to be identified so they can plan and make sure that both the individual with learning disabilities and the carer are supported. Individuals will need additional support to adapt to more changes when their support networks return and day services may not be fully open.

- Individuals and dependents of Gypsy Roma heritage interviewed by the Refugee Migrant Centre stated that they and all their family had lost their jobs due to COVID-19. Individuals described how they were about to exhaust any savings and all other possibilities of securing a means to live. Some had accessed Universal Credit (UC), were still in the process of applying, or either thought they did not qualify or did not actually qualify. Some were living on tax credits or with no income, living on food parcels financially, or supported by friends. They most wanted support in accessing low skilled jobs and/or work from home.
- Following several announcements of the easing lockdown rules, members of these communities engaged with felt anxious about the prevalence of the virus in the city with no real understanding why BAME households were particularly affected.
- Citizens have found access to primary care services is a problem. Local GP practices online/via telephone methods disadvantages many older people, those with language barriers, and those who do not have technology available. In Lozells, where there is a high percentage of Kashmiri and Pakistani households, the local community is calling for a taskforce to look at years of under-investment of primary care services.
- Citizens UK's highlighted strong feelings of racism and other forms of hate.

- Migrant and refugee leaders report care workers/nurses had been told by a minority of patients that they did not feel safe having a BAME staff member attend them.
- There is still a nervousness about attending A&E at hospitals. Citizens UK has been told of patients not calling an ambulance when they otherwise would have.
- Migrant and refugee community leaders have advised Citizens UK that their communities are least likely to seek help from mainstream charity helplines and, in some occasions, may be reluctant to contact their own community sources of help due to stigma. This has been made hard by lack of access to face-to-face community networks via places of worship, cultural, and diaspora events.
- The Pakistani and Kashmiri communities have highlighted that COVID-19 has affected households of self-employed taxi drivers who have seen a huge drop in income from initially being in full lockdown to having to navigate being 'COVID-19 safe' when accepting new passengers. Some have also become delivery drivers for online and takeaway food outlets to supplement their income. Small business owners who have been able to access government grant have found it helpful but many are not online and have not been able to access various current options for business owners and those who are self-employed.
- Reopening places of worship is a big topic for communities. The Council's regular online briefings with faith institutions have been welcomed. Return to congregational worship is the main goal, with some disquiet around the safety of organised worshippers observing social distancing in a hall to pray together.
- The loss of income that places of worship have faced due to closure during lockdown is an issue in the community, as donors are local and coincide giving with congregational worship. There is strong interest on the newly announced discretionary funds by the Council to support places of worship.
- The visibility, activity, and ability to meet chaplain services at work, on campus, and in prisons is a concern. Green Lane Masjid is providing a part-

time Muslim chaplain on University of Birmingham campus to support students.

- There are differences between a small cohort of Mosques and Churches who have embraced digital life, maximising alternative methods of online giving and building following. This move is leaving behind some older worshippers and those with care commitments unable to participate in accessing online services.
- Very little known in these communities about the Government's free tuition offer and accessing help with technology at home.
- Attending post-16 and higher education is a cause for concern for parents since most families cannot afford to defer starting University.
- Travel on public transport is making people anxious.
- Launch of the Clean Air Zone concerns communities as income has been affected.
- Narrow high streets with busy frontages spilling on to pavements is making some elderly people nervous as they cannot move out of the way easily.
- Young people gathering in groups as lockdown eases, without structured opportunity for spending their time has been highlighted as a community concern.

Public Health ethnographic studies of Birmingham residents

Public Health are commissioning ethnographic studies of Birmingham residents to explore the prolonged impacts of COVID-19, their experiences of the system and specific services, and what support is needed for them as individuals as well as for communities and the city overall. This work is due to be completed in November 2020, with the findings included in the Director of Public Health Annual Report (published in early 2021).

Public Health want to present a compelling narrative to capture the complex views and experience from different citizens in the city. The Council is keen to obtain a breadth of representation of different identity aspects. For instance, older adult, working adult, unemployed adult, teenager, white British, white non-British, African-

Caribbean, South Asian, Chinese, LGBT, disability, Muslim, Sikh, and Christian faiths. The ethnographic research will be entwined with local and national evidence to highlight the gaps, need for services, and successes from the perspective of those men and women.

The purpose of this report is to identify areas of need to better support recovery and minimise inequality experienced in the city as a result of COVID-19.

Public Health deep dive into inequalities affecting African and Caribbean communities

COVID-19 has highlighted the impact of health inequalities on ethnic groups in the context of infectious disease but evidence also shows that wider inequalities in the determinants of health, such as employment, education, and criminal justice, exist.

Led by Dr Justin Varney, Public Health have embarked on an 18-month partnership with Lewisham Council to explore health inequalities affecting African and Caribbean communities and a range of broader issues, including access to treatment and management support, specific health conditions, and wider determinants (such as deprivation, employment and housing).

Public Health sharing of good practice on engaging with minority communities

As part of the work by the Association of Directors of Public Health (ADPH) to support the national review of COVID-19 risk factors, Dr Justin Varney (Director for Public Health), is leading work for ADPH on consolidating and sharing good practice on community engagement with minority groups during the COVID-19 pandemic.

As an initial step, Directors of Public Health have been asked to participate in a short survey to help shape the approach for this work to ensure that we are recognising the challenges of engaging with ethnic and other minority communities. This survey has helped us to understand what minority community work has been done and what approaches have been used by various Public Health local authorities.

Following this initial survey, the various Public Health departments will be invited to contribute to case studies for their engagement with minority community groups. This will help in sharing the best practices of engagement across the ADPH and to create a learning pool community.

Appendix 2 – Equality Objectives (2019 to 2023)**Public Sector Equality Duty**

The Public Sector Equality Duty, which is known as the General Equality Duty in section 149 of the Equality Act 2010 is a key lever for ensuring that public sector organisations, like Birmingham City Council, embed equality across its policies and services.

Under this Duty, the council must, in exercising our functions, have due regard to the need to:

1. Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited under the Act.
2. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
3. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

It's important that the council considers how its decisions advance equality, inclusion and diversity by removing or minimising disadvantages experienced by people because of their protected characteristics.

The protected characteristic' covered by the Equality Act 2010 are: age, race, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, religion or belief (including lack of belief), sex, sexual orientation.

Equality Objectives

Public authorities are legally required to set at least one equality objective every four years to help focus attention on priority equality issues. For 2019 to 2023, the council is proposing five equality objectives to help drive equality and inclusion across all areas of the council's work, as well as demonstrate compliance with the Public Sector Equality Duty.

The proposed equality objectives, set out below, have been developed by drawing on the council's current policies together with an equality gap analysis and workforce equality data.

Objective 1:

Understand our diverse communities and embed that understanding in how we shape policy and practice across the Council

How we will do this:

- Improve the collection and analysis of quantitative and qualitative information to inform and shape decisions on different equality groups.
- Work with our citizens and partner organisations, including the voluntary, community and faith sectors, to ensure we use our community intelligence, data, and knowledge to deliver joined up policies and practice.

Objective 2:

Demonstrate inclusive leadership, partnership and a clear organisational commitment to be a leader in equality, diversity and inclusion in the City

How we will do this:

- Measure and share our progress and achievements.
- Establish a senior equalities leadership group, led by the Cabinet Member for Social Inclusion, Community Safety and Equalities to challenge and drive improvement.
- Assess the impact of our decisions on socio-economic inequality as well as protected characteristics as defined in the Equality Act 2010.
- Having visible leadership that ensures equality is reflected in corporate reporting, strategic plans and target setting. Additionally, adopt and promote a zero-tolerance approach to discriminatory behaviour.
- Establish corporate equality champions, drawn from the council's senior management team, with specific responsibilities to raise awareness on equality issues and promote good practice.

Objective 3:

Involve and enable our diverse communities to play an active role in civic society and put the citizens' voice at the heart of decision making

How we will do this:

- Promote and review civic participation and the involvement of diverse communities in the decision-making processes of the council.

Objective 4:

Deliver responsive services and customer care that is accessible and inclusive to individual's needs and respects faith, beliefs and cultural differences

What we will do:

- Ensure comprehensive equality impact assessments are completed for all decisions impacting on services users and wider community.
- Promote tolerance and mutual respect across people of all faiths and none, including the adoption of the International Holocaust Remembrance Alliances working definition of anti-Semitism (formally adopted by the council in 2017).

Objective 5:

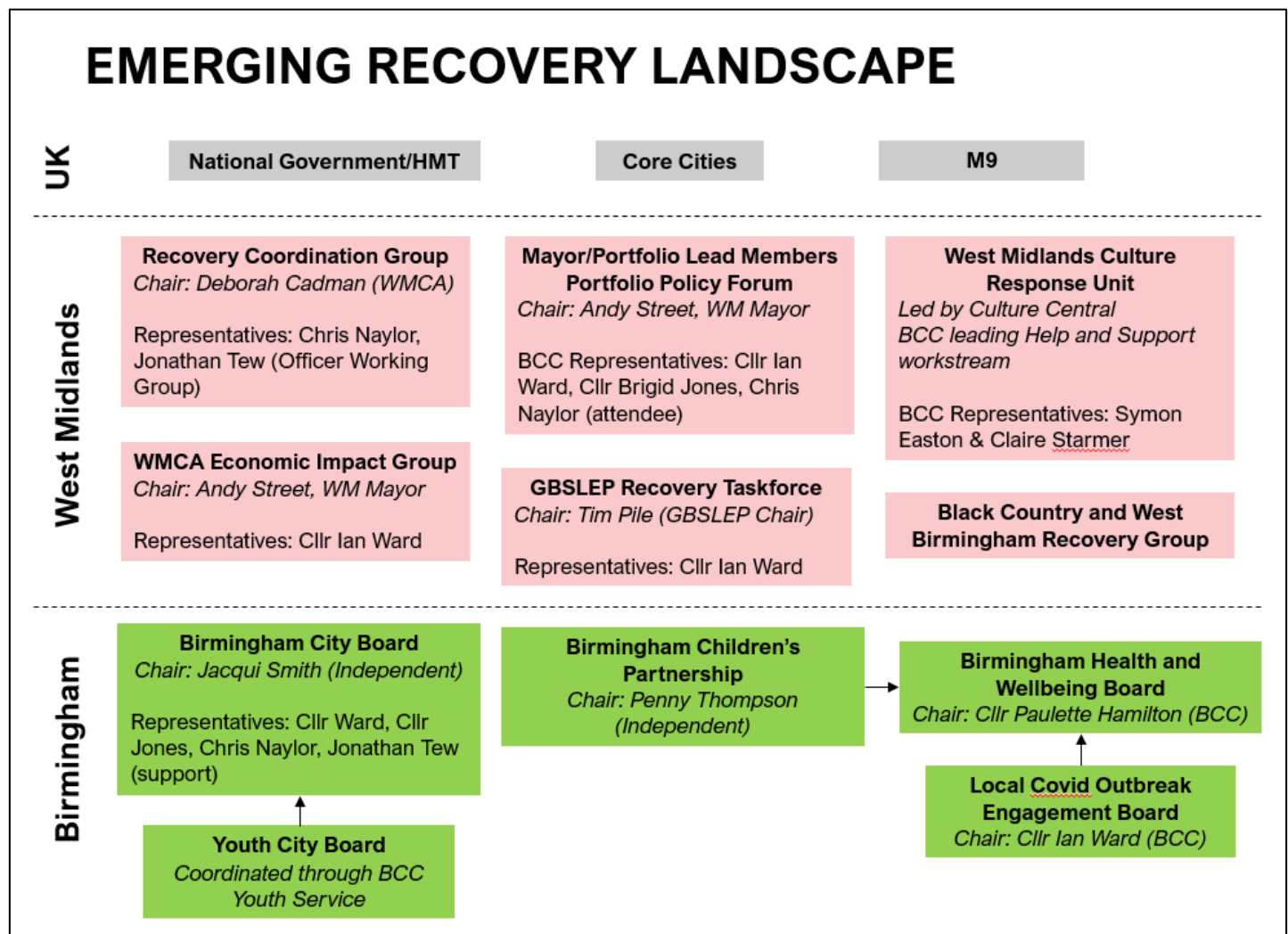
Encourage and enable a skilled and diverse workforce to build a culture of equality and inclusion in everything we do

What we will do:

- Provide training on Equality Impact Assessment Toolkit to all council senior management teams.
- Reduce the proportion of 'unknown' equality data we hold on our employees.
- Review the diversity at all levels of our workforce to help identify areas for improvement.
- Take part in national benchmarking diversity schemes.
- Work with our staff networks and equality champions to reduce the numbers of grievances related to discrimination issues, particularly from black, Asian and minority ethnic and disabled employees.
- Work towards achieving the national Disability Confident Employer scheme at Level 2.

Our equality objectives align with the principles of Birmingham's Community Cohesion Strategy. We will annually review and report progress on these objectives to Cabinet.

Appendix 3 – Emerging Recovery Landscape



Birmingham City Council

Report to Cabinet

21st July 2020



Subject: **BIRMINGHAM CITY COUNCIL ASSURANCE FRAMEWORK 2019 -20+**

Report of: **THE CHIEF EXECUTIVE**

Relevant Cabinet Member: Councillor Ian Ward, Leader

Relevant O & S Chair(s): Councillor Carl Rice – Co-ordinating O&S Committee

Report author: Varun Sitaram Varun.sitaram@birmingham.gov.uk

| | | |
|---|---|--|
| Are specific wards affected? | Yes | X No |
| If yes, name(s) of ward(s): | | |
| Is this a key decision? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| If relevant, add Forward Plan Reference: | | |
| Is the decision eligible for call-in? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does the report contain confidential or exempt information? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| If relevant, provide exempt information paragraph number or reason if confidential: | | |

1 Executive Summary

- 1.1** In July 2019, Cabinet approved the adoption of an innovative new model of 'progressive assurance' which led to the formation of a quarterly Strategic Programme Board. Specialist external Non-Executive Advisers (NEAs) were appointed to provide subject matter expertise on key areas of improvement activity (aligned to specific risk and professional areas of focus) to support the Council Leadership Team until July 2020.
- 1.2** As part of the agreed governance arrangements with The Ministry of Housing, Communities and Local Government (MHCLG), the Strategic Programme Board has submitted voluntary update reports from the Leader to the Secretary of State in Autumn 2019, Spring 2020 and now this, the final report for Summer 2020. The final update report is attached as Appendix 1.

2 Recommendation

That Cabinet

- 2.1** Approves submission of the report (including Non-Executive Adviser commentary Appendix 2 and Lessons from the NEA model Appendix 3) to the Secretary of State to appraise Government of progress made and the residual and newly emerged COVID-19 related challenges facing Birmingham City Council's improvement journey.
- 2.2** Endorse the consensus position, outlined within Appendix 2, to acknowledge the important contribution that the NEAs have made to the Council's improvement journey in 2019-20 whilst agreeing to step down the NEA model as we head into 2020-21.

3 Background

- 3.1** Following the final report of the Birmingham Independent Improvement Panel in March 2019, the Council considered how best to continue the service improvement and transformation journey and agreed a model of 'progressive assurance' through the establishment of a quarterly Strategic Programme Board (SPB).
- 3.2** The SPB has been designed to maintain impetus around key areas of improvement activity, allow the Council to continue benefiting from external experience, and secure the trust and confidence of local stakeholders and Government.
- 3.3** Membership of the SPB includes all members of the Council Leadership Team (CLT) and five specialist external Non-Executive Advisers (NEA) to provide advice and input to the Council on key areas of improvement activity as follows:
 - Sean Hanson: Waste management and industrial relations;
 - Javed Khan: Outcomes for vulnerable adults and children;
 - Rob Whiteman: Financial resilience;
 - Max Caller: Risk management; and
 - Donna Hall: Good governance and culture change & Peer support to the Chief Executive.
- 3.4** The SPB committed to submitting voluntary update reports from the Leader to the Secretary of State in order to provide assurance that the model is genuinely value adding and that sustainable progress is being achieved at pace. The final report is now due to be submitted.

4 Current Progress

- 4.1** The SPB has now met formally six times (including induction and half-day sessions) over the last twelve months and CLT have been in ongoing dialogue

with the NEAs around key lines of enquiry and the challenges around COVID - 19.

- 4.2** Following an initial induction session, the Board met formally in October to focus specifically on reviewing the Council's budget position. They met in November to focus on industrial relations and culture change. The meeting in January 2020 focused on waste management business planning, budget, and risk management. The March meeting was dedicated to social care and partnerships. The June meeting concentrated on the recovery strategy required due to the pandemic and the COVID-19 impact on progress, reflections and learning from the NEA model and the direction of the improvement journey following July.
- 4.3** For over a third of the time the NEA model has been in place it has been disrupted by the response to COVID 19. Responding to the pandemic has been the priority of the Council and the impact this will undoubtedly have on the finances and shape of the council in the future is not clear yet but will be a challenge for local government generally.
- 4.4** A report was presented to [Full Council](#) on 9th June detailing the Council's response to COVID-19 and how our efforts ensured Birmingham's citizens and businesses continue to be kept safe and supported. Cabinet is also receiving a report today on the Initial Analysis of the impact of COVID-19 on Birmingham Communities. During this time the NEAs have been kept apprised of the response activities and briefed on the emerging impacts. The Council has taken NEA advice throughout this period that has contributed helpfully to our assessment of risk and national / regional engagement. However, pace on the direction of travel for the improvement journey has not halted due to COVID-19.
- 4.5** While responding to the emergency, the Council's leadership team have also been working with the new interim Chief Executive to develop a comprehensive and coherent two-year delivery plan and corresponding refresh of the sustainable Medium-Term Financial Strategy, cognisant of COVID-19 impacts, for consideration by Cabinet in November 2020. The NEAs have been apprised of this process and draft content of the two-year delivery plan and have contributed to the clarity of our purpose and direction to ensure that they have confidence in the Council's vision, cross cutting priorities and how they will be delivered following the NEA's departure.
- 4.6** The interim Chief Executive has held several engagement sessions with Cabinet, and senior officers to discuss and better understand the context in which we are now working due to the pandemic. This work will build upon previous work and help carve out an approach for the longer term that sets out a collective view of the city where it can and should be and the role of the Council in helping to make that happen. The six outcomes are still at the centre of this longer-term approach but in understanding the drivers of achieving these outcomes we can introduce a framework to address and understand the root causes, at its heart, this is about tackling inequality so everyone can aspire.

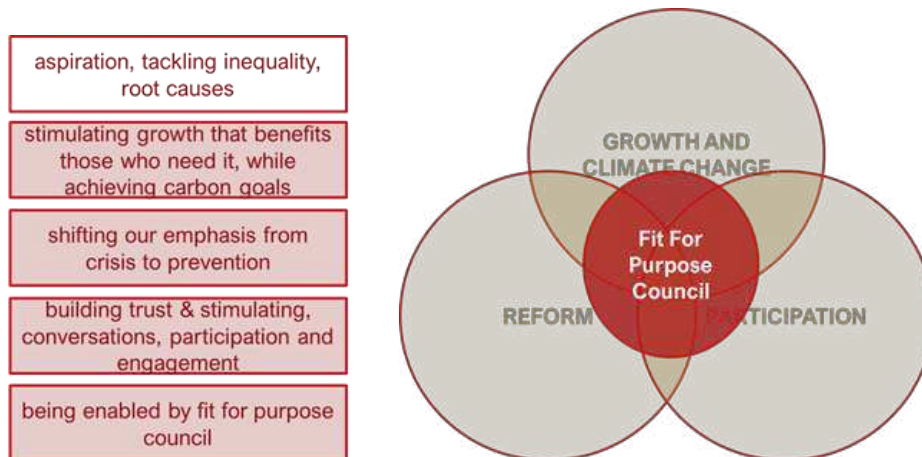


Figure 1. Tackling inequalities - four drivers and themes

- 4.7**
- 4.8** The four key drivers enable us to approach this in a strategic way with a delivery plan for the next two years and beyond. It will provide a common understanding and a common strategy to tackle them but also enable any remaining areas or issues of concern from the initial NEA work to be folded in addressed as part of the delivery plan moving forward.
- 4.9** This approach and the growing confidence around it are reflected in the NEAs' July response. They too are enthused about the momentum and direction of travel such that they are assured that their work can be concluded in July 2020. This is a position shared by the Council's Leadership Team.
- 4.10** The final update report to the Secretary of State from the Leader of the Council is attached to this note for Cabinet's consideration. The report includes an appendix with commentary from the NEAs themselves. The commentary demonstrates that the SPB model of progressive assurance has worked well and generated value for the Council. The NEAs have highlighted specific areas of challenge which continue to require focus and momentum but which they are confident will continue to be tackled after their work has concluded.
- 4.11** The Council recognise the value and opportunity this approach to local government improvement has provided them and would recommend its use elsewhere if the circumstances were agreeable. Attached, as Appendix 3, is a collaborative piece of feedback from the Council and NEAs on the merits of the NEA model for the Local Government sector as a whole, which has been shared with the Local Government Association and MHCLG.
- 4.12** The Council will continue to seek external advice as appropriate in line with the Delivery Plan and use the best in sector support in the future as required.

5 Consultation

- 5.1** None required

6 Risk Management

- 6.1** The agreed areas of focus for the NEA roles were, in part, generated by the statutory recommendations published by the Council's external auditor during 2018-19 and the 'risk' NEA has advised specifically around the Council's internal risk management culture and practice. The External Auditor attended the June meeting of the Board in order to assess progress and expressed positive feedback regarding both the progress made with the model, and the Council's response to those statutory recommendations. Due to COVID-19 the formal publication of the External Auditor's report has been pushed back until November 2020 at the earliest.

7 Compliance Issues

- 7.1** The recommended decisions are consistent with the City Council's priorities, plans and strategies, supporting the Council's stated commitment to improvement.

7.2 Legal Implications.

- 7.2.1 None

7.3 Financial Implications

- 7.3.1 Financial commitments in supporting the SPB model are consistent with the use of Policy Contingency agreed in the July 2019 Cabinet report.
- 7.3.2. The final running total of spend to date for external advisors is £42,520 and not estimated to exceed £50,000 therefore, is substantially less than the Policy Contingency budget allocation in 2019-20 and 2020-21 which was £72,000 for external advisors as part of a wider improvement budget of £150,000.
- 7.3.3 The contingency surplus is still available to be applied to Council improvement activity in 2020-21 in consultation with the Leader of the Council, the Interim Chief Executive and the Interim Finance Director.

7.4 Procurement Implications (if required)

- 7.4.1 None

7.5 Human Resources Implications (if required)

- 7.5.1 None

7.6 Public Sector Equality Duty

- 7.6.1 None

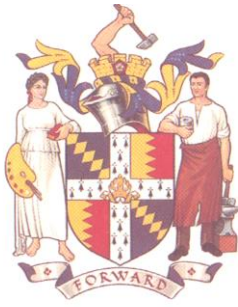
8 Appendices

- 8.1** Appendix 1 – Secretary of State Update – Summer 2020
- 8.2** Appendix 2 - Birmingham Non-Executive Advisors Overview - July 2020

8.3 Appendix 3 – Lessons from the NEA Model.

Background reports

- City Council 9th June 2020 – Response to COVID-19
- Cabinet 21st July 2020 - Initial Analysis of the Impact of COVID on Birmingham Communities



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Our Ref: IW/1161tr

21 July 2020

The Rt Hon Robert Jenrick MP
 Secretary of State for Housing, Communities and Local Government
 2 Marsham Street
 London
 SW1P 4DF

SENT VIA EMAIL

Dear Secretary of State

Update on Birmingham City Council's New Model of Progressive Assurance

I am writing to provide an update on progress made with Birmingham City Council's innovative model of 'progressive assurance' that was designed to ensure a relentless and determined focus on improvement but under the Council's own direction. As part of the agreed commitments, this is the final of three formal update reports to be provided to you.

The model that was endorsed back in July 2019 has been formally embedded and the Strategic Programme Board (SPB) has continued to meet and discuss the priority areas of improvement for the Council over the last 12 months.

Since the last formal update, responding to the pandemic has been our priority, we have continued to keep the appointed Non-Executive Advisors (NEAs) appraised and taken advice throughout but as detailed below we have remained focused on our improvement journey.

Following the arrival of the new interim Chief Executive, the Cabinet and Council's Leadership Team have worked hard to develop a two-year Delivery Plan. The previous areas of challenge identified have received sufficient address in year by the Council, to enable any remaining issues to be folded into and dealt with as part of the Delivery Plan. There is real momentum about this agreed clarity of direction and

growing confidence within the Council's leadership which is echoed in the analysis provided by the NEAs after a year of working with the Council.

This letter and accompanying appendices have been shared transparently at Cabinet on the 21st July 2020. The Cabinet and CLT concur with the NEAs' conclusion and have approved, on the basis of that consensus position, to step down the NEA model as of July 2020.

The five specialist Non-Executive Advisors (NEAs) we have been working with, each with a specific focus area, are as follows:

- *Waste Management and Industrial Relations – Sean Hanson, CEO - Local Partnerships*
- *Financial Resilience – Rob Whiteman, CEO – Chartered Institute of Public Finance and Accounting (CIPFA)*
- *Risk Management – Max Caller, former Boundary Commission Chair and London Borough of Tower Hamlets Commissioner*
- *Vulnerable Adults and Children – Javed Khan, CEO – Barnardos*
- *Good Governance and Culture Change – Donna Hall, Chair – New Local Government Network*
- *Peer Support – Donna Hall*

Waste Management and Industrial Relations

Since our last update in March we have continued our service change programme and are making small but positive steps. Sean Hanson has been involved in ensuring that progress is being made.

Depot staff meetings have been held with the Cabinet Member and Assistant Director explaining directly to the workforce their aims and objectives, they also listened and responded to concerns and ideas.

There have been regular Trade Union meetings throughout the months and relationships have improved.

In April, during this period of change, lockdown was introduced, and the service needed to develop a response to COVID19. Although staff working in the waste sector were identified as key workers, the speed of the decision meant we were unsure how the workforce would respond. It has been fair to say the response from the staff has been very positive.

The service has had to make a number of changes to enable collections to continue. The staff and trade unions have been very responsive and supportive to the changes. The formal Memorandum of Understanding has been relaxed to enable crews to be put together and performance has improved with, on average, less than 10 roads outstanding of the 12500 that we collect from each week.

The residents have responded and reconnected with the service. As the consistency of delivery remained good the staff received positive messages and good wishes from all communities. Staff have been looking out for vulnerable residents too and even collected essential supplies for them.

The alternative models are currently being completed and will be discussed later this month. We have now received the independent review report, this will be presented to Cabinet in the Autumn which will provide options for the future collection arrangements.

Work on the waste disposal contracts is progressing and will be the focus of the next few weeks and we will be looking to Sean for some independent advice.

The Industrial Relations Unit has now been recruited to, with staff commencing in April and May during the lockdown. An Employee Relations Strategy is being drafted following feedback from trade unions, elected members and staff – this will set out the roadmap and actions for the next 12-18 months. Weekly corporate trade union meetings are taking place, including dedicated sessions on COVID19, workplace matters and culture change.

Financial Resilience

The Council is successfully delivering the Financial Improvement Plan with a dedicated team to support the implementation of the plan following the one-star rating from the CIPFA review, with a number of the improvements now transferred to Business as Usual. This is addressing the lack of accountability, structure and transparency through our budget planning and delivery processes. Some key examples being; the delivery of a balanced general ledger with recharges being moved to below the line to address transparency, CLT support of Accountability Letter to Directors to ensure full ownership of their budgets. Rob Whiteman's focus has been on helping the Council to shape and embed that integrated approach.

In terms of structure there is single leadership of the Finance Improvement Plan, ERP for Finance and the delivery of a Target Operating Model as one coordinated change programme. The Target Operating Model development is well underway and sets the End State Vision for Finance to become a high performing service in terms of People, Process and Systems underpinned by a high functioning culture.

The budget process itself has been strengthened with challenge on new and existing savings through Star Chambers. These require services to provide detailed savings implementation plans and remove undeliverable savings as well as the corresponding contingency. This will be continued throughout 2020/21 with RAG rated implementation plans being subject to review by Star Chambers. This has been reinforced by the deployment of forensic accountants into areas that need further deep dives due to recurrent overspends in 20/21 at the request of the Star Chambers. This approach will be deployed across any service area where there are overspend type issues across the organisation.

Future years budgets will be driven by an overall 2-year Delivery Plan with resources driven strategically by this plan. Concurrently over that period the medium-term strategic purpose of the Council will be worked up with programme planning to deliver which will strategically drive resourcing directly to outcomes over a medium-term time period. Medium term financial planning will be over a 10-year period for Revenue and a 25-year period for Capital.

In the immediate period comprehensive weekly reporting of the financial position with regard to the COVID19 Incident has been in progress from the start of the incident. These include expenditure, loss of income, impact on delivery of savings as well as fully costed financial risks with probability factors attached to these risks.

Risk Management

The Council's approach to and management of risk has taken a significant step forward with the development of a Strategic Risk Register based upon a full PESTLE analysis by CLT and a thorough challenge by Executive Management Team (comprising Cabinet and Chief Officers). This is supported by a Strategic Risk Management Strategy and strategic risks and opportunities are now fully embedded within the strengthened business planning process and budget process.

The Strategy and Risk Register have been presented to Audit Committee who have requested further information and training, both of which will now be available at the next Audit Committee in July 2020, now that virtual committee meetings are being held.

There is still work to be done on embedding proactive risk management processes and protocols into the culture of the organisation to support the delivery of the new approach across the Council. The Council has embraced the interdependency between risk and performance management within both the business planning and decision-making processes. Max Caller has continued to support and challenge officers in the development of Operational Risks within the register that need to be elevated due to increased significance and or impact beyond tolerance levels.

This tier of risks will have a process developed to ensure transparency, rigour and stepped up management by CLT with reporting into EMT on a monthly basis, this is now being instigated now that CLT and EMT are operating in Business as Usual again.

Vulnerable Adults and Children

In response to COVID19, the council played a central role in supporting vulnerable adults and children. Adult Social Care assisted the NHS in reducing pressure on the acute hospitals. In order to do this, it changed its service model at pace and through the introduction of the Discharge 2 Assess model (D2A), Delayed Transfers of Cares

have been reduced to very low levels. Work to embed this service is underway and a dedicated programme has been initiated to cement the new ways of working through the Early Intervention service and the D2A model.

The Council was pivotal in supporting early years providers, schools and other settings to transition into lockdown and virtual learning environments. The response has been coherent and strongly co-produced with a consistent and resolute focus on vulnerable children and families as well as the safety and wellbeing of teaching and support staff. The council responded comprehensively and at pace to support the families of the 61,000 children across the city who are eligible for free school meals and issued supermarket vouchers for the period before the DfE Edenred scheme was formally launched.

The Trust's response to COVID19 was strong and robust. Every open case was risk-assessed and contact with families maintained at a high rate. The Trust quickly, established a Resource Hub, providing essential support and supplies to families with whom the Trust was working. Contact maintained with all 8500 families with whom we work; 87% of children with CP plans visited in line with their plans throughout period. School attendance tracking national performance for vulnerable groups.

Notwithstanding the rapid and robust response to the pandemic, the Council has also continued to make substantial progress over the last twelve months in improving outcomes for children and adults.

Adult Social Care is continuing to deliver significant improvements in outcomes for citizens through its transformational programme. Savings are continuing to be delivered through their focus on prevention and early intervention. The early intervention service model has been rolled out across Birmingham and the multi-disciplinary community teams are providing better support for older citizens and reducing admissions to residential care.

The service providing strategic finance support to schools has been improved with CIPFA support. There has been significant traction on SEND transformation illustrated by both performance metrics and DfE/CQC monitoring visits. This has been realised through the strengthening of the Children's Partnership collaboration and leadership on key city issues such as the development of an 'early help' business case. The acceleration of the early help programme and the pivot towards earlier interventions demands better integrated working across children and adults' services and beyond.

We are delivering an integrated approach across children's, adults' and health services to deliver long-term, sustainable solutions. This integrated working is clearly visible through our continued work on the Preparation for Adulthood programme and the creation of an integrated transitions team working across health and social care. The Birmingham Children's Trust has played a major role in taking forward the 'Preparing for Adulthood' programme, including developing more effective transitions

work and shaping services for vulnerable young adults, in partnership with Adult Services. Funding has been agreed for the proposal and recruitment to the new teams is nearly complete which will shift the shape of current services.

Other proposals are being finalised as part of the broad approach to improve services across the Life Course. The Life Course Board is driving the changes in the care and health system across children and adults' services. This Board meets monthly and is the focal point for the development of the transformation programme required to improve outcomes, integrate and modernise services and manage demand more effectively

There has been continued progress of the Children's Trust, underpinned by strengthening commissioning arrangements and cross-agency working and collaboration. However, challenges around budget and demand remain and COVID19 has raised further potential budget issues for schools and the Children's Trust. There is an urgent requirement through early help/intervention to get ahead of the increased need produced by COVID19, with high quality, integrated services wrapped around vulnerable families that effectively build community capacity and resilience. We are some way to achieving this but committed to continue to drive forward this approach.

We will continue to build upon existing partner relationships and develop collaborative, integrated approaches. We will also continue to strengthen and make more coherent children and young people's voices and their impact on outcomes in Birmingham.

The improvement trajectory of children's social care services delivered by Birmingham Children's Trust has been maintained over the last 12 months. In February 2020, Ofsted conducted a focused visit, inspecting the Trust's contact, referral and assessment arrangements. The outcome was positive. Ofsted reported: *'continued progress and improvement in the front door arrangements' and 'Quality assurance and performance information arrangements have been strengthened. Leaders have a good understanding of their strengths and areas for improvement.'*

An innovative and effective multi-agency Contextual Safeguarding Hub has been established, providing better interventions and integrated safety planning for children missing, and at risk of exploitation in all its forms. This was positively regarded by Ofsted.

The Trust has had successful bids to develop Family Drug and Alcohol Court and pre-proceedings Family Group Conference: £1.5m from DfE, reflecting growing confidence in the Trust nationally. Further, we have received DfE ministerial sign off for the Trust's innovative and unique proposals to deliver a Regional Adoption Agency.

We have doubled the recruitment of foster carers over the last 12 months bringing the service into a net gain position for the first time in the last 5 years and

established a stable workforce with 12% agency Social Workers (lower than national, regional and statistical neighbour averages); 9% team managers.

The Trust has played a prominent role in building stronger partnership work across the children's system; instigating and driving the establishment of the COVID19 Early Help response and establishing the Partnership Operations Group that has met weekly for 3 months, with up to 40 partners connected, jointly planning COVID19 practice responses.

Good Governance and Culture Change

Technology has proved an invaluable asset during lockdown with a massive increase in the use of interactive digital applications. Yammer has become an overnight success for staff engagement with sessions held by senior leadership and elected members, including Equality, Diversity and Inclusion, and all things related to COVID19. These sessions appear to be valued by staff as they can engage directly on topical issues and ask questions within a safe forum.

There have been some significant staffing changes since our last response, including the appointment of the interim Chief Executive. There is a recruitment plan in place to recruit to other permanent vacancies and this will assist with stabilising the leadership team. There is still more work to do on culture change, but the Council has a firm grip on this and already has the Workforce Strategy and Implementation Plan in place to continue to deliver it. The ten levers in the Culture Change Framework are progressing well even during COVID19, recognising of course that culture change takes time and patience for an organisation as large and complex as BCC.

The Council has done a lot of preparation on re-imagining and re-setting the 'new normal' for after the COVID-19 emergency. Communication and engagement with the workforce has been regular and informative, including advice and guidance on welfare, mental health, working from home in a crisis, well-being tips, virtual training sessions, and information on the staff intranet and the internet.

A Health and Well-Being survey is being undertaken to capture the feedback from staff on life during the lockdown, their thoughts on home working (for those that are office based) and their views on transition into recovery.

Peer Support to the Chief Executive

The role of Donna Hall, as a dedicated peer to the Council's Chief Executive, has been invaluable given the unexpected turn-over in relation to this vital post during 2019-20. Donna assisted Dawn Baxendale in establishing the NEA model in July 2019 and then worked very closely with Clive Heaphy and the wider CLT during the period following Dawn's departure to New Zealand. Donna, alongside other NEAs, advised the Cabinet regarding the decision not to appoint to the Chief Executive role permanently in spring 2020 which they regarded as an appropriate, confidence and courageous decision by the cross-party JNC committee. Donna has subsequently

supported both Chris Naylor in his induction into the Interim Chief Executive role and has helped by facilitating workshop sessions with the Cabinet and wider Corporate Leadership Team. Her advice, positivity and support to all such postholders has been invaluable.

Over the last 12 months as I have previously detailed, the NEA's have provided the Council's Leadership Team, myself and my Cabinet with invaluable support and advice.

This, model for local government improvement has been a success for Birmingham City Council and we would support the application of it elsewhere. In acknowledgment that this was a pilot; in partnership with the NEAs, we have outlined key issues and feedback on the approach. This is attached as Appendix 2.

This innovative model has provided us all, with a new experience and understanding of what peer support might look and feel like. It has been beneficial. I look forward to building on dialogue between my officers and your senior officials. In the meantime, I would be delighted to meet if you would like to discuss this final progress update in more detail.

Yours sincerely

A handwritten signature in purple ink, appearing to read 'Ian Ward', is positioned above a vertical line that extends downwards.

Councillor Ian Ward
Leader of Birmingham City Council

Birmingham Non-Executive Advisor Overview – July 2020

Good Governance and Culture Change

Progress that has been previously reported to MHCLG has been substantially built upon and reinforced since our last letter to you. Despite the Council dedicating enormous amounts of time, energy and resources to the local management of the COVID 19 pandemic, considerable progress has been made on embedding a one team approach with solid governance and a focus on improving organisational and place-based culture in Birmingham.

Since our last letter to you, a new Interim Chief Executive Chris Naylor has been appointed following the decision not to appoint a Chief Executive from the field of candidates shortlisted in December. In our view as Non-Executive Advisors to the Council we felt this was the right decision for the Appointment Panel, given there was not adequate assurance that any of the candidates were the right “fit” for the organisation and the City’s partners. It was a braver decision to not appoint than to make an appointment on the basis of needing to fill the post quickly.

All Non-Executive Advisors were consulted on the appointment of Chris Naylor, Chief Executive at Barking and Dagenham and all felt this would be a strong candidate with the necessary skills, expertise and creativity to continue to drive forward good governance, culture change and to deliver on the Council and the City’s ambitions.

Despite the difficulties of managing an organisation during a major crisis, the new Chief Executive has introduced a new Behavioural Framework within his first week and has started meaningful and in depth consultation with the workforce, elected members and trade unions on embedding this, which will take time to build the confidence of such a large and complex organisation but the early work is very promising.

Extended development sessions have taken place with more sessions being planned for the Cabinet and Management Team to develop a new Delivery Plan for the Council with sharper focus and clarity on the Council’s top priorities, budget pressures and milestones and a strong engagement framework with local residents and businesses.

The organisation has adapted well during Covid 19 with office staff predominantly working remotely; a real test for the IT and Digital Teams. IT in all its forms has been embraced by the workforce along with elected members and the Cabinet who have embraced this new way of working and have used this an opportunity to sharpen up governance and decision making.

Weekly corporate meetings are taking place with trade unions to ensure all workplace issues, especially health and safety issues are managed quickly.

A health and wellbeing survey is being carried to ensure all staff, whether working remotely, working in the community or coming into their workplace to carry out their roles feel safe and connected to their colleagues and to management through strong and effective business continuity arrangements.

When the Non-Executive Advisors first commenced working with the City almost a year ago, all 3 Statutory Officer posts were filled with permanent appointments. The present position is that all three are now held by interim appointments and that the Head of Paid Service post has been held by 4 individuals, the Monitoring Officer by 3 and the Section 151 Officer by 2 postholders. No timeline exists to recruit to fill the positions permanently and we agree with

your new Interim Chief Executive that this is not the most important task over the next few months. However, stability of the top officer and political team is essential to deliver the momentum needed to ensure the City recovers from recent challenges.

It is crucial to appoint individuals who are prepared to commit themselves to the City for a 3-5 year period and who have the skills, ideas, and resilience to deliver over the entire period. This experience should lead the City to evaluate who they use to secure both permanent and interim resources at the top level of the organisation and how they are appraised and tested so that candidates are only presented if they meet the City's requirements. An unsuccessful appointment at this stage would be hugely damaging.

However, the new Chief Executive has settled in well during the last few months and we feel assured that with his leadership as Head of Paid Service working in partnership with strong political leadership from the Leader and his Cabinet and the support of the whole Council progress has been made towards establishing a strong and confident management team which gives us some assurance that the Council is on its way to becoming the organisation that the City of Birmingham deserves.

A key focus on Equality and Diversity will need to be a priority running through the Council's emerging Delivery Plan. Whilst the Council's Cabinet is diverse in its membership, the Council's management team needs to better reflect the population they serve and work is underway to ensure more diverse senior people in the Council.

Children and Adults

The Council has continued to strengthen its response to the highly challenging agenda of ensuring the safety of its most vulnerable people. In a city that boasts one of the most diverse and youngest populations in Europe, this is no mean feat. Through concerted effort and energy from its senior executive, well supported by relevant Cabinet members, the Adult's and Children's departments have continued to work well together and crucially with The Children's Trust too.

Considerable focus has been deployed in planning for the most effective use of new funds over the next five years, helping to create a Preparation for Adulthood and Vulnerable Adults Improvement and Transformation Programme, underpinning the Council's commitment to the life course approach across Birmingham. It is early days, but it is envisaged that this powerful collaboration of internal departments and an array of external partners could lead to significantly improved outcomes for 14 to 28 year olds, as well as 'systems change' in the city. A new team driving this work now sits within The Children's Trust, which in itself is a strong statement of collaborative working. Additionally, the city has recruited its first 'Joint Head of Service' to bridge the transition between children's and adult's services, reporting across the key partners.

The Children's Partnership continues to play a key role in the city's response to the most challenging issues. The response to Covid-19 has shown the value of this 'investment' where the city has responded with some confidence to the needs of vulnerable children and their families. The Covid-19 Early Help response group, which brought together 40 partners on a weekly basis, played a key role in this. The strength of relationships with schools and their local communities was bound to be tested during the pandemic, but the Council managed this as well as could have been expected, and commendably prioritised desperate need ahead of affordability.

Progress is being made on SEND support and Early Help programmes too, though the challenges remain significant and pace could be increased. The Children's department's

Commissioning capacity remains an issue that needs to be addressed. Foster carer numbers have increased significantly, and adoption performance has improved along with placement stability for children in care.

Looking forward, there remain many risks that the Council needs to have a sustained focus on. Improvements in outcomes for vulnerable children and adults can take many years to achieve, but ground can be lost very quickly indeed. The Autumn will present a key test when, after the expected end of most lockdown measures, most services are expected to see a spike in demand. Those already on 'vulnerable registers' will be joined by those who have become vulnerable during the pandemic. This will include young and older people who have now found themselves living in poverty; those with newly developed but unsupported mental health issues; those suffering from domestic violence; the newly bereaved; victims of domestic abuse; sexual abuse; criminal exploitation...and more. Services will potentially be stretched to the extreme, without the capacity to respond effectively. Add to this the well-researched disproportionate impact of Covid 19 on BAME communities, with the City's diverse population as it is, and you can see the potential for a further significantly testing time for the Council's response to supporting its vulnerable people. The Cabinet, the new CEO and his top team should factor this risk into their planning now.

Finance

Before the advent of the COVID-19 crisis, Birmingham's finances were not at immediate risk, but senior members and officers have recognised that financial planning and control have been relatively weak and must improve rapidly through the finance improvement programme to manage the financial risks of the Commonwealth Games and work needed to balance the budget. As for all authorities the position is aggravated by COVID-19, and the work of interim CFO and her team to use identify and manage the financial consequences have been exemplary.

Risk

The public health emergency has emphasised the need for good and effective risk analysis, particularly in financial terms. The Council has been conscious in its reporting and analysis of both short- and long-term risks in financial terms. The approach proposed to be followed by the newly appointed interim Chief Executive will form a good basis for the necessary reimagining of the city as it is clear that previous assumptions about physical and social development need to be revalidated or amended.

The Council is also better placed to take a realistic view about the delivery of the Commonwealth Games project recognising that it is now not possible to maintain the original timeline for every element. This is more likely to lead to a stronger and more sustainable legacy than before without detriment to the overall event experience.

Attention needs to be drawn to the recent (15th June 2020) MHCLG publication "Addressing Cultural and Governance Failings in Local Authorities: Lessons from Recent Interventions", This highlights that overreliance on interim statutory officers can indicate a local authority may be experiencing serious governance issues. Proper recruitment and nurturing of a new cadre of permanent senior managers with the requisite outlook and skills to achieve improvement has been shown to begin the journey to deliver best value.

In our last letter to you we highlighted some concerns about the Commonwealth Games vacant leadership role and some potential delays. These issues have now been resolved fully and the Council has appointed an experienced leader to head up the Commonwealth Games team. Key decisions have also been taken regarding accommodation which will

prevent further potential delays. We are satisfied that The Council has acted on our concerns with urgency.

Over the next few months, Cabinet will be invited to endorse a coherent way forward for the City. Agreeing this and showing that it can deliver against the challenges this poses will be essential if the City is going to stand on its own feet for their people and the wider region.

Waste Management

Waste and street cleaning services have benefitted from improved relationships with trade unions and improved performance on the ground and in the depots, both before and during the recent COVID-19 crisis. The teams have relaxed the terms of their memorandum of understanding during the COVID-19 response period and this has resulted in much improved feedback from service users and residents. The work that has been done to improve relationships has included strong leadership and agility from the cabinet and the portfolio holder. There are, however, key decisions that remain to be made. The Council has not yet concluded its review of waste collection services and the independent review is long overdue. In addition, the Council needs to make decisions around its future capital programme in general and specifically in relation to its future waste disposal contracts and assets. The Council needs to ensure that the lessons that have been learned from closer collaboration are carried forward so that tensions that have been deferred do not reverse the good progress that has been made so far.

To conclude, we feel as a team of Non-Executive Advisors who have worked intensively with the Council and its partners over the last year, that this model has worked well. We have seen real progress in all areas that we have been asked to explore and support. We are confident that if this momentum continues and the solid working relationship between Members and officers is consolidated, the work of the NEAs can be concluded.

We would like to thank the Leader of the Council for his openness and that of his Cabinet and all elected councillors, all members of the management team and the three Chief Executives we have worked with as well as partner organisations and frontline staff. Birmingham is an amazing City and deserves the very best for the future.

Lessons from the NEA Model

The Council and NEAs have been acutely aware, throughout 2019-20, that the NEA approach was a new model being trialled with regard to local government improvement. The Council and NEAs have therefore worked together to capture some headline aspects of feedback in relation to the model and commit to work with MHCLG and the LGA in assisting with shared learning for the benefit of the sector as a whole.

We regard this model as having been successful in Birmingham, with opportunities for application elsewhere. This is contingent, however, on certain pre-conditions being in place to lay the ground for success. Fundamentally, this model will only work where a host Council accepts the need for change, takes collective responsibility for legacy failings and wants to pro-actively improve.

This was the scenario in Birmingham, where both political and officer teams within the Council had publicly outlined the areas for improvement in summer 2018 and spring 2019 and were willing to commit to a mature partnership with NEAs to move the Council forward. This requires a high degree of self-awareness, courage and appreciation of the risk involved for both Council and NEAs alike. It is clear from the recent history these pre-conditions do not exist in every part of the sector nationally, and therefore the NEA approach to improvement would not work as an imposed model or in circumstances where the Council is not willing to countenance transparent exposition of areas for improvement. Similarly, the Council's proactive engagement with external auditors as regular contributors to the 'programme board' meetings alongside NEAs is testament to this forward-thinking approach to 'progressive assurance' in Birmingham.

It is the consensus position of the Council and NEAs that the partnership together has seen the Council come a long way in 2019-20, but we could have done even better with consistency of senior officer leadership and a more formal period of preparation. The creation of this model was forged in a rather fraught and tense negotiation regarding the departure of the previous Independent Improvement Panel and therefore it was not possible to cogently align the intentions of the NEAs with a senior team prior to arrival. Of similar concern was the commencement of the model in July 2019 almost coinciding with the announcement regarding Dawn Baxendale's departure, so an opportunity was lost to genuinely co-design the NEA's strategic input with that of a CEO's agenda for change. In the circumstances a huge amount has been achieved through the commitment of CLT to the NEA model, but if this model is applied in other places, a single CEO shaping the selection of NEA areas of expertise could ensure consistency and creation of a single force for change.

A resoundingly positive aspect of the NEA model in Birmingham has been the political engagement with the NEAs as a group and the concept of external advice into Cabinet. Sessions with the Leader, Deputy Leader and / or Cabinet members are cited by NEAs as the highlights of the year and the Leader was consistently complimented for being open and accessible, listening and engaging in NEA's appraisal of options. A particular example in this regard was the NEA's endorsement of the decision not to initially appoint from the field of CEO candidates, which was regarded as a brave but correct political choice. The NEAs have been delighted to see Cabinet members grow in confidence when given, "space to breath" out of national intervention and the strategic intent of the NEA model is regarded as giving leadership the confidence to lead. In future iterations of this model, NEAs would advise peers acting in an NEA capacity to spend more time with Cabinet and the Council Leadership / Executive team together.

In relation to the Birmingham experience, such processes do require management and support, and both the Council and NEAs would advocate having a dedicated programme

manager in place for any other local authorities adopting the model, with a sponsoring Director or AD taking responsibility for the coordination of the improvement agenda, and flows of information across the organisation with and on behalf of NEAs, in support of the Chief Executive.

In terms of wider reflections for the sector, MHCLG and the LGA it is the consensus position of the Council and NEAs that this model can (and should) certainly form an important part of the range of tools available to drive local authority improvement across the UK. It is clear that the LGA corporate peer review model is entirely appropriate in certain contexts, and the Birmingham journey out of national intervention validates the core improvement themes at the heart of the LGA's peer model. It could be argued, however, that the LGA peer model is not sufficient in the face of the complexities and dynamics of the post-COVID landscape and the sector now needs to draw on a wider range of diagnostic tools, professional perspectives and suites of hard and soft intervention tools to meet the expectations of citizens and Government. As above, the NEA and peer review models would appear to sit alongside tools that are best applied when Councils are willing to commit to transparency. Indeed, it could be argued that the NEA is a form of ongoing peer review, albeit with a wider range of peers that draw from different sectoral disciplines.

In summary, the Birmingham NEA model has been a resounding success for Birmingham. The 'fit' and 'chemistry' between NEAs and the Council has been integral, with less of an emphasis on national assurance and more on the provision of local advice and support in a practical manner, and we will carry forward that ethos into the next stage of the Council's improvement journey. NEAs, Cabinet Members and senior officers in Birmingham alike would be delighted to assist peer councils, the LGA and MHCLG in taking forward similar models elsewhere in the country.

Birmingham City Council

Report to Cabinet

21ST JULY 2020



Subject: FINANCIAL MONITORING REPORT
QUARTER 1 (UP TO 30TH JUNE 2020)

Report of: Chief Finance Officer – Rebecca Hellard

Relevant Cabinet Member: Councillor Tristan Chatfield – Finance & Resources

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

Report author: Chief Finance Officer – Rebecca Hellard

| | | |
|---|---|---|
| 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: 007784/2020 | | |
| 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

- 1.1 The comprehensive quarterly finance report attached as Appendix A is part of the City Council's robust financial management arrangements.

2 Recommendations

That the Cabinet:-

- 2.1 Notes the City Council's 2020/2021 forecast revenue budget position and the pressures and savings identified as at 30th June 2020 resulting in a forecast overspend of £79.9m.
- 2.2 Notes that the Council has received £70.3m of un-ringfenced Covid-19 related grant funding from the government.
- 2.3 Notes that the forecast additional spend/loss of income to the Council on Covid-19 related general fund activities, after utilising the un-ringfenced government grant, for 2020/21 is £74.7m.
- 2.4 Notes that the Council is engaged in ongoing discussions with the government around further funding support and additional freedoms and flexibilities that the government could provide to support the rectification of the budget gap caused by Covid-19 in both 2020/21 and 2021/22
- 2.5 Notes the Council is also forecasting other revenue overspends of £5.2m, largely related to placement pressures within Birmingham Children's Trust.
- 2.6 Notes the latest monitoring position in respect of the Council's savings programme and the risks identified in its delivery.
- 2.7 Notes the forecast capital expenditure in 2020/2021 of £750.6m.
- 2.8 Approves the writing off of debts over £0.025m as described in paragraph 4.19 and set out in Annexe 4 of Appendix A.
- 2.9 Approves the amended Reserves Policy as set out in paragraph 4.23
- 2.10 Notes the Treasury Management report in Appendix A.
- 2.11 Notes the Investment Portfolio Report in Appendix A.

3 Background

- 3.1 At the meeting on 25th February 2020, the Council agreed a net revenue budget for 2020/2021 of £852.9m to be met by government grants, council tax and business rates payers. Appendix A sets out the full financial position at Quarter 1.

4 Key Issues

- 4.1 The Council is forecasting a revenue overspend of **£79.9m** which represents 9.3% of the £852.9m budget. **£74.7m** of the overspend relates to the Covid-19 emergency after applying the £70.3m government grant received so far. This position does not include risks or 2021/22 onwards financial implications. **£5.2m** is non-Covid related directorate overspends. While the Covid-19 impact is being presented in Directorates, the funding gap is being dealt with as a corporate issue.

4.2 The Council has received £70.3m of un-ringfenced Covid-19 related grant funding from the government and is awaiting details on how the additional funding package announced on 2 July will improve the financial position. The government has also announced several ring-fenced grants for additional reliefs and support schemes which are being spent on the additional measures set out in government guidance.

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

4.4 The Council is engaged in ongoing discussions with the government around further funding support and additional freedoms and flexibilities that the government could provide to support the rectification of the budget gap caused by Covid-19 in both 2020/21 and 2021/22. Once these discussions have concluded on both further funding and freedoms and flexibilities the financial situation will be reassessed and decisions on any further actions to be taken will be made at that point by Cabinet.

Savings Programme

4.5 The savings programme for 2020/21 is £27.1m. Savings of £13.7m are on track, £10.0m at risk and £3.4m are classed as undeliverable or non-delivered. The largest area with for savings at risk is Adult Social Care particularly their savings in packages of care, all a result of the Covid-19 impact.

Capital Programme

4.6 Capital spend is currently projected to be £750.6m for 2020/21, after projected slippage and rephasing of £125.4m. The full multi-year capital programme is projected to be £3,309.8m.

Education and Skills

4.7 The biggest non-Covid-19 issues are in Education and Skills Directorate. There continues to be a significant increase in the number of children in care requiring support by Birmingham Children's Trust, from 1,830 at the start of the Trust in April 2018 rising to an average of 1,955 by March 2020 alongside other additional placement demands, including a general lack of sufficiency for residential placements. Further action is ongoing with the Trust to arrive at a shared and agreed position regarding current and future demand pressures, including commissioning arrangements, a review of contractual arrangements and time limited investment in transformation projects (around embedded adult services

specialists, supported accommodation and dedicated contact centres) designed to improve outcomes and reduce costs.

- 4.8 The Education and Skills Directorate together with Birmingham and Solihull Clinical Commissioning Group published a 'written statement of action' in July 2019, in response to the DfE, to make improvements to the special educational needs and disability (SEND) service. At this stage it is anticipated that any financial impact on the Local Authority will be met from the Dedicated Schools Grant. There is a growing concern around schools with financial deficits. The number of schools in deficit has only grown by a small amount (from 38 to 40), but the total deficit amount has risen substantially from £7.2m to £9.0m; the Local Authority is working with Governing Bodies on deficit recovery plans to address this.

Neighbourhoods

- 4.9 The 2019/20 outturn for Neighbourhoods was an overspend of £19.7m. For 2020/21 additional budget has been allocated to Neighbourhoods of £23m. This funding should address the issues that were present in 2019/20.
- 4.10 Nearly all services within Neighbourhoods are based on a degree of demand led activity from Trade Waste, Homelessness to Licencing and Regulation. Whilst not currently deemed a budget pressure there is a level of risk from a continuation of the demand impact over and above what has been recognised as an impact of Covid-19.
- 4.11 Stemming from 2019/20 and in some part, as a result of Covid related activity, the service is currently concerned about funding for temporary accommodation. Additionally, a current assessment is being made for set aside of a sinking fund for reservoirs maintenance and allocations of section 106 commuted sums.
- 4.12 A review of use of Housing Revenue Account and cost charging policies is also taking place alongside an ongoing assessment of the Covid-19 impact on rent arrears.

Adult Social Care

- 4.13 Health are currently meeting the costs arising from most hospital discharges and there is a significant reduction in residential and nursing placements. However, there are still significant costs to be quantified in relation to support to the care market in respect of actual costs incurred and it is anticipated that there is currently a significant level of hidden demand which will impact when lockdown is eased.

4.14 Added to this is an expected significant increase in the net cost of care packages due to the impact of short-term demand on prices, temporary health funding and a reduction in client contributions.

4.15 The Directorate's Transformation Programme continues to progress with the roll-out of the Customer Journey Restructure and the System-wide Early Intervention Programme over the coming months in order to deliver long term sustainable savings. The short-term impact of Covid-19 has led to the need to retain additional agency Social Work capacity for longer than originally planned but has also meant that the Early Intervention process has been refined in advance of wider implementation.

Inclusive Growth

4.16 The Council is currently working with Birmingham Highways Ltd to re-procure the subcontract for its Highway Maintenance and Management PFI contract. Affordability for this will be assessed against the total cost of a future contract and assessed as part of setting future years budgets.

Commonwealth Games

4.17 Covid-19 has impacted on the works at the Village and a detailed review is taking place to consider the costs and delivery timelines including potential mitigation plans given the hard deadline for the Games. There will be a report in due course. The overall Alexander Stadium project remains in line with the overall approved budget.

Treasury Management

4.18 The Covid-19 pandemic has had a significant impact on Treasury Management decision making in the quarter. Details are set out in the full report.

Level of Debt, Provision and Write-Offs

4.19 The outturn for 2019/20 show short-term net debt at £401m, higher than the £331m in the previous year. Finance are implementing deep dive reviews on debt to ensure we are effectively managing the overdue debt we have, minimising any future overdue debt and, wherever possible avoiding debt all together by ensuring payment at point of order. Debt over £0.025m recommended for write off is set out in Annex 4 of Appendix A.

Policy Contingency and Use of Reserves

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

4.21 General Reserves are forecast to be £114.7m out of a total £668.2m. An assessment of the levels and use of reserves will be undertaken as part of the

mid-year review of the Long-Term Financial Plan, which will go to Cabinet in October 2020.

- 4.22 Given the significant financial pressures facing the Council due to the Covid-19 emergency it may become necessary to utilise reserves in 2020/21 to support the budget. Consideration of in-year requests to use reserves will be on an exception basis.
- 4.23 A minor revision to the Council's Reserves Policy is proposed to allow for the exceptional circumstances that the Council is facing

5 Options considered and Recommended Proposal

- 5.1 Directors, in striving to manage their budgets, have evaluated all the options available to them to maintain balance between service delivery and a balanced budget.

6 Consultation

- 6.1 Cabinet Members, Directors, the City Solicitor, Human Resources and Assistant Directors of Finance 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 2020/21.

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.

8.3 Financial Implications

8.3.1 The Corporate Revenue and Capital Budget Monitoring documents attached give details of monitoring of service delivery within available resources.

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 2020-2024 approved at Council 25th February 2020

Appendix A

Quarter 1 Financial Monitoring Report

1. Executive Summary

Revenue Budgets

- 1.1 The Council's net revenue budget for 2020/21 is £852.9m, after planning for savings of £27.1m.
- 1.2 At Quarter 1 the forecast revenue outturn is an overspend of **£79.9m. £74.7m** of the overspend relates to the **Covid-19** emergency after applying £70.3m of un-ringfenced Covid-19 related grant funding from the government. This position does not include risks or 2021/22 onwards financial implications. The financial impact of recovery and a potential new normal is not yet fully understood but will be built into the mid-year review of the 2021/22 Long Term Financial Plan, to go to Cabinet in the Autumn. While the Covid-19 financial impact is being presented in Directorates, the funding gap is being dealt with as a corporate issue. This can be seen in Chart 1 and Table 1.
- 1.3 The government announcement on 2 July a further support package for Local Authorities. Detail on how the support package will impact individual councils is expected imminently. Discussions are continuing with government and the position will be updated as soon as details are known.
- 1.4 The government has also announced several ring-fenced grants for additional reliefs and support schemes which are being spent on the additional measures set out in government guidance.
- 1.5 There is a forecast balanced position in Schools at Quarter 1. It is expected that any year end underspend will be appropriated to the DSG Grant Reserve. Further detail is contained in Section 5.
- 1.6 There is a forecast balanced position in the Housing Revenue Account. Further detail is contained in Section 6.

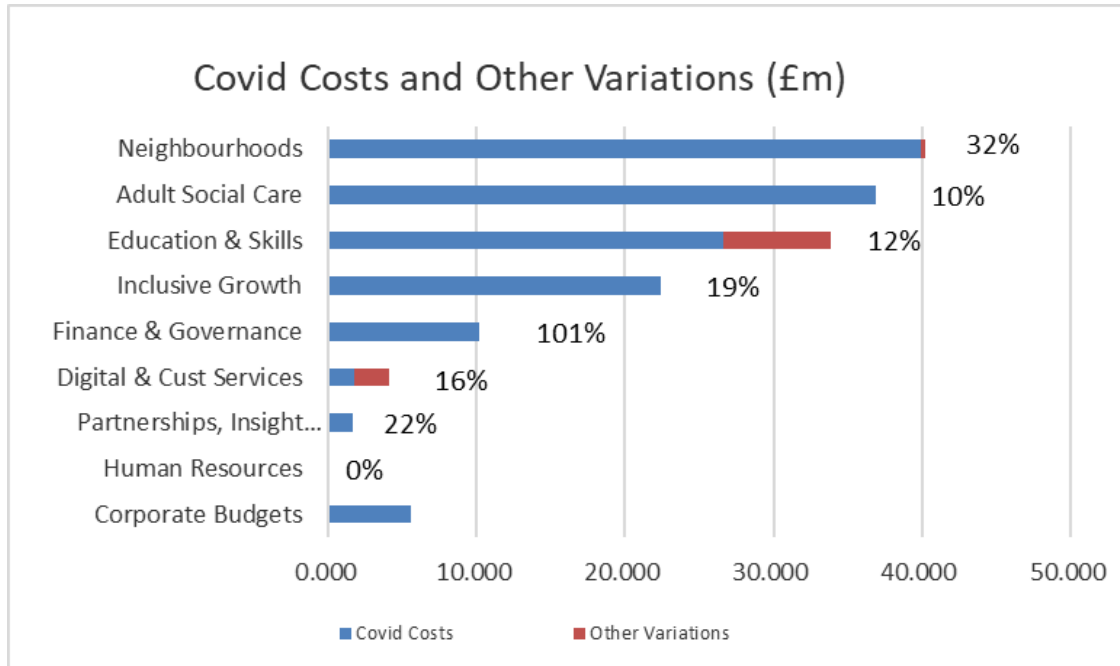
Capital Programme

- 1.7 2020/21 Capital spend is currently projected to be £750.6m, after projected slippage and rephasing of £125.4m. However, there are still a number of uncertainties as a result of Covid-19 which are yet to be quantified and are expected to impact on the capital spend for the year. The revenue implications of which will be reported in future reports. The full multi-year capital programme is projected at £3,309.8m.

Treasury Management

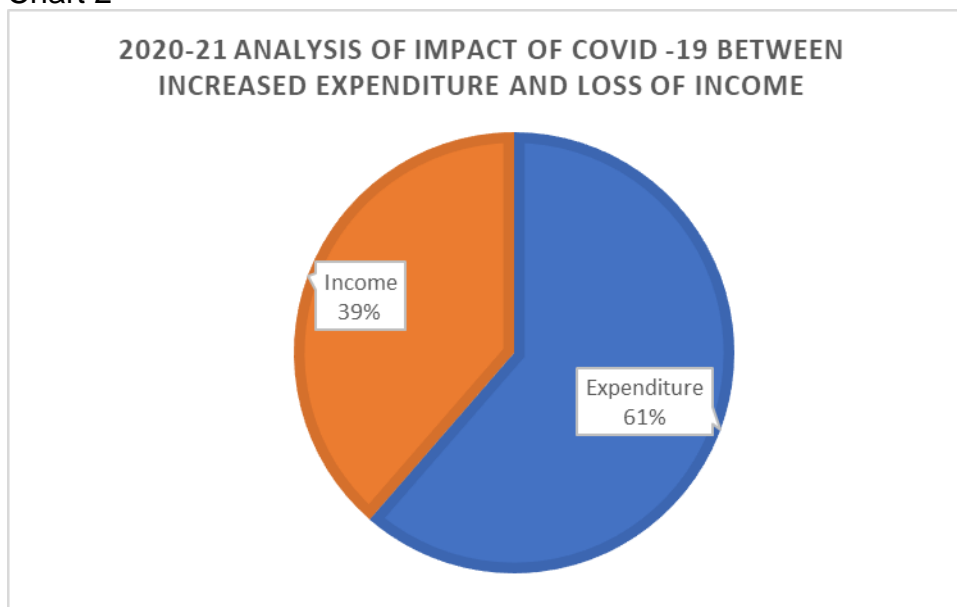
- 1.8 The Covid-19 pandemic has had a significant impact on Treasury Management decision making in the quarter. Further details are provided in Section 11 of this report.

Chart 1



Note: percentages are the total overspend as a percentage of the Directorate current budgets

Chart 2



**Note: This does not include Council Tax and Business Rates impacts, which affect the following financial year, as reported in Section 14*

Appendix A

Table 1

| Table 1:High Level Summary | | | | | |
|--------------------------------------|-----------------|------------------|--------------------------|------------------------------------|---------------------------------------|
| Directorate | Current Budget | Forecast Outturn | Total Over/(Under) Spend | Covid 19 Financial Impact Included | Over/(Under) spend net of Covid costs |
| | £m | £m | £m | £m | £m |
| Neighbourhoods | 126.641 | 166.840 | 40.199 | 39.928 | 0.271 |
| Adult Social Care | 328.361 | 362.699 | 34.338 | 36.935 | (2.597) |
| Education & Skills | 274.961 | 308.854 | 33.893 | 26.650 | 7.243 |
| Inclusive Growth | 106.096 | 126.574 | 20.478 | 22.378 | (1.900) |
| Finance & Governance | 9.969 | 20.056 | 10.087 | 10.157 | (0.070) |
| Digital & Cust Services | 25.893 | 29.965 | 4.072 | 1.772 | 2.300 |
| Partnerships, Insight and Prevention | 7.340 | 8.964 | 1.624 | 1.624 | 0.000 |
| Human Resources | 6.581 | 6.581 | 0.000 | 0.000 | 0.000 |
| Directorate Sub Total | 885.841 | 1,030.532 | 144.691 | 139.444 | 5.247 |
| Corporate Budgets | (32.909) | (27.348) | 5.561 | 5.561 | 0.000 |
| Covid Funding Expected | 0.000 | (70.310) | (70.310) | (70.310) | 0.000 |
| Corporate Subtotal | (32.909) | (97.658) | (64.749) | (64.749) | 0.000 |
| | | | | | |
| City Council General Fund | 852.933 | 932.875 | 79.942 | 74.695 | 5.247 |

2 Directorate Variations (Excluding Covid-19)

2.1 The Directorates are forecasting a net overspend of £5.2m, due to Non Covid 19 related costs. The explanations below cover individual variations above £0.2m

2.2 Neighbourhoods Directorate has an overspend of £0.3m (0.2% of budget) as shown by the table below.

| Neighbourhoods | Budget £m | Non Covid-19 £m |
|--------------------------|----------------------|----------------------------|
| Street Scene | 79.8 | (1.2) |
| Housing General Fund | 9.1 | 0.9 |
| Neighbourhoods | 19.6 | (0.4) |
| Regulation & Enforcement | 1.4 | 0.9 |
| Business Support | 16.7 | 0.0 |
| Directorate | 126.6 | 0.3 |

Street Scene has an underspend of £1.2m. (-1.5% of budget)

There is an underspend of £1.8m, as a result of savings on from one-off management actions to delay the launch of new initiatives 'love your street' and waste enforcement staff savings. Offset by continued operational challenges on waste management agency spend and fleet services and Non-delivery of savings £0.6m resulting partly from the initial lockdown measures, delay in a saving initiative from Bordesley Allotments which requires approval from the Secretary of State and there is also delay in the implementation of the Street Scene redesign resulting in non-delivery of work force and management savings.

Housing General Fund has an overspend of £0.9m (10% of budget)

There is non delivery of ongoing savings programme due to a delay in the implementation of the new operating model **£0.5m**, whereby it was anticipated that upstream prevention would reduce the need to use bed and breakfast. The new operating model will not be now be fully implemented until 2021/22 (consultation to commence in October 2020).

Private Sector Housing were to introduce a Selective Licensing scheme that would generate additional income, however due to regulation changes and legal advice the scheme has not been launched resulting in a pressure of **£0.5m**

Neighbourhoods has an underspend of £0.4m (-2% of budget)

One-off savings of (£0.4m) have been identified across a range of service areas to partially mitigate the pressures identified in the Directorate.

Appendix A

Regulatory and Enforcement has an overspend of £0.9m (64% of budget)

Markets has an overspend of £0.7m mainly due to operational costs and income pressures resulting partly from the closure of the Wholesale Market and continued low occupancy of the Indoor Market

2.3 Adult Social Care underspend of £2.6m as shown by the table below (-0.8% of the budget).

| Adult Social Care | Budget | Non Covid-19 |
|--------------------------|---------------|---------------------|
| | £m | £m |
| Director | 17.8 | 0.0 |
| Commissioning | 28.0 | 0.7 |
| Packages of Care | 208.3 | 0.2 |
| Community & Operational | 74.2 | (3.5) |
| Other | 0.0 | 0.0 |
| Directorate | 328.3 | (2.6) |

Commissioning has an overspend of £0.7m (2% of the budget)

The overspend relates to the impact of slippage within the Neighbourhood Network Programme £1.1m, offset by mitigating savings of £0.4m identified across the Commissioning Service.

Community & Operational has an underspend of £3.5m (5% of the budget)

Planned reduction in the ongoing use of agency staff will result in a saving of £3.1m following the implementation of the Customer Journey Restructure in September 2020.

2.4 Education and Skills £7.2m overspend as shown by the table below (3% of the budget).

| Education and Skills | Budget | Non Covid-19 |
|-----------------------------|---------------|---------------------|
| | £m | £m |
| Education & Early Years | 9.4 | 0.0 |
| Inclusion & SEND | 28.4 | 0.0 |
| Children's Trust | 192.2 | 7.1 |
| Strategic Leadership | 19.5 | (0.1) |
| Skills & Employability | 25.5 | 0.2 |
| Directorate | 275.0 | 7.2 |

Children's Trust, is forecasting an overspend of £7.1m (4% of the budget)

There continues to be a significant increase in the number of children in care requiring support by Birmingham Children's Trust, from 1,830 at the start of the Trust in April 2018 rising to an average of 1,955 by March 2020.

There are additional placement demands, including a general lack of sufficiency for residential placements. These demand pressures are currently forecast at an additional £11m of spend however there are mitigating actions of **£3.9m** reducing this to **£7.1m**.

There is a risk of additional demands, as there is likely to be a spike in referrals in September, when more pupils return to school.

2.5 Inclusive Growth underspend of £1.9m as shown by the table below (1.8% of the budget).

| Inclusive Growth | Budget £m | Non Covid-19 £m |
|--------------------------------|--------------|--------------------|
| P&D - City Centre, EZ, BDI | (0.7) | (0.5) |
| Transport & Connectivity | 48.1 | (0.6) |
| P&D - Strategy & Planning | 5.2 | (0.8) |
| Birmingham Property Services | (1.7) | (0.2) |
| Housing Development | 0.4 | 0.0 |
| Highways & Infrastructure | 45.9 | 0.0 |
| Inclusive Growth Director | 8.9 | 0.2 |
| Other Funds - Holding Accounts | 0.0 | 0.0 |
| Directorate | 106.1 | (1.9) |

Across P& D City Centre, Transport & Connectivity, and P& D- Strategy & Planning – there are underspends of £1.9m (-3% of the budget)

There are savings of £2.7m related to staffing vacancies. However as result of these unfilled vacancies, it has forecast a loss of £0.8m of Project Delivery income.

Birmingham Property Services has an underspend of £0.2m (12% of the budget).

£0.5m underspend from the cessation of 'Working For The Future' (WtTF). The WtTF programme was to rationalise 55 Council Administrative building down to 8, resulting in a revenue savings used to fund the borrowing linked to the construction of Woodcock Street (c£45m) and refurbishment of Lancaster Circus (c£27m).

£0.3m overspend due to Council Administrative Buildings (CAB) saving mitigation decrease resulting from revised timelines for asset disposals and associated delay in receipt of revenue benefits arising

Appendix A

2.6 **Finance & Governance underspend of £0.1m as shown by the table below (1% of the budget).**

| Finance & Governance | Budget | Non Covid-19 |
|---------------------------------|---------------|---------------------|
| | £m | £m |
| Development and Commercial | (3.8) | 0.5 |
| Service Finance | 4.3 | (0.5) |
| City Solicitor | 7.8 | (0.1) |
| Birmingham Audit | 1.7 | 0.0 |
| Directorate | 10 | (0.1) |

Development & Commercial has an overspend of £0.5m (13% of the budget), which is made up of: £0.2m from a loss of income in Birmingham City Labs and Civic Catering, and there is a £0.2m income pressure for Civic Cleaning inherited following transfer from Acivico. The service continues to work towards achieving a balanced position

Service Finance has an underspend of £0.5m (-12% of the budget)

A £0.8m underspend on funding earmarked to support the transition of services in Service Finance and Development and Commercial Divisions. Employee underspends of £0.6m within business as usual offset by a £0.8m overspend on interim staff and project implementation cost to deliver the finance improvement agenda.

2.7 **Digital & Customer Services overspend of £2.3m (9% of the budget) as shown by the table below.**

| Digital & Customer Services | Budget | Non Covid-19 |
|--|---------------|---------------------|
| | £m | £m |
| IT & Digital Services | 7.9 | 2.5 |
| Revenues & Benefits | 2.5 | 0.0 |
| Business Improvements | 10.1 | (0.2) |
| Customer Services | 5.1 | 0.0 |
| Director of DC&S | 0.2 | 0.0 |
| Directorate | 25.8 | 2.3 |

IT & Digital Services has an overspend of £2.5m (32% of the budget).

The overspend largely relates to agency staff costs of £3.1m partly offset by £0.6m of additional one-off income from prior year projects.

The service acknowledges that spend on Agency staff is significantly high and there is an ongoing exercise to rationalise the number and use of agency staff.

2.8 Human Resources is forecasting to balance to the budget

3. Covid-19 Major Incident Financial Impact

- 3.1. The Council has received £70.3m of un-ringfenced Covid-19 related grant funding from the government. The government has also announced several ring-fenced grants for additional reliefs and support schemes which are being spent on the additional measures set out in government guidance.
- 3.2. The current assumption for the financial impact of the Covid-19 major incident is based on a 6-month forecast for the duration of the incidents along with some residual costs. The financial impact of recovery and a potential new normal is not yet fully understood but will be built into the mid-year review of the 2021/22 Long Term Financial Plan, to go to Cabinet in the Autumn.
- 3.3. The forecast additional spend/loss of income to the Council on Covid-19 related general fund activities, after utilising the un-ringfenced government grant, for 2020/21 is **£74.7m**. There are further financial risks which have been quantified and assessed for likelihood, which are reported through emergency cells on a weekly basis. Details on Directorate Covid-19 financial impacts are included in Annex 1 and the schedule of further financial risks is included in Annex 2.
- 3.4. The government announced on 2 July a further support package for Local Authorities. The package included £500m of extra un-ringfenced funding nationally for Councils, a co-payment mechanism for irrecoverable Sales, fees and charges with the government covering 75% of losses beyond 5% of planned income and a phased repayment of collection fund deficits over three years. Details on how the co-payment mechanism will operate and the actual allocations of funding to councils are expected imminently. The position will be updated as soon as details are known.
- 3.5. Decision logs were published on 30 June and have been updated.
- 3.6. The Council is engaged in ongoing discussions with the government around further funding support and additional freedoms and flexibilities that the government could provide to support the rectification of the budget gap caused by Covid-19 in both 2020/21 and 2021/22. Once these discussions on both further funding and freedoms and flexibilities have concluded, the financial situation will be reassessed and decisions on any further actions to be taken will be made at that point by Cabinet.

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4. Overview of the Saving Programme

- 4.1 The approved savings programme for 2020/21 is £27.1m, comprising the approved savings plan of £22.1m plus £5.0m of savings that were only delivered on a one-off basis in 2019/20. Savings of £13.7m are on track, £10.0m at risk and £3.4m are classed as undeliverable or non-delivered, as shown in Charts 3, 4 and 5.

Chart 3

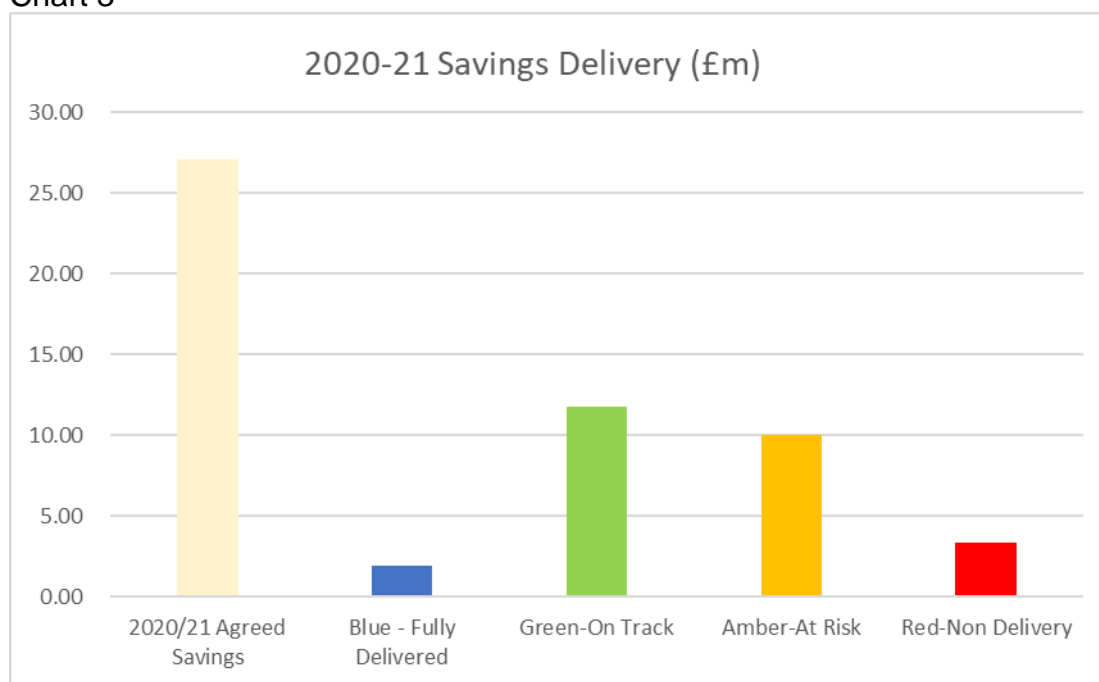


Chart 4

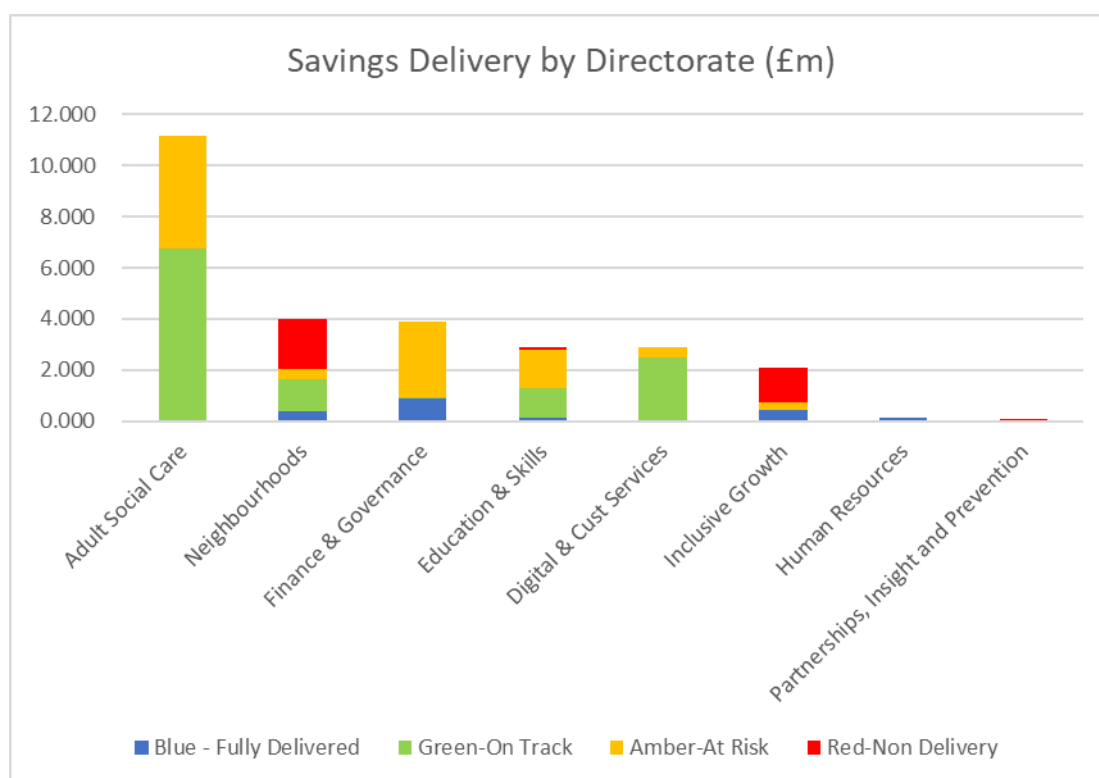
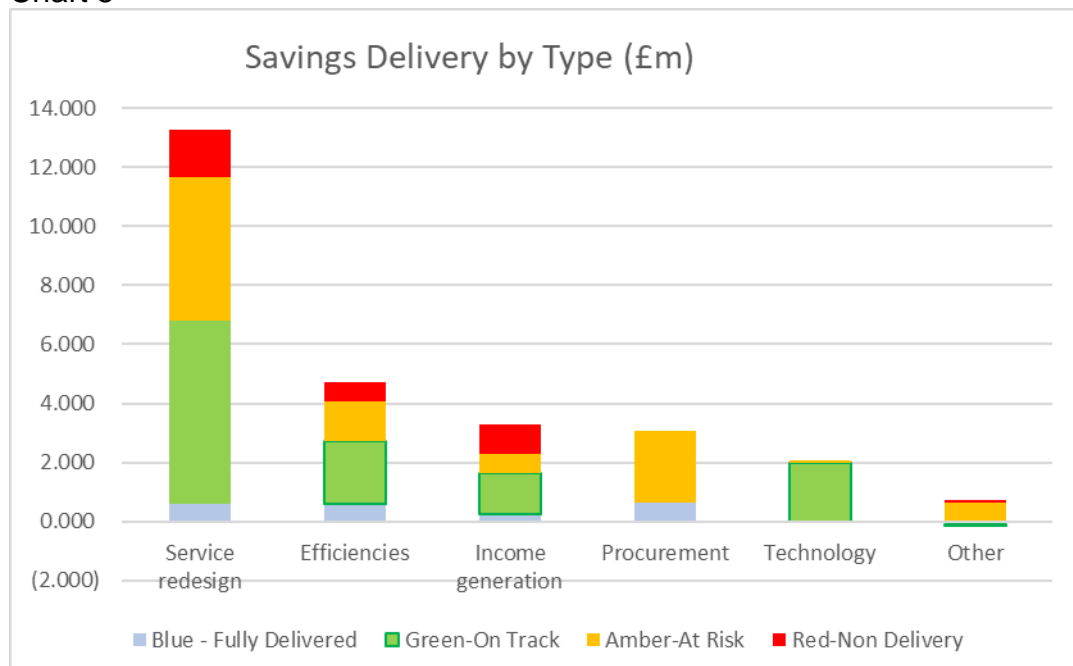


Chart 5



- **Adult Social Care has £4.4m** savings that are at risk due to Covid-19, particularly regarding Packages of Care. These are currently included within the Adult risk value of £13.4m.
 - **Neighbourhoods has £0.4m** savings that are at risk and **£1.9m** savings that are unlikely to be achieved, mainly due to delays caused by Covid-19.
 - **Procurement savings** while sitting in Finance & Governance cut across all service areas. The target is **£3.0m** of which **£0.6m** has been delivered so far. While a delivery plan exists, this is now considered a risk as Covid-19 has caused services to reappraise their planned procurements.
 - **Education & Skills has £1.5m** savings at risk, largely related to the Early Years new working model and the Adult Education Service. It also has **£0.1m** of savings that are unlikely to be achieved.
 - **Digital & Customer Services has £0.4m** savings at risk mainly due to delays and potential income losses related to Covid-19
 - **Inclusive Growth has £0.3m** savings at risk and **£1.4m** that are unlikely to be achieved, mainly due to delays and risks to income caused by Covid-19
 - Annex 3 provides a breakdown of all savings in 2020/21.
- 4.2 Where a saving has been identified as red, Directorates are expected to identify recovery plans to address this and where there is a policy implication bring it to Cabinet for approval.

5. **Risks not in the forecast (all Covid-19 risks covered by Annex 2 so only non Covid-19 risks are shown below)**

5.1 Adult Social Care

Packages of Care – At this stage health are currently meeting the costs arising from the majority of hospital discharges and there is also a significant reduction in residential and nursing placements due to the number of deaths. However, there are still significant costs to be quantified in relation to support to the care market in respect of actual costs incurred and it is anticipated that there is currently a significant level of hidden demand which will impact when lockdown is eased.

Packages of Care forecasts are therefore likely to be volatile during 2020/21 until we reach the stage where clear forecasts of activity and costs are possible.

Community & Operational – all social work team budgets have now been revised to reflect the implementation of Customer Journey savings across the constituency teams. The delivery of in year savings is linked to determining clear exit strategies for agency staff and this will remain a key area for future months monitoring.

5.2 Education & Skills

Inclusion & SEND – Travel Assist - Although the budget has been rebased to reflect increased costs in 2019/20, the potential for underachievement of the £1.4m savings target remains. Initial calculations are suggesting an overspend of around £0.5m. However, as the new Dynamic Purchasing System (DPS) contracts went live late in 2019/20 and the service provision has and will continue to be affected by the closure of schools and changes required due to social distancing due to Covid, it is currently very difficult to accurately forecast a variation.

Skills & Employability – Birmingham Adult Education Service - There is concern around the service's ability to meet its income target which was partially reduced for 2020/21 but remains at £0.4m. In 2019/20 the service was unable to meet the target and was £0.7m overspent.

5.3 ERP

A programme reset is being carried out following an assurance review of the programme. There is slippage in the programme due to underlying assumptions in the business case being flawed and requiring solutions to be activated.

6. Dedicated Schools Grant (DSG)

6.1 Summary

The total Dedicated Schools Grant (DSG) funding for Birmingham in 2020/21 of £1,240.0m, comes through four blocks of funding. The Education & Skills Funding Agency (ESFA) currently recoups £575.0m of the DSG allocation to directly passport to academies and free schools.

The Council is responsible for the remaining budget of £665.0m, in conjunction with the local Schools' Forum. In addition, schools and academies receive direct funding allocations from the Department for Education (DfE) relating to Pupil Premium, Education Funding Agency (EFA) Post 16 Funding, and Universal Infant Free School Meals, Teachers Pay Grant and Teachers Pension Grant which totals £162.8m of which £79.5m relates to academies. The budget shifts during the course of the year as schools convert to academy status and Department for Education updates funding for updated pupil counts (particularly in early years).

At the end of month 3 the high-level forecast for the Dedicated Schools Grant (DSG) is as follows:

| | Budget £m | Forecast Outturn £m | Variance £m |
|---------------------------------|------------------|---------------------------|----------------|
| Schools Delegated | 393.117 | 393.117 | 0.000 |
| Early Years | 91.145 | 91.145 | 0.000 |
| High Needs | 162.978 | 162.978 | 0.000 |
| Central Schools Services | 17.723 | 17.723 | 0.000 |
| Sub Total – City Council | 664.963 | 664.963 | 0.000 |
| Academies & Other recoupment | 574.999 | 574.999 | 0.000 |
| Total | 1,239.962 | 1,239.962 | 0.000 |

6.2 Key Service Highlights

DSG is a highly prescribed and ring-fenced grant and is the primary source of funding that is delegated or allocated to schools and other educational providers for their revenue costs as well as funding certain prescribed centrally managed provision. The Directorate have not reported any variations on the DSG at Period 3. This is primarily because the majority of the budget is delegated to schools and early years providers and variations tend only to appear during the start of the new academic year (in September). A more substantial update will be provided at period 6 when the new academic year placement of pupils will be known, and the financial costs evaluated.

The Education and Skills Directorate together with Birmingham and Solihull Clinical Commissioning Group published a 'written statement of action' in July

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2019, in response to the DfE, to make improvements to the special educational needs and disability (SEND) service. At this stage it is anticipated that any financial impact on the Local Authority will be met from the Dedicated Schools Grant.

Demand led pressures in the High Needs Block have in the past led to overspends. An additional £26 million was received in 2020/21 High Needs Block DSG and Birmingham Schools Forum in the January 2020 meeting agreed to repay back £5 million of the outstanding £14 million High Needs Block deficit in 2020/21. It is assumed that this additional £26 million will be built into the base of future High Needs Block DSG. If this holds true, Schools Forum anticipates that the remaining £9 million of High Needs Block deficit will be repaid at a rate of £5 million in 2021/22 and the remaining deficit in 2022/23.

The financial risk to the Council arising from any negative variance is low, as it is a condition of the grant from the Department for Education that any overspends are carried forward and plans submitted for bringing the DSG account back into balance. Nonetheless, potential risks and mitigations are detailed below.

6.3 Key Risks (not reflected in the financial forecast)

As noted above, the key risk is around the efficacy of proposals to use additional High Needs Block funding to address previous and predicted overspends, but also provide capacity for significant investment for the future. While increases are welcome, it is important that money is used strategically rather than reacting solely to existing pressures and demands. Proposals involve organising High Needs funding and resources around geographical areas aligned closely with existing secondary school networks and primary consortia. The Authority wants to build on and strengthen school partnership working and local capacity, providing a greater level of financial flexibility locally, to better match funding to local need.

There is a growing concern around schools with financial deficits. The number of schools in deficit has only grown by a small amount (from 38 to 40), but the total deficit amount has risen substantially from £7.2m to £9.0m; the Local Authority is working with Governing Bodies on deficit recovery plans to address this. Where maintained schools convert to Academy status with a sponsor the licenced deficit will fall to the Council. We have not quantified this risk.

6.4 Future Years Impact.

Future years impacts will be influenced most substantively by the Government's review of school funding and, in particular, ongoing guarantees of increased high needs funding. The current High Needs proposals should ensure that the deficit on the High Needs block is paid off by the end of 2022/23.

6.5 Savings Tracker:

There is no specific savings tracker for the Dedicated Schools Grant, but as highlighted above, the plan to repay the High Needs block cumulative deficit is on track.

7. Housing Revenue Account (HRA)

| | Budget £m | Forecast Outturn £m | Variance £m |
|---------------------------|----------------|---------------------------|----------------|
| Rent Income | (253.8) | (253.8) | 0.0 |
| Service Charges | (14.4) | (14.4) | 0.0 |
| Other Income | (11.7) | (11.9) | (0.2) |
| Total Income | (279.9) | (280.1) | (0.2) |
| Repairs | 65.0 | 64.2 | (0.8) |
| Estate Services | 19.8 | 18.9 | (0.9) |
| General Management | 68.3 | 67.3 | (1.0) |
| Bad Debt | 5.6 | 10.7 | 5.1 |
| Capital Financing | 66.4 | 64.2 | (2.2) |
| Capital Programme Funding | 54.8 | 54.8 | 0.0 |
| Total Expenditure | 279.9 | 280.1 | 0.2 |

7.1 Income Variances

There are currently no forecast variances on rent and service charge income. There is a forecast improved position on interest on investment of (£0.2m) in line with performance in 2019/20.

7.2 Expenditure Variances

A net overspend on expenditure of £0.2m is forecast.

The main overspend is on the bad debt provision which is forecast to overspend by £5.3m due to the severe economic effects of Covid-19 on HRA tenants.

The net underspend on Repairs (£0.8m) is largely due to the reduced number of voids (£1.7m) and lower than budgeted performance on the main contracts (£0.4m). This is offset by increased legal costs on disrepair litigation due to the level of ongoing cases, £0.8m, and increased activity on Multi-Storey surveys and repairs, £0.5m. There are other minor net variances of £0.4m.

The underspend on Estate Services and General Management of (£1.9m) relates to vacancies in staffing due to turnover and increased lead times to recruit.

The underspend on capital financing of (£2.2m) is due to savings of (£1.7m) resulting from a lower interest rate than budgeted, in line with the rate charged in 2019/20; and a reduction in the debt repayment of (£0.5m) in order to achieve a net nil budget position for 2020/21.

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7.3 Key Service Highlights

The HRA is a ring-fenced account which means that asset management and tenancy management costs relating to the Birmingham's council housing can only be funded from income earned from HRA assets, primarily income from council housing rent and service charges. The HRA is not allowed to subsidise General Fund expenditure, and likewise, the General Fund cannot subsidise HRA expenditure.

The HRA is a self-financing account which is required to have long term sustainability. HRA tenants are able to acquire their properties through Right to Buy, which has resulted in an ongoing net reduction in properties, with over 3,100 sold in the last 5 years. Sustainability of the HRA will be achieved through the HRA new build programme, budgeted at over 1,400 properties in the next 5 years.

At 1st April there were 60,106 HRA properties. Budgeted average rent on these properties is £82.33 per week.

During the year there are budgeted to be 134 demolitions and 620 Right to Buy sales. The current forecast of new build completions is 117. On average the budgeted number of voids at any point in time is 659, 1.1% of stock.

7.4 Key Risks for 2020/21

The key risk on the HRA is the level of current rent arrears which has increased due to Covid-19. The current forecast is an overspend of £5.3m, but this could increase if the economic impacts worsen. Additional costs on other areas of expenditure resulting from Covid-19 include personal protective equipment. Due to the HRA ring-fence, budget overspends will need to be met from underspends elsewhere on the HRA. If savings are not identified on operational budgets there might be a further reduction on the debt repayment in 2020/21, currently forecast at £13.1m.

7.5 Long Term Risks

The long term risks on the HRA are principally with the level of capital investment required on HRA properties, mainly its high-rise blocks. Capital Investment continues to be prioritised to support Fire Prevention Works on communal properties as a result of the Hackitt report, as well as ongoing structural improvements.

8. Reserves

- 8.1 A minor revision to the Council's Reserves Policy is proposed to be updated for 2020/21. The updated Policy is attached as Annex 5 with the proposed amendments highlighted.
- 8.2 The Council operates a policy of not using reserves unless they have been set aside for specific purposes; they will not be used to mitigate the requirement to make savings or meet on-going budget pressures, except in exceptional circumstances. The main use of reserves relates to grant reserves where funding has been received prior to the requirement to spend the resource. The Council also has earmarked reserves where it has made a decision to set money aside to fund specific costs when they occur in later years.
- 8.3 The Council anticipated the net contribution of £18.4m to reserves in setting the 2020/21 budget. This is summarised in Table 5 together with the current forecast outturn balance. At Period 3, no changes to the original budgeted net contribution to reserves of £18.4m have been requested.

| Table 5: Proposed Reserves Balance | | | | |
|---|------------------------------|--|---|--|
| Reserve | Balance 31/03/20* | Original Budgeted (use)/ contribution | Changes proposed at Period 3 | Proposed Outturn Balance 31/03/21 |
| | £m | £m | £m | £m |
| General Reserves | 133.228 | (18.566) | 0.000 | 114.662 |
| Other Corporate | 153.745 | (1.834) | 0.000 | 151.911 |
| Earmarked | 44.745 | 28.638 | 0.000 | 73.383 |
| Grant | 271.945 | 10.165 | 0.000 | 282.110 |
| Schools | 40.537 | 0.000 | 0.000 | 40.537 |
| Non Schools DSG | 5.580 | 0.000 | 0.000 | 5.580 |
| Total | 649.780 | 18.403 | 0.000 | 668.183 |

- The Opening Reserves Balances is subject to confirmation when the Accounts have been finalised.

- 8.4 Given the significant financial pressures facing the Council due to the Covid-19 emergency it may become necessary to utilise reserves in 2020/21 to support the budget, but only as a last resort. Consideration of in-year requests to use reserves will be considered on an exception basis.

9. Policy Contingency Budget

- 9.1 The Council Financial Plan and Budget 2019-2023 approved by Council on 25th February 2020 reflected £35.3m for Specific Policy contingency budget in

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2020/21 and £5.5m for General Policy Contingency budget. A breakdown of the specific contingency items is set out below:

| | £m |
|--|---------------|
| Modernisation Fund - Social Care | 18.000 |
| Modernisation Fund - Other | 3.865 |
| Inflation Contingency | 5.446 |
| Commonwealth Games Project Team Costs | 4.000 |
| Apprenticeship Levy | 1.093 |
| Potential Additional Interim Staff | 0.750 |
| Highways Maintenance | 0.500 |
| | |
| National Living Wage | 0.365 |
| Autoenrolment in Pension Fund | 0.300 |
| Short-term Improvement in the Council House | 0.300 |
| HR Additional Temporary Resources | 0.300 |
| Loss of Income from Car Park Closures | 0.252 |
| Corporate Funding for Owning & Driving Performance | |
| (ODP)Culture Change Programme | 0.129 |
| General Contingency | 5.474 |
| Total | 40.774 |

- 9.2 Given the significant financial pressures facing the Council due to the Covid-19 emergency and the need to drive delivery there may be a need to re-prioritise the use of the policy contingency budget.

10. Capital

- 10.1 2020/21 Capital spend is currently projected to be £750.6m, after projected slippage and rephasing of £125.4m. However, there are still a number of uncertainties as a result of Covid-19. As lockdown restrictions ease the implications will become clearer and the position will be better understood by Quarter 2. At present one significant scheme, relating to the Brasshouse development by the Council's wholly owned company, InReach has been aborted pending decisions about more favourable options for delivery. This was budgeted to spend £43m over the 4-year programme by way of a loan to InReach. The full multi-year capital programme is projected at £3,309.8m.

Movements between the original budget for 2020/21 and the revised forecast outturn at Quarter 1 are summarised by Directorate in the table *below* (the table below does not reflect any decisions that are to be taken at Cabinet on 20 July 2020):

| Capital Monitoring Quarter 1 2020-21 | | | | | |
|---|----------------|----------------|---------------|------------------|----------------|
| | | | | | |
| | (a) | (b) | (c) | (d) | (e) |
| | 2020/21 | Slippage / | New | Budget | 2020/21 |
| | Original | Acceleration | Schemes | Re-phasing, | Forecast |
| | Approved | from / to | & | Slippage & | Outturn |
| | Budget | 2019/20 | Resources | Acceleration | Quarter 1 |
| | | | | | e=a+b+c+d |
| | £m | £m | £m | £m | £m |
| Adult Social Care | 9.822 | (2.338) | 5.267 | 0.000 | 12.751 |
| Education & Skills | 65.426 | (7.728) | 9.505 | 0.498 | 67.701 |
| Neighbourhoods | | | | | |
| Neighbourhood Other | 43.959 | 1.388 | 2.750 | (4.246) | 43.850 |
| Housing Revenue Account | 125.816 | 7.857 | 0.000 | (19.226) | 114.447 |
| Total Neighbourhoods Directorate | 169.775 | 9.245 | 2.750 | (23.472) | 158.297 |
| Inclusive Growth | | | | | |
| Planning & Development | 36.271 | 10.957 | 0.000 | (4.851) | 42.377 |
| Transportation | 96.793 | 5.296 | 0.000 | (43.612) | 58.477 |
| Highways | 3.469 | (0.468) | 0.320 | 0.142 | 3.463 |
| Housing Development | 6.188 | 0.085 | (5.055) | 0.000 | 1.218 |
| Property Services | 46.155 | 0.296 | 17.372 | (52.458) | 11.365 |
| Total Inclusive Growth Directorate | 188.876 | 16.166 | 12.637 | (100.779) | 116.900 |
| Finance & Governance | 34.501 | 4.362 | 0.000 | 0.000 | 38.863 |
| Digital & Customer Services | 9.748 | 2.182 | 0.000 | (1.650) | 10.280 |
| Commonwealth Games | 231.692 | 58.534 | 55.340 | 0.000 | 345.566 |
| Assistant Chief Executive | 0.250 | 0.000 | 0.000 | 0.000 | 0.250 |
| | 710.090 | 80.423 | 85.499 | (125.403) | 750.608 |

- 10.2 A large part of the Capital programme in 2020/21 has been impacted by Covid-19. At the end of March 2020 most construction work was paused whilst safe working practices were introduced on the Major Projects (for example, Commonwealth Games (CWG) Paradise, Birmingham Municipal Housing Trust (BMHT), Transport schemes). Work on several sites has now restarted but whilst adhering to social distancing guidelines. The impact of this on delivery timescale and costs is being quantified as the situation evolves. A second wave of Covid-19 could cause further disruption however it is hoped that the measures now put in place to achieve social distancing will prevent a second period full closure although there may be a further impact on imports and material costs.
- 10.3 The revised Forecast Outturn for Quarter 1 2020/21 of £750.6m is comprised of the original budget approved by Council in February 2020, plus slippage brought forward from 2019/20 of £80.4m, new budget allocations since February 2020 Council of £85.5m and forecast slippage / re-phasing of £125.4m.

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Covid-19 Related Rephasing & Slippage

- 10.4 The details for the rephasing and slippage as a result of Covid-19 are as follows:

Neighbourhoods Directorate:

- 10.5 Neighbourhoods – Other: Waste Management Services – The forecast slippage of £4.246m is mainly due to the Perry Barr Depot budget which has been re-phased by £3.73m taking into consideration the reduction in movement of people and services on site, along with supply chain issues causing delays to the start of the demolition and build programme.
- 10.6 HRA: The forecast slippage of £19.226m is mainly due to the Housing Redevelopment programme: £18.754m slippage into the next financial year has been identified at Quarter 1, of which (£15.313m) relates to New Build and (£3.441m) Clearance Programmes. This is mainly due to the impact of Covid19 which stopped work on sites prior to the end of the last financial year.

Additional concerns caused by delay from Covid19 include potential loss of grant (this is being taken up with funding bodies currently), expected rents/capital receipts being delayed based on the extended delivery timescales, potential voids loss if lettings cannot be carried out on completed properties (this risk is reducing and limited over time). There is also the risk of cost increases on new tenders from assessments prior to Covid19.

Inclusive Growth:

- 10.7 Property Strategy - As a result of Covid-19's impact on the Property market it is considered that the optimal investments are unavailable at present. As a result, £52.5m is being forecast to slip into 2021/22 leaving £11.4m for 2020/21. There is the possibility if the right investments become available this financial year (Avison Young have been appointed as Investment Advisor to seek out appropriate avenues to invest), the council may increase the level of investment during 2020/21.
- 10.8 Transportation – Total slippage of £43.6m (£41.1m Covid-19 related) mainly due to:

Air Quality & Climate Control – slippage of £30.342m. Work ceased due to Covid19 but safety works have now been carried out on site and works are expected to resume in June. The government has agreed the Clean Air Zone (CAZ) can be postponed until early 2021. Despite this delay there is a focus to complete as much of the work as soon as possible. The CAZ mitigations budget has been reprofiled as a result of the later expected start of the CAZ with most of the expenditure expected in the next financial year.

- 10.9 The Hydrogen Bus procurement has been deferred due to the request for a delay by the Council's selected Bus Operator, who is unable to commit to the Bus Operator Agreement due to the unknown timescale and long-term impact of Covid-19 on passenger transport. The Council agreed to the requested delay of 6 months to September 2020. The slippage from the current year has been rephased into 2021/22 due to the delayed CAZ. A number of schemes stopped due to Covid-19 and have or are about to restart such as Iron Lane, Wharfdale Bridge, Journey Reliability Phase 2 and Selly Oak New Rd Phase B. There will be delays to these projects although some should be completed within the financial year. There are likely to be cost increases and these are expected to be absorbed within current budgets and contingencies however the position overall will be closely monitored. Commencement of Snow Hill Public Realm was expected in April 2020 but has been delayed due to Covid19. There is a potential cost increase that may require additional funding.
- 10.10 A number of schemes are in the design and development phase (e.g. Dudley Road & City Centre Public Realm) are not reporting a delay. However, there is the potential that these schemes may experience supply chain issues as well as increased costs due to Covid-19. Also, there could be the need for design changes to reduce carriageway and increase footway in light of new Government guidance. A £7.01m forecast slippage relates to the Birmingham City Centre Public Realm scheme. The scheme is currently in the development phase and no works have been started. Opportunities to accelerate certain works have now been delayed until January 2021 but these do not detract from the overall timescale for delivery. The cost and delay of material from overseas suppliers is a key concern and anticipated construction cost increases are foreseen based on social distancing measures.

ICT & Digital:

- 10.11 Slippage of (£1.650m) has been identified at Period 3. The Application Platform Modernisation Programme has been affected by Covid-19 more significantly due to the delays in the hardware supply chain and knock on effect of this to the readiness of the two new Data Centres. While the impact of this is currently forecast to be contained within contingency (based on high level profiling conducted), there is a risk that as wider commercial and procurements are completed the Covid-19 impact is greater than the allocated programme contingency.

Non- Covid-19 Rephasing & Slippage

- 10.12 Planning & Development – £9.0m slippage and decrease due to

A £4.97m decrease in the 20/21 budget (and £43m all year's budget) is due to the InReach Brasshouse development being aborted pending decisions about more favourable options for delivery.

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There is a further Slippage of £3.986m mainly due to projects within the Enterprise Zone - £1.8m slippage on the Curzon Street Station project due to a delay in receipt of approval from the Department for Transport to proceed following an increase in costs which will be contained within the HS2 Enabling Works budget. Approval has now been confirmed and the scheme will start on site in late summer 2020. A further £1.0m slippage relates to Eastside Locks due to delays in consideration of an application for additional funding by Birmingham City University to the GBSLEP following Covid19 impacts.

10.13 Transportation

Tame Valley – slippage of £2.768m mainly due to delays in completion of the Procurement Award contract which may be further impacted by Covid19 regarding the availability of resources and material within the supply chain. These risks will be closely monitored and managed as part of the scheme procurement and delivery. The award of the £72m funding for this scheme from DfT is subject to the completion of a DfT Major Scheme Business Case and are closely involved and supportive of the scheme, however there remains a risk that the provisional funding allocation from the DfT may no longer be available.

Risks and Issues:

Commonwealth Games

- 10.14 CWG village - The 20/21 budget was increased by £120.9m to reflect the revised Full Business Case approved by Cabinet in March 2020 and due to slippage from 19/20. Covid-19 has impacted on the works at the Village and a detailed review is taking place to consider the costs and delivery timelines including potential mitigation plans. The scope and forecast spend is likely to change as a result of this review and will be reported as and when quantified.

- 10.15 The overall Alexander Stadium project remains in line with the overall approved budget, with variations limited to slippage and acceleration of individual elements of the programme between years.

Education & Skills

- 10.16 Basic Needs – Additional School Places - All sites for Basic Need Projects have been operational throughout this period. There have been issues with certain sub-contractors that closed for an initial period but they have been able to re-sequence the works so that activities have continued. Whilst there has been an impact, at the present time this has been minimal for the Basic Needs projects. The main risk to the project delivery has been with securing certainty over utility works timing. The council has lobbied for priority for Education projects. Consequently it is anticipated that projects due for completion for 2020 will be

completed in line with programmes. The full impact on any costs associated with Covid-19 against projects is not yet known but will be included in a future report.

11. Treasury Management

- 11.1 Receipt of government grants in the first quarter, both specifically for Covid-19 and regular grants that have been paid in advance due to Covid, as well as the Capital slippage identified above, have presently resulted in a positive impact on the Council's Cashflow.
- 11.2 Gross loan debt is currently £3,375m, which is lower than that expected at this stage in the original budget.
- 11.3 This has meant the Council's short term and new long term loans are currently lower than anticipated; at present only £35m of long terms loans have been taken against an expected £415m for the whole year. In addition the positive cash flows mean treasury short term investments are currently higher than expected, standing at £126m against a planned level of £40m.
- 11.4 The reduction in interest rates since setting the budget, as well as the above positive cashflows, means interest costs are currently lower than expected. Average short term borrowing this quarter has been achieved at 1.08% compared to the 1.5% assumed in the budget.
- 11.5 However the forecast adverse impact of Covid-19 in terms of increased costs and reduced income is expected to increase the Council's gross loan debt needs and could reach the original planned level of £3,832m by year end. Ongoing discussions with Government over freedoms and flexibilities may impact the treasury and debt position. Any changes will be reported.

12. Level of Debt and Provision

- 12.1 The outturn for 2019/20 showed short-term net debt at £401m, higher than the £331m in the previous year. The net debt is made up of £577m owed to the Council less £176m set aside as a bad debt provision to cover the risk of non-collection. An additional £13m was included in the £176m bad debt provision to cover the increased risk of non-collection brought about by Covid-19.
- 12.2 Quarter1 has seen the reduction in collection rate across the Council. As at 30th June, Council Tax was down 0.5%, Business Rates down 4.0% and the collection of sundry debt due at 31st March 2020 (from current up to 180 days overdue) was at 57%. This is due to the impact of Covid-19 on citizens and businesses and decisions to support elements of each group. Where

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appropriate the Council has been sending reminders out for overdue payments as many still have the capacity to pay. External enforcement through debt collection and/or courts has not been possible during Quarter 1 but that situation is starting to change.

- 12.3 Finance are implementing deep dive reviews on debt to ensure we are effectively managing the overdue debt we have, minimising any future overdue debt and, wherever possible, avoiding debt all together by ensuring payment at point of order.
- 12.4 Details of write-offs are provided in Annex 3.

13. Interests in Companies

- 13.1 A review of the material group company interests of the council has taken place in to understand the impact of Covid-19 on their business plans and current performance. This review was first undertaken over the initial weeks of lockdown and has been refreshed as further information has become available both nationally, within the industry categories and within each organisation. This review will continue to be updated bi-monthly or when updates are presented by company interests and reported to the Cabinet Committee for Group Company Governance. Where it is indicated that there is a risk of a financial impact to the council then that will be reported within the regular revenue and capital monitoring reports to Cabinet.

14. Collection Fund

- 14.1 The monitoring arrangements for the Collection Fund include reporting on the in-year position for Council Tax and Business Rates. However, for the most part, the impact on the budget is as set out in the Financial Plan 2020 - 2024, with any surplus or deficit being required to be carried forward and taken into account as part of the 2021/22 budget setting process.

Council Tax

- 14.2 The overall net budget for Council Tax income including Parish and Town Council Precepts is £367.6m in 2020/21. In addition, the Council collects the precepts on behalf of the Fire and Police Authorities.
- 14.3 There is a deficit forecast for the year of which the Council's share is £27.4m. This is made up of a cumulative deficit brought forwards from 2019/20 of £3.1m of which Council's share is £2.7m, (comprised of £3.9m final surplus position for 2019/20 compared with a £7.0m deficit anticipated when the budget was set

for 2020/21) plus an additional in year deficit relating to 2020/21 of £24.7m. This in year deficit is primarily due to a forecast deficit of £20.3m in Council Tax Support of which £11.3m is funded from Hardship Fund. In addition there is forecast of higher non collection rate as a result of Covid-19. The total net deficit for the year including brought forward deficit from 2019/20 is, therefore, forecast to be £16.1m. (forecast deficit of £27.4m less £11.3m funded from Hardship Fund)

The position for Council Tax is set out in the table below:

Council Tax Summary Table (BCC Share)

| | Budget | Forecast | Outturn | Forecast Surplus/(Deficit) |
|--|----------------|-----------------|----------------|-----------------------------------|
| | £m | | £m | £m |
| Gross Debit | 538.037 | | 539.569 | 1.532 |
| Non Collection | (10.979) | | (17.585) | (6.606) |
| Net Budget | 527.058 | | 521.983 | (5.074) |
| Council Tax Support | (91.037) | | (111.346) | (20.309) |
| Other Reliefs and Discount | (66.495) | | (66.529) | (0.034) |
| Total in year Debit | 369.527 | | 344.109 | (25.418) |
| Prior Year Adjustment | (1.951) | | (1.276) | 0.675 |
| Total In Year Surplus/(Deficit) | 367.575 | | 342.833 | (24.742) |
| Total Deficit Brought Forward | 0.000 | | (2.708) | (2.708) |
| Grand Total Surplus/(Deficit) | 367.575 | | 340.125 | (27.450) |
| Hardship Fund | 0.000 | | (11.338) | (11.338) |
| Grand Total Net Surplus/(Deficit) | 367.575 | | 351.463 | (16.112) |

Business Rates

- 14.4 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 2020/21 is £445.7m (excluding the Enterprise Zone), of which the Council's retained share is £441.2m.
- 14.5 There is a deficit anticipated, in year, of which the Council's share is £214.5m. This is mainly due to additional Small Business Reliefs of £171.8m that the Council granted to small businesses in the leisure, retail and nursery sectors which were affected by Covid-19. The forecast gross rate yield is £18.5m lower than the budget relating to a lower growth in businesses. To be prudent the original growth which was forecast when the budget was set has not been factored in the forecast due to economic uncertainties. In addition, an increase in bad debt provision of £24.2m is forecast as a result of Covid-19.

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- 14.6 The total additional grants compare to budget anticipated to offset this deficit is £169.5m. However, this will be received into the General Fund in 2020/21 and so will be required to be set aside as a contribution to reserves in the current year to be used to offset the £214.5m forecast deficit in the Collection Fund.
- 14.7 As a result of the above a total in year deficit of £45.0m is to be carried forward and taken into account in setting the budget for 2021/22 made up of £214.5m deficit relating to the Council's share offset by £169.5m compensatory grants.
- 14.8 In addition to the in-year position and as previously reported in the 2019/20 Outturn report, a cumulative deficit was brought forward from 2019/20 of £1.4m due to the final deficit position for 2019/20 being £16.8m compared with a £15.4m deficit forecast when setting the budget for 2020/21. Therefore, an overall deficit of £46.4m relating to the Council's share of Business Rates (£45.0m in year deficit plus £1.4m deficit brought forward) is forecast.

The position for Business Rates is shown in the table below:

Business Rates Summary Table (BCC Share)

| | Net Budget £m | Forecast Outturn £m | Forecast Surplus/(Deficit) £m |
|--|------------------|------------------------|----------------------------------|
| Gross Rate Yield | 572.393 | 553.846 | (18.547) |
| Total Reliefs | (102.516) | (274.319) | (171.803) |
| Gross rate yield after reliefs | 469.877 | 279.527 | (190.350) |
| Increase in Bad Debts Provision | (9.398) | (33.562) | (24.164) |
| Other | (19.275) | (19.275) | 0.000 |
| Total Net Rate Yield | 441.204 | 226.690 | (214.514) |
| Compensatory Section 31 Grant (BCC Share) | 55.617 | 225.162 | 169.544 |
| Grand Total In Year Surplus/(Deficit) | | | (44.970) |
| BR Deficit Brought Forward | | (1.434) | (1.434) |
| Grand Total Surplus/(Deficit) | | | (46.405) |

Overall

- 14.9 Taken together, the anticipated position for the Collection Fund and related income streams is a deficit of £62.5m to be carried forward and taken into account in setting the budget for 2020/21 (£16.1m deficit for Council Tax and a £46.4m deficit for Business Rates).

Annexes

List of Annexes

- 1. Directorate Costs of Covid-19**
- 2. Covid-19 Risks**
- 3. Savings Programme Tables**
- 4. Write off details**
- 5. Reserves Policy**
- 6. Treasury Management**
- 7. Capital Programme tables**
- 8. Investment Property Portfolio Dashboard**

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Annex 1 Directorate Covid-19 Costs

- 1.1 Directorates are facing an overspend of £139.4m, due to the Covid-19 pandemic.
- 1.2 **Neighbourhoods Directorate has an overspend of £39.9m, as shown by the table below.**

| Neighbourhoods | Covid-19 £m |
|--------------------------|------------------------|
| Street Scene | 12.4 |
| Housing General Fund | 7.9 |
| Neighbourhoods | 9.4 |
| Regulation & Enforcement | 10.2 |
| Business Support | 0.0 |
| Directorate | 39.9 |

Street Scene has an overspend of £12.4m

£5.5m loss of income relating to trade waste and fleet customers.

£3.0m staffing costs as a result of delay in launching Street Scene Redesign.

£1.9m cost of safety measure to protect the staff and public from Covid-19, this include safety signage at recycling centres and daily sanitisation in the cabs of vehicles, additional cleaning at the Queslett Landfill site as well as additional hand sanitisers and PPE for staff.

£1.4m loss of income from hiring of parks pitches, car parking income, catering concessions, as a result of the initial lockdown measure which saw Parks closed.

£0.6m additional cost due to delay in the implementation of the new operating model for Waste Management Services.

Housing General Fund has an overspend of £7.9m

£3.5m additional cost covering accommodation & support of rough sleepers, food packages and additional staffing through agency. It is anticipated that the exit strategy cost for those individuals identified as rough sleepers as part of Covid-19 response will continue for the full financial year.

£3.4m is a result of potential increase in number of homeless people and domestic violence cases combined with the additional cost of providing accommodation due to the implementation of social distancing, which has led to the reduced capacity at our hostel, Bushmere. Also, there is a limited scope to move people on from temporary accommodation due to the lockdown, which has increased the forecast cost.

£1.0m additional cost due to delay in the implementation of the new operating model. Consultation will now commence in October.

Neighbourhoods has an overspend of £9.4m

Sports and Wellbeing, £8.0m, consisting of a loss of income from the closure of leisure and wellbeing facilities £2.2m, and supplier relief claims from external Leisure contractors £5.7m all driven from Covid-19 emergency measures. The remaining balance, £0.1m relates to non-delivery of savings.

Other impacts due to Covid-19 emergency measures across Culture Development and Community Services include a loss of income upon the closure of Community facilities, £0.5m, and Film Birmingham £0.1m.

It is currently projected that Birmingham Museums Trust will potentially require financial support £0.8m, however the final amount could be as high as £2.5m depending upon the timing and nature of any re-opening, which has not been included in the current forecast.

Regulatory and Enforcement has an overspend of £10.2m

£6.9m overspend is due to additional costs forecast for Regional Mortuary and the Support for local Funeral Directors storage capacity and the projected loss of income from non-sale of memorials and the cost of ground maintenance & cleaning charges.

Markets overspend, £1.0m, due to the market closure and a proposed potential phased re-opening cost following Covid-19. Traders have requested a rent/service charge free period which would cause a significantly larger pressure than forecast, something the Council has refused due to the availability of grants and rate rebates from the Government.

The City Centre Operations Team have been unable to hire out public spaces in the city centre due to Covid-19 restrictions, as well as a pause on café street furniture licences being imposed, £0.3m.

The Registration Service, £1.1m, has seen significant reduction in income opportunities following Covid19 restrictions on weddings and other celebratory events and increase in the workload. Additional staffing cost as part time staff, working more hours to ensure all of death are registered and additional measures taken to make the Register Office Covid-19 secure.

Loss of income from Pest control £0.5m, £0.2m loss of income from issuing environmental health fixed penalty notices (FPN) and £0.2m lost income from new licencing applications.

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1.3 Adult Social Care overspend of £36.9m as shown by the table below.

| Adult Social Care | Covid-19 £m |
|-------------------------|----------------|
| Director | 1.8 |
| Commissioning | 0.0 |
| Packages of Care | 16.7 |
| Community & Operational | 7.2 |
| Other | 11.2 |
| Directorate | 36.9 |

Director has an overspend of £1.8m – The overspend has been caused by the pressures arising from anticipated increased Community Equipment spend in relation to the Covid-19 pandemic, offset by reduced IT costs and increased interest receivable on deferred client income.

Packages of Care has an overspend of £16.7m – The overspend £16.7m is due to pressures arising from anticipated increased number and cost of care packages, loss of income and support provided to the Care Market.

Community & Operational has an overspend of £7.2m – The overspend £7.0m relates to the cost of additional agency social workers.

There are other minor £0.2m underspends across the team.

Other has an overspend of £11.2m - The overspend is caused by providing to the support to the Care Market with additional costs, increased spend on PPE and Food for vulnerable people.

1.4 Education and Skills overspend of £26.7m as shown by the table below.

| Education and Skills | Covid-19 £m |
|-------------------------|----------------|
| Education & Early Years | 0.2 |
| Inclusion & SEND | 1.2 |
| Children's Trust | 11.0 |
| Strategic Leadership | 12.8 |
| Skills & Employability | 1.5 |
| Directorate | 26.7 |

Education & Early Years has an overspend of £0.2m.
£0.2m income from Education Safeguarding and nursery premises rental loss

Inclusion & SEND has an overspend of £1.2m due to loss of income from: Travel Assist £0.1m, Education Psychology service £0.9m and Higher Needs

£0.2m, income for provision of the sensory support service at schools and other local authorities due to a reduction in the number of referrals.

Children's Trust has an overspend of £11.0m due to cost increase for residential placement cost £6.4m, £1.9m for care leavers and £2.7m other social care cost.

Strategic Leadership has an overspend of £12.8m, which relates to increased demand for child support services. Therefore, it is forecasting an overspend for following services:

Financial sustainability of early years and childcare providers £8.0m
Birmingham Children's Partnership grants and support £3.0m
School meal voucher scheme during the Easter holiday period £1.4m
Delay in construction has resulted in additional security and boarding cost £0.2m on School capital projects.
Other Covid-19 related costs amount to £0.2m.

Skills & Employability has an overspend of £1.5m

Income lost from Libraries and Unique Venues Birmingham profit share amount to £0.8m.

The Youth Service is anticipating a loss of £0.3m in income and Birmingham Adult Education Service (BAES) is forecasting a £0.4m loss of income.

1.5 **Inclusive Growth £22.4m overspends as shown by the table below.**

| Inclusive Growth | Covid-19 £m |
|--------------------------------|----------------|
| P&D - City Centre, EZ, BDI | 0.5 |
| Transport & Connectivity | 0.3 |
| P&D - Strategy & Planning | 0.0 |
| Birmingham Property Services | 6.8 |
| Housing Development | 0.0 |
| Highways & Infrastructure | 14.5 |
| Inclusive Growth Director | 0.3 |
| Other Funds - Holding Accounts | 0.0 |
| Directorate | 22.4 |

P& D - City Centre has an overspend of £0.5m due to loss in fees from Planning application fees

Transport & Connectivity has an overspend of £0.3m due to income loss from Local Land Charges.

Birmingham Property Services has an overspend of £6.8m
which is forecasting that it will lose the following income as result:

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£4.3m lost commercial rent
£0.5m non achievement of commercial rent growth strategy
£0.6m decrease in income from service charges

The pandemic will also impact on the services ability to deliver the saving projected for the financial year:

£0.3m non-delivery of savings from implementation of Hub facility.
£1.1m potential loan repayments default due to impact of Covid-19 on borrowing entity's resources.

Highways & Infrastructure has an overspend of £14.5m, Majority of the overspend has been caused by loss of income from parking enforcement:

£11.1m of **On / Off street** parking income to be lost during the year, £3.3m income civil parking enforcements.

Additional £0.1m cost has been forecast to cover the cost of temporary highways works to facilitate safer pedestrian movement to reduce risk of Covid-19 spread.

Inclusive Growth Director has an overspend of £0.3m due to increased cost for additional health and safety costs to procure/deploy hand sanitiser units in Council buildings to reduce the risk of spreading of Covid-19.

1.6 **Finance & Governance £10.2m overspends as shown by the table below.**

| Finance & Governance | Covid-19 |
|----------------------------|-------------|
| | £m |
| Development and Commercial | 10.2 |
| Service Finance | 0.0 |
| City Solicitor | 0.0 |
| Birmingham Audit | 0.0 |
| Directorate | 10.2 |

Development & Commercial has an overspend of £10.2m. which has been broken down below:

6.8m City Serve - loss of school's income and increased costs in emergency provision.

£2.4m Outdoor Advertising - loss of commercial advertising income from outdoor digital advertising, lampposts, roundabouts and City Dressing.

£0.7m Civic Catering - loss of functions income, closure of Pause cafes and unavoidable costs.

£0.2m Birmingham City Labs - loss of income.

1.7 Digital & Customer Services, £1.8m overspend as shown by the table below.

| | | Covid-19 |
|-----------------------------|--|------------|
| Digital & Customer Services | | |
| | | £m |
| IT & Digital Services | | 0.0 |
| Revenues & Benefits | | 0.0 |
| Business Improvements | | 0.0 |
| Customer Services | | 0.0 |
| Director of DC&S | | 1.8 |
| Directorate | | 1.8 |

Director of DC &S has an overspend of £1.8m

Currently all the overspend relating to Covid-19 have been accounted for under the Director of DC &S, these have been analysed by service:

£0.9m relates to **IT & Digital service**, cost for additional IT Equipment and to facilitate remote working.

£0.8m relates to **Benefits Services**, £0.5m cost of providing Local Welfare provision and £0.3m additional costs due to 6.8 FTE staff that have been kept on without budget in 20/21 to support extra Covid-19 workload.

£0.1m relates to **Customer Services**, Contact Centre additional licences, Business Support Dolman Street and call handing for shielded citizens to full provision of support.

1.8 Partnerships, Insight and Prevention (PIP) £1.6m overspend as shown by the table below.

| | | Covid-19 |
|------------------------------|--|------------|
| PIP | | |
| | | £m |
| Communication & Marketing | | 0.0 |
| Public Health and Equalities | | 0.0 |
| Assistant Chief Exec | | 1.6 |
| Community Safety Strategy | | 0.0 |
| Directorate | | 1.6 |

Assistant Chief Exec has an overspend of £1.6m.

The overspend has been forecast due to increase in cost of providing food supply to Shielded vulnerable people £1.4m, £0.2m relate to additional cost

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due to Public Health (PH) activities and the cost of providing CCTV at the Sutton Hall Cemetery for the temporary body storage facility.

1.9 Corporate overspend £5.6m

There is a £5.6m pressure on corporate budgets due to an expected shortfall in investment income and increased borrowing costs.

Annex 2: Covid-19 Risks

| Cell | Risk | Assumptions | Mitigations | Likelihood % | Medium Term Potential Impact | Weighted Medium Term Potential Impact | RAG Rating | MHCLG Category |
|------------------------------|--|---|--|--------------------|------------------------------|---------------------------------------|------------|------------------------------------|
| | | | | | £m | £m | | |
| | | | | | 353.301 | 97.642 | | |
| GENERAL FUND | | | | | | | | |
| Tactical | Any Belwin funding over and above £38.7m may not be successful | Current funding gap above grant received with an assumption that 20% may not be eligible spend for Belwin criteria | | | | | | |
| Tactical | Cash is not readily available to support decision making or may not be able to obtain short term affordable borrowing | Assumed additional cost of borrowing requirement of £500k (£10m at worse case 5%) but likelihood we would have to do that of 30% | | 30% | 0.500 | 0.150 | A | Finance & corporate - other |
| Tactical | The provision of support to businesses, the voluntary sector and individuals gives rise to unforeseen tax implications, either through the Council directly or its subsidiaries in the delivery of services for the Council. | The Council may overclaim VAT on expenditure, undercharge VAT on income or risk its 5% partial exemption limit c£8m – assumed 5% likelihood/impact | The Council contracts with external advisors to provide support on tax issues to ensure compliance | 5% | 8.000 | 0.400 | R | Finance & corporate - other |
| Tactical | Loss of Business Rates | | | | | 44.970 | R | Business Rates cash receipt losses |
| Tactical | Loss of Council Tax | | | | | 13.404 | R | Council Tax |
| Tactical | Reduction in S31 grant | | | | | 5.562 | R | Other income losses |
| Business Continuity | Due to Emergency COVID19 - delay in introduction of Staffing Re-design and deliver savings in Neighbourhoods | Re-design proposals for Street Scene c£1.0m and Housing Options c£2.0m - deliver of savings. Assumed 5% impact on savings due to slippage | | 25% | 4.244 | 1.061 | R | Housing - other excluding HRA |
| Business Continuity | A range of measures being considered for agency staff including that Local Authority may be required to pay agency workers upto 80% salary capped at £2.5k per month along the same principles as Furlough | | | Not yet quantified | | | | |
| Business Continuity | Due to current COVID activities - normal services due to be delivered against Public Health Funding is at risk - Neighbourhoods -Leisure and Community services | Assume Qtr1 for total sum budgeted £3.2m | Public Health agree that COVID activity can be classed as applicable for PH grant | 25% | 0.000 | | R | Public Health |
| Business & Economic Recovery | Additional costs, including borrowing, incurred for re-commenced capital activity if schemes such as construction and IT are stopped or incur delay | Assumed £1m additional spending with a 50% likelihood. | | 50% | 1.000 | 0.500 | R | Finance & corporate - other |
| Business & Economic Recovery | Contributions from business can no longer be provided as a result of economic shock e.g. BID levy collection | 78% of the BID cashflow is paid out by BCC before it is recovered from businesses as accountable body - there is a high risk that this income due will not be recovered | None identified | 78% | 3.800 | 2.964 | A | Other income losses |

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| | | | | | | | | |
|------------------------------|---|---|---|------|--------|-------|---|---|
| Business & Economic Recovery | Borrowing requirement in place of £93.5m capital receipts (virtually all disposals) over the next 12 months as a result of economic downturn causing slippage, reduced sales volumes and prices | Assumed 6 month slippage: Borrowing half this for a year would cost us nearly £1m a year at 1.84%. Reduced receipt assumed at 20% would cost us £0.4m | Pursue disposals and negotiate best price possible or delay sales until market stabilises. Reduce capital spend to reduce funding requirements but this will have an impact on service delivery and costs | 100% | 1.400 | 1.400 | R | Finance & corporate - other |
| Business & Economic Recovery | Inclusive Growth: Transportation & Major Projects: Where capital programmes are ceased this will result in employee related costs not being capitalised and will result in the costs needing to be funded from the revenue position | Transportation Projects income budget of £4.569m. Failure to generate income would result in a pressure of approximately £0.4m per month, therefore assumes £1.1m based on 1st 1/4 (3 months). Work ongoing to establish accurate level of loss as some project officers may still be in a position to carry out works and recharge some time. | | 50% | 1.100 | 0.550 | R | Highways and Transport |
| Business & Economic Recovery | Hydrogen Bus project on hold as a result of COVID-19. The successful bus operator will not commit to the expenditure in the current climate. Whilst the intent from all parties is that this will be re-considered later in the year there is a risk that the impact of COVID-19 on the business model would result in project cessation. | To date only £1m of grant has been expended via a grant to a third party hydrogen production company. There is a risk that this may be clawed back by European funders if the project does not progress. It should be noted that there is a COGA in place to mitigate the risk on the Council but this does still remain a risk should the company not be in a position to repay. | | 100% | 1.000 | 1.000 | R | Other income losses |
| Business & Economic Recovery | Private Rented Sector - Payment of Licences by landlords will be impacted despite mortgage holidays | Assumption on % of mandatory licences | availability of staff to chase outstanding debt from those landlords that are able to pay | 50% | 1.000 | 0.500 | R | Housing - other excluding HRA |
| Business & Economic Recovery | Financial Claim made from Birmingham Museum Trust - Financial challenge due to lockdown | Financial statement from Org received, Sales income lost and Staff currently furloughed | Likely to be cashflow rather than grant - further risk of business recovery | 60% | 2.000 | 1.200 | R | Cultural & related - other |
| Business & Economic Recovery | Financial claim due to be made from Performance Birmingham - financial challenge due to lockdown - manage / run town hall and ICC/Symphony Hall | Financial Statement due | Likely to be cashflow rather than grant - further risk of business recovery | 0% | 0.000 | | R | |
| Business & Economic Recovery | Financial Sustainability for Leisure Service Providers - Financial challenge due to lockdown | Financial assessments underway - claims are currently on basis that staff are furloughed and other central govt relief has been accessed - covers SERCO and People for place. This risk is not to be mistaken for loss of income already recorded as costs | | 100% | 0.000 | | R | Cultural & related - sports, leisure and community facilities |
| Business & Economic Recovery | Bus Lane Enforcement | Loss of Income due to reduced traffic flows | Traffic flows continue to increase as lock-down is lifted which may lead to a corresponding increase in bus lane infringements | 100% | 3.420 | 3.420 | A | SFC - Highways and Transport |
| Health & Welfare | Operational activity now costs more e.g. resources redirected towards critical services and agency staff backfill required - additional staff costs approximately £1m per month after August | Assumed additional staff costs to August as will need to resolve reviews etc in the period immediately after Covid 19 | Assumed to August | 50% | 4.000 | 2.000 | G | Adult Social Care - workforce pressures |
| Health & Welfare | Covid 19 requires ongoing change to proposed EICT model, extending the period of support required from Newton and reducing assumed benefits and delivery of 2020/21 savings targets. Each month that the Packages of Care savings are not achieved costs approximately £1m. | Currently assumed that packages of care savings will still be achieved. | | 30% | 12.000 | 3.600 | R | Adult Social Care - additional demand |

| | | | | | | | | |
|------------------------------|---|--|---|--------------------|---------|-------|---|---|
| Health & Welfare | Potential that the end of "lock down" for the more vulnerable groups may take far longer than the general population requiring ongoing care packages, food and other hardship support. Total food costs are approx £50k per month. | Current costs for food supply etc are only to end June. | | 80% | 0.225 | 0.180 | G | Adult Social Care - other |
| Health & Welfare | Demand levels increase above operational planning levels e.g. patients discharged early from hospital into social care creating supply issues driving up costs. Currently assumed short term costs met by CCG but longer term impact mitigated by deaths. | Currently 400+ discharges taking place for those in hospital with no ongoing care needs - these are being funded by Health Covid 19 funding. | Range of measures being developed to support the Social Care Market built into cost tracker. This is likely to be mitigated by deaths in BCC/Self Funded placements which would reduce overall demand, particularly for residential and nursing placements. | 25% | 20.000 | 5.000 | G | Adult Social Care - additional demand |
| Health & Welfare | Ongoing cost to Council of short term care decisions. Health are funding all discharges at the moment | | Discharge to Assess pathways being applied - in the majority of cases this will mean ongoing care is correct | 50% | 5.000 | 2.500 | G | Adult Social Care - additional demand |
| Health & Welfare | Homelessness - demand level increase in Temporary Accommodation over and above what has been approved to date | Use 100 units for B&B average cost less income for 6 months | Mitigation will be through prevention and moving on ability | 60% | 1.037 | 0.622 | R | Housing - homelessness services |
| Health & Welfare | Savings non-delivery for Adult Social Care | MYR1 16+ / AD001 18+ / MIA7 16+ / HW317 / AD007 18+ / CC002 18+ / AD104 18+ Adult Packages of Care | | 25% | 0.443 | 0.111 | R | Adult Social Care - additional demand |
| Health & Welfare | Savings non-delivery for Neighbourhoods | CC104 19+ Commercialisation Assumed slippage of on Savings delivery planned in 2021/22 | Mitigation will be through pace of recovery and implementation of plans | 25% | 2.832 | 0.708 | R | Other - unachieved savings/delayed projects |
| Environment | Due to the response to Covid 19 lockdown, the essential works to the ERF were undertaken as planned, these works are scheduled during the year however there a risk on increased landfill than planned within the budget | Assume 5% cost increase on Disposal costs | | 20% | 1.300 | 0.260 | A | Environment & regulatory - waste management |
| Environment | A range of financial risks in Staffing within Street Scene (Neighbourhoods) may result in additional costs eg Agency costs required to backfil for staff who are self isolating etc | No assumptions calculated at the moment | | Not yet quantified | | | | |
| HRA | | | | | | | | |
| Business & Economic Recovery | Housing Revenue Account - ability for this ring fenced budget to be able to absorb all aspects of COVID within its ringfenced funding. | Assumption currently is that HRA will be able to absorb all costs from COVID | Full Assessment of additional cost implications - need to be checked ? Mitigation will be funding from the Council based on supplier relief principles | 2% | 279.000 | 5.580 | R | HRA Other |

Annex 3 Savings Programme

| Savings at Period 3 | | | 2020/21 | | | | |
|---------------------|---------------------|---|----------------------|----------------|----------------|----------------|----------------|
| Directorate | Savings Reference | Savings Description | Budgeted Saving (£m) | Blue | Green | Amber | Red |
| Adult Social | HW4 17+ / AD002 18 | Effective and efficient workforce | (1.518) | 0.000 | (0.759) | (0.759) | 0.000 |
| Adult Social | MYR1 16+ / AD001 17 | Adult Packages of Care | (9.366) | 0.000 | (5.766) | (3.600) | 0.000 |
| Adult Social | AD005 18+ | Corporate Director | (0.070) | 0.000 | (0.070) | 0.000 | 0.000 |
| Adult Social | CC104 19+ | Commercialisation | (0.218) | 0.000 | (0.145) | (0.073) | 0.000 |
| | | | | | | | |
| | | Total Savings in Financial Plan | (11.172) | 0.000 | (6.740) | (4.432) | 0.000 |
| | | | | | | | |
| | | Total Savings Adult Social Care | (11.172) | 0.000 | (6.740) | (4.432) | 0.000 |
| | | | | | | | |
| Digital | CC1 17+ CC23 16+ / | Implementation of ICT & D strategy to reduce spend on core IT in | (0.810) | 0.000 | (0.810) | 0.000 | 0.000 |
| Digital | SS008 18+ | Customer Services Team | (0.088) | 0.000 | (0.088) | 0.000 | 0.000 |
| Digital | WOC1 | Allocation of Workforce Savings | (0.183) | 0.000 | (0.183) | 0.000 | 0.000 |
| Digital | DCS001 20+ | Brum Account - Phase 3 | (0.135) | 0.000 | (0.135) | 0.000 | 0.000 |
| Digital | DCS006 20+ | Brum Account Payments | (0.024) | 0.000 | (0.024) | 0.000 | 0.000 |
| Digital | DCS008 20+ | Consolidation of support services into Customer Services and Bu | (0.060) | 0.000 | (0.060) | 0.000 | 0.000 |
| Digital | DCS009 20+ | Cease handling planning queries at the corporate contact centre | (0.060) | 0.000 | (0.060) | 0.000 | 0.000 |
| Digital | DCS010 20+ | Implementation of SMS and Customer Payment Journey for the f | (0.015) | 0.000 | (0.015) | 0.000 | 0.000 |
| Digital | DCS011 20+ | Application Platform Modernisation | (0.505) | 0.000 | (0.505) | 0.000 | 0.000 |
| Digital | DCS012 20+ | Wide Area Network Review and Redesign | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Digital | DCS013 20+ | Corporate voice and mobile telephony rationalisation. | (0.033) | 0.000 | (0.033) | 0.000 | 0.000 |
| Digital | DCS014 20+ | Utilisation of corporate Microsoft Enterprise Agreement | (0.400) | 0.000 | (0.400) | 0.000 | 0.000 |
| Digital | DCS015 20+ | ITDS Organisation Structure Review | (0.200) | 0.000 | 0.000 | (0.200) | 0.000 |
| Digital | DCS016 20+ | Contract Supplier Review and Rationalisation | (0.150) | 0.000 | (0.150) | 0.000 | 0.000 |
| Digital | DCS020 20+ | Renewal of bulk printing contract including Revenues and Benef | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Digital | ADD SAP 20+ | Additional SAP savings | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Digital | DEBT COLL 20+ | Debt Collection Costs | (0.208) | 0.000 | 0.000 | (0.208) | 0.000 |
| Digital | CC104 19+ | Commercialisation | (0.013) | 0.000 | (0.013) | 0.000 | 0.000 |
| | | | | | | | |
| | | Total Savings in Financial Plan | (2.884) | 0.000 | (2.476) | (0.408) | 0.000 |
| | | | | | | | |
| | | Total Savings Digital | (2.884) | 0.000 | (2.476) | (0.408) | 0.000 |
| | | | | | | | |
| Ed&Skills | P22 16+ | Early Years | (0.981) | 0.000 | 0.000 | (0.981) | 0.000 |
| Ed&Skills | PL016D 18+ | Youth Service | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Ed&Skills | PFS | Corporate funding of pension fund strain | 0.002 | 0.000 | 0.002 | 0.000 | 0.000 |
| Ed&Skills | CC104 19+ | Commercialisation | (0.040) | 0.000 | (0.040) | 0.000 | 0.000 |
| Ed&Skills | PL126 19+ | Review of managerial arrangements across the Directorate | (0.031) | 0.000 | 0.000 | (0.031) | 0.000 |
| Ed&Skills | PL130 19+ | Reduce the number of books purchased for the Library Service | (0.004) | 0.000 | (0.004) | 0.000 | 0.000 |
| Ed&Skills | ESS008 20+ | Generation of income from legal process training to provided to | (0.020) | 0.000 | 0.000 | 0.000 | (0.020) |
| Ed&Skills | ESS010 20+ | Education Infrastructure | (0.137) | (0.137) | 0.000 | 0.000 | 0.000 |
| Ed&Skills | ESS011 20+ | Service redesign (General Fund only) | (0.052) | 0.000 | 0.000 | 0.000 | (0.052) |
| Ed&Skills | ESS013 20+ | School & Governor Support - fully traded service | (0.050) | 0.000 | (0.050) | 0.000 | 0.000 |
| Ed&Skills | ESS014 20+ | Development of a traded service to sit alongside (and compleme | (0.019) | 0.000 | 0.000 | (0.019) | 0.000 |
| Ed&Skills | ESS015 20+ | SENDIASS Income | (0.020) | 0.000 | 0.000 | (0.020) | 0.000 |
| Ed&Skills | ESS019 20+ | Birmingham Careers Service - Employee reduction | (0.050) | 0.000 | (0.050) | 0.000 | 0.000 |
| Ed&Skills | ESS026 20+ | Savings in the Children Trust budget from initiatives on the supp | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| | | | | | | | |
| | | Total Savings in Financial Plan | (1.402) | (0.137) | (0.142) | (1.051) | (0.072) |
| | | | | | | | |
| | | savings delivered on a one-off basis in 2019/20 | | | | | |
| | | | | | | | |
| Ed&Skills | CC002 18+ | CC002 18+ Efficiency Target | (0.563) | 0.000 | (0.563) | 0.000 | 0.000 |
| Ed&Skills | WOC1 | WOC1 Allocation of workforce savings | (0.283) | 0.000 | (0.283) | 0.000 | 0.000 |
| Ed&Skills | CY109 19+ | CY109 19+ Management Review and Structure | (0.164) | 0.000 | (0.164) | 0.000 | 0.000 |
| Ed&Skills | EC104 19+ | EC104 19+ Employment and Skills Cross Directorate Rationalisat | (0.036) | 0.000 | 0.000 | (0.036) | 0.000 |
| Ed&Skills | CC104 19+ | CC104 19+ Commercialisation | (0.429) | 0.000 | 0.000 | (0.429) | 0.000 |
| | | | | | | | |
| | | One-off savings | (1.475) | 0.000 | (1.010) | (0.465) | 0.000 |
| | | | | | | | |
| | | Total Savings Ed&Skills | (2.877) | (0.137) | (1.152) | (1.516) | (0.072) |

Appendix A

| Directorate | Savings Reference | Savings Description | Budgeted Saving (£m) | Blue | Green | Amber | Red |
|-------------|----------------------------|--|----------------------|----------------|----------------|----------------|----------------|
| F&G | CC23 16+ | Reduction in costs relating to the SAP investment plan | (0.050) | (0.050) | 0.000 | 0.000 | 0.000 |
| F&G | FG001 18+ / FG002 | City Finance | (0.090) | (0.030) | (0.060) | 0.000 | 0.000 |
| F&G | WOC1 | Allocation of Workforce Savings | (0.185) | (0.185) | 0.000 | 0.000 | 0.000 |
| F&G | PFS | Corporate funding of pension fund strain | 0.063 | 0.063 | 0.000 | 0.000 | 0.000 |
| F&G | CC104 19+ | Commercialisation | (0.137) | 0.000 | (0.017) | (0.120) | 0.000 |
| F&G | FG101A 19+ | Delivery of further efficiency savings following the implementation | (0.100) | 0.000 | 0.000 | (0.100) | 0.000 |
| F&G | FG102 19+ | Reduced external legal spend | (0.100) | 0.000 | 0.000 | (0.100) | 0.000 |
| F&G | FGS003 20+ | Procurement Savings Opportunity Assessment | (3.000) | (0.582) | 0.000 | (2.418) | 0.000 |
| F&G | ESS022 20+ | Schools Financial Services Budget Savings | (0.049) | (0.049) | 0.000 | 0.000 | 0.000 |
| | | Total Savings in Financial Plan | (3.648) | (0.833) | (0.077) | (2.738) | 0.000 |
| | | savings delivered on a one-off basis in 2019/20 | | | | | |
| F&G | FG102 19+ CF | Reduced external legal spend | (0.200) | 0.000 | 0.000 | (0.200) | 0.000 |
| F&G | SS002 17+ CF | Corporate Procurement Services | (0.030) | (0.030) | 0.000 | 0.000 | 0.000 |
| | | One-off savings | (0.230) | (0.030) | 0.000 | (0.200) | 0.000 |
| | | Total Savings F&G | (3.878) | (0.863) | (0.077) | (2.938) | 0.000 |
| HR | WOC1 | Allocation of Workforce Savings | (0.074) | (0.074) | 0.000 | 0.000 | 0.000 |
| HR | HR105 19+ | Apprenticeship Levy – one provider of all training and administration | (0.023) | (0.023) | 0.000 | 0.000 | 0.000 |
| HR | HR107 19+ | Post implementation of ERP system | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| HR | HRS001 20+ | Deletion of part-time vacancy. Amalgamation of two management | (0.035) | (0.035) | 0.000 | 0.000 | 0.000 |
| | | Total Savings in Financial Plan | (0.132) | (0.132) | 0.000 | 0.000 | 0.000 |
| | | Total Savings HR | (0.132) | (0.132) | 0.000 | 0.000 | 0.000 |
| Inc Growth | JS4A | Reduce West Midlands Combined Authority Transport Levy | 0.001 | 0.001 | 0.000 | 0.000 | 0.000 |
| Inc Growth | SN9A NEW | Civil parking Enforcement | (0.010) | (0.003) | 0.000 | (0.007) | 0.000 |
| Inc Growth | WOC1 | Allocation of Workforce Savings | (0.195) | (0.195) | 0.000 | 0.000 | 0.000 |
| Inc Growth | CC104 | Commercialisation | (0.090) | (0.090) | 0.000 | 0.000 | 0.000 |
| Inc Growth | EC016 18+/EC103A 19+ & 20+ | Property Strategy/Commercial Income Growth | (0.472) | 0.000 | 0.000 | 0.000 | (0.472) |
| Inc Growth | EC103B | Operational Hub Programme | (0.322) | 0.000 | 0.000 | 0.000 | (0.322) |
| | | Total Savings in Financial Plan | (1.088) | (0.287) | 0.000 | (0.007) | (0.794) |
| | | savings delivered on a one-off basis in 2019/20 | | | | | |
| Inc Growth | SN35 16+ CF | Expansion of City Centre on-street parking, concessions and restrictions | (0.463) | (0.154) | 0.000 | 0.000 | (0.309) |
| Inc Growth | CC26 16+CF | Council administrative buildings reduction | (0.536) | 0.000 | 0.000 | (0.286) | (0.250) |
| Inc Growth | MYR4/HN11/SN40 CF | Inreach | (0.007) | 0.000 | 0.000 | 0.000 | (0.007) |
| | | One-off savings | (1.006) | (0.154) | 0.000 | (0.286) | (0.566) |
| | | Total Savings Inc Growth | (2.094) | (0.441) | 0.000 | (0.293) | (1.360) |

| Directorate | Savings Reference | Savings Description | Budgeted Saving (£m) | Blue | Green | Amber | Red |
|----------------|-------------------|--|----------------------|----------------|-----------------|----------------|----------------|
| Neighbourhoods | SN21 16+ | Removal of universal superloos | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Neighbourhoods | PL016E | Neighbourhoods and Communities - Community | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Neighbourhoods | WOC1a | Allocation of Workforce Savings - Street Scene | (0.292) | 0.000 | 0.000 | 0.000 | (0.292) |
| Neighbourhoods | WOC1b | Allocation of Workforce Savings - Housing General Fund | (0.084) | 0.000 | 0.000 | 0.000 | (0.084) |
| Neighbourhoods | WOC1c | Allocation of Workforce Savings - Neighbourhoods | (0.065) | (0.065) | 0.000 | 0.000 | 0.000 |
| Neighbourhoods | WOC1d | Allocation of Workforce Savings - Reg & Enforcement | (0.124) | 0.000 | (0.118) | 0.000 | (0.006) |
| Neighbourhoods | PFS | Corporate funding of pension fund strain | 0.032 | 0.032 | 0.000 | 0.000 | 0.000 |
| Neighbourhoods | PL104 19+ | Transfer management of community centres to third parties | (0.030) | (0.030) | 0.000 | 0.000 | 0.000 |
| Neighbourhoods | PL118 19+ | Reduction in grant to the Active Wellbeing Society | (0.108) | 0.000 | 0.000 | 0.000 | (0.108) |
| Neighbourhoods | PL123 19+ | Housing, Private Rented Sector and Voids redesign | (0.400) | 0.000 | 0.000 | 0.000 | (0.400) |
| Neighbourhoods | PL126a 19+ | Review of managerial arrangements Street Scene | (0.158) | 0.000 | 0.000 | 0.000 | (0.158) |
| Neighbourhoods | PL126b 19+ | Review of managerial arrangements Housing General Fund | (0.117) | 0.000 | 0.000 | 0.000 | (0.117) |
| Neighbourhoods | PL126c 19+ | Review of managerial arrangements Neighbourhoods | (0.025) | (0.025) | 0.000 | 0.000 | 0.000 |
| Neighbourhoods | PL126d 19+ | Review of managerial arrangements Reg & Enforcement | (0.169) | 0.000 | (0.169) | 0.000 | 0.000 |
| Neighbourhoods | PL128 19+ | Garden and bulky waste fees and charges review | (0.150) | 0.000 | (0.150) | 0.000 | 0.000 |
| Neighbourhoods | NE01 20+ | Revenue savings from Waste Management Replacement Strategy capital project | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Neighbourhoods | CC105 19+ | Consolidation Programme – Transport workstream | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| | | | | | | | |
| | | Total Savings in Financial Plan | (1.690) | (0.088) | (0.437) | 0.000 | (1.165) |
| | | | | | | | |
| | | savings delivered on a one-off basis in 2019/20 | | | | | |
| | | | | | | | |
| Neighbourhoods | PL003 18+ | Parks and Nature Conservation | (0.200) | 0.000 | 0.000 | (0.200) | 0.000 |
| Neighbourhoods | PL126a 19+CF | PL126 19+ Review of Place Managerial Arrangements Street Scene | (0.158) | 0.000 | 0.000 | 0.000 | (0.158) |
| Neighbourhoods | PL126b 19+CF | PL126 19+ Review of Place Managerial Arrangements Housing General Fund | (0.117) | 0.000 | 0.000 | 0.000 | (0.117) |
| Neighbourhoods | PL126c 19+CF | PL126 19+ Review of Place Managerial Arrangements Neighbourhoods | (0.056) | (0.056) | 0.000 | 0.000 | 0.000 |
| Neighbourhoods | PL126d 19+CF | PL126 19+ Review of Place Managerial Arrangements Reg & Enforcement | (0.169) | (0.169) | 0.000 | 0.000 | 0.000 |
| Neighbourhoods | PL129 19+CF | PL 129 - Parks income proposals | (0.180) | 0.000 | 0.000 | 0.000 | (0.180) |
| Neighbourhoods | SN45 16+ CF | Disposal of unwanted/under utilised parks land (8 acres per year) | (0.200) | 0.000 | 0.000 | (0.200) | 0.000 |
| Neighbourhoods | PL124 19+ | Strategic Housing Function | (0.300) | 0.000 | 0.000 | 0.000 | (0.300) |
| Neighbourhoods | SN26 16+ | Discontinue Non Framework Contract at Health and Wellbeing Centres | (0.047) | (0.047) | 0.000 | 0.000 | 0.000 |
| Neighbourhoods | PL112 19+ | Redesign of Birmingham BID Support | (0.055) | 0.000 | (0.055) | 0.000 | 0.000 |
| Neighbourhoods | PL127 19+ | Bereavement Services Fees and Charges Review | (0.594) | 0.000 | (0.594) | 0.000 | 0.000 |
| Neighbourhoods | SN24 16+ CF | Provide above ground mausoleums and vaults | (0.209) | 0.000 | (0.209) | 0.000 | 0.000 |
| | | | | | | | |
| | | One-off savings | (2.285) | (0.272) | (0.858) | (0.400) | (0.755) |
| | | | | | | | |
| | | Total Savings Neighbourhoods | (3.975) | (0.360) | (1.295) | (0.400) | (1.920) |
| | | | | | | | |
| | | | | | | | |
| PIP | WOC1 | Allocation of Workforce Savings | (0.039) | (0.028) | 0.000 | 0.000 | (0.011) |
| PIP | CC104 19+ | Commercialisation | (0.003) | 0.000 | 0.000 | 0.000 | (0.003) |
| PIP | PL113 19+ | Phased reduction of salaried staffing at the Hall of Memory to be replaced with appropriate voluntary staffing | (0.008) | (0.008) | 0.000 | 0.000 | 0.000 |
| | | | | | | | |
| | | Total Savings in Financial Plan | (0.050) | (0.036) | 0.000 | 0.000 | (0.014) |
| | | | | | | | |
| | | savings delivered on a one-off basis in 2019/20 | | | | | |
| | | | | | | | |
| PIP | CC002 18+ | CC002 18+ Efficiency Target | (0.016) | 0.000 | (0.016) | 0.000 | 0.000 |
| | | | | | | | |
| | | One-off savings | (0.016) | 0.000 | (0.016) | 0.000 | 0.000 |
| | | | | | | | |
| | | Total Savings PIP | (0.066) | (0.036) | (0.016) | 0.000 | (0.014) |
| | | | | | | | |
| | | Grand Total savings | (27.078) | (1.969) | (11.756) | (9.987) | (3.366) |

Annex 4: Write offs**a. Irrecoverable Housing Benefit**

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.

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.

Cabinet are requested to approve the writing off of one separate Housing Benefit debt to the Council which is greater than £25,000 totalling £0.035m. Section c details the nature of the debt, action taken to seek its recovery and the reasons for the recommendation for write off.

In 2020/21, from 1st April up to 30th June 2020, 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.

| Age analysis | Over 6 years | 3 to 6 years | Under 3 years | Total |
|----------------------|-------------------------|-------------------------|--------------------------|--------------|
| | £m | £m | £m | £m |
| Benefit Overpayments | 0.015 | 0.044 | 0.100 | 0.160 |
| | | | | |
| Total | 0.015 | 0.044 | 0.100 | 0.160 |

Section d to this report gives a more detailed age analysis of overpayments and income written off.

b. Irrecoverable Council Tax & Business Rates

All Council Tax and Business Rates are due and payable. However, there are certain instances where the amount of the bill needs to be either written off or reduced (e.g. where people have absconded, have died, have become insolvent or it is uneconomical to recover the debt).

If an account case is subject to this, then consideration is given to write the debt off subject to the requirement to consider all options to recover the debt, prior to submitting for write off. However, once an account has been written off, if the debtor becomes known to the Revenues Service at a later date, then the previously written off amount will be reinstated and pursued.

In respect of Business Rates, where a liquidator is appointed, a significant period of time is taken to allow for the company's affairs to be finalised and to subsequently determine if any monies are available to be paid to creditors. Once it is established this is not to happen, a final search of Companies House is undertaken to confirm the company has been dissolved.

In 2020/21, from 1st April 2020 to 30th June 2020, further items falling under this description in relation to Council Tax and Business Rates have been written off under delegated authority. The table below details the total approved gross value of these amounts written off, £1.19m for Council Tax and £0.936m for Business Rates, which Members are asked to note.

| Age analysis | Up To 2011/12 | 2012/13- 2014/15 | 2015/16- 2018/19 | Total |
|---------------------|--------------------------|-----------------------------|-----------------------------|--------------|
| | £m | £m | £m | £m |
| Council Tax | 0.315 | 0.739 | 0.139 | 1.194 |
| Business Rates | 0.099 | 0.098 | 0.739 | 0.936 |
| TOTAL | 0.414 | 0.837 | 0.878 | 2.13 |

Section (e) of this Appendix gives a more detailed age analysis of overpayments and income written off.

c. Schedule of over £25K Housing Benefit Debts recommended for write off

| Supporting Information | Total Debt Outstanding (£) |
|---|---|
| Liability Period(s)/Account Ref Number(s): 24 May 2004 to 3 July 2011 – Claim reference number 03309679 | £34,821.16 |

Appendix A

d. Summary 01.4.20 – 30.6.20

Age Analysis of Overpayments and Debts Written-off Under delegated authority by Revenues and Benefits Division

| Detail | Pre 2010 | 2010/11 | 2011/12 | 2012/13 | 2013/14 | 2014/15 | 2015/16 | 2016/17 | 2017/18 | 2018/19 | 2019/20 | 2020/21 | Total | No of Debtors |
|---|-----------|---------|---------|-----------|---------|------------|-----------|-----------|------------|------------|------------|-----------|-------------|---------------|
| Housing Benefit debts written off under delegated authority | £2,805.53 | £2.65 | £475.28 | £1,414.51 | £252.39 | £10,246.78 | £8,129.34 | £9,874.84 | £26,331.26 | £28,036.86 | £64,736.55 | £7,624.88 | £159,930.47 | 790 |
| TOTAL | £2,805.53 | £2.65 | £475.28 | £1,414.51 | £252.39 | £10,246.78 | £8,129.34 | £9,874.84 | £26,331.26 | £28,036.86 | £64,736.55 | £7,624.48 | £159,930.47 | 790 |

| Debt Size | Small | | Medium | | Large |
|-----------|------------|-------|---------------|-------|----------------|
| Cases | >£1,000 | Cases | £1,001-£5,000 | Cases | £5,000-£25,000 |
| 759 | £98,754.68 | 30 | £55,860.73 | 1 | £5,315.06 |

e. Age analysis of overpayments and debts written off under delegated authority by Revenues and Benefits Division

| Detail | 1997-2006/7 | 2007/08 | 2008/09 | 2009/10 | 2010/11 | 2011/12 | 2012/13 | 2013/14 | 2014/15 | 2015/16 | 2016/17 | 2017/18 | 2018/19 | Total |
|--|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|----------------------|
| Council tax written off under delegated authority | £49,838.55 | £19,510.51 | £23,824.26 | £49,842.27 | £83,465.85 | £89,186.70 | £150,916.63 | £523,783.44 | £64,438.64 | £44,256.19 | £37,022.17 | £30,047.17 | £27,968.95 | £1,194,101.33 |
| Business rates written off under delegated authority | £34,995.51 | £28,142.01 | £13,277.99 | £7,617.40 | £7,680.69 | £8,031.58 | £7,512.42 | £24,161.57 | £65,619.88 | £136,838.37 | £185,536.67 | £255,354.93 | £161,797.97 | £936,566.69 |
| TOTAL | £84,834.06 | £47,652.52 | £37,102.25 | £57,459.67 | £91,146.54 | £97,218.28 | £158,429.05 | £547,945.01 | £130,058.52 | £181,094.56 | £222,558.84 | £285,402.10 | £189,766.92 | £2,130,668.02 |

Debt size analysis of overpayments and debts written off under delegated authority by Revenues and Benefits Division

| Grouped by value | Small (<£1,000) | | Medium (£1,000 - £5,000) | | Large (>£5,000) | | TOTAL | |
|--|----------------------|--------------|--------------------------|------------|--------------------|-----------|----------------------|--------------|
| | Value | Cases | Value | Cases | Value | Cases | Value | Cases |
| Council Tax written off under delegated authority | £941,869.38 | 4,493 | £252,231.95 | 193 | | | £1,194,101.33 | 4,686 |
| Business Rates written off under delegated authority | £78,738.68 | 146 | £459,244.09 | 184 | £398,584.22 | 49 | £936,566.69 | 379 |
| TOTAL | £1,020,608.06 | 4,639 | £711,476.04 | 377 | £398,584.22 | 49 | £2,130,668.02 | 5,065 |

Annex 5: Reserves Policy

1. Background

- 1.1. The purpose of this policy is to set out how the Council will determine and review its overall level of reserves and how it uses them.
- 1.2. The Council is required to maintain adequate financial reserves for meeting unknown and potential estimated future expenditure when calculating the Council Tax requirement.
- 1.3. All planned use of reserves must be for a specific purpose in order to ensure there is a sustainable budget. They should not be budgeted to be used to mitigate the need for ongoing savings other than in exceptional circumstances. Reserves will only be released upon relevant approval from the Section 151 Officer or Cabinet. See Table C.2 below for details.
- 1.4. The Council has usable reserves and unusable reserves on its Balance Sheet. The unusable reserves are as a result of accounting adjustments and are not therefore available to spend. This policy will concentrate on usable reserves.

2. General Policy

- 2.1. Usable reserves can be split into the following categories:

- General Reserves and Balances
- Earmarked Reserves
- Revenue Grant Related Reserves
- Ring-fenced Reserves
- Capital Reserves

- 2.2. The Council maintains usable reserves primarily for the following reasons:

- The need to put aside sums in case of unexpected exceptional future expenditure
- To smooth out the impact of payments on the revenue account
- To cover timing differences such as grant money received in any given year where expenditure takes place in a later year
- To provide pump prime funding for projects to deliver changes in working practices using Invest to Save Reserves. Any approved use must include an agreed repayment plan

- 2.3. Reserves can only be used on a one-off basis which means that their application does not offer a permanent solution to the requirement to deliver significant reductions in the future level of Council expenditure.

- 2.4. Reserves should not be used to avoid the necessity to make or the failure to deliver ongoing savings other than in exceptional circumstances.

3. Managing the Level of Reserves

- 3.1. The Council must maintain sufficient general reserves and working balances to cover the key financial risks and contingencies.

- 3.2.** An assessment will be carried out annually as part of the budget setting process to consider the risks the Council is exposed to and the level of general reserves that are appropriate.
- 3.3.** As part of the budget setting process the Section 151 Officer will consider and assess the level of general reserves. Consideration will be given to the strategic, operational and financial risks facing the Council.
- 3.4.** Major factors to be considered when evaluating the level of reserves, including but not limited to the following:

| Budget Assumptions | Issues to Consider |
|---|--|
| Inflation and Interest rates volatility | The overall financial standing of the Council |
| Estimates of the level and timing of Capital Receipts | The trend of the Council's financial management and the robustness of the Long Term Financial Plan |
| The financial risks inherent in any significant new funding partnerships, major contractual arrangements or major capital programme | The Council's end of year closedown procedures relating to budget under/overspend. |
| The availability of other funds to deal with major contingencies and the adequacy of provisions | The adequacy of the Council's arrangements to cover major unforeseen risks. |

4. Usable Reserves

4.1. General Reserves and Balances

4.1.1. These are funds that do not have restrictions as to their use. The Council can use them for any purpose within the General Fund. The purpose of general reserves is to manage the impact of exceptional emergencies and unforeseen events. Without such reserves the potential financial impact of these unforeseen events could cause a financial deficit in the General Fund, which would be severely disruptive to the effective operation of the authority. General Reserves held include:

4.1.2. General Fund Balance and Carry Forward Balances

- These reflect the accumulated surpluses of income over expenditure from previous years and any resources set aside as general contingency against adverse future events

4.1.3. Financial Resilience Reserve (FRR)

- This is a reserve created in 2017/18 from the backdated application of a consistent Minimum Revenue Provision (MRP) policy of 2007/08
- The change in policy has created additional revenue costs. The Council plans to release some of this reserve in line with the [Financial Plan 2020 - 2024](#) to phase in the ability to meet the additional costs as shown in Table C.1 below. The balance of this reserve is to provide contingency fund in case the Council faces financial difficulties in the future

Table C.1 Planned use of FRR to meet additional revenue costs

| 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | 2025/26 | 2026/27 |
|---------|---------|---------|---------|---------|---------|---------|
| £5.9m | £5.0m | £4.0m | £3.0m | £2.0m | £1.0m | Nil |

4.1.4. Invest to Save Reserve

- To make funding available to assist in making changes to the way services are provided and ultimately reduce costs in the long term
- This reserve is held centrally and operated on an Invest to Save basis with the agreement that the usage of this fund will be repaid in the future through a planned repayment profile linked to specific savings proposals

4.2. Earmarked Reserves

4.2.1. Earmarked Reserves enable the Council to set aside sums to meet specific future liabilities. These include:

4.2.2. Capital Fund

- This is a revenue reserve which has arisen from revenue contributions set aside to fund budgeted capital expenditure, Equal Pay settlements and associated costs in line with the Council's Capital Financing and Equal Pay funding claims

4.2.3. Insurance Reserve

- The Council self-insures against all bar the most catastrophic business risks other than where insurance cover is a legal requirement. A budget is held to cover insurance losses in-year and the Insurance Reserve exists to act as a buffer should losses exceed budgeted expectations in any given financial year. The fund increases in those years where losses incurred do not exceed the budget

4.2.4. Highways PFI Reserve

- This reserve has been earmarked to support the Highways PFI Business Model

4.2.5. Other Earmarked Reserves

- There are some reserves which cover a wide range of services that have been set aside to support future years' service delivery. These include, for example, resources earmarked for Special Educational Needs reform, a local innovations fund, highways initiatives, subvention for major events, replacement IT systems and repairs and maintenance for specific service chargeable buildings. These reserves are monitored at Directorate level and can only be used for a particular purpose
- During the annual review if it is determined earmarking is no longer necessary the reserves will be allocated to general reserves

4.2.6. The request to use these funds or contribute to reserves must be approved by Cabinet and the allocation of Earmarked Reserves will be made when services can demonstrate that the funding is required for that particular purpose.

4.3. Revenue Grant Related Reserves

4.3.1. These reserves relate to the unused element of grant support for which the conditions of the grant are expected to be met. The reserves will be used to meet future years' expenditure for the service for which the grant was awarded.

4.3.2. These are managed by the Directorates. The reserves will only be released following the Directorate requests being approved by the Section 151 Officer to use funding in line with grant conditions

4.3.3. The Council holds various Section 106 reserves which were contributed by private companies to improve the local community. The fund must be used for the specific scheme and within the agreed timescale. If funds are not used they need to be returned back to the contributors.

4.3.4. In addition, the Council also received Highways PFI grant in advance of required payments. These funds are taken to reserves to be utilised in years when annual maintenance expenditure exceeds the annual government grant income, in line with the PFI model.

4.3.5. Ringfenced Reserves

- Reserves that are required to be used for specific activities undertaken by the Council with little or no flexibility. These are mainly for schools or for the Housing Revenue Account and cannot be used to support general Council activity. These include:

4.3.6. Schools reserves

- The reserves are the net cumulative balances held by Council maintained schools. Under national school funding regulations, the schools are entitled to retain these balances for unexpected commitments and/or for planned school curriculum/infrastructure improvements and investment

4.3.7. Housing Revenue Account (HRA)

- The HRA is a statutory account, ring-fenced from the rest of Council funds, so that rents charged to tenants in respect of dwellings cannot be subsidised from the General Fund. Similarly, rents collected from HRA tenants cannot be used to subsidise the General Fund. The balances on the HRA reflect the accumulated surpluses of income over expenditure

4.3.8. HRA Major Repairs Reserve

- The Council is required by The Accounts and Audit Regulations 2015 to maintain the Major Repairs Reserve. The reserve controls an element of the capital resources required to be used on HRA assets or for capital financing purposes

4.4. Capital Reserves:

4.4.1. These are reserves that have been set aside to finance capital schemes and cannot be used to support revenue expenditure without the consent of the Secretary of State. These reserves comprise:

- Capital Receipts Reserve reflects the income received from the disposal of capital assets prior to being used to fund future capital expenditure or for the redemption of debt. Capital receipts cannot be used to fund revenue expenditure except where allowed by statute. The Council will allocate resources from the Capital Receipts Reserve in line with its priorities
- Capital Grants Unapplied reflects the unused element of capital grants or capital contributions awarded to the Council, for which the conditions of the grant support are expected to be met or for which there are no conditions. The reserve will be used to meet future years' capital expenditure in a way which best fits with the Council's priorities

4.5. Borrowing

4.5.1. The Council will also face temporary large costs for which ongoing savings are not required, for example, pension fund strain costs. In these instances it is prudent to borrow temporarily from reserves and identify smaller ongoing savings from which to repay the

reserves. However, this will only be agreed if there is a clear plan for how repayment can be made.

4.5.2. Temporary borrowing can be made from general reserves, earmarked reserves, schools reserves and grant related reserves.

4.5.3. Borrowing is approved by the Council as part of the budget. However amendments can be approved by Cabinet in year.

5. Reserves Approval

5.1. Table C.2 below shows the level of approval required to use or contribute to usable reserves

Table C.2 Level of approval required for requested use of or contribution to reserves

| Type of Reserves | Level of Approval Required |
|--|----------------------------|
| General Reserves and Balances | Cabinet* |
| Earmarked Reserves | Cabinet* |
| Revenue and Capital Grant Related Reserves | Section 151 Officer |
| Other Earmarked Reserve-Ring Fenced | Section 151 Officer |
| Capital Receipts Reserves** | Cabinet* |

* Unless previously approved by Full Council as part of approval of the budget

** Approval required for contribution from reserves only

5.2. There may be end of the year adjustments to reserves required by Audit.

6. Governance and Review

- 6.1.** The Council recognises the need to hold and maintain adequate reserves that meet the needs of the organisation. However, there is an opportunity cost as a result of the Council allocating resources away from other potential uses. It is therefore, critical for the Section 151 Officer to regularly review the purpose and level of reserves.
- 6.2.** All anticipated use of reserves should be understood and recognised as part of the budget setting process and agreed when Council approves the budget.
- 6.3.** Any identified use of, or contribution to, reserves after the budget has been set should be approved by Cabinet or the Section 151 Officer in the case of grant reserves, prior to the budget being changed. Uses should be for specific purposes for which reserves have been set aside and not to address savings non-delivery or budget pressures. Contributions to reserves should be for specific costs expected to be incurred in the future.
- 6.4.** The reserves position is reported monthly as part of the revenue monitoring process. The planned usage of reserves is also included as part of the budget setting process. In addition the level and use of reserves is reported and reviewed during the closedown process.
- 6.5.** The reserves policy will be reviewed annually as part of the budget setting process.

TREASURY MANAGEMENT MONITORING DASHBOARD: JUNE 2020

| | value | comparator | difference |
|--|--------------|------------|------------|
| 1 gross loan debt | £m | £m | £m |
| at month end | 3,375 | | |
| year end Forecast (vs Plan) | 3,598 | 3,832 | -234 |
| year end Forecast (vs Pru Limit for loan debt*) | 3,598 | 4,085 | -487 |
| <i>*monitoring of the full set of prudential indicators is reported quarterly to Cabinet</i> | | | |
| <i>Forecast year end debt is well below the year end plan and prudential limit. This is partly because of Covid grants received in advance and increased capital programme slippage due to Covid. There is considerable uncertainty about the impact of Covid on cashflows over the coming months.</i> | | | |
| 2 short term borrowing | | | |
| at month end (vs Guideline) | 424 | 560 | -136 |
| interest rate year to date on outstanding deals (vs assumption) | 1.08% | 1.50% | -0.42% |
| <i>Short term borrowing needs have been delayed by the receipt of Covid grants although this may change over the coming months.</i> | | | |
| 3 Treasury investments | | | |
| at month end (vs Guideline) | 126 | 40 | 86 |
| interest rate year to date on outstanding deals (vs assumption) | 0.26% | 1.01% | -0.75% |
| <i>Investments are significantly higher than the Strategy's guideline of £40m, due to the favourable cashflows noted in 1 above.</i> | | | |
| 4 Long term loans taken | | | |
| year to date (vs plan for year) | 35 | 415 | -380 |
| ave. interest rate obtained (vs assumption) | 1.66% | 4.20% | -2.54% |
| <i>Very little long term borrowing has been taken in the year to date, due to favourable cashflows deferring the need for long term borrowing. £35m of planned long term borrowing was taken to support the funding of the advance payment of pension contributions in April.</i> | | | |
| 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 | | |
| <i>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.</i> | | | |

Treasury Management: portfolio overview

This appendix summarises the council's loan debt and treasury management investments

| | this quarter £m 30/06/2020 | last quarter £m 31/03/2020 |
|------------------------------------|----------------------------------|----------------------------------|
| PWLB | 2,454 | 2,491 |
| Bonds | 373 | 373 |
| LOBOs | 71 | 71 |
| Other long term | 52 | 17 |
| Salix | 1 | 1 |
| Short term | 424 | 292 |
| Gross loan debt | 3,375 | 3,245 |
| less treasury investments | - 126 | - 247 |
| Net loan debt | 3,249 | 2,998 |
| Budgeted year end net debt | 3,792 | 3,532 |
| Prudential limit (gross loan debt) | 4,085 | 3,867 |

Although PWLB loans decreased in Q1 due to the repayment of a £37m loan upon maturity, Other long term loans increased as a result of 2 year maturity loans taken from local authorities to support the funding of the advance payment of pensions contributions in April.

Treasury investments by source

| | £m |
|------------------------------|------------|
| UK Government | 0 |
| Money Market Funds | 122 |
| Banks and Building Societies | 4 |
| | 126 |

Treasury investments by credit quality

| | £m |
|--------|------------|
| AAA | 0 |
| AAAmmf | 122 |
| AA | 4 |
| A | 0 |
| | 126 |

In line with the Strategy, the Council holds its treasury investments in liquid funds of high credit quality. The COVID grants received in advanced have been retained in liquid funds due to uncertainty over the timing of needs.

Investments as Accountable Body

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

| | Growing Places Fund £m | AMSCI £m | Regional Growth Fund £m | Local Growth Fund £m | LGF3 £m | LOGRO £m | NMCL £m | Total £m |
|--------------------------------------|---------------------------------|-------------|----------------------------------|-------------------------------|------------|-------------|------------|-------------|
| UK Government | 9 | 15 | 5 | 0 | 0 | 10 | 0 | 39 |
| Birmingham City Council ¹ | 0 | 0 | 0 | 10 | 0 | 0 | 0 | 10 |
| Money Market Funds | 2 | 24 | 8 | 0 | 8 | 35 | 1 | 78 |
| | 11 | 39 | 13 | 10 | 8 | 45 | 1 | 127 |

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

Treasury management: summary of delegated decisions in the quarter

This appendix summarises decisions taken under treasury management delegations to the Corporate Director of Finance and Governance during the quarter

| 1. Short term (less than 1 year) | borrowing | investments |
|---|------------------|--------------------|
| | £m | £m |
| opening balance | 292 | -247 |
| new loans/investments | 404 | -2759 |
| loans/investments repaid | -272 | 2879 |
| closing balance | 424 | -127 |

These loans and investments are for short periods from one day up to 365 days. There is therefore a rapid turnover of new loans. The value of transactions for investments have been especially high in the first quarter as the Treasury team invested COVID grant cash with the UK Government due to lending limits for other investment sources, and for very short periods due to uncertainty over timing of need.

2. Long term borrowing:

| date | lender | £m | rate | maturity |
|------------|---------------------------|----|-------|------------|
| 20/04/2020 | Cornwall Council | 20 | 1.70% | 20/04/2022 |
| 24/04/2020 | Lancashire Fire Authority | 5 | 1.45% | 25/04/2022 |
| 24/04/2020 | LB of Barking & Dagenham | 10 | 1.70% | 22/04/2022 |

Planned long term borrowing was taken to support the funding of the advance payment of pension contributions in April.

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 only repay long term loans prematurely if this provides a financial benefit 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.

DEBT AND PRUDENTIAL INDICATORS

| WHOLE COUNCIL | | 20/21 Indicators £m | 20/21 Forecast £m | 21/22 Indicators £m | 21/22 Forecast £m | 22/23 Indicators £m | 22/23 Forecast £m |
|----------------------------------|--|------------------------------------|----------------------------------|------------------------------------|----------------------------------|------------------------------------|----------------------------------|
| Capital Finance | | | | | | | |
| 1 | Capital Expenditure - Capital Programme | 710.1 | 750.6 | 481.9 | 568.7 | 327.0 | 393.7 |
| 2 | Capital Expenditure - other long term liabilities | 38.2 | 38.3 | 37.8 | 37.9 | 33.1 | 33.2 |
| 3 | Capital expenditure | 748.3 | 788.9 | 519.7 | 606.6 | 360.1 | 426.9 |
| 4 | Capital Financing Requirement (CFR) | 4,839.3 | 4,747.5 | 4,941.7 | 4,869.8 | 5,135.1 | 4,828.9 |
| Planned Debt | | | | | | | |
| 5 | Peak loan debt in year | 3,849.9 | 3,598.0 | 3,932.9 | 3,520.6 | 3,852.3 | 3,426.5 |
| 6 | + Other long term liabilities (peak in year) | 415.5 | 416.8 | 396.7 | 397.3 | 373.4 | 373.7 |
| 7 | = Peak debt in year | 4,265.4 | 4,014.8 | 4,329.6 | 3,917.9 | 4,225.7 | 3,800.2 |
| 8 | does peak debt exceed year 3 CFR? | no | no | no | no | no | no |
| Prudential limit for debt | | | | | | | |
| 9 | Gross loan debt | 4,084.5 | 3,598.0 | 4,203.3 | 3,520.6 | 4,026.6 | 3,426.5 |
| 10 | + other long term liabilities | 415.5 | 416.8 | 396.7 | 397.3 | 373.4 | 373.7 |
| 11 | = Total debt | 4,500.0 | 4,014.8 | 4,600.0 | 3,917.9 | 4,400.0 | 3,800.2 |
| Notes | | | | | | | |
| 1 | There is a net increase in forecast capital expenditure due mainly to slippage from previous years. | | | | | | |
| 4 | The Capital Financing Requirement represents the underlying level of borrowing needed to finance historic capital expenditure (after deducting debt repayment charges). This includes all elements of CFR including Transferred Debt. | | | | | | |
| 5-7 | These figures represent the forecast peak debt (which may not occur at the year end). The Prudential Code calls these indicators the Operational Boundary. | | | | | | |
| 8 | It would be a cause for concern if the City Council's loan debt exceeded the CFR, but this is not the case due to positive cashflows, reserves and balances. The Prudential Code calls this Borrowing and the Capital Financing Requirement. | | | | | | |
| 11 | The Authorised limit for debt is the statutory debt limit. The City Council may not breach the limit it has set, so it includes allowance for uncertain cashflow movements and potential borrowing in advance for future needs. | | | | | | |

DEBT AND PRUDENTIAL INDICATORS

Annex 6.4b

HOUSING REVENUE ACCOUNT

| | 20/21 | 20/21 | 21/22 | 21/22 | 22/23 | 22/23 |
|--|------------|----------|------------|----------|------------|----------|
| | Indicators | Forecast | Indicators | Forecast | Indicators | Forecast |
| | £m | £m | £m | £m | £m | £m |
| Capital Finance | | | | | | |
| 1 Capital expenditure | 125.8 | 114.4 | 129.4 | 149.3 | 145.1 | 143.7 |
| HRA Debt | | | | | | |
| 2 Capital Financing Requirement (CFR) | 1,097.1 | 1,080.4 | 1,090.6 | 1,073.8 | 1,105.7 | 1,089.0 |
| Affordability | | | | | | |
| 3 HRA financing costs | 97.2 | 96.9 | 98.7 | 98.4 | 100.5 | 100.0 |
| 4 HRA revenues | 279.9 | 280.0 | 286.2 | 285.7 | 293.3 | 292.8 |
| 5 HRA financing costs as % of revenues | 34.7% | 34.6% | 34.5% | 34.4% | 34.3% | 34.2% |
| 6 HRA debt : revenues | 3.9 | 3.9 | 3.8 | 3.8 | 3.8 | 3.7 |
| 7 Forecast Housing debt per dwelling | £18,423 | £18,015 | £18,446 | £18,098 | £18,785 | £18,460 |

Notes

- 3 Financing costs include interest, and depreciation rather than Minimum Revenue Provision (MRP), in the HRA.
- 6 This indicator is not in the Prudential Code but is a key measure of long term sustainability. This measure is forecast to fall below 2.0 by 2026/27, which is two years later than previously forecast.
- 7 This indicator is not in the Prudential Code but is a key measure of affordability: the HRA debt per dwelling should not rise significantly over time.

DEBT AND PRUDENTIAL INDICATORS

Annex 6.4c

| GENERAL FUND | | 20/21 | 20/21 | 21/22 | 21/22 | 22/23 | 22/23 |
|-----------------------------------|---|------------|----------|------------|----------|------------|----------|
| | | Indicators | Forecast | Indicators | Forecast | Indicators | Forecast |
| | | £m | £m | £m | £m | £m | £m |
| Capital Finance | | | | | | | |
| 1 | Capital expenditure (including other long term liabilities) | 622.5 | 674.4 | 390.4 | 457.3 | 215.0 | 283.2 |
| 2 | Capital Financing Requirement (CFR) | 3,742.2 | 3,667.1 | 3,851.1 | 3,796.0 | 4,029.3 | 3,739.9 |
| General Fund debt | | | | | | | |
| 3 | Peak loan debt in year | 2,752.8 | 2,517.6 | 2,842.3 | 2,446.8 | 2,746.6 | 2,337.5 |
| 4 | + Other long term liabilities (peak in year) | 415.5 | 416.8 | 396.8 | 397.3 | 373.5 | 373.7 |
| 5 | = Peak General Fund debt in year | 3,168.3 | 2,934.4 | 3,239.1 | 2,844.1 | 3,120.1 | 2,711.2 |
| General Fund Affordability | | | | | | | |
| 6 | Total General Fund financing costs | 255.6 | 253.1 | 260.0 | 254.9 | 250.2 | 244.0 |
| 7 | General Fund net revenues | 852.9 | 852.9 | 872.4 | 872.4 | 890.7 | 890.7 |
| 8 | General Fund financing costs (% of net revenues) | 30.0% | 29.7% | 29.8% | 29.2% | 28.1% | 27.4% |
| 9 | General Fund financing costs (% of gross revenues) | 23.0% | 22.7% | 22.6% | 22.7% | 21.2% | 21.5% |

Note

- 4 Other long term liabilities include PFI, finance lease liabilities, and transferred debt liabilities.
- 6 Financing costs include interest and MRP (in the General Fund), for loan debt, transferred debt, PFI and finance leases.
- 8 This indicator includes the revenue cost of borrowing and other finance, including borrowing for the Enterprise Zone and other self-supported borrowing.
- 9 This is a local indicator measuring finance costs against relevant gross income including revenues from sales, fees, charges and rents, which are available to support borrowing costs.

PRUDENTIAL INDICATORS

Appendix C4d

TREASURY MANAGEMENT

| | 20/21 | | 21/22 | | 22/23 | |
|----|--|--------------|-----------------|--------------|-----------------|--------------|
| | Indicators | Forecast | Indicators | Forecast | Indicators | Forecast |
| 1 | General Fund impact of an unbudgeted 1% rise in interest rates | £3.8m | £3.5m | £4.1m | £3.2m | £4.2m |
| 2 | Variable rate exposures vs upper limit 30% | 19% | 18% | 22% | 16% | 23% |
| | Maturity structure of borrowing | Limit | Forecast | Limit | Forecast | Limit |
| | (lower limit and upper limit) | | Year End | | Year End | |
| 3 | under 12 months | 0% to 30% | 15% | 0% to 30% | 15% | 0% to 30% |
| 4 | 12 months to within 24 months | 0% to 30% | 2% | 0% to 30% | 1% | 0% to 30% |
| 5 | 24 months to within 5 years | 0% to 30% | 4% | 0% to 30% | 6% | 0% to 30% |
| 6 | 5 years to within 10 years | 0% to 30% | 17% | 0% to 30% | 17% | 0% to 30% |
| 7 | 10 years to within 20 years | 5% to 40% | 21% | 5% to 40% | 22% | 5% to 40% |
| 8 | 20 years to within 40 years | 10% to 60% | 36% | 10% to 60% | 37% | 10% to 60% |
| 9 | 40 years and above | 0% to 40% | 5% | 0% to 40% | 3% | 0% to 40% |
| | Investments longer than 364 days | | | | | |
| | upper limit on amounts maturing in: | | | | | |
| | | Limit | Forecast | Limit | Forecast | Limit |
| 10 | 1-2 years | 400 | 0 | 400 | 0 | 400 |
| 11 | 2-3 years | 100 | 0 | 100 | 0 | 100 |
| 12 | 3-5 years | 100 | 0 | 100 | 0 | 100 |
| 13 | later | 0 | 0 | 0 | 0 | 0 |

Note

- 1 Based on year end debt borrowing less investments, with less than one year to maturity.
- 2-9 These indicators assume that LOBO loan options are exercised at the earliest possibility, and are calculated as a % of net loan debt.
- 2 The limit on variable rate exposures is a local indicator.

Overview

| Annex No | Description |
|----------|--|
| 7a | Overview |
| 7b | Capital Monitoring Summary |
| 7c | Capital Budget Movements |
| 7d | Capital Budget Movements Commentary |
| 7e | Capital Forecast Variations |
| 7f | Capital Forecast Variations Commentary |
| 7g | Prudential Borrowing - Additions or Reductions Quarter 1 |
| 7h | Capital Expenditure 10-year+ Plan |

This report takes each Directorate in turn, in the format;

- a) capital budget changes
- b) forecast variations from budget
- c) commentary on major risks/issues

The capital budget is a resource and expenditure planning to proceed. Individual approvals are sought through Business Case reports under the Gateway process.

Capital Monitoring Summary

Annex 7b

Expenditure

| | 2020/21 £m | 2021/22 £m | 2022/23 £m | Later Years £m | Total Plan £m |
|---|----------------|----------------|----------------|-------------------|------------------|
| Month 1 Approved Budget | 710.091 | 481.904 | 1,866.118 | 0.000 | 3,058.113 |
| Slippage/(Acceleration) from 2019/20 Outturn | 80.422 | 0.000 | 0.000 | 0.000 | 80.422 |
| Budget Changes - New Resources / (Reductions) & Rephasing | 59.027 | 21.055 | (1,502.144) | 1,593.248 | 171.186 |
| Budget Month 2 | 849.540 | 502.959 | 363.974 | 1,593.248 | 3,309.721 |
| Forecast Slippage Month 2 | (98.933) | 65.785 | 29.681 | 3.554 | 0.087 |
| Forecast Overspend / (Underspend) Month 3 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Forecast Outturn at Month 3 | 750.607 | 568.744 | 393.655 | 1,596.802 | 3,309.808 |

Resources

Use of Specific Resources:

| | | | | | |
|---|---------|---------|--------|---------|---------|
| Grants & Contributions | 224.421 | 182.371 | 57.118 | 69.894 | 533.804 |
| Earmarked Capital Receipts - RTB & Revenue Reform | 65.403 | 61.847 | 65.048 | 169.464 | 361.762 |
| Revenue Contributions - Departmental | 25.004 | 29.527 | 11.885 | 21.569 | 87.985 |
| Revenue Contributions - HRA | 54.747 | 62.623 | 68.521 | 563.331 | 749.222 |

Use of Corporate or General Resources:

| | | | | | |
|----------------------|---------|---------|---------|---------|-----------|
| Corporate Resources | 23.353 | 1.756 | 0.434 | 0.000 | 25.543 |
| Prudential Borrowing | 357.679 | 230.620 | 190.649 | 772.544 | 1,551.492 |

Forecast Use of Resources

| | | | | |
|----------------|----------------|----------------|------------------|------------------|
| 750.607 | 568.744 | 393.655 | 1,596.802 | 3,309.808 |
|----------------|----------------|----------------|------------------|------------------|

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| | | Budget Movements | | | | | | |
|------|--|-----------------------|----------------------|--------------|-----------------------|----------------------|--------------|----------|
| | | Current Year | | | All Years | | | |
| Ref. | | Original Budget £m | Current Budget £m | Change £m | Original Budget £m | Current Budget £m | Change £m | |
| | Unlocking Housing Sites | IG3 | 0.000 | 3.459 | 3.459 | 0.000 | 3.459 | 3.459 |
| | Life Sciences | | 0.973 | 0.973 | 0.000 | 0.973 | 0.973 | 0.000 |
| | Other (Major Projects) | | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| | Total Major Projects | | 32.676 | 38.163 | 5.487 | 846.206 | 859.652 | 13.446 |
| | ERDF | | 2.595 | 2.973 | 0.378 | 4.552 | 4.930 | 0.378 |
| | Public Realm | IG4 | 0.000 | 1.091 | 1.091 | 0.000 | 1.091 | 1.091 |
| | Infrastructure/Site Enabling Programme | | 0.000 | 0.014 | 0.014 | 0.234 | 0.249 | 0.014 |
| | Grants/Loans Programme | | 1.000 | 1.000 | 0.000 | 1.000 | 1.000 | 0.000 |
| | Total Planning & Development | | 36.271 | 43.242 | 6.971 | 851.993 | 866.922 | 14.929 |
| | <u>Housing Development</u> | | | | | | | |
| | In Reach | IG5 | 6.188 | 1.218 | (4.970) | 50.990 | 7.900 | (43.090) |
| | CWG-Sale To In Reach | | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| | Total Housing Development | | 6.188 | 1.218 | (4.970) | 50.990 | 7.900 | (43.090) |
| | <u>Transport Connectivity</u> | | | | | | | |
| | <u>Major Schemes</u> | | | | | | | |
| | Ashted Circus | | 0.000 | 0.199 | 0.199 | 0.000 | 0.199 | 0.199 |
| | Metro Extension | | 0.100 | 0.094 | (0.006) | 4.574 | 4.568 | (0.006) |
| | Iron Lane | | 5.030 | 4.990 | (0.040) | 6.017 | 5.977 | (0.040) |
| | Minworth Unlocking | | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| | Battery Way Extension | | 0.143 | 0.322 | 0.179 | 0.143 | 0.322 | 0.179 |
| | Longbridge Connectivity | | 0.000 | 0.303 | 0.303 | 0.000 | 0.303 | 0.303 |
| | A457 Dudley Road | | 6.055 | 5.839 | (0.216) | 28.148 | 27.932 | (0.216) |
| | Journey Reliability | | 0.456 | 0.705 | 0.249 | 0.456 | 0.705 | 0.249 |
| | Tame Valley Phase 2 & 3 | | 4.211 | 4.544 | 0.333 | 86.760 | 87.093 | 0.333 |
| | Selly Oak New Road Phase 1B | | 3.312 | 3.278 | (0.034) | 3.312 | 3.278 | (0.034) |
| | Wharfedale Bridge | | 2.675 | 2.683 | 0.008 | 2.675 | 2.683 | 0.008 |
| | Snow Hill Station | | 6.131 | 5.884 | (0.247) | 7.058 | 6.810 | (0.247) |
| | Other (Major Schemes) | | 3.139 | 3.385 | 0.245 | 3.889 | 4.135 | 0.245 |
| | Total Major Schemes | | 31.253 | 32.225 | 0.973 | 143.032 | 144.004 | 0.973 |
| | Inclusive & Sustainable Growth | IG6 | 12.160 | 13.596 | 1.436 | 29.527 | 30.964 | 1.436 |
| | Walking & Cycling | | 3.966 | 4.483 | 0.517 | 7.057 | 7.574 | 0.517 |
| | Local Measure | | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| | Infrastructure Dev | | 0.675 | 1.150 | 0.475 | 1.310 | 1.785 | 0.475 |
| | Transportation & Highways Funding Strategy | | 0.986 | 0.000 | (0.986) | 16.124 | 15.138 | (0.986) |
| | Air Quality & Climate | IG7 | 47.754 | 52.154 | 4.400 | 49.065 | 53.464 | 4.400 |
| | Section 278/S106 | | 0.000 | 0.007 | 0.007 | 0.000 | 0.007 | 0.007 |
| | Total Transport Connectivity | | 96.793 | 103.614 | 6.821 | 246.115 | 252.936 | 6.821 |
| | <u>Highways Infrastructure</u> | | | | | | | |
| | Safer Routes to Schools | | 0.400 | 0.339 | (0.061) | 1.900 | 1.839 | (0.061) |
| | Network Integrity and Efficiency | | 1.324 | 1.523 | 0.199 | 3.824 | 3.935 | 0.111 |
| | S106 & S278 Schemes | | 0.010 | 0.019 | 0.009 | 0.010 | 0.019 | 0.009 |
| | Road Safety | | 1.121 | 0.991 | (0.130) | 3.746 | 3.616 | (0.130) |
| | District Schemes | | 0.614 | 0.591 | (0.024) | 0.614 | 0.591 | (0.024) |
| | Total Highways Infrastructure | | 3.469 | 3.463 | (0.006) | 10.094 | 10.000 | (0.094) |
| | <u>Property Services</u> | | | | | | | |
| | Attwood Green Parks | | 0.000 | 0.059 | 0.059 | 0.000 | 0.059 | 0.059 |
| | AttwoodGreen-Holloway Head Playing Field | | 0.000 | 0.015 | 0.015 | 0.000 | 0.015 | 0.015 |
| | Attwood Green-Woodview Community Centre | | 0.000 | 0.090 | 0.090 | 0.000 | 0.090 | 0.090 |
| | Council House Major Works | | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| | Bham Crisis Centre-Nursery Extenson | | 0.000 | 0.001 | 0.001 | 0.000 | 0.001 | 0.001 |
| | Lee Bank Business Centre | | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| | Highbury Hall Essential Works | | 0.655 | 0.701 | 0.046 | 2.373 | 2.419 | 0.046 |
| | Property Strategy | IG8 | 45.500 | 62.958 | 17.458 | 47.000 | 64.458 | 17.458 |
| | Total Property Services | | 46.155 | 63.823 | 17.667 | 49.373 | 67.041 | 17.667 |
| | Total Inclusive Growth Directorate | | 188.876 | 215.360 | 26.484 | 1,208.565 | 1,204.799 | (3.766) |
| | <u>DIGITAL & CUSTOMER SERVICES DIRECTORATE</u> | | | | | | | |
| | ICT & Digital | DCS1 | 9.748 | 10.280 | 0.532 | 14.579 | 16.761 | 2.182 |
| | Total Digital & Customer Services Directorate | | 9.748 | 10.280 | 0.532 | 14.579 | 16.761 | 2.182 |
| | <u>FINANCE & GOVERNANCE DIRECTORATE</u> | | | | | | | |
| | <u>Development & Commercial</u> | | | | | | | |
| | Gateway/Grand Central Residual Costs | | 5.250 | 5.233 | (0.017) | 18.364 | 18.347 | (0.017) |
| | Capital Loans & Equity | | 0.756 | 0.491 | (0.259) | 2.742 | 2.483 | (0.259) |
| | Total Development & Commercial | | 6.006 | 5.724 | (0.276) | 21.106 | 20.830 | (0.276) |

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| | | Budget Movements | | | | | |
|--|--|-----------------------|----------------------|----------------|-----------------------|----------------------|----------------|
| | | Current Year | | | All Years | | |
| Ref. | | Original Budget £m | Current Budget £m | Change £m | Original Budget £m | Current Budget £m | Change £m |
| Corporately Held Funds | | | | | | | |
| | Revenue Reform Projects | 5.063 | 5.234 | 0.171 | 5.063 | 5.234 | 0.171 |
| | Corporate Capital Contingency | 22.888 | 27.413 | 4.525 | 86.763 | 91.288 | 4.525 |
| | Total Corporately Held Funds | 27.951 | 32.647 | 4.696 | 91.826 | 96.522 | 4.696 |
| | | | | | | | |
| | SAP Investments | 0.550 | 0.492 | (0.058) | 3.791 | 3.733 | (0.058) |
| | Total Finance & Governance Directorate | 34.501 | 38.863 | 4.362 | 116.722 | 121.084 | 4.362 |
| | | | | | | | |
| ASSISTANT CHIEF EXECUTIVE DIRECTORATE | | | | | | | |
| | Public Health | 0.250 | 0.250 | 0.000 | 0.250 | 0.250 | 0.000 |
| | Total Assistant Chief Executive Directorate | 0.250 | 0.250 | 0.000 | 0.250 | 0.250 | 0.000 |
| | | | | | | | |
| COMMONWEALTH GAMES 2022 | | | | | | | |
| | CWG Village | 159.098 | 279.987 | 120.889 | 301.661 | 410.701 | 109.040 |
| | CWG Alexander Stadium | 37.134 | 37.134 | 0.000 | 66.430 | 65.832 | (0.598) |
| | CWG Organising Cttee | 35.460 | 28.445 | (7.015) | 66.649 | 66.488 | (0.161) |
| | Total Commonwealth Games 2022 | 231.692 | 345.566 | 113.874 | 434.740 | 543.021 | 108.281 |
| | | | | | | | |
| | Total Capital Programme | 710.091 | 849.540 | 139.449 | 3,058.113 | 3,309.721 | 251.608 |

| ADULT SOCIAL CARE DIRECTORATE | | | | |
|-------------------------------|--------------------|--|---|---|
| Ref. | Project/Programme | Comments | 2020/21 Increase (Decrease) £m | All Years Increase (Decrease) £m |
| AS1 | Independent Living | DSG grant for 2020/21 built into the budget. | 2.999 | 8.499 |

| EDUCATION AND SKILLS DIRECTORATE | | | | |
|----------------------------------|--|---|---|---|
| Ref. | Project/Programme | Comments | 2020/21 Increase (Decrease) £m | All Years Increase (Decrease) £m |
| ES1 | Devolved Capital Allocation to Schools | Devolved Capital allocation for 2020/21 (£1.614m) less £0.257m accelerated into 19/20. | (0.257) | 1.357 |
| ES2 | School Condition Allocations | 2020/21 increase is due to new funding from EFA 20/21 plus slippage 19/20. All Years increase due to the increase in 20/21 as explained above, plus £9m EFA funding for 21/22 and corporate funding of £.450 for the SCA Capital bid. | 10.311 | 19.761 |
| ES3 | Basic Need - Additional School Places | 2020/21 funding rephased as per 20/21 Programme Report approved by Cabinet April 2020. Future years budgets have been reduced by £1.2m to reflect the EFA announcement that the funding for Basic Need for 20/21 is 'Nil'. | (7.395) | (8.596) |

| NEIGHBOURHOODS DIRECTORATE | | | | |
|----------------------------|-------------------------------|--|---|---|
| Ref. | Project/Programme | Comments | 2020/21 Increase (Decrease) £m | All Years Increase (Decrease) £m |
| N2 | Housing Improvement Programme | £63.544m added for 2029/30 to reflect the ten year HRA Business Plan. £4.733m is due to slippage from 2019/20 budget due to the delay in sprinkler installations. The contractors are adhering to government guidance and have considered this when providing assurance that they can meet our profile demands. We continue to develop safe working practices with our customers and contractors to facilitate working in the home. Within the overall programme a number of schemes have been de prioritised to enable the prioritisation of structural programmes that will contribute to our approach to HRRB fire risk management. We will continue to work with our contractors and finance with stringent monitoring allowing us to adapt or re prioritise if necessary throughout the financial year. | 4.733 | 68.277 |

Capital Monitoring Quarter 1 2020/21 - Budget Movements
Annex 7d
Commentary

| | | | | |
|----|---------------------------|---|----------|--------|
| N3 | Redevelopment | £34.487m added to 2029/30 to reflect the ten year HRA Business Plan. £2.218m is due to slippage from 2019/20. (£18.754m) is further slippage identified at Period 2. Of this (£15.313m) relates to New Build and (£3.441m) Clearance Programmes. This is mainly due to the impact of Covid19 which stopped work on sites prior to the end of the last financial year. Additional concerns caused by delay from Covid19 include: 1.Potential loss of grant – this is being taken up with funding bodies currently 2.Expected rents/ capital receipts being delayed based on the extended delivery timescales. 3.Potential voids loss if lettings cannot be carried out on completed properties (reducing and limited). 4.A second rise in Covid19 cases with further partial lockdowns later in the year, and consequent further delays and costs to programme 5.Cost increases on new tenders from assessments prior to Covid19. | (16.536) | 36.705 |
| N4 | Other Programmes | £8.808m added to 2029/30 to reflect the ten year HRA Business Plan. £0.906m is due to slippage from 2019/20. | 0.906 | 9.714 |
| N1 | Waste Management Services | Slippage of (£3.725) is due to the re-phasing of Perry Barr Depot budget, taking into consideration the reduction in movement of people and services on site, along with supply chain issues causing delays to the start of the demolition and build programme. | (3.725) | 0.123 |
| N5 | Mortuary/Coroners | Former Youth Court Works budget of £2.500m approved by cabinet in February 2020. | 2.499 | 2.499 |

| INCLUSIVE GROWTH DIRECTORATE | | | | |
|------------------------------|-----------------------------------|---|--------------------------------|----------------------------------|
| Ref. | Project/Programme | Comments | 2020/21 Increase (Decrease) £m | All Years Increase/(Decrease) £m |
| IG1 | Enterprise Zone - Paradise Circus | The £3.951 increase in 20/21 budget relates to slippage from 2019/20 as explained in the Outturn report. | 3.951 | 3.951 |
| IG2 | EZ Capitalised Interest | The £4.462 increase in all years budget is due to £0.489 slippage from 2019/20 and re-phasing of EZ projects as per the latest EZ GBSLEP model. | (0.163) | 4.462 |
| IG3 | Unlocking Housing Sites | The £3.459 increase in 20/21 budget relates to slippage from 2019/20 as explained in the Outturn report. | 3.459 | 3.459 |
| IG4 | Public Realm | The £1.091 increase in 20/21 budget relates to slippage from 2019/20 as explained in the Outturn report. | 1.091 | 1.091 |
| IG5 | In Reach | The (£43.090) decrease in all years budget is due to the Brasshouse being too high risk to progress due to delays, planning requirements and uncertainties in the current economic climate. | (4.970) | (43.090) |
| IG6 | Inclusive & Sustainable Growth | The £1.436 increase in budget is due slippage from 2019/20 which is explained in outturn report and re-phasing of the programme as per the Cabinet approved Transportation & Highways Capital Programme report. | 1.436 | 1.436 |
| IG7 | Air Quality & Climate | The £4.400 increase in budget is due slippage from 2019/20 which is explained in the outturn report. | 4.400 | 4.400 |

Capital Monitoring Quarter 1 2020/21 - Budget Movements
Annex 7d
Commentary

| | | | | |
|-----|-------------------|---|--------|--------|
| IG8 | Property Strategy | The increase in the Property Strategy primarily relates to an increase in borrowing headroom within the programme as a result of utilising £6.004m of capital receipts to repay debt. In addition capital receipts included in BPS disposals programme totalling £11.368m have been identified as additional funding for the programme. | 17.458 | 17.458 |
|-----|-------------------|---|--------|--------|

DIGITAL & CUSTOMER SERVICES DIRECTORATE

| Ref. | Project/Programme | Comments | 2020/21 Increase (Decrease) £m | All Years Increase /(Decrease) £m |
|------|-------------------|---|---|--|
| DCS1 | ICT & Digital | All year increase of £2.182m is due to slippage from 2019/20. Further slippage of (£1.650m) has been identified at Period 2. The Application Platform Modernisation Programme has been affected by COVID-19 more significantly due to the delays in the hardware supply chain and knock on impacts of this to the readiness of the two new Data Centres. While the impact of this is currently forecast to be contained within contingency (based high level profiling conducted), there is a risk that as wider commercials and procurements are completed the COVID impact takes us beyond the allocated programme contingency. | 0.532 | 2.182 |

FINANCE & GOVERNANCE DIRECTORATE

| Ref. | Project/Programme | Comments | 2020/21 Increase (Decrease) £m | All Years Increase /(Decrease) £m |
|------|-------------------------------|---|---|--|
| FG1 | Corporate Capital Contingency | All year increase of £4.525m is due to slippage from 2019/20. | 4.525 | 4.525 |

| Forecast Variations | | | | | | | | | | | |
|---|----------------------|-----------------------|----------------|-----------------|--------------------------|----------------|----------------------|------------------|-----------------|--------------------------|--------------|
| Ref. | Current Year | | | | | | All Years | | | | |
| | Current Budget £m | Current Actuals £m | Forecast £m | Variation £m | Previous Variation £m | Change £m | Current Budget £m | Forecast £m | Variation £m | Previous Variation £m | Change £m |
| ADULT SOCIAL CARE DIRECTORATE | | | | | | | | | | | |
| Adult Care & Health | | | | | | | | | | | |
| Property Schemes | 0.364 | (0.028) | 0.364 | 0.000 | 0.000 | 0.000 | 0.364 | 0.364 | 0.000 | 0.000 | 0.000 |
| Adults IT | 0.981 | 0.000 | 0.981 | 0.000 | 0.000 | 0.000 | 0.981 | 0.981 | 0.000 | 0.000 | 0.000 |
| Improvements To Social Care Delivery | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Independent Living | 11.406 | (0.224) | 11.406 | 0.000 | 0.000 | 0.000 | 16.906 | 16.906 | 0.000 | 0.000 | 0.000 |
| Total Adult Social Care Directorate | 12.751 | (0.252) | 12.751 | 0.000 | 0.000 | 0.000 | 18.251 | 18.251 | 0.000 | 0.000 | 0.000 |
| EDUCATION AND SKILLS DIRECTORATE | | | | | | | | | | | |
| Education & Early Years | | | | | | | | | | | |
| Devolved Capital Allocation to Schools | 3.861 | 0.201 | 3.861 | 0.000 | 0.000 | 0.000 | 5.475 | 5.475 | 0.000 | 0.000 | 0.000 |
| School Condition Allocations | 17.811 | 0.796 | 17.811 | 0.000 | 0.000 | 0.000 | 30.811 | 30.811 | 0.000 | 0.000 | 0.000 |
| Basic Need - Additional School Places | 45.238 | 11.953 | 45.238 | 0.000 | 0.000 | 0.000 | 66.352 | 66.352 | 0.000 | 0.000 | 0.000 |
| Other Minor Schemes - Schools | 0.013 | 0.000 | 0.013 | 0.000 | 0.000 | 0.000 | 0.013 | 0.013 | 0.000 | 0.000 | 0.000 |
| EarlyYrs&Childcare | 0.136 | (0.021) | 0.136 | 0.000 | 0.000 | 0.000 | 0.136 | 0.136 | 0.000 | 0.000 | 0.000 |
| IT Investment | 0.576 | 0.000 | 0.576 | 0.000 | 0.000 | 0.000 | 1.776 | 1.776 | 0.000 | 0.000 | 0.000 |
| S106 Woodlinton Road | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Total Education & Early Years | 67.635 | 12.929 | 67.635 | 0.000 | 0.000 | 0.000 | 104.563 | 104.563 | 0.000 | 0.000 | 0.000 |
| Skills & Employability | | | | | | | | | | | |
| Adult Ed & Youth | (0.128) | 0.000 | (0.128) | 0.000 | 0.000 | 0.000 | 0.713 | 0.713 | 0.000 | 0.000 | 0.000 |
| Birmingham Libraries | 0.194 | 0.045 | 0.194 | 0.000 | 0.000 | 0.000 | 4.231 | 4.231 | 0.000 | 0.000 | 0.000 |
| Total Skills & Employability | 0.066 | 0.045 | 0.066 | 0.000 | 0.000 | 0.000 | 4.944 | 4.944 | 0.000 | 0.000 | 0.000 |
| Total Education and Skills Directorate | 67.701 | 12.974 | 67.701 | 0.000 | 0.000 | 0.000 | 109.507 | 109.507 | 0.000 | 0.000 | 0.000 |
| NEIGHBOURHOODS DIRECTORATE | | | | | | | | | | | |
| Street Scene | | | | | | | | | | | |
| Waste Management Services | 26.474 | (0.115) | 26.474 | 0.000 | 0.000 | 0.000 | 80.204 | 80.204 | 0.000 | 0.000 | 0.000 |
| Parks & Nature Conservation | 11.335 | 0.392 | 11.335 | 0.000 | 0.000 | 0.000 | 14.412 | 14.412 | 0.000 | 0.000 | 0.000 |
| Total Street Scene | 37.809 | 0.277 | 37.809 | 0.000 | 0.000 | 0.000 | 94.616 | 94.616 | 0.000 | 0.000 | 0.000 |
| Housing Services | | | | | | | | | | | |
| Housing Options Service | 0.064 | 0.006 | 0.064 | 0.000 | 0.000 | 0.000 | 2.384 | 2.384 | 0.000 | 0.000 | 0.000 |
| Private Sector Housing | 0.979 | 0.000 | 0.979 | 0.000 | 0.000 | 0.000 | 1.789 | 1.789 | 0.000 | 0.000 | 0.000 |
| Housing Revenue Account | | | | | | | | | | | |
| Housing Improvement Programme | 73.562 | 7.187 | 73.562 | 0.000 | 0.000 | 0.000 | 620.352 | 620.352 | 0.000 | 0.000 | 0.000 |
| Redevelopment | 30.662 | 0.506 | 30.662 | 0.000 | 0.000 | 0.000 | 473.320 | 473.320 | 0.000 | 0.000 | 0.000 |
| Other Programmes | 10.695 | (0.429) | 10.223 | (0.472) | 0.000 | (0.472) | 92.079 | 92.079 | 0.000 | 0.000 | 0.000 |
| Total Housing Revenue Account | 114.919 | 7.264 | 114.447 | (0.472) | 0.000 | (0.472) | 1,185.751 | 1,185.751 | 0.000 | 0.000 | 0.000 |
| Total Housing Services | 115.962 | 7.270 | 115.490 | (0.472) | 0.000 | (0.472) | 1,189.924 | 1,189.924 | 0.000 | 0.000 | 0.000 |
| Neighbourhoods | | | | | | | | | | | |
| Community, Sport & Events | 1.106 | 0.140 | 1.106 | 0.000 | 0.000 | 0.000 | 3.606 | 3.606 | 0.000 | 0.000 | 0.000 |
| Neighbourhoods | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Cultural Development | 0.611 | 0.001 | 0.611 | 0.000 | 0.000 | 0.000 | 3.861 | 3.861 | 0.000 | 0.000 | 0.000 |
| Total Neighbourhoods | 1.717 | 0.140 | 1.717 | 0.000 | 0.000 | 0.000 | 7.467 | 7.467 | 0.000 | 0.000 | 0.000 |
| Regulation & Enforcement | | | | | | | | | | | |
| Bereavement | 0.249 | 0.000 | 0.249 | 0.000 | 0.000 | 0.000 | 0.249 | 0.249 | 0.000 | 0.000 | 0.000 |
| Markets Services | 0.300 | (0.000) | 0.300 | 0.000 | 0.000 | 0.000 | 1.059 | 1.059 | 0.000 | 0.000 | 0.000 |
| Environmental Health | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Mortuary/Coroners | 2.734 | 1.454 | 2.734 | 0.000 | 0.000 | 0.000 | 2.734 | 2.734 | 0.000 | 0.000 | 0.000 |

| Ref. | Forecast Variations | | | | | | | | | | |
|---|----------------------|-----------------------|----------------|-----------------|--------------------------|--------------|----------------------|----------------|-----------------|--------------------------|--------------|
| | Current Year | | | | | | All Years | | | | |
| | Current Budget £m | Current Actuals £m | Forecast £m | Variation £m | Previous Variation £m | Change £m | Current Budget £m | Forecast £m | Variation £m | Previous Variation £m | Change £m |
| Illegal Money Lending | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Total Regulation & Enforcement | 3.282 | 1.450 | 3.282 | 0.000 | 0.000 | 0.000 | 4.041 | 4.041 | 0.000 | 0.000 | 0.000 |
| Total Neighbourhoods Directorate | 158.769 | 9.137 | 158.297 | (0.472) | 0.000 | (0.472) | 1,296.048 | 1,296.048 | 0.000 | 0.000 | 0.000 |
| INCLUSIVE GROWTH DIRECTORATE | | | | | | | | | | | |
| Planning & Development | | | | | | | | | | | |
| Major Projects | | | | | | | | | | | |
| Enterprise Zone - Paradise Circus | 28.123 | (1.592) | 28.123 | (0.000) | 0.000 | (0.000) | 42.957 | 42.957 | 0.000 | 0.000 | 0.000 |
| Enterprise Zone - Eastside Locks | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 2.500 | 2.500 | 0.000 | 0.000 | 0.000 |
| Enterprise Zone - Connecting Economic Opportunities | 0.293 | 0.000 | 0.293 | 0.001 | 0.000 | 0.001 | 139.450 | 139.450 | 0.000 | 0.000 | 0.000 |
| Enterprise Zone - Smithfield | 0.031 | 0.000 | 0.031 | (0.000) | 0.000 | (0.000) | 150.031 | 150.031 | 0.000 | 0.000 | 0.000 |
| Enterprise Zone - Southside Public Realm | 2.442 | 0.026 | 2.442 | (0.000) | 0.000 | (0.000) | 9.037 | 9.037 | 0.000 | 0.000 | 0.000 |
| Enterprise Zone - LEP Investment Fund | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 20.000 | 20.000 | 0.000 | 0.000 | 0.000 |
| Enterprise Zone - HS2-Interchange Site | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 20.000 | 20.000 | 0.000 | 0.000 | 0.000 |
| EZ Phase II - HS2 Station Environment | 1.210 | 0.000 | 1.210 | (0.000) | 0.000 | (0.000) | 58.506 | 58.506 | 0.000 | 0.000 | 0.000 |
| EZ Phase II - HS2 Site Enabling | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 101.500 | 101.500 | 0.000 | 0.000 | 0.000 |
| EZ Phase II - Local Transport Improvements | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 104.800 | 104.800 | 0.000 | 0.000 | 0.000 |
| EZ Phase II - Metro Extension to E Bham/Solihull | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 183.300 | 183.300 | 0.000 | 0.000 | 0.000 |
| EZ Phase II - Social Infrastructure | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| EZ Capitalised Interest | 1.160 | 0.000 | 1.160 | 0.000 | 0.000 | 0.000 | 22.667 | 22.667 | 0.000 | 0.000 | 0.000 |
| Jewellery Quarter Cemetary | 0.472 | 0.290 | 0.472 | 0.000 | 0.000 | 0.000 | 0.472 | 0.472 | 0.000 | 0.000 | 0.000 |
| Unlocking Housing Sites | 3.459 | 0.340 | 3.459 | 0.000 | 0.000 | 0.000 | 3.459 | 3.459 | 0.000 | 0.000 | 0.000 |
| Life Sciences | 0.973 | 0.000 | 0.108 | (0.865) | 0.000 | (0.865) | 0.973 | 0.973 | 0.000 | 0.000 | 0.000 |
| Other (Minor Projects) | 0.000 | 0.066 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Total Major Projects | 38.163 | (0.870) | 37.298 | (0.865) | 0.000 | (0.865) | 859.652 | 859.652 | 0.000 | 0.000 | 0.000 |
| ERDF | 2.973 | 0.281 | 2.973 | 0.000 | 0.000 | 0.000 | 4.930 | 4.930 | 0.000 | 0.000 | 0.000 |
| Public Realm | 1.091 | 0.031 | 1.091 | 0.000 | 0.000 | 0.000 | 1.091 | 1.091 | 0.000 | 0.000 | 0.000 |
| Infrastructure/Site Enabling Programme | 0.014 | 0.000 | 0.014 | 0.000 | 0.000 | 0.000 | 0.249 | 0.249 | 0.000 | 0.000 | 0.000 |
| Grants/Loans Programme | 1.000 | 0.000 | 1.000 | 0.000 | 0.000 | 0.000 | 1.000 | 1.000 | 0.000 | 0.000 | 0.000 |
| Total Planning & Development | 43.242 | (0.558) | 42.377 | (0.865) | 0.000 | (0.865) | 866.922 | 866.922 | 0.000 | 0.000 | 0.000 |
| Housing Development | | | | | | | | | | | |
| In Reach | 1.218 | 0.000 | 1.218 | (0.000) | 0.000 | (0.000) | 7.900 | 7.900 | 0.000 | 0.000 | 0.000 |
| CWG-Sale To In Reach | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Total Housing Development | 1.218 | 0.000 | 1.218 | (0.000) | 0.000 | (0.000) | 7.900 | 7.900 | 0.000 | 0.000 | 0.000 |
| Transport Connectivity | | | | | | | | | | | |
| Major Schemes | | | | | | | | | | | |
| Ashted Circus | 0.199 | 0.005 | 0.199 | 0.000 | 0.000 | 0.000 | 0.199 | 0.199 | 0.000 | 0.000 | 0.000 |
| Metro Extension | 0.094 | 0.024 | 0.094 | 0.000 | 0.000 | 0.000 | 4.568 | 4.568 | 0.000 | 0.000 | 0.000 |
| Iron Lane | 4.990 | 0.665 | 4.990 | 0.000 | 0.000 | 0.000 | 5.977 | 5.977 | 0.000 | 0.000 | 0.000 |
| Minworth Unlocking | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Battery Way Extension | 0.322 | 0.065 | 0.322 | 0.000 | 0.000 | 0.000 | 0.322 | 0.322 | 0.000 | 0.000 | 0.000 |
| Longbridge Connectivity | 0.303 | 0.015 | 0.303 | 0.000 | 0.000 | 0.000 | 0.303 | 0.303 | 0.000 | 0.000 | 0.000 |
| A457 Dudley Road | 5.839 | 0.288 | 5.839 | 0.000 | 0.000 | 0.000 | 27.932 | 27.932 | 0.000 | 0.000 | 0.000 |
| Journey Reliability | 0.705 | 0.011 | 0.705 | 0.000 | 0.000 | 0.000 | 0.705 | 0.705 | 0.000 | 0.000 | 0.000 |
| Tame Valley Phase 2 & 3 | 4.544 | 0.000 | 4.544 | 0.000 | 0.000 | (2.768) | 87.093 | 87.093 | 0.000 | 0.000 | 0.000 |
| Selly Oak New Road Phase 1B | 3.278 | 0.634 | 3.278 | 0.000 | 0.000 | 0.000 | 3.278 | 3.278 | 0.000 | 0.000 | 0.000 |

IG2

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| | | Forecast Variations | | | | | | | | | | |
|---|-------|----------------------|-----------------------|----------------|-----------------|--------------------------|--------------|----------------------|----------------|-----------------|--------------------------|--------------|
| | | Current Year | | | | | | All Years | | | | |
| Ref. | | Current Budget £m | Current Actuals £m | Forecast £m | Variation £m | Previous Variation £m | Change £m | Current Budget £m | Forecast £m | Variation £m | Previous Variation £m | Change £m |
| Wharfdale Bridge | IG3 ● | 2.683 | 0.000 | 0.100 | (2.583) | 0.000 | (2.583) | 2.683 | 2.683 | 0.000 | 0.000 | 0.000 |
| Snow Hill Station | IG4 ● | 5.884 | 0.268 | 3.500 | (2.384) | 0.000 | (2.384) | 6.810 | 6.810 | 0.000 | 0.000 | 0.000 |
| Other (Major Schemes) | | 3.385 | 0.094 | 3.385 | 0.000 | 0.000 | 0.000 | 4.135 | 4.135 | 0.000 | 0.000 | 0.000 |
| Total Major Schemes | | 32.225 | 2.111 | 24.490 | (7.735) | 0.000 | (7.735) | 144.004 | 144.004 | 0.000 | 0.000 | 0.000 |
| | | | | | | | | | | | | |
| Inclusive & Sustainable Growth | IG5 ● | 13.596 | 0.593 | 6.537 | (7.059) | 0.000 | (7.059) | 30.964 | 30.964 | 0.000 | 0.000 | 0.000 |
| Walking & Cycling | | 4.483 | 0.989 | 4.483 | 0.000 | 0.000 | 0.000 | 7.574 | 7.574 | 0.000 | 0.000 | 0.000 |
| Local Measure | | 0.000 | (0.006) | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Infrastructure Dev | | 1.150 | 0.082 | 1.150 | 0.000 | 0.000 | 0.000 | 1.785 | 1.785 | 0.000 | 0.000 | 0.000 |
| Transportation & highways Funding Strat | | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 15.138 | 15.138 | 0.000 | 0.000 | 0.000 |
| Air Quality & Climate | IG6 ● | 52.154 | 0.938 | 21.811 | (30.343) | 0.000 | (30.343) | 53.464 | 53.464 | 0.000 | 0.000 | 0.000 |
| Section 278/S106 | | 0.007 | 0.053 | 0.007 | 0.000 | 0.000 | 0.000 | 0.007 | 0.007 | 0.000 | 0.000 | 0.000 |
| Total Transport Connectivity | | 103.614 | 4.760 | 58.477 | (45.137) | 0.000 | (45.137) | 252.936 | 252.936 | 0.000 | 0.000 | 0.000 |
| | | | | | | | | | | | | |
| Highways Infrastructure | | | | | | | | | | | | |
| Safer Routes to Schools | | 0.339 | 0.003 | 0.339 | 0.000 | 0.000 | 0.000 | 1.839 | 1.614 | (0.225) | 0.000 | (0.225) |
| Network Integrity and Efficiency | | 1.523 | 0.128 | 1.523 | 0.000 | 0.000 | 0.000 | 3.935 | 4.023 | 0.088 | 0.000 | 0.088 |
| S106 & S278 Schemes | | 0.019 | 0.000 | 0.019 | 0.000 | 0.000 | 0.000 | 0.019 | 0.019 | (0.000) | 0.000 | (0.000) |
| Road Safety | | 0.991 | 0.038 | 0.991 | 0.000 | 0.000 | 0.000 | 3.616 | 3.841 | 0.225 | 0.000 | 0.225 |
| District Schemes | | 0.591 | 0.001 | 0.591 | 0.000 | 0.000 | 0.000 | 0.591 | 0.591 | 0.000 | 0.000 | 0.000 |
| Total Highways Infrastructure | | 3.463 | 0.170 | 3.463 | 0.000 | 0.000 | 0.000 | 10.000 | 10.088 | 0.088 | 0.000 | 0.088 |
| | | | | | | | | | | | | |
| Property Services | | | | | | | | | | | | |
| Attwood Green Parks | | 0.059 | 0.000 | 0.059 | 0.000 | 0.000 | 0.000 | 0.059 | 0.059 | 0.000 | 0.000 | 0.000 |
| AttwoodGreen-Holloway Head Playing Field | | 0.015 | 0.000 | 0.015 | 0.000 | 0.000 | 0.000 | 0.015 | 0.015 | 0.000 | 0.000 | 0.000 |
| Attwood Green-Woodview Community Centre | | 0.090 | 0.000 | 0.090 | 0.000 | 0.000 | 0.000 | 0.090 | 0.090 | 0.000 | 0.000 | 0.000 |
| Council House Major Works | | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Bham Crisis Centre-Nursery Extension | | 0.001 | 0.001 | 0.001 | 0.000 | 0.000 | 0.000 | 0.001 | 0.001 | 0.000 | 0.000 | 0.000 |
| Lee Bank Business Centre | | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 |
| Highbury Hall Essential Works | | 0.701 | 0.141 | 0.701 | 0.000 | 0.000 | 0.000 | 2.419 | 2.419 | 0.000 | 0.000 | 0.000 |
| Property Strategy | IG1 ● | 62.958 | 0.000 | 10.500 | (52.458) | 0.000 | (52.458) | 64.458 | 64.458 | 0.000 | 0.000 | 0.000 |
| Total Property Services | | 63.823 | 0.142 | 11.365 | (52.458) | 0.000 | (52.458) | 67.041 | 67.041 | 0.000 | 0.000 | 0.000 |
| | | | | | | | | | | | | |
| Total Inclusive Growth Directorate | | 215.360 | 4.514 | 116.899 | (98.461) | 0.000 | (98.461) | 1,204.799 | 1,204.887 | 0.088 | 0.000 | 0.088 |
| | | | | | | | | | | | | |
| DIGITAL & CUSTOMER SERVICES DIRECTORATE | | | | | | | | | | | | |
| ICT & Digital | | 10.280 | 3.228 | 10.280 | 0.000 | 0.000 | 0.000 | 16.761 | 16.761 | 0.000 | 0.000 | 0.000 |
| Total Digital & Customer Services Directorate | | 10.280 | 3.228 | 10.280 | 0.000 | 0.000 | 0.000 | 16.761 | 16.761 | 0.000 | 0.000 | 0.000 |
| | | | | | | | | | | | | |
| FINANCE & GOVERNANCE DIRECTORATE | | | | | | | | | | | | |
| Development & Commercial | | | | | | | | | | | | |
| Gateway/Grand Central Residual Costs | | 5.233 | (0.066) | 5.233 | 0.000 | 0.000 | 0.000 | 18.347 | 18.347 | 0.000 | 0.000 | 0.000 |
| Capital Loans & Equity | | 0.491 | 1.500 | 0.491 | 0.000 | 0.000 | 0.000 | 2.483 | 2.483 | 0.000 | 0.000 | 0.000 |
| Total Development & Commercial | | 5.724 | 1.434 | 5.724 | 0.000 | 0.000 | 0.000 | 20.830 | 20.830 | 0.000 | 0.000 | 0.000 |
| | | | | | | | | | | | | |
| Corporately Held Funds | | | | | | | | | | | | |
| Revenue Reform Projects | | 5.234 | 3.873 | 5.234 | 0.000 | 0.000 | 0.000 | 5.234 | 5.234 | 0.000 | 0.000 | 0.000 |
| Corporate Capital Contingency | | 27.413 | 0.000 | 27.413 | 0.000 | 0.000 | 0.000 | 91.288 | 91.288 | 0.000 | 0.000 | 0.000 |
| Total Corporately Held Funds | | 32.647 | 3.873 | 32.647 | 0.000 | 0.000 | 0.000 | 96.522 | 96.522 | 0.000 | 0.000 | 0.000 |
| | | | | | | | | | | | | |
| SAP Investments | | 0.492 | 0.000 | 0.492 | 0.000 | 0.000 | 0.000 | 3.733 | 3.733 | 0.000 | 0.000 | 0.000 |
| Total Finance & Governance Directorate | | 38.863 | 5.301 | 38.863 | 0.000 | 0.000 | 0.000 | 121.084 | 121.084 | 0.000 | 0.000 | 0.000 |

| Forecast Variations | | | | | | | | | | | |
|--|----------------------|-----------------------|----------------|-----------------|--------------------------|-----------------|----------------------|------------------|-----------------|--------------------------|--------------|
| Ref. | Current Year | | | | | | All Years | | | | |
| | Current Budget £m | Current Actuals £m | Forecast £m | Variation £m | Previous Variation £m | Change £m | Current Budget £m | Forecast £m | Variation £m | Previous Variation £m | Change £m |
| ASSISTANT CHIEF EXECUTIVE DIRECTORATE | | | | | | | | | | | |
| Public Health | 0.250 | 0.000 | 0.250 | 0.000 | 0.000 | 0.000 | 0.250 | 0.250 | 0.000 | 0.000 | 0.000 |
| Total Assistant Chief Executive Directorate | 0.250 | 0.000 | 0.250 | 0.000 | 0.000 | 0.000 | 0.250 | 0.250 | 0.000 | 0.000 | 0.000 |
| COMMONWEALTH GAMES 2022 | | | | | | | | | | | |
| CWG Village | 279.987 | 21.598 | 279.987 | 0.000 | 0.000 | 0.000 | 410.701 | 410.701 | 0.000 | 0.000 | 0.000 |
| CWG Alexander Stadium | 37.134 | 1.568 | 37.134 | 0.000 | 0.000 | 0.000 | 65.832 | 65.832 | 0.000 | 0.000 | 0.000 |
| CWG Organising Cttee | 28.445 | 0.696 | 28.445 | 0.000 | 0.000 | 0.000 | 66.488 | 66.488 | 0.000 | 0.000 | 0.000 |
| Total Commonwealth Games 2022 | 345.566 | 23.862 | 345.566 | 0.000 | 0.000 | 0.000 | 543.021 | 543.021 | 0.000 | 0.000 | 0.000 |
| Total Capital Programme | 849.540 | 58.770 | 750.607 | (98.933) | 0.000 | (98.933) | 3,309.721 | 3,309.808 | 0.088 | 0.000 | 0.088 |

| INCLUSIVE GROWTH DIRECTORATE | | | |
|--------------------------------------|--|-------------------|----------------|
| Project/Programme | Comments | Current Year (£m) | All Years (£m) |
| IG1 - Property Strategy | As a result of the current COVID-19 crisis the right investments are unavailable. Therefore, £52.5m has been forecast to be slipped into future years leaving £10.5m for 2020/21. There is every possibility if the right investments become available this financial year (and we have just appointed Avison Young as Investment Advisor to seek out appropriate avenues to invest), we may be looking at more during 2020/21 but at this early stage there are no current plans. | (52.458) | 0.000 |
| IG2 - Tame Valley Phase 2 & 3 | The slippage of £2.768m mainly due to delays in completion of the Procurement Award contract which may be further impacted from Covid19 regarding the availability of resources and material within the supply chain. These risks will be closely monitored and managed as part of the scheme procurement and delivery, however there is a risk that the provisional funding allocation from the DfT may no longer be available. | (2.768) | 0.000 |
| IG3 - Wharfedale Bridge | This scheme is currently being delivered by Network Rail and has been put on hold. The slippage relates to a BCC contribution to Network Rail to widen the bridge, Network Rail are unsure if the road widening will go ahead. | (2.583) | 0.000 |
| IG4 - Snow Hill Station | The scheme was due to commence on site in April 2020 but has been delayed due to of COVID-19, the scheme now commenced on at the start of June 2020. The scheme was under pressure due to delays prior to COVID-19, the slippage relates to the adverse impact of COVID-19. Work is being carried out to identify if more funding may be required. | (2.384) | 0.000 |
| IG5 - Inclusive & Sustainable Growth | The slippage relates to the Birmingham City Centre Public Realm scheme, the scheme is currently in development phase no works have been halted. Opportunities to accelerate certain works have been delayed until January 2021 but these do not detract from the timescales as this was an accelerated opportunity. The cost and delay of material from overseas suppliers and is a key concern and anticipated construction cost increases are foreseen based on social distances measures. | (7.059) | 0.000 |
| IG6 - Air Quality & Climate | The slippage of £30.343m. Work ceased due to Covid19 but safety works have now been carried out on site and works are expected to resume in June. The government has agreed the CAZ can be postponed until early 2021. Despite this delay there is a focus to complete as much of the work as soon as possible. The extended time frame poses cost increases such as increased lease costs of depot and increased staff costs. Much of the slippage has been rephased into 2021/22 due to the delayed CAZ. •The procurement of the Hydrogen Bus has been delayed by the Council's selected Bus Manufacturer, who is unable to commit to the Bus Operator Agreement because of the impact of COVID-19. The Council agreed to the requested delay of 6 months to September 2020. | (30.343) | 0.000 |

Prudential Borrowing - Additions or Reductions Quarter 1 (April to June) 2020

This Appendix reviews changes in the Council's proposed borrowing to finance capital expenditure to show whether the Council's underlying indebtedness increases or decreases. The Council needs to consider carefully the affordability and sustainability of any increase in debt.

| Description | # | 2020/21 £'000 | 2021/22 £'000 | 2022/23 £'000 | Later Years £'000 | Total £'000 |
|--|-----|------------------|------------------|------------------|-------------------------|-----------------|
| Borrowing Needing Budget Support | | | | | | |
| Neighbourhoods: | | | | | | |
| Waste Management Services | A | (3,835) | (1,515) | (19,456) | 24,819 | 13 |
| TOTAL BORROWING NEEDING BUDGET SUPPORT | | (3,835) | (1,515) | (19,456) | 24,819 | 13 |
| SELF SUPPORTED | | | | | | |
| Education & Skills: | | | | | | |
| Capital Maintenance Grant | A/N | 1,251 | 450 | 0 | 0 | 1,701 |
| Neighbourhoods: | | | | | | |
| Parks & Nature | A | (46) | 0 | 0 | 0 | (46) |
| Sport | A | 2 | 0 | 0 | 0 | 2 |
| Housing Options | A | 64 | 0 | 0 | 0 | 64 |
| Cultural Development | A | (250) | 0 | (50) | 150 | (150) |
| Regulation & Enforcement | A/N | 3,048 | 0 | 0 | 0 | 3,048 |
| HRA | A | 4,326 | 0 | (23,131) | 23,131 | 4,326 |
| Inclusive Growth: | | | | | | |
| Enterprise Zone Investment Plan Phases | A | 3,120 | (11,612) | (704,873) | 724,443 | 11,078 |
| Transportation | A | (44,000) | 37,400 | 13,090 | 0 | 6,489 |
| Housing Development | A | (1,970) | (6,335) | (31,785) | 0 | (40,090) |
| Digital & Customer Services: | | | | | | |
| ICT Infrastructure | A | (591) | 1,650 | 0 | 0 | 1,059 |
| Finance & Governance | | | | | | |
| Capital Loans & Equity | A | (259) | 0 | 0 | 0 | (259) |
| SAP Investments | A | (58) | 0 | 0 | 0 | (58) |
| Major Projects | A | (17) | 0 | 0 | 0 | (17) |
| Corporate Capital Contingency | A | 4,525 | 0 | 0 | 0 | 4,525 |
| Commonwealth Games | | | | | | |
| Village | A | 46,257 | (22,271) | (38,904) | 0 | (14,918) |
| Alexander Stadium | A | (6,610) | 1,636 | 0 | 0 | (4,974) |
| Organising Committee | A | (11,232) | 15,687 | 0 | 0 | 4,455 |
| TOTAL SELF SUPPORTED BORROWING | | (2,441) | 16,605 | (785,654) | 747,724 | (23,765) |
| TOTAL ADDITIONS / (REDUCTION) IN PRUDENTIAL BORROWING | | (6,276) | 15,090 | (805,109) | 772,543 | (23,752) |

Note: This includes some re-phasing between years.

A - Amendment to existing project spend or resources.

N - New projects or programmes added in the quarter.

CAPITAL - CAPITAL EXPENDITURE PLAN - FORECAST 2020/21 QUARTER 1**Annex 7h**

This appendix shows capital plans over the ten year Long Term Financial Plan period, for those projects where longer term plans have been developed. Long term plans will be subject to ongoing review to ensure that any expenditure plans are within a prudent forecast of resources. Please note that many projects do not have such long term planning horizons, and the absence of forecasts does not mean that no spend is anticipated, just that it cannot yet be reasonably quantified.

| | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 2029/30+ | Total |
|---|----------------|----------------|----------------|----------------|----------------|----------------|---------------|----------------|----------------|----------------|------------------|
| | £m | £m | £m | £m | £m | £m | £m | £m | £m | £m | £m |
| <u>ADULT SOCIAL CARE DIRECTORATE</u> | 12.751 | 5.500 | - | - | - | - | - | - | - | - | 18.251 |
| <u>EDUCATION & SKILLS DIRECTORATE</u> | 67.701 | 37.365 | 4.441 | - | - | - | - | - | - | - | 109.507 |
| <u>NEIGHBOURHOODS DIRECTORATE</u> | | | | | | | | | | | |
| Other - General Fund | 43.850 | 13.200 | 28.277 | 24.969 | - | - | - | - | - | - | 110.296 |
| HRA | 114.447 | 149.253 | 143.656 | 132.809 | 115.901 | 104.139 | 99.639 | 100.171 | 105.821 | 119.915 | 1,185.751 |
| TOTAL CAPITAL - NEIGHBOURHOODS DIRECTORATE | 158.297 | 162.453 | 171.933 | 157.778 | 115.901 | 104.139 | 99.639 | 100.171 | 105.821 | 119.915 | 1,296.047 |
| <u>INCLUSIVE GROWTH DIRECTORATE</u> | | | | | | | | | | | |
| <u>Planning and Development</u> | | | | | | | | | | | |
| Paradise Circus Redevelopment | 28.123 | 11.217 | 1.416 | 2.120 | 0.081 | - | - | - | - | - | 42.957 |
| Eastside Locks | - | 2.500 | - | - | - | - | - | - | - | - | 2.500 |
| Southern Gateway Site (Smithfield) | - | 3.985 | 10.678 | 19.597 | 25.785 | 11.598 | 21.342 | 15.395 | 10.464 | 31.156 | 150.000 |
| Southside Public Realm | 2.442 | 4.066 | 0.262 | - | - | - | - | - | - | 2.268 | 9.038 |
| LEP Investment Fund | - | - | - | - | 5.000 | 5.000 | 5.000 | 5.000 | - | - | 20.000 |
| HS2 - Interchange Site | - | - | - | - | - | - | - | - | - | 20.000 | 20.000 |
| HS2 Station Environment | 0.000 | 2.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | - | - | 99.500 | 101.500 |
| Site Enabling Works | 0.000 | 0.200 | - | - | - | - | - | - | - | - | 0.200 |
| Digbeth Public Realm | 0.292 | - | 15.450 | 2.000 | 2.000 | 2.000 | 2.000 | 2.000 | - | 60.400 | 86.142 |
| Curzon Connecting Economic Opportunities | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | - | - | 52.900 | 52.900 |
| Metro Extension to East Birmingham/Solihull | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 0.000 | 48.100 | 46.200 | 44.500 | 44.500 | 183.300 |
| Capitalised Interest | 1.160 | 2.254 | 3.137 | 4.058 | 5.120 | 2.357 | 3.177 | 1.404 | - | 0.000 | 22.667 |
| Other Planning Schemes | 10.360 | 2.778 | 40.159 | 122.421 | - | - | - | - | - | - | 175.718 |
| Total Planning & Development | 42.377 | 29.000 | 71.102 | 150.196 | 37.986 | 20.955 | 79.619 | 69.999 | 54.964 | 310.724 | 866.922 |
| | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 | 2025/26 | 2026/27 | 2027/28 | 2028/29 | 2029/30 | Total |
| | £m | £m | £m | £m | £m | £m | £m | £m | £m | £m | £m |
| Housing Development | 1.218 | 4.247 | 2.435 | - | - | - | - | - | - | - | 7.900 |
| Total Transportation | 58.477 | 83.064 | 46.374 | 29.438 | 22.559 | 13.022 | - | - | - | - | 252.934 |
| Total Highways | 3.463 | 1.325 | 1.325 | 1.325 | 1.325 | 1.325 | - | - | - | - | 10.088 |

| | | | | | | | | | | | |
|---|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|------------------|
| Total Property Services | 11.365 | 38.218 | 17.458 | - | - | - | - | - | - | - | 67.041 |
| TOTAL CAPITAL - INCLUSIVE GROWTH DIRECTORATE | 116.900 | 155.854 | 138.694 | 180.959 | 61.870 | 35.302 | 79.619 | 69.999 | 54.964 | 310.724 | 1,204.885 |
| COMMONWEALTH GAMES 2022 | 345.566 | 165.046 | 32.409 | - | - | - | - | - | - | - | 543.021 |
| FINANCE & GOVERNANCE DIRECTORATE | 38.863 | 36.043 | 46.178 | - | - | - | - | - | - | - | 121.084 |
| DIGITAL & CUSTOMER SERVICES DIRECTORATE | 10.280 | 6.481 | - | - | - | - | - | - | - | - | 16.761 |
| PARTNERSHIPS, INSIGHT & PREVENTION DIRECTORATE | 0.250 | - | - | - | - | - | - | - | - | - | 0.250 |
| TOTAL CAPITAL PROGRAMME | 750.607 | 568.744 | 393.655 | 338.737 | 177.771 | 139.441 | 179.258 | 170.170 | 160.785 | 430.639 | 3,309.808 |
| <u>Resources</u> | | | | | | | | | | | |
| <u>Use of Specific Resources</u> | | | | | | | | | | | |
| Grants & Contributions | 224.421 | 182.371 | 57.118 | 32.320 | 26.587 | 9.987 | 0.250 | 0.250 | 0.250 | 0.250 | 533.804 |
| Use of earmarked Capital Receipts | 65.403 | 61.847 | 65.048 | 34.318 | 23.363 | 24.927 | 18.927 | 19.213 | 19.230 | 29.486 | 361.762 |
| Revenue Contributions - Departmental | 16.015 | 10.621 | 11.385 | 5.798 | 3.977 | 8.794 | | | | - | 56.590 |
| - HRA (incl reserves & S106) | 63.736 | 81.529 | 69.021 | 76.368 | 77.495 | 74.778 | 80.462 | 80.708 | 86.341 | 90.179 | 780.617 |
| Total Specific Resources | 369.575 | 336.368 | 202.572 | 148.804 | 131.422 | 118.486 | 99.639 | 100.171 | 105.821 | 119.915 | 1,732.773 |
| <u>Use of Corporate or General Resources</u> | | | | | | | | | | | |
| Corporate Resources | 23.353 | 1.756 | 0.434 | - | - | - | - | - | - | - | 25.543 |
| Unsupported Prudential Borrowing - Corporate | 74.434 | 58.823 | 46.777 | 12.120 | - | - | - | - | - | - | 192.154 |
| Unsupported Prudential Borrowing - Directorate | 283.245 | 171.797 | 143.873 | 177.813 | 46.349 | 20.955 | 79.619 | 69.999 | 54.964 | 310.724 | 1,359.338 |
| Total Corporate Resources | 381.032 | 232.376 | 191.084 | 189.933 | 46.349 | 20.955 | 79.619 | 69.999 | 54.964 | 310.724 | 1,577.035 |
| Forecast Use of Resources | 750.607 | 568.744 | 393.655 | 338.737 | 177.771 | 139.441 | 179.258 | 170.170 | 160.785 | 430.639 | 3,309.808 |

INVESTMENT PROPERTY PORTFOLIO MONITORING DASHBOARD: QUARTER 1 2020/21

1 Portfolio objectives

The Portfolio comprises property investments which are held primarily to earn a financial return and are not operational service properties. It is managed in accordance with an annual Investment Property Strategy approved by Cabinet, with the objective to grow the City Council's commercial rental income by 20% over a 5 year period.

2 Portfolio summary

| | income budget | income forecast | variance |
|-------------------------------------|------------------|--------------------|----------|
| Direct property - | | | |
| Direct property - | -23.00 | -23.00 | 0.00 |
| Loans on property | | | |
| less portfolio prudential borrowing | 4.40 | 4.50 | 0.10 |
| less management costs | 5.64 | 11.00 | 5.36 |
| net total | -12.96 | -7.50 | 5.46 |

3 Limit on borrowing for Investment property portfolio

| | value £m | limit £m | variance £m |
|--|-------------|-------------|----------------|
| prudential borrowing from 1 April 2019 onwards | 7.92 | 50.00 | 42.08 |
| borrowing repaid from sale proceeds | -6.01 | 0.00 | 6.01 |
| | 1.91 | 50.00 | 48.09 |

4 Portfolio completions in the quarter (acquisitions and disposals)

| | £m | £m | £m |
|-------------------------------|------|----|----|
| Sales completed in quarters 1 | | | |
| Sales | 0.00 | | |
| Purchase | 0.00 | | |

Commentary:

Sale of Marshall Street £0.5m in quarter 1; however the receipt is ring-fenced to savings targets not Property Strategy.

5 Planned activity in the coming quarter

Proposed sales with anticipated completion:
Unit 4 Small Heath Business Park £0.919m in Quarter 3
Freehold reversions = £0.1 million
Lease regears = £0.174 million

6 Assurance

| | |
|---|-----|
| was the CIPFA Treasury Code complied with? | yes |
| was the Council's Service and Commercial investment Strategy complied with? (the Strategy implements the requirements of the Government Investment Guidance) | yes |
| was the Council's Investment Property Strategy complied with? | yes |

commentary:

All properties fully evaluated disposed with in the appropriate manner.

Birmingham City Council

Report to Cabinet

21 July 2020



Subject: Update on the delivery of the Birmingham City Council Information and Communications Technology and Digital Strategy (2016-2021)

Report of: Director, Digital & Customer Services

Relevant Cabinet Member: Cllr Brigid Jones - Deputy Leader

Relevant O &S Chair(s): Cllr Sir Albert Bore, Chair, Resources O&S Committee

Report author: Sam Hall
Assistant Director for Information, Technology & Digital Services & CIO
Tel: 0121 675 5762 Mobile: 07801 412671
Email: sam.hall@birmingham.gov.uk

| | | |
|---|------------------------------|---|
| Are specific wards affected? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No – All wards affected |
| If yes, name(s) of ward(s): | | |
| Is this a key decision? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| If relevant, add Forward Plan Reference: | | |
| Is the decision eligible for call-in? | <input 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 |

1 Executive Summary

- 1.1 The purpose of this report is to update Cabinet on the progress made on the delivery of the Council's Information & Communications Technology and Digital Strategy (ICT & Digital Strategy 2016-2021). The report is not a key decision and is for noting only.

It sets out progress made since the previous update report to Cabinet on 14th May 2019 and the future delivery plans and ambitions to exploit technology to deliver better services for the Citizens of Birmingham.

- 1.2 It also highlights the activities undertaken by the Council's Information, Technology and Digital Service (IT&D) to enable the Council to continue to deliver services during the COVID 19 lockdown. Our response accelerated and changed our priorities in digital and data as well as prompted a review in our ways of working as highlighted in Section 4.0 of this report. This response included:
 - A number of new digital services for online and contact centre forms
 - Significant focus on our data & Insight programme
 - Enhanced and accelerated support for remote and agile working

2 Recommendations

That Cabinet:-

- 2.1 Notes the progress made in delivering the ICT & Digital Strategy as set out in Appendix A.
- 2.2 Notes the plans and ambition for the continued development of the ICT & Digital Strategy set out in Appendix B.

3 Background

- 3.1 Since March 2020 the council has been in lockdown due to COVID-19. Efforts across all services, including ICT and Digital Services, have been diverted into supporting citizens, businesses and colleagues through unprecedented times. Whilst this report focuses predominantly on progress of the council's [ICT and Digital Strategy 2016-2021, it also touches on the work done and achievements throughout the COVID-19 period.](#)
- 3.2 Undoubtedly, the impact of COVID-19 will be felt far and wide and will drive new opportunities and priorities for the council, necessitating a re-thinking of digital and technology priorities – something which will form the basis of the refreshed ICT and Digital Strategy from 2021 onwards. This is likely to include the acceleration of data and insight capabilities to support the city's recovery from COVID-19; and the faster and wider adoption of digital technologies that will better engage our citizens, businesses and communities.
- 3.3 Technology is a key enabler that supports the Council to be the best it can be, with the delivery of the Council's [ICT and Digital Strategy 2016-2021](#) providing the Council with effective, efficient and reliable services in support of the Council's vision. The Council has a clear approach to improving ICT and Digital service

delivery to meet the increasing expectations of citizens as well as being able to emulate the current trends in digital interaction and communications.

3.4 The strategy and other portfolio documents form a Governance and Assurance framework for the design and implementation of ICT and will help ensure that there is an evidence-based approach to the choice of technologies the Council can use. In October 2016 Cabinet approved the Council's ICT & Digital Strategy, which formed a new framework for ICT service operation around 6 key themes:

1. Integrated ICT and Digital Services - to deliver a reliable, flexible, integrated, secure, accessible and well managed service.
2. Digital facilitation - to enable our stakeholders to participate and fully contribute to the growth of the Digital Economy and Digital Society and create a Digital Culture.
3. Insight - to become more data centric – so we can create the capability to turn information into insight.
4. Commissioning - to deliver 'Value for Money' services through the commissioning of excellent ICTD.
5. Governance - to deliver the effective management of ICTD.
6. Innovation - to be innovative; to make changes to what's established, by introducing new methods, ideas, and solutions.

3.5 The strategy's overarching principles to "Simplify, Standardise and Share" ensures that the council maximises the benefits from investment in new technology and digital services by:

- **Simplify** – the way we operate, in order to add value and drive up efficiency.
- **Standardise** – the way we operate, emulating the best and enabling agility.
- **Share** – collaborate, innovate and inform

These design principles will ensure that we:

- Consolidate services and applications
- Re use and rationalise.
- Share with and learn from partners, internally and externally,
- Don't reinvent - learn from others and share.

3.6 The strategy has been linked together to form a number of key areas of focus:

- Improving the strategic use of data and information to drive better services via our new Information Management strategy e.g. data analytics, visualisation, intelligence, data quality
- The establishment of an Insights Programme that will shape and drive our use of data across the organisations responding to city challenges and providing intelligence and insights on how the city can both recover and regrow following the lockdown. The Programme has already created of a number of use cases

including the creation of a dynamic performance dashboard and the generation of insight relating to the East of Birmingham area.

- Improving information assurance, maturity, risk management and safety of personal data
 - Improving Manager and Employee agility, productivity and collaboration e.g. with the full adoption of O365, Teams, Yammer, Windows 10, new devices, improved wifi access etc.
 - Improving how Managers and Employee's create, develop and manage employee and financial information e.g. HR & Finance Systems
 - Implementing better self-service for customers re-engineering our service delivery to take maximum advantage of new technology e.g. Brum Account, Connect to Support and our website, to simplify how customer's access services 24/7.
 - Implementing new service models that take advantage of digital developments e.g. artificial intelligence, social prescribing, integration of Health & Adult Social Care data to provide single view of patients and carers, the "internet of things" integrated into how we care for the most vulnerable etc.
 - "Smart City 2.0" e.g. improving our digital infrastructure to support economic growth, 4G and 5G, digital inclusion and skills – working in partnership with the combined authority
 - Deliver a new council-led Information, Technology and Digital Service taking us up to and beyond the end of the current partnership with Capita which ends in March 2021.
 - Enabled an approach that ensured the rapid and effective deployment of both new and innovative services as well as the continuation of business as usual services for citizens and council staff during the COVID 19 lockdown.
- 3.7 Some of these improvements are already underway, some are in development stage and all will require new ways of working if we are to improve outcomes for end customers. Appendix A gives a summary of the projects delivered in the last year across the 6 themes of the strategy. Key deliverables for this and the next financial year 2020/2021 include the following projects:
- Since May 2019 the Council has taken back full control of its technology, contract portfolio and operational management as part of the partial termination of our outsourcing contract. A number of improvements have been completed as outlined in Appendix A. The Council's unprecedented response to the COVID 19 lockdown has been significantly accelerated and improved by having control of our own technology environment and data capabilities.
 - Further deployment of Windows 10 and Office 365. This has supported the city in its drive for smarter working across the Council and provide staff with access to the latest technology to support their service areas. This has included

deployment of technologies such as Microsoft Teams. Teams has been fundamental in providing the City with the ability for it to continue to operate under the constraints put upon it as a result of the COVID epidemic

- Delivery of the Information Management Strategy that will support the better use and control of data across the Council
- Continued development of the Reference Architecture will provide the Council with a strong framework for commissioning and shaping ICT, preventing duplication and increasing standardisation and therefore value for money (and return on investment)
- Work will continue on maintaining the Council's software and hardware is up-to-date and secure
- A review and re-evaluation of the way existing and new services will be designed and delivered in recognition of the 'new normal', post COVID landscape, and the opportunities created by emerging digital technologies.

4.0 Enhanced Activities in Response to COVID and Lockdown

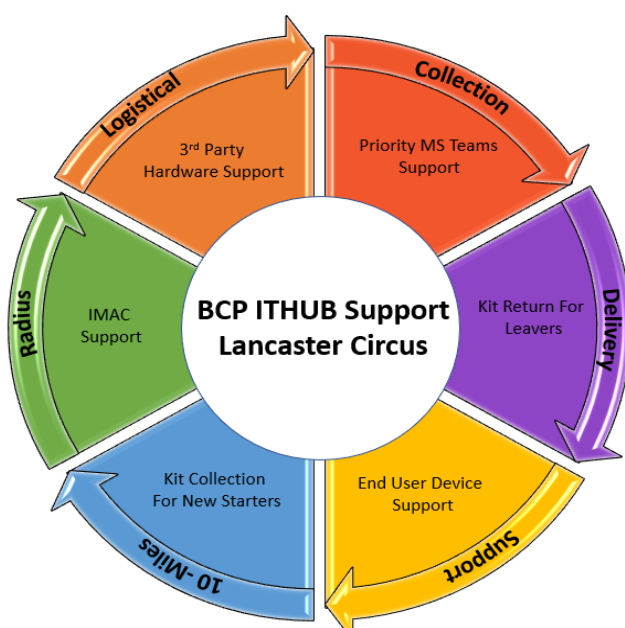
- 4.1 As a result of COVID and the Lockdown a number of strategic and operational activities were introduced to enable the Council to continue its activities. Also a number of new services requirements for online and contact centre forms and data to form part of the council's response to central government announcements which include the Business Rates grants, Emergency Vulnerable support, Personal Protection Equipment, PPE Audit toolkit and an Electronic Emergency Plan solution for the council were introduced.
- 4.2 At a strategic level, the IT&DS team enabled a business transformation capability that changed the way of working, it rollout devices equipped with O365 and Windows 10 to enable agile and remote working and supported staff to acquire the skills and capabilities to utilise these tools. The team mobilised 6,500 City Council and Birmingham Children's Trust staff operating from 7 buildings to work 99% remotely within 2 weeks.
- 4.3 At the operational level, we supported an increase to remote capability to enable all staff to access corporate systems by the rapid deployment of hardware to enable business as usual for council staff. The Table below shows a summary of the activity undertaken:

| | |
|--|---------------------|
| No of visits and appointments co-ordinated | 900 |
| IMAC support for collection of accessories | 422 items delivered |
| Number of Hardware Items deployed | 3143 |
| Number of pick/drop offs completed | 353 |
| Total Mileage covered for logistical support | 2,625 |

4.4. Many of the IT&D responses to COVID are detailed in Appendix A and some of the key highlights are shown below;

- Establishment of an ITHub throughout Lockdown to ensure staff had access to devices and any IT support required to enable them to continue working. The activities of the ITHub are shown below

End User Device Support Summary - BCP ITHUB - Lancaster Circus



- Provided urgent critical support to various services including Birmingham Children's Trust / Coroners / Registrars
- Maintained all critical systems
- Agile forms development to support self-service and channel shift as well as improve business process.
- Repurposed traditional classroom training for key services to 100% online
- Procured additional Security Tools to reflect the increase in remote working, moving a number of systems online and increased cyberattacks .

4.5 In addition to the above, a number of projects has been delivered or are in delivery resulting from the need to respond to COVID. Again, a list of these projects is detailed in Appendix A. However, below are the list of the most significant projects.

- Delivery of the Vulnerability app to support shielded people
- Delivery of a new app to match resource demand to resource supply, enabling the council to plug gaps in critical workers
- Support from the Insight programme in analysing data to provide valuable insight to aid COVID recovery – aided by the data model developed through the programme
- Completion of an agile discovery of field workers across the council to identify common pain points and a common solution which could be shared across services and provide benefit to all field workers – This was undertaken in an innovative way using digital tools as a result of Lockdown.
- Leadership of the projects to deliver Council Tax support and Business grants relating to COVID-19
- Enabling the Full Council meetings to be delivered virtually and in real time

Undoubtedly, the impact of COVID-19 will be felt far and wide and will drive new opportunities and priorities for the council, necessitating a re-thinking of digital and technology priorities – something which will form the basis of the refreshed ICT and Digital Strategy from 2021 onwards. This is likely to include the acceleration of data and insight capabilities to support the city's recovery from COVID-19; and the faster and wider adoption of digital technologies that will better engage our citizens, businesses and communities.

5.0 General Progress update

5.1 Progress to date has been wide ranging and has impacted a number of areas across the Council as demonstrated in the detailed performance in Appendix A. In October 2016 the strategy identified the following delivery timeframes, or iterations (which would be supported by detailed). They were:

Iteration 1 – Foundation: (tactical) = now to 2017

Iteration 2 – Developing: (medium-term) = 2017 to 2019

Iteration 3 – Enabled: (strategic) = 2019 to 2021

5.2 It has been necessary to maintain a dynamic approach to the planning and prioritisation of the key deliverables envisaged in the strategy. Some elements have been re-prioritised, such as creating an Innovation lab and portal, as these would not deliver enough value for the Council at the time. The Contract transition as outlined and agreed in the Cabinet report of the 16th April 2019, has seen a significant

proportion of the Capita contract return to the Council's control on the 1st August 2019.

5.3 A number of emerging technology trends continue to influence the Council's strategic plans going forward, most significantly, the impacts of the lockdown, will require a fundamental rethink and re-imagining of how services will be delivered in the future and the role of technology in their design. These trends and emerging opportunities illustrate the point of maintaining a flexible and agile approach to the implementation of the strategy. Some of the key trends that will give the Council opportunity to improve outcomes for the citizens of Birmingham are:

- **“Datafication”** - almost everything we do as individuals leaves a trail of data breadcrumbs and there has been an unprecedented explosion in data. Just in the average minute, Facebook receives 900,000 logins, more than 450,000 Tweets are posted, and 156 million emails and 15 million texts are sent. We are essentially doubling the amount of data created in the world roughly every two years. Harnessing data to drive better insight and improve how we manage services remains a key focus for the Council.
- **“Every day devices becoming SMART”** – not just your fridge, your doorbell or your central heating. This is having a profound impact in how we use devices to manage our lives and improve outcomes particularly for the vulnerable.
- **Artificial Intelligence (AI)** – computing that can now undertake more and more human tasks and learn is beginning to grow and develop as a technology.
- **Automation** - The more intelligent machines become, the more they can do for us. That means even more processes, decisions, functions and systems can be automated by using algorithms or robots.
- **Device Interaction** - organisations are gradually integrating their products with the likes of Siri, Alexa and Google Assistant. Estimates suggest that, by 2020, 50 percent of all searches will be voice searches, and around 30 percent will involve no screen whatsoever. As a result, all kinds of businesses are gradually integrating their products with the likes of Siri, Alexa and Google Assistant. These features could help in areas such as social isolation, dementia care and social proscribing.
- **Virtual reality and augmented reality** - representing the next huge leap in interface innovation, transforming how businesses interact with customers could be a big area of development for urban planning for example.
- **Everything connected** – fibre to the premise; 5G meaning faster connections and a richer experience in video and augmented reality which could be applied to autonomous vehicles or better health care.
- **A hybrid Cloud enabled infrastructure** – using a mix of on premise and cloud based infrastructure to ensure applications and solutions are delivery effectively and efficiently

All of the above will change how we work. All enabled by more powerful computers, with computing power doubling at a rate of approximately every two and a half years, combined with different ways to re-package and consume technology services. However, introducing and keeping pace with technological advances, while essential, also need to be balanced against getting the basics right and dealing with legacy issues.

- 5.4 The work to deliver the ICT & Digital Strategy will continue in the next financial year. A series of transformation maps included in this report (see Appendix B), shows a snapshot of the high level plans and ambition for improved use of technology and digital across the Council. However, our recent experience of the responses to COVID 19 challenges have demonstrated that we do need to continually review how services are being re-designed and delivered so that we can maximise existing and emerging digital technologies. The transformation maps will continue to evolve as directorates re-evaluate and re-prioritise their service commitments. As such the maps will be developed collaboratively with the Council and its partners to bring forward innovation and new ways of working as appropriate. Work will commence in this year on our new ICT & Digital Strategy that will replace the current strategy that expires at the end of 2021.

6.0 Options considered and Recommended Proposal

- 6.1 Do nothing - It would be possible to continue without delivering the ICT & Digital Strategy however as ICT is a key enabler for the Council Plan, not delivering the key areas of the ICT & Digital Strategy would negatively impact on its success. There is an existing rolling programme of updates to, and replacement of, ICT & Digital assets as the Council's ICT hardware and software reach the end of their service and support lives. The implications are that the investment needs to be delivered to ensure the Council's network functions effectively.
- 6.2. Deliver the ICT & Digital Strategy - As the Council has already approved the strategy and the associated technical refresh programme, and ICT is a key enabler for the future the work needs to continue and delivery the Strategy and its associated projects.

7.0 Consultation

- 7.1 Internal Consultation: The Cabinet Member for Finance and Resources, the Chair of Resources Overview and Scrutiny Committee, the member with responsibility for ICT matters from the Conservative Group, Leader Liberal Democrat Group and the member with responsibility for ICT matters from the Liberal Democrat Group have been consulted regarding the contents of this report.

7.2 Internal consultation is regularly taking place across the Council to ensure the strategy remains aligned to the business plans of each directorate as well as highlighting new areas that could be exploited. These are summarised in Appendix B.

7.3 External Consultation: The ICT & Digital Strategy was subject to extensive external consultation when it was developed in 2016. This covered Citizens, Central Government Departments, Public Health England, NHS, West Midlands Police, West Midlands Fire & Rescue, WMCA, LEP and the Society of (Public Sector) IT Management (SocITM). The main findings from that consultation were:

- Ensuring more user-centred approach during testing and evaluation.
- Enabling our citizens and businesses to participate and fully contribute to the growth of the Digital Economy and Digital Society.
- Ensuring that the benefits of co-operating with other local authorities in the region on data and systems will happen.
- The importance of data and ensuring exploitation at a neighbourhood level as well as service or directorate or whole council level.
- Ensuring that through the development of the Council's reference architecture and technology road map due consideration is given to areas such as Digital Leadership, Communication and Engagement (both internal and external), Council ways of working and behaviours and development of digital skills, the Cities Digital Infrastructure and Collaboration.
- There was a range of Citizen feedback via the Council's "Be Heard" platform (see <https://www.birminghambeheard.org.uk/economy/birmingham-city-council-ict-digital-strategy-2016/>) e.g. the quality of the Council's digital presence (website), the impact of austerity as it impacted the Council's ability to invest in things like digital inclusion, improving the in-House ICT Management etc.
- The feedback was included in the final strategy that was approved by Cabinet on the 18th October 2016.

8.0 Risk Management

8.1 There are a range of risks the service is managing as the strategic outcomes are delivered through the strategy. These are:

- Problems are experienced with programme funding which impact the realisable business benefits.
- The impact of the transition of services from Capita to BCC which may cause delays, increased costs, and/or poor quality delivery of the projects.
- The digital skills and culture change needs of the Council may demand far more effort than planned for and funded within the programme, but are essential to deliver the new ways of thinking and working necessary to exploit the opportunities enabled by the new technologies being implemented.

- Lack of suitably qualified and availability skills at the time they are need to implement the new technologies being delivered.

8.2 Appendix D highlights the key risks and mitigations associated with the implementation of the ICT & Digital Strategy.

9.0 Compliance Issues

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

9.1.1 The Council's objectives and priorities as detailed in the Council Plan, approved by Cabinet on the 26 June 2018 will be supported by the adoption of this proposal which is consistent with the ICT & Digital Strategy (2016 - 2021) approved by Cabinet in October 2016.

9.1.2 The Council Plan approved by Cabinet in June 2018 stated that the Council must:

- Have greater integration between our services/functions
- Make much better use of customer insight and business intelligence to ensure we make informed decisions and deploy all our resources appropriately
- Be leaner and more agile, with fewer layers of management and increased spans of control.
- Work more collaboratively as 'One Council'.
- Further consolidation of support services to realise efficiencies

All of which are supported by the Councils ICT & Digital Strategy (2016-2021).

9.2 Legal Implications

9.2.1 The Council is under a duty under Section 3 of the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness

9.2.2 The City Council will carry out this work under the General Powers of Competence Section 1 of the Localism Act 2011.

9.3 Financial Implications

9.3.1 In October 2016 Cabinet approved the budget for the implementation of the ICT & Digital Strategy. The indicative cost of the total programme over a five year period at that time was estimated to be £41.690m.

9.3.2 The programme budget was reduced in May 2019, by £2.138m, to support the funding of the transition of the IT services back in house (as shown in the 'Change' column in Table 2):

| ICT & D Programmes | | To 2018/19 £'m | Y.E 2019/20 £'m | Y.E 2020/21 £'m | Forecast Total £'m | Original TRIP £'m | Change £'m |
|---|---------|----------------------|-----------------------|-----------------------|--------------------------|-------------------------|---------------|
| ICT & D Strategy Programme | Revenue | 2.567 | 8.422 | 3.750 | 14.739 | 16.889 | (2.150) |
| ICT & D Strategy Programme | Capital | 0.996 | 7.070 | 3.394 | 11.460 | 10.719 | 0.741 |
| Information Management Strategy | Revenue | | 0.233 | 1.391 | 1.624 | 1.624 | 0.000 |
| Information Management Strategy | Capital | | | 1.074 | 1.074 | 1.074 | 0.000 |
| Spend to date TRIP | Capital | 1.760 | | | 1.760 | 2.271 | (0.511) |
| BRUM Account (committed TRIP scheme) | Capital | 0.848 | 0.466 | | 1.314 | 1.314 | 0.000 |
| Microsoft Licenses | Revenue | 4.809 | 2.473 | 2.473 | 9.755 | 7.500 | 2.255 |
| Microsoft Licenses 4th year not in £41.687m | Revenue | | | (2.473) | (2.473) | 0.000 | (2.473) |
| Risk | | | | 0.296 | 0.296 | 0.296 | 0.000 |
| Totals | | 10.980 | 18.664 | 9.905 | 39.549 | 41.687 | (2.138) |

Table 2: ICT & Digital Strategy Investment Summary from May 2019 Report (to 2021/2022)

Note: TRIP is the Technology Refresh and Improvement Programme that was approved by Cabinet in March 2018 in order to modernise critical council ICT infrastructure.

9.3.3 An update on Programme spend is provided below in Table 3 following close down of Financial year 2019/20:

| ICT & D Programmes | | Up to 2018/19 £'m | Actual 2019/20 £'m | Forecast 2020/21 £'m | Forecast 2021/22 £'m | Forecast Total £'m | Original TRIP £'m | Change £'m |
|---|---------|-------------------------|--------------------------|----------------------------|----------------------------|--------------------------|-------------------------|---------------|
| Revenue | | | | | | | | |
| BEP projects (inclusive of IMS/insight) | Revenue | | 1.464 | 2.455 | 0.376 | 4.295 | 1.624 | 2.671 |
| Information Management Strategy | Revenue | | 0.233 | | | 0.233 | 1.074 | (0.841) |
| Microsoft licences | Revenue | 4.809 | 2.325 | | | 7.134 | 7.500 | (0.366) |
| Risk | | | | | | 0.000 | 0.296 | (0.296) |
| Sub-total | | 4.809 | 4.022 | 2.455 | 0.376 | 11.662 | 10.494 | 1.168 |
| Capital | | | | | | | | |
| ICT & D Strategy Programme | Capital | 0.996 | 2.474 | 6.375 | 3.022 | 12.867 | 10.719 | 2.148 |
| ICT & D Strategy Programme, flexible use capital receipts | Capital | 2.567 | 2.371 | 4.361 | 1.809 | 11.108 | 16.889 | (5.781) |
| Spend to date TRIP | Capital | 1.760 | 0.000 | 0.000 | 0.000 | 1.760 | 2.271 | (0.511) |
| BRUM Account (committed TRIP scheme) | Capital | 0.848 | 0.333 | 0.000 | 0.000 | 1.181 | 1.314 | (0.133) |
| Brum Account Ph3 | Capital | 0.000 | 0.000 | 0.971 | 0.000 | 0.971 | 0.000 | 0.971 |
| Sub-total | | 6.171 | 5.178 | 11.707 | 4.831 | 27.887 | 31.193 | (3.306) |
| Grand Total | | 10.980 | 9.200 | 14.162 | 5.207 | 39.549 | 41.687 | (2.138) |

Table 3: Updated ICT & Digital Strategy Investment Summary (to 2021/2022)

Note: The 'Change' column shows the elements of the programme de-scoped to contribute to funding the service transition.

9.3.4 Table 3 above shows that in 2019/20 £9.2m was spent delivering the ICT & D investment programme against a budget of £18.664m. It should be noted that the budget was set prior to the production of business cases for the major APM and Networks programmes. On sign-off of these business cases, the forecast for 2019/20 was reduced to £11.5m.

9.3.5 Overall, the programme is within budget and the forecast is that the programme final outturn will also be within budget.

9.3.6 The £2.3m slippage against the 19/20 forecast spend was due to the delay in planned procurement of data centre tooling and an in-year underspend against the Modern Workplace programme.

9.3.7 The result is a slippage of programme expenditure into 2020/21 financial year and changing the planned profile for 2020/21 to £14.162m. A further £5.207m is forecast to be spent in 2021/22.

9.3.8 Whilst the total funding envelope remains unchanged, £12.279m of capital receipts funding originally shown as revenue in May 2019 is now shown under capital to reflect the capital programme plan (see table 4 below):

| ICT & D Programmes | Up to 2018/19 £'m | Actual 2019/20 £'m | Forecast 2020/21 £'m | Forecast 2021/22 £'m | Forecast Total £'m | May-19 Report £'m | Change £'m |
|--------------------|-------------------------|--------------------------|----------------------------|----------------------------|--------------------------|-------------------------|---------------|
| Revenue | 4.809 | 4.022 | 2.455 | 0.376 | 11.662 | 11.662 | 0.000 |
| Capital | 6.171 | 5.178 | 11.707 | 4.831 | 27.887 | 27.887 | 0.000 |
| Grand Total | 10.980 | 9.200 | 14.162 | 5.207 | 39.549 | 39.549 | 0.000 |

| Original figures | | | | | | | |
|------------------|--------|--------|-------|-------|--------|--------|-------|
| Revenue | 7.376 | 11.128 | 5.437 | 0.000 | 23.941 | 11.662 | 0.000 |
| Capital | 3.604 | 7.536 | 4.468 | 0.000 | 15.608 | 27.887 | 0.000 |
| | 10.980 | 18.664 | 9.905 | 0.000 | 39.549 | 39.549 | 0.000 |

Table 4: Updated ICT & Digital Strategy Investment Summary (to 2021/2022)

9.3.9 The Strategy aims to deliver £19.026m savings over the 5-year period to 2023/24 which involves the following example activities:

- Simplifying the Council's voice network removing our reliance on old technology.
- Rationalisation of the datacentre hosting environment simplifying the technology used and reducing the number of datacentres in use.
- Reducing the number of applications the Council uses and reducing the overall software costs through the adoption of a more pay-as-you use charging scheme and centralised software licencing.
- Simplification of a managed mobile environment reducing complexity cost and improving agility.

Detailed business cases are currently being developed for this work.

9.3.10 An update on Savings will be provided during 2020/21 as the full impact of slippage is understood.

| Prudential Borrowing funding of revenue and capital elements of ICT & D Strategic Programmes | 19/20 £'m | 20/21 £'m | 21/22 £'m | 22/23 £'m | 23/24 £'m | 24/25 £'m | 25/26 £'m | 26/27 £'m | Total £'m |
|--|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Ongoing capital charges, and 18/19 Capital | 4.218 | 2.736 | 2.100 | 0.792 | 0.360 | 0.000 | 0.000 | 0.000 | 10.206 |
| 19/20 Capital element of Programmes | | 0.600 | 0.600 | 0.600 | 0.600 | 0.600 | 0.000 | 0.000 | 3.000 |
| 20/21 Capital element of Programmes | | | 1.364 | 1.364 | 1.364 | 1.364 | 1.364 | 0.000 | 6.820 |
| 21/22 Capital element of Programmes | | | | 0.647 | 0.647 | 0.647 | 0.647 | 0.647 | 3.235 |
| Sub-total of Capital Programmes charges | 4.218 | 3.336 | 4.064 | 3.403 | 2.971 | 2.611 | 2.011 | 0.647 | 23.261 |

Table 5: Prudential borrowing funding of the strategy programmes.

9.3.11 Table 5, shows the repayment profile for capital borrowing. This is covered by the Prudential Borrowing budget.

9.4 HR implications

9.3.12 Implementation of a new operating model will be carried out in line with Birmingham City Councils Policies and Procedures including full consultation with Trade Unions and affected employees.

9.5 Public Sector Equality Duty

9.5.1 On 18th October 2016, Birmingham City Council Cabinet approved the ICT & Digital Strategy (2016-2021). The work to implement the strategy has two major projects:

- An Investment Programme - implementing replacement and new, enabling ICT assets in line with the strategy and in support of the Council's new business architecture.
- An ICT Transition Programme - to take BCC up to and beyond the end of the Service Birmingham partnership with Capita and the ending of the joint venture with Service Birmingham Ltd.

9.5.2 An Equality Analysis was completed during the development of the ICT & Digital Strategy (2016-2021). There has been no change to that analysis.

10.0 Appendices

- Appendix A - Highlights of what has been achieved and is in progress
- Appendix B - Highlights of what is planned
- Appendix C - Equality Impact Analysis
- Appendix D – Risk Log

11.0 Background Documents

- Report to Cabinet 18th October 2016 - Birmingham City Council Information & Communications Technology & Digital Strategy (2016 - 2021)
- Report to Cabinet 18th October 2016 - Birmingham City Council Strategic ICT & Digital Investment Programme (2016 - 2021) ICT and Digital Strategy (2016 – 2021)
- Report to Cabinet of 27th June 2017 - Delivery of Savings against Service Birmingham ICT Contract
- Report to Cabinet of 14th November 2017 - Budget savings proposals, ending the Joint Venture (JV) with Capita for Service Birmingham and proposing new contractual arrangements up to 2020 / 2021
- Report to Cabinet of 27th March 2018 - Outcome of final stage negotiations between BCC and Capita - proposed IT and Digital Service Transition Roadmap to 2020/21, with associated investments and benefits (appendix 2 gives a summary of performance against the strategy)
- Report to Cabinet of 16th April 2019 - Capita ICT Service Transition update

- Report to Cabinet of 14th May 2019 - Update on the delivery of the Birmingham City Council Information and Communications Technology and Digital Strategy (2016-2021)

Appendix A - ICT & Digital Strategy (2016-21) – Delivery Highlights for year 2019-20

| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|--|--|---|---|--|---|
| Theme 1 Integrated ICT and Digital Services | Modern Workplace (part of overarching Business Enablement Programme) | <p>Delivering an updated technical infrastructure to enable the council's vision and strategy, specifically to support business transformation. Delivering an agile, engaging and modern capability to carry out the council's work in an efficient and effective way that supports specific user's needs.</p> <p>This is a complicated portfolio that is geared towards the technology delivery and enablement of the city's workforce strategy.</p> | <ul style="list-style-type: none"> At transition a new rollout baseline was set and there were successful increased weekly rollout volumes week on week. Lessons were learnt quickly and adopted to yield success. | <ul style="list-style-type: none"> 95% of the in-scope estate complete Small team has been retained with programme funding under BAU (Business As Usual) to complete the complex remaining deployments Adoption of tools and agile ways of working for the business. User adoption work and demonstrations delivered where identified by the advocate network setup. | <ul style="list-style-type: none"> Project closure and handover to BAU. |
| Theme 1 Integrated ICT and Digital Services | Applications Platform Modernisation (part of Overarching Business Enablement Programme) | <p>Delivering new Data Centre & Cloud Hosting capabilities to lower operating costs to the council</p> <p>Refreshing our existing server hardware which is reaching end of life</p> <p>Performing necessary platform upgrades for software that is reaching end of life for over 150 applications</p> | <ul style="list-style-type: none"> APM Infrastructure Refresh business case complete and signed off Soft market test conducted to inform programme procurements From soft market test, in line with procurement guidance, further analysis conducted to select future hardware and management tooling solution Internal decision on hardware and management tooling made – selecting Nutanix as the council's future platform New Data Centre Procurement issued to market Hardware and Management Tooling Reseller Procurement Issued to market Upgrade of Windows Server 2008 and SQL 2008 underway on existing infrastructure to prepare for the move to new hardware and data centres Delays within procurement workstream has impacted project timescales resulting in slippage of activity and consequential spend from 2019/20 to 2020/21. | <ul style="list-style-type: none"> Procurement for data centres currently under evaluation Procurement for hardware and management tooling under evaluation Procurement for Cloud Evaluation being finalised for issue to market Continued upgrade of Windows Server 2008 & SQL 2008 to prepare for the move to the new hardware and data centres | <ul style="list-style-type: none"> Award of Data Centre and Hardware & Tooling contracts Detailed technical design to be conducted once data centre and hardware/ management tooling supplier contracts awarded Set up of data centres and hardware Set up new operating practices Begin migration activities to move application estate to the new hardware and data centres or to the cloud based on most economically viable location |

| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|--|---|---|--|---|---|
| Theme 1 Integrated ICT and Digital Services | Cyber Security (part of overarching Business Enablement Programme) | Delivering enhanced security monitoring and awareness, providing greater protection against potential cyber-attacks. The protection of computer systems from theft or disruption to hardware, software or data and the services provided to users and meeting our statutory, regulatory, contractual and legal obligations. | <ul style="list-style-type: none"> Security Strategy and Roadmap developed and approved. Interim Head of Cyber Security appointed. | <ul style="list-style-type: none"> BEP Project Closed December 2019 The strategy approach was approved at CLT and handed over to the Head of Security for further development (secure funding) Strategy realignment due to COVID-19 and gaps identified with in Security Strategy. Business case being redone to secure the necessary funding to reflect any changes to the Security Strategy and Roadmap. Security Team resources have been partially increased to support security development and APM, ERP, Commonwealth and COVID strategic programmes Independent security assessment to understand security, risks and posture due to new way of working Increase Security awareness with BCC staff and Teams. | <ul style="list-style-type: none"> BAU Security to implement strategy. New Business Case approved Plan Security Programmes to Deliver Strategy Resource Security Team to support BCC and Strategy needs Increase security testing on all BCC application and infrastructure Purchase security tooling to address immediate threats Show and Tell, to all BCC business departments. |
| Theme 1 Integrated ICT and Digital Services | Networks (part of overarching Business Enablement Programme) | Delivering a secure and resilient IT network with sufficient capacity to manage current and future technical and organisational demands | <ul style="list-style-type: none"> New WAN options paper produced. Previous RFP process was put on hold due the proximity of the IT Service transition. High level Voice Strategy paper produced. VPN options paper in production. Options paper for the Cisco 6509 line cards produced. Contract agreed with Virgin Media Business for 2+1+1 for data connectivity. Validation and scope of new telephony contract with the existing supplier. Scope of the LAN phase two completed. Funding not yet agreed | <ul style="list-style-type: none"> Supplier days are being held in February 2020 in relation to WAN, VPN and Voice, to understand what developments are happening in the market. These will allow the projects to identify how any developments can potentially be used to further the aims of BCC going forward. These will feed into the final options papers. Cisco 6509 Line card options paper produced. The option chosen was to replace the switches in Birmingham Library and use these as spares for the remaining estate. These will be supplemented by the purchase of additional spares. | <ul style="list-style-type: none"> Completion of new WAN procurement process and appointment of a new provider. Upgrade the N3 Health network to HSCN. Procurement to support Corporate Voice Strategy followed by the start of the Implementation phase. Completion of the Corporate Network Strategy. Project raised to replace Birmingham Library switches. |

| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|--|--|---|---|---|---|
| Theme 1 Integrated ICT and Digital Services Children's Trust | Birmingham Children's Trust – ICT Service implementation | The completion of the major work to create the ICT service for Birmingham Children's Trust | <ul style="list-style-type: none"> Children's Trust implemented successfully with no major issues on 1 April 2018 Service Now service desk system changes implemented April 2019 Governance - monthly performance review meetings in place to review performance against service level agreement - no issues or complaints received. Improved, more strategic reporting process implemented | <ul style="list-style-type: none"> No major issues or complaints Monthly review meetings continue Task and finish group in progress to review device software and access provision | <ul style="list-style-type: none"> Service is now being managed as part of BAU process |
| Theme 1 Integrated ICT and Digital Services | Carefirst replacement - Eclipse | <p>Improved and simplified workflow processes and forms Removal of duplication of effort. Consolidation of multiple systems, processes and workarounds Provide additional functionality such as recording the voice of the child – a key requirement that the present system cannot do Provide a modern platform fit for the future Support stronger and more effective case recording and performance management. Scope includes Adults Services and Children's Services casework; plus, a fiscal application for both</p> | <ul style="list-style-type: none"> <u>Children's Services Project</u> Business design and configuration complete. Data migration complete Project went live on 1 October 2019 <u>Adult's Services Project</u> Approximately 60% of the configuration is complete Approximately 75% of the Configuration Workbook is complete Approximately 50% of the migration mapping is complete | <p><u>Children's Services Project</u></p> <ul style="list-style-type: none"> In Early Life support, expected until end of March 2020. Issues being addressed to exit early life support or handover into BAU <p><u>Adult's Services Project</u></p> <ul style="list-style-type: none"> The project has paused whilst the Children's Project is in extended Early Life Support. A review to explore the options open to Birmingham City Council (BCC) and Adult Social Care (ASC) for the replacement of Adults CareFirst (CF) and CareFinance (CFin) is underway to revalidate the contractual deliverables | <p><u>Children's Services Project</u></p> <ul style="list-style-type: none"> Expected to exit Early Life Support end of March 2020, with any residual issues handed into Business as Usual <p><u>Adult's Services Project</u></p> <ul style="list-style-type: none"> Re-planning underway |

| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|--|---|---|--|--|---|
| Theme 1 Integrated ICT and Digital Services | ERP – Replacement of our HR and Finance systems (including processes and associated business change) | The replacement of the current SAP system with an end-to-end ERP solution for HR and Financial Services, supporting the delivery of: The new Council Plan The Workforce Strategy The ICT&D Strategy The Council must investment in its corporate HR/payroll and finance IT systems to underpin significant improvements in business processes, effectiveness and reduction in service costs | <ul style="list-style-type: none"> FBC approved in July 19 Socitm contracted for Programme/Project Management, Business Change and PMO – July 19 Oracle Fusion procured for the ERP Solution – Sept 19 Evosys contracted for Systems Integration – Sept 19 Egress contracted for Data Migration – Oct 19 Business Scenarios captured for Finance, HR, Procurement and Payroll IT&D mobilisation post Capita Transition Vanilla Oracle Fusion build being tested against Business Scenarios and gaps being logged | <ul style="list-style-type: none"> Various factors have changed the scope of the Programme e.g. Data Migration Environment availability, audit requirements of SAP post GO Live, Additional Reports, Gaps in the Oracle Solution etc This has led to a re-baselining exercise being carried out to report back to cabinet in June 20 | <ul style="list-style-type: none"> New baseline back to Cabinet in approximately August 2020 Continue to deliver against the supplier methodology Work with the prioritisation of BCC resources across a portfolio of Programmes, Projects and Procurement |
| Theme 1 Integrated ICT and Digital Services | Northgate Housing HAD module – Case Management for Home Options | Implementation of a case management solution using our existing Service Delivery System Northgate Housing. HAD module delivered and configured including integration to the allocations system Abritas. Expected outcomes include: All data being stored in one place Reduced applications being used to operate Ability to provide new HCIC data back to Central Government | <ul style="list-style-type: none"> Work progressed throughout 2018. Delivered and Operationally live Jan 2019 | <ul style="list-style-type: none"> Now live and actively being used | <ul style="list-style-type: none"> Project closed no further work required |
| Theme 1 Integrated ICT and Digital Services | Corporate Firewall Implementation | Implementation of the new corporate firewall network security | <ul style="list-style-type: none"> The tactical changes made the previous year were rerouted back through the new Corporate firewall. | <ul style="list-style-type: none"> The replacement strategic firewall solution was implemented in April 2019, which was delivered earlier than planned. | <ul style="list-style-type: none"> Project closed |

| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|---------------------------------|--------------------------|---|--|--|---|
| Theme 2 Digital Facilitation | Contact Centre telephony | Provide modern cloud-based telephony solution enabling improved ways of working, supporting channel shift and contemporary methods of citizen communication. Offers capability of full day-to-day management and development of the system to the business. Key enabler for the transition from Capita. | <ul style="list-style-type: none"> Contact centre solution implemented and in service | <p>There are two elements remaining in delivery, which are:-</p> <ul style="list-style-type: none"> Implementing SSO Decommissioning of legacy servers. | <ul style="list-style-type: none"> It has been agreed that if any new requirements are identified a new Project will be raised. A decision on whether to renew the Contact centre is due in October. The current opinion is that it should be extended for a further year At present the options around the Contact Centre are being investigated as part of the Voice Strategy. |
| Theme 2 Digital Facilitation | Brum Account | <p>The BRUM Account enables citizens to register and manage their own account with functions including -</p> <ul style="list-style-type: none"> Simple Registration Process Personalised welcome message Online account maintenance, including ability to reset password Enable authentication to service specific self-service solutions, once authenticated the service will be accessible via a single click from within the BRUM account Each service will display a history of activities that shows last date accessed Ability to retain partially completed forms which can be edited or deleted later Find My Local (Local View) functionality with pre-populated address Campaigns/Marketing functionality Agent view allowing auditable transaction/ account creation by contact centre staff on behalf of the citizen End to End service redesign for services | <ul style="list-style-type: none"> June 2018 – Live with new BRUM Account Portal, Council/Business rates online Parks, Neighbourhood advice/Election (internal only) complaints/compliments/comments August 2018 - Introduction of web chat on birmingham.gov.uk November 2018 – Live with Paperless Billing for Council Tax/Business rates Jan 2019 – Live with Housing Rents online March 2019 – Anti-Social Behaviour Live March 2019 – Green Waste Live | <ul style="list-style-type: none"> April 2019 – Live with Tenancy Housing Estate Management April 2019 – Highways April 2019 – Environmental Health April 2019 – Waste Management April 2019 - BRUM Account – Home page redesign April 2019 - Decommission of old system May 2019 – Private Sector Housing Services <p>Phase 2 of the BRUM Account Project has now been delivered, closure report & lesson learnt completed and signed off.</p> <ul style="list-style-type: none"> Project delivered within Budget CRM/CWS - decommissioning will be picked up separate project Mapps – 2-way integration will be completed as part of customer service BAU. | <p>Further developments along the following lines:</p> <ul style="list-style-type: none"> Chat Bots & AI Personalisation Housing Repairs Benefits – View & e-notifications Benefits replacement online New Claims Benefits – Landlord Portal Skips – Phase 2 advanced online payments & mapping Statutory complaints – Adults & Children’s services Online ‘how to’ videos Single sign on Customer Data & Insight Omni- channel implementation Social Media |

| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|---------------------------------|--|--|--|---|--|
| Theme 2 Digital Facilitation | Broadband in Local Authority Housing | Tendering open market looking for suppliers to provide offers in order to either: a) provide infrastructure only with no service b) Provide service only Provide both infrastructure and service | <ul style="list-style-type: none"> Proof of concept (POC) for infrastructure only, is currently being managed to provide ultrafast broadband into 5 tower blocks in the North of the City. No service offering is being provided as part of the POC. Tender has been placed in open market and responses have been received and are currently being assessed | <ul style="list-style-type: none"> Managing the Proof of Concept. Started on time and due to complete towards end of May. Tender assessment to be completed. Following an assessment of the tenders, a decision was made that we would permit an infrastructure provider to install fibre within multi-dwelling buildings. Any service providers would then need to work with them to provide services directly to the tenants. | <ul style="list-style-type: none"> Ongoing, A number of telecommunication infrastructure providers are currently obtaining wayleaves to install fibre connectivity within tower blocks. |
| Theme 2 Digital Facilitation | Wi-Fi in public buildings | Free public Wi-Fi installed in over 127 buildings Increased staff agility and mobility Secure access to city corporate services | <ul style="list-style-type: none"> Installation to all sites completed Project moved to business as usual | <ul style="list-style-type: none"> Complete | <ul style="list-style-type: none"> Initiate the rollout of 'Govroam' wifi that enable Council staff and NHS staff to access corporate systems via the same access points, enabling greater collaboration and joint working capabilities. Rolled out across all council properties (subject to Wifi availability). |
| Theme 2 Digital Facilitation | Fully Automated School Admissions | The Provision of a new web portal service for Birmingham schools, for - <ul style="list-style-type: none"> checking, adding and amending pupil records and movements managing additional pupil entitlement information. | <ul style="list-style-type: none"> Project approved and underway, working towards completion in September 2019 | <ul style="list-style-type: none"> Schools Portal successfully implemented as a service. 286 out of 481 schools have completed training and enrolled. Final phase due to complete end of March 2020 | <ul style="list-style-type: none"> Project successfully delivered and closed |
| Theme 2 Digital Facilitation | Smart Phones for Adult Social Care Staff | To purchase, configure and deploy smart phones to all Social Work staff in Adult Social Care & Health Services, enabling greater agility through improved mobile working | <ul style="list-style-type: none"> New proposal for Smart phone devices with full email and (data) tethering capabilities to facilitate agile working to include the Lone Worker application in the deployment. | <ul style="list-style-type: none"> Phase 4 deployment to be completed by end of March 2019 | <ul style="list-style-type: none"> Project successfully delivered and closed |
| Theme 2 Digital Facilitation | Community Libraries Self Service Phase 2 | To install 25 customer self-service kiosks to be rolled across 19 library sites. | <ul style="list-style-type: none"> CCTV works at Acocks Green is now complete. Northfield cabling is also completed, and RP has completed hardware setup. | <ul style="list-style-type: none"> Network port to be installed at Mere Green has been installed, cisco phone has been configured. | <ul style="list-style-type: none"> Project successfully delivered and closed. |

| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|---------------------------------|---|---|---|---|---|
| Theme 2 Digital Facilitation | Birmingham Children's Trust - replacement phones and Eclipse Voice system | Replacement of end of life Windows phones and enable voice recognition with the new Eclipse system | <ul style="list-style-type: none"> New Project | <ul style="list-style-type: none"> Currently obtaining and validating information about Children's Trust mobile phone users. | <ul style="list-style-type: none"> Project successfully delivered and closed. |
| Theme 2 Digital Facilitation | Commonwealth Games Athletes Village | Implementing a future proof digital infrastructure within the Athletes village that will enable the delivery of 5G applications and create a legacy digital infrastructure that ensures that citizens and homes have access to digital solutions and services without the need for retrofitting. | <ul style="list-style-type: none"> A number of telecommunication and infrastructure providers were requested to submit their proposals for the Athletes villages – These have been evaluated and a shortlist of suppliers established for further discussions. | <ul style="list-style-type: none"> A number of suppliers have been interviewed and their responses are being evaluated | <ul style="list-style-type: none"> Two providers will be selected as the preferred suppliers and will install digital connectivity at the Athletes Village. A Digital Legacy working group has been established to identify and support the creation of digital assets post Games |
| Theme 2 Digital Facilitation | Smithfield Development | Smithfield is the site for a new ambitious multi-purpose regeneration project, possibly one of the largest inner-city developments. Working with the development to ensure that the site implements the right digital infrastructure to enable the delivery of smart applications from lighting to energy, from smart homes to electric vehicle requirements etc. in order to deliver tangible benefits to citizens and businesses. | <ul style="list-style-type: none"> Smart City requirements were built into the tender process and each submission was evaluated against the requirements. IT&D will continue to support as the development progresses | <ul style="list-style-type: none"> The development is at an early stage | <ul style="list-style-type: none"> A development partner has been selected and work is ongoing. IT&D will work with the develop to shape the smart city requirements |
| Theme 2 Digital Facilitation | Covid – 19 Response - Digital | A number of new services requirements for online and contact centre forms and data to form part of the council's response to central government announcements which include the Business Rates grants, Emergency Vulnerable support, Personal Protection Equipment, PPE Audit toolkit and an Electronic Emergency Plan solution for the council. | <ul style="list-style-type: none"> New Projects in Emergency Response | <ul style="list-style-type: none"> Application and solution developed | <ul style="list-style-type: none"> Project in delivery |

| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|---------------------------------|------------------------------------|--|---|--|--|
| Theme 2 Digital Facilitation | Covid – 19 Response – New Services | Central Governments requested for us to support the vulnerable for the first 12 weeks of the covid-19 virus with essential emergency supplies like Food, essential items, prescriptions and social contact. We had to set up a new number and service using the technology for the corporate contact centre within a day and launch in the public domain with the appropriate forms, Contact Centre workflow, content and telephony solution. The new service is responsible for inbound and outbound calls to and from vulnerable citizens in Birmingham. | <ul style="list-style-type: none"> New Project in Emergency Response | <ul style="list-style-type: none"> Application and solution developed | |

| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|-------------------------------------|--------------------------|---|--|---|---|
| Theme 2 Digital Facilitation | COVID -19 | Emergency reactive measures to meet the needs arising from the COVID 19 crisis. | <ul style="list-style-type: none"> New projects and activities in response to COVID -19 | <ul style="list-style-type: none"> Increased the capacity for NetMotion usage from 3300 up to 8,000 Deployed circa 700 laptops, 850 headsets and 200 smart phones and 550 voice only phones to support immediate home working using the O365 technologies and Net Motion (circa 6000 connections) to enable effective communication, tracking and monitoring of our service. Bring Your Own Device (BYOD) Policy implemented and 500 personal device enrolments managed Development of BCP forms on the IT&D portal Development of a dedicated ITHub Support at Lancaster Circus to provide: Access to emergency IT equipment to support BCP and general support hardware and software, Implementation of a delivery service to BCC colleagues within a 10-mile radius for IT equipment such as laptops, screens, printers etc and occasionally DSE equipment such as chairs where required. Sickness Absence codes for recording COVID-19 on People Solutions, Schools Portal Introduction of online streaming of council meetings. Introduction of a HR Re-deployment app. Introduction of a Citywide Print & Mail Solution running from Dolman Street. Changes to the HR solution and associated reporting to support COVID sickness recording and monitoring Increased communication – IT Advice & Guidance and greater awareness relating to Cyber Security / Phishing | <ul style="list-style-type: none"> Ongoing activities and delivery |

| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|--------------------|--------------------------|--|---|---|---|
| Theme 3 Insight | Open Data | <p>The provision of council data in open and linked forms as part of a wider set of policy initiatives on data and its exploitation (UK Transparency Agenda, Local Government Transparency Code & The 'Right to Data').</p> <p>Improving the quality and transparency of the data will hold in partnership with the Citizens of Birmingham. Improving outcomes for the services we deliver</p> | <ul style="list-style-type: none"> Published an additional 31 data topics covering 65 new data sets. The OD platforms supports the delivery of the Big Data Corridor (BDC) project which helps businesses to understand the benefits and ways of using data to create new applications and solutions. A review of our ambitions, performance and opportunities for improvement s in how we manage, process and publish Open Data. | <ul style="list-style-type: none"> Continued monthly provision of corporate open and linked data i.e. supplier payments & purchase card transactions as well as wider data supporting Birmingham's response to the Local Government Transparency Code. Alignment of Data factory with BDC has led to new applications to support a new platform to assist with school admissions; a Health Platform implemented for data science analysis and manipulation; a Transport platform for smart cities, allowing traffic monitoring and congestion prevention; an Education Demonstrator, which monitors and analyses after school activities; The review is currently being prioritised into a set of improvement actions | <ul style="list-style-type: none"> Open Data agenda is now aligned to the Information Management Strategy and will be further developed as part this approach The Birmingham Data Factory platform continues to publish transparency data including monthly updates from Accounts and Procurement. Future development of the platform will be explored as part of the alignment of Open Data within the next phase of the Insights programme. BAU operational maintenance of the platform will be reviewed as part of Insights TOM. |
| Theme 3 Insight | Information Assurance | <p>An Information Assurance Plan has been established to enable the Council to meet its legal obligations to comply with the GDPR and Data Protection Act 2018. Overall, the project is designed to improve the way the Council manages information for its citizens and employees. The expected outcome for the project is to achieve a Level 2 maturity criteria score in all areas of the Information Assurance Maturity Model (IAMM) and Assessment Framework by the end of December 2019. A subsequent plan will be identified and established after this milestone to map out our compliance programme to achieve a Level 5.</p> | <ul style="list-style-type: none"> Data protection management accountability has been progressed to embed technical and organisational measures and controls across the council via 10 themes in line with achieving a Level 2 maturity criteria score across the Council. Key activities and tasks within the project plan have been progressed with the support of the Information Asset Owners (Assistant Directors) to embed the required controls across each Directorate. <p>(1). Governance; (2). Policies, Standards & Guidelines; (3). Data Inventory; (4). Strategy & Risk Management; (5). Procedures & Controls; (6). Information Security; (7). Third Party Management; (8). Regulatory Compliance; (9). Incident Management & Response; and (10). Training & Awareness.</p> | <ul style="list-style-type: none"> Each theme within the plan has been progressed with particular focus on high risk priorities completed i.e. <p>(1). Establishing a Council-wide Information Asset Register with associated Information Asset Owners; (2). Review of our 3rd parties (who we share our data with); (3). Ensuring we are assessing our ongoing risk position by embedding Data Protection Impact Assessments (DPIA) and (4). Training our staff on the fundamentals of Data Protection through mandatory e-learning modules.</p> <p>The plan is on target.</p> | <ul style="list-style-type: none"> All measures and controls within the 10 themes to be subject to an internal audit to assess the Councils maturity score against the achievement of Level 2. A subsequent plan will be established to taking into account any audit recommendations and look to incorporate Data Protection Certification in line with ICO direction of travel. |

| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|--------------------|---------------------------------|---|--|---|---|
| Theme 3 Insight | Information Management Strategy | The more effective use of data to create valuable and sustainable insight into the delivery of public services is a vital component of the Council Plan. The IM strategy and roadmap provide the framework for the delivery and this business case articulates the what, how and when. The appointment of an Executive SRO is a vital first step followed rapidly by the mobilisation of a team of in-house and external resources to deliver the strategy. | <ul style="list-style-type: none"> Organisational readiness assessments have been undertaken across the organisation (Jul – Oct) to baseline current position and which provided validation of the IM required strategic capabilities. An academic partner has been onboarded as part of a collaboration to extend data science capabilities and to provide initial support on use case delivery A number of use cases have been evaluated and prioritised (complexity, current capabilities, business value) and are using agile methodology to deliver value and build skills and capabilities at pace. <ul style="list-style-type: none"> Birmingham Audit - Using Machine Learning to detect fraud. Performance Management - Creating dynamic dashboards for KPI reporting. Housing Conditions Plus - Profile of Housing across Birmingham against 6 criteria. East Birmingham - Providing Data Science as a Service to support area improvement. Data Classification Model and Data Lifecycle have been documented Draft Analytics and Data Management Target Operating Models have been defined and socialised with stakeholders Communications and engagement strategy and plan have been produced and awareness raising started Soft Market Testing is underway to understand current market offerings with regards to technology, with a view to evaluate through use case delivery | <ul style="list-style-type: none"> Currently scoping roadmap transition points and collating indicative costs to inform next phase of the programme for delivery and implementation to support the business case. Development of the research and data ethics framework (procurement of specialist support) | <ul style="list-style-type: none"> Phase 2 delivery of Insight, which involves procurement to build and provide the tooling for delivery of the Business Intelligence Competency Centre and data management services that encompasses development of the Council's GIS capabilities and Open Data services. This Phase includes putting in place the learning and skills pathways and processes to ensure a fast, reliable and effective Insight service for the business |

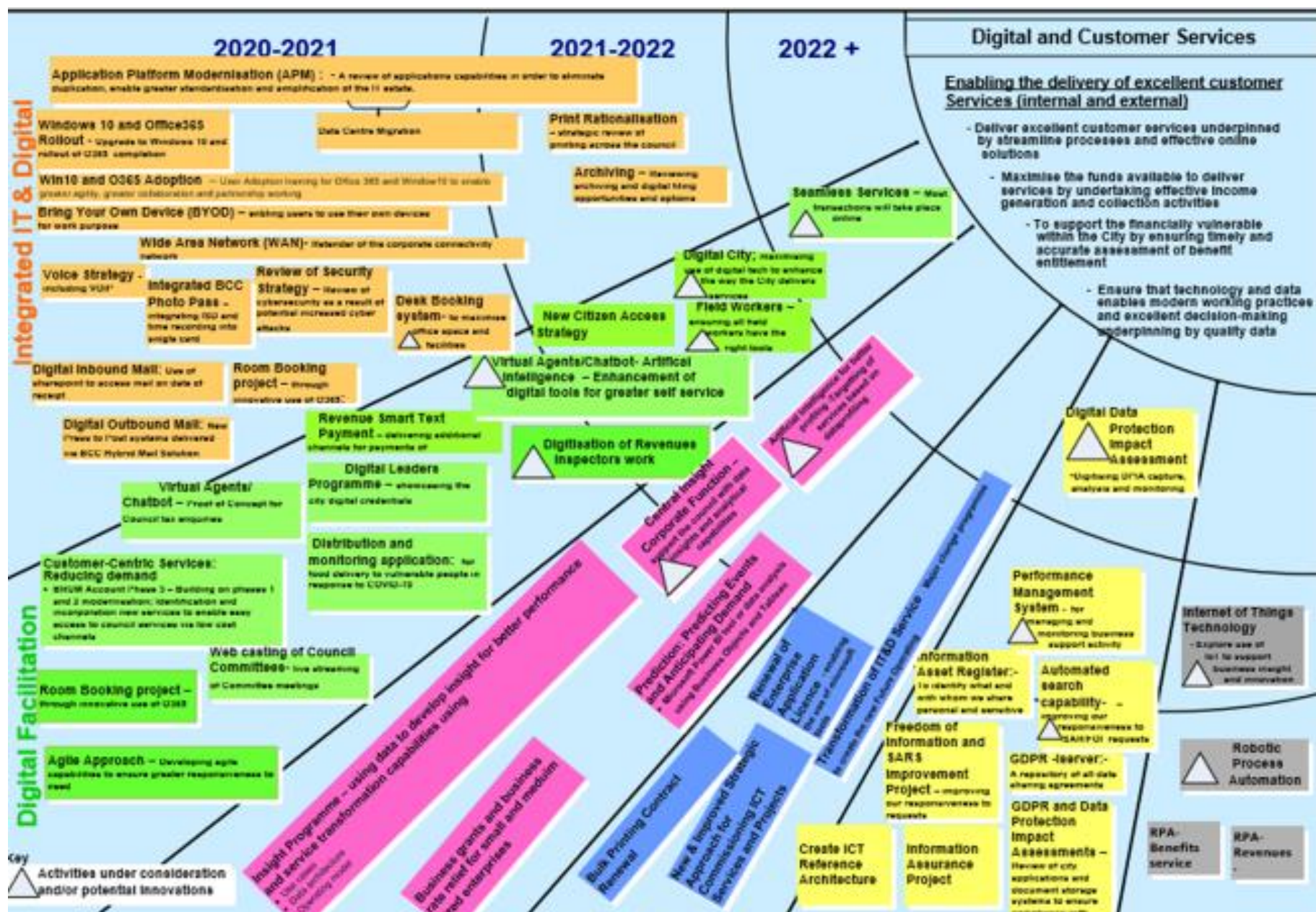
| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|--------------------------|-------------------------------------|---|---|---|---|
| Theme 4 Commissioning | Service performance over the period | Delivery of on-going ICT services during an extensive period of technological change across the council and major changes to the council's ICT Services operating model | <ul style="list-style-type: none"> Approximately 12,200 incidents / service requests per month raised via the ICT Service Desk 96% of all incidents resolved within agreed service levels 49.5% of all users have the ability to work remotely Support of approximately 430 applications Support of approximately 12,300 desktop and laptop devices Customer Survey comments are 97% positive in January 2020 – maintaining high customer satisfaction ratings following the transition | <ul style="list-style-type: none"> Successful transition of Capita staff to BCC IT&D Target Operating Model with no disruption to service and customers which is reflective in maintaining the high customer satisfaction results Managing the transition of the Modern Workplace / Windows 10 upgrade into IT&D support and operations Ensuring IT&D maintains the high service performance during a period of change across the whole council desktop estate ISO20000 standard for IT Service Management was maintained following the official transfer of the certification from Capita to BCC | <ul style="list-style-type: none"> Review and revise KPIs performance metrics Improved and transparent performance reporting e.g. use of infographics Transform ServiceNow to improve customer experience and bring efficiencies by using automation and technology new features e.g. chatbots, virtual agents Managing the transition of BEP APM and 1B / ERP replacement into IT&D support and operations Review the operating model to ensure standards are maintained for externally hosted / cloud-based services Improve customer experience through greater engagement and providing proactive support to enable the council to maximise the use of information, technology and digital services to achieve business outcomes and efficiencies Introduce a more Agile approach to service management to simplify, rationalise and increase the automation and digitalisation of process |
| Theme 4 Commissioning | Transition Project | Deliver a new council-led Information, Technology and Digital Service taking us up to and beyond the end of the current partnership with Capita which ends in 2021. | <ul style="list-style-type: none"> The plan approved by Cabinet in 27th March 2018 assumed that the Council would take a phased approach to the transition and transformation of services, thereby delivering efficiencies from the service. Significant issues were experienced in implementing this approach. A new initiative called “Shaping the Future” has started to focus on the future operating model of the service, taking into consideration, customer, staff and employee feedback | <ul style="list-style-type: none"> Transition was successfully achieved and occurred on 1st August as planned. No impact to services occurred and the transition project was successfully concluded. Annual savings of at least £12m were achieved Work on the future operating model continues | <p>Phase 2 of the Transition will see the remaining contracted services with Capita transitioned or terminated by March 2021. These included but limited to:</p> <ul style="list-style-type: none"> Printing Data Centres Telephony SAP Managed Service BACS Payment and clearing services Hardware Break/fix IT Procurement <p>Further development to completion of the future operating model</p> |

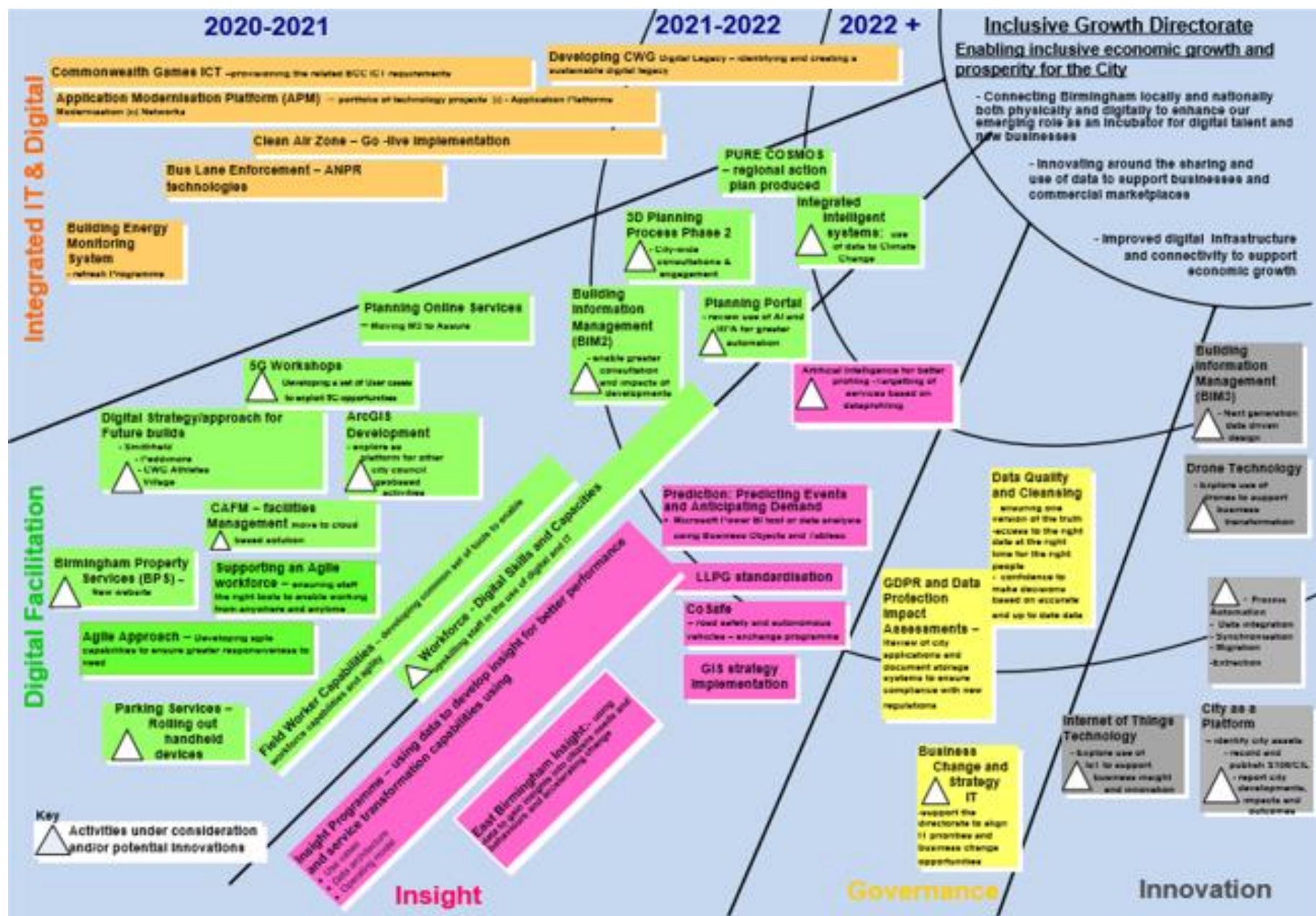
| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|--------------------------|--|--|--|--|---|
| Theme 4 Commissioning | Revised IT project governance and prioritisation process | New improved strategic approach for commissioning ICT projects and services | <ul style="list-style-type: none"> Development is dependent on the wider ICT supplier ecosystem design and planning work which will form part of the future operating model for the council's IT & Digital Service | <ul style="list-style-type: none"> Partner was appointed to support the design and implementation of the Future Operating Model of the new IT and Digital Service. This work has now finished | <ul style="list-style-type: none"> Improved strategic approach for commissioning ICT projects and services will develop as part of the wider work on designing the new IT & Digital Services operating model through 2019/20 and 2020/21. |
| Theme 5 Governance | Revised IT project governance and prioritisation process | <p>Re-organise ICT project governance to:</p> <ul style="list-style-type: none"> - provide clarity to the organisation on the criteria used for assessing the viability of an ICT project request - in order to improve the quality of requests received - Establish a Strategic Assessment Board to receive and assess ICT project requests - Establish a governance framework for the new directorate structure - ICT Strategy Board and Directorate ICT Boards - Provide continuous feedback to directorates on the quality and outcomes of ICT requests made by their directorates <p>Develop a mechanism for assessing the relative importance of ICT projects to inform prioritisation and decision making</p> | <ul style="list-style-type: none"> New governance model published on BCC intranet Strategic Assessment Board established and reviewing all new project requests ICT Strategy Board membership refreshed to reflect new directorate structure Project prioritisation tools/methods researched, and beta model developed and in test | <ul style="list-style-type: none"> Reporting of ICT project requests back to directorates has just commenced One Directorate ICT Board established - and work underway to establish the remainder Initial discussions started with Corporate PMO regarding linking prioritisation to business planning Strategic Assessment Board is evolving based on learning from its 8-weeks of operation Beta testing of prioritisation approach underway but lacking inputs for projects under £200k Established governance boards within most directorates which will review the IT activities, identify prioritisation of projects and requests and review business cases and implement benefit realisation process to track project benefits both financial and non-financial | <ul style="list-style-type: none"> Refinement of the prioritisation method, including the possible introduction of simple business cases for all discretionary projects over [+£50k] Roll out of the Directorate ICT Boards to remaining directorates Working closely with directorates to improve the quality and alignment of ICT project requests |

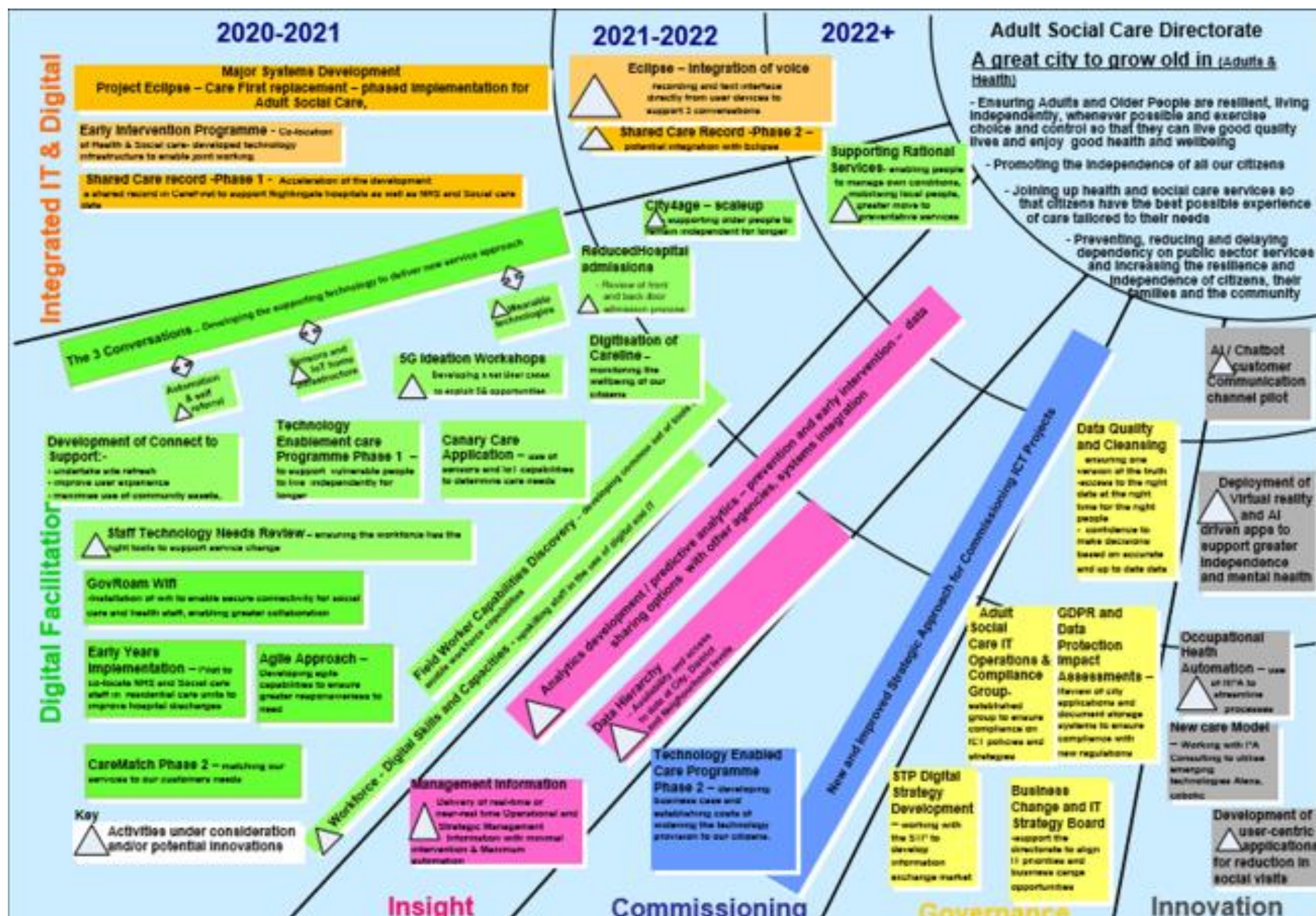
| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|-----------------------|--------------------------|---|---|--|---|
| Theme 5 Governance | Reference Architecture | <p>A Reference Architecture provides a template based on the generalisation of a set of solutions and components.</p> <p>It gives a reference point that describes services and components used in the estate and aids in reuse, supports rationalisation and reduces risk of proliferation of different services and technologies.</p> <p>The reference architecture speeds up solution development and design and supports cost avoidance and cost reduction.</p> <p>Once developed it will form the strategic blueprint and roadmap for the development of a 21st Century Digital Council</p> | <ul style="list-style-type: none"> Development of Logical Reference Architecture, Development of Micro Strategies supporting the Logical reference architecture to inform programme delivery. | <ul style="list-style-type: none"> Continued iterative development of Micro Strategies supporting the Logical reference architecture to inform programme delivery. | <ul style="list-style-type: none"> Continued iterative development of Micro Strategies supporting the Logical reference architecture to inform programme deliver. Development of Conceptual and Physical Reference Architectures viewpoints. This will form the basis of the new ICT & Digital Strategy 2021-2025 |
| Theme 6 Innovation | Technology Roadmaps | <p>Working with Directorates to identify where IT can help support key strategic challenges and issues</p> <p>Raise awareness of existing, new and emerging technology to support business transformation</p> <p>Lead and shape directorate business plans by aligning the Council's ICT & Digital Strategy</p> | <ul style="list-style-type: none"> Supporting Adults Social Care to develop an Equipment and Assistive Technology Strategy Supporting the Information, Advice Group to improve engagement with the workforce and citizens Developing use cases for 5G opportunities Fully developed roadmaps for all directorates | <ul style="list-style-type: none"> Workshops and ideation sessions with business areas to identify transformation and service redesign opportunities Secured the BETTER European Project which will work with directorates to identify digital best practices for addressing key challenges. Introduced new and emerging technologies such as RPA and Chatbots Established a partnership with the Hartree, Science and Technology Facilities Centre to deliver Chatbot POC | <ul style="list-style-type: none"> T-maps for each directorate are being refreshed for 2020/21 and awaiting review and sign off by the directorates. The BETTER project has been handed over the European team to increase capability and city-wide learning from best practices. |

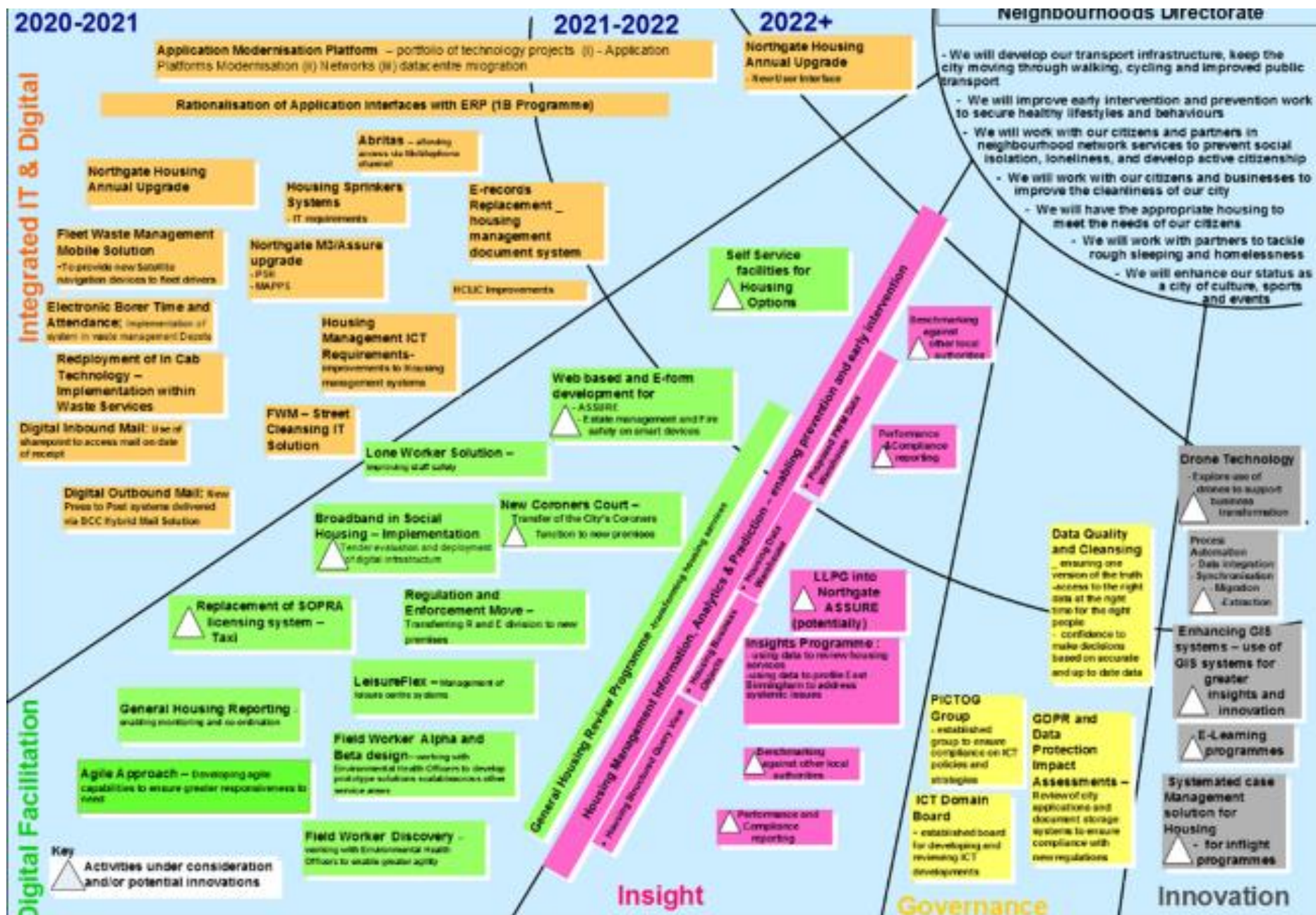
| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|-----------------------|---|---|--|---|--|
| Theme 6 Innovation | PURE COSMOS (Public Authorities Role Enhancing Competitiveness of SMEs): | The project focuses on the role that public authorities can play in enhancing the competitiveness of SMEs by making the business climate more transparent and reliable, supporting the needs of SMEs and promoting modernisation of public services | <p>Development of Birmingham's Regional Action Plan under consultation with GBSLEP and Stakeholders resulting in 4 Regional Actions -</p> <ul style="list-style-type: none"> to establish a Regional Better Business for all Group of Regulators to increase visibility and access to data and web intelligence to support data-driven decision making to support new and innovative procurement approaches to enable regional SMEs to benefit from 5G technologies. Technical Import Workshop in Sept attended by key partners to inform RAP development. Speaker and Panel attendance at City of Barcelona's Regional Knowledge Transfer Conference led by Government of Catalonia (13/14 Mar 2018). | <ul style="list-style-type: none"> Commence Phase 2 with continued leader activities for Exchange of Experience and co-ordination Set up and monitoring of RAP Delivery of the Data Feasibility Study. | <ul style="list-style-type: none"> Ongoing work with Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) to develop ongoing best practice and learning from emerging technologies such as 5G and sharing it with city and European partners |
| Theme 6 Innovation | PULSE (Participatory Urban Living for Sustainable Environments) | A data science project that will harvest open city data, data from health systems, sensors and personal devices to examine environmental and social exposures (air quality) and behavioural risks (inactive lifestyles) to provide citizens/communities with access to new data insights to encourage healthier lifestyles and better awareness of the risks such as Asthma and Diabetes. | <ul style="list-style-type: none"> 139 Fitbits deployed in the targeted East Birmingham area across schools and local community groups (inc. engagement with the Pulsair App) and associated data collection and dashboard development 175 baseline questionnaires completed, and 6 schools signed up to host air quality monitoring devices providing local granular air pollution data. EC Review 14 Mar 2019Luxembourg | <ul style="list-style-type: none"> PULSE: FiiB process to procure services to install AQ devices in school/community locations Continued data collection and analysis from wearables, AQs and App | <ul style="list-style-type: none"> Installation of AQ devices in school/community locations Continued data collection, analysis and interpretation including the additional AQ data Development of UI dashboard; technology and data validation activities via user engagement sessions. Project extended for 6-months until 31st October 2020 with continued air pollution monitoring and citizen engagement. Engagement with policy/decision makers to commence and inform HiAP (health in all policies) models of practice. |

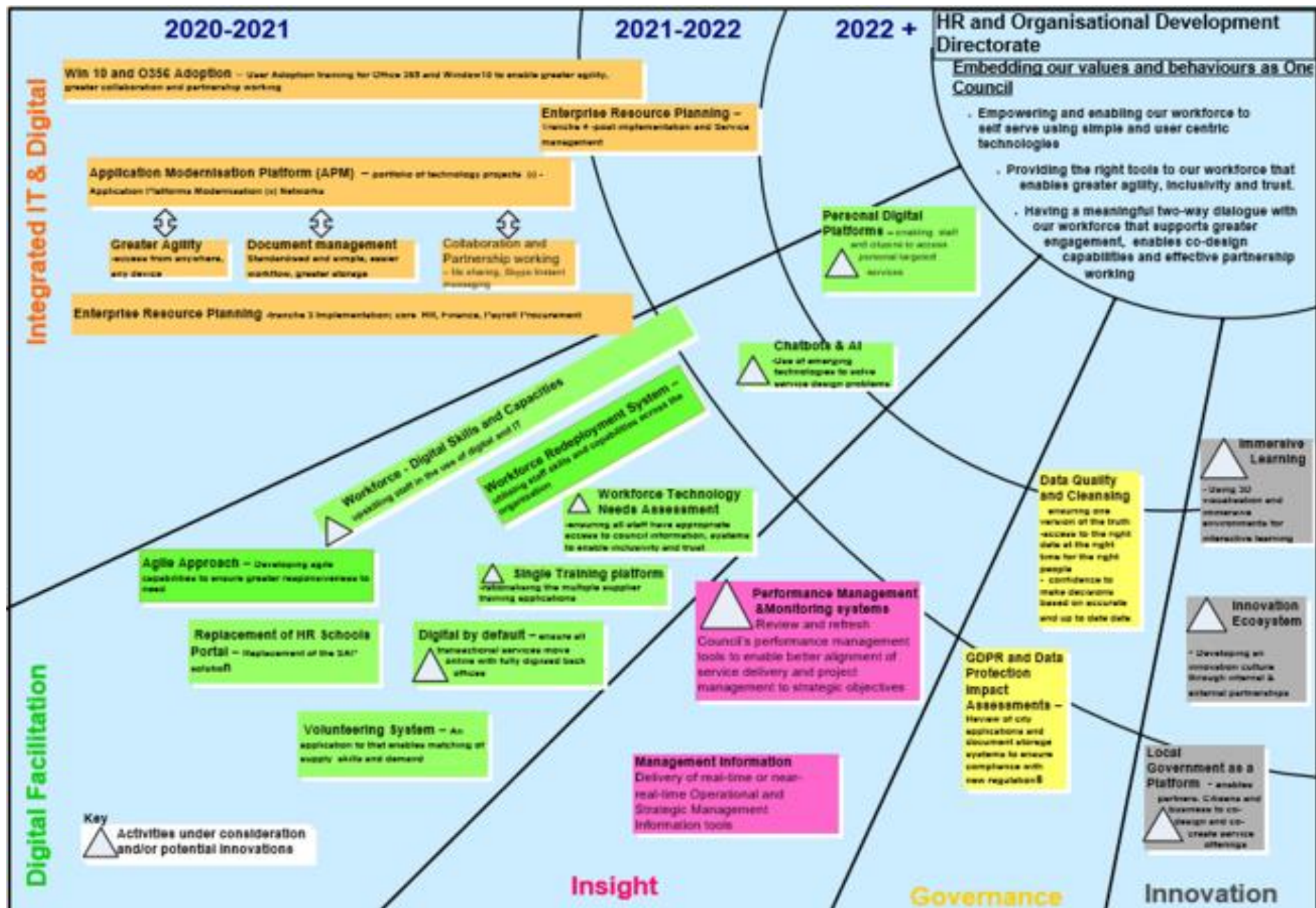
| Strategy theme | Programme / Project name | Programme / Project description and expected outcomes | Progress since March 2019 | Current Position | Going Forward (April 2020 to March 2021) |
|-----------------------|--------------------------------------|--|---|--|---|
| Theme 6 Innovation | Big Data Corridor: | Driving growth and development for businesses in Greater Birmingham and Solihull | <ul style="list-style-type: none"> Engagement of SMEs through masterclasses and demonstrations; delivered business assist Supported new start-ups, research collaborations and the creation of new products such MyEd's Admissions management systems for LEA's. Helping to reduce the cost of managing admissions and schools search and match system for parents with third party access (using unique data matching algorithms). | <p>To date the project has delivered:</p> <ul style="list-style-type: none"> 12 hrs business assistance delivered to SMEs; <ul style="list-style-type: none"> Support to new start up Research collaboration with University Creation of new products to market New products for SMEs | <ul style="list-style-type: none"> Successful deliver all outputs Project closed September 2019 |
| Theme 6 Innovation | Digital Leaders Week 15-19 June 2020 | Together with the Future Cities Catapult initiative, these events will bring together 10 of the UK's most innovative Cities to run a programme of activities | <ul style="list-style-type: none"> The council was approached in to support this week of events. | <p>The council has approached various stakeholders and Digital Birmingham partners –</p> <ul style="list-style-type: none"> WMCA & Ministry of Justice – both are keen to support and potential creation of a “OneTeamGov” Hack event Aston University, Birmingham City University Innovation Bham Innovation Alliance Network. | <ul style="list-style-type: none"> Currently compiling a calendar of partner events to promote during the week 15-19 June 2020 Digital Leaders week postponed until October 2020 and will be delivered in conjunction with Birmingham Tech Week |

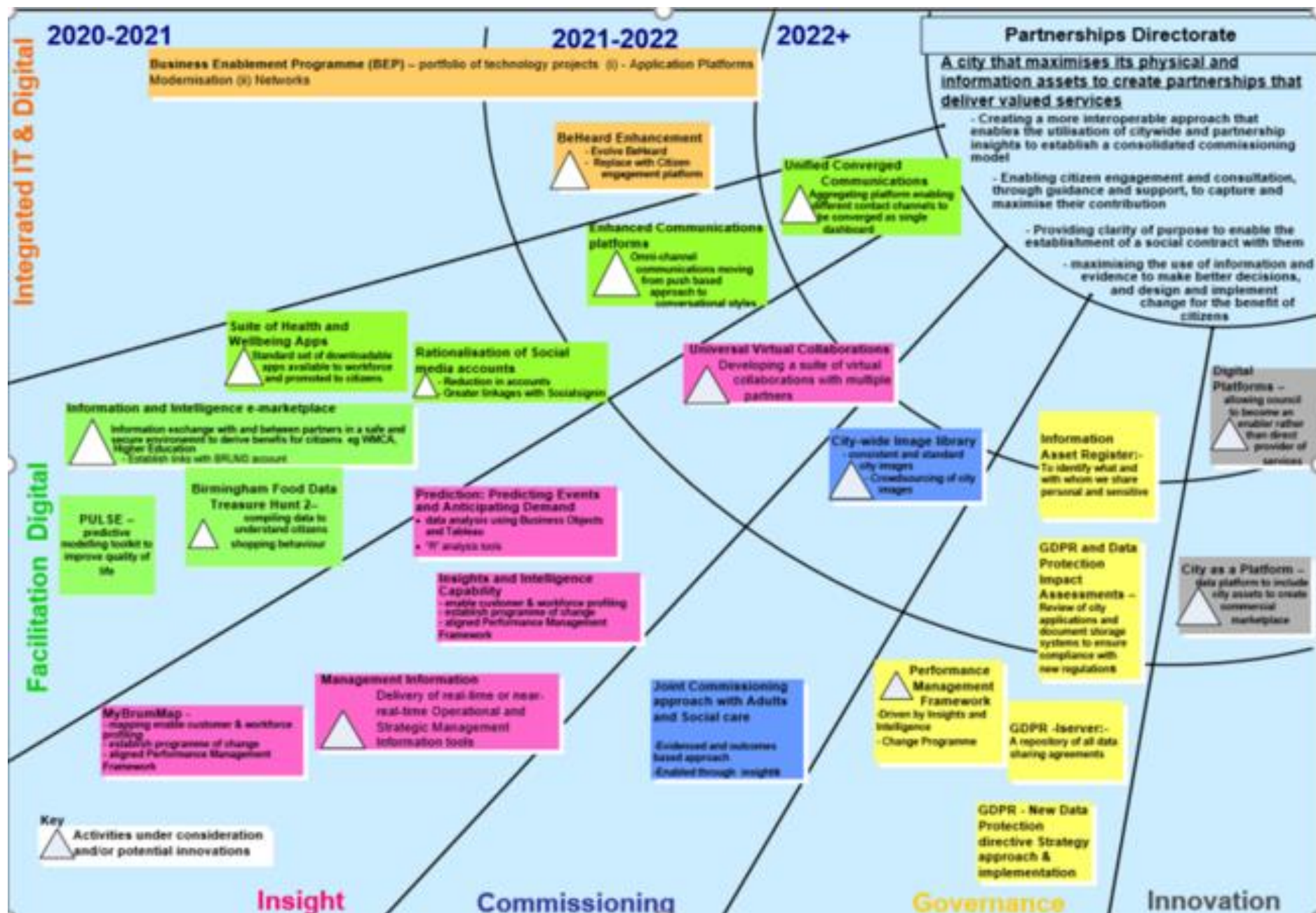


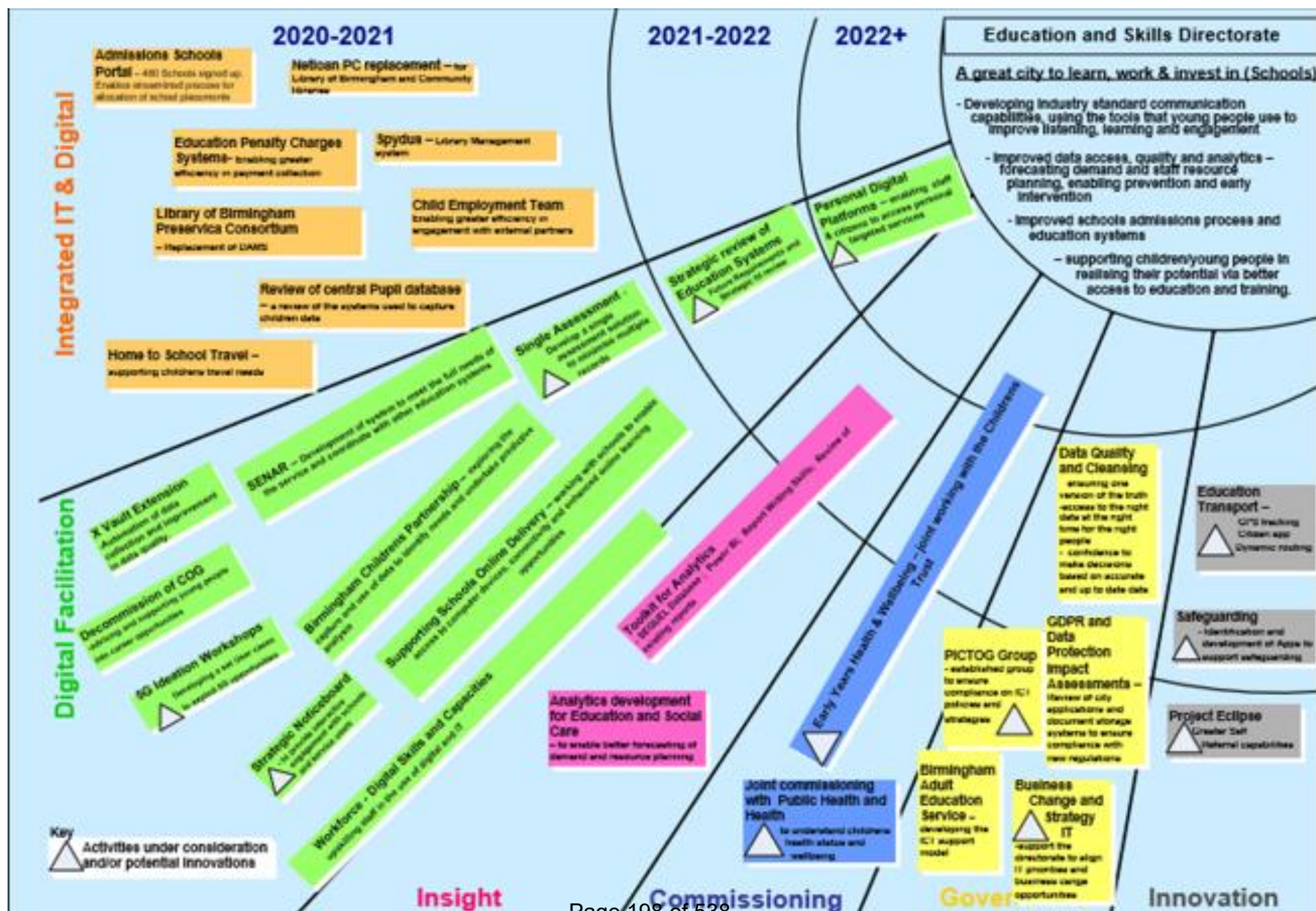














Equality Analysis

Birmingham City Council Analysis Report

| | |
|--------------------------------|---|
| EA Name | ICT & Digital Strategy (2016 - 2021) |
| Directorate | Corporate Resources |
| Service Area | Information Technology - Change And Support Services |
| Type | New/Proposed Policy |
| EA Summary | <p>Birmingham City Council is in the process of developing a new/refreshed ICT & Digital Strategy for the period 2016 -2021. The work to implement the strategy has two major projects:</p> <ol style="list-style-type: none"> 1. An Investment Programme - implementing replacement and new, enabling ICT assets in line with the strategy and in support of the council's new Business Architecture. 2. An ICT Transition Programme to take BCC up to and beyond the end of the Service Birmingham partnership with Capita. |
| Reference Number | EA001412 |
| Task Group Manager | simon.hall@birmingham.gov.uk |
| Task Group Member | |
| Date Approved | 2016-09-29 01:00:00 +0100 |
| Senior Officer | Jackie.Woollam@birmingham.gov.uk |
| Quality Control Officer | Helen.Burnett@birmingham.gov.uk |

Introduction

The report records the information that has been submitted for this equality analysis in the following format.

Overall Purpose

This section identifies the purpose of the Policy and which types of individual it affects. It also identifies which equality strands are affected by either a positive or negative differential impact.

Relevant Protected Characteristics

For each of the identified relevant protected characteristics there are three sections which will have been completed.

- Impact
- Consultation
- Additional Work

If the assessment has raised any issues to be addressed there will also be an action planning section.

The following pages record the answers to the assessment questions with optional comments included by the assessor to clarify or explain any of the answers given or relevant issues.

1 Activity Type

The activity has been identified as a New/Proposed Policy.

2 Overall Purpose

2.1 What the Activity is for

| | |
|---|--|
| What is the purpose of this Policy and expected outcomes? | This Equalities Analysis is being carried out to support the development of Birmingham City Council's ICT & Digital Strategy (2016 - 2021). The aim of the strategy is to provide a set of guiding principles and plans that steer the ICT & Digital support services of the council so that they: > Are aligned with the needs of the Future (Birmingham City) Council > Can make the transition past the end of the current Service Birmingham Contract > Continue to deliver new and improved replacement services in to the business -as-usual environment over the next five years |
|---|--|

For each strategy, please decide whether it is going to be significantly aided by the Function.

| | |
|---------------------------|-----|
| Public Service Excellence | Yes |
| A Fair City | Yes |
| A Prosperous City | Yes |
| A Democratic City | Yes |

2.2 Individuals affected by the policy

| | |
|---|-----|
| Will the policy have an impact on service users/stakeholders? | Yes |
| Will the policy have an impact on employees? | Yes |
| Will the policy have an impact on wider community? | Yes |

2.3 Analysis on Initial Assessment

Our analysis has identified that two out of nine protected characteristics are potentially affected by this ICT & Digital Strategy. We can't see any direct impact on:

1. Gender
2. Gender Re-assignment
3. Marital Status
3. Pregnancy & Maternity
5. Religion
6. Sexual Orientation
7. Age - but see (age-related) Disability below:

However - we are looking at the following characteristics from these perspectives:

8. Disability Accessibility of services: The ability to easily read digital interfaces on screens of computers, tablets and smartphones: interface design: font sizes, colour schemes, colour-blindness, ability to use text readers, etc.
9. Race Less race - more specifically - language and exclusion of non-English speakers and readers

3.1 Disability

3.1.1 Disability - Differential Impact

| | |
|------------|----------|
| Disability | Relevant |
|------------|----------|

3.1.2 Disability - Impact

| | |
|---|---|
| Describe how the Policy meets the needs of Individuals with a disability? | The strategy will primarily affect people with disabilities as a result of their use and possible exclusion through the use of ICT & Digital services - specifically: "screens" (User Interface designs) and keyboards and pointing devices (Mice). People with visual impairment will be the most commonly affected group. Wherever practicable, the council will ensure that these user interfaces meet, or can be user-configured to meet usability standards. Specifically to quote the council website: "We comply with the W3C/WAI AA standard for accessibility as a minimum." We provide the most widely/easily used input devices, with large lettering where necessary. |
| Do you have evidence to support the assessment? | Yes |
| Please record the type of evidence and where it is from? | Consultation via the Be Heard website asked specific questions of individuals about their disability status and whether they thought their disability would be a barrier to accessing council services via ICT channels. 19% of respondents said they were registered disabled and 10% of respondents thought that their disability would be a possible barrier. The reasons for this were cited as: "Ageing process" "Phone calls can make me very tired as I suffer from chronic fatigue syndrome" "They tend to be very difficult to use and hard to get to the right person or department a lot of older people are not that up to date with the technology know available." |
| Have you received any other feedback about the Policy in meeting the needs of Individuals with a disability? | No |
| You may have evidence from more than one source. If so, does it present a consistent view? | Not applicable |
| Is there anything about the Policy and the way it affects Individuals with a disability which needs highlighting? | No |

3.1.3 Disability - Consultation

| | |
|---|-----|
| Have you obtained the views of Individuals with a disability on the impact of the Policy? | Yes |
|---|-----|

| | |
|--|--|
| If so, how did you obtain these views? | Be Heard Consultation - publicised to over 100,000 people through: > Your Weekly News > Keep in Touch > Birmingham Bulletin > Social media: corporate accounts on: >> Twitter >> Facebook >> LinkedIn |
| Have you obtained the views of relevant stakeholders on the impact of the Policy on Individuals with a disability? | Yes |
| If so, how did you obtain these views? | Be Heard Consultation - publicised to over 100,000 people through: > Your Weekly News > Keep in Touch > Birmingham Bulletin > Social media: corporate accounts on: >> Twitter >> Facebook >> LinkedIn |
| Is there anything about the Policy and the way it affects Individuals with a disability which needs highlighting? | No |

3.1.4 Disability - Additional Work

| | |
|---|--|
| Do you need any more information to complete the assessment? | No |
| Please explain how individuals may be impacted. | Poor design of citizen interfaces via phones (contact centre call handling software) and websites. NOTE: The council Web Team do use industry design standards to comply with disability accessibility requirements. (We comply with the W3C/WAI AA standard for accessibility as a minimum). |
| Is there any more work you feel is necessary to complete the assessment? | No |
| Do you think that the Policy has a role in preventing Individuals with a disability being treated differently, in an unfair or inappropriate way, just because of their disability? | Yes |
| Do you think that the Policy could help foster good relations between persons who share the relevant protected characteristic and persons who do not share it? | No |
| Do you think that the Policy will take account of disabilities even if it means treating Individuals with a disability more favourably? | No |
| Do you think that the Policy could assist Individuals with a disability to participate more? | Yes |
| Do you think that the Policy could assist in promoting positive attitudes to Individuals with a disability? | Yes |

3.2 Race

3.2.1 Race - Differential Impact

| | |
|------|----------|
| Race | Relevant |
|------|----------|

3.2.2 Race - Impact

| | |
|---|--|
| Describe how the Policy meets the needs of Individuals from different ethnic backgrounds? | The ICT & Digital Strategy (2016 -2021) has no specific relation to ethnicity - rather it can support inclusion of people who do not have English as a first language. |
| Do you have evidence to support the assessment? | Yes |
| Please record the type of evidence and where it is from? | From the council website: "You can translate our website into 60 different languages using Google Translate". |
| Have you received any other feedback about the Policy in meeting the needs of Individuals from different ethnic backgrounds? | No |
| You may have evidence from more than one source. If so, does it present a consistent view? | Not applicable |
| Is there anything about the Policy and the way it affects Individuals from different ethnic backgrounds which needs highlighting? | No |

3.2.3 Race - Consultation

| | |
|--|--|
| Have you obtained the views of Individuals from different ethnic backgrounds on the impact of the Policy? | Yes |
| If so, how did you obtain these views? | Be Heard Consultation - publicised to over 100,000 people through: > Your Weekly News > Keep in Touch > Birmingham Bulletin > Social media: corporate accounts on: >> Twitter >> Facebook >> LinkedIn |
| Have you obtained the views of relevant stakeholders on the impact of the Policy on Individuals from different ethnic backgrounds? | No |
| If not, why not? | There are no plans to consult relevant stakeholders |
| Is there anything about the Policy and the way it affects Individuals from different ethnic backgrounds which needs highlighting? | No |

3.2.4 Race - Additional Work

| | |
|--|----|
| Do you need any more information to complete the assessment? | No |
|--|----|

| | |
|--|----|
| Is there any more work you feel is necessary to complete the assessment? | No |
| Do you think that the Policy has a role in preventing Individuals from different ethnic backgrounds being treated differently, in an unfair or inappropriate way, just because of their ethnicity? | No |
| Do you think that the Policy could help foster good relations between persons who share the relevant protected characteristic and persons who do not share it? | No |

3.3 Concluding Statement on Full Assessment

Disability

78% of respondents said they were not registered as disabled

19% of respondents said they were registered as disabled

3% preferred not to say

Those that gave reasons as to why disability might be a barrier to accessing the council's services via ICT & Digital channels cited age (and a lack of capability based on age), as well as chronic fatigue syndrome (a barrier to contact via telephony). These concerns are largely cultural and governed by individual attitude and choice, rather than based on disability. Age is not necessarily a barrier (viz. the phenomenon of the "Silver Surfer") and we have demonstrated that the council's website(s) comply with the appropriate visual design standards for use by people with visual impairment.

With regard to the comments around disability and telephony (above) and the reluctance to use ICT & Digital channels provided by the council - if people choose to not use these, they have stepped outside the scope of the strategy. For those that would like to be included in the Digital arena, but can't participate due to a lack of capability, the strategy is clear about council support for those people:

"3.2.1 Digital Agenda

We will ensure that individuals or groups are not unfairly disadvantaged by the "Digital Divide created by technology, by committing to deliver all of our services in a fair and equitable manner."

ALSO:

"Digital City - we will help, mentor and advise communities and businesses with the technology they need to enhance their lives, enabling stakeholders and businesses in the City to use Digital technologies to improve their lives, providing them with access to our business services / ICTD via expected supported devices, as well as developing their Digital skills, from the children and young people in our schools to our elderly and vulnerable residents."

Ethnicity

81% of respondents said they were White British

10% of respondents said they were White

3% of respondents preferred not to say

3% of respondents said they were Indian

3% of respondents said they were Chinese

None of respondents thought the strategy would present a barrier to them due to their ethnicity.

For the concerns over language rather than ethnicity, we would repeat the text for www.birmingham.gov.uk that states:

"You can translate our website into 60 different languages using Google Translate."

From <https://www.birmingham.gov.uk/accessibility>

4 Review Date

18/09/17

5 Action Plan

There are no relevant issues, so no action plans are currently required.

Risk Log for Business Enablement Programme

| | | |
|-------------|-------------------|---|
| Key: | Impact | 5 - Major, 4 - very significant, 3 - significant, 2 - moderate, 1 - minor |
| | Likelihood | 5 - almost certain, 4 - likely, 3 - possible, 2 - unlikely, 1 - rare |

| ID | Date Raised | Workstream | Description | Impact | Likelihood | Score | Mitigation | Owner(s) | Last Reviewed | Post Mitigation Impact | Post Mitigation Likelihood | Post Mitigation Score |
|----|-------------|--------------------------|---|--------|------------|-------|---|-----------------|---------------|------------------------|----------------------------|-----------------------|
| 1 | 01 Nov 2018 | Modern Workplace and APM | Problems are experienced with programme funding. Outstanding work cannot be completed and the business benefits cannot therefore be realised | 5 | 4 | 20 | <p>Ensure scope and plans are aligned to available BEP funding. Engage Finance and programme sponsor in business case approval process early and with ongoing financial reporting and management.</p> <p>APM: The scope of APM has been defined in the approved APM Infrastructure Refresh Business case in line with the BEP funding envelope. Monitoring of costs and benefits forms part of the operational delivery of the programme and is reported on monthly to the APM board with any associated risks and their mitigations</p> <p>MW A new rollout baseline was set and there were successful increased weekly rollout volumes week on week. Lessons were learnt quickly and adopted to yield success. The entire rollout delivery in the main has been remarkably achieved in a mere 6 months and currently stands at 93.4% complete (in scope devices).</p> | Dean C, Chris N | 16 Mar 2020 | 5 | 3 | 15 |
| 2 | 01 Nov 2018 | Modern Workplace and APM | Resource problems negatively affect programme delivery. Resource gaps prevent timely delivery of projects. Lack of availability of resources at the time they are needed prevent timely delivery of projects. Quality of deliverables / realisation of benefits is affected. Absence that cannot be predicted affects timely project delivery | 5 | 4 | 20 | <p>Devise resourcing requirements from plans and resource accordingly. Devise and assign to an optimal resource model aligned to delivery. Ensure funding is available to secure the resources.</p> <p>APM: Resource plans are heavily dependant on internal resource to deliver, however budget has been provisioned for the use of 3rd parties to supplement the team. Dependency planning has been undertaken at intra-programme level to assess resource constraints.</p> <p>Covid19 resource planning has also been undertaken to identify fall back/ cover in order to mitigate a drop in resource availability where possible</p> <p>MW Programme turnaround remarkable. Resource gaps identified / highlighted / restructured as part of the entire programme delivery reshaping exercise. Win10 showed fantastic recovery and throughput.</p> | Dean C, Chris N | 16 Mar 2020 | 5 | 3 | 15 |
| 3 | 01 Nov 2018 | Modern Workplace | Approvals and decision-making processes negatively affect programme delivery. The project is delayed or poor quality solutions are put live with subsequent detrimental impact on live business operations | 4 | 5 | 20 | <p>Ensure early definition of and engagement with decision-makers and clarity of decision-making criteria.</p> <p>Strategy and decision-making process redesigned as part of delivery re-shaping. Improved quality solutions introduced. Remarkable turnaround.</p> | Dean C | 11 Apr 2019 | 3 | 3 | 9 |

| | | | | | | | | | | | | |
|----|-------------|--------------------------|--|---|---|----|---|-------------------|-------------|---|---|----|
| 4 | 01 Nov 2018 | Modern Workplace and APM | Stakeholder engagement problems negatively affect programme delivery. The project is delayed or poor quality solutions are put live with subsequent detrimental impact on live business operations | 5 | 4 | 20 | Ensure stakeholder engagement is included and prioritised in overall plan and adequately resourced. Stakeholder engagement vastly improved. New tactics included closer communication and the correct team and operational management spearheading approach. | Dean C, Chris N | 11 Apr 2019 | 3 | 3 | 9 |
| 6 | 01 Mar 2019 | Modern Workplace and APM | The digital skills and culture change needs of the organisation may demand far more effort than planned for and funded within the programme, but are essential to deliver the new ways of thinking and working necessary to exploit the opportunities enabled by the new technologies being implemented. This could result in potential delays and overspend on the programme as well as widespread change issues across the work force. | 5 | 5 | 25 | Engage HR in the programme to align staff engagement with the work force strategy, and Forward Together. Ensure detailed HR involvement in the programme to ensure alignment. APM: The APM Infrastructure Refresh Business Case makes a provision for staff training in the technologies being introduced, along with substantial supplier led engagement on design and installation to embed an understanding of the technology within IT&D. MW No rebaselined delays or overspend. | Dean C, Chris N | 16 Mar 2020 | 5 | 3 | 15 |
| 7 | 30 Nov 2019 | APM | A large proportion of the councils server hardware and platform software is reaching end of life over the next 2 years increasing the risk of hardware failures and security risks. | 4 | 5 | 20 | Purchase of extended support where appropriate, combined with targeted prioritisation of upgrades and migration to new hardware and software platforms | Chris N | 16 Mar 2020 | 4 | 3 | 12 |
| 8 | 12 Feb 2019 | APM | The ERP Programme does not complete by March 2021. This will impact the ability for BCC to exit the existing data centres and decommission them impacting budget and savings. | 5 | 3 | 15 | Ensure close contact with the ERP Programme to keep abreast of likely impacts. Tactical options to move SAP from council's data centres to be investigated. ERP Programme is in the process of validating the GO Live Date | Chris N , Imran J | 17 Mar 2020 | 3 | 4 | 12 |
| 9 | 10 Aug 2018 | Networks | Project Funding | 3 | 1 | 3 | Secure sufficient funding to cover the required programme deliverables or amend the scope of the programme's deliverables to match the available funding. | Hitesh Patel | 17/03/2020 | 3 | 1 | 3 |
| 10 | 10 Aug 2018 | Networks | Project Time | 3 | 2 | 6 | Plan the project with realistic time scales or task completion and include contingency in the plan. | Hitesh Patel | 17/03/2020 | 3 | 1 | 3 |
| 11 | 28 May 2019 | Networks | Voice Strategy | 3 | 1 | 3 | Work closely with the Architecture Team and Modality (who are producing the strategy) to ensure all areas are covered | Hitesh Patel | 17/03/2020 | 1 | 1 | 1 |
| 12 | 28 May 2019 | Networks | Network Strategy | 2 | 1 | 2 | Work closely with Capita to ensure that milestones are set and kept to ensure timely production. | Hitesh Patel | 17/03/2020 | 1 | 1 | 1 |

| | | | | | | | | | | | | |
|----|-------------|----------|--|---|---|----|--|--------------|------------|---|---|---|
| 13 | 31 Jul 2019 | Networks | Replacement Cisco 6509 Line cards | 4 | 1 | 4 | Decision taken to implement a tactical solution to extend the life of the existing kit. Solution involves the replacement of the Birmingham Library switches allowing these to be used as spares | Hitesh Patel | 17/03/2020 | 4 | 1 | 4 |
| 14 | 31 Jul 2019 | Networks | HSCN connection | 4 | 1 | 4 | Virgin Media Solution has been chosen. Awaiting dates solution will be implemented | David Mustin | 17/03/2020 | 4 | 1 | 4 |
| 15 | 31 Jul 2019 | Networks | Termination of GCSx | 3 | 2 | 6 | The quote for the termination of the GCSx capability has been delivered and checked. A budget code to fund the work is required | Raj Mack | 17/03/2020 | 1 | 1 | 1 |
| 16 | 31 Jul 2019 | Networks | 2019 PSN Assessment | 4 | 1 | 4 | The 2019 assessment has been paused by mutual consent until the roll-out of Windows 10 has been achieved | Phil Degg | 17/03/2020 | 4 | 1 | 4 |
| 17 | 16 Sep 2019 | Networks | Telephony Resource | 2 | 1 | 2 | Additional resources hare being recruited. | Bipin Parmar | 17/03/2020 | 2 | 1 | 2 |
| 18 | 16 Mar 2020 | Networks | Category Management | 3 | 1 | 3 | A new person is due to start at the end of March, who will be allocated to the Network projects. | Bipin Parmar | 17/03/2020 | 3 | 2 | 1 |
| 19 | 16 Sep 2019 | Networks | Network Resource | 3 | 2 | 6 | Projects to be scheduled wherever possible to avoid conflict. In addition contract staff could be engaged to cope with peaks in demand. | Bipin Parmar | 17/03/2020 | 2 | 1 | 2 |
| 20 | 16 Mar 2020 | Networks | Cabinet Approval | 3 | 2 | 6 | Ensure all relevant information is included in the business by liasing with stakeholders etc. | Mark Wilson | 17/03/2020 | 2 | 1 | 2 |
| 21 | 16 Mar 2020 | Networks | Network Resource | 3 | 2 | 6 | Projects to be scheduled wherever possible to avoid conflict. In addition, contract staff could be engaged to cope with peaks in demand. | Bipin Parmar | 17/03/2020 | 2 | 1 | 2 |
| 22 | 16 Mar 2020 | Networks | Network Resource | 3 | 2 | 6 | projects to be scheduled wherever possible to avoid conflict. In addition additional contract staff could be engaged to cope with peaks demand. | Bipin Parmar | 17/03/2020 | 2 | 1 | 2 |
| 23 | 08 Mar 2019 | Networks | There is a risk that BCC does not achieve its PSN accreditation for 2019 | 5 | 2 | 10 | Discussions have been held with the PSN Assessor to defer the 2019 assessment until after the roll-out and deployment of Windows 10. Verbal agreement has been gained - written confirmation is required | Mark W | 12/04/2019 | 5 | 1 | 5 |

Birmingham City Council

Report to Cabinet

21 JULY 2020



Subject: Consultation on a new Air Quality Action Plan

Report of: Robert James, Acting Director of Neighbourhoods

Relevant Cabinet Member: Councillor Waseem Zaffar, Cabinet Member for Transport and Environment

Relevant O & S Chair(s): Cllr Liz Clements, Sustainability and Transport

Report author: Mark Wolstencroft, Operations Manager Environmental Protection

| | | |
|--|---|---|
| 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: 007698/2020 | | |
| 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

- 1.1 The City Council has a legal duty under the Environment Act 1995 to review the air quality within its boundary and to prepare an action plan to deliver compliance with legal limits.
- 1.2 The Council has declared an Air Quality Management Area for nitrogen dioxide and maintains an Air Quality Action Plan (AQAP). The current version of the AQAP was issued in 2011.
- 1.3 This report seeks to update the AQAP following the changes introduced within the field of air quality management arising from the vehicle emissions scandal and the requirement for Birmingham to introduce a Clean Air Zone.

- 1.4 The first stage of the process is to progress the AQAP to a phase of public consultation and this report seeks authority to commence that public consultation.

2 Recommendations

- 2.1 Approval is sought to:

- Progress the appended consultation version of the Air Quality Action Plan to public consultation.

3 Background

- 3.1 Part IV of the Environment Act 1995 introduced a national framework for air quality management whereby all local authorities are required to annually review the air quality within their boundaries. Following the review local authorities must assess the air quality against the objectives specified for the pollutant of concern. Where the process has indicated that the objective will not be achieved within the statutory timeframe then the local authority is required to designate an Air Quality Management Area (AQMA) at the earliest possible date. The local authority is then required to produce an action plan to demonstrate how the authority intends to work towards meeting the air quality objectives within its Air Quality Management Area.
- 3.2 Following an extensive review Birmingham City Council declared the whole of the city as an AQMA in January 2003 for nitrogen dioxide. This declaration was made in accordance with the requirements of Part IV of the Environment Act 1995.
- 3.3 An Air Quality Action Plan (AQAP) was issued in 2005 and reviewed and updated in 2011. This remains the current version of the AQAP. The intention was to update the plan in 2016 but early discussions with Central Government suggested the need for an area-based intervention and the decision was taken to delay the introduction of an updated plan pending the work into what became the Clean Air Zone (CAZ).
- 3.4 Now that the feasibility study for the CAZ has been completed, incorporating an update to the road network model and the introduction of new emission factors following the vehicle emissions scandal (colloquially, the “VW scandal”) it became necessary to review pollutant concentrations outside of the city centre area and this version of the AQAP seeks to do that in a phased, intelligence led approach.
- 3.5 The current version of the AQAP focuses on the city centre area as a polluted area as that is consistent with monitoring and modelling data available at the time the plan was issued (2011). This is also consistent with Defra modelling leading into the discussions around a CAZ.
- 3.6 There is however a recognised need to review air quality outside the city centre in more detail due to changes in the vehicle fleet (numbers and composition) and due to changes in emission factors following the vehicle emissions scandal.
- 3.7 An intelligence led approach has been devised to deliver this review based on changes to our existing model, updated vehicle flows and changes to exposure brought about by new residential development and changes in occupancy.

- 3.8 All AQAP's are required to be consulted upon within the local authority area and with key organisations. This report introduces the proposed consultation version of the AQAP and seeks Cabinet approval to progress to formal public consultation in line with the Local Air Quality Management process.

4 Options considered and Recommended Proposal

- 4.1 Do not progress the review the AQAP. This is contrary to both our legal duty and our moral duty to improve air quality across Birmingham.
- 4.2 Progress the review of the AQAP to public consultation with / without amends from Cabinet is the recommended proposal.

5 Consultation

- 5.1 None at this stage. The aim of the report is to seek Cabinet approval to progress the AQAP to public consultation.

6 Risk Management

- 6.1 It is necessary to undertake public consultation before a new AQAP is issued. If we do not consult then a new AQAP cannot be issued and the Council could be open to criticism for maintaining an out of date AQAP.
- 6.2 The Environmental Health service will continue with the proposed strategy within the consultation version of the AQAP to assess the quality of the air and thus discharging the Council's legal duties. This will be done even in the absence of an updated AQAP; the risk arising from this approach is that the strategy is not transparent to the public, although the direction of the strategy is intelligence led, has had input from Air Quality Consultants Ltd and thus is deemed professionally robust.

7 Compliance Issues:

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

- 7.1.1 The proposal supports Priority 4 of Outcome 4 of the Birmingham City Council Plan 2018 – 2022 (Updated 2019) i.e. We will improve the environment and tackle air pollution.

7.2 Legal Implications

- 7.2.1 In order to ensure that air pollution is effectively tackled it is necessary to continue to review and assess air quality in line with our legal duty under Part IV of the Environment Act 1995 and to take appropriate action where air pollution is found to be above the legal limit.

7.3 Financial Implications

- 7.3.1 There are no financial implications outside the approved budget, although the results of the consultation could present financial implications. It is not possible to identify what these may be at this time.
- 7.3.2 Any schemes delivered by the City Council as a result of the AQAP will be subject to approval through the Council's Gateway and related Financial Approval Framework, which will include the identification of financial implications (both capital and revenue) and associated resources.

7.4 Procurement Implications (if required)

- 7.4.1 No procurement implications have been identified.

7.5 Human Resources Implications (if required)

- 7.5.1 No human resource implications have been identified.

7.6 Public Sector Equality Duty

- 7.6.1 An Equalities Impact Screening Assessment (EIA) has been undertaken (Appendix 2). Air pollution is recognised to have a disproportionate impact to groups within society and the AQAP seeks to improve air quality for all including providing an additional benefit to those who would otherwise be disproportionately affected by poor air quality.
- 7.6.2 A further EIA will be undertaken once the consultation phase of the AQAP has been completed.

8 Background Documents

- 8.1 None.

List of appendices accompanying this report:

- Appendix 1 – Consultation version of the proposed Air Quality Action Plan
- Appendix 2 – Equality Initial Assessment



Birmingham City Council Air Quality Action Plan

Consultation Draft

In fulfilment of Part IV of the
Environment Act 1995
Local Air Quality Management

2020

| | |
|-------------------------|---|
| Local Authority Officer | Paul Burns |
| Department | Environmental Health, Regulation & Enforcement Division |
| Address | Environmental Health, Manor House, PO Box 16977, Birmingham, B2 2AE |
| Telephone | 0121 303 9957 |
| E-mail | paul.burns@birmingham.gov.uk |
| Report Reference number | J2818/1/D4 |
| Date | January 2020 |

Executive Summary

This Air Quality Action Plan (AQAP) has been produced as part of our statutory duties required by the Local Air Quality Management framework. It outlines the action we will take to improve air quality in Birmingham between 2020 and 2025.

This action plan replaces the previous action plan which ran from July 2011. Projects delivered through the past action plan include: the extension of the red route network (red routes have been implemented on 6 major routes into and out of the city centre), increase in the number and use of Park and Ride schemes (Longbridge now operational), improvement of the bus fleet within Birmingham (support of CENTRO's Environment Strategy 2014-2019) and an improvement in the city's taxi fleet (a project to retrofit taxi's to LPG and the overall replacement of the taxi fleet).

Air pollution is associated with a number of adverse health impacts. It is recognised as a contributing factor in the onset of heart disease and cancer. Additionally, air pollution particularly affects the most vulnerable in society: children and older people, and those with heart and lung conditions. There is also often a strong correlation with equalities issues, because areas with poor air quality are also often the less affluent^{1,2}.

The annual health cost to society of the impacts of particulate matter alone in the UK is estimated to be around £16 billion³. Birmingham City Council is committed to reducing the exposure of people in Birmingham to poor air quality in order to improve health. A Clean Air Zone, which will discourage the most polluting vehicles from central Birmingham, will be implemented in 2021 (postponed from 2020 due to the impact from Covid 19). This represents a major intervention, including all vehicle types and is likely to have a major impact on air quality, not only within the zone, but more widely as vehicle fleets have a more rapid turnover.

This Action Plan incorporates the Clean Air Zone, but provides a wider set of actions. We have developed seven broad actions that will be refined and focussed on specific areas, as ongoing work identifies where exceedances outside of the Clean Air Zone area persist.

¹ Environmental equity, air quality, socioeconomic status and respiratory health, 2010

² Air quality and social deprivation in the UK: an environmental inequalities analysis, 2006

³ Defra. Abatement cost guidance for valuing changes in air quality, May 2013

Our priorities are to implement the Clean Air Zone and mitigation measures, support and implement strategic transport improvements, promote behaviour change away from single occupancy vehicle use, promote alternatively fuelled vehicles and develop policies to support better air quality. In addition, specific measures will be identified once locations where exceedances persist outside of the CAZ area have been identified, and industrial and domestic emissions will also be controlled; as transport related emissions reduce, the relative importance of these sources will increase.

In this AQAP we outline how we plan to effectively tackle air quality issues within our control. However, we recognise that there are a large number of air quality policy areas that are outside of our influence (such as vehicle emissions standards agreed in Europe), but for which we may have useful evidence, and so we will continue to work with regional and central governments on policies and issues beyond Birmingham City Council's direct influence.

Responsibilities and Commitment

This AQAP was prepared by the Environmental Health service of Birmingham City Council with the support and agreement of key officers, in particular the sub-programme leads on the Brum Breathes programme.

This AQAP has been approved for consultation by Cabinet.

This AQAP will be subject to an annual review, appraisal of progress and reported to the relevant Cabinet Member and to the Licensing & Public Protection Committee. Progress each year will be reported in the Annual Status Reports (ASRs) produced by Birmingham City Council, as part of our statutory Local Air Quality Management duties.

If you have any comments on this AQAP please send them to Environmental Protection at:

Address: Environmental Health, Manor House, PO Box 16977, Birmingham, B2 2AE

Email: Pollution.Team@birmingham.gov.uk

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1 Introduction

Birmingham City Council (BCC) is the largest urban local authority in the UK and the largest council in Europe with 101 councillors representing 69 wards. It has a population of over 1 million residents spread over an area of approximately 26,777 hectares (103 square miles). It has a population density of 36.5 persons per hectare, which makes it the most densely populated of the West Midlands local authorities.

The city has a very complex road network with about a dozen major radial roads and two ring roads traversing the city. In addition, there are three heavily trafficked motorways, M5, M6 M6 Toll and M42 forming a box around the city with a section of the A38M running through the city. Figure 1.1 shows the Birmingham City Council area, including major roads and the extent of the Clean Air Zone.

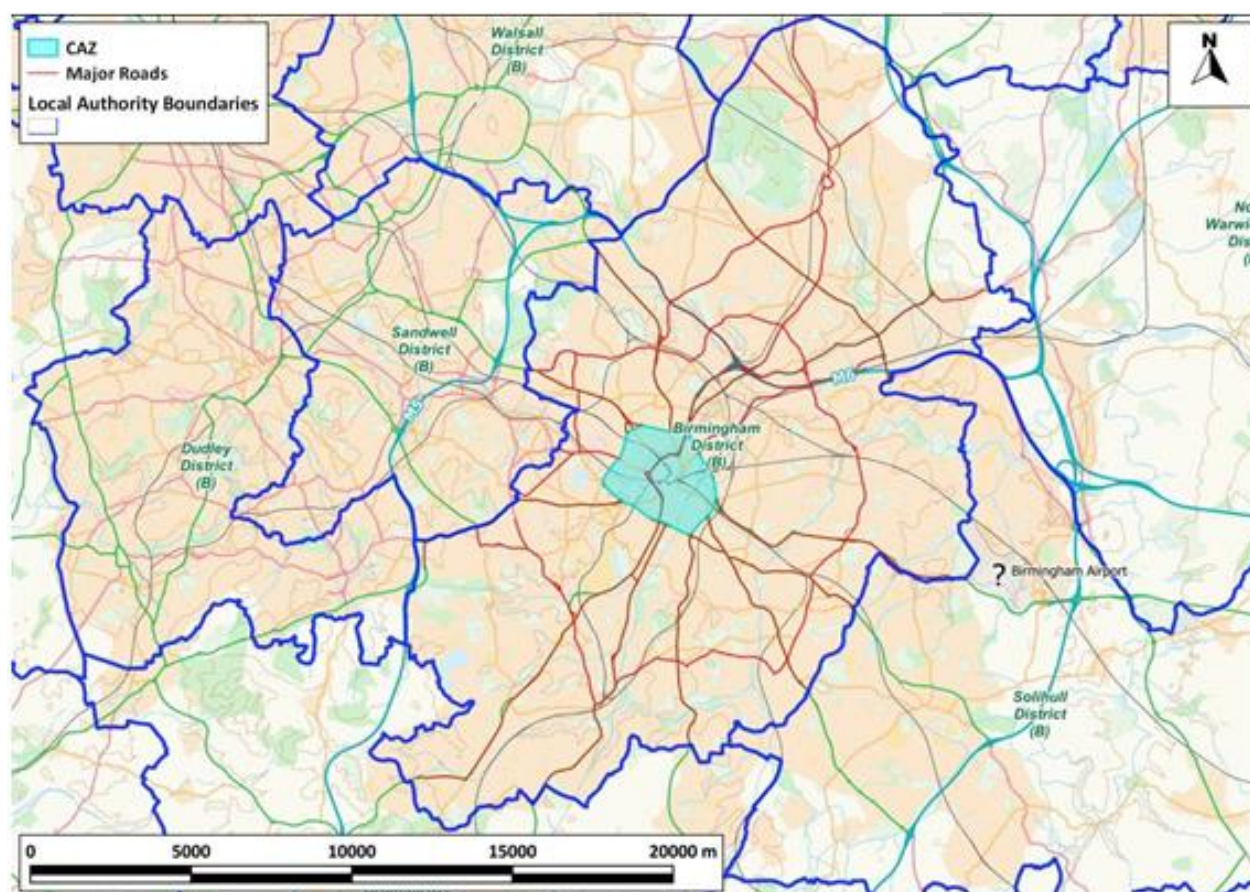


Figure 1.1 Map of the Birmingham City Council area

BCC declared itself an Air Quality Management Area in respect of Nitrogen Dioxide (NO₂) in 2010. The Council has recognised the importance of public health for many years and has a specific commitment in the Council Plan to tackle air pollution⁴.

This report outlines the actions that Birmingham City Council, in association with others, will deliver between 2020-2025 in order to reduce concentrations of air pollutants and exposure to air pollution, thereby positively impacting on the health and quality of life of residents and visitors to the local authority's administrative area.

It has been developed in recognition of the legal requirement on the local authority to work towards the Air Quality Strategy (AQS) objectives under Part IV of the Environment Act (1995) and relevant regulations made under that part, and to meet the requirements of the Local Air Quality Management (LAQM) statutory process.

It should be noted that whilst air quality objectives (under the Environment Act 1995) and limit values (under Directive 2008/50/EC Ambient Air Quality and Cleaner Air for Europe) are numerically the same: 40 µg/m³ for annual mean nitrogen dioxide concentrations, there are important differences in how they are assessed and reported, and where they apply. Compliance with the Limit Values is largely determined via the national monitoring network and the national model (the Pollution Climate Mapping (PCM) model) and reported to the EU by the competent authority, which in England is the Secretary of State for the Environment. In locations such as Birmingham, where Clean Air Zone feasibility work has been undertaken, local modelling has been used to assess against the Limit Value and generally uses a proxy of assessing receptors 4m from the kerb and 2m in height as being equivalent to the PCM model. Air quality objectives, by comparison, apply only where there is exposure relevant to the averaging period. In this case, for an annual mean objective, they apply at facades of residential properties and schools and would usually be applied at 1.5m height. There are clearly large overlaps between the two systems, and both are designed to improve public health, but throughout this report the term 'objectives' is used to denote the criteria under the Environment Act 1995, while the term 'Limit Value' is used to denote the criteria under Directive 96/62/EC.

This action plan is intended to complement the substantial amount of work which has been undertaken in relation to the Clean Air Zone (CAZ), which is due to come into force in 2021. It is intended that the Action Plan will implement measures to reduce

⁴https://www.birmingham.gov.uk/info/20011/your_council/237/council_plan_and_budget_2018_to_2022

concentrations in locations outside of the CAZ, and will complement the CAZ process.

This Plan will be reviewed every five years as a minimum, and progress on measures set out within this Plan will be reported on annually within Birmingham City Council's air quality ASR.

2 Summary of Current Air Quality in Birmingham

Annual average nitrogen dioxide (NO₂) concentrations exceed air quality objectives on several road links in and around Birmingham city centre, and this remains a challenge for Birmingham City Council. Birmingham is currently compliant with legal limits for particulate matter (PM). However, further reductions are needed (especially to PM_{2.5} levels⁵) to protect human health. This Action Plan, by definition, is focussed on reducing nitrogen dioxide, but care will be taken to ensure that any measures implemented do not worsen PM concentrations.

The area of Birmingham city centre where annual average nitrogen dioxide concentrations exceed the legal limit is expected to decrease by 2020, due to anticipated reductions in background concentrations, the ongoing upgrade of the local vehicle fleet and other local interventions. However, modelling indicates that if nothing further is done, concentrations will continue to exceed the limit on some major roads in and around the city centre, including the A38, A38M, A4400, A452 and A4540.

Birmingham City Council maintains an air quality monitoring network to allow the Council to understand the quality of the air within its area. The current network is included in Appendix C, which shows all monitoring locations both within and outside of the CAZ area, both real time (automatic) analysers and passive monitoring locations.

Historic modelling had suggested that the areas of exceedance / likely areas of exceedance were contained within the areas influenced by the incoming CAZ and monitoring was therefore focussed to assess concentrations in these locations. In the intervening years since that modelling was undertaken there have been significant changes, including to the emission factors on which air pollution models are based, including national models such as the PCM. This has resulted in a need to revisit and reassess pollution concentrations in areas outside of the city centre.

Whilst Birmingham's monitoring network has been focused on the city centre area, outside of the city centre the network is not presently sufficient to identify which locations have relevant exposure, and as such may be exceeding the nitrogen

⁵ This relates to pollutant particles with an aerodynamic diameter 2.5 microns where 1 micron equals 1 millionth of a metre

Dioxide annual mean objective. With the imminent introduction of the CAZ to deliver improvements within the city centre area, the Council has adopted an intelligence-led approach to identify any areas of exceedance outside the city centre, and this is based on an existing model and analysis of traffic data, with areas of public exposure in close proximity. This AQAP will therefore be amended as the outcomes from this process provide evidence as to where the AQAP should be targeted. It should therefore be considered a living document.

3 Birmingham's Air Quality Priorities

3.1 Public Health Context

Air pollution is a major public health risk ranking alongside cancer, heart disease and obesity. A review by the World Health Organization concluded that long-term exposure to air pollution reduces life expectancy by increasing the incidence of lung, heart and circulatory conditions. The Department of Health and Social Care's Advisory Committee on the Medical Effects of Air Pollutants (COMEAP) has estimated that long-term exposure to man-made air pollution in the UK has an annual impact on shortening lifespans, equivalent to 28,000 to 36,000 deaths (COMEAP, 2018). Poor air quality can affect health at all stages of life. Those most affected are the young and old. In the womb, maternal exposure to air pollution can result in low birth weight, premature birth, stillbirth or organ damage. In children there is evidence of reduced lung capacity, while impacts in adulthood can include diabetes, heart disease and stroke. In old age, a lifetime of exposure to air pollution can result in reduced life-expectancy and reduced wellbeing at end of life. There is also emerging evidence for a link between air pollution and an acceleration of the decline in cognitive function (Defra, 2019).

Poor air quality disproportionately affects the poorest and most vulnerable in our communities including children. Public health not only aims to improve health, but also reduce health inequalities by using an evidence-based approach to make recommendations on the delivery of health and wellbeing services. As such, this Action Plan will support work underway within the public health arena.

3.1 Planning and Policy Context

3.1.1 National Level Policy

Air Quality Strategy

The Air Quality Strategy (Defra, 2007) published by the Department for Environment, Food, and Rural Affairs (Defra) and Devolved Administrations, provides the policy framework for air quality management and assessment in the UK. It provides air quality standards and objectives for key air pollutants, which are designed to protect human health and the environment. It also sets out how the different sectors: industry, transport and local government, can contribute to achieving the air quality

objectives. Local authorities are seen to play a particularly important role. The strategy describes the Local Air Quality Management (LAQM) regime that has been established, whereby every authority has to carry out regular reviews and assessments of air quality in its area to identify whether the objectives have been, or will be, achieved at relevant locations, by the applicable date. If this is not the case, the authority must declare an Air Quality Management Area (AQMA) and prepare an action plan which identifies appropriate measures that will be introduced in pursuit of the objectives.

National Air Quality Plan

Defra has produced an Air Quality Plan to tackle roadside nitrogen dioxide concentrations in the UK (Defra, 2017); a supplement to the 2017 Plan (Defra, 2018a) was published in October 2018 and sets out the steps Central Government is taking in relation to a further 33 local authorities where shorter-term exceedances of the limit value were identified. Alongside a package of national measures, the 2017 Plan and the 2018 Supplement require those identified English Local Authorities (or the GLA in the case of London Authorities) to produce local action plans and/or feasibility studies. These plans and feasibility studies must have regard to measures to achieve the statutory limit values within the shortest possible time, which may include the implementation of a Clean Air Zone (CAZ). Birmingham City Council was in the first tranche of 5 local authorities named in the 2017 plan, and subsequent work identified that a Clean Air Zone including all vehicles (known as a CAZ D) is required. This is due to be in place in 2021.

National Planning Policy

The National Planning Policy Framework (NPPF) (2019a) sets out planning policy for England in one place. It places a general presumption in favour of sustainable development, stressing the importance of local development plans, and states that the planning system should perform an environmental role to minimise pollution. One of the twelve core planning principles notes that planning should “contribute to...reducing pollution”. To prevent unacceptable risks from air pollution, planning decisions should ensure that new development is appropriate for its location. The NPPF states that the “effects (including cumulative effects) of pollution on health, the natural environment or general amenity, and the potential sensitivity of the area or

proposed development to adverse effects from pollution, should be taken into account”.

More specifically the NPPF makes clear that:

“Planning policies should sustain compliance with and contribute towards EU limit values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas and the cumulative impacts on air quality from individual sites in local areas. Planning decisions should ensure that any new development in Air Quality Management Areas is consistent with the local air quality action plan”.

Regional level policy

The West Midlands Combined Authority (WMCA), which came into being in June 2016, comprises the eighteen local authorities and four Local Enterprise Partnerships working together to provide strategic decision making in relation to transport, economic development and regeneration. Individual councils will still deliver services and retain their identity but at a regional level, the combined authority will have additional resources to work together.

The first Mayor (Andy Street) was elected in May 2017, and whose manifesto includes pledges relating to air quality, including implementation of the Clean Air Zone, lobbying government to ensure that businesses and individuals who own polluting vehicles have the right level of financial support to help them invest and switch to cleaner vehicles, encouraging bus companies to upgrade their buses, and supporting the uptake of autonomous and electric cars in the West Midlands.

Transport for West Midlands Delivery Plan 2026

The WMCA has set out an ambitious plan for growth in its Strategic Economic Plan and has established a 20-year vision for the transport system needed to support this. The Movement for Growth (MfG) Strategic Transport Plan provides the long-term approach for this vision and provides a high-level policy framework for improving the transport system serving the West Midlands.

The first joint Delivery Plan of the MfG Strategic Transport Plan provides a view of what transport initiatives and schemes the WMCA will deliver by 2026. The plan will be updated annually to form a rolling 10-year delivery plan.

Some of the headline committed schemes and projects for the next delivery period include:

- New smart motorway sections (M6 junctions 13-15), M409/42 interchange)
- Better use of the M6 toll
- M54- M6-M6 Toll Link road
- Improved motorway junctions
- Making better use of the A46
- HS2 connectivity programme
- Metropolitan main road network pinch point junction improvements
- Priority links in the metropolitan cycle network
- Local initiatives such as local cycle network development, key walking routes, Birmingham 20 mph zones phases A and B, smarter choices initiatives, local bus network improvements etc.

3.1.2 Local Policy

Birmingham City Council Plan: 2018-2022

Birmingham City Council Plan outlines a number of outcomes it wishes to achieve, including being an entrepreneurial city to live, work and invest in; an aspirational city to grow up in; a fulfilling city to age well in; a great city to live in; and to ensure that Birmingham residents gain the maximum benefit from hosting the Commonwealth Games. One of the priorities of the Council plan is to improve the environment and specifically to tackle air pollution.

Clean Air Zone

The results of the traffic and air quality modelling undertaken have demonstrated that implementation of a charging 'class D' CAZ plus associated additional measures, exemptions and mitigations is the route to compliance with the EU Limit Value for NO₂ in the shortest possible time, predicted to be 2022. The CAZ is due to be implemented in 2021.

The implementation of a CAZ is more than just putting into place an access restriction for vehicles; this would simply constitute a Low Emission Zone (LEZ). In principle, a CAZ should deliver wider benefits, supporting economic growth and accelerating the transition to a low emission economy by raising public awareness and providing financial incentives to accelerate transition.

Brum Breathes Programme

Brum Breathes is an overarching communications and engagement programme and contains a number of sub-programmes, each of which have a number of discreet projects, all related to air pollution / air quality. The sub-programmes comprise:

- Early Measures designed to deliver infrastructure improvements in advance of the Clean Air Zone;
- The CAZ programme itself;
- Developing Infrastructure focusing on the deployment of alternate vehicle power train/refueling technologies to enable a shift from fossil fuel usage;
- Air Quality Policy Environment which contains policy-based projects to enable the Council to have air quality embedded within a wider range of decision-making processes e.g. planning, HR;
- Behaviour change comprises a range of projects which seek to engender and promote shifts from car usage to alternate modes of transportation;
- Mitigations and Exemptions focuses on delivering those items to which commitments were made within the CAZ business case, to support businesses and individuals in adapting to the CAZ;
- Communications is a monitoring sub-programme which seeks to ensure that suitable governance processes and communications are identified and followed by all other sub-programme projects.

Clean Air Strategy

This is a strategy sitting within the Air Quality Policy Environment sub-programme. The Clean Air Strategy (CAS) seeks to deliver air quality benefits across the entire city and will seek to consider those items that either go beyond legislative duties or pick up items for which no such duty exists, and includes six pledges made by the Council to improve air quality. For each pledge, there are a number of different, albeit related, actions within each. The strategy explains what has been done already, what is within the Council's power to change and be accountable for, and what else is required. It also identifies who the Council needs to work with in order to support the pledge. The pledges are:

- *We will introduce a Clean Air Zone in Birmingham City Centre;*

- *We will continue to deliver a world class transport system which prioritises public transport, cycling and walking;*
- *We will identify schools which are exposed to air pollution problems and work with the school to identify intervention strategies to reduce the exposure of the children;*
- *We will expand our air quality monitoring network, incorporating new technologies and through partnership working with educational institutions and citizen science projects we will make the results readily available to all;*
- *We will further develop our approaches to tackling emissions from both existing buildings and proposed developments;*
- *We will work with key partners and stakeholders throughout the West Midlands region to help inform our own work and provide leadership where required.*

A further important focus of the CAS is to maximise the synergies between the clean air (air quality) and carbon (global warming) agendas so as to avoid or mitigate any disbenefits arising from the result of actions.

Birmingham Connected

Birmingham Connected⁶ covers all transport planning activity and is built on the Birmingham Connected White Paper, BCC's 20 year transport strategy. The goal is *to create a transport system for everyone; one that puts people first and delivers better connections for citizens and businesses. We want to improve daily lives by making travel more accessible, more reliable, safer and healthier.*

Delivering this vision means investment in transport infrastructure: railways, roads and cycling and walking routes. Within this scheme, many of the Council's transport projects are focused on reducing pollution emissions and enabling more sustainable modes of transport. Birmingham Cycle Revolution aims to make cycling an everyday way to travel in Birmingham over the next 20 years. Two new, high quality cycle routes have been constructed, linking the city centre to Selly Oak and Perry Barr. Birmingham is creating Green Travel Districts with less congestion, less pollution, fewer accidents, and healthier, safer, more productive communities. In densely

⁶ https://www.birmingham.gov.uk/info/20013/roads_travel_and_parking/498/birmingham_connected

populated residential areas, the aim is to create an environment where residents, workers and visitors can safely walk, cycle or take public transport as their preferred travelling option. Alongside the CAZ, the Council is reviewing and extending parking controls in and around the city centre.

Draft Birmingham Transport Plan & Emergency Birmingham Transport Plan

The Draft Birmingham Transport Plan was published in January 2020 and was undergoing public consultation when the pandemic occurred. In response to COVID-19 the Emergency Birmingham Transport Plan was published in May 2020. The full Birmingham Transport Plan will be published in late 2020.

Both the draft and emergency plans seek to reduce transport's damaging impact on the environment, supporting Birmingham's commitment to becoming a carbon neutral city by 2030. The draft plan's vision is for "Birmingham's transport is for a sustainable, green, inclusive, go-anywhere network. Safe and healthy environments will make active travel – walking and cycling – the first choice for people making short journeys. A fully integrated, high quality public transport system will be the go-to choice for longer trips. A smart, innovative, carbon neutral and low emission network will support sustainable and inclusive economic growth, tackle climate change and promote the health and well-being of Birmingham's citizens.

eScooter Trial

Birmingham is to take part in a national trial of electric scooters to determine if they will become a legal model of transport across the country. eScooters have the potential to be a low emission mode capable of removing short private car journeys. The trial is to start in August 2020 for one year.

Department for Transport Active Travel Funding

The Secretary of State for Transport announced in May 2020 £2 billion funding package to support active travel to help the country emerge from the coronavirus crisis, of which £225 million is for swift, emergency interventions to make cycling and walking safer. This funding is to promote cycling as a replacement for journeys previously made by public transport. Measures such as closing roads to through traffic and installing segregated cycle lanes will be delivered. These initial interventions will see an accelerations of active travel measures which will vastly assist in creating sustained modal shift to active modes.

West Midlands Strategic Local Transport Plan ‘Movement for Growth’

The West Midlands Strategic Local Transport Plan ‘Movement for Growth’ (WMCA 2016) commits to *“reduce transport’s impact on our environment – improving air quality, reducing carbon emissions and improving road safety”* and will achieve this through the development of projects that aim to *“protect the natural and historic environment including heritage, designated and local wildlife sites, protected species, landscape, water quality, soil quality, and air quality”*.

Local Plan

In January 2017 Birmingham City Council adopted the Birmingham Development Plan for the period 2011 to 2031 (Birmingham City Council, 2017). It sets out a spatial vision and strategy for the sustainable growth of Birmingham, and to inform decisions on planning, development and regeneration.

Policy TP36 on health states that:

“The City Council is committed to reducing health inequalities, increasing life expectancy and improving quality of life by...Seeking to improve air quality and reduce noise within the City”.

While, regarding transport, Policy TP38 states:

“The development of a sustainable, high quality, integrated transport system, where the most sustainable mode choices also offer the most convenient means of travel, will be supported. The delivery of a sustainable transport network will require:

- *The facilitation of modes of transport that reduce carbon emissions and improve air quality.*
- *Building, maintaining and managing the transport network in a way that reduces CO₂, addresses air quality problems and minimises transport’s impact on the environment.”*

Joint Strategic Needs Assessment (JSNA)

The Joint Strategic Needs Assessment (JSNA) addresses current and future health and social care needs that could be met by the Local Authority, CCGs, or NHS England. The Strategic overview (2017/18) recognises that air quality can be linked to cardiovascular disease, Chronic Obstructive Pulmonary Disease and asthma, and

that children, pregnant women, older adults and those with pre-existing conditions are most vulnerable to adverse effects. It also states that almost 900 deaths per year are linked to air pollution.

Health and Wellbeing Strategy

The Health and Wellbeing Strategy addresses some of the critical challenges Birmingham faces and requires input from many organisations across the city. In January 2017 the Board agreed to a set of updated priorities which includes 'Making Birmingham a Healthy City', with one of the two associated ambitions of improving air quality.

Other Projects undertaken to improve air quality

BCC's proposed policy on emission standards for taxis and private hire vehicles means that these vehicles will need to reach increasingly stricter emission standards. Under the Birmingham NOx Reduction Champions' project, emissions from 65 of Birmingham's Hackney carriages (black cabs) have been reduced by fitting LPG (liquefied petroleum gas) fuelled engines. These engines are Euro 6 (category N1, class III) compliant, meaning they would not be charged to enter the CAZ. Additional funding has been awarded by the Office for Low Emission Vehicles (OLEV) to introduce 197 electric taxi charging points, all of which will offer fast or rapid charging facilities for Hackney carriages and private hire vehicles. Electric vehicles are also exempt from charging as part of the CAZ.

Low Emissions Towns and Cities Programme (LETCP)

The Low Emissions Towns and Cities Programme is a partnership comprising the seven West Midlands local authorities, (Birmingham City Council, Coventry City Council, Dudley MBC, Sandwell MBC, Solihull MBC, Walsall Council and Wolverhampton City Council) working together to improve air quality and reduce emissions from road transport.

Originally funded through a Defra Air Quality Grant, the intention is to promote the uptake of low emission fuels and technologies, establishing and sharing best practice policies, and developing various tools and resources. The objectives of the programme are to investigate and produce various regional strategies designed to improve air quality, with a view to meeting national air quality objectives.

3.2 Work to inform the identification of exceedance areas

Despite ongoing work on the Clean Air Zone, it is currently unclear whether there may be locations exceeding the air quality objectives outside of the CAZ area. It is therefore proposed, that in tandem with the drafting of this Action Plan, work is undertaken to identify these areas. BCC has devised a methodology for this work, which will be undertaken within the resources available to the City Council (i.e. without any additional modelling at this stage).

Initially, a geographic information system (GIS) approach was used to identify road links where the traffic flow was greater than 25,000 AADT and there was residential exposure within 20 metres of the centre-line of the road. The location of the residential exposure was based on address point data from the Local Land and Property Gazetteer (LLPG), which does not largely represent building facades. This information was then overlaid on an existing local air quality model displaying concentrations of nitrogen dioxide (NO₂) in micrograms per cubic metre (µgm³).

A desktop exercise was undertaken to identify three tranches of sites that could be assessed on a hierarchical basis, with tranche one representing the highest risk.

- Tranche one comprised sites where there are roads with greater than 25,000 AADT, with relevant exposure within 20 metres, and the existing model indicated concentrations above 40 µgm⁻³.
- Tranche two comprised sites where there are roads with greater than 25,000 AADT, with relevant exposure within 20 metres, and the existing model indicated concentrations between 36 and 40 µgm⁻³.
- Tranche three comprised sites where the existing model indicated concentrations above 40 µgm⁻³ but the roads have less than 25,000 AADT, or there is no relevant exposure within 20 metres.

This approach was taken to allow a further, more detailed assessment of the sites before any air quality monitoring is undertaken. The detailed assessment will check that the traffic flows are accurate and that the building facades are close enough to give relevant exposure. A monitoring strategy will then be put in place (diffusion tubes at worst case locations of relevant exposure) for a minimum period of 6 months. These data will be used to determine whether that particular location

requires continued monitoring, or whether the site can be safely discounted from requiring any specific action.

Because of this ongoing work, it has not been possible to target actions at specific locations, but instead, a suite of actions are included in this Action Plan, which, once specific locations have been identified, will be specifically targeted.

3.3 Source Apportionment

The AQAP measures presented in this report are intended to be targeted towards the predominant sources of emissions within Birmingham City Council's area. The most recent work on source apportionment was undertaken as part of the CAZ feasibility work, and, by definition covers locations within the CAZ. However, the results show that in 2020 (without the CAZ) contributions are predominantly from diesel cars and LGVs, with variable contributions from buses depending on location. This is likely to be applicable at any locations targeted by this Action Plan; however, following the implementation of the CAZ it is likely that the proportion of diesel cars in Birmingham as a whole may decrease. Table 3.1 includes data reported in the Birmingham Clean Air Zone Feasibility Study reported in 2018 (Full Business Case Air Quality Modelling Report) for a 'Do Minimum' Scenario in 2020.

Table 3.1 – Source Apportionment for a 2020 'Do Minimum' in Birmingham City Centre

| Site Location | % Contribution from Respective Vehicle Classes | | | | | |
|--|--|-------------|-------------|------------|------------|-----------------|
| | Diesel Cars | Petrol Cars | Diesel LGVs | Rigid HGVs | Artic HGVs | Buses & Coaches |
| A4400 Suffolk St. Queensway | 53 | 6 | 25 | 14 | 2 | 0 |
| A38 Corporation Street | 54 | 6 | 22 | 13 | 2 | 3 |
| A4540 Lawley Middleway – Garrison Circus | 42 | 5 | 21 | 28 | 4 | 0 |
| A4100 Moat Lane, Digbeth | 25 | 3 | 8 | 13 | 2 | 49 |

3.4 Key Priorities

Based on the evidence provided above, the following issues need to be considered when deciding on which measures are likely to be effective:

- Identify any locations outside of the CAZ which have persistent exceedances of the nitrogen dioxide air quality objectives;
- Prioritise measures which will reduce emissions from road transport, especially diesel vehicles (cars, LGVs and HGVs, with some locations relevant for buses);
- Ensure that other sources (industrial and domestic) are also controlled (either through permitting or the planning system).

4 Development and Implementation of Birmingham City Council's AQAP

4.1 Consultation and Stakeholder Engagement

In developing/updating this AQAP, we have worked with other local authorities, agencies, businesses and the local community to improve local air quality. Schedule 11 of the Environment Act 1995 requires local authorities to consult the bodies listed in Table 4.1, which is being done through this consultation version of the AQAP. The document will also be made available on the Be Heard website, the consultation hub for Birmingham.

The response to our consultation stakeholder engagement will be provided in the next version of this document, and this section will be updated. Table 4.1 shows the relevant bodies to be included in the initial consultation exercise.

Table 4.1 – Consultation Undertaken

| Yes/No | Consultee |
|--------|---|
| Yes | the Secretary of State |
| Yes | the Environment Agency |
| Yes | the highways authority |
| Yes | neighbouring local authorities |
| Yes | other public authorities as appropriate, such as Public Health officials (PHE) |
| Yes | bodies representing local business interests and other organisations as appropriate |

4.2 Steering Group

No Steering Group has been formed to take this Air Quality Action Plan forward, but there are a number of existing groups within Birmingham City Council who regularly meet and discuss issues in relation to air quality, particularly through the feasibility study, and now the implementation of the Clean Air Zone. In relation to the measures within the Action Plan, meetings have been held with key members of staff within Birmingham City Council, and discussions have also been held with all sub-programme leaders within the Brum Breathes programme, in order to ensure that all these processes align and complement each other. This engagement will continue as the Action Plan requires monitoring and evaluation, which will run alongside that for the Clean Air Zone and be monitored through the Brum Breathes programme.

5 AQAP Measures

The following section outlines the Birmingham City Council AQAP measures, which are summarised in Table 5.1. Table 5.1 contains:

- a list of the actions that form part of the plan
- the responsible individual and departments/organisations who will deliver this action
- estimated cost of implementing each action (overall cost and cost to the local authority)
- expected benefit in terms of pollutant emission and/or concentration reduction
- the timescale for implementation
- how progress will be monitored

Future ASRs will include regular annual updates on implementation of these measures.

The following groups of measures, as outlined by Defra and categorised for reporting to the EU, have been considered. A brief overview of this consideration is included in the table below:

| EU Measure Category | Current practice |
|---|---|
| Alternatives to Private Vehicle Use | Rail based Park and Ride already in operation. Birmingham's previous Action Plan had a measure to increase the number and use of park and ride schemes in partnership with CENTRO. |
| Environmental Permits | Work to ensure that all industrial installations are permitted and visits etc. are up to date. Not likely to be a significant issue in the locations which the AQAP will target. |
| Freight and Delivery Management | As part of the CAZ programme, mitigation for HGVs and coaches include measures funded by the compliance fund. |
| Policy Guidance and Development Control | As part of the BRUM Breathes programme, there is a sub-programme which covers all air quality policy and incorporates measures to implement a Clean Air Strategy for Birmingham, more sustainable HR policies, procurement policies, planning and transport policies. These policies will also be directly relevant for this Air Quality Action Plan. |
| Promoting Low Emission Plant | Birmingham's developing Clean Air Strategy recognises that although Birmingham City Council is focussing on transport, other sectors such as domestic and small plant should also be considered. |
| Promoting Low Emission Transport | The Council will implement a Clean Air Zone in 2021 covering the most polluted area of the city. The CAZ will charge higher polluting vehicles, with the Council seeking to encourage their owners to replace them or avoid entering the |

| | |
|---------------------------------------|--|
| | <p>zone. The zone will cover all vehicle types and therefore promote low emission transport across all vehicle types. A linked project has sought to convert diesel powered 'black' taxis in Birmingham to run on LPG. In 2016, 63 cabs were converted, (and will therefore be permitted to run in the CAZ without charge).</p> |
| Promoting Travel Alternatives | <p>Birmingham is committed to deliver a world class transport system to support additional growth in the city. It is estimated that the growth in the city's population will result in 1.2 million additional daily trips across the network by 2031. In the short term there are examples of local initiatives, for example: From 23 September, six Birmingham schools will be the first in the city to pilot a pioneering scheme where roads around the schools will be closed to motorised traffic at the start and end of the school day (Car Free School Streets) BCC Travel Plan (BB programme behaviour change)</p> |
| Public Information | <p>Birmingham aims to support citizen science projects, not only to build a more detailed picture of pollution concentrations across the city, but also to disseminate this information across the city. Through the work on the CAZ, the public is receiving more information about air quality, via various mechanisms. Brum Breathes includes extensive community engagement as part of the behaviour change sub-programme, including projects such as school NOx monitoring, Clean Air Cops (training programme for school engagement), Business Travel Network, community engagement with voluntary, faith groups and local residents and Make Every Contact Count (training for health professionals and others).</p> |
| Traffic Management | <p>It is likely that once specific locations have been identified as exceeding air quality objectives, traffic management is likely to be a useful tool, for example at congested locations, and at busy junctions.</p> |
| Transport Planning and Infrastructure | <p>In the summer of 2019, the A34 and A38 cycle routes were completed. The new A38 route from Selly Oak offers a 4 km two-way segregated cycle route for people cycling into the city centre from the south west of the city. The route is highly visible with a blue aggregate surface to make it stand out to all road users. This new route is part of a much bigger programme of new and upgraded cycle infrastructure delivered across the city over the last 5 years as part of the Birmingham Cycle Revolution (BCR) programme. This includes over 50km of canal towpaths improved with an all-weather cycling surface, over 25km of new or upgraded green routes through parks and open spaces and another largely segregated route along the A34 into the city centre from Heathfield Road, Birchfield.</p> |
| Vehicle Fleet Efficiency | <p>One of the main aims of the CAZ is to ensure fleet turnover occurs more quickly, and hence improve vehicle fleet efficiency.</p> |

As discussed previously, at the time of writing this document, it is unknown where any exceedance areas are located outside of the city centre. Work is therefore underway to identify priority locations for monitoring, which will be implemented as soon as resources allow. Hence these measures will need to be refined (for example to ensure that specific geographical locations are covered), and potentially enhanced, as information on where exceedances persist becomes available. The actions are as follows:

Action 1: Implement Clean Air Zone and Mitigation Measures

A Clean Air Zone (CAZ) is an area where targeted action is taken to improve air quality, in particular by discouraging the most polluting vehicles from entering the zone. No vehicle is banned in the zone, but those which are non-compliant with the emissions standards will have to pay a daily charge if they travel within the area. The Clean Air Zone will cover all roads within the A4540 Middleway Ring Road (but not the Middleway itself) and will be implemented during 2021. Further information about the zone, including how to avoid paying to drive in the zone and exemptions and additional support, can be found at:

https://www.birmingham.gov.uk/info/20076/pollution/1763/a_clean_air_zone_for_birmingham

The CAZ is likely to have a positive impact on any locations identified as exceeding the air quality objective outside of the CAZ area, unless the CAZ diverts non-compliant vehicles to these areas (to avoid payment). This Action Plan supports the implementation of the CAZ and its supporting mitigation measures.

Funding Source: Government

Cost: £14.2 million has been allocated from the implementation Fund, and £38.0 million from the Clean Air Fund to support a package of mitigation measures to support businesses and individuals likely to be impacted by the introduction of a CAZ.

Action 2: Support and Implement Strategic Transport Improvements

The Birmingham Development Plan (BDP) sets out Birmingham's strategy for jobs and growth, meeting housing need and sustainable progress. Birmingham Connected links to the strategies and policies of the BDP and sets a bold new direction for the next 20 years that will see funding increased and new infrastructure

delivered. The vision is to complete a £1.2bn integrated public transport network within 20 years which will allow people to travel across the city in high-quality vehicles, feeling safe and secure, and enable rapid movement through some of the most congested sections of the network. This will include a minimum of three more Metro lines and up to nine cross-city bus rapid transit lines. As part of a city centre masterplan, a strategy will be developed for the long-term future and role of the A38 through the city centre, recognising the potential economic and social benefits which could be realised by removing structures, closing the existing tunnels, and redirecting through traffic on to a substantially upgraded ring road. Rail routes to Moseley and Kings Heath, Sutton Coldfield via Walmley and Tamworth via new stations at Fort Parkway and Castle Vale will be reopened and upgraded, supporting new housing and jobs in these areas. Up to £400 million will be used to upgrade Snow Hill Station, providing another gateway to the city. Green Travel Districts will be established which will enable packages of measures in specific locations to help achieve less than 50% single occupancy car mode share.

Funding Source: Government (Local Growth Fund), Highways England, Network Rail, Community Infrastructure Levy, Section 106,

Cost: £4 billion over 20 years

Action 3: Promote Behaviour Change away from Single Occupancy Private Vehicle Use

When considering solutions to reduce the environmental impacts of transport, it is important to first ascertain what drives transport demand. Access to efficient public transport will be of high importance in reducing demand for cars, including the provision of buses and bus priority measures in urban areas. Achieving change in travel mode choice can be an effective strategy to manage transport demand and so reduce NOx emissions. Changes in travel mode may come about through incentivisation, public engagement or a regulatory scheme (such as the CAZ which will have an impact on modal choice). Measures to provide information on alternative ways of travelling or encouraging lift sharing can be implemented relatively quickly compared to provision of transport infrastructure or the development and introduction of cleaner vehicles, and in many cases can be a more cost-effective approach. Birmingham Connected is a long term programme of investment which aims to increase the number of people travelling by an active mode. The vision is to

establish walking and cycling as default modes across the city, and work on these aspects is already underway. Birmingham is one of five UK cities awarded the status of 'Walking City' by the Department of Health and Department for Transport. The city is already making significant investment to increase levels of cycling through the Birmingham Cycle Revolution (BCR). A £24 million injection has enabled the development and start-up of the BCR programme which is making it easier and safer for both new and experienced cyclists to travel to schools, shops and places of work, or simply to cycle for pleasure or fitness. To complement the Birmingham Cycle Revolution Programme, a successful £0.250 million funding bid was made for a Walking Cities Project which will be undertaken by the Third Sector Organisation Living Streets; which can be used as an example project which could be rolled out to other areas of the city.

Funding Source: Combination of bids to Government, planning contributions and internal budgets.

Cost: £24 million injection to BCR programme, other bids to cover specific schemes

Action 4: Promote the use of Alternatively Fuelled Vehicles

The primary objective of promoting a switch to low emission vehicles is the reduction of carbon and air pollutant emissions from transport. However, it does not have additional benefits such as congestion reduction, or increased levels of physical activity that are generated by measures to encourage active travel modes. Provision of suitable infrastructure to support low emission vehicles is critical to their introduction. For commercial vehicle operators the financial case for investing in electric vehicles is strongly dependent on ensuring high vehicle usage. Vehicle retrofit consists of the implementation of an on-board device that allows vehicles to comply with more stringent standards by reducing the emission of pollutants through technical measures. Retrofit measures are usually either Exhaust Gas Recirculation (EGR) or Selective Catalytic Reduction and Urea technology (SCR and Urea).

Birmingham has led the way in many of these technologies, the following projects being examples of the work underway.

- Business Breathes (<https://businessbreathes.co.uk/>) is a website designed to support business operators transition to cleaner vehicle technology in light of

the incoming CAZ and supporting fleet transition beyond compliance towards zero emissions.

- The City Council has utilised OLEV funding (£0.500 million) to retrofit 65 hackney carriage taxis from diesel to LPG. This involved developing the technology, establishing the supply chains, ensuring the technology is CVRAS accredited to be utilised in CAZ areas, and ensuring transferability of the technology from beyond hackney carriages to other vehicles e.g. VW Transporters.
- Birmingham presently has 18 EV chargers with 36 charge points. To encourage wider uptake of EV technology and in particular to support the changes to the taxi licensing policy the Council has leveraged OLEV funding (£2.92m) to draw in additional funding (£4.6m) from the private sector to increase the charging network to 197 chargers holding 394 rapid / fast charge points. Installation will commence in 2020.
- A new refuelling hub for commercial vehicles, known as the Tyseley Energy Park, is being developed. This will provide for a taxi charging hub, hydrogen refuelling infrastructure for buses and a transition point for existing Euro VI commercial vehicles through biodiesel and CNG. Funding has come from a range of sources including OLEV and FCHJU as well as from the private sector (over £7m in total).
- Working in partnership with Cadent at Gravelly Hill, Erdington, the Council is establishing a CNG station for commercial vehicles accessing the city centre from the north and the M6. This opens in April and is funded via Cadent with policy/planning permissions advice and support provided by the City Council.
- Working with TfL and Aberdeen City Council, Birmingham have set up a procurement framework to procure a number of hydrogen buses. Funded through OLEV, FCHJU, the LEP and the City Council (combined £11m), the intention is to purchase 20 buses with delivery expected by the end of March 2021. This is expected to incentivise the market for further development.

Funding Source: Where specified, in the paragraphs above

Cost: Where specified, in the paragraphs above

Action 5: When locations are identified as having an exceedance of the air quality objectives, assess traffic management options relevant to the location

Traffic management can be used to improve air quality by reducing numbers of vehicles, smoothing traffic flow, or potentially holding queues/ congestion away from relevant exposure locations. The associated reduction in braking, acceleration and stop-start driving improves the emissions performance of vehicles. Particulate emissions from brake and tyre wear may also be reduced as a result. Traditional control systems use traffic lights to control the flow of vehicles across a road network. These are widely used at key road junctions to reduce congestion and increase traffic flow. What specific measure will be most effective will depend on the particular location; hence, when locations are identified which exceed the air quality objectives, traffic management schemes will be assessed in conjunction with Birmingham City Council transport planners.

Funding Source: Local Transport Plan or Section 106 agreements

Cost: Dependant on specific scheme

Action 6: Develop Policies to Support Better Air Quality

There are a number of policies already in place which will help support air quality. The Clean Air Strategy makes a number of pledges to improve air quality in the short to longer term. Most of these policies cannot be quantified in terms of the impact on pollutant concentrations at specific locations (which is the aim of this Action Plan), but they will lead to an overall reduction in emissions across Birmingham.

The appropriate regulatory framework is in place to guide new and existing developments to minimise emissions. All new developments will be required to implement or support actions that make a positive contribution to improving air quality, for example by reducing travel demand and opening up possibilities for cycling and walking.

Central Government will be lobbied to ensure that future policy is fit for purpose and tightens existing regulatory frameworks.

HR policy will be used to formulate a 'staff travel and expenses' policy to incentivise/simplify access to low emission transport options.

When resources allow, it is the aim to implement a system to reduce emissions from construction, by reducing emissions of dust and particulate matter from construction and demolition activities and manage emissions of NO_x from construction and

demolition machinery by way of controls through the planning system on Non Road Mobile Machinery (NRMM).

Funding Source: Mainly from existing budgets. Planning system could generate funding for measures within this Action Plan.

Cost: unknown, but mainly staff time

Action 7: Control Industrial and Domestic Emissions

In order to ensure that industrial and domestic emissions are controlled, joint working with the Environment Agency and industries permitted by Birmingham City Council (BCC) will be undertaken to ensure that permits are enforced. At the start of the 2019/20

financial year the City Council's Environmental Protection team regulated 219 such industries including the car manufacturing plant Jaguar Land Rover, four crematoria, various solvent coating plants, cement batching plants and a range of other processes.

In order to assist homeowners with decisions around wood burning stoves (to ensure they are in line with the current regulatory framework), guidance has been provided for residents introducing new appliances. This guidance is available through BCC's website⁷ which has been updated to provide up to date guidance on 'Ready to Burn' and 'Woodsure' schemes. In addition, BCC will continue to respond to Government consultations on this issue and lobby for a revision of legislation to assist in dealing with these sources.

Funding Source: From existing budgets

Cost: Unknown but staff time only

⁷ https://www.birmingham.gov.uk/info/20076/pollution/1277/what_causes_air_pollution/4

Table 5.1 – Air Quality Action Plan Measures

| Measure No. | Measure | EU Category | EU Classification | Lead Authority | Planning Phase | Implementation Phase | Key Performance Indicator | Target Pollution Reduction in the AQMA | Progress to Date | Estimated Completion Date | Comments |
|-------------|---|---------------------------------------|---|-------------------------|----------------|-------------------------------|--|---|--|---|--|
| 1 | Implement a Clean Air Zone and Mitigation Measures | Promoting Low Emission Transport | Low Emission Zone or Clean Air Zone | Birmingham City Council | 2018-2020 | Early 2021 (date TBC) | Evaluation Plan to be undertaken (locally and at national level) | Achievement of Limit Values by 2022 within CAZ area | Feasibility work undertaken, scheme accepted and funded | 2021 for implementation. Ongoing evaluation | |
| 2 | Support and Implement Strategic Transport Improvements | Transport Planning and Infrastructure | Bus route improvements, cycle network, public transport improvements – interchanges stations and services | Birmingham City Council | 2019-2020 | Ongoing for the next 20 years | Level of modal shift | n/a at this stage | Ongoing improvements in cycle network, walking provision and public transport | 2040 | Long term measure, rather than a quick achievement of air quality objectives, although strategic transport improvements could be focussed on locations of exceedance when identified |
| 3 | Promote Behaviour Change away from Single Occupancy Private Vehicle Use | Promoting Travel Alternatives | Encourage/facilitate home working, Personalised Travel Planning, Promotion of Cycling, Promotion of Walking, School Travel Plans, Workplace Travel Planning | Birmingham City Council | Ongoing | Ongoing | Level of modal shift | n/a at this stage | A number of projects already underway such as 'Walking City' and the Birmingham Cycle Revolution | Ongoing | |

Birmingham City Council

| Measure No. | Measure | EU Category | EU Classification | Lead Authority | Planning Phase | Implementation Phase | Key Performance Indicator | Target Pollution Reduction in the AQMA | Progress to Date | Estimated Completion Date | Comments |
|-------------|---|---|--|-------------------------|---|----------------------|---|---|--|--|----------|
| 4 | Promote the use of alternatively fuelled vehicles | Promoting Low Emission Transport | Company Vehicle Procurement CAZ, Priority Parking for LEVs, Procuring alternative refuelling infrastructure, taxi emission incentives | Birmingham City Council | Ongoing | Ongoing | Proportion of local fleet which is low emission | n/a at this stage | Lots of projects already underway for example retrofitting taxis to LPG, hydrogen buses, refuelling infrastructure | Ongoing throughout the lifetime of the CAZ | |
| 5 | When locations are identified as having an exceedance of the air quality objectives, assess traffic management options relevant to the location | Traffic Management | Could be any of the measures within Traffic Management | Birmingham City Council | 2020 onwards (once outcomes of monitoring at specific locations is available) | Unknown | Unknown until specific schemes are decided on | n/a at this stage | n/a at this stage | n/a at this stage | |
| 6 | Develop policies to support better air quality | Policy Guidance and Development Control | Air Quality Planning and Policy Guidance, Low emission strategy, other policy, regional groups, sustainable procurement guidance | Birmingham City Council | 2020 | 2020-2025 | | n/a at this stage | Birmingham Clean Air Strategy published, regulatory framework in place for new developments | Ongoing | |
| 7 | Control Industrial and Domestic emissions | Promoting Low Emission Plant | Regulations for fuel quality for stationary and mobile sources | Birmingham City Council | n/a | Ongoing | | Unlikely to reduce pollution within specific locations identified | Guidance provided for residents through website | Ongoing | |

Appendix A: Response to Consultation

Table A.1 – Summary of Responses to Consultation and Stakeholder Engagement on the AQAP

| Consultee | Category | Response |
|--------------------------------|-----------|--|
| Defra | Statutory | To be consulted on draft report |
| Environment Agency | Statutory | To be consulted on draft report |
| Highways Authority | Statutory | To be consulted on draft report |
| Neighbouring local authorities | Statutory | To be consulted on draft report |
| Public Health | Statutory | To be consulted on draft report |
| Residents | | To be consulted on draft report on Brum Breathes website |

Appendix B: Reasons for Not Pursuing Action Plan Measures

Table B.1 – Action Plan Measures Not Pursued and the Reasons for that Decision

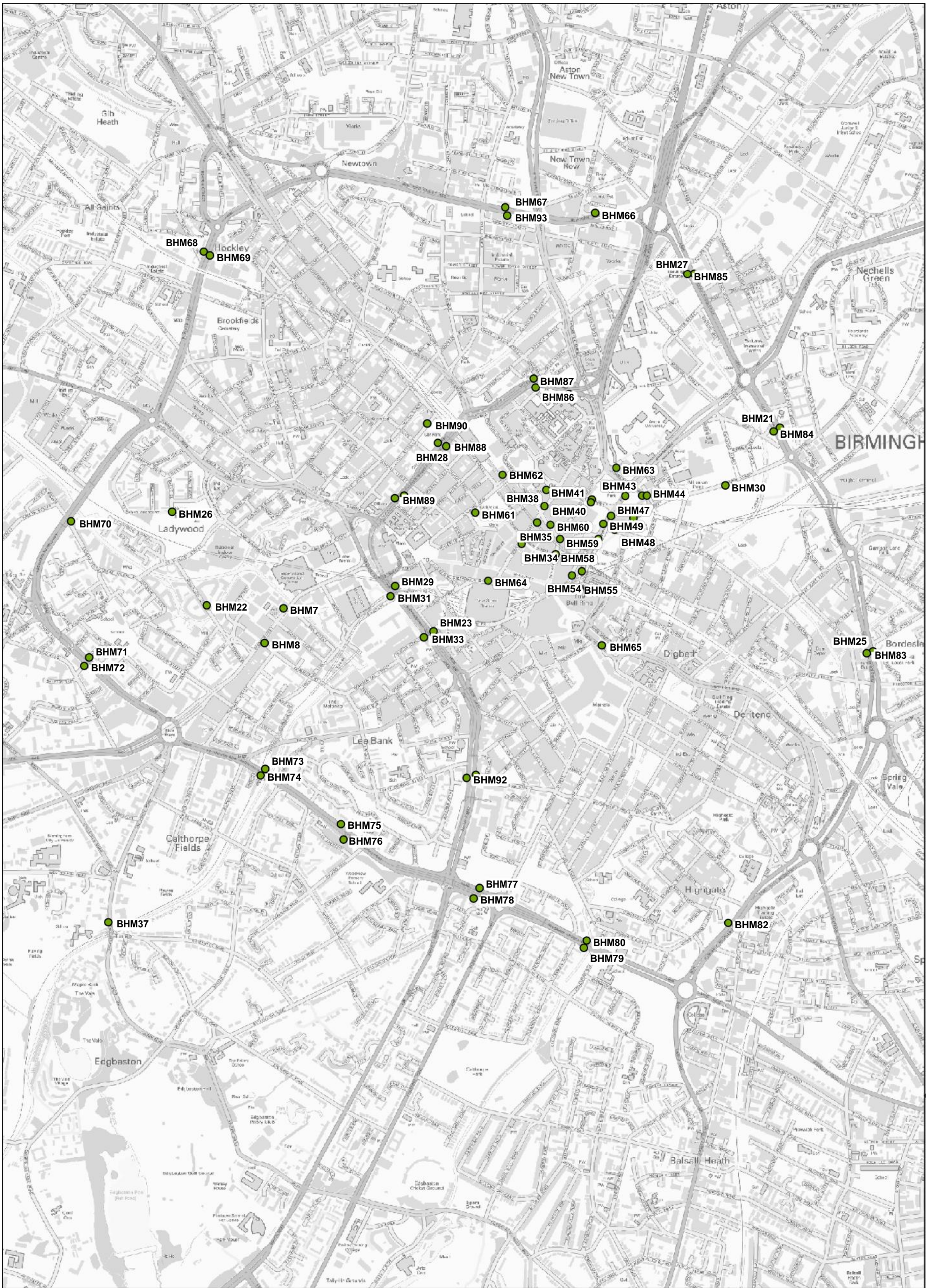
| Action category | Action description | Reason action is not being pursued (including Stakeholder views) |
|--|--------------------|--|
| Currently no actions specifically <i>not</i> being pursued | | |

Appendix C: Maps of Monitoring Locations

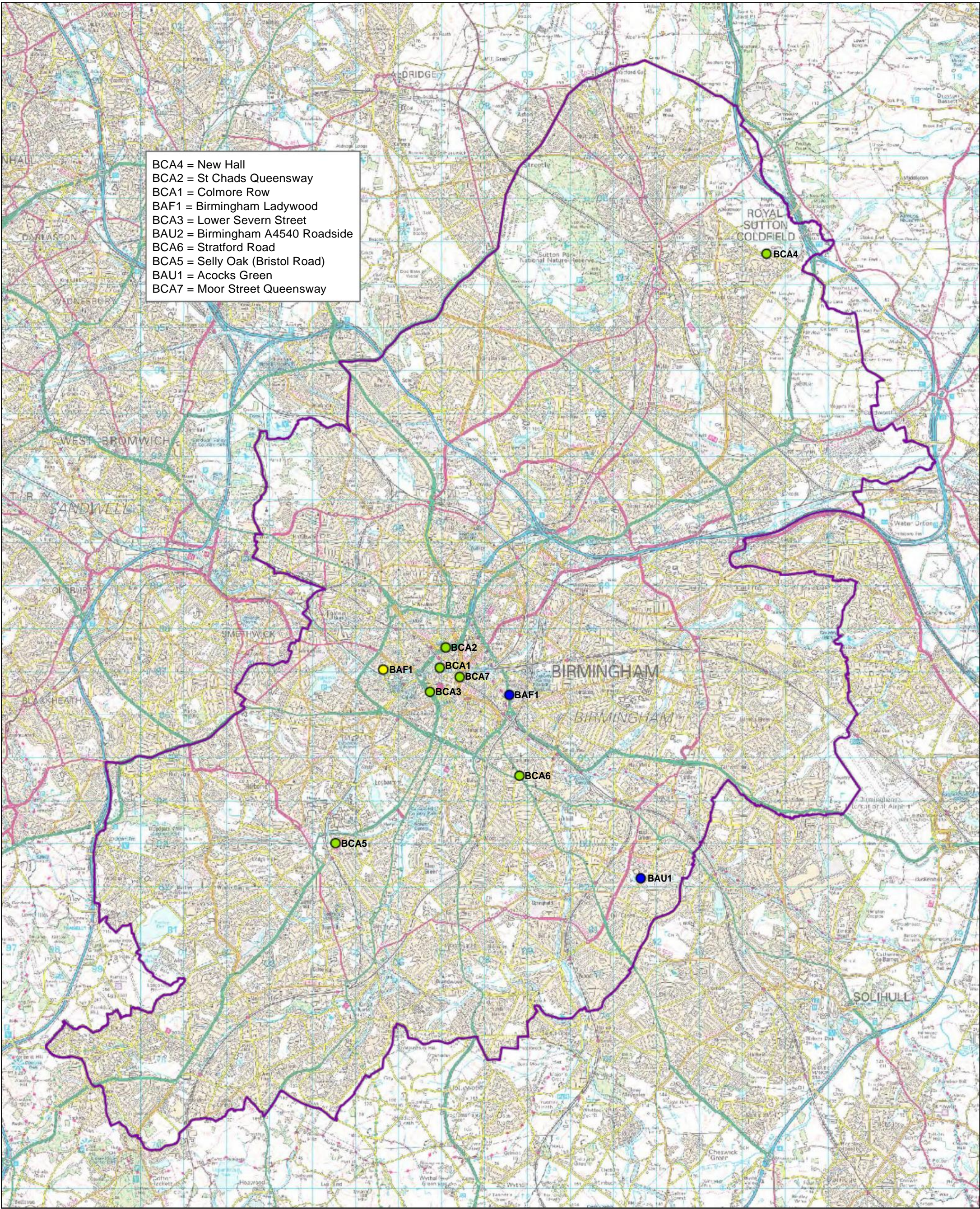
Diffusion Tube Monitoring Locations (City Wide)



Diffusion Tube Monitoring Locations (City Centre)



Locations of Automatic Monitoring Sites



Sites coloured blue are in the AURN network.
Sites coloured yellow are affiliated into the AURN network.
Sites coloured green are BCC operated sites.

Glossary of Terms

| Abbreviation | Description |
|--------------|---|
| AADT | Annual Average Daily Traffic |
| AQAP | Air Quality Action Plan - A detailed description of measures, outcomes, achievement dates and implementation methods, showing how the local authority intends to achieve air quality limit values' |
| AQMA | Air Quality Management Area – An area where air pollutant concentrations exceed / are likely to exceed the relevant air quality objectives. AQMAs are declared for specific pollutants and objectives |
| AQS | Air Quality Strategy |
| ASR | Air quality Annual Status Report |
| BCC | Birmingham City Council |
| BCR | Birmingham Cycle Revolution |
| BDP | Birmingham Development Plan |
| CAZ | Clean Air Zone |
| CENTRO | West Midlands Passenger Transport Executive, now Transport for West Midlands |
| COMEAP | Committee for the Medication Effects of Air Pollution |
| Defra | Department for Environment, Food and Rural Affairs |
| EGR | Exhaust Gas Recirculation |
| EU | European Union |
| GIS | Geographical Information System |
| HGV | Heavy Goods Vehicle |
| JSNA | Joint Strategic Needs Assessment |
| LAQM | Local Air Quality Management |
| LETCP | Low Emissions Towns and Cities Programme |
| LGV | Light Goods Vehicle |
| LLPG | Local Land and Property Gazetteer |

| | |
|-------------------|---|
| LPG | Liquefied Petroleum Gas |
| MfG | Movement for Growth Strategic Transport Plan |
| NO ₂ | Nitrogen Dioxide |
| NO _x | Nitrogen Oxides |
| NPPF | National Planning Policy Framework |
| NRMM | Non-Road Mobile Machinery |
| PM ₁₀ | Airborne particulate matter with an aerodynamic diameter of 10µm (micrometres or microns) or less |
| PM _{2.5} | Airborne particulate matter with an aerodynamic diameter of 2.5µm or less |
| SCR | Selective Catalytic Reduction |
| WMCA | West Midlands Combined Authority |

References

- COMEAP. (2018). *The Effects of Long-Term Exposure to Ambient Air Pollution on Cardiovascular Morbidity: Mechanistic Evidence*.
- Defra. (2007). *The Air Quality Strategy for England, Scotland, Wales and Northern Ireland*. Defra.
- Defra. (2017). *Air quality plan for nitrogen dioxide (NO₂) in the UK*.
- Defra. (2018a). *Supplement to the UK plan for tackling roadside nitrogen dioxide concentrations*.
- Defra. (2019). *Clean Air Strategy*.
- Environment Act*. (1995). HMSO.
- Ministry of Housing, Communities & Local Government. (2019a). *National Planning Policy Framework*.
- The European Parliament and the Council of the European Union. (2008). *Directive 2008/50/EC of the European Parliament and of the Council*.

USEFUL LINKS: [Public Sector Equality Duty guidance](#)[Equality Act 2010](#)[Birmingham City Council](#)[Race Disparity Audit](#)[Be heard consultation hub](#)

Assessments

| | |
|---|---|
| Title of proposed EIA | Draft Air Quality Action Plan Consultation |
| Reference No | EQUA519 |
| EA is in support of | Amended Policy |
| Review Frequency | No preference |
| Date of first review | 28/01/2021 |
| Directorate | Neighbourhoods |
| Division | Regulation & Enforcement |
| Service Area | Environmental Health |
| Responsible Officer(s) | <input type="checkbox"/> Mark Wolstencroft |
| Quality Control Officer(s) | <input type="checkbox"/> Karen Huxtable |
| Accountable Officer(s) | <input type="checkbox"/> Mark Croxford |
| Purpose of proposal | To seek cabinet approval to progress to public consultation on the new draft Air Quality Action Plan |
| Data sources | relevant reports/strategies |
| Please include any other sources of data | |
| ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS | |
| Protected characteristic: Age | Wider Community |
| Age details: | <p>Air pollution has a disproportionate impact on the elderly, the young, those with pre-existing health conditions, and unborn children and their pregnant mothers.</p> <p>The management of air quality is a statutory function and delivered ultimately via an air quality action plan (AQAP) where air pollution issues exist. The purpose of an AQAP is to reduce air pollution and improve air quality for the betterment of all members of society including providing additional benefit to those who would otherwise be disproportionately affected by poor air quality.</p> <p>This screening report is to support progression of a new AQAP through Cabinet to public consultation where the wider community can make their views known.</p> |
| Protected characteristic: Disability | Wider Community |
| Disability details: | <p>Air pollution has a disproportionate impact on the elderly, the young, those with pre-existing health conditions, and unborn children and their pregnant mothers.</p> <p>The management of air quality is a statutory function and delivered ultimately via an air quality action plan (AQAP) where air pollution issues exist. The purpose of an AQAP is to reduce air pollution and improve air quality for the betterment of all members of society including providing additional benefit to those who would otherwise be disproportionately affected by poor air quality.</p> <p>This screening report is to support progression of a new AQAP through Cabinet to public consultation where the wider community can make their views known.</p> |
| Protected characteristic: Gender | Not Applicable |
| Gender details: | |
| Protected characteristics: Gender Reassignment | Not Applicable |
| Gender reassignment details: | |
| Protected characteristics: Marriage and Civil Partnership | Not Applicable |
| Marriage and civil partnership details: | |
| Protected characteristics: Pregnancy and Maternity | Wider Community |
| Pregnancy and maternity details: | <p>Air pollution has a disproportionate impact on the elderly, the young, those with pre-existing health conditions, and unborn children and their pregnant mothers.</p> |

unborn children and their pregnant mothers.

The management of air quality is a statutory function and delivered ultimately via an air quality action plan (AQAP) where air pollution issues exist. The purpose of an AQAP is to reduce air pollution and improve air quality for the betterment of all members of society including providing additional benefit to those who would otherwise be disproportionately affected by poor air quality.

This screening report is to support progression of a new AQAP through Cabinet to public consultation where the wider community can make their views known.

Protected characteristics: Race Not Applicable

Race details:

Protected characteristics: Religion or Beliefs Not Applicable

Religion or beliefs details:

Protected characteristics: Sexual Orientation Not Applicable

Sexual orientation details:

Please indicate any actions arising from completing this screening exercise. Progression of the draft AQAP to Cabinet to seek approval for public consultation

Please indicate whether a full impact assessment is recommended NO

What data has been collected to facilitate the assessment of this policy/proposal?

Consultation analysis

Adverse impact on any people with protected characteristics.

Could the policy/proposal be modified to reduce or eliminate any adverse impact?

How will the effect(s) of this policy/proposal on equality be monitored?

What data is required in the future?

Are there any adverse impacts on any particular group(s) No

If yes, please explain your reasons for going ahead.

Initial equality impact assessment of your proposal

Consulted People or Groups

Informed People or Groups

Summary and evidence of findings from your EIA N/A

QUALITY CONTORL SECTION

Submit to the Quality Control Officer for reviewing? No

Quality Control Officer comments Mark, Please consider applying a review date. There will e requirement for a new EIA when the new AQAP is prepared.

Decision by Quality Control Officer Proceed for final approval

Submit draft to Accountable Officer? Yes

Decision by Accountable Officer Approve

Date approved / rejected by the Accountable Officer 02/06/2020

Reasons for approval or rejection This is a necessary step to meet a legal requirement.

Please print and save a PDF copy for your records Yes

Julie Bach ☐ Mark Croxford

Person or Group

Content Type: Item

Version: 38.0

Created at 22/05/2020 01:54 PM by ☐ Mark Wolstencroft

Last modified at 02/06/2020 05:00 PM by Workflow on behalf of ☐ Mark Croxford

Close

Birmingham City Council

Report to Cabinet

21st July 2020



Subject: ROUGH SLEEPING STRATEGY AND ACTION PLAN

Joint Report of: Rob James,
Interim Director Neighbourhoods

Professor Graeme Betts
Director for Adult Social Care

Relevant Cabinet Member: Cllr Sharon Thompson - Homes & Neighbourhoods
Cllr Paulette Hamilton - Health & Social Care

Relevant O & S Chair(s): Cllr Penny Holbrook - Housing & Neighbourhoods
Cllr Robert Pocock - Health & Social Care

Report authors: Gary Messenger,
Head of Housing Options, Neighbourhoods
Email: Gary.Messenger@birmingham.gov.uk

Kalvinder Kohli, Head of Service:
Commissioning, Adult Social Care
Email: Kalvinder.Kohli@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: 007791/2020 | | |
| 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

- 1.1 This report provides details of the draft Rough Sleeping Addendum and Action Plan 2020-23, for which a period of public consultation is being sought.

Supplementing Birmingham's overall Homelessness Prevention Strategy approved by Full Council on 8th January 2018, these two documents (**Appendix A and B**) detail the approach and specific actions initiated to tackle and respond to rough sleeping needs (**Appendix C: Rough Sleeping Needs Analysis**, January 2020) across the city.

- 1.2 Between November 2018 and 2019 there was a 42% reduction in rough sleeping in Birmingham, the highest fall across all of the English Core cities. This has been achieved through strategic partnership work on the ground and additional investment from regional and national programmes such as Housing First and the Rough Sleeping Initiative respectively. Learning from the comprehensive range of local partners involved in delivering these programmes, has highlighted and confirms, that tackling and preventing rough sleeping involves putting in place a combination of health, social and economic wellbeing interventions, alongside time-critical provision of outreach support and accommodation.
- 1.3 In line with the overall Homelessness Prevention Strategy 2017+, the approach and corresponding actions set out in the Rough Sleeping Addendum (**Appendix A**) are based on embedding a comprehensive preventative framework for tackling and preventing rough sleeping, covering five action areas 1) universal, 2) targeted prevention, 3) crisis relief, 4) recovery, 5) move-on accommodation.
- 1.4 The draft action plan presented with this report, has been informed with input from a Rough Sleeping Sub-Group of Birmingham's Homelessness Partnership Board. This multi-sector partnership includes commissioners and frontline service delivery organisations including housing, health, social care and community safety delivering responses to rough sleeping across the city. Council officers from Adult Social Care (Commissioning) and Neighbourhoods (Housing Options) Directorates jointly undertook a review of the action plan in March 2020. A further review was undertaken in May 2020 following the Government's COVID-19 "Everyone-In" rough sleeping notification to local authorities, issued on 26 March 2020. The updated actions have been reported and shared with the Homelessness Partnership Board (May 2020). A final action plan will be ratified at the end of July 2020.
- 1.5 The Rough Sleeping Addendum and Action plan 2020-23 supplement the city's overall Homelessness Prevention Strategy. The associated rough sleeping action plan timescales have been aligned with the overall strategy and fulfil local accountability expectations from Ministry of Housing Communities and Local Government (MHCLG), by demonstrating and setting out in detail, how the city is responding to rough sleeping.
- 1.6 The issues involved in reducing and preventing rough sleeping intersect several Council portfolios and key priorities including corporate parenting, improved health and wellbeing, building resilient and independent communities and access to suitable and sustainable housing options for the most vulnerable.

- 1.7 Cabinet approval is required in order to initiate the proposed consultation via Be-Heard to supplement the Council's Homelessness Prevention Strategy with Rough Sleeping Addendum and its associated action plan.
- 1.8 Subject to approval, the consultation is proposed to run from 3rd August 2020 for a period of 42 days, closing 13th September 2020.

2 Recommendations

- 2.1 That Cabinet approve commencement of the proposal to undertake a 42-day public consultation via Be-Heard on the Rough Sleeping Addendum and Action Plan 2020-23 and to liaise with Birmingham's Homelessness Partnership Board and other public or local authorities, voluntary organisations or other persons, including service users.

3 Background

- 3.1 In August 2018, the Government launched its National Rough Sleeping Strategy, with a stated goal ending rough sleeping by 2027. In addition to announcing a series of funding packages, MHCLG also set out a series of policy measures. These included requiring all local authorities, starting with those with highest levels of rough sleeping, to update their statutory Homelessness strategies, setting out their local plans for delivering in relation to responding to rough sleeping.
- 3.2 In order to meet the expected local accountability requirements, set out in the Government's National Rough Sleeping Strategy, a draft local strategy and action plan have been developed as an addendum to the overall Birmingham Homelessness Prevention Strategy 2017+ which was approved by Full Council in January 2018. These additional documents specifically detail how the city aims to embed its overall preventative framework for homelessness in response to rough sleeping.
- 3.3 Reflecting the range of stakeholders involved in rough sleeping related issues, in addition to statutory services and functions, the Rough Sleeping Addendum and action plan have been developed with multi-sector input across the housing, health, social care, welfare and community safety service areas. The approach centred around prevention themes which follow the overall Birmingham Homelessness Prevention Strategy 2017+ which it supplements:
 - Universal Prevention – pre-emptive action aimed at averting rough sleeping through collaborative action across organisations, raising public awareness and learning to continuously improve services.
 - Targeted action for groups at disproportionate rough sleeping risk including, care leavers and young people, vulnerable adults, prison leavers (offenders), people affected by domestic abuse.
 - Crisis - Time critical interventions to respond to rough sleeping at the point of crisis such as outreach support and emergency accommodation.

- Recovery – concerted multi-agency personalised support to keep people from returning to the streets through improving and maintaining housing, health, economic and social wellbeing. Areas covered include access to Housing First and / or employment training, and health support (physical and mental) operating as coordinated system of rough sleeping services
- Move-On – actions specifically linked to ensuring that there is a supply of short term and longer transitional accommodation necessary to provide former rough sleepers with a route out of emergency accommodation.

4 Options considered and Recommended Proposal

4.1 Option 1:

Do not undertake any engagement with stakeholders, partners, providers, current service users or others. This will mean that the strategy and action plan only reflect the views, ideas and opinions of those involved in its development. Therefore, it may be difficult to gain support and commitment to deliver the actions from others and there would be no reality check as to whether the actions can be achieved.

4.2 Option 2: Recommended Option

To undertake a 42 day Be-Heard consultation and to liaise with Birmingham's Homelessness Partnership Board and other public or local authorities, voluntary organisations or other persons, including service users.

This recommended proposal reflects the statutory duty to consult and demonstrates an openness and desire to seek additional contributions thoughts, views and opinions from service recipients, stakeholders and citizens. This will allow sufficient time for stakeholders and citizens to respond to the consultation taking into account their needs and vulnerabilities. In addition, we will be able to gain commitment to helping us deliver the actions and be confident that the actions are realistic and achievable.

5 Consultation

- 5.1. Opportunities to maximise the effectiveness of the consultation are also being identified with input from Birmingham's Homelessness Partnership Board and its Rough Sleeping Sub-Group set up to develop and provide input into the action plan. These arrangements will enable partners from across health, housing, social care, neighbourhoods, community and voluntary sector organisations oversight and opportunities to add value to consultation activities including service user voices.
- 5.2 A Rough Sleeping Sub-Group which operates to enable multi-agency working represented by service leads responding to rough sleeping across the city has been involved in shaping the strategy on behalf of the Homelessness Partnership Board including producing the accompanying draft action plan 2020-23.

- 5.3 Alongside the proposed online consultation period, officers will be meeting with providers, key stakeholders and service users to help to refine the strategy and action plan. Digital platforms (such as MS Teams) and telephone survey methods are being used to maintain communication and adhere with appropriate social distancing with both frontline service providers and service users. This includes the majority of existing engagement activity and support, which has been maintained with very limited need for face to face meetings
- 5.4 Once consultation has been undertaken in accordance with the statutory duty, all comments made will be considered and the draft Action Plan will be reviewed as appropriate.
- 5.5 The proposed timetable for consultation and approval of the strategy and action plan is shown in the table below.

| | |
|---|---------------------------------|
| Be-Heard Online Consultation start | 3 rd August 2020 |
| Homelessness Partnership Board | 27 th August 2020 |
| Trident Reach Rough Sleeping Outreach Service - Service User Group | August 2020 (date tbc) |
| Shelter - Entrenched Rough Sleeping Mentor/Peer Navigator | August 2020 (date tbc) |
| Vulnerable Adults Citizens Panel - BCC Adult Social Care Customer Engagement Group | August 2020 (date tbc) |
| BVSC – No Wrong Door Network – Every Step of the Way Service User group | August 2020 (date tbc) |
| St Basil's Under 25's – Young Person's Outreach Rough Sleeping Navigation Service & Youth Voice | August 2020 (date tbc) |
| Birmingham Homelessness Forum | September 2020 (date tbc) |
| Health Now – Lived Experience Service User Group run by homeless charity Crisis | September 2020 (date tbc) |
| Consultation finish (including Be-Heard) | 13 th September 2020 |
| Amended final strategy to Cabinet (following consultation) | 13 th October 2020 |
| Full Council Approval | 3 rd November 2020 |

- 5.6 The Cabinet Member for Social Inclusion, Community Safety and Equalities has also been briefed on the proposed activity and is supportive of proposals.

6 Risk Management

- 6.1 The risk management of this strategy and action plan is overseen by the Birmingham Homelessness Partnership Board which has assisted in informing and developing the draft Rough Sleeping Addendum on behalf of City and Cabinet.

7 Compliance Issues:

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

7.1.1 The recommended decisions are consistent with the Council's priorities, plans and strategies and supports the Vision and Priorities in the Council Plan 2018-2022 as agreed by Cabinet across four priority areas:

Children – an aspirational city to grow up in: We will inspire our children and young people to be ambitious and achieve their full potential.

Housing – a great city to live in: We will work with our partners to build a fair and inclusive city for all.

Health – a fulfilling city to age well in: Citizens and communities will have choice and control over their care and improved resilience and independence.

Jobs and skills – an entrepreneurial city to learn, work and invest in: We will create opportunities for local people to develop skills and make the best of economic growth.

7.1.2 The decision within this report will contribute and support the delivery of the following strategies:

- Homelessness Prevention Strategy 2017+
- Health and Well-Being Strategy 2017+
- Domestic Abuse Prevention 2018+
- Vision and Strategy to Modernise Adult Social Care 2017+
- Financial Inclusion Strategy 2016+
- Transition Strategy 2018+

7.2 Legal Implications

7.2.1 The Rough Sleeping Addendum is part of the overall Homelessness Prevention Strategy. Under the Homelessness Act 2002 all housing authorities must have in place a homelessness strategy based on a review of all forms of homelessness in their district. The strategy must be renewed at least every 5 years. The strategy must set out the authority's plans for prevention of homelessness and for securing sufficient accommodation and support are or will be available for people who become homeless or who are at risk of becoming so.

7.2.2 Section 3 (8) of the Homelessness Act 2002 provides that "Before adopting or modifying a homelessness strategy the authority shall consult with such public or local authorities, voluntary organisations or other persons as they consider appropriate".

7.2.3 Formal consultation is a statutory duty and should be undertaken with the range of local services and sectors necessary to deliver an effective approach to rough

sleeping. A formal consultation will also complete the engagement process and assist for best practice purposes.

7.3 Financial Implications

7.3.1 In this instance there are no financial implications specific to the proposed consultation.

7.4 Procurement Implications (if required)

7.4.1 None identified for this proposed decision.

7.5 Human Resources Implications (if required)

7.5.1 None identified for this proposed decision.

7.6 Public Sector Equality Duty

7.6.1 A relevance test to decide whether the planned activity has any relevance to the equality duty contained within Section 149 of the Equality Act 2010 of eliminating unfair/unlawful discrimination and to promote equality and human rights commenced April 2020. The screening identifies no requirement to assess this further at this stage. The consultation activity will inform and help develop an Equality Assessment.

8. Appendices

Appendix A: Rough Sleeping Addendum- Draft

Appendix B: Rough Sleeping Action Plan 2020-2023 - Draft

Appendix C: Rough Sleeping Needs Analysis, January 2020

Appendix D: Draft Rough Sleeping Consultation Document

Appendix E: Draft Consultation Questionnaire

Rough Sleeping Action Plan 2020-23

Addendum to Birmingham Homelessness Prevention Strategy 2017+

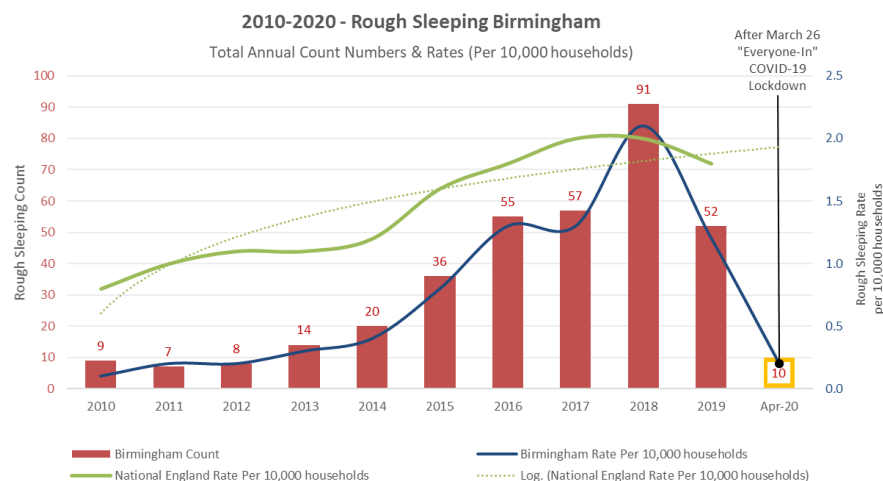
Working to together to end street homelessness



Making a positive difference everyday to people's lives



1. Where are we now?



The number of rough sleepers in Birmingham followed national trends, steadily increasing from 2011 to a peak street count in November 2018 of 91. This was followed by a reduction to 52 a year later in 2019, with local intelligence indicating a continued downward trend into 2020.

On 26th March 2020, as part of its emergency COVID-19 public health measures, the Government issued an 'Everyone-In' instruction to local housing authorities to accommodate all people known to their local services as rough sleeping rough. Birmingham saw and dealt with over 450 homeless over the 6-week period that followed, through outreach, additional housing advice, closing of night-shelters and increased temporary accommodation capacity. This included those traditionally excluded due to having no recourse to public funds, reducing numbers on the streets to as low as 10 people.

Whilst being the lowest in nine years, there is evidence of increased hidden need and a fear of a surge in rough sleeping as Covid-19 restrictions ease. This moment presents both opportunities and threats in terms of reducing rough sleeping for sustaining recent gains. While there are a number of services and provisions already in place, responses to preventing and relieving rough sleeping, will continue to the need to be dynamic in order to adapt to changes in operational circumstances. Prior to Covid-1, progress in these areas include: -

- Partnering and mobilising in 2018, a 3-year Housing First programme – which is supporting 91 individuals in Birmingham
- Re-commissioning an expanded outreach service
- Enhancements to Severe Weather Emergency Provision combining council, voluntary sector and faith provision

Mobilisation of accommodation and rough sleeping services including

- 52 additional emergency beds for singles & couples including provision for domestic animals.
- Targeted local investment into substance misuse support and mental health support services
- Specific provision for both, young people (under 25s) in partnership with Birmingham Children's Trust and older adults (over 25's) Established an outreach and support service for young people under the age 25 in partnership with Children's Trust.

2. Rough sleeping: Priorities 2020-23

Our main priority concerning a reduction in rough sleeping is to improve and **embed an effective and comprehensive prevention pathway to avoid or recover from rough sleeping**. This will be resourced through a combination of local, regional and national investment centred on three key principle areas of action based on the pathways approach of our homelessness prevention strategy: -

Preventing Rough Sleeping in the first place

1. Preventing someone from rough sleeping in the first place - through prevention targeted at groups and circumstances
2. Crisis Relief through expanded outreach- providing quick safe and quality interventions to get someone from the streets and into integrated accommodation and support services designed to meet their needs in a holistic and coherent way.
3. Recovery - Keeping people from the streets through an improved coordinated system of support and integrated care.

Embedding resilient pathways out of rough sleeping based on this principle can, only be sustained through removing and addressing gaps or barriers to existing local mainstream services, particularly vulnerable groups at risk of multiple exclusion through targeted prevention.

Groups at higher risk of rough sleeping

Based on a similar approach first piloted by the Birmingham Social Housing Partnership, Birmingham has been developing joint work multi-partner local delivery plans centred around key support need cohorts, circumstances can increase the risk of rough sleeping. These plans have helped inform the commissioning and co-design of prevention pathway plans for following groups:--

- Young People (including Care Leavers and Youth Offenders)
- Prison Leavers
- Vulnerable Single Adults
- Offenders (being release from Prison)

Action to ensure those specifically leaving Armed Forces are prevented from falling into homelessness and rough sleeping, will be developed at a regional level through work of West Midlands Combined Authority. We have identified gaps precipitated by the continually changing immigration and nationality legislation frameworks in relation to migrant homelessness.

- Understanding and targeting responses to mitigate the risks of destitution and rough sleeping for this will require joint action in relation preventing homelessness amongst migrant communities as whole.

Integrating preventative health care and support.

In addition to Homelessness Reduction Act, “Duty to Refer responsibilities”, homelessness prevention partner organisations and the wider care and support sectors across the city and region, have worked together collaboratively to maximise and identify opportunities to prevent rough sleeping through better informed and designed services. A key area being developed across the housing, health and social care system includes: -

- Putting in place multi-disciplinary teams (housing, health and social care) into the work of NHS hospital discharge services covering Birmingham. Support will be offered to patients with no fixed abode or precarious housing to prevent rough sleeping and hospital re-admissions to A&E services.

2. Crisis Relief: Expanded outreach & joined up responses

The key frontline service responding to rough sleeping in Birmingham is the Rough Sleeping Outreach Service. This initiates direct contact with people who are already on the streets into accommodation through a tailored package of support which includes onward progression into settled housing. The expanded service recommissioned in 2019 provides time critical responses, to relieve the crisis of rough sleeping through a core offer, which includes rapid access to short-term accommodation and a suite of ongoing and onward support options based on the client’s needs. The new service will retain access to the range of services which already include, drug and alcohol treatment support services, and service navigators linked to Housing First.

Integrating Mental Health rough sleeping outreach

The suite of health services includes primary health (physical & mental), drug and alcohol services. Over the course of 2020 we intend to continue enhancing our core rough sleeper outreach offer through: -

- New mental health outreach services commissioned by Birmingham Solihull Clinical Commissioning Group (BSOL CCG). This 5-year pilot will bring NHS-led teams (doctors, nurses and other clinicians) work together with the rough sleeping outreach service, to co-ordinate treatment and support to the street homeless population.

3. Recovery - Keeping people from the streets through an improved coordinated system of support and integrated care.

To deliver sustained reductions in rough sleeping our response needs to do more than just provide a roof. Our needs analysis used to inform this strategy and growing body of evidence indicates preventing people who have left the streets returning to rough sleeping, involves providing the right packages of personalised support to help recovery, promote independence and build personal resilience.

Over the course of the last 5-10 years homelessness prevention services across the sector in Birmingham have been pilot testing, developing and mainstreaming best practice and innovations that promote recovery-based approaches. National forerunners to this agenda include the use of frameworks, principles, approaches such

as the Outcomes Stars and the Places of Change agenda (2004). More recent developments include Trauma informed Care and Psychologically Informed Environments. Central to all these approaches is the importance of empowering people to recognise and build upon their strengths, encouraging interests and aspirations in order to make positive changes. The latest specifically in relation to rough sleeping is Housing First which is piloted in Birmingham and across the WMCA region.

Housing First pilot

Housing First is a high-fidelity model intervention aimed primarily at the most entrenched, high level of complex or multiple needs

- Deals with the immediate issue of housing
- Provides unconditional long-term personalised, holistic wrap-around housing and wellbeing for up to period of years
- Substance misuse and mental health support is provided for as long as required.

Developing recovery-based service provision

In addition to taking forward critical learning gained from an independent evaluation of the Housing First, prevention and intervention approaches rooted in recovery are being embedded through the commissioning of Housing and Wellbeing services across 4 client groups which commenced in December 2019.

As with our targeted prevention those with specific multiple needs placing them at risk of rough sleeping have been identified; young people, single adults (and couples without dependents), offenders (being released from prison), people affected by domestic abuse. accommodation and support services. The following levels of support have been commissioned to ensure no one should return to the streets:-

- lower support needs: a focus on advice and financial assistance, e.g. deposit and rental assistance to access a property, support into employment and or on-going tenancy support to sustain.
- medium support needs: provision of accommodation with support tailored to individual need.
- high and complex needs: provision of Housing First and long-term supported housing with appropriate multi-agency support.

Move-on options

Sustaining recovery from the experience of homelessness can only be achieved through longer-term actions on structural barriers around access to affordable housing and complementary investment skills and employment support. Employment support is being delivered through Birmingham's PURE project and move-on accommodation options through the BCC Housing Options service, and the council's wider actions in relation to boosting the local supply affordable housing.

Access to education, training and employment

- The PURE project is a part-funded European Social Funded project. It brings together a range of coordinated bespoke interventions which will assist the needs of citizens with barriers into the employment market. The project will be providing citizens using prevention and support services support, guidance and mentoring to individuals to access employment, education or training opportunities.

Move-On Housing Options for former rough sleepers

Specific housing-led actions required to improve access to affordable housing are:-

- Ensuring there is always an emergency bed available
- Providing access to Housing Options pathway
- Private rented sector access scheme
- Dedicated offers for Housing First
- Ensuring personal care can wrap around accommodation
- Maximising opportunities arising from Government rough sleeper capital fund 2020-24

3. Delivery, Governance and Oversight

Delivery - Rough Sleeping Manager

Given the range of services and sectors involved in working to prevent and respond to rough sleeping in the city, a BCC Rough Sleeping Manager has been appointed.

In addition to working with statutory duty to co-operate organisations such as health and benefits, the dedicated Rough Sleeping Manager post will provide additional accountability and a local point of contact for other key local frontline services that have regular contact with people sleeping rough such as local policing and community safety teams. This post will also help broaden collaboration between the council and the diverse range of independent organisations and individuals across the community, voluntary, faith and business sectors responding to homelessness in the city.

Oversight and Co-ordination

The governance structure concerning oversight of strategic actions in relation to rough sleeping, is set out as per page 18 of the overall Birmingham Homelessness Prevention Strategy. Additional

oversight and co-ordination for this addendum will be undertaken via Rough Sleepers Action Subgroup.

Rough Sleepers Action Sub-group

This subgroup established in January 2020 is drawn from Homelessness Partnership Board and includes key stakeholders involved in the delivery of frontline services responding to rough sleeping in Birmingham. The group will undertake regular (monthly) oversight of progress in delivering this strategy and frontline responses to rough sleeping.

Monitoring

An interim action plan covering 2019-20 which has focussed upon operational effectiveness of rough sleeping services is to be replaced with one developed and based upon actions based upon the priority actions over the next three years. Also reflecting the impact of Covid-19. This aligns with the timespan of the city's overall Homelessness Prevention Strategy and will set out longer term actions necessary to shift our approach towards Move-On housing options for former rough sleepers, sitting alongside the delivery of Housing First and access to emergency and supported housing.

Working version Draft Action Plan January 2019 to March 2020 – Reviewed March 2020 – Reviewed May 2020
FINAL VERSION FOR CONSULTATION TO BE COMPLETED 1st AUGUST 2020.

| Universal Prevention – Rough Sleeping | | | |
|--|--|--|-----------|
| AIM | ACTION | RESPONSIBLE | TIMESCALE |
| 1.Greater public awareness and understanding of issues leading to informed decision making | Agreed language delivered through communication strategy which raises awareness, directs public in positive direction and reduces harm – to consider issues of homelessness, rough sleeping, begging, street activity, safeguarding, and enforcement | | |
| 2.Greater public awareness of how to direct and secure help for someone rough sleeping | Link to any communication strategy as above – promotion of streetlink, decisions on any phone number/s or other options | | |
| 3.Secure ongoing sustainable support for Change into Action alternative giving scheme | Link to communication strategy Secure installation and operation of card readers for generating income for CIA | | |
| 4.Prevent death of rough sleeper | Agreed and communicated clear process for identification, investigation, learning and action following death of a rough sleeper. | WMP – Coroner’s Office Adult Safeguarding Board | |

| Targeted Prevention – Rough Sleeping | | | |
|---|--|--|--|
| AIM | ACTION | RESPONSIBLE | TIMESCALE |
| 1.Ensure individuals most at risk of rough sleeping have access to multi-agency support through a single point of contact required to facilitate, sustain and maintain progress away from rough sleeping. | <p>Mobilise new Vulnerable Adults Lead Worker services (single Point of Contact) for groups most risk of rough sleeping including:-</p> <ul style="list-style-type: none"> ▪ Single & Couples Lead Worker Service ▪ Young People Lead Worker Service ▪ Offenders <p>Suggest value in capacity check and demand profile coming out of Covid-19</p> | Adult Social Care | <p>December 2019 mobilised – confirmation to Action Sub-Group on content & wider coms to sector.</p> <p>Part of Covid-19 proposal May 2020 June 2020</p> |
| 2. Clear set of policies and investment in place for rough sleeping informed by national and local Rough Sleeping and Homelessness Strategies. | Develop effective multi-agency partnership based on responses that remove barriers to addressing rough sleeping inequality nationally, regionally and locally through strategic aims, proper investment and policy change. | Homelessness Partnership Board and NHS Birmingham & Solihull CCG, & Rough Sleeper Sub-group – check membership | June 2019 – April 2020 |
| | <p>Redesign and re-procurement of homeless primary care services (Health Exchange) to include nurse practitioners as part of the service offer to patients with no fixed abode.</p> <p>Check this is the street-based outreach component</p> <p>Check this includes the RSI post</p> | NHS Birmingham & Solihull CCG – named person? | December 2019 Check status May 2020 |
| | Alongside the duty to refer on NHS public bodies – establish process for referring patients (CCG and Mental Health Trust) at risk of rough sleeping through local health service escalation policies and procedure to be referred for local support services including key Lead Worker services. | <p>NHS Birmingham & Solihull CCG, SandWB CCG, MH Trust, Adult Social Care, CGL etc.</p> <p>- Named person?</p> | April 2020 check if this is x 4 workers via RSI or other? |

NOTE THIS IS A NOT CONSULTATION DRAFT – to be finalised July 21st 2020

| | | | |
|--|---|---------------------|------------------------------------|
| 3. Access to advice, prevention and rights for single homeless/childless couples, over 25's | <ul style="list-style-type: none"> Identify clear, appropriate location/means to attend to access emergency (within 56 day) homelessness prevention Process to include triage, assessment and statutory duties arising Linked in to outreach, emergency beds, and key daycentre provision Return and repatriation funds Support move-on through commissioned accommodation pathways. | Housing Options BCC | Part of Covid-19 proposal May 2020 |
| 4. Ensure clear access route for those at risk/rough sleeping to local authority TA if appropriate | <ul style="list-style-type: none"> Link to pathway from pt.3 Link to HOC operation Ensure out of hours script, instructions, process in place | HOC RS Lead | Part of Covid-19 proposal May 2020 |
| 5. Ensure best engagement with non-commissioned, exempt supported providers and accommodation | <ul style="list-style-type: none"> Review and learn from Covid-19 experience Tie response into BCC strategy including Charter Identify resource to maximise positive access to sector for Birmingham, and limit access for outside Birmingham Identify resource to promote best practice and reduce rough sleeping/homelessness arising from sector | | Part of Covid-19 proposal May 2020 |

| Crisis Prevention & Relief | | | |
|--|---|--|---|
| AIM | ACTION | RESPONSIBLE | TIMESCALE |
| 1. Effective multi-agency case meetings in place to understand and remove the barriers to supporting entrenched rough sleepers and ensure agency accountability. | Review and launch of fortnightly operation of multi-agency case (MAC) management arrangements in place for most entrenched and complex rough sleepers (Average 3 cases each time). In addition, weekly Partner Tasking (10-15 cases) and daily operational tasking (Tue-Fri) Disturbed by Covid-19, need to check best format and content | Adult Social Care, Housing Options – led by Trident Reach as commissioned provider | Completed. |
| 2. Effective multi-agency enforcement in place to tackle criminal activity and anti-social behaviour, including aggressive begging in order to restore safety to all citizens. | Co-design with stakeholder organisations (Rough Sleepers, Commissioned services, Police and Business Improvement Districts) Public Space Protection Order (PSPO) proposals with the objective of ensuring prevention and support offers are maximised and exhausted (through Charter of Care) prior to moving towards enforcement action carried out by Community Safety. Charter/working guidelines drafted, further consultation towards adoption (HB). Community Safety represented at MAC. No PSPO; progress Charter of Care, ongoing Cllr consultation on approach and requirement for clear communication strategy Review daily Covid-19 enforcement/support/BCC activity briefing and agree sustainable forward plan | Birmingham Community Safety Partnership (BCSP) | July to December 2019 July 2020 July 2020 |
| 3. Effective Multi-agency Street Intervention arrangements in place to respond to the full range | Review and put in place revised multi-agency (Enforcement and Rough Sleeping Outreach) service arrangements place prior to the recommissioning of rough sleeping outreach service in December 2019 | Adult Social Care, Place Directorate | End of April 2019 |

NOTE THIS IS A NOT CONSULTATION DRAFT – to be finalised July 21st 2020

| | | | |
|---|--|--|------------------------------------|
| of issues amongst the street population. | Procure and mobilise newly commissioned Rough Sleeping Outreach service. 12 Outreach Workers – further coms required | Adult Social Care, | December 2019 |
| | i. Review of multi-agency response to Novel Psychoactive Substances NPS that is keeping people on the streets and increasing chaotic lifestyles. Review PHE event 2019 on topic; feedback on closure of Park House during Covid-19, changes in supply, and forward plan ii. Review of approach and processes to stop the supply of NPS. Review presentation by WMP on action – reflect on Covid-19 impact iii. Review of treatment options available to aid recovery from NPS see content of PHE event 2019. See above ref Park House | CGL, NHS, Adult Social Care, Public Health and BSCP | December 2019 June 2020 |
| | Develop multi-agency funding proposals to deliver dual diagnosis (mental health & substance misuse) assessment delivered through assertive outreach – ‘street psychologist’ delivery model - Safe Spaces being identified; update on recruitment and mobilisation? Need update reference Covid-19, understand some delay. | Adults Social Care, Public Health | July 2019 |
| | Effective pathway for social care assessments of those most vulnerable on street with pathway to appropriate packages of accommodation, treatment, health service, support and personal care | Adult Social Care CCG | |
| 4. Maximise use of the value added from Rough Sleeping Initiative (RSI) funded interventions to inform future commissioning | i. Review of effectiveness of RSI funded interventions - now applies to 2020 ii. Revise, Establish and mobilise year 2 RSI interventions – now year 3 iii Recruitment of RSI Coordinator iv Appoint RSI Coordinator Update on 2020 RSI mobilisation Update on 2020 RSI from WMCA into Birmingham | Adult Social Care BVSC WMCA/BVSC | End of March 2019 |
| 5. Clear pathways in place to support rough sleepers with no recourse to public funds and to | i. Review and reinforce local connection and reconnection where appropriate and legal. ii. Identify and deploy a reconnection fund. | Adult Social Care, Place (Housing Options Service) | End of July 2019 Ongoing |

NOTE THIS IS A NOT CONSULTATION DRAFT – to be finalised July 21st 2020

| | | | |
|---|--|---|--|
| reconnect those with no connection to Birmingham. | <p>iii. Establish links and potential support with Migration Fund services.</p> <p>iv. Ensure continued improved access to effective welfare advisors to check entitlement</p> <p>Decision required in response to public health, legal, financial and moral factors reflecting those accommodated during Covid-19, exit strategy and provision. What learning and actions arising from episode?</p> | HB developing resource pack, potential WMCA £ 2020-21 and links to faith and community sector | Expect government communication May 2020, with likely need for BCC position in response. |
| 6. Established team of service navigators to support the most entrenched. | i. Develop and commission engagement navigator service to work with the most entrenched and complex rough sleepers. X 2 Shelter | Adult Social Care Public Health CCG | End of January 2019 |
| 7. Severe weather plan including reflecting on Covid-19 health requirements | <ul style="list-style-type: none"> Summer heat plan and provision Winter cold plan and provision | | |
| 8. Ensure room for all | <ul style="list-style-type: none"> Ensure emergency bed capacity sufficient to meet flow e.g. for weekend when other options reduced Ensure access to TA and out of hours as required | | Covid-19 proposal |

| RECOVERY | | | |
|--|---|-----------------------|---------------------------|
| AIM | ACTION | RESPONSIBLE | WHEN |
| 1. That there is a provision for those most vulnerable with accommodation, support, health and personal care needs | Review proposals around 'transition centre' – need, requirements, feasibility | Adult Social Care CCG | |
| 2. PIE informed and peer support is readily available especially coming out of Covid-19 lockdown | Review capacity and availability | | Part of Covid-19 proposal |
| 3. Women's specific provision targeting and meeting needs across pathway | <ul style="list-style-type: none"> • Need identification • Proposal • Permissions • Mobilisation Note bids to WMCA RSI | | |
| 4. Engagement with faith and community sector in relation to activities around homelessness and rough sleeping | <ul style="list-style-type: none"> • Engagement, dialogue • Review of activity in light of Covid-19 and other changes • Promotion best partnership opportunities | BVSC | |

| SUPPLY - MOVE-ON | | | |
|--|---|-------------|------|
| AIM | ACTION | RESPONSIBLE | WHEN |
| Enhance access to BCC Housing options for those on rough sleeper pathway | See Targeted Prevention pt.3 | HOC | |
| Secure addition capital assets with relate revenue for rough sleeper pathway | Plan and proposal for element of MHCLG £236m capital and related revenue fund | | |
| Assess and use best of exempt supported sector where appropriate for move-on | See Targeted Prevention pt.5 | | |

CONSULTATION DRAFT - to be completed July 2020

Rough Sleeping

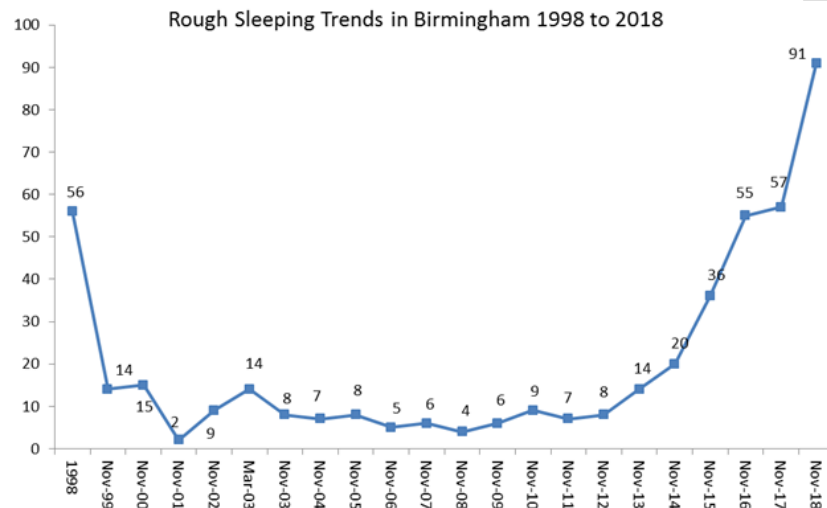
Needs Analysis, January 2020

More than a Roof: Rough Sleeping Trends & Caseloads

Note: Document update pending July 20th, 2020 to page 7, to include 2019 rough sleeping statistics released in February 2020 and COVID Lockdown measures

Rough Sleeping Trends

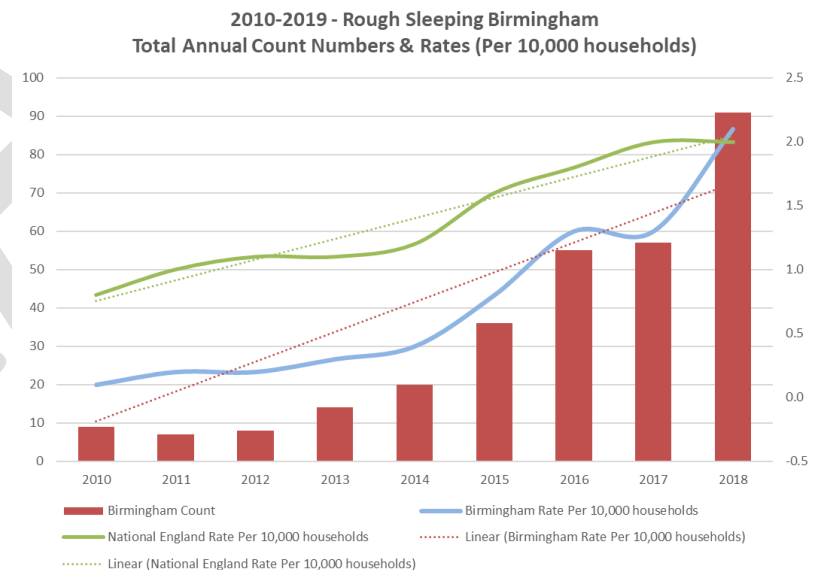
In England, locally collected statistics on rough sleeping provide a readily available measure to compare annual trends. As the counts (which can include estimate counts) are based upon a single snapshot taken on one night of the year, they have limited utility beyond benchmarking numbers and rates per ten thousand households across England.



This is because many individuals that form part of the overall homeless numbers can be included or excluded. Examples of potentially undercounted groups include, people that periodically

sleep rough, including those who are living in hostels, supported and other types of short-term accommodation, including 'sofa surfers' staying with relatives or friends.

In 2018, the numbers of people recorded sleeping rough across England was 4751. Although this was 74 fewer individuals than the previous year, it remains 160% higher than it was in 2010, which was preceded by a decade long 75% fall in rough sleeping between 1998 and 2008 across the country.



The number of rough sleepers in Birmingham has followed national trends steadily increasing over the last five years. For Birmingham the period between 2017-18 represented the steepest annual rise in rough sleeping counts of 60%, the highest recorded snapshot

over the last two decades. The November 2018 street count totalled 91 people.

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Rough Sleeping Local Caseload Profile

Age and Gender Profile

Local caseload statistics recorded over the course of July 2019, based on contacts made with the city's commissioned outreach service, indicates that there are up to 116 individuals known to be sleeping rough. The overall demographic profile reveals, 4% are aged under the age of 25 years; 86% are aged 25 to 49 years; and 10% are aged 50 years & over. The gender profile of this total is: 85% male (98) and 15% female (18). The average age of female rough sleepers in Birmingham was 37 years and for males 38 years.

Local Connections

Most of the total rough sleeping caseload (90%) had a connection with Birmingham in terms of the length of time staying in the city and associated social networks such as family members or friends. 10% of the total had connections in neighbouring areas: Solihull, Dudley, Walsall and locations further afield Liverpool, London and outside of the UK. Regarding immigration and nationality status, 75% of the people were UK nationals (86 people); 22% were European Union nationals (26 people) and the remaining 3%, were nationals from outside of the UK (4 people).

Immigration and nationality status.

Immigration and nationality status which determines eligibility for housing benefit and welfare assistance, can present bureaucratic and legal barriers with regards to supporting non-UK nationals move off the streets and into accommodation. The need to provide documentary evidence concerning employment and habitual residency are some of the barriers many migrant communities face when confronted with homelessness.

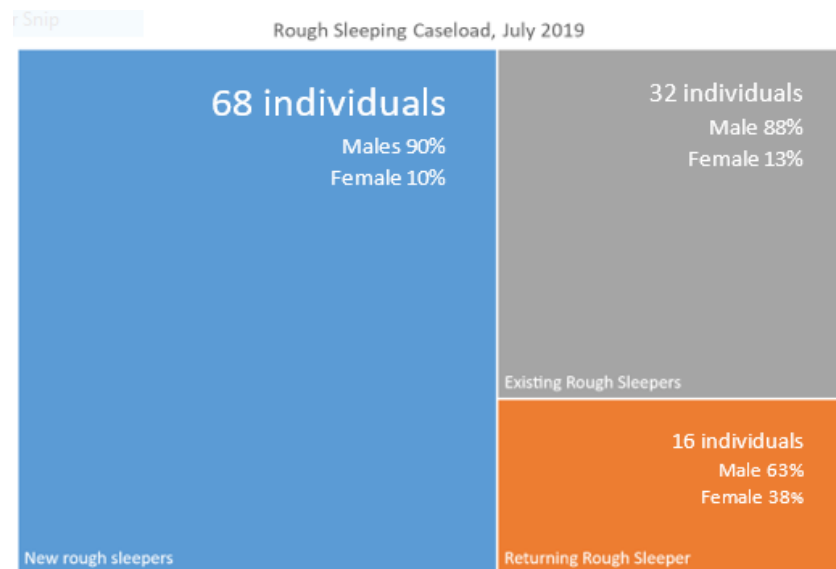
Most of Birmingham's EU nationals that are rough sleeping comprise of people from one of the 8 EU Accession State countries: Poland (8), Romania (3), Latvia (2), Lithuania (1), Hungary (1).

Migrant Homelessness

It is likely that homelessness and rough sleeping amongst migrant communities in this needs analysis is undercounted, due to number of factors in what is a continuously changing legal framework. As well featuring in less visible forms of homelessness situations such as 'sofa surfing' they are also potentially at greater risk of exploitation such as 'modern slavery' and trafficking, alongside eligibility barriers that divert them from approach services.

Caseload volumes, new, existing and former rough sleepers

In July 2019 the combined caseload comprised of 116 individuals known to rough sleeping outreach services consisted of 68 new arrivals (59%); 32 existing cases (28%); and 16 returning former rough sleepers (14%).



Over the same monthly period in (July 2019) data captured in relation to people who were no longer rough sleeping and making planned exits into accommodation included 60 individuals. A further two were taken into custody and the same number of people were no longer in contact with the rough sleeping outreach services. Of the 60 people supported to make planned exits into

accommodation, 41 moved into supported housing, 8 moved into Housing First tenancies (council housing); 3 into sheltered housing and one into private rented accommodation. The remaining moves into accommodation included staying with friends (3); staying with family (3); and returning to previous home (1).

Support Needs of Rough Sleepers

Prolonged periods of rough sleeping can make it more challenging for support workers to engage some individuals to take up support in order to break away from sleeping rough. This type of entrenched rough sleeping is often associated with multiple and/or complex needs, including mental ill health or experience of trauma. Exclusion or evictions from accommodation due to factors such as, risk to other residents, risk to staff, debt and rent arrears results in some struggling to access the support services they need, with their physical and mental health needs escalating into patterns of entrenched rough sleeping. In these instances, a Housing First intervention are the best solution to break cycles rough sleeping – the July 2019 profile identified around 10-11% of cases (existing & returning rough sleepers) have been assessed for a Housing First intervention.

Health Needs

Poor health (physical and mental) amongst homeless rough sleepers, compared to the overall population is well-documented in national and international research¹. There is greater prevalence of physical ill-health related to skin conditions, leg ulcers and respiratory illnesses such as tuberculosis. As substance misuse is more common amongst this group, there is a higher risk of blood borne viruses such as HIV and Hepatitis C.

More than a fifth of the homeless population have an alcohol dependence, compared with 1.4% of the general population.

A recent review of local data² collected from over 900 homeless patients from the Birmingham based Health Exchange³ service undertaken in 2018, illustrates some of the common health and support needs amongst the rough sleeping homeless population:

- Hepatitis C which involves lengthy and costly treatment was more prevalent – at 6.3%, compared with 0.7% for overall population.
- Over 13% of homeless men had a substance dependence, compared with 4.3% of men in the general population. For women the figures were 16.5% and 1.9% respectively.

¹ Prevalence of tuberculosis, hepatitis C and HIV in homeless people: A systemic review and meta-analysis, Volume 12, Lancet, 2012.

² Healthcare issues amongst the homeless in Birmingham, Vibhu et al, Institute of Clinical Sciences, College of Medical and Dental Sciences, University of Birmingham, 2018

³ Health Exchange is a primary care general practice (GP) service for homeless people in the Birmingham area provided by Birmingham and Solihull Mental Health Foundation Trust.

ROUGH SLEEPING

BIRMINGHAM

HOMELESSNESS

PREVENTION STRATEGY

CONSULTATION

CONSULTATION

DOCUMENT

Working together to end street homelessness



Making a positive difference everyday to people's lives



Introduction

We are consulting members of the public on our Rough Sleeping Addendum which forms part of our overall Homelessness Prevention Strategy 2017+. Since 2017 there have been several significant local and national developments specifically relating to rough sleeping.

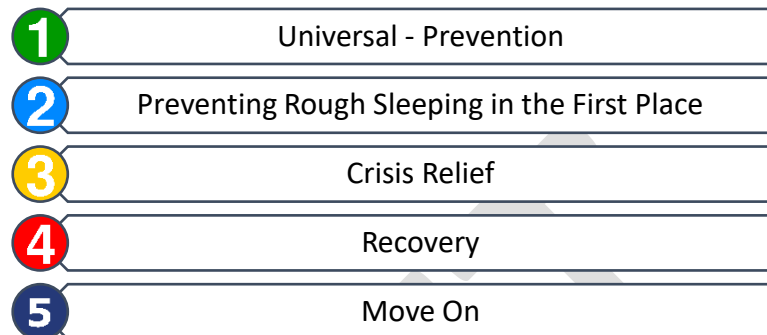
- **April 2018** - Birmingham was one of three regional pilot areas in the country to establish Housing First with partners across the West Midlands Combined Authority, offering those who have experienced rough sleeping, with chronic health and social care needs a stable home from which to rebuild their lives, through the offer of intensive wrap around support.
- **August 2018** - the Government published a National Rough Sleeping Strategy setting a goal to end rough sleeping in England by 2027. Alongside a package of short term funding the government announced it would require local authorities to update their existing Homelessness Strategies detailing specific work being undertaken in response to rough sleeping.
- **November 2019** - following eight consecutive annual increases in the numbers of people sleeping rough, there was 42% reduction which continued moving downwards in early 2020.
- **March 2020** - as part of its emergency COVID-19 public health measures, the Government issued an '*Everyone-In*' instruction and additional accommodation funding to local housing authorities, in order to accommodate anyone sleeping rough on the streets including people who traditionally had limited access to own to their local services as rough sleeping rough. This resulted in reduction of 80% in rough sleeping less than 6 months.

Background

Multiple services are involved in meeting the needs of people sleeping rough. These are normally initiated through street-based outreach services linking rough sleepers to key services including emergency night shelters, housing options, specialist physical and mental services such as substance misuse and housing and wellbeing recovery support and prevention.

Often people who sleep rough will need several of these services at once operating across public, voluntary and private sectors, requiring a coordinated approach to provide timely support.

Our overall approach to reduce rough sleeping by embedding comprehensive and preventative solutions providing pathways out of rough sleeping. To help us achieve our action plan and strategy, which is based on five action areas outlined within our overall Homelessness Prevention Strategy 2017+: -



1. Universal – Prevention

We aim to implement Preventative measures in place to both to raise public awareness around rough sleeping including directing help for someone at risk of rough sleeping. It also includes pre-emptive action aimed at averting rough sleeping through collaborative action across organisations, raising public awareness and learning to continuously improve services. Examples of these collective approaches include using processes such as adults safeguarding reviews following the death of any rough sleeper and collectively co-design a preventative intervention across services to prevent rough sleeping.

2. Preventing rough sleeping in the first place

We want to target prevention at vulnerable groups most at risk of rough sleeping working in partnership with homeless prevention partner organisations and the wider care and support sector including health and social care.

The groups we have identified are:

- Young people
- Prison leavers (offenders)
- Vulnerable single adults
- People affected by domestic abuse.




Birmingham has been developing joint work and multi-partner local delivery plans centered around key support needs and circumstances to provide an offer to prevent rough sleeping amongst this high risk groups.

3. Crisis Relief

We want to help individuals facing a crisis and who are rough sleeping on the streets. The key frontline service is the Rough Sleeping Outreach Service which initiates direct contact with people sleeping rough. This is a recently expanded service that currently provides a core offer including rapid access to short term accommodation and ongoing support with progression towards settled housing. The service has access to a wide range of other services linked to it including drug and alcohol treatment support and mental health.

4. Recovery

We want to keep people from returning to the streets through an improved coordinated core system. It is not just about a roof over someone's head but personalised support. Below are three key areas to our recovery approach:

-  **Housing First Pilot** – aimed at people with a high level of complex or multiple needs dealing with immediate housing issues. It will also provide long term support including housing, wellbeing, mental health and substance misuse.
-  **Housing and Wellbeing Services** – focus on those with specific multiple needs to ensure no one returns to the streets. The service includes a range of support from low level advice to more intensive support and provision similar to the wrap-around support available through Housing First.
-  **Inclusion** – sustaining recovery requires longer term actions to improve health and economic wellbeing. Our action plan includes linking a range of interventions to help people access education, training and employment, through a project PURE.

5. Move-On

In order to ensure there are adequate levels and types of suitable accommodation across the city to accommodate anyone sleeping rough to move out of emergency night shelters.

We would like you to tell us what you think by completing the questionnaire. Below are documents setting out in more detail what we want to do:

| | |
|---|---------------|
| Rough Sleeping Addendum to Homelessness Prevention Strategy | • insert link |
| Rough Sleeping Action Plan 2020-23 | • insert link |
| Rough Sleeping Needs Analysis, January 2020 | • insert link |

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ROUGH SLEEPING QUESTIONNAIRE

**Consultation period
TBC**

Please answer the following questions ticking a yes, no or not sure response.

Question 1 – Please see page 2 of Consultation Document.

Do you agree the main priority should be “to improve and embed an effective and comprehensive prevention pathway to avoid or recover from rough sleeping”?

YES ☐ NO ☐ NOT SURE ☐

If you do not agree please tell us why and what you think the main priority should be.

To help us achieve our main priority we have developed an action plan with five key themes; universal prevention, targeted prevention, crisis prevention and relief, recovery and move-on.

Question 2 – Please see pages 2 to 3 of the Consultation Document

Universal prevention – focus on raising the public’s awareness and understanding of rough sleeping and how to direct and secure help for someone, securing sustainable support and preventing the death of anyone rough sleeping.

Do you agree with our approach to universal prevention?

YES ☐ NO ☐ NOT SURE ☐

If you do not agree please tell us why.

Question 3 – Please see pages 2 to 3 of the Consultation Document

Targeted prevention – focus on individuals at risk of rough sleeping having access to multi agency support, having a clear set of policy and investment in place, embedding access to advice, prevention and right for single homeless and childless couples over 25, ensuring clear access routes to temporary accommodation if required and engagement with non-commissioned exempt supported accommodation providers

Do you agree with our approach to universal prevention?

YES ☐ NO ☐ NOT SURE ☐

If you do not agree please tell us why.

Question 4 – Please see pages 2 to 3 of the Consultation Document

Crisis prevention and relief – focus on partnership working to understand and remove barriers, tackle criminal activity and anti-social behaviour, effective interventions for the full range of issues amongst street population, maximise value of Rough Sleeper Initiative, clear pathways for rough sleepers with no recourse to public funds and to reconnect those with no connection to Birmingham, team of navigators, severe weather plan and ensuring room for all.

Do you agree with our approach to crisis prevention and relief?

YES ☐ NO ☐ NOT SURE ☐

If you do not agree please tell us why.

Question 5 - Please see pages 2 to 3 of the Consultation Document

Recovery – focus on provision for those most vulnerable including accommodation and care needs, PIE informed and peer support available, specific provision and support for women across pathway and engagement with faith and community sectors in relation to activities around homelessness and rough sleeping.

Do you agree with our approach to recovery?

YES ☐ NO ☐ NOT SURE ☐

If you do not agree please tell us why.

Question 6 - Please see pages 2 to 3 of the Consultation Document

Move on – focus on enhancing access to BCC Housing Options for those on rough sleeping pathway, securing capital assets and associated revenue and accessing and using best exempt supported accommodation sector where appropriate

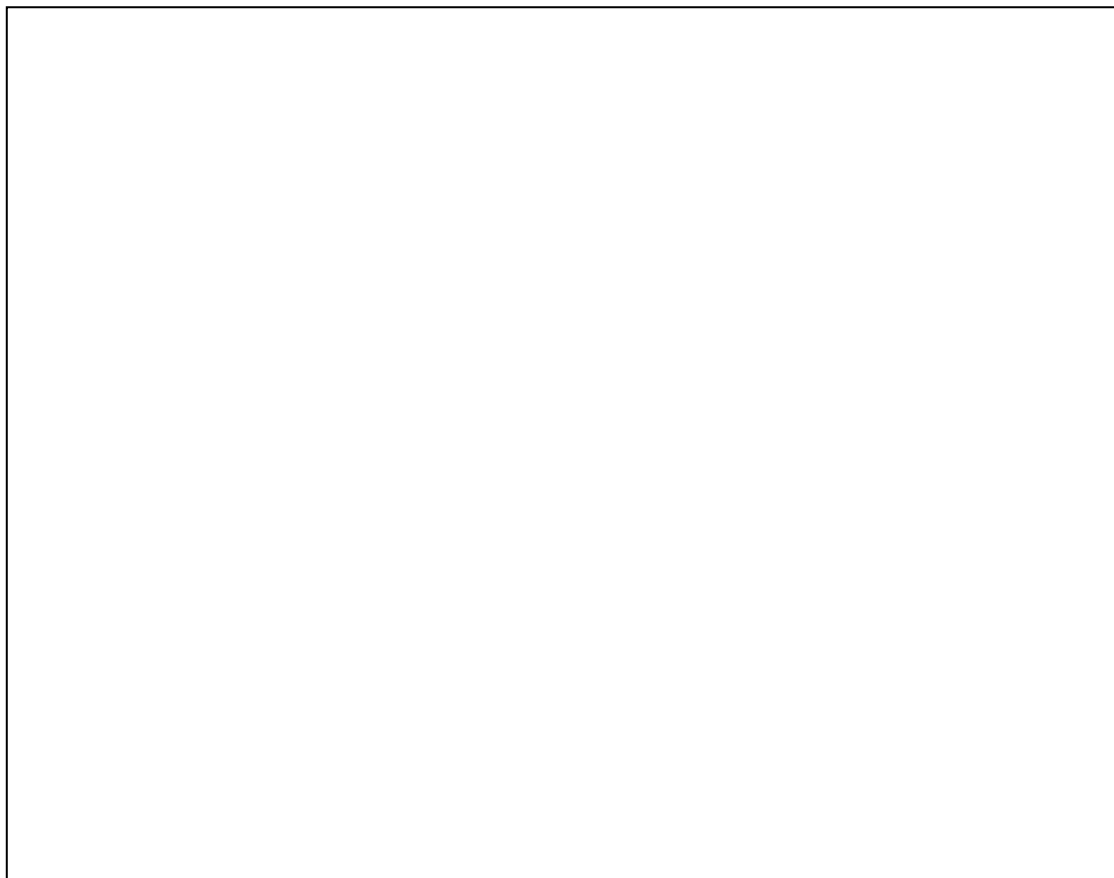
Do you agree with our approach to move on?

YES ☐ NO ☐ NOT SURE ☐

If you do not agree please tell us why.

Question 8

Do you have any other comments? *Please provide below.*

A large, empty rectangular box with a thin black border, intended for the user to provide additional comments. A large, light gray 'DRAFT' watermark is visible diagonally across the page, partially overlapping this box.

About you

We would like you to tell us something about you. You do not have to tell us but if you do it will help us to plan this service.

Data Protection Act 1998

The personal information on this form will be kept safe and is protected by law. You can see more information about data protection on our website at:
<http://www.birmingham.gov.uk/privacy>

What best describes your interest in this consultation:

A member of the general public ☐

Someone who has accessed housing support services ☐

Health or Care Professional ☐

Provider of a housing support service ☐

A family member or carer of someone who gets help from housing support services ☐

Other please state _____

Your full postcode: _____

How old are you? *Please tick appropriate box.*

| | | | | | | | | |
|-------------|----------|----------|----------|----------|----------|----------|----------|----------|
| 17 or under | 18 to 19 | 20 to 24 | 25 to 29 | 30 to 34 | 35 to 39 | 40 to 44 | 45 to 49 | 50 to 54 |
| 55 to 59 | 60 to 64 | 65 to 69 | 70 to 74 | 75 to 79 | 80 to 84 | 85+ | | |

What sex are you?

Female ☐ Male ☐

Do you have any physical or mental health conditions or illnesses lasting or expected to last for 12 months or more? *Please tick one box only.*

Yes ☐ No ☐ Prefer Not to Say ☐

If yes to the above question, do any of these conditions or illnesses affect you in any of the following areas? You may tick more than one box.

| | |
|---|--|
| Condition/illness | |
| Vision (e.g. blindness or partial sight) | |
| Hearing (e.g. deafness or partial hearing) | |
| Mobility (e.g. walking short distances or climbing stairs) | |
| Dexterity (e.g. lifting and carrying objects, using a keyboard) | |
| Learning or understanding or concentrating | |
| Memory | |
| Mental health | |
| Stamina or breathing or fatigue | |
| Socially or behaviourally (e.g. associated with Autism, attention deficit disorder or Asperger's Syndrome) | |
| Other – please write in | |

What is your ethnic group? Please tick one box only.

| | |
|---|--|
| Ethnicity | |
| White: | |
| English/Welsh/Scottish/Northern Irish/British | |
| Irish | |
| Gypsy or Irish Traveller | |
| Polish | |
| Baltic States | |
| Jewish | |
| Other White European (including mixed European) | |
| Any other White background (please write in) | |
| Mixed/multiple ethnic groups: | |
| White and Black Caribbean/African | |
| White and Asian | |
| Any other Mixed background (please write in) | |
| Asian/Asian British: | |
| Afghani | |
| Bangladeshi | |
| British Asian | |
| Chinese | |
| Filipino | |
| Indian Sikh | |
| Indian other | |

| | |
|--|--|
| Kashmiri | |
| Pakistani | |
| Sri Lankan | |
| Ethnicity continued | |
| Vietnamese | |
| Any other Asian background (please write in) | |
| Black African/Caribbean/Black British: | |
| African | |
| Black British | |
| Caribbean | |
| Somali | |
| Any other Black/African/Caribbean background (please write in) | |
| Other ethnic group: | |
| Arab | |
| Iranian | |
| Kurdish | |
| Yemeni | |
| Any other ethnic group (please write in) | |

What is your sexual orientation? *Please tick one box only.*

| | |
|---------------------------------|--|
| Sexual orientation | |
| Bisexual | |
| Gay or Lesbian | |
| Heterosexual or Straight | |
| Other | |
| Prefer not to say | |

What is your religion or belief? *Please tick one box only.*

| | |
|---|--|
| Religious belief | |
| No religion | |
| Christian (including Church of England, Catholic, Protestant and all other Christian denominations). | |
| Buddhist | |
| Hindu | |
| Jewish | |
| Muslim | |
| Sikh | |
| Other religion (please write in) | |

**Thank you for taking part in this
questionnaire.**

DRAFT

Birmingham City Council

Report to Cabinet

21 July 2020



Subject: The Voluntary Right to Buy Programme for Housing Associations and Securing Council Investment in Affordable Housing

Report of: Acting Director - Inclusive Growth

Relevant Cabinet Member: Councillor Ian Ward, Leader.
Councillor Sharon Thompson, Homes and Neighbourhoods

Relevant O & S Chair: Councillor Penny Holbrook, Housing and Neighbourhoods

Report author: Andrew Hood, Development Manager, (0121) 303 7879.
Andrew.hood@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: 006970/2019 | | |
| 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 | No <input checked="" type="checkbox"/> |
| If relevant, provide exempt information paragraph number or reason if confidential: | | |

1 Executive Summary

- 1.1 The report sets out the Council's response to the Voluntary Right to Buy Pilot and any future voluntary right to buy programme for housing associations in Birmingham. It proposes a policy regarding this initiative in relation to historic disposals of land from the Council to Housing Associations, whereby any Right to Buy sales on former Council land will be resisted, or else will require replacement affordable housing to be built in the city, to protect affordable housing numbers in Birmingham.

- 1.2 The report further seeks approval of proposals for the Council to acquire its former Right to Buy properties and other properties on the market from time to time using Right to Buy receipt funds, to assist in maintaining affordable Council housing numbers and securing specific property types. These acquisitions are to be supported by appropriate valuation advice to ensure value for money.

2 Recommendations

- 2.1 Approves the criteria for supporting the Voluntary Right to Buy Programme for affordable housing outlined within paragraph 3.4 of this report.
- 2.2 Approves the acquisition of housing accommodation sold by the Council to its former tenants under the statutory Right to Buy and other properties that the Council requires for the purposes set out in 3.8 of this report from time to time using Right to Buy receipts, subject to approval of funds in the HRA Business Plan 2020+ by Cabinet in February 2020. These acquisitions will be supported by appropriate valuation advice to ensure value for money and approval for the acquisition of such properties will be delegated to the Acting Director Inclusive Growth, in consultation with the Cabinet Member for Homes and Neighbourhoods. Please see appendix 1, Acquisition Criteria.
- 2.3 Approves the acquisition of Empty Homes acquired through Compulsory Purchase Order (CPO) by the Empty Homes Teams dependent upon the location, type and availability of Right to Buy receipts and other financial resources. These acquisitions will be subject to criteria and delegations outlined in 2.2 above.
- 2.4 Approves the establishment of a recycled capital grant fund to allow the Council to recycle any grant funding that may become repayable as set out in 3.9 of this report.
- 2.5 Authorises the Acting Director, Inclusive Growth to seek consent from the Secretary of State under Section 174 of the Localism Act 2011 to exclude the acquired properties from Right to Buy Pooling requirements, to ensure that any capital receipts generated from any future sale of homes acquired under these proposals under the Right to Buy are retained by the Council for reinvestment in future housing delivery.
- 2.6 Authorises the Interim City Solicitor (or their delegate) to negotiate, execute and complete all necessary documentation to give effect to the above recommendations.

3 Background

- 3.1 The reduction of affordable homes for rent in the city through the Right to Buy requires the Council to consider a range of mechanisms to sustain provision. Two approaches to achieve this are proposed in this report.
 - Firstly, the Voluntary Right to Buy Pilot applies to Housing Association properties in Birmingham and sees tenants of Housing Association homes, which were built on land disposed of by Birmingham City Council for provision of affordable

homes in perpetuity, being able to purchase their homes at a discount. To protect affordable housing numbers in the city, a policy is proposed to resist Right to Buy sales of homes on former Council land unless alternative replacement affordable housing is provided in the city by the Housing Association.

- Secondly, funds available from the Council's own Right to Buy receipts are proposed to be used to acquire property for use as Council housing, to add to the affordable stock in the city.

- 3.2 The statutory Right to Buy for Local Authority Housing has been in existence for nearly four decades and well over 1 million Council homes have been purchased during this time (the statutory Right to Buy). In August 2018 the two-year Voluntary Right to Buy Programme for Housing Associations in the Midlands was launched to enable Housing Association tenants to benefit from the Right to Buy also. Whilst the current voluntary Right to Buy is a pilot an extension to this has recently been announced.
- 3.3 In Birmingham many Housing Association properties were constructed post 1980 on free or discounted land, and sometimes grant funded as well, provided by the Council. During this time the ability of Councils to build their own stock was substantially constrained by Government, which expected Councils to enable Housing Associations to provide affordable housing to deal with housing needs. In return for the provision of free or discounted land nomination rights would be secured to enable the Council to nominate households from its waiting list to the new housing constructed by the Housing Association.
- 3.4 To protect the Council's investment of free or discounted land together with nomination rights, the Council secured its nomination rights by a Title Restriction preventing any disposal of such land without the Housing Association successor in title providing to the Council a deed of covenant to observe, perform and comply with the nomination rights (the Title Restriction). The proposals within this report are not intended to stop Housing Association tenants exercising the right to buy under the voluntary scheme but are to protect the Council's investment in affordable housing and ensure that receipts captured through this process are reinvested into affordable housing within the City.
- 3.5 Given that the Voluntary Right to Buy Programme is not a statutory scheme this places the Council in a difficult position with regards to Housing Associations and their tenants who have expressed an interest in acquiring their home under this process. While not every Housing Association home within Birmingham was constructed using free or discounted land from the Council, those that are subject to the Title Restriction cannot be disposed of without compliance with the Title Restriction.
- 3.6 It is possible under the terms of the provisions of the Voluntary Right to Buy provisions for a Housing Association to exempt a property where such conditions apply and invite the prospective buyer to an alternative property instead. Where

the Council's consent is sought for the release or waiver of the Title Restriction the proposed criteria for such release/waiver is:

- Agree to the release/waiver of homes under the Voluntary Right to Buy Programme on the basis that the Housing Association agrees to re-provide a social rented property within Birmingham and has identified how this will be achieved.
- Agree to the release / waiver of the Title Restriction on the disposal of homes under the Voluntary Right to Buy Programme subject to the Title Restriction on the basis that the Housing Association agrees to use the proceeds of sale to help the Council respond to a strategic housing need such as building an extension to an existing property to enable a larger household to move in.
- Agree to the release/waiver of the Title Restriction disposal of homes under the Voluntary Right to Buy Programme subject to the Title Restriction on the basis that the Housing Association repays whatever land value or grant was provided to them by the Council out of the proceeds of sale. This land value to be index linked to current values. Any proceeds received by the Council from this process will then be used in funding new Council homes through the Birmingham Municipal Housing Trust (BMHT) programme.

3.7 Cabinet recently approved the BMHT 10-year plan on 14 May 2019 which agreed the next 10 years' development proposals for BMHT, funded in part from [the statutory] Right to Buy receipts which must be committed within three years of receipt. The priority for these funds remains the delivery of newbuild affordable homes. However, it is suggested that where there may be slippage within the BMHT programme that the statutory Right to Buy receipt funds are used from time to time to purchase properties previously sold under the statutory Right to Buy or other properties which maybe suitable for acquisition for social housing use by the Council, or to bring forward further affordable housing development opportunities. In addition, where appropriate it may be possible to appropriate empty homes acquired through a Compulsory Purchase Order by the Council's Empty Homes Team where this is deemed appropriate.

3.8 The intention in acquiring property in this way is to augment the existing BMHT programme and boost the number of affordable homes available for letting by acquiring properties which are suitable for social housing use at good value for money for the Council. External valuation and surveying advice will be sought which will support any potential acquisition and determine value for money. The criteria for the acquisition of property will be agreed with the Cabinet Member for Homes and Neighbourhoods in discussion with the Director, Neighbourhoods and the Assistant Director, Housing Development.

3.9 The Council is an investment partner with Homes England and as such can bid for grant funding to assist in developing new affordable housing. Where such bids are successful and the grant is awarded, there are certain conditions that apply to the grant. In particular where an event occurs such as the property being

sold under the Right To Buy, Homes England can recover the grant. In these circumstances the Council can either choose to repay the grant back to Homes England or allow the Council to recycle the grant into future affordable housing development. The recommendation in this report will provide the approval for the establishment of the recycled capital grant fund.

4 Options considered and Recommended Proposal

- 4.1 Where the Council have disposed of land to Housing Associations to enable the construction of affordable housing which are subject to a Title Restriction where sought the release / waiver of the Title Restriction would be refused. This approach has been discounted because it is considered that it may impact negatively on the Council's relationship with Housing Associations.
- 4.2 The Council could seek to engage with Housing Associations who participate with the Voluntary Right to Buy process by agreeing a set of conditions which enables them to engage with the Voluntary Right to Buy pilot for those properties subject to Title Restrictions. This is the preferred option.

5 Consultation

- 5.1 Appendix 2 outlines the consultation undertaken with Housing Associations who form part of the Birmingham Social Housing Partnership.

6 Risk Management

- 6.1 There are no risks to the Council associated with the Voluntary Right to Buy element of this report, as this proposal relates to the assets of Housing Associations rather than the Council. The intention of placing the proposed requirement upon Housing Associations is to mitigate the risk to the Council of loss of affordable housing in the city.
- 6.2 The risks associated with the acquisition of properties by the Council using Right to Buy receipts will be mitigated by the use of external valuers and surveyors like any other purchaser of residential property.

7 Compliance Issues:

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

- 7.1.1 The acquisition of additional affordable housing within the City is in accordance with the objectives of the Housing Revenue Account (HRA) Business Plan 2020+.
- 7.1.2 Any receipts obtained through the disposal of Housing Association homes [under the Voluntary Right to Buy Programme pursuant to recommendation 2.1] will be used to fund BMHT development which will support the delivery of the core objectives of the Birmingham Development Plan (BDP), adopted by the Council on 10 January 2017 to increase housing growth.

7.1.3 The proposals within this report will make a direct contribution to Birmingham City Council Plan 2018-2022 outcome 4: Birmingham is a great place to live, and priority 2 which the proposals within this report will contribute towards, including the following:

- Birmingham is a great city to live in: the acquisition of additional affordable homes will help ease the pressure on the housing waiting list that currently has around 13,000 people registered as in housing need.

7.2 Legal Implications

7.2.1 The Council's power to acquire land or property for housing purposes is contained within Sections 17 -19 Housing Act 1985 (as amended) and the power to acquire land or property by agreement for any purpose for which it is authorised is contained in Section 120 Local Government Act 1972.

7.2.2 As the Local Housing Authority, the relevant legal powers relating to the discharge of the Council's statutory function to provide for its housing need are contained in Section 9 of the Housing Act 1985.

7.2.3 Under Section 156A of the Housing Act 1985 the Council has the right of first refusal in relation to the disposal of Right to Buys within 10 years of the completion date.

7.3 Financial Implications

7.3.1 The funding for any properties to be acquired as part of these proposals will be met from within the Housing Development element of the approved HRA Business Plan 2020+, subject to approval by Cabinet in February 2020. The ongoing budget for these property acquisitions is £1.0m per annum, between 2020/21 and 2029/30.

7.3.2 The purchase of properties will add to the sustainability of the HRA Business Plan, but any purchases will be required to undergo a value for money assessment. This assessment will include a robust estimate of works required to bring the property up to a lettable standard for the HRA. Please see Appendix 2 Assessment Criteria.

7.3.3 Any properties acquired by the Council as a result of using 1-4-1 Right to Buy receipts will be subject to approval through the Council's Gateway and related Financial Approval Framework, which will include the identification of financial implications (both capital and revenue) and associated resources.

7.4 Procurement Implications

7.4.1 There is a requirement for the provision of valuation and surveying services that cannot be carried out in-house due to resourcing and capacity issues to support the acquisition of property. The estimated value of these services is

below the EU threshold and a quotation process will be undertaken with the contract award approved under Chief Officer delegation.

7.5 Human Resources Implications

7.5.1 None.

7.6 Public Sector Equality Duty

7.6.1 There is no Equality Impact Analysis required for this Cabinet Report. The Voluntary Right to Buy pilot for the Midlands is a Government initiative and the recommended response for the Council is set out below. In addition, within this report is a recommendation to set up recycled capital grant fund to recycle Homes England grant in the event of Right to Buy disposal. Finally, the report also provides the ability to acquire properties on the open market and as a result, there is no need for a specific Equality Impact Assessment.

8 Appendices

- Appendix 1 – Acquisition Criteria
- Appendix 2 – Consultation with Housing Associations summary

9 Background Documents

9.1 None

Appendix 1 – Acquisition Criteria

- The property sits within or close to existing HRA stock.
- The property contributes to the council's housing need, for example, larger properties or be capable of being adapted to become a larger property.
- The property acquisition helps to stabilise an area from anti-social behaviour because of the quantum of Private Rented Sector properties within the area.
- The acquisition of the property compliments a nearby BMHT development and helps with a general uplift in the area.
- The property acquisition benefits regeneration and investment needs as part of an overall estate / neighbourhood regeneration proposal.
- All properties must represent value for money, be structurally sound and the acquisition of the property approved by Landlord Services.
- All properties will need to have a reasonable life expectancy (50 years) and the cost of bringing them up to standard for the HRA should be no more than 5% of the acquisition cost.
- A financial and economic case will be undertaken for each acquisition to establish and demonstrate value for money. It will also determine affordability and availability of funding.
- The financial case will include whole life costings including costs of acquisitions and any tax implications.
- The economic case will consider the wider economic, social, environmental impacts of the acquisition.
- The acquisition criteria will be subject to on-going review.

Appendix 2 – Consultation with Housing Associations summary

Birmingham Social Housing Partnership (BSHP)

The formal consultation process consisted of emailing members of the Birmingham Social Housing Partnership (BSHP) the Cabinet report and requesting their comments on the contents of the report. BSHP represents the bulk of Housing Associations plus other groups who work with the Council in Birmingham in providing social housing.

The email with the Cabinet report attached was sent out for consultation on 17 January 2020 with a request to return any comments by 31 January 2020.

The Council received just one response, from Midland Heart Housing Association on 30 January 2020.

Their conclusion on this was that should there be a property with conditions attached to it from the provision of discounted land from the City Council, they would look to exempt the property from the Voluntary Right to Buy and invite the prospective buyer to port to an alternative property instead. There is this provision within the Voluntary Right to Buy agreement.

No other responses were received from any other Housing Association.

The National Housing Federation (NHF)

The NHF is the organisation which represents the interests of Housing Associations and lobbies on their behalf to Government and Local Authorities.

The informal feedback to the Council was in the form of a telephone conversation with the Assistant Director, Housing Development and the NHF advised that they were accepting of the rationale behind the report and no formal objection was received.

Birmingham City Council

Report to Cabinet

21 July 2020



Subject: Purchase of Aston Community Learning Centre, Whitehead Road, Aston Birmingham B6

Report of: Director Education and Skills - Dr Tim O'Neill
Acting Director, Inclusive Growth – Ian MacLeod

Relevant Cabinet Member: Councillor Ian Ward, Leader of the Council
Councillor Jayne Francis - Education, Skills and Culture

Relevant O & S Chair(s): Councillor Kath Scott - Education and Children's Social Care
Councillor Lou Robson - Economy and Skills
Councillor Sir Albert Bore - Resources

Report author: Azmat Mir – Head of Property Consultancy
0121 303 3298 / 07868719713
azmat.mir@birmingham.gov.uk

| | | |
|---|---|--|
| Are specific wards affected? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No – All wards affected |
| If yes, name(s) of ward(s): Aston | | |
| Is this a key decision? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| If relevant, add Forward Plan Reference: 007657/2020 | | |
| 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

- 1.1 The purpose of the report is to make a recommendation to purchase the freehold interest of Aston Learning Centre, Whitehead Road, Aston currently rented by the City Council from South and City College Birmingham.

2 Recommendations

2.1 That Cabinet

- 2.1.1 Approves the full business case set out in Appendix 3.
- 2.1.2 Authorises the Assistant Director of Property to negotiate and finalise the Heads of Terms for Aston Learning Centre, which comprises a 3 storey Adult Education building with parking, as shown edged Red on the plan included in Appendix 1 in accordance with the terms set out in Appendix 2.
- 2.1.3 Authorises the City Solicitor to prepare, negotiate, execute and complete all relevant legal documents and associated agreements for the use and operation of the building to give effect to the above recommendation.
- 2.1.4 Authorises prudential borrowing of £1.27m to finance the purchase to be funded from existing revenue budget for lease rental.

3 Background

- 3.1 The centre provides educational opportunities for Adults in a deprived area of Birmingham.
- 3.2 The Council currently occupies Aston Learning Centre on a 5-year lease and are responsible for all maintenance and repairs. The lease expired in September 2019 and the Council are currently holding over on existing lease terms. Discussions have been ongoing in recent months regarding renewing the Council's lease for a 5 year term at an increased rental.
- 3.3 The College is now looking to sell the property with the Council as a sitting tenant on a new 5 year full repairing lease at an increased rent from September 2019.
- 3.4 Although not part of the planned scope of acquisitions, an opportunity to purchase the Freehold interest of the property arose when discussing the lease renewal with the College. This is an ideal opportunity to take control of this property that should not be missed as it will help mitigate future costs.
- 3.5 Searches in the locality in the last decade have identified no other suitable alternative premises from which the Council could deliver this provision.
- 3.6 The Education and Skills Directorate is committed to ensuring the economic prosperity of the people of Birmingham and purchase of the centre will provide a continuing Adult Education Service in an area of high deprivation.
- 3.7 The service provides an opportunity to enhance learning potential and employability by developing appropriate skills. It works closely with employers to ensure that it is delivering in areas of skills shortage that are closely aligned with the West Midlands Combined Authority and other local authority plans. The Aston Ward requires investment in skills and the presence of the Adult Education Service in the area allows people to access local provision to bridge the skills gap. Securing the Freehold of the building at Aston will mean that the Service can continue to deliver a vital service in the area.

- 3.8 The effect on the existing budget is minimal, as the cost of borrowing would compensate for the increase in rental and the Council will no longer have a dilapidations liability. The purchase also takes away any future rental increases so provides greater certainty, in addition the purchase will secure a Freehold asset for the Council.

4 Options considered and Recommended Proposal

- 4.1 It is recommended to proceed with the acquisition outlined in this report and in line with the Heads of Terms as set out in Appendix 2. Alternative options are as follows:
- 4.2 Do nothing – Don't proceed with the acquisition. Negotiations would continue for a new 5 year lease at an increased rent. The Dilapidations liability that is significant (currently estimated at £200,000) would remain and potentially increase in the future and South and City College Birmingham would proceed with a sale to another party and the Council will have a new landlord.
- 4.3 Find alternative accommodation to lower costs – A search for suitable alternative premises over the last decade has failed to find an alternative venue that is suitable for the delivery of this service.

5 Consultation

- 5.1 There has been no formal public consultation as the proposed purchase is a confidential contractual issue with South and City College Birmingham and will see the continuation of the existing service unaltered.
- 5.2 Local Ward Members have been consulted and are supportive of the proposal. See attached Appendix 5.

6 Risk Management

- 6.1 If the Council do not secure the freehold or a new lease then it will be unable to continue to provide the service to the detriment of adults in a deprived area of the city.
- 6.2 If the property is sold to another party, the Council will have a new Landlord that may wish to re-develop the site at the end of the new 5-year term, this could also crystallise the dilapidations and potentially cause a budgetary pressure at the end of the lease.

7 Compliance Issues:

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

- 7.1.1 The proposal is consistent with the Birmingham City Council Plan 2018-2022 (updated in 2019). Birmingham is an entrepreneurial city to learn, work and invest in and by purchasing the learning centre from South and

City College Birmingham, we can ensure continued delivery of vital skills and services to the people of Aston and the wider area.

7.1.2 Birmingham is a fulfilling city to age well in and Birmingham Adult Education Service is committed to providing learning and development opportunities to the citizens of Birmingham. This helps to support people who may suffer from social isolation and gives opportunities for people to have fulfilling lives.

7.1.3 The College sits within scope of the A34 corridor leading to the site of the 2022 Commonwealth games, which will be creating local jobs for local people and leaving a legacy of investment in the area. Birmingham Adult Education Service are linking in with the skills needs as well as the volunteering courses to support the games.

7.2 Legal Implications

7.2.1 The power for local authorities to acquire and manage assets in land and property for the purposes of any of their functions is contained in Section 120 of the Local Government Act 1972.

7.2.2 S1 of the Localism Act 2011 contains the Council's general power of competence and S111 of the Local Government Act 1972 contains the Council's financial powers to expend and borrow money required for the discharge of its functions including the acquisition of property.

7.3 Financial Implications

7.3.1 Acquisition costs. The purchase will be funded in accordance with the information as set out in the business case at Appendix 3.

7.3.2 Prudential borrowing of £1.27m will be funded from existing revenue budget for lease rental. Annual borrowing costs are expected to be lower than current lease rental leaving an ongoing saving for contingencies.

7.3.3 Other running costs for the building should remain the same as under the current leasing arrangements and will be funded from existing revenue budgets. There is a possibility that if the purchase does not go ahead then the planned increase in lease rental will be backdated to September 2019. This would result in an additional one-off cost of £10k.

7.4 Procurement Implications

7.4.1 N/A

7.5 Human Resources Implications (if required)

7.5.1 Internal resources will be used to evaluate and execute the acquisition.

7.6 Public Sector Equality Duty

7.6.1 An initial Equality Impact Assessment has been undertaken for this report Ref No: EQUA516 dated 20 May 2020, attached at Appendix 4 which discloses that the recommendations are unlikely to have an adverse impact on the

characteristics and groups protected under the Equality Act 2010 providing the purchase of the building ensure all floors are accessible for people with disabilities whether staff or public. A full Equality Assessment is not required for the purpose of this report as it will see the continuation of the existing service unaltered.

8

8.1 List of appendices accompanying this report:

Appendix 1 – Site plan

Appendix 2 – Heads of Terms

Appendix 3 – Business case

Appendix 4 – Equality Assessment

Appendix 5 – Ward Councillor comments



AREA EDGED RED 1890 SQ. METRES APPROX. 2260 SQ. YARDS APPROX.



Birmingham
City Council

Kathryn James
Assistant Director Property
Inclusive Growth Directorate
10 Woodcock Street
Birmingham, B7 4BG

Aston Learning Centre
Whitehead Road
Aston



| SCALE | DRAWN | DATE |
|---------|-------|------------|
| 1:1,250 | MI | 20/04/2020 |

O.S.Ref SP0789NW

Purchase of Freehold Heads of Terms- Subject to Contract

| | |
|--------------------|---|
| Property | Land and Buildings at Aston Community Learning Centre, Whitehead Road, Aston, Birmingham as shown edged on the attached plan. |
| Purchaser | <p>Birmingham City Council (BCC) Council House Victoria Square Birmingham B1 1BB</p> <p>Contact Azmat Mir Head of Valuation and Sales Property Services Inclusive Growth Directorate Birmingham City Council PO Box 16255 Birmingham B2 2WT</p> <p>Tel 0121 303 3298 Mob: 07868719713 Email: azmat.mir@birmingham.gov.uk</p> |
| Vendor | <p>South & City College Birmingham (SCCB) Digbeth Campus High Street Deritend Digbeth Birmingham B5 5SU</p> <p>Contact Paul Morris Assistant Principal – Estates & IT Support Tel: 0121 644 2874/ x2874 Mob: 07966 537223 Email: paulm@sccb.ac.uk</p> |
| Sale price | £1.2m (One Million Two Hundred Thousand Pounds) |
| Condition 1 | Subject to BCC Cabinet authority |
| Condition 2 | Confirmation that upon the surrender any clawback due in relation to the Deed relating to the Grant funding for the acquisition and development of premises at Aston Community Learning Centre, Whitehead Road, Aston, Birmingham dated 21 December 2016, clause 5.1 and 5.2 will not apply and SCCB does not require to repay the grant sum or if repayment is required BCC will indemnify SCCB in this respect |
| Timing | As per condition 1 with a long stop date of 21 August 2020 |

Lessor's Solicitor

Brigid Duffy
Birmingham Legal Services
10 Woodcock Street
Birmingham
B22WT

Lessee's Solicitor

Adrian Watson
Consultant
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B1 2JB

Tel: 0121 227 3709
Mob: 07769 157501
Email: awatson@vwv.co.uk

Lessee's Agent

Ian McPhillips
SOL Property Management
154-155 Great Charles Street Queensway
Birmingham
B3 3LP

Tel: 07866 442209
Email: ian.mcphillips@sdlpm.co.uk

Legal Costs

Each party are to be responsible for the payment of their own legal costs.

VAT

The Sale Price is exclusive of any VAT payable.

Signed on behalf of Birmingham City Council

.....
Azmat Mir
Head of Valuation and Sales

Signed on behalf of
South & City College Birmingham (SCCB)

.....
Paul Morris
Assistant Principal Estates and IT Support

APPENDIX 3

| FULL BUSINESS CASE (FBC) | | | |
|---|---|---|----------------------------------|
| A. GENERAL INFORMATION | | | |
| A1. General | | | |
| Project Title (as per Voyager) | Purchase of Freehold of Aston Learning Centre | Portfolio /Committee | Education Skills and Culture |
| Directorate | Education and Skills | Project Code (as per Voyager) | |
| Approved by Project Sponsor | Ilgun Yousuf 10 July 2020 | Approved by Finance Business Partner | John Betts (date to be inserted) |
| A2. Outline Business Case approval (Date and approving body) | | | |
| A capital proposal was submitted to capital board on 1 st April 2020 and approval was granted to explore the purchase of the Aston Learning Centre. | | | |
| A3. Project Description | | | |
| <p>To purchase Aston Learning Centre to provide continued educational opportunities for Adults in a deprived area of Birmingham. Aston has been rented from South and City College from 2011 at an annual cost of £82K plus all maintenance and repairs. South and City College are currently looking to sell the property and have proposed to increase the annual rent to £92K from September 2019. This increase in the rental will cause a budgetary pressure on the service if the Council do not purchase the property.</p> <p>This acquisition does not fall within the planned scope of acquisitions but an opportunity to purchase the property has arisen when discussing the lease renewal with the college. The college has indicated that they are looking to sell with BCC as a sitting tenant on updated lease terms. Searches of the locality over the last 5 years have identified no other suitable property from which the Council could deliver this provision.</p> | | | |
| A4. Scope | | | |
| Purchase of freehold of Aston Learning Centre A purpose build three storey building with car parking. | | | |
| A5. Scope exclusions | | | |
| None | | | |

B. STRATEGIC CASE

This sets out the case for change and the project's fit to the Council Plan objectives

B1. Project objectives and outcomes

The case for change including the contribution to Council Plan objectives and outcomes

The proposal in this report contributes to the Birmingham City Council Plan 2018 -2022 (updated 2019), supporting the following outcomes of:

- Outcome 1- Birmingham is an entrepreneurial city to learn, work and invest in. Priority 1 states "We will create opportunities for local people to develop skills and make the best of economic growth." Priority 2 states "We will strive to maximise the investment in the City and engage local employers to create quality jobs and opportunities to citizens, especially for those in most deprived areas."
- Outcome 3 – Birmingham is a fulfilling city to age well in. Priority 1 states 'We will work with our citizens to prevent social isolation, loneliness, and develop active citizenship'.
- Outcome 5 – Birmingham residents gain the maximum benefit from hosting the Commonwealth Games. Priority 4 states ' We will use the games as a catalyst for the development and promotion of apprenticeships, volunteering and leadership opportunities to enhance the skills of our workforce.'

Birmingham is an entrepreneurial city to learn work and invest in, by purchasing Aston Learning Centre from South and City College we are able to ensure continued delivery of vital skills to the people of the Aston Area. Aston is a deprived area which has skills gaps, our continued presence allows us to build skills in the area and bring economic advantage to the local community. Birmingham is a fulfilling city to age well in, Birmingham Adult Education Service (BAES) is committed to providing learning and development opportunities to the citizens of Birmingham which helps to support people who may suffer from social isolation and gives opportunities for people to have fulfilling lives. The site at Aston sit's within scope of the A34 corridor leading to the site of the 2022 Commonwealth games, which will be creating local jobs for local people and leaving a legacy of investment in this area. BAES are linking in with the skills needs and volunteering courses to support the games.

B2. Project Deliverables

These are the outputs from the project eg a new building with xm2 of internal space, xm of new road, etc

Freehold acquisition of an existing leased three storey Adult Education Building with car parking.

B3. Project Benefits

These are the social benefits and outcomes from the project, eg additional school places or economic benefits.

| Measure | Impact |
|--|---|
| <i>List at least one measure associated with each of the objectives and outcomes in B1 above</i> | <i>What the estimated impact of the project will be on the measure identified – please quantify where practicable (eg for economic and transportation benefits)</i> |
| Secure a delivery point for Birmingham Adult Education Service in a highly deprived ward in Birmingham. | Providing continuity of opportunity for the people of Aston to develop skills and make the best of economic growth. |
| Securing a building in Aston will no additional outlay as the cost of purchase is in line with the current rental of the building. | We will support the maximisation of investment in the City and engage local employers to create quality jobs and opportunities to citizens, |

| | |
|---|--|
| | especially for those in most deprived areas. Birmingham Adult Education works closely with community partners, job centre plus and employers to ensure that skills gaps are reduced and people are better prepared to obtain gainful employment. |
| The purchase will provide the service with assurance that we are able to sustain development in the area and invest in and develop the opportunities we offer to the local community. | We will work with our citizens to prevent social isolation, loneliness, and develop active citizenship, by providing opportunities to learn to be involved with volunteering and attend the centre for social purposes. |
| <p><i>For major projects and programmes over £20m:</i></p> <p>Not applicable</p> | |
| <p>B4. Benefits Realisation Plan</p> <p><i>Set out here how you will ensure the planned benefits will be delivered</i></p> | |
| Birmingham Adult Education Service will oversee the key actions in this proposal. | |
| <p>B5. Stakeholders</p> <p>A stakeholder analysis is set out at G4 below.</p> | |
| <p>C. ECONOMIC CASE AND OPTIONS APPRAISAL</p> <p><i>This sets out the options that have been considered to determine the best value for money in achieving the Council's priorities</i></p> | |
| <p>C1. Summary of options reviewed at Outline Business Case</p> <p><i>(including reasons for the preferred option which has been developed to FBC)</i></p> <p><i>If options have been further developed since the OBC, provide the updated Price quality matrix and recommended option with reasons.</i></p> | |
| <p>Options considered included:-</p> <p>Purchase of Aston – this is the preferred option which secures a future delivery point for BAES in an area of high deprivation.</p> <p>Do Nothing – this may not be possible as South and City College are looking to sell the property.</p> <p>Find a lower cost alternative – BAES along with Property Services have searched for an alternative venue, none are available or suitable within the area.</p> | |
| <p>C2. Evaluation of key risks and issues</p> <p><i>The full risks and issues register is included at the end of this FBC</i></p> | |
| <ul style="list-style-type: none"> BCC's proposal to purchase Aston Learning Centre is refused by South and City College- this is hopefully mitigated as we are the preferred purchaser and South and City College are looking to sell the property. | |

C3. Other impacts of the preferred option

Describe other significant impacts, both positive and negative

- The purchase of Aston Learning Centre allows us to secure our future in the area and invest in the future of adult learning provision in this building.
- Costs associated with borrowing.

D. COMMERCIAL CASE

This considers whether realistic and commercial arrangements for the project can be made

D1. Partnership, Joint venture and accountable body working

Describe how the project will be controlled, managed and delivered if using these arrangements

Not applicable

D2. Procurement implications and Contract Strategy:

What is the proposed procurement contract strategy and route? Which Framework, or OJEU? This should generally discharge the requirement to approve a Contract Strategy (with a recommendation in the report).

The purchase of the Aston Learning Centre is according to the Heads of Terms agreed between Property Services and South and City College.

D3. Staffing and TUPE implications:

As we currently occupy the site there are no staffing implications. There are no TUPE implications.

E. FINANCIAL CASE

This sets out the cost and affordability of the project

E1. Financial implications and funding

| Capital Expenditure: | Financial Year 2020/2021 £m | Financial Year 2021/2022 £m | Later Years £m | Totals £m |
|--|-----------------------------------|-----------------------------------|-------------------------------------|--------------|
| Voyager capital code: | | | | |
| Capital costs already incurred: | 0.000 | 0.000 | 0.000 | 0.000 |
| Development costs to proceed to Full Business Case | 0.000 | 0.000 | 0.000 | 0.000 |
| Other Costs to complete project: | | | | |
| Purchase of Aston LC | 1.200 | 0.000 | 0.000 | 1.200 |
| Stamp Duty | 0.050 | 0.000 | 0.000 | 0.050 |
| Legal costs | 0.020 | 0.000 | 0.000 | 0.020 |
| Refurbishment Costs | 0.000 | 0.000 | 0.000 | 0.000 |
| Total capital expenditure | 1.270 | 0.000 | 0.000 | 1.270 |
| Capital funding: | | | | |
| Development costs funded by: (Prudential Borrowing met by current annual rental charge.) | 1.270 | 0.000 | 0.000 | 1.270 |
| Other Costs Funded by: (Not applicable) | 0.000 | 0.000 | 0.000 | 0.000 |
| Total capital funding <i>Should fund all the costs</i> | 1.270 | 0.000 | 0.000 | 1.270 |
| Revenue Consequences | Financial Year 2020/2021 £m | Financial Year 2021/2022 £m | Full year / ongoing (p.a.) £m | |
| Voyager rev. budget code: | | | | |
| Prudential Borrowing | 0.016 | 0.053 | 0.053 | |
| Additional Premises Cost | 0.000 | 0.000 | 0.000 | |
| Savings on lease rental | (0.046) | (0.092) | (0.092) | |
| Total rev. consequences | (0.030) | (0.039) | (0.039) | |
| The cost to purchase the building is based on the proposed purchase price of £1.2 million, survey costs of £20K, Stamp Duty of £50K. Giving an approximate total borrowing of £1.27 million. | | | | |

E3. Approach to optimism bias and provision of contingency

The proposal has been subject to challenge from Property Services and Finance to ensure optimism bias is not a factor.

E4. Taxation

Describe any tax implications and how they will be managed, including VAT

Stamp Duty Land Tax of £50,000 will be payable on the purchase price.

F. PROJECT MANAGEMENT CASE

This considers how project delivery plans are robust and realistic

F1. Key Project Milestones

The summary Project Plan and milestones is attached at G1 below

| | |
|--|-----------------------|
| Planned start date for delivery of the project- Capital board approval | 01 April 2020 |
| Cabinet Approval of report and business case | 21 July 2020 |
| Purchase of Property | September 2020 |
| | |
| | |

F2. Evaluation and achievability of timetable

Describe how the project can be delivered given the organisational skills and capacity available

The achievability of the timetable relies on issues raised under due diligence being resolved and the conveyancing process.

F3. Dependencies on other projects or activities

- None

F4. Officer support

Project Manager: Susan Eachus

Project Accountant: Mark Shaw

Project Sponsor: Anne Ainsworth

F5. Project Management

Describe how the project will be managed, including the responsible Project Board and who its members are

Responsible Project Board- Property Services – Azmat Mir

G. SUPPORTING INFORMATION

(Please adapt or replace the formats as appropriate to the project)

G1. PROJECT PLAN

Detailed Project Plan supporting the key milestones in section F1 above

| | |
|---|-----------------------|
| Preparation of full business case for Cabinet for 21 July 2020 for consideration at Cabinet meeting | 10 July 2020 |
| Cabinet Approval of report and business case | 21 July 2020 |
| Purchase of Aston Learning Centre completed | September 2020 |
| | |

G2. RISKS AND ISSUES REGISTER

Risks should include Optimism Bias, and risks during the development to FBC

| Risk or issue | Likelihood | Severity | mitigation |
|---|------------|--|---|
| BCC's proposal to purchase the freehold is refused by South and City College. | Very Low | Medium – as the Council would continue to provide the existing service although at a greater revenue cost. | Discussions regarding the purchase of the building have taken place with South and City College at their request and terms have been agreed between the parties to this proposal. |

G3. SUPPORTING FINANCIAL DETAILS

Analysis supporting the financial implications in section D1 above (if appropriate)

NOT applicable

G4. STAKEHOLDER ANALYSIS

| Stakeholder | Importance and influence | how stakeholder relationships will be managed |
|---|--------------------------|--|
| Cabinet Member Education Skills and Culture | High and high | Regular briefings through portfolio holder meetings |
| Local Ward Members | High and high | Meetings with Assistant Director as necessary and consultation with Ward Members should the building use change in the future. |

G5. BENEFITS REGISTER

For major projects and programmes over £20m, this sets out in more detail the planned benefits. Benefits should be monetised where it is proportionate and possible to do so, to support the calculation of a BCR and NPSV (please adapt this template as appropriate)

| Measure | Annual value | Start date | Impact |
|--|--------------|------------|---|
| <i>List at least one measure associated with each of the outcomes in B1 above</i> | | | <i>What the estimated impact of the project will be on the measure identified</i> |
| (a) Monetised benefits: | £ | | NOT APPLICABLE AS PROJECT NOT IN SCOPE LESS THAN £20m. |
| | | | |
| | | | |
| (b) Other quantified benefits: | | | |
| | | | |
| | | | |
| (c) Non-quantified benefits: | n/a | | |
| | | | |
| | | | |
| | | | |

Other Attachments

provide as appropriate

| | |
|--------|--|
| • none | |
| • | |
| • | |
| • | |

| | |
|---|--|
| Title of proposed EIA | Purchase of Aston Learning Centre, Whitehead Road, Aston Birmingham B6 |
| Reference No | EQUA516 |
| EA is in support of | New Function |
| Review Frequency | Six Months |
| Date of first review | 18/12/2020 |
| Directorate | Inclusive Growth |
| Division | Property Services |
| Service Area | Property Valuation and Sales |
| Responsible Officer(s) |  Felicia Saunders |
| Quality Control Officer(s) |  Eden Ottley |
| Accountable Officer(s) |  Eden Ottley |
| Purpose of proposal | To recommend to purchase the freehold interest of Aston Learning Centre, Whitehead Road, Aston |
| Data sources | Consultation Results; relevant reports/strategies |
| Please include any other sources of data | |
| ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS | |
| Protected characteristic: Age | Not Applicable |
| Age details: | |
| Protected characteristic: Disability | Not Applicable |
| Disability details: | |
| Protected characteristic: Gender | Not Applicable |
| Gender details: | |
| Protected characteristics: Gender Reassignment | Not Applicable |
| Gender reassignment details: | |
| Protected characteristics: Marriage and Civil Partnership | Not Applicable |
| Marriage and civil partnership details: | |
| Protected characteristics: Pregnancy and Maternity | Not Applicable |
| Pregnancy and maternity details: | |
| Protected characteristics: Race | Not Applicable |
| Race details: | |
| Protected characteristics: Religion or Beliefs | Not Applicable |
| Religion or beliefs details: | |
| Protected characteristics: Sexual Orientation | Not Applicable |

Sexual orientation details:

Please indicate any actions arising from completing this screening exercise.

Please indicate whether a full impact assessment is recommended **NO**

What data has been collected to facilitate the assessment of this policy/proposal?

Consultation analysis

Adverse impact on any people with protected characteristics.

Could the policy/proposal be modified to reduce or eliminate any adverse impact?

How will the effect(s) of this policy/proposal on equality be monitored?

What data is required in the future?

Are there any adverse impacts on any particular group(s) **No**

If yes, please explain your reasons for going ahead.

Initial equality impact assessment of your proposal

The benefits of this transaction are that subject to approval the Council will be able to purchase the freehold of the building it currently occupies at a significant rental. The lease has expired and a new lease.

The benefit of pursuing a freehold purchase is that the Council avoids a rental increase and future rental reviews and a dilapidations liability at the end of the lease term should the Council vacate the property.

The Council will secure a freehold asset and not have a liability for dilapidations going forward.

Consulted People or Groups

Local Ward Members, Legal Services, Finance and South & City College, Birmingham.

Informed People or Groups

Summary and evidence of findings from your EIA

The service provides an opportunity to enhance learning potential and employability by developing appropriate skills.

It works closely with employers to ensure that it is delivering in areas of skills shortage that are closely aligned with the West Midlands Combined Authority and other local authority plans.

The Aston Ward requires investment in skills and the presence of the Adult Education Service in the area allows people to access local provision to bridge the skills gap.

Securing the freehold of the building at Aston will mean that the service can continue to deliver a vital service in the area.

There has been ongoing consultation with the Ward Members of their respective constituency, who have been consulted on issues of relevance.

By implication there have been no issues which impact the wider community negatively, therefore a full equality assessment is not required at this stage.

QUALITY CONTORL SECTION

Submit to the Quality Control Officer for reviewing?

Yes

Quality Control Officer comments

Decision by Quality Control Officer

Proceed for final approval

Submit draft to Accountable Officer?

No

Decision by Accountable Officer

Approve

Date approved / rejected by the Accountable Officer

20/05/2020

Reasons for approval or rejection

Please print and save a PDF copy for your records

Yes

Julie Bach

Person or Group

Content Type: Item

Version: 19.0

Created at 19/05/2020 11:11 AM by  Felicia Saunders

Last modified at 20/05/2020 02:45 PM by Workflow on behalf of  Eden Ottley

Close

Appendix 5: Ward Member consultation

Purchase of Aston Community Learning Centre, Whitehead Road, Aston Birmingham B6

| SUBJECT | WARD | CONSULTATION | COUNCILLOR RESPONSE | RESPONSE |
|--|-------|---------------------------------------|--|---------------------------|
| Purchase of Aston Community Learning Centre, Whitehead Road, Aston Birmingham B6 | Aston | Email dated 22 nd May 2020 | <p>Cllr Muhammad Afzal - Dear Mr Mir, I fully support your report as I feel that this report is in the interest of Aston constituents. Kind Regards Cllr M Afzal</p> <p>Cllr Nagina Kauser - I have had a telephone conversation with my colleague cllr Afzal and I am happy to support the report and the proposals. Kind regards Cllr Nagina Kauser Aston ward</p> | <p>Noted</p> <p>Noted</p> |

Birmingham City Council

Report to Cabinet



21st July 2020

Subject: METRO BIRMINGHAM EASTSIDE EXTENSION (BEE)
FULL BUSINESS CASE (FBC)

Report of: Acting Director, Inclusive Growth

Relevant Cabinet Member: Councillor Waseem Zaffar – Transport and Environment
Councillor Tristan Chatfield – Finance and Resources

Relevant O &S Chair(s): Councillor Liz Clements – Sustainability and Transport
Councillor Sir Albert Bore – Resources

Report author: Philip Edwards – Assistant Director, Transport and Connectivity
Tel: 0121 303 6467, Email: philip.edwards@birmingham.gov.uk
Nigel Tammo – Metro Project Officer
Tel: 0121 303 7301, Email: nigel.tammo@birmingham.gov.uk

| | | |
|--|---|--|
| Are specific wards affected? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No – All wards affected |
| If yes, name(s) of ward(s): Ladywood, Nechells, Bordesley & Highgate | | |
| Is this a key decision? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| If relevant, add Forward Plan Reference: 007471/2020 | | |
| 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 |

1 Executive Summary

- 1.1 This report provides details of the proposed Metro Birmingham Eastside Extension (BEE) scheme including the background to the development. It is being delivered and funded by West Midlands Combined Authority (WMCA)/Transport for West Midlands (TfWM), at a total estimated capital cost of £227.200m (including £15.000m for Digbeth Public Realm Improvements) and seeks authority to approve the proposals in the City Council's capacity as the Highway Authority.
- 1.2 The Digbeth Public Realm (DPR) improvements, that fall within the proposed BEE works, obtained Outline Business Case (OBC) approval from the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) on 24th June

2020 and will be the subject of separate GBSLEP and City Council Full Business Cases (FBCs) anticipated in Autumn 2020. Should the development of the FBCs identify costs in excess of the estimated £15.000m, options for seeking alternative external funding and/or descope the scheme will be pursued in order to contain the costs within the available funding envelope. WMCA/TfWM have noted that in the unlikely event that the DPR scheme does not obtain FBC approval, whilst the same level of planned public realm improvements could not be completed within their available budget, an operational southern tram alignment will still be delivered. Further background is provided in Appendix H.

- 1.3 A number of potential highway measures and proposed camera enforcement locations have been identified which may be required to be delivered as part of the scheme, and the report seeks to delegate authority to the Assistant Director, Transport and Connectivity (ADTC), in consultation with the Leader of the Council and the Cabinet Member for Transport and Environment (CMTE), to agree the details.
- 1.4 The procurement of the camera enforcement equipment will be called off from the Council's proposed framework agreement, that is in progress, on behalf of WMCA/TfWM, and that the costs will be funded by WMCA/TfWM as part of the cost of implementation.
- 1.5 It is proposed that the Council takes ownership of any camera enforcement equipment and responsibility for the ongoing operation of the enforcement activity including the operational income and expenditure.
- 1.6 The Council will take responsibility for the ongoing maintenance resulting from the highways works with a proposed commuted sum to be provided by the WMCA/TfWM to fund these costs.
- 1.7 The report explains the financial implications, including potential risks to the Council as a result of these proposals (e.g. funding sources and ongoing maintenance).

2 Recommendations

- 2.1 Acting on behalf of the City Council in its capacity as Highway Authority, approves the Full Business Case (FBC) as set out in Appendix A and notes the route of the Metro BEE as set out in Appendix B.
- 2.2 Notes that Digbeth Public Realm (DPR) improvements, that fall within the proposed BEE works, will be the subject of separate GBSLEP and City Council Full Business Cases (FBCs) anticipated in Autumn 2020. In the unlikely event that the DPR scheme does not obtain FBC approval, whilst the same level of planned public realm improvements could not be completed within the available budget an operational southern tram alignment will still be delivered.
- 2.3 Delegates authority to the Assistant Director, Transport and Connectivity (ADTC), in consultation with the Leader of the Council and the Cabinet Member for Transport and Environment (CMTE), to agree the final details of the scheme,

including any additional highway measures (examples provided in Appendix D) that may be required with West Midlands Combined Authority (WMCA)/Transport for West Midlands (TfWM), who are acting in their capacity as project sponsors/ key funders.

- 2.4 Subject to WMCA having the necessary approvals and funding in place, delegates authority to the ADTC to prepare, and enter into, the associated Section 278 Agreements for the highway measures and Traffic Regulation Orders (TROs) noting that the legal agreements are to be made without a bond being required from WMCA as detailed in paragraphs 7.3.5 and 7.3.6.
- 2.5 In order to ensure efficient progress of any scheme, approves that, where the costs for any additional highway measures are covered by alternative funding, the governance for these schemes will follow the delegated authority principles set out in the Transportation and Highways Capital Programme 2020/21 to 2025/26 Annual Programme Update report approved by Cabinet on 11th February 2020 as follows:
 - 2.5.1 Delegates approval of all OBCs, FBCs and related reports including revised financial appraisals to the Acting Director, Inclusive Growth in conjunction with the Interim Chief Finance Officer and in consultation with the relevant portfolio holder, up to a maximum value of £2.000m.
 - 2.5.2 Delegates approval of all OBCs, FBCs and related reports including revised financial appraisals to a report of Acting Director, Inclusive Growth and Interim Chief Finance officer to the relevant portfolio holder, up to a maximum value of £10.000m.
 - 2.5.3 Delegates authority to bid for and accept external capital and revenue resources in line with City Council priorities and consistent with the policies and objectives of the West Midlands Strategic Transport Plan, Birmingham Development Plan and Birmingham Connected transport strategy to the Acting Director, Inclusive Growth, in conjunction with the Interim Chief Finance Officer, and in consultation with the relevant portfolio holder, up to a maximum value of £2.000m, noting that such bids are to be subject to initial Capital Board oversight.
 - 2.5.4 Delegates authority to bid for and accept external capital and revenue resources in line with City Council priorities and consistent with the policies and objectives of the West Midlands Strategic Transport Plan, Birmingham Development Plan and Birmingham Connected transport strategy to a report of Acting Director, Inclusive Growth and Interim Chief Finance officer to the relevant portfolio holder, up to a maximum value of £10.000m, noting that such bids are to be subject to initial Capital Board oversight.
- 2.6 Approves expenditure of fees and other costs up to a value of £0.900m for the City Council to complete design reviews, legal agreements, traffic regulation orders and site inspections, and agrees to the City Council being reimbursed by WMCA based

on actual costs rather than a fixed fee percentage, subject to an agreed cap on overhead rates.

- 2.7 Approves the principle of the implementation of an estimated eight proposed enforcement cameras as located in Appendix B, at an estimated cost of £0.120m to be funded by WMCA, and delegates the award of the contract for the cameras and associated equipment to the Acting Director, Inclusive Growth, the Assistant Director Development and Commercial (or their delegate), the Interim Chief Finance Officer (or their delegate) and the Acting City Solicitor (or their delegate) in accordance with the Procurement Strategy set out in Section 7.4.
- 2.8 Notes that following completion of the scheme the City Council will be responsible for the on-going operation of the Bus Lane Enforcement activity and the resultant income and expenditure including future maintenance obligations. Further details are given in Appendix A.
- 2.9 Notes that following implementation of the scheme, the City Council will be responsible for the ongoing maintenance resulting from the highway works at an estimated annual cost of £0.023m as detailed in Appendix A and approves the estimated commuted sum of £0.700m to be provided by WMCA/TfWM to fund these costs.
- 2.10 Notes that should there be any significant changes to the scheme design, cost or funding a further report will be brought forward for approval, in line with the Council's Governance Framework.
- 2.11 Authorises the City Solicitor to negotiate, execute, seal and complete all necessary documentation to give effect to the above recommendations.

3 Background

- 3.1 WMCA/TfWM developed proposals to extend the network out to the Eastside of Birmingham, providing connectivity to the proposed HS2 Curzon Street station and to form a new cross-city route. This also complemented the City Council's longstanding plans for further investment and regeneration of Digbeth and the Eastside areas. It also facilitates longer term plans to extend the tram system out to Birmingham Airport. An application for an Order to be made under the Transport and Works Act 1992 Sections 1 and 5 was submitted to the Secretary of State for Transport in October 2016. A local public inquiry followed in November 2017 at which no objections were raised.
- 3.2 In October 2017 WMCA Board approved £18.500m from the Investment Programme to fund diversions to HS2's utilities which would allow for the tram to operate through the Curzon station site and down New Canal Street.
- 3.3 Funding of £10.000m was secured from DfT in August 2019 to allow for the procurement process of the work and commencement of detailed design (DfT letter dated 8th August 2019).

- 3.4 Following Cabinet approval of the BEE Project Definition Document (PDD), on 26th June 2018, WMCA/TfWM have developed the proposals to a preliminary design stage. This received an Approval in Principle from the City Council on the 30th September 2019, and the City Council identified areas where they wished to see further clarification and detailed design development.
- 3.5 WMCA/TfWM pursued obtaining the Transport and Works Act Order (TWAO) and this was received on the 15th January 2020. The objection period for this decision ended on the 26th February 2020 and no objections were received.
- 3.6 The Department for Transport approved the funding of the scheme and devolved this to the WMCA in March 2020.
- 3.7 WMCA/TfWM have proposed to divide the route into five separate sections for detailed design and delivery, in order to allow for adjacent third-party developments (e.g. HS2) and network access. The delivery of the connection of the BEE tram tracks to the existing tram line at Bull Street/Corporation Street needs to be complete before the extension to Edgbaston is open to passengers in December 2021.
- 3.8 WMCA/TfWM continue to liaise with HS2 Limited over delivery of the section within the proposed Curzon Street station works. Due to delays caused by HS2, the programme has changed from being delivered in 2022/23 to 2025/26.
- 3.9 It is proposed that WMCA will undertake this task via the Midland Metro Alliance (MMA), which is a partnership between TfWM, the design consortium of Egis, Tony Gee and Pell Frischmann, and contractor Colas Rail (supported by their sub-alliance partners Colas Ltd, Barhale, Thomas Vale, and Auctus Management Group). The partnership has been formed with the award of a contract following an OJEU-compliant procurement process.
- 3.10 Where there is a requirement for any associated highway measures to be undertaken and it is not possible for the MMA to deliver them, a separate procurement process will be carried out and reported in individual business cases.
- 3.11 Camera enforcement may be required to prevent/discourage general traffic from using the bus/tram lanes, which disrupts services and reduces journey time reliability. Providing more reliable/'attractive' public transport options is crucial to encouraging modal shift from private vehicles. The potential camera locations are listed in Appendix B, with the cameras to be delivered by 2026. If appropriate, they could be delivered in phases to suit the construction programme.
- 3.12 It is proposed that the delivery of the BEE and Digbeth High Street public realm (DPR) capital works, including the acquisition and installation of enforcement cameras and any associated highways measures, is to be combined and will be the responsibility of WMCA/TfWM. The total combined estimated capital cost is £227.200m, £212.200 funded by WMCA/TfWM and £15.000 funded by the City Council. The City Council will approve proposals in its capacity as the Highway Authority.

- 3.13 The City Council have developed proposals for the DPR Improvements in conjunction with the WMCA/TfWM and obtained GBSLEP approval for the OBC in June 2020. The City Council will be seeking separate approval for the associated GBSLEP FBC in order to secure the £15.000m Enterprise Zone funding contribution and, subject to approval, a City Council FBC will then be brought before Cabinet for approval, with both reports anticipated for Autumn 2020. Should the development of the FBCs identify costs in excess of the estimated £15.000m, options for seeking alternative external funding and/or descopeing the scheme will be pursued in order to contain the costs within the available funding envelope. WMCA/TfWM have noted that in the unlikely event that the DPR scheme does not obtain FBC approval, whilst the same level of planned public realm improvements could not be completed within their available budget an operational southern tram alignment will still be delivered. Further background is provided in Appendix H. Any changes in scope will be subject to City Council approval in line with recommendation 2.10.
- 3.14 Following implementation of the scheme, the City Council will take ownership of any enforcement cameras provided by WMCA/TfWM as Highway Authority assets and responsibility for the ongoing operation of the enforcement activity and the operational income and expenditure including future maintenance obligations. Further details are detailed within Appendix A Section 2.
- 3.15 WMCA/TfWM are now developing the previously agreed preliminary design proposals for the BEE to a detailed design level for approval by the City Council. Work is being undertaken jointly with WMCA/TfWM to identify any necessary associated highway measures. WMCA/TfWM are looking to commence utility diversion works in July/August 2020 with main construction completed in autumn/winter 2025. Passenger service is programmed for spring/summer 2026.

4 Options Considered and Recommended Proposal

Tram alignment

- 4.1 Consider options to move the tram alignment from the current road corridors shown.
- 4.2 The TWAO and DfT funding is based on the proposed BEE route layout, as shown within Appendix B. It cannot be fundamentally changed from this, and it is recommended that it is taken forward through detailed design and delivered by WMCA/TfWM. WMCA/TfWM have noted that in the unlikely event that the DPR scheme does not obtain FBC approval, whilst the same level of planned public realm improvements could not be completed within their available budget an operational southern tram alignment will still be delivered. Further background is provided in Appendix H. Any changes in scope will be subject to City Council approval in line with recommendation 2.10 of this report.

Camera enforcement

- 4.3 Consider whether to implement camera enforcement at appropriate locations.
- 4.4 It is recommended that the City Council develop camera enforcement proposals in conjunction with WMCA/TfWM at locations outlined within Appendix B. Subject to funding provided by WMCA/TfWM, such proposals would be implemented as part of the BEE. The City Council would be responsible for the ongoing ownership, operation of the enforcement activity and the operational income and expenditure including future maintenance obligations. Where enforcement is essential to unimpeded bus /tram running there is no real alternative. The Police are unable to reallocate front line resource for this operation, and a camera car can only be used for short visits if there is safe parking available in the appropriate location.

Associated highway measures

- 4.5 Consider not to develop any additional highway measures.
- 4.6 It is recommended that the ADTC, in consultation with the Leader of the Council and CMTE, develops any necessary additional highway measures (see examples in Appendix D) to facilitate the delivery of the BEE.
- 4.7 The proposed BEE alignment will require changes to some adjacent streets in order to facilitate traffic movement for servicing etc., and non-provision would compromise the scheme.

5 Consultation

- 5.1 The PDD document from June 2018 identified the previous external consultation history including the Transport and Works Act Order (TWAo) consultation in March/April 2016. Recent external consultation for the Digbeth Public Realm Improvements (February/March 2020) included the proposed tram layout for the BEE. Any further consultation required for associated highway measures would be undertaken as part of the future development of these measures.

6 Risk Management

- 6.1 Please refer to Appendix F for further detail. The key items are:

| Risk | Mitigation |
|--|--|
| Digbeth Public Realm scheme does not receive GBSLEP funding. | The DPR OBC was approved in June 2020 and the City Council will continue to work with the GBSLEP through the development of the scheme. Should approval not be granted, whilst the full planned public realm improvements would not be delivered, WMCA/TfWM would still provide a southern alignment tram. Any changes to current proposals, to stay within remaining budgets, will be agreed with the City Council. |

| Risk | Mitigation |
|---|--|
| WMCA/TfWM do not have sufficient funding for Metro works. | WMCA/TfWM to seek opportunities to de-scope or additional funding sources where they exceed their contingency. |
| WMCA/TfWM cannot find sufficient funding for all additional highway measures or revenue implications. | City Council and WMCA/TfWM jointly review available resources during the development of the measures in order to remain with the available funding or seek to identify additional funding sources. |
| Works to Digbeth High Street cannot be completed before Commonwealth Games, leaving the area incomplete when visitors arrive. | WMCA/TfWM to monitor external issues which might delay works and agree 'hold /review points' in the programme. |
| Objections to TROs | City Council to review and look to remove objections. |

7 Compliance Issues:

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

7.1.1 The proposals for the BEE support the City Council's Plan and Budget 2018-2022 priorities (as updated in 2019), specifically:

- *'an entrepreneurial city to learn, work and invest in', particularly 'develop our transport infrastructure, keeping the city moving through walking, cycling and improved public transport'.*
- *'a great, clean and green city to live in', particularly 'improve the environment and tackle air pollution'.*
- *'gain the maximum benefit from hosting the Commonwealth Games' particularly "deliver high quality ... transport infrastructure for the benefit of our citizens'.*
- *'takes a leading role in tackling climate change'.*

7.1.2 The proposals also support the objectives of Birmingham Development Plan (BDP) 2031 including:

- *'To provide high quality connections throughout the city and with other places including encouraging the increased use of public transport, walking and cycling'.*
- *'To create a more sustainable city that minimises its carbon footprint'.*
- *'To encourage better health and wellbeing'.*

7.1.3 The scheme supports the additional Climate Change Commitments agreed by Cabinet on 30th July 2019 following the motion on Climate Emergency passed at the full City Council meeting of 11th June 2019, including the aspiration for the City Council to be net zero-carbon by 2030.

- 7.1.4 The measures will support the aspirations of the Birmingham Connected Transport Strategy, the Health and Wellbeing Strategy and the Draft Birmingham Transport Plan 2031. They will contribute to the vision of a sustainable, low emission, inclusive, integrated public transport system. It will also complement the implementation of a Clean Air Zone (CAZ), by helping the City Council towards achieving compliance with the European Union (EU) annual legal Limit Values for nitrogen dioxide (NO₂) of 40µg/m³.
- 7.1.5 WMCA/TfWM's contract with Midland Metro Alliance incorporates similar requirements to provide social value commitments as the Birmingham Business Charter for Social Responsibility (BBC4SR), and further information is provided in Appendix E.
- 7.1.6 The Birmingham Eastside Extension, as set out in this report, is an important element in the expansion of Midland Metro, and in the development of the Strategic Transport Plan's Metropolitan Rail and Rapid Transit Network, particularly as an enabler for the future East Birmingham to Solihull (EBS) extension.

7.2 Legal Implications

- 7.2.1 The City Council carries out transportation, highways and infrastructure works under the relevant primary legislation including the Town and Country Planning Act 1990, Highways Act 1980, Road Traffic Regulation Act 1984, Traffic Management Act 2004, Transport Act 2000, and other related regulations, instructions, directives, and general guidance.
- 7.2.2 WMCA has powers to construct the Metro under the Transport and Works Act, 1992.
- 7.2.3 Bus lane enforcement cameras are installed in accordance with the 'Provisional Guidance on bus lane (including tramway) enforcement in England outside London' (2005, revised 2008) and 'A Code of Practice for Bus Lane Camera Enforcement' (March 2007) and the 'Surveillance Camera Code of Practice' (June 2013).
- 7.2.4 S1 of the Localism Act 2011 contains the Council's general power of competence and S111 of the Local Government Act 1972 contains the Council's financial and ancillary powers required for the discharge of any of its functions.

7.3 Financial Implications

Capital Costs

- 7.3.1 It is proposed that the delivery of the BEE and Digbeth High Street public realm (DPR) capital works, including the acquisition and installation of enforcement cameras, is to be combined and is the responsibility of WMCA/TfWM. The total combined estimated capital cost is £227.200m, (including development, fees and contingency), £212.200 funded by

WMCA/TfWM and £15.000 funded by the City Council. This is a £90.000m increase on the PDD value reported in June 2018, and details of the breakdown of this cost can be found in the financial tables in Appendix A.

- 7.3.2 As detailed above the total estimated cost of £227.200m includes £15.000m for DPR Improvements funded from GBSLEP Enterprise Zone resources. The GBSLEP OBC was approved on 24 June and the subsequent GBSLEP FBC and City Council FBC are anticipated in Autumn 2020. If the development of the FBC identifies additional costs, options for seeking alternative external funding and/or descopeing the scheme will be developed in order to contain the costs within the available funding envelope. WMCA/TfWM have noted that in the unlikely event that the DPR scheme does not obtain FBC approval, whilst the same level of planned public realm improvements could not be completed within their available budget an operational southern tram alignment will still be delivered. Further background is provided in Appendix H. Any changes in scope will be subject to City Council approval in line with recommendation 2.10 of this report.
- 7.3.3 The report seeks to delegate approval of any associated highways measures required to the ADT Connectivity (ADTC), in consultation with the Leader of the Council and the CMTE. Where measures cannot be accommodated within the existing BEE budget options for seeking alternative external funding and/or descopeing the scheme will be developed in order to contain the costs within the available funding envelope. Where the costs for any additional highway measures are covered by alternative funding, this report seeks approval for the governance for these schemes to follow the delegated authority principles set out in the Transportation and Highways Capital Programme 2020/21 to 2025/26 Annual Programme Update report, as detailed in recommendation 2.5 above.
- 7.3.4 Other City Council costs for the scheme are estimated to be £0.900m including staff time in contributing to completing design reviews, legal agreements, traffic regulation orders and site inspections. These costs will be reimbursed by WMCA under the terms of the legal agreement, with quarterly invoices submitted retrospectively by the City Council. The City Council will be reimbursed based on actual costs incurred rather than a fixed fee percentage. This will be subject to an agreed cap on overhead rates.
- 7.3.5 As all main Metro works within the limits of deviation are undertaken under the powers granted within the TWAO, with direct authority from the Secretary of State, WMCA/TfWM require no legal agreements with the City Council to work on the Highway. Hence, the works are not subject to a bond.

- 7.3.6 Where works are required that fall outside of the limits of deviation and are therefore not subject to the powers granted within the TWAO, these will be subject to Section 278 legal agreements. These agreements will not be subject to a bond from WMCA, as they are a public-sector body and the scheme is predominantly public-funded. In the unlikely event of non-performance by WMCA/TfWM then the legal agreement would give the City Council power to step in and complete works. The City Council would have to underwrite the resulting costs initially but would be able to recover these costs from WMCA/TfWM under the terms of the legal agreement.

Revenue Implications

- 7.3.7 Camera Enforcement Operational Income and Expenditure - The Council will be responsible for the ongoing enforcement operations and income will be generated from Penalty Charge Notices (PCNs) issued as part of the enforcement regime. This income will be used in the first instance to cover the operational costs including cameras and administration costs of enforcement. Any surpluses generated will be used in line with applicable regulations. The table below shows a summary of the estimated income and expenditure based upon the proposed enforcement regime and full year operation, which assumes eight cameras are required, and experience from Bus Lane Enforcement schemes already in operation within the city. This shows that over the first seven years of operation of the cameras, income from PCNs is estimated at £1.048m with operational and other costs estimated at £0.768m leaving a retained surplus of £0.280m.

Camera Enforcement Operational Income and Expenditure:

| | 2022/23 £m | 2023/24 £m | 2024/25 £m | 2025 -2029 £m | Total £m |
|--|----------------|----------------|----------------|------------------|----------------|
| Operational Income | (0.284) | (0.116) | (0.199) | (0.449) | (1.048) |
| Operational Expenditure | 0.121 | 0.059 | 0.112 | 0.342 | 0.634 |
| (Surplus)/Deficit | (0.163) | (0.057) | (0.087) | (0.107) | (0.414) |
| Other Expenditure | 0.021 | 0.016 | 0.016 | 0.081 | 0.134 |
| Net (Surplus)/Deficit at Year End | (0.142) | (0.041) | (0.071) | (0.026) | (0.280) |
| (Surplus)/Deficit B/Forward | | (0.142) | (0.183) | (0.254) | |
| (Surplus)/Deficit C/Forward | (0.142) | (0.183) | (0.254) | (0.280) | |

Full details are included in Appendix A, Table 2.

- 7.3.8 Highways Infrastructure Maintenance - The impact to the Council in terms of on-going maintenance liabilities arising from additional highway assets will be assessed during scheme development and opportunities will be sought to control costs through the design and de-accruals. Costs are expected to be funded by WMCA/TfWM through a commuted sum payment. The current estimated ongoing maintenance value for the additional assets created by the works is £0.700m over a 30-year period (£0.023m per year for full year of maintenance). The split of asset maintenance responsibilities between the City Council and WMCA has been indicatively identified on a typical highway cross-section in Appendix G.
- 7.3.9 Where associated highway measures are implemented, and in the event that a financial shortfall is experienced in the WMCA/TfWM budget, the City Council may be asked to assist in finding an alternative source of funding for all, or part of, the highway maintenance liabilities. Where resources cannot be identified from any other means this would be funded from the provision for Highways Maintenance held within Corporate Policy Contingency.
- 7.3.10 The risk assessment identifies the potential for the implementation to impact on businesses along the direct route during the construction period. This will be carefully monitored, and any mitigations required will be considered during construction.

7.4 Procurement Implications (if required)

- 7.4.1 Contracts for the civil engineering works to be awarded by WMCA/TfWM will be using the MMA which is their route for work of this nature.
- 7.4.2 The procurement implications for any associated highway measures that are subsequently required and cannot be awarded through the MMA will be detailed within individual business cases.
- 7.4.3 The contract for the enforcement cameras will be awarded using the proposed framework agreement for this equipment currently in progress.

7.5 Human Resources Implications (if required)

- 7.5.1 None

7.6 Public Sector Equality Duty

- 7.6.1 See WMCA Equality Impact Assessment (EIA) in Appendix C. Due regard and consideration has been given to this EIA for the report recommendations and no adverse implications are expected for any of the protected characteristics and groups. Designs will look to incorporate features for the benefit of particular groups where appropriate in compliance with the Equality Act 2010.

8 Appendices

8.1 List of Appendices accompanying this report:

Appendix A – Full Business Case

Appendix B – Metro Birmingham Eastside Extension route and potential Tram or Bus Lane Enforcement camera locations

Appendix C – Equality Analysis

Appendix D – Associated Highway Measures

Appendix E – MMA Contribution to Social Value

Appendix F – Risk Assessment

Appendix G – Typical Tram route cross-section

Appendix H – Digbeth Public Realm Improvements Dependency

9 Background Documents

9.1 Cabinet Report, Bus Lane Enforcement – Full Business Case, 4 March 2013

9.2 Highlight Report - Bus Lane Enforcement Review, July 2016

9.3 Report to Cabinet, Bus Lane Enforcement (Tranche 1) - Full Business Case, 24 January 2017

9.4 Report to Cabinet, Metro Birmingham Eastside Extension (BEE) and Digbeth Public Realm Improvements Project Definition Document (PDD), 26th June 2018

9.5 Private Report to the West Midlands Combined Authority Investment Advisory Group, Midland Metro Birmingham Eastside Extension, 6th January 2020

9.6 Report to Cabinet, Transportation and Highways Capital Programme 2020/21 to 2025/26, 11 February 2020

9.7 Greater Birmingham and Solihull Local Enterprise Partnership Application for Local Growth Funding, Outline Business Case, Digbeth Public Realm Phase 1, 24th June 2020.

APPENDIX A

FULL BUSINESS CASE (FBC)

A. GENERAL INFORMATION

A1. General

| | | | |
|---|--|---|----------------------------|
| Project Title <i>(as per Voyager)</i> | Metro Birmingham Eastside Extension | | |
| Voyager Code | CA-02703-08-4 | | |
| Portfolio / Committee | Transport & Environment Finance & Resources | Directorate | Inclusive Growth |
| Approved by Senior Council Officer | Philip Edwards 10/07/2020 | Approved by Finance Business Partner | Simon Ansell 10/07/2020 |

A2. Outline Business Case approval

26th June 2018, by Cabinet

A3. Project Description

Summary

This Full Business Case (FBC) seeks approval for the Metro Birmingham Eastside Extension (BEE) to be developed to detailed design and constructed. It also seeks approval for the Assistant Director, Transport and Connectivity to develop, and deliver, any associated highway measures that complement the BEE delivery in consultation with the Cabinet Member for Transport and Environment. This includes any camera enforcement provision for the bus or tram.

The BEE project is being led by the West Midlands Combined Authority (WMCA) and Transport for West Midlands (TfWM) and is being delivered by the Midland Metro Alliance (MMA). The Digbeth High Street Public Realm Improvements scheme is being promoted by the Council and funded by the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) Enterprise Zone, for which the City Council is the Accountable Body. Although the public realm improvements scheme forms part of the overall BEE improvement, it has its own FBC. Should the development of the FBCs identify costs in excess of the estimated £15.000m, options for seeking alternative external funding and/or descoping the scheme will be pursued in order to contain the costs within the available funding envelope. WMCA/TfWM have noted that in the unlikely event that the DPR scheme does not obtain FBC approval, whilst the same level of planned public realm improvements could not be completed within their available budget an operational southern tram alignment will still be delivered. Any amendments would have to be agreed with the City Council.

The proposed strategy is for the MMA to deliver the Digbeth Public Realm Improvements scheme as part of 'Section 5' of their BEE construction, so that this section of the route is completed ahead of the Commonwealth Games in 2022.

Background

WMCA/TfWM developed proposals to extend the network out to the Eastside of Birmingham, providing connectivity to the new HS2 Curzon street station and to form a new cross-city route. This also complemented the City Council's longstanding plans for further investment and regeneration of Digbeth and the Eastside areas. It also facilitates longer term plans to extend the tram system out to Birmingham Airport. An application for an Order to be made under the Transport and Works Act 1992 Sections 1 and 5 was submitted to the Secretary of State for Transport in October 2016 for BEE. A local public inquiry followed in November 2017 at which no objections were raised. Following Cabinet approval of the BEE Project Definition Document (PDD), on 26th June 2018, WMCA/TfWM have developed the proposals to a preliminary design layout. This received an Approval in Principle from the Council on the 30th September 2019, and the Council identified areas where they wished to see further clarifications and detailed design development.

WMCA/TfWM pursued obtaining of their Transport and Works Act Order (TWAO) and this was received on the 15th January 2020 (the objection period for which ended on the 26th February 2020). The Department for Transport (DfT) devolved the funding to WMCA/TfWM for their FBC in March 2020. WMCA/TfWM will provide

the DfT with a monitoring and evaluation plan as evidence of how they are going to quantify the benefits of the scheme once it's built and operational.

WMCA/TfWM have proposed to divide the BEE route into five separate sections for detailed design and delivery, in order to allow for adjacent third-party developments (e.g. HS2) and network access. The delivery of the connection of the BEE tram tracks to the existing tram line at Bull Street/Corporation Street needs to be complete before the extension to Edgbaston is open to passengers in December 2021. WMCA/TfWM continue to liaise with HS2 Limited over delivery of the section within the proposed Curzon station works. Due to delays caused by HS2, the programme has changed from being delivered in 2022/23 to 2025/26.

WMCA/TfWM are developing the previously agreed preliminary design proposals to a detailed design level for approval by the City Council. Work is being undertaken jointly with WMCA/TfWM to identify any necessary associated highway measures. WMCA/TfWM are looking to commence utility diversion works in July 2020 with main construction completed in autumn/winter 2025. Passenger service is programmed for spring /summer 2026.

Scheme Details

The BEE comprises 1.7km of new twin track tramway which runs from the existing line connection at Corporation Street/Bull Street to Digbeth High Street via lower Bull Street, Albert Street, crossing Moor Street Queensway, New Canal Street (through HS2 station) and Meriden Street. This necessitates the demolition of buildings within the Martineau development site, including the MacDonald's restaurant on Dale End. The scheme incorporates Council led proposals to improve the public realm on Digbeth High Street. This will see the tram run on segregated track on the southern side of the existing dual carriageway corridor (between Meriden Street and Adderley Street). The highway will be reduced to a two-way single carriageway on the northern side of the corridor. A localised restriction for public transport use (buses, hackney carriages and cycles) only will be implemented within the new single carriageway between the Floodgate Street and Chapel House Street junctions.

Some complementary restrictions are proposed to turning movements on the side streets that allow servicing to local businesses but prevent the High Street being used as a through route to the car-parks etc. This is expected to put more traffic onto the adjacent network roads, such as Bradford Street. These changes will help to make bus journeys, including SPRINT, more reliable as the High Street will become a public transport corridor with interchange between bus, tram and the Digbeth Coach station. If the public realm scheme is not taken forward, it would require the reconsideration of the tram design in this area within the existing High Street dual carriageway corridor. Any changes must be made in agreement with the City Council.

Works Co-ordination

The need to construct the works in a safe manner for both road users and construction workers will result in a period of traffic disruption. The City Council will work with WMCA/TfWM and their contractor(s) to minimise traffic disruption during construction by seeking to coordinate programmed activities, maximise available road space and minimise traffic demand along the whole corridor. This will include:

- Co-ordination of all construction projects along the corridor to ensure potential conflicts are managed and eliminated;
- A phased construction approach to optimise the available road space available at key times to help to keep traffic moving;
- The City Council's Traffic Management Protocol process will be in place to manage approvals for the contractor's temporary traffic management proposals; and

Co-ordination with Travel Demand Management strategies for other schemes to manage the level of demand and promote alternative modes and times of travel.

A4. Scope

This FBC covers the Metro Birmingham Eastside Extension scheme from its tie-in to the existing line, at Corporation Street / Bull Street, to a tie in point within the proposed segregated tram area of Digbeth High Street. It seeks approval to the scheme and for the City Council to enter into legal agreements with WMCA for delivery of any associated highway measures (including camera enforcement) identified within that area.

A5. Scope Exclusions

WMCA/TfWM will undertake to develop the detailed design proposals through the procurement of their own consultant resources. The construction works are likely to be delivered via the Midland Metro Alliance (MMA),

which is a partnership between WMCA, the design consortium of Egis, Tony Gee and Pell Frischmann, and contractor Colas Rail (supported by their sub-alliance partners Colas Ltd, Barhale, Thomas Vale, and Auctus Management Group). The partnership has been formed through an OJEU-compliant procurement process. However, a different approved contractor may be used where necessary or appropriate.

The purchase of any Bus Lane Enforcement cameras and equipment will be through a City Council contract which is due to be awarded in accordance with a separate procurement strategy.

B. STRATEGIC CASE

This sets out the case for change and the project's fit to the Council Plan objectives

B1. Project Objectives and Outcomes

Existing Situation and Issues

The existing area that the BEE will pass through includes one of the busiest bus interchanges in Europe (along Moor Street Queensway), two existing railway stations (New Street and Moor Street) and a proposed HS2 Curzon Street rail station. There are several new developments expected to move forward in the next few years including Smithfield, Martineau, Beorma site, Connaught Square, Lunar Rise and the Irish Centre plot. Two main city centre car-parks service the Bullring and main shopping centre, and there is still a heavy reliance on private vehicle movements through the area. Better alternative public transport options are needed to improve the overall movement of people to and from the city centre.

Scheme-Specific Objectives

The objectives of the BEE are to:

- Support the regeneration of Digbeth and the east side of Birmingham city centre;
- Provide connectivity to HS2 Curzon station and Digbeth Coach station;
- Form the first part of a further Metro extension to East Birmingham and North Solihull providing connectivity to Heartlands Hospital, Chelmsley Wood, Birmingham Business Park, Birmingham International airport and rail station and HS2 Interchange station;
- Encourage modal shift from private car by delivering a high quality and reliable public transport service;
- Support an integrated transport network through providing seamless interchange; and
- Deliver a high-quality public transport service in a manner that supports local environmental and safety benefits.

City Council Objectives

The BEE is an identified scheme in the Birmingham Connected Transport Strategy.

The scheme supports the policy objectives outlined in the City Council Plan's 2018-2022, as updated in 2019, including:

- *'an entrepreneurial city to learn, work and invest in', particularly 'develop our transport infrastructure, keeping the city moving through walking, cycling and improved public transport'.*
- *'a great, clean and green city to live in', particularly 'improve the environment and tackle air pollution'.*
- *'gain the maximum benefit from hosting the Commonwealth Games' particularly 'deliver high quality ... transport infrastructure for the benefit of our citizens'.*
- *'takes a leading role in tackling climate change'.*

The proposals also support the objectives of Birmingham Development Plan (BDP) 2031 including:

- *'To provide high quality connections throughout the city and with other places including encouraging the increased use of public transport, walking and cycling'.*
- *'To create a more sustainable city that minimises its carbon footprint'.*

The measures will support the aspirations of the Birmingham Connected Transport Strategy, the Health and Wellbeing Strategy and the Draft Birmingham Transport Plan 2031. They will contribute to the vision of a sustainable, low emission, inclusive, integrated public transport system. It will also complement the implementation of a Clean Air Zone (CAZ), by helping the City Council towards achieving compliance with the European Union (EU) annual legal Limit Values for nitrogen dioxide (NO₂) of 40µg/m³. The scheme supports the additional Climate Change Commitments agreed by Cabinet on 30th July 2019 following the motion on Climate Emergency passed at the full City Council meeting of 11th June 2019, including the aspiration for the

City Council to be net zero-carbon by 2030.

Combined Authority Objectives

The measures will support policies within the West Midlands Strategic Transport Plan, in particular:

- Economic Growth and Economic Inclusion: *'To accommodate increased travel demand by ... new sustainable transport capacity' and 'to improve connections to areas of deprivation'.*
- Population Growth and Housing Development: *'To improve connections to new housing ... primarily through sustainable transport connections'.*
- Environment: *'To help tackle climate change by ensuring a large decrease in greenhouse gases from the ... area's transport system'.*
- Public Health: *'To significantly increase the amount of active travel' and 'to assist with the reduction of health inequalities'.*
- Social Well-Being: *'To improve the accessibility of shops, services and other desired destinations for socially-excluded people'.*

B2. Project Deliverables

The BEE will deliver:

- 1.7km of new twin track tramway, of which 1.2km will be catenary free (no overhead wires), utilising battery technology to power the trams instead;
- 'Building to building' refurbishment of the existing footways and carriageways along the tram route corridor;
- Four new Metro stops: Albert Street, New Canal Street (within the new HS2 Curzon Street station), Meriden Street and High Street;
- Seven road traffic junctions crossed at-grade utilising traffic signal systems to provide tram priority where possible;
- Parking and loading restrictions where necessary to prevent tram blocking and improve journey reliability;
- Bus lane enforcement cameras and associated equipment at an estimated eight locations (see Appendix B), subject to a separate procurement process.

B3. Project Benefits

| Measure | Impact |
|---|--|
| Modern, high-capacity low-emission vehicle fleet including easy boarding. | Reducing vehicle emissions will support Clean Air Zone objectives. |
| Sections of tram/bus only lanes, segregated tram running and parking/loading restrictions. | Ensures that tram route is kept clear at all times, to minimise delays and improve journey reliability. |
| New tram stops including modern shelters with lighting, ticketing facilities and real-time information. | This will increase the perception of safety, security and convenience, particularly benefiting elderly and disabled people, and parents with pushchairs. |
| Increased accessibility to public transport for the community. | Improved connectivity with areas of opportunity for employment accessible via the Midland Metro network, and reduced reliance on private vehicles. |
| Upgraded footways and carriageways within the tram corridor | Improved street scene for the community, encouraging regeneration. |
| | |

A detailed Benefits Register is attached at G5 below.

B4. Benefits Realisation Plan

The BEE programme will be managed at a senior level by a Project Board consisting of the members

outlined in Section F5.

The Project Board members will meet monthly and will be responsible for project control. They will make decisions within the scope of scheme approvals and make appropriate decision on any minor scope alterations. Any exceptional decisions, including decisions outside of the approved scope, will be escalated to the appropriate level within WMCA and the City Council for consideration.

B5. Stakeholders

A stakeholder analysis is set out at G4 below. A summary of consultation responses is in the covering Executive report.

C. ECONOMIC CASE AND OPTIONS APPRAISAL

This sets out the options that have been considered to determine the best value for money in achieving the Council's priorities

C1. Summary of options reviewed at Outline Business Case

The PDD document, in June 2018, assessed five options for the tram:

- Option 1 - Allow the Metro BEE scheme to proceed based on its original design with centre-running on Digbeth High Street;
- Option 2 - Amend the Metro BEE to southern-running, with enhanced public realm and a single two-way carriageway for general traffic on the northern side, including a 'bus, cycle and hackney carriage only' restriction in one section to remove through traffic;
- Option 3 - As Option 2 but without the 'bus, cycle and taxi only' restriction on Digbeth;
- Option 4 - As Option 2 but reversed, with northern-running trams and a two-way carriageway for traffic on the southern side;
- Option 5 - Southern-running tram (as Option 2) but with general traffic retained on Digbeth and buses re-routed onto Bradford Street as a 'public transport corridor', or a large 'gyratory' system with Bradford Street running in one direction for all vehicles and Digbeth / Deritend running the other way.

This FBC continues to promote **Option 2**, as recommended within the PDD, because:

- Southern-running reduces land and property requirements for BEE, puts the tram closer to potential redevelopment sites to the south and retains servicing and loading access to the small businesses on the northern side.
- It maximises available public realm space on the northern side.
- Traffic levels will be reduced on Digbeth while public transport can be prioritised.

However, if the Digbeth High Street public realm scheme is not taken forward, then WMCA/TfWM would still look to provide the southern alignment tram. However, some amendments to proposals would need to be agreed with the City Council to stay within remaining budgets.

C2. Evaluation of key risks and issues

A scheme-level Risk Register is managed by WMCA, but the key identified risks include:

| Risk | Mitigation |
|--|---|
| Digbeth Public Realm scheme does not receive GBSLEP funding. | The DPR OBC was approved in June 2020 and the City Council will continue to work with the GBSLEP through the development of the scheme. Should approval not be granted, whilst the full planned public realm improvements would not be delivered, WMCA/WMCA/TfWM would still provide a southern alignment tram. Any changes to current proposals, to stay within remaining budgets, will be agreed with the City Council. |
| WMCA/TfWM do not have sufficient funding for Metro | WMCA/TfWM to seek opportunities to de-scope |

| | |
|---|--|
| works. | or additional funding sources where they exceed their contingency. |
| WMCA/TfWM cannot find sufficient funding for all additional highway measures or revenue implications. | City Council and WMCA/TfWM jointly review available resources during the development of the measures in order to remain with the available funding or seek to identify additional funding sources. |
| Works to Digbeth High Street cannot be completed before Commonwealth Games, leaving the area incomplete when visitors arrive. | WMCA/TfWM to monitor external issues which might delay works and agree 'hold /review points' in the programme. |
| Objections to TROs | City Council to review and look to remove objections. |

C3. Other impacts of the preferred option

Describe other significant impacts, both positive and negative

The delivery of Option 2:

- Incurs additional costs in redesigning and constructing the southern-running tram option which it is anticipated will be maintained within the existing budget;
- Will divert general traffic onto other routes, which could increase overall mileage and congestion on parallel roads and make it more difficult to service properties on adjacent side roads. A number of prohibited turns will be needed onto and off adjacent and nearby roads. An increased number of vehicles may need to turn across the tram tracks. Other measures to reduce overall traffic flow in this area (e.g. Moor Street Queensway bus gate) are being developed to promote a modal shift to public transport;
- Makes it impractical to provide segregated facilities for cyclists within the available width where there are tram tracks and a high number of bus movements, without reducing the public realm and pedestrian space. An associated highway measure to provide alternative segregated cycling facilities on Bradford Street is being considered.

D. COMMERCIAL CASE

This considers whether realistic and commercial arrangements for the project can be made

D1. Partnership, joint venture and accountable body working

The scheme is being led and funded by WMCA and will be delivered on WMCA's behalf by TfWM.

The Council will support WMCA by making the necessary Traffic Regulation Order (TRO) changes along this route, as well as retaining its Network Management Duty role, and implementing and operating the bus lane camera enforcement.

The Council have prepared proposals for the Digbeth Public Realm improvements in conjunction with the WMCA/TfWM and are seeking separate approval for an FBC for £15.000m from the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) Enterprise Zone.

The Council, via the Assistant Director, Transport and Connectivity (in consultation with the Leader of the Council and the Cabinet Member for Transport and Environment), will work with WMCA/TfWM to identify any associated highway measures that would complement the BEE delivery. The Council and WMCA/TfWM will explore additional funding sources for measures that cannot be met by the BEE budget.

D2. Procurement implications and Contract Strategy

WMCA will construct the BEE via the Midland Metro Alliance (MMA), which is a partnership between TfWM, the design consortium of Egis, Tony Gee and Pell Frischmann, and contractor Colas Rail (supported by their sub-alliance partners Colas Ltd, Barhale, Thomas Vale, and Auctus Management Group). The partnership has been formed through an OJEU-compliant procurement process. However, a different approved contractor may be used where necessary or appropriate.

The Council will only be responsible for procuring the supply and installation of enforcement cameras and associated back-office infrastructure, using the Council's contract which will be awarded in due course. The procurement process for ANPR cameras was reported to Cabinet in the Planned Procurement Activities Report of 26th November 2019.

Any associated highway measures that cannot be delivered via the MMA will utilise a different approved

contractor where necessary and full details will be included within any resulting business cases, in line with the Council's Governance Framework.

D3. Staffing and TUPE implications

The scheme is being managed by WMCA, and the Council's input will be undertaken using existing internal resources, with support from external consultants (particularly for design checks) when required. There are no staffing and TUPE implications related to the Council.

E. FINANCIAL CASE*This sets out the cost and affordability of the project***E1. Financial implications and funding**

| Capital Costs & Funding | Previous Years | 2020/21 | 2021/22 | 2022-2026 | Total |
|---|-----------------------|----------------|----------------|------------------|---------------|
| | £m | £m | £m | £m | £m |
| <u>Expenditure</u> | | | | | |
| WMCA Development, Design, Fees and Implementation Costs for BEE (incl. cameras and some associated highway measures*) and new Trams | 23.30 | 18.60 | 41.70 | 110.10 | 193.70 |
| (* Any shortfall would be sourced from other funding options explored by BCC/WMCA) | | | | | |
| BCC - Digbeth High Street public realm (subject to a separate FBC)^ | 0.00 | 0.70 | 14.30 | 0.00 | 15.00 |
| WMCA contribution to HS2 | 0.00 | 13.90 | 4.60 | 0.00 | 18.50 |
| Scheme Total (Capital) | 23.30 | 33.20 | 60.60 | 110.10 | 227.20 |
| <u>Funding sources</u> | | | | | |
| Department for Transport (to WMCA) | 12.40 | 23.90 | 41.80 | 53.60 | 131.70 |
| WMCA direct funding | 5.40 | 8.60 | 4.50 | 0.00 | 18.50 |
| WMCA - GBSLEP | 5.50 | 0.00 | 0.00 | 0.00 | 5.50 |
| BCC – GBSLEP Enterprise Zone ^ | 0.00 | 0.70 | 14.30 | 0.00 | 15.00 |
| WMCA - Prudential borrowing | 0.00 | 0.00 | 0.00 | 56.50 | 56.50 |
| Funding Total (Capital) | 23.30 | 33.20 | 60.60 | 110.10 | 227.20 |

| <u>Revenue Consequences</u> | 2022/23 | 2023/24 | Later Years |
|-------------------------------------|----------------|----------------|-----------------------------|
| | £'000 | £'000 | £'000 (Full Year) |
| Estimated Highway Asset Maintenance | 8.0 | 15.0 | 23.0 |
| Infrastructure Works Total | 8.0 | 15.0 | 23.0 |
| <u>Funded By:</u> | | | |
| Commuted Sum (see Section E2) | 8.0 | 15.0 | 23.0 |
| Totals | 8.0 | 15.0 | 23.0 |

1. Budget Summary (continued) – Camera Enforcement

| Metro BEE - Operational Sums & Expenditure and use of surplus | | | | | | | |
|---|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-------------------|
| | Estimated Value | | | | | | |
| | 2022/23 | 2023/24 | 2024/25 | 2025/26 | 2026/27 | 2027 - 29 | Total |
| | £000's | £000's | £000's | £000's | £000's | £000's | £000's |
| Bus Lane Enforcement Operational Income | | | | | | | |
| Sums (5) | (283.72) | (115.76) | (198.80) | (131.24) | (125.27) | (192.81) | (1,047.60) |
| Total Operational Sums | (283.72) | (115.76) | (198.80) | (131.24) | (125.27) | (192.81) | (1,047.60) |

| | | | | | | | |
|---|---------------|--------------|---------------|--------------|--------------|---------------|---------------|
| Bus Lane Enforcement Operational Expenditure | | | | | | | |
| Operational Costs for 8 cameras (1)(2)(3)(5) | 103.72 | 42.34 | 72.68 | 47.98 | 45.79 | 70.42 | 382.92 |
| Maintenance and Servicing: of Cameras (3) | 15.45 | 15.45 | 36.05 | 41.20 | 41.20 | 81.40 | 230.75 |
| Camera Licence @ £358 each | 1.10 | 1.10 | 2.60 | 3.00 | 3.00 | 6.00 | 16.80 |
| Energy cost associated with cameras | 0.24 | 0.24 | 0.56 | 0.56 | 0.64 | 1.28 | 3.52 |
| Total Operational Expenditure | 120.51 | 59.13 | 111.89 | 92.74 | 90.63 | 159.10 | 633.99 |

| | | | | | | | |
|----------------------------------|-----------------|----------------|----------------|----------------|----------------|----------------|-----------------|
| Net Operational (Surplus) | (163.21) | (56.63) | (86.91) | (38.50) | (34.64) | (33.71) | (413.61) |
|----------------------------------|-----------------|----------------|----------------|----------------|----------------|----------------|-----------------|

| | | | | | | | |
|--|--------------|--------------|--------------|--------------|--------------|--------------|---------------|
| Use of Net Operational Surplus | | | | | | | |
| WMCA purchasing the cameras | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Contribution to camera renewal fund | 15.00 | 15.00 | 15.00 | 15.00 | 15.00 | 30.00 | 105.00 |
| Additional Highways Asset Cost (3) | 0.50 | 1.00 | 1.00 | 1.50 | 1.50 | 3.00 | 8.50 |
| Camera Decommission cost (3) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 10.00 | 10.00 |
| Future Information + Traffic Survey Activities (4) | 5.00 | 0.00 | 0.00 | 5.00 | 0.00 | 0.00 | 10.00 |
| Total Use of Net Operating Surplus | 20.50 | 16.00 | 16.00 | 21.50 | 16.50 | 43.00 | 133.50 |

| | | | | | | | |
|--|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|-----------------|
| Net (Surplus)/Deficit at Year-End | (142.71) | (40.63) | (70.91) | (17.00) | (18.14) | 9.29 | (280.11) |
| (Surplus)/Deficit B/forward | 0.00 | (142.71) | (183.35) | (254.26) | (271.26) | (289.40) | |
| (Surplus)/Deficit C/forward | (142.71) | (183.35) | (254.26) | (271.26) | (289.50) | (280.11) | |

The Budget Summary, Table 2 above shows the estimated income and expenditure based upon the proposed enforcement regime, which assumes 8 cameras, and experience from Bus Lane Enforcement schemes already in operation within the city.

Notes relating to Table 2 above:

- (1) Staffing levels to be reviewed post-implementation based on actual changes in workload.
- (2) Operational Cost includes assessment & processing of PCN;
- (3) Phased introduction of cameras to suit Metro construction programme (and phased decommission);
- (4) Allow for 2No. surveys and refresh campaigns - (i) 2022/23 and (ii) after BEE opens;
- (5) Camera life assumed to be 7 years before decommissioning.

E2. Evaluation and comment on financial implications

Capital Costs

It is proposed that the delivery of the BEE and Digbeth High Street public realm (DPR) capital works, including the acquisition and installation of enforcement cameras, is to be combined and is the responsibility of WMCA/TfWM. The total combined estimated capital cost is £227.200m, (including development, fees and contingency), £212.200 funded by WMCA/TfWM and £15.000 funded by the City Council.

The funding information reported in Section E1 are taken from WMCA/TfWM's Full Business Case. The proposed funding is made up of contributions from DfT (£131.700m), GBSLEP (£5.500m), WMCA Investment Programme (£18.500m) and Prudential Borrowing (£56.500m), with the City Council contribution for the DPR improvements funded through GBSLEP Enterprise Zone resources (£15.000m).

Since the PDD document, in June 2018, the costs have increased by £90.000m (from £137.200m). This increase is broken down as follows:

| Breakdown of Cost Increase (£90.0m) | £m |
|--|---------------|
| Outline Business Case | 137.20 |
| Additional Digbeth High Street Urban Realm | 15.00 |
| Additional HS2 utilities work | 18.50 |
| Increase in land cost estimate | 11.60 |
| Increase in Tram Costs | 4.60 |
| Increase in Construction activities (see adjacent table) | 40.30 |
| New FBC Forecast Out-turn | 227.20 |

| Breakdown of Construction activities Increase (£40.3m) | £m |
|--|--------------|
| Construction Inflation | 9.80 |
| Non-Construction Inflation | 4.70 |
| Programme/Project Overheads | 4.20 |
| Design / Prelims | 6.80 |
| Additional Contingency and Risk/HS2 Risk | 8.00 |
| Construction Cost as result of: | 6.80 |
| <ul style="list-style-type: none"> • Additional scope for Digbeth • Additional drainage requirements • Additional Delta Junction requirement/complexity • Increased demolition costs • Increased Traffic Management • Rates increase since OBC pricing | |
| TOTAL Increase in Construction Activities | 40.30 |

The Digbeth Public Realm improvements, that fall within the proposed BEE works, obtained OBC approval from the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) Enterprise Zone on 24th June 2020 and will be the subject of a separate FBC. Should the development of the FBCs identify costs in excess of the estimated £15.000m, options for seeking alternative external funding and/or descopeing the scheme will be pursued in order to contain the costs within the available funding envelope. WMCA/TfWM have noted that in the unlikely event that the DPR scheme does not obtain FBC approval, whilst the same level of planned public realm improvements could not be completed within their available budget an operational southern tram alignment will still be delivered.

The report seeks to delegate approval of any associated highways measures required to the ADT Connectivity (ADTC), in consultation with the Leader of the Council and the CMTE. Where measures cannot be accommodated within the existing BEE budget options for seeking alternative external funding and/or descopeing the scheme will be developed in order to contain the costs within the available funding envelope. Where the costs for any additional highway measures are covered by alternative funding, this report seeks approval for the governance for these schemes to follow the delegated authority principles set out in the Transportation and Highways Capital Programme 2020/21 to 2025/26 Annual Programme Update report,

The estimated cost to the Council for fees and other expenditure is £0.900m. These costs include staff time in contributing to the design, consultation and approval processes; site inspections, time spent in relation to the preparation of legal agreements, and all costs in relation to the temporary and permanent traffic regulation orders. These costs will be reimbursed by WMCA under the terms of the legal agreement, with

quarterly invoices submitted retrospectively by the Council.

As all main Metro works within the limits of deviation are undertaken under the powers granted within the TWAO, with direct authority from the Secretary of State, WMCA/TfWM require no legal agreements with the City Council to work on the Highway. Hence, the works are not subject to a bond.

Where works are required that fall outside of the limits of deviation and are therefore not subject to the powers granted within the TWAO, these will be subject to Section 278 legal agreements. These agreements will not be subject to a bond from WMCA, as they are a public-sector body and the scheme is predominantly public-funded. In the unlikely event of non-performance by WMCA/TfWM then the legal agreement would give the City Council power to step in and complete works. The City Council would have to underwrite the resulting costs initially but would be able to recover these costs from WMCA/TfWM under the terms of the legal agreement.

Revenue Implications

Bus Line Enforcements (BLE)

The City Council will be responsible for ongoing camera enforcement operations, and income will be generated from Penalty Charge Notices (PCNs) issued as part of the enforcement regime. This income will be used in the first instance to cover the operational cost of enforcement. These costs will include employing staff specifically for BLE enforcement, including:

- Employing staff specifically for camera enforcement;
- on-going running costs for the cameras including maintenance, servicing, energy and licences;
- maintenance costs in ensuring that the sites remain compliant with the standards for signing and road markings under the latest version of Traffic Signs Regulations and General Direction (TSRGD), which are required for offence capturing;
- operational costs (processing and administration) of the PCNs;
- replacement of the cameras and associated equipment in future years;
- cost of decommissioning the cameras.

The City Council will manage the cameras as part of the wider enforcement camera network. To ensure that the income is sufficient to fund the costs of enforcement the level of penalty notices issued will be monitored closely and operational resources reviewed/adjusted accordingly.

The table in Section E1 shows a summary of the estimated income and expenditure based upon the proposed enforcement regime, which assumes the maximum of eight cameras, and experience from bus lane enforcement schemes already in operation within the city. This shows that over the first seven years of operation of the cameras, income from PCNs is estimated at £1.048m with operational and other costs estimated at £0.768m, leaving a retained surplus of £0.280m. Any surpluses generated will be used in accordance with applicable regulations, which is in line with the strategy for utilising the sums generated from bus lane enforcement as outlined in the Cabinet Report, Transportation and Highways Capital Programme 2020/21 to 2025/26 – Annual Programme Update, approved on 11 February 2020.

Highways Maintenance Consequences

This project will create assets that will form part of the highway upon completion of the project; as such they will be maintained within the overall highway maintenance programme. The impact to the Council in terms of on-going maintenance liabilities arising from additional highway assets will be assessed during scheme development and opportunities will be sought to control costs through the design and de-accruals. The estimated net cost of including these additional assets within the highway maintenance regime is estimated to be £0.023m per year, including both standard and enhanced assets. The element for tree maintenance within this figure assumes a net gain of 20 trees along the corridor. This should be funded from the provision of a commuted sum payment from WMCA/TfWM. Where associated highway measures are implemented, and in the event that a financial shortfall is experienced in the WMCA/TfWM budget, the City Council may be asked to assist in finding an alternative source of funding for all, or part of, the highway maintenance liabilities. Where resources cannot be identified from any other means this would be funded from the provision for Highways Maintenance held within Corporate Policy Contingency.

As part of the City Council's obligations under the Highway Maintenance and Management Private Finance Initiative (HMMPI) contract, Highways have been formally notified of the proposed changes to the highway inventory arising from this scheme. The works relate to SSD No.4947. Consultation with Birmingham

Highways Limited as PFI service provider is also being carried out to coordinate the proposed works with other programmed activities on the highway network.

E3. Approach to optimism bias and provision of contingency

Construction costs include an assumed 4% inflation rate, as do estimates of other costs. For the purposes of the FBC, benefit and cost data for the scheme is deflated to a common price base and costs have been converted from factor prices to market prices discounted for the 60-year appraisal period. Contingency has been estimated at £15.5m, which is considered appropriate for the current stage of development and level of risk identified.

E4. Taxation

There should be no adverse VAT implications for the City Council in this scheme as the maintenance of highways is a statutory function of the City Council such that any VAT paid to contractors or on the acquisition of land is reclaimable.

F. PROJECT MANAGEMENT CASE

This considers how project delivery plans are robust and realistic

F1. Key Project Milestones

Planned Delivery Dates

| | |
|--|--------------------------|
| Detailed Design period | March 2020 to March 2021 |
| BCC Metro Full Business Case approval | July 2020 |
| Works commence (utilities first). | July/Aug 2020 |
| GBSLEP approval of Digbeth High St public realm FBC | Autumn 2020 |
| Contractor appointed | MMA already appointed |
| TROs advertised - Varies with phasing of the 5 works Sections. | earliest 2021 |
| Works complete (constructed in 5 different sections) | December 2025 |
| Date of Post Implementation Review - after passenger running | Spring/Summer 2026 |

F2. Achievability

WMCA are using the already established MMA specialist design team that includes architectural and place designers, traffic modelling expertise, engineering designers and lighting experts to carry out the development and detailed design work on the project. This MMA team is already co-located within Alpha Tower to ensure it provides greater support and a more streamlined approach to design and delivery.

The traffic management changes and TROs needed for the scheme are quite complex, particularly as they also inter-relate with other projects related to the Commonwealth Games (e.g. SPRINT), local developments and HS2. Strategic management is in place to ensure coordinated delivery.

The intention is that WMCA will construct the BEE, and any necessary associated highway measures, via their established contracting arm of the MMA. However, a separate approved contractor could be used where appropriate.

F3. Dependencies on other projects or activities

The Transport and Works Act Order (TWAo) gives WMCA authority to construct all necessary BEE works within the scheme limit of deviation. In order to carry out any works on the highway outside of the limit of deviation, WMCA are required to enter into a legal agreement with the Council. This will take the form of a Section 278 Agreement and is subject to agreement between the two parties.

WMCA will also be responsible for procuring the tram vehicles, along with tram stop shelters, real-time information and off-board ticketing systems. The Bus Lane Enforcement element will depend on the City

Council procuring the equipment and installation through a separate procurement process.

The delivery of the Digbeth High Street public realm improvements will be undertaken as part of Section 5 of the BEE works. The intention is to deliver the public realm works and the adjacent tramway corridor prior to the Commonwealth Games in 2022. However, they are reliant upon separate GBSLEP and City Council FBC approvals including the award of the £15.000m funding required. WMCA/TfWM have noted that in the unlikely event that the DPR scheme does not obtain FBC approval, whilst the same level of planned public realm improvements could not be completed within their available budget an operational southern tram alignment will still be delivered.

The alignment through HS2 is subject to a separate agreement between WMCA and HS2. WMCA have sought assurances from the Department for Transport (DfT) that they will not be responsible for funding any further costs associated with any further delay in the HS2 delivery.

WMCA/TfWM will work collaboratively with all local developments (e.g. Smithfield, Martineau, Beorma, Connaught Square etc.) and the SPRINT project to ensure a coordinated approach to construction at their boundaries.

F4. Officer support

| | |
|--|--|
| BCC Metro Project Officer: | Nigel Tammo – Transport & Connectivity Tel: 0121 303 7301 Email: nigel.tammo@birmingham.gov.uk |
| BCC Programme Manager: | Gavin Maciel – Transport Delivery Specialist – Major Projects / Design Tel: 0121 675 4332 Email: gavin.maciel@birmingham.gov.uk |
| TfWM Metro Finance and Commercial Director: | Nafees Arif – Finance and Commercial Director, Tel: 07554 111862 E-mail: nafees.arif@tfwm.org.uk |
| BCC Project Accountant: | Andy Price – Finance Manager, Tel: 0121 303 7107 E-mail: andy.r.price@birmingham.gov.uk |
| BCC Senior Council Officer: | Philip Edwards – Assistant Director, Transport & Connectivity Tel: 0121 303 6467 Email: philip.edwards@birmingham.gov.uk |
| TfWM Project Sponsor: | Adam Williams – Head of WMM Development Services Tel: 07990 784339 Email: adam.williams@tfwm.org.uk |
| TfWM Project Manager | Michael Watson Tel: 07734 443967 Email: michael.watson@tfwm.org.uk |

F5. Project Management

The project is managed through monthly BEE Project Board meetings with TfWM/West Midlands Metro (WMM), chaired by Philip Edwards (minutes taken by Clerk). The key invitees to the Project Board are:

- Head of West Mids. Metro Development Services (Project Sponsor) – Adam Williams
- TfWM Project Manager – Michael Watson
- BCC Assistant Director Transport & Connectivity (Senior Council Officer) – Philip Edwards
- BCC Metro Project Officer – Nigel Tammo
- TfWM Metro Finance & Commercial Director – Nafees Arif
- West Mids. Metro Projects Director - Michael Anderson
- BCC Head of Major Transport Projects - Stuart Rawlins
- BCC Head of Transport Planning and Network Strategy - Ms Mel Jones
- BCC Development Planning Manager – City Centre Team - Gary Woodward
- BCC Head of Curzon and Enterprise Zone Development - James Betjemann
- WMCA Clerk – Carl Craney

The project is being delivered by WMCA/TfWM, but the City Council are required to technically

review/approve the proposals, as the Highway Authority.

G. SUPPORTING INFORMATION

(Please adapt or replace the formats as appropriate to the project)

G1. Project Plan

See current estimated key dates provided by WMCA below:

| Key Milestone | Delivery Date |
|---|------------------------|
| Detailed design | 24 Mar 20 – 8 Mar 2021 |
| WMCA Board approval of FBC | 14 Feb 20 |
| GBSLEP approval of Digbeth High St public realm OBC | 24 Jun 20 |
| BCC approval of FBC | 21 July 20 |
| GBSLEP approval of Digbeth High St public realm FBC | Autumn 2020 |
| Utility works | Jul/Aug 20 – Aug 23 |
| Section 1 construction complete | Jun 21 – Mar 22* |
| Section 5 construction complete | Apr 21 – Apr 22 |
| Section 2 construction complete | Jan 23 – Dec 23 |
| Section 3 construction complete | Apr 25 – Dec 25 |
| Section 4 construction complete | Aug 23 – Dec 25 |
| Testing and commissioning complete | Spring 2026 |
| Passenger service commences | Spring/Summer 2026 |

* Line 1 interface at Bull Street /Corporation Street must be completed by September 2021

G2. Summary of Risks and Issues Register

See Appendix F

G3. External funding and other financial details

See Section E2.

G4. Stakeholder Analysis

| Stakeholder | Role and Significance | How stakeholder relationships will be managed |
|--|-----------------------------|--|
| WMCA | Scheme promotor/ lead. | Meetings including Project Boards and Programme Board. WMCA will lead on engagement with other stakeholders. |
| Birmingham City Council | Delivery Partner/ signatory | Attendance at Project Boards and Programme Boards. To assist WMCA in providing necessary agreements to facilitate delivery works on the highway. |
| Bus Operators (including National Express) | | Regular updates through WMCA's Bus Alliance group and ad-hoc meetings. |
| Transport Delivery Committee (TDC) (WMCA) | Strategic links | City Council councillors in attendance. Quarterly updates during the project – appropriate method including emails, telephone or meetings. |

| | | |
|--|---|---|
| MP & Local councillors | Local impact to ensure they are aware of the scheme should they be approached by their constituents | Meeting before Full Council/councillor drop in sessions Monthly updates during the project – appropriate method including emails, telephone or meetings. 1-2-1 Meeting with MPs if required |
| Other schemes along the BEE tram corridor including HS2, SPRINT, developments (Smithfield, Martineau etc). | Co-ordination of dependant schemes along the tram route, including meetings with other project teams as required. | The Eastside Co-ordination Group meetings have been organised to facilitate this. Sprint is also reported as part of Commonwealth Games activities through the B2022 Capital Board. |
| Resident groups | To inform them about the scheme, promote the benefits of BEE, obtain views and encourage use | Email with link to newsletters and website (website will have details about the routes, benefits, maps, events, questionnaire) Ongoing depending on groups' requirements |
| General groups along the corridor e.g. Cycling & walking, bus users or residents' groups | To inform them about the scheme, promote the benefits of Sprint, and get their views | Email with link to website detailing public engagement events |
| Emergency services | To inform them of our proposals and get their views. | Email/telephone/meetings as required |
| General public (Including local businesses) | Benefits and timing inform them about the engagement, obtain views, sell the benefits of Sprint and encourage use | Leaflet, email, posters, postcards, letter-drop, Facebook advertising, social media, media releases/interviews, presentations, at-stop interviews, events etc |

G5. Benefits Register

For major projects and programmes over £20m, this sets out in more detail the planned benefits. Benefits should be monetised where it is proportionate and possible to do so, to support the calculation of a BCR and NPSV (please adapt this template as appropriate)

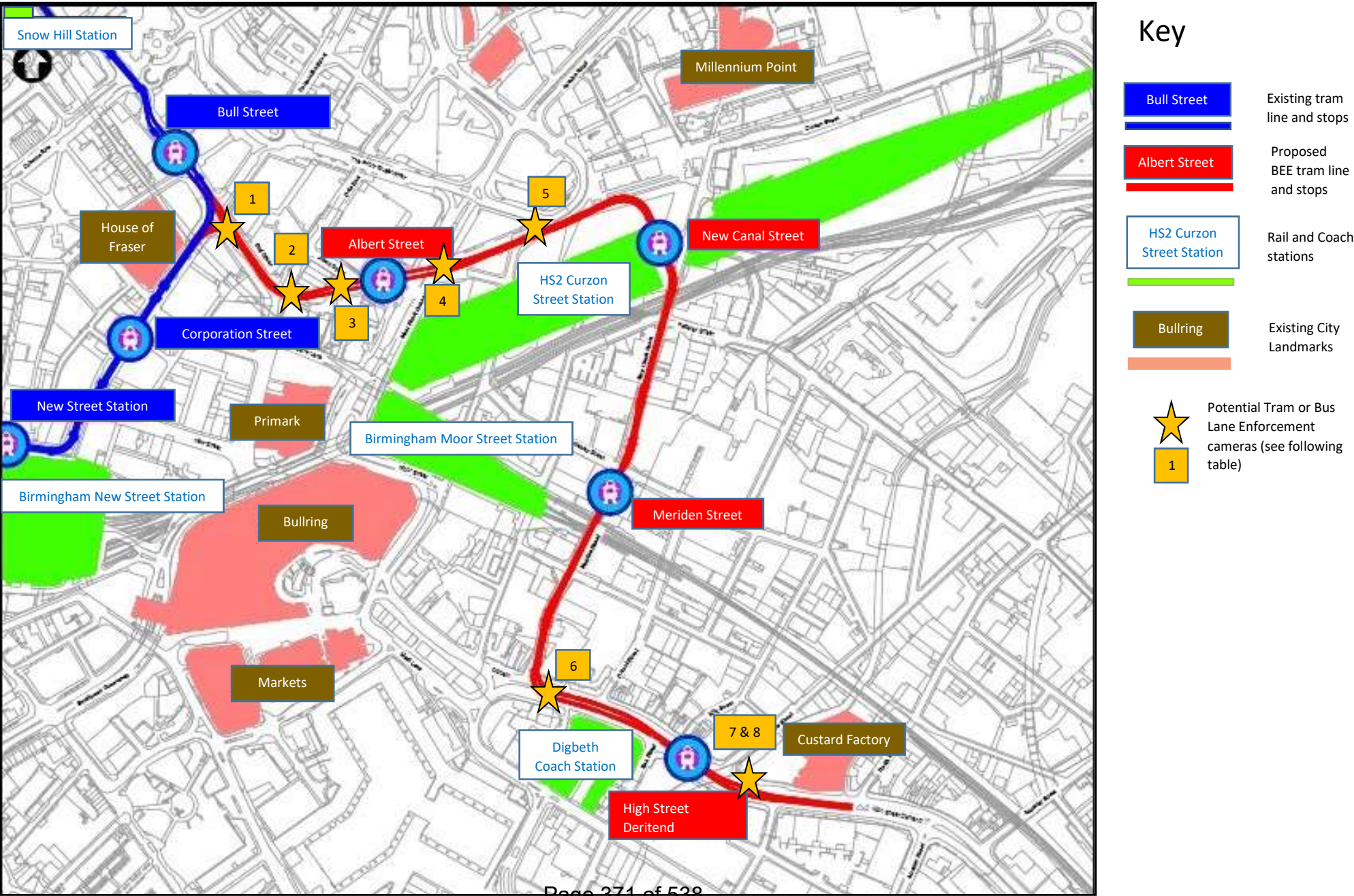
| Measure | Value | Evaluation period | Impact |
|--|-------|-------------------|--|
| <i>List at least one measure associated with each of the outcomes in B1 above</i> | | | <i>What the estimated impact of the project will be on the measure identified</i> |
| (a) Monetised benefits: | £m | | |
| Commuter Journey Time Benefits | 71 | 2026 - 2041 | Improved reliability and connectivity between existing Metro network, Birmingham New Street and HS2 Curzon Street stations to Eastside and Digbeth |
| Other Journey Time Benefits | 26 | 2026 - 2041 | Improved reliability and connectivity between existing Metro network, Birmingham New Street and HS2 Curzon Street stations to Eastside and Digbeth |
| Business Journey Time Benefits | 133.6 | 2026 - 2041 | Improved reliability and connectivity between existing Metro network, Birmingham New Street and HS2 |

APPENDIX A

| | | | |
|---------------------------------------|-----|-------------|--|
| | | | Curzon Street stations to Eastside and Digbeth |
| (b) Other quantified benefits: | | | |
| Economic Efficiency (commuter users) | 22 | 2026 - 2041 | |
| Economic Efficiency (other) | 207 | 2026 - 2041 | |
| (c) Non-quantified benefits: | n/a | | |
| Reduction in noise and emissions | | | |
| Improvement in air quality | | | |
| Improvement in accessibility | | | |
| Improvement in journey quality | | | |
| | | | |

| Other Attachments <i>provide as appropriate</i> | |
|---|--|
| <ul style="list-style-type: none"> Appendix B – Metro Birmingham Eastside Extension route and potential Tram or Bus Lane Enforcement camera locations Appendix C – Equality Analysis Appendix D – Associated Highway Measures Appendix E – MMA Contribution to Social Value Appendix F – Risk Assessment Appendix G – Typical Tram route cross-section Appendix H – Digbeth Public Realm Improvements Dependency | |

Appendix B: Metro Birmingham Eastside Extension route and potential Tram or Bus Lane Enforcement camera locations



Appendix B: Metro Birmingham Eastside Extension route and potential Tram or Bus Lane Enforcement camera locations

| Camera No. | Location | Purpose (Deter private vehicle access to a) |
|------------|---|--|
| 1 | Junction of Corporation Street and (lower) Bull Street | Shared Bus, Tram and Hackney Carriage street (ties in with existing camera at southern end of (lower) Bull Street) |
| 2 | Junction of High Street / Dale End and Martineau development | Tram only road |
| 3 | Junction of Albert Street and Martineau development | Tram only road |
| 4 | Junction of Moor Street Queensway and BEE tram alignment (near Clayton Hotel) | Tram only road |
| 5 | Junction of Masshouse Lane and Park Street (near Clayton Hotel) | Bus and Tram only area |
| 6 | Junction of Digbeth High Street and BEE tram alignment | Tram only road |
| 7 & 8 | Digbeth High Street (one camera in each direction) – exact location tbc. between Floodgate Street and Chapel House Street | Bus Gate on proposed Digbeth High Street public realm layout - Shared Bus, Cycle & Hackney Carriage section. |



FULL EQUALITY IMPACT ASSESSMENT (Draft)

An Equality Impact Assessment (EIA) is a review of a new or existing policy/service/function/scheme/strategy which establishes whether the policy/service/function/scheme/strategy has a differential impact on specific equality groups. It involves anticipating consequences of actions on different sections of the community and making sure that any negative consequences are eliminated or minimised. Ultimately, an EIA aims at improving Centro's work, by promoting equality and ensuring that the proposed or existing policy/service/function/scheme/strategy promote equality and do not discriminate (either directly or indirectly) against staff and service users.

| | | | |
|---|--|--|--|
| DIRECTORATE | | Metro | |
| DIRECTOR RESPONSIBLE FOR OVERLOOKING ASSESSMENT | | Michael Anderson | |
| PERSON RESPONSIBLE FOR CONDUCTING ASSESSMENT | | Adam Williams | |
| NAME OR TITLE Midland Metro Birmingham Eastside Extension | IS IT A: POLICY FUNCTION <u>PROJECT/SCHEME</u> OBJECTIVE Please highlight as appropriate | IS IT: <u>NEW</u> EXISTING Please highlight as appropriate | |
| DATE OF COMPLETION | | March 2020 | |
| DATE DUE FOR REVIEW | | Monitor throughout development/ implementation and review once construction | |

| | |
|---|--|
| | has been completed and prior to tram operation |
| PERSON RESPONSIBLE FOR ARRANGING REVIEW AND MONITORING | Adam Williams |
| DIRECTOR RESPONSIBLE | Michael Anderson |
| SIGNATURE | DATE March 2020 |

A. ABOUT THE POLICY/SERVICE/FUNCTION/SCHEME/STRATEGY

1) What is its main aim/purpose and outcome?

The construction and operation of 1.7km of on street twin-tracked tramway starting from the BCCE at Bull Street/Corporation Street junction providing a new link to the proposed HS2 station at Curzon Street and terminating at High Street Deirtdend to the east of Birmingham City Centre. The BEE route will run through the Digbeth and the Eastside areas. BCC has longstanding plans for further investment and regeneration of Digbeth and the Eastside areas and they involve maximising the benefits arising from improved connectivity and investment in HS2 and associated commercial, retail and residential developments.

The objectives of the scheme are to a) provide connectivity to the new HS2 Curzon street station, and b) to extend Metro to Digbeth and the south of the city forming a cross city route. The BEE will provide connectivity between HS2 and the centre of Birmingham as well as direct links to New Street and Snow Hill Stations via BCCE. The BEE will also improve links to the wider transport network in and around Birmingham City Centre, as well as linking to the city centres railway stations and also provide interchange with bus, Sprint and coach services as well as adding to the network of Metro route sin operation and those being developed.

The BEE comprises four street level tram stops: Albert Street, New Canal Street, Meriden Street and High Street Deritend.

The BEE will comprise the following additional elements:

- Earthworks, track laying and other associated infrastructure such as track drainage and alterations to existing highway drainage;
- Highway alterations, repaving of highways and possible footpaths;
- Modifications to highway signaling;
- Construction laydown areas;

- Installation of tram signaling and electrical equipment including substations etc;
- Ducts, chambers and cabinets for low voltage and communication cables;
- Hard landscaping works;
- Accommodation works
- Installation of parallel feeders and
- Hard/soft landscaping along the BEE alignment

The Scheme construction will take place in 2020 to 2021 and the tram route will be operational in 2022.

2) Who is intended to benefit?

All current future and potential tram users through better integration and improved transport links This BEE alignment delivers a number of benefits:

- Transport benefits – to connect HS2 Curzon Street Station with the wider Birmingham City Centre area; to maximise interchange opportunities with existing railway stations at New Street and Snow Hill, and the coach station in Digbeth whilst minimising impacts to other road users, including local bus services; providing for future rapid public transport connections to East Birmingham via Bordesley Green and Chelmsley Wood; a direct link to the Eastside area, , South and City College Birmingham, areas along Line 1 and the BCCE alignment to New Street, Moor Street and Snow Hill Rail Stations; improved journey quality
- Economic benefits – to link key developments in the Eastside and Digbeth areas with Birmingham City Centre and the wider region, facilitating the growth proposed in the Big City Plan and Birmingham Curzon HS2 Masterplan and also having the potential to provide assistance in jobs created and economic growth, and also increasing access to employment and leisure; maximising the benefits arising from improved connectivity and investment in HS2 and associated commercial, retail and residential developments by connecting HS2 Curzon Street Station with the wider Birmingham City Centre area; to help to improve business efficiency in the area; to encourage interaction between Birmingham businesses and stimulate growth; enabling businesses to access important national and international markets, supporting growth within the Birmingham City Centre Enterprise Zone and reinforcing the economic momentum of the area
- Social benefits – BEE provides access to existing and proposed facilities, benefiting users of public transport as well as encouraging modal shift from cars to Midland Metro, helping reduce congestion and bringing opportunities for improving walking and cycling; to provide new and improved public transport links for the Eastside and Digbeth areas; to provide high-quality public transport links between key population, education and employment centres in the city and wider region in order to open up access to the jobs created in the

Birmingham City Centre Enterprise Zone.

- Environmental benefits – creation of an environmentally sustainable route between the city centre and Eastside / Digbeth, and an integrated approach to improve the streetscape; and
- Passenger benefits – improved connectivity within and to the city centre, HS2 and existing and proposed developments serving key locations improving journey times between Eastside and Birmingham City Centre.

Other benefits include:

- Expanded Metro network in the city centre offering wider journey choices
 - Four new Metro stops and improved Metro links to other areas of the West Midlands
 - The ability to / improved interchange with bus, HS2, Sprint, coach and rail
 - New jobs and add to the economy of Birmingham and the Region
 - Support BCC regeneration initiatives
 - Supports future Metro expansion in the Region
-

3) List the main activities involved

Details included above (see question 1)

B. EQUALITY RELEVANCE/IMPACT

4. Does the policy/service/function/scheme/strategy affect the public directly or indirectly? In what ways?

There will be a direct impact. Both during the construction of the extension and once the extension is in operation.

5. What information is available on the equality impact of this policy/service/function/scheme/strategy?

The tram extension would result in greater connectivity. It would be of particular benefit to people with mobility difficulties, and people with disabilities especially since the extended tram will continue to meet key accessibility standards in line with existing Metro routes. However, disruption during the construction process and changes to the pedestrian environment could potentially have a temporary negative impact on some protected characteristics, especially people with disabilities, older age groups and parents with young children. It is therefore vital that any tram route and pedestrian access design meets key accessibility

standards and that any negative impact as a result of disruption during the construction period is mitigated. The construction of the BEE will be subject to a Code of Construction Practice which will stipulate standards and practices.

6. Have you consulted interested parties (including representatives from the protected characteristics) who will/may be affected by the policy/service/function/scheme/strategy? What were the outcomes of the consultation? If you haven't conducted consultation, who are you planning to consult and why?

Public consultation took place on a number of occasions – twice in 2014 on the route options and in April/May 2016 as part of the Transport and Works Act (TWAO) process. For all consultations brochures were sent to a range of stakeholders including different community groups across the protected characteristics which included a questionnaire; this was also available on Centro's website. There were also social media tweets and facebook messages, and press articles. There was also engagement with key stakeholders affected.

Key consultation outcomes (with equality relevance) include:

- First 2014 consultation specifically for the route from Bull Street to the HS2 station: High levels of support for linking Metro to the Eastside/HS2 station with over 90% of respondents expressing support for the scheme. Of the two route options offered, Option two (along Lower Bull Street crossing Dale End, with a tramstop at Albert Street, before reaching Moor Street Queensway) received more positive comments due to the directness of the route, cost and a lesser impact on existing modes of transport and offering the potential for redevelopment within the city centre.
- Second 2014 consultation specifically for the route from the HS2 station to the terminus: 94% of respondents stated their support for BEE with 74% preferring Option 2 (New Canal Street into Meriden Street, turning onto High Street Digbeth then continuing along High Street Digbeth) due to better location for access and connectivity between the city centre and Digbeth, links with Birmingham Coach Station, regeneration and redevelopment, integration with/impact upon other modes regarding congestion and a more suitable existing built environment.
- TWAO consultation April May 2016: 91% of respondents supported the scheme as a means to improve regeneration and connectivity. Some concerns were raised regarding cycle integration and suggestions were made on route alignment. Engagement sessions were also held with BCC, HS2, operators and other key stakeholders.

Many respondents to the consultation highlighted particular groups and issues which should be considered in taking the extension forward, such as the requirements of cyclists and particular groups, such as those who are disabled, elderly or travelling with small children. Dialogue has also been taking place with

cyclists via Birmingham City Council and also with BCC regarding pedestrian access along the length of the route.

Example feedback: “If you move stops this may have a negative impact on people with disabilities”; “having to walk with a stick, it would be nice to get from A to B – but if we can get to C, even better”; “There will need to be a stop near the coach station for easy access for disabled people”. As part of the work on stop location geometrical, stakeholder, economic, operation constraints have been considered and the best acceptable solution in light of all these differing considerations.

7. Is further research needed (i.e. consultations, working groups, surveys, data) to properly assess impact on the different protected characteristics? If yes, how will it be undertaken and by when?

Face-to-face consultations and ongoing interactions/communication needed with disability groups, to ensure key accessibility requirements are met throughout design. The Midland Metro Alliance meet regularly with Access Birmingham and the Pocklington Trust to discuss the needs of disabled and visually impaired passengers and redestrians.

8. What measures does, or could, the policy/service/function/scheme or strategy include to help promote equality of opportunity for and/or foster good relations between people who share a protected characteristic?

The tram extension would result in greater connectivity and integration would be of particular benefit to people with mobility difficulties and people with disabilities especially since the extended tram, as part of the wider Metro network will continue to meet key accessibility standards.

This project will continue to provide improvements to accessibility in a range of ways:

- Information provision, through enhanced provision of audio visual RTI information, accessible totems, improved and accessible signage
- Improved guidance paths and tactile paving and signage at stops and in the areas immediately adjacent to the route, in line with key accessibility standards
- Introduction of Help Points and adequate CCTV coverage to improve safety and security
- Provision for fully accessible shelters
- Ensuring that pedestrian crossing are fully accessible and positioned in such a way that makes it easy and safe for people with disabilities to cross the tram tracks
- Ensure an interim cycle route along Digbeth High Street until a permanent route is provided by BCC prior to the tram becoming operational
- Adequate colour contrast for all aspects of the project

- The construction process is bound to cause some disruption for passengers – temporary pedestrian access would still need to be accessible for all and very well signposted and widely communicated to a range of users, including disability groups and cyclists.

9. Do you think that the policy/service/function/scheme/strategy in the way it is planned and delivered will have a negative, positive or no impact on any of the equality target groups (please tick as appropriate)?

| PROTECTED CHARACTERISTIC | POSITIVE IMPACT | NEGATIVE IMPACT | NO OR NEUTRAL IMPACT | REASONS | EVIDENCE/ AVAILABLE DATA (feedback from consultations, reports, surveys, databases, focus groups, complaints, user feedback, national and regional statistics) |
|---|-----------------|-----------------|----------------------|---|---|
| GENERAL (for all protected characteristics) | √ | | | <u>Positive</u> The project: -Offers improved access to services including other modes of transport -Supports wider regeneration of Birmingham City Centre and employment generation -Reduction of journey times resulting in increase in labour supply and improved access to employment opportunities -Improved journey quality -Improved reliability for commuting and other users | Key consultation outcomes (with equality relevance) include: <ul style="list-style-type: none"> First 2014 consultation specifically for the route from Bull Street to the HS2 station: High levels of support for linking Metro to the Eastside/HS2 station with over 90% of respondents expressing support for the scheme. Of the two route options offered, Option two (along Lower Bull Street crossing Dale End, with a tramstop at Albert Street, before reaching Moor Street Queensway) received more positive comments due to the directness of the route, cost and a lesser impact on existing modes of |

| | | | | |
|--|--|--|--|--|
| | | | <p>This BEE alignment delivers a number of benefits:</p> <ul style="list-style-type: none"> • Transport benefits – to connect HS2 Curzon Street Station with the wider Birmingham City Centre area; to maximise interchange opportunities with existing railway stations at New Street and Snow Hill, and the coach station in Digbeth whilst minimising impacts to other road users, including local bus services; providing for future rapid public transport connections to East Birmingham via Bordesley Green and Chelmsley Wood; a direct link to the Eastside area, , South and City College Birmingham, areas along Line 1 and the BCCE alignment to New Street, Moor Street and Snow Hill Rail Stations; improved journey quality • Economic benefits – to link key developments in the | <p>transport and offering the potential for redevelopment within the city centre.</p> <ul style="list-style-type: none"> • Second 2014 consultation specifically for the route from the HS2 station to the terminus: 94% of respondents stated their support for BEE with 74% preferring Option 2 (New Canal Street into Meriden Street, turning onto High Street Digbeth then continuing along High Street Digbeth) due to better flocation for access and connectivity between the city centre and Digbeth, links with Birmingham Coach Station, regeneration and redevelopment, integration with/impact upon other modes regarding congestion and a more suitable existing built environment. • TWAO consultation in April / May 2016: 91% of respondents supported the scheme as a means to improve regeneration and connectivity. Some concerns were raised regarding cycle integration and suggestions |
|--|--|--|--|--|

| | | | | | |
|--|--|--|--|---|--|
| | | | | <p>Eastside and Digbeth areas with Birmingham City Centre and the wider region, facilitating the growth proposed in the Big City Plan and Birmingham Curzon HS2 Masterplan and also having the potential to provide assistance in jobs created and economic growth, and also increasing access to employment and leisure; maximising the benefits arising from improved connectivity and investment in HS2 and associated commercial, retail and residential developments by connecting HS2 Curzon Street Station with the wider Birmingham City Centre area; to help to improve business efficiency in the area; to encourage interaction between Birmingham businesses and stimulate growth; enabling businesses to access important national and</p> | <p>were made on route alignment. Engagement sessions were also held with BCC, HS2, operators and other key stakeholders.</p> |
|--|--|--|--|---|--|

| | | | | | |
|--|--|--|--|--|--|
| | | | | <p>international markets, supporting growth within the Birmingham City Centre Enterprise Zone and reinforcing the economic momentum of the area</p> <ul style="list-style-type: none"> • Social benefits – BEE provides access to existing and proposed facilities, benefiting users of public transport as well as encouraging modal shift from cars to Midland Metro, helping reduce congestion and bringing opportunities for improving walking and cycling; to provide new and improved public transport links for the Eastside and Digbeth areas; to provide high-quality public transport links between key population, education and employment centres in the city and wider region in order to open up access to the jobs created in the Birmingham City Centre Enterprise Zone. | |
|--|--|--|--|--|--|

| | | | | | |
|--|--|--|--|--|--|
| | | | | <ul style="list-style-type: none"> • Environmental benefits – creation of an environmentally sustainable route between the city centre and Eastside / Digbeth, and an integrated approach to improve the streetscape; and • Passenger benefits – improved connectivity within and to the city centre, HS2 and existing and proposed developments serving key locations improving journey times between Eastside and Birmingham City Centre. <p>Other benefits include:</p> <ul style="list-style-type: none"> - Expanded Metro network in the city centre offering wider journey choices - Four new Metro stops and improved Metro links to other areas of the West Midlands- The ability to / improved interchange with bus, HS2, Sprint coach and rail -New jobs and add to the | |
|--|--|--|--|--|--|

| | | | | | |
|------------|---|--|--|---|---|
| | | | | <p>economy of Birmingham and the Region</p> <ul style="list-style-type: none"> -Support BCC regeneration initiatives -Supports future Metro expansion in the Region | |
| AGE | √ | | | <p>As above, but also improved accessibility is likely to be of particular benefit for older age groups.</p> | <p>Many respondents to the consultation highlighted particular groups and issues which should be considered in taking the extension forward, such as the requirements of cyclists and particular groups, such as those who are disabled, elderly or travelling with small children.</p> <p>Example feedback: “If you move stops this may have a negative impact on people with disabilities”; “having to walk with a stick, it would be nice to get from A to B – but if we can get to C, even better”; “There will need to be a stop near the coach station for easy access for disabled people”.</p> <p>As part of the work on stop location geometrical, stakeholder, economic, operation constraints have been considered and the best acceptable</p> |

| | | | | | |
|-------------------|---|---|--|--|--|
| | | | | | <p>solution in light of all these differing conderations.</p> <p>Midland Metro Alliance has also set up an apprenticeship scheme to benefit younger people by giving them experience of working in the construction sector.</p> <p>The construction of the BEE will be subject to a Code of Construction Practice which will stipulate standards and practices.</p> |
| DISABILITY | √ | √ | | <p><u>Positive</u></p> <p>As above, but also improved accessibility is likely to be of particular benefit for people with disabilities</p> <p><u>Negative</u></p> <ul style="list-style-type: none"> • Disruption during construction period and miscommunication of changes may have a negative impact on disabled customers | <p>Many respondents to the consultation highlighted particular groups and issues which should be considered in taking the extension forward, such as the requirements of cyclists and particular groups, such as those who are disabled, elderly or travelling with small children.</p> <p>Example feedback: “If you move stops this may have a negative impact on people with disabilities”; “having to walk with a stick, it would be nice to get from A to B – but if we can get to C, even better”; “There will need to be a stop near the coach station for easy access</p> |

| | | | | | |
|---|--|--|---|---|--|
| | | | | <ul style="list-style-type: none"> Should the infrastructure/stops not meet key accessibility standards, disabled customers may be negatively affected Current city centre infrastructure, though reasonably accessible, could be further improved to enhance accessibility (colour contrast, paving etc) | <p>for disabled people”</p> <p>As part of the work on stop location geometrical, stakeholder, economic, operation constraints have been considered and the best acceptable solution in light of all these differing conderations.</p> <p>The construction of the BEE will be subject to a Code of Construction Practice which will stipulate standards and practices.</p> <p>During a recent site tour of the new BCC tram stops disabled users were happy with the infrastructure and its accessibility, but noted that elements such as paving and colour contrast could be further enhanced to improve their journey experience.</p> <p>The Midland Metro Alliance meet regularly with Access Birmingham and the Pockilngton Trust to discuss the needs of disabled and visually impaired passengers and redestrians.</p> |
| GENDER (including gender reassignment) | | | ✓ | | Same applies as in general |

| | | | | | |
|--------------------------------|--|--|---|--|----------------------------|
| | | | | | |
| PREGNANCY AND MATERNITY | | | ✓ | | Same applies as in general |
| RACE | | | ✓ | | Same applies as in general |

| | | | | | |
|-------------------------------|--|--|---|--|----------------------------|
| | | | | | |
| RELIGION/ BELIEF | | | √ | | Same applies as in general |
| SEXUAL ORIENTATION | | | √ | | Same applies as in general |

| | | | | | |
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| | | | | | |
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If you have found no negative impact and have provided evidence the assessment is complete. If you have found some negative impact in regards to one or more of the protected characteristics, proceed to questions 10 and 11

10. If adverse/negative impact is noted to any of the listed protected characteristics, can it be justified, i.e. on the grounds of promoting equality of opportunity for any other group/s?

No

11. ACTION PLAN

What practical actions can be taken to reduce/remove any adverse/negative impact?

| Issues to be addressed | Actions required | Responsible officer | Timescales | Reporting mechanisms e.g. through Gateway process | How would you measure impact/outcomes in practice |
|---------------------------------------|--|----------------------------|-------------------|--|--|
| Platform/infrastructure accessibility | Ensure design in line with current accessibility | Adam Williams | Throughout design | EqIA/consultation with disabled stakeholders | Accessibility of design/no complaints |

| | | | | | |
|---|---|-------------------------------|---|---|--|
| | <p>standards</p> <p>Also see question 8 for additional safety and information related elements that would enhance accessibility and the travel experience of passengers</p> <p>Liaise with equality/disability groups to get their input/feedback</p> | Adam Williams /Anna Sirmoglou | Throughout design | EqlA/consultation with disabled stakeholders | Key points incorporated where possible into design |
| Accessibility of routes from/to metro stops and any pedestrian routes | <p>Liaise with Birmingham City Council, HS2 and other stakeholders to ensure key accessibility standards are met</p> <p>Communicate all changes widely to the public as well as to key disability groups</p> | Adam Williams /Anna Sirmoglou | <p>Throughout design</p> <p>Prior to implementation</p> | Gateway/consultation with disabled stakeholders | No accidents and/or complaints/fully accessible design |

| | | | | | |
|---|--|---|--|-----|--|
| | in the area | | | | |
| Disruption during the construction period | <p>Ensure safe and accessible temporary solutions are offered</p> <p>Ensure the public is fully aware of any temporary solutions and liaise with disability groups to raise awareness of temporary solutions</p> | <p>Adam Williams</p> <p>Adam Williams /Anna Sirmoglou</p> | <p>Throughout design and implementation</p> <p>Prior to implementation</p> | EIA | No accidents and or complaints/ Fully accessible solutions |

Director Signature:.....

Appendix D

The current proposals for Associated Highway Measures

Following a review of the impact of the Metro extension to Digbeth High Street, the following potential associated highway measures* were identified for review and development.

| Location | Description | Status |
|--|--|---|
| 1. Bradford Street | Segregated cycle lane to divert 'through running' cyclists from the remodelled Digbeth High Street public realm area on to a purpose-built facility. | In development/study stage |
| 2. Cell initiatives (various locations) | Measures to restrict unwanted traffic movements (rat-running) across city so that overall traffic flows are reduced on key routes like Digbeth High Street /Bradford Street | In development |
| 3. Moor Street Queensway bus gate | Measures to locally restrict traffic flow to bus, hackney carriage and cycle only, in response to forthcoming Hs2 closures of Park Street and New Canal Street. Re-routing of car-park traffic etc. required | In development, with construction proposed for August 2020 |
| 4. Works outside of tram limit of deviation on side streets etc. | Any changes to side streets that join the tram alignment that do not fall within the TWAO limit of deviation and require a Section 278 Agreement | To be developed by WMCA's designer as part of the main tram design. |

*Proposed that the scheme development, detail design, approval and implementation is taken forward by the Associate Director, Transport and Connectivity in consultation with the Cabinet Member for Transport and Environment.

Appendix E

MMA Contribution to Social Value

The terms of the WMCA/TfWM contract with the MMA require the provision of social value commitments. These commitments have, since the contract was commenced in 2016, and will continue to provide significant benefit to Birmingham and to the West Midlands, in terms of employment and training opportunities. Examples are provided below:

1. Provide solutions to tackle the skills shortage in the construction industry including sector-based work academies, careers roadshows, and similar initiatives that help local people upskill and get their first real experiences in the light rail industry.
2. Community engagement with all sections of the community across the West Midlands, including stakeholders living near tram routes. Initiatives are carried out focusing on young people, and residents Not in Employment, Education and Training (NEET) to reduce barriers to employment. Over fifty NEETs across the region have been trained and over half have been employed on MMA projects.
3. Continue to work with ex-offenders, and those at risk of offending, to assist in finding them employment.
4. Five local people with learning difficulties employed on the Birmingham and Wolverhampton projects.
5. The design and development of a Trailblazer in Light Rail at Level 2 course with the Institute for Apprenticeships delivered at the Digbeth Campus of South & City College Twelve previously unemployed people (with no previous qualifications) over the last twelve months have completed this course. Apprenticeships to working in procurement, administration and document control within their offices are also offered.
6. Working with local Further Education Colleges, universities, local schools, youth organisations, Job Centre Plus and Councils offering work experience, apprenticeships, jobs, mentoring, career advice, mock interviews, site tours and apprenticeship assessment sessions.
7. Membership of Business in The Community, and through GBSLEP and Black Country Consortium, supporting their initiatives, working with St Basils, Princes Trust, Wesleyan Church, Uprising Leadership and several smaller organisations with charitable status to help encourage local people to consider training for careers in rail and construction.
8. To support the employment challenges with Covid-19, developing a “Connecting Futures” web site where people can access career information and advice which will launch in September 2020. This will be complemented by continuing with face-to-face engagement visiting schools to deliver assemblies and other information and guidance to promote employment opportunities in the sector.
9. Continue to support and attend Science, Technology, Engineering and Maths (STEM) events to attract young people to study and seek careers in these subjects.
10. Across the tram projects, 92% of the labour force is local to the West Midlands.

Appendix F – Metro Birmingham Eastside Extension Risk Assessment

| No. | Risk | Probability | Impact | Mitigation | Milestone |
|-----|---|-------------|------------|---|---|
| 1. | WMCA/TfWM experience an overspend on the BEE budget. | Low | Medium | WMCA to seek additional funds, or reallocate other budgets, to suit shortfall. | December 2025 – estimated tram works completion to Digbeth |
| 2. | WMCA/TfWM cannot fund associated highway measures | Medium | Medium/Low | BCC to review/seek funding alternatives. | At appropriate time once measure(s) identified |
| 3. | Objections received to Traffic Regulation Orders not covered by TWAO. | Medium/High | Medium/Low | Consultation to be undertaken to assess level of resistance to proposals. Officers to seek approval to proceed notwithstanding where works are essential. | Sealing of the TROs before they expire or operation of the tram, whichever comes first. |
| 4. | Negative impact of construction on businesses along the Metro route. | Medium | Medium/Low | MMA to work with the BID to minimise the impact on the local businesses. BCC to consider any appropriate action based on actual impact. | Ongoing review as traffic management and the works progress |
| 5. | Revenue commitments cannot be met by WMCA/TfWM. | Low/Medium | Medium | The City may be forced to consider funding revenue commitments from the provision for Highways Maintenance held within Corporate Policy contingency | 52 weeks after tram works completion to Digbeth |
| 6. | Digbeth High Street public realm funding not received | Low | Medium | WMCA/TfWM will need to construct the southern tram alignment without the public realm improvements, and some other amendments to the proposals may be required to keep the project within the remaining budget constraints. | When the outcome of the Digbeth High Street FBC application to the GBSLEP is known. |

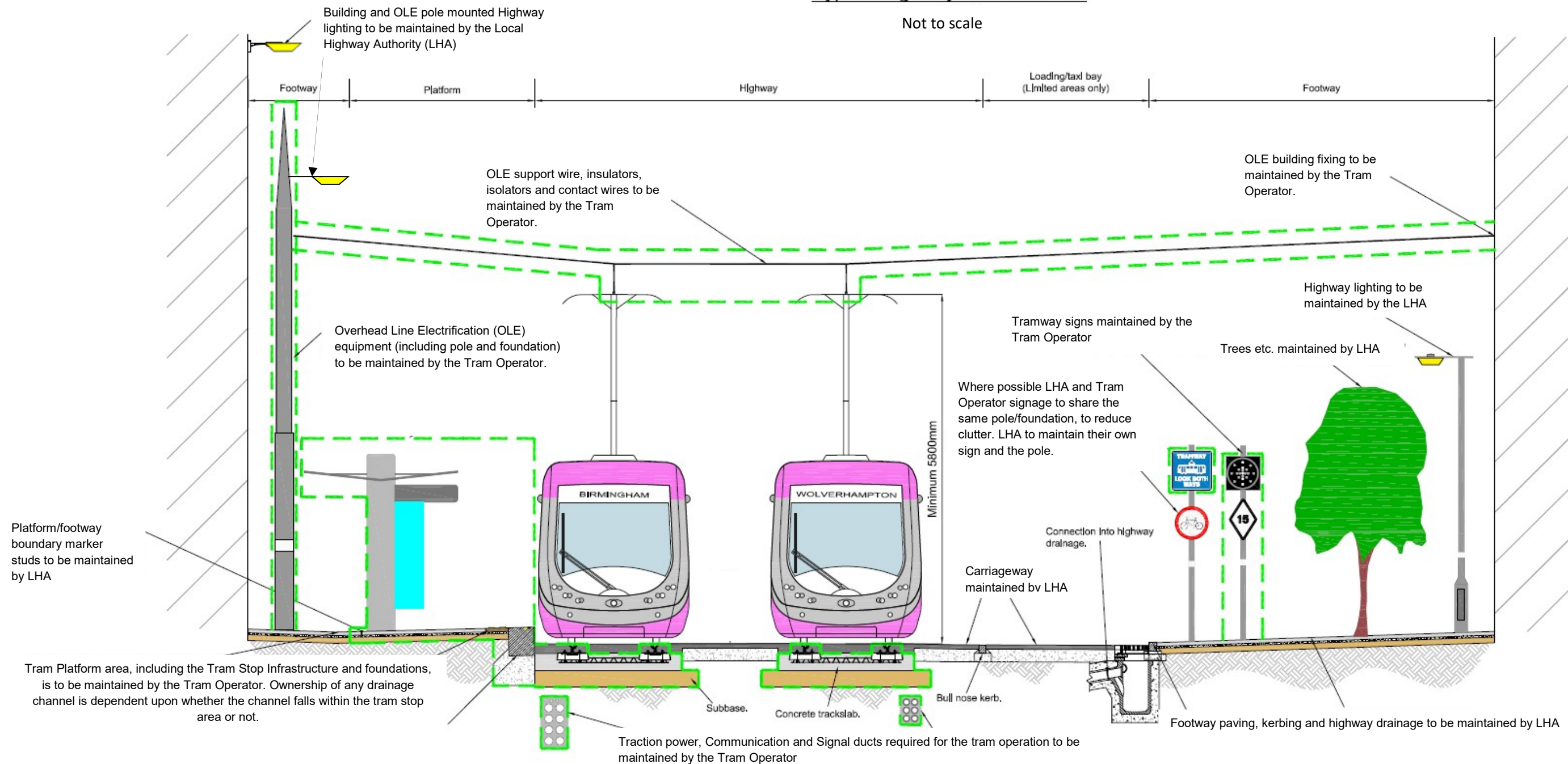
Appendix F – Metro Birmingham Eastside Extension Risk Assessment

| No. | Risk | Probability | Impact | Mitigation | Milestone |
|-----|---|-------------|-------------|--|--|
| 7. | Digbeth High Street public realm cannot be completed before the Commonwealth Games (e.g. Covid -19 pandemic impact) | Low/Medium | Medium/High | <p>Need to review the 'Go/No go' point in the process and decide whether to start main construction works before 2022. Consider impact on overall programme for Metro.</p> <ul style="list-style-type: none"> The Covid-19 situation is being monitored on a daily basis, based on Government advice. WMCA/TfWM will look to start utility works in July 2020 if allowed to. Readiness /ability of the utility companies etc. to respond will be reviewed. Where registered contractors/MMA are available and can undertake some works on behalf of the utility companies, they will be utilised. There is a dedicated MMA team working with the utility companies. Then ongoing monitoring up to start of the main construction works. | August 2020 for initial review for utility works. |
| 8 | Metro works delayed by external issues such as third party works | Low/Medium | Medium/High | <ul style="list-style-type: none"> Coordination groups in place for other works occurring in this area (i.e. with HS2 and developer works) Metro will manage the utility works programme and look to undertake advance works to minimise impact of any delays on overall programme Metro to review any overseas material sources in case deliveries are restricted. | Ongoing review based on outcome of discussions with third parties. |

Appendix G – Typical Highway Cross-Section with asset maintenance responsibilities indicated.

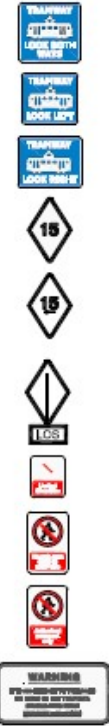
Typical Highway Cross-Section

Not to scale



KEY:

--- Boundary line denoting assets/equipment to be maintained by the Tram Operator



Typical signs maintained by the Tram Operator

Note:

This image has been created using an extract from Mott MacDonald drawing number 244702-BC11-SL49-SK016 (Rev P1) and is provided to give an indicative understanding of how the maintenance of assets created by the Metro works will be shared between the Local Highway Authority (LHA, Birmingham City Council) and the Tram Operator (Midland Metro Ltd., on behalf of the West Midlands Combined Authority). Principles for collaborative working between the LHA and the Tram Operator are set out in the Highways Interface Document.

APPENDIX H

DIGBETH HIGH STREET PUBLIC REALM DEPENDENCY

BACKGROUND

The Digbeth High Street (DHS) Public Realm project is part of the wider £227.2m Metro Birmingham Eastside Extension (BEE), from the Meriden Street junction to the Adderley Street junction of High Street Deritend in Digbeth. It would be delivered by the West Midlands Combined Authority (WMCA) and Transport for West Midlands (TfWM) as part of, what is referred to as, Section 5 of the Metro works. Section 5 equates to approximately a quarter of the overall BEE route length.

Original BEE preliminary designs for the Digbeth section proposed a centrally-running tram alignment through the Digbeth / Deritend area with two traffic lanes retained in each direction with limited public realm enhancements. This proposal was contrary to the City Council's vision for Digbeth as set out in the Curzon and HS2 Masterplan which highlights the importance of the High Street and its potential to become an environment that is more pedestrian focused and acts as a link between the Curzon area, City Centre, and the Smithfield development.

In 2018 a series of alternative design options were considered, exploring the potential to deliver the Curzon HS2 Masterplan vision for Digbeth through the coordination of the BEE Metro with public realm improvements. Further information on the options is summarised within Appendix A. From this work a preferred option has been selected including trams running on the **southern side** of Digbeth, a reduction to traffic lanes, with a wider public realm on the northern side. The narrower highway will support a public transport corridor for both SPRINT and other bus services and allow interchange with the tram and coach station.

Improvements will transform the urban realm of Digbeth High Street into an attractive, vibrant and pedestrian friendly destination, enhancing connectivity to the city core and wider Curzon area, creating an individual identity that supports and protects the creative community and provides a catalyst for future investment. The project is also timely in that it presents an opportunity to take a positive step in tackling climate change and to contribute to the Route to Zero and clean air agendas.

NEXT STEPS

Birmingham City Council will be preparing a separate Full Business Case (FBC) to the Greater Birmingham Solihull Local Enterprise Partnership (GBSLEP) to support the development and delivery of a programme of transformational public realm improvements of the High Street. Securing GBSLEP funding will ensure that an enhanced public realm treatment is achieved, over and above the work that will be delivered through BEE programme, including the Metro's own public realm works along the route.

For FBC stage, the GBSLEP require the further development of Outline Business Case (OBC) proposals to ensure the project is;

- *Feasible* – cost certainty is essential for the GBSLEP, there is a need for costs to be robust and to provide a sufficient level of detail which gives confidence that the scheme is deliverable within the capped budget.
- *Clearly defined* - there is need to provide clarity re. the public realm enhancements that are additional to the reference case (central alignment)
- *Meeting aspirations* – Proposals must deliver more than a public transport scheme. The outcomes must meet the GBSLEP's aspirations for an enhanced environment and the wider vision for Digbeth High Street

The GBSLEP will assess the proposals based on the following criteria such as:

- *Street furniture elements* – overall strategy for street furniture including a rationale for locations and placement e.g. seating cycle racks, bins, bollards, lighting etc.;
- *Trees* – strategy for tree planting - species and sizes, below ground infrastructure / tree pit designs, grilles and guards;
- *Planters* – indicative planter construction, and indicative planting palette for soft landscape.
- *Lighting* – images and text indicating design / strategy for lighting columns and any additional lighting features;
- *Wayfinding* – images and text indicating overall strategy and designs for any bespoke wayfinding signage;
- *Paving* – strategy for final paving choices i.e. high-quality paving in certain locations;
- *Graffiti & Flyposting* – details of strategy for removal and strategy to continue to keep the area graffiti / flyposting free;
- *Improved environment for pedestrians* – changes to the character of the street, demonstrating environmental and safety improvements for pedestrians;
- *Crossing facilities* – improvements to road crossing facilities to reduce severance for pedestrians and cyclists;
- *Public Art* – indication of approach to public art, use of precedent images etc.

TIMESCALES / GOVERNANCE

The BEE and DHS Public Realm proposals were originally presented to Cabinet in a Project Definition Document report, on the 26th June 2018.

These preliminary proposals were developed further, and then consulted upon between 2nd March and 9th April 2020. The feedback will be assessed and summarised in the forthcoming FBC.

The revised OBC was approved by the GBSLEP Programme Delivery Board on the 24th June 2020.

The FBC will be presented to GBSLEP (and Cabinet) in autumn 2020, following more detailed design and cost assessment by WMCA/TfWM's contractor.

The current intention is that these Metro Section 5 works would commence in spring 2021 and be completed by April 2022; to ensure that the urban realm and associated SPRINT/bus infrastructure will be in place for the Commonwealth Games.

FUNDING AND RISKS

The DHS OBC and FBC will look to obtain a £15.000m GBSLEP contribution towards the detailed design and construction of Section 5. Any failure to obtain this funding, or an alternative source, would reduce the WMCA/TfWM budget to £212.200m (£196.700m plus £15.500m contingency). This would require a reconsideration of how to construct an operational tram layout within this remaining budget. As well as enhanced public realm, the £15.000m DHS contribution is expected to cover the additional costs over and above the original centrally-running tram design e.g. additional track length, additional traffic signal equipment where the tram crosses side road junctions, changes to side road traffic operation, earthworks/drainage amendments etc.

WMCA/TfWM have committed to the development of the southern running tram alignment and are progressing the detailed design on this premise. However, they would not be able to provide the public realm enhancements proposed by the City Council if the FBC was not approved. Any revised proposals, to fit within the remaining budget, would be agreed with the City Council. As the Public Realm OBC was approved in June 2020, this is not expected to be an issue.

Birmingham City Council

Report to Cabinet

21 July 2020



Subject: Driving Housing Growth – Building New Homes on the Bromford Estate

Report of: Acting Director - Inclusive Growth

Relevant Cabinet Member: Councillor Ian Ward, Leader of the Council
Councillor Sharon Thompson, Cabinet Member for Homes and Neighbourhoods
Councillor Tristan Chatfield, Cabinet Member for Finance and Resources

Relevant O & S Chair(s): Councillor Penny Holbrook, Housing and Neighbourhoods
Councillor Sir Albert Bore, Resources

Report author: Andrew Hood, Housing Development Manager
0121 303 7879
Email Address: Andrew.Hood@birmingham.gov.uk

| | | |
|---|---|--|
| Are specific wards affected? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No – All wards affected |
| If yes, name(s) of ward(s): Bromford and Hodge Hill | | |
| Is this a key decision? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| If relevant, add Forward Plan Reference: 007280/2020 | | |
| 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 |
| Private appendices Exempt Appendix, Appendix D | | |
| If relevant, provide exempt information paragraph number or reason if confidential: Exempt information paragraph 3. Information relating to the financial or business affairs of any particular person (including the council) | | |

1 Executive Summary

- 1.1 The report seeks to obtain approval for the Final Business Case (FBC) for the construction of 234 homes on cleared housing sites on the Bromford Estate. In

addition, it seeks approval for the award of contract for the construction of 53 homes and associated works at the former Bayley and Stoneycroft tower block sites following the completion of a procurement exercise (“the Scheme”).

- 1.2 The report seeks approval for the strategy and commencement of the procurement activity for the development of housing for the remaining sites on the Bromford Estate.

2 Recommendations

- 2.1 Approves the FBC for the attached to this report at Appendix C Scheme sites at Bayley and Stoneycroft and the remaining sites on the Bromford estate, including approval for the strategy and commencement of the procurement activity for the housing development and associated works on these sites and delegates any changes to the FBC for the Scheme financial expenditure of up to 10% to the Assistant Director, Housing Development.
- 2.2 To approve the award of a contract to Jessup Brothers Ltd, following a further competition exercise using the Homes England Delivery Partner Panel 3 framework agreement, for the construction of 53 homes at former Bayley and Stoneycroft tower block sites on the Bromford estate. Details of which are outlined within the Exempt Appendix D.
- 2.3 Delegates authority for the award of contract for the remaining Scheme sites as approved in the FBC to the Acting Director Inclusive Growth, the Acting Chief Finance Officer (or their delegate), the Assistant Director, Development and Commercial (or their delegate) and the Interim City Solicitor (or their delegate).
- 2.4 Authorises the Acting Director, Inclusive Growth to seek consent from the Secretary of State under Section 174 of Localism Act 2011, to exclude the new council properties developed through these proposals from the Right to Buy pooling requirements, and to ensure that any capital receipts generated from any future sale of homes under the Right to Buy are retained by the Council for reinvestment in future housing delivery.
- 2.5 Authorises the Acting Director, Inclusive Growth to receive the result of any consultations regarding the loss of any Public Open Space notices in accordance with Section 123 (2A) of the Local Government Act 1972
- 2.6 Authorises the Assistant Director Transport and Connectivity, Inclusive Growth to grant technical approval of the Scheme highways proposals and progress the preferred option to detailed design which will be the responsibility of the appointed contractor.
- 2.7 Authorises the Acting Director, Inclusive Growth to submit and process all necessary highway closures and notices required to facilitate the Scheme highlighted in the FBC and to enter into any appropriate agreements for the creation, improvement and alterations to highway access to the sites.

- 2.8 Delegates to the Acting Director, Inclusive Growth the power to amend or vary the development boundaries by 10% for the Scheme.
- 2.9 Delegates authority to the Acting Director, Inclusive Growth to submit further applications to Homes England (HE), West Midlands Combined Authority (WMCA), the Ministry of Housing, Communities and Local Government (MHCLG), or any other funding agency, where opportunities arise for grant funding to support the Scheme future phases of new housing development, and towards the cost of the Scheme flood defence work on the adjacent River Tame being undertaken by the Environment Agency and to negotiate and accept such funding in the event of such applications being successful.
- 2.10 Approves any prudential borrowing, £10.000m required by the City Council to allow for the residential development of the Scheme sites outlined within this report.
- 2.11 Subject to the receipt of grant monies authorises the Acting Director, Inclusive Growth to make a payment of up to £2.70m to the Environment Agency to facilitate the Bromford Estate section of the Flood Defence proposals for the River Tame.
- 2.12 Authorises the Interim City Solicitor (or their delegate) to negotiate, execute and complete all necessary documentation to give effect to the above recommendations.

3 Background

- 3.1 On the 18 October 2016, the report “Driving Housing Growth – Building New homes on the Bromford Estate” report was approved by Cabinet. The report approved a Project Definition Document (PDD) and Options Appraisal for the construction of 225 new homes on the Bromford estate and release development funding to progress the Scheme to an FBC. The proposals within this report are for the Scheme initial phase of development of 53 homes on the former Bayley and Stoneycroft Tower block sites and the award of contract award for these sites, together with an FBC for all the Scheme remaining sites on the Bromford Estate that have been cleared in preparation for development.
- 3.2 The Bromford estate contains a number of cleared housing sites which have remained undeveloped because of the risk of flooding from the nearby River Tame. The City Council has been working with the Environment Agency for a number of years on proposals which will see flood defence work undertaken to the River Tame which will remove the risk of flooding from the estate and allow the cleared sites to come forward for development. The Environment Agency have secured funding of £19.15m for the flood defence work, however this is subject to a contribution of £2.7 million from the City Council that has been secured from Homes England’s Pubic Asset Accelerator Fund.
- 3.3 As a result of the clearance and demolition of a number of tower blocks on the Bromford estate and making use of other small sites held within the Housing

Revenue Account (HRA), there is sufficient land available on the estate to enable the Scheme development of up to 234 new homes. In the previous Cabinet approval, it was suggested that 168 of the homes would be for the Council and 57 would be outright sale homes. After further market intelligence it is now considered that outright sale homes on the Bromford estate would not be commercially viable.

- 3.4 Planning applications for the development of 53 homes for Bromford was approved on 18 June 2020, application number 2018/067825/PA and application number 2019/05286/PA.
- 3.5 Due to the number and size of the future development sites on the Bromford estate it is intended that the Scheme sites are placed into 2 or 3 separate phases and procured on this basis. This will provide greater certainty in terms of delivery, reduced procurement costs and provide economies of scale across both large and small sites. A breakdown of the housing mix is as follows:
- 66 x 2 bed apartments – 65m² each unit
 - 56 x 2 bed houses – 80m² each unit
 - 66 x 3b houses – 94m² each unit
 - 23 x 4 bed houses - 132m² each unit
 - 8 x 4 bed houses with garages - 147m² each unit
 - 5 x 5 bed houses - 150m² – each unit
 - 10 x 2 bed bungalows - 72m² each unit
 - Total of 234 homes for Social rent
- 3.6 There are high levels of overcrowding and strong demand for new homes in east Birmingham, and the development of new homes in the city is accordingly a high priority. Cabinet has already approved proposals for major regeneration and development schemes at the Meadway and Yardley Brook and the Scheme proposals for the Bromford estate are part of an overall strategy for housing growth for east Birmingham.
- 3.7 The funding provided for the Scheme development of the flood defence works will also facilitate the construction of a new cycle route extension through Bromford, improvements to play facilities, an overhaul of the Council's tree stock on the estate to provide greater variety and sustainability, and enhance the biodiversity of the fauna and flora within the area. All of the aforementioned will be additional benefits provided as part of the flood defence proposals and produced by the Environment Agency in consultation with Council officers, HS2 representatives, Ward Councillors, residents and the local MP.
- 3.8 The Scheme housing development and flood defence proposals are complimented by proposals to develop the existing open space adjacent to the Ex-Comet Park and the construction two new small playgrounds on the former site of Warstone Tower and off Berrendale. Road. The funding forms part of the FBC.

4 Options considered and Recommended Proposal

- 4.1 The land could be sold on the open market for housing development, however given the low house values within the area and the cost of development, this option is not viable and has therefore been discounted.
- 4.2 The land could be sold to Housing Association(s) for housing development, however given the high cost of development on the estate and low land and property values this option would not be feasible for any Housing Association. This option has therefore been discounted.
- 4.3 To develop both Scheme phases of the estate through Birmingham Municipal Housing Trust (BMHT) and with resources for the Scheme housing development being made available through the HRA business plan. This is the recommended proposal.

5 Consultation

- 5.1 The Scheme proposals have been developed over several years in consultation with local members, the local MP, Environment Agency and representatives from the HS2 Consultation Team. The Scheme proposals are widely supported, please see attached Appendix B – Consultation Responses.

6 Risk Management

- 6.1 The Scheme main risks identified are the need to secure funding to bridge the Environment Agency's funding gap and ensure that the flood defences are constructed to the Scheme programme; the delays in securing planning approval; and the uncertainty caused by the current Covid-19 pandemic. The actions taken to manage and mitigate these risks and others are detailed in the attached Appendix A – Risk Register.

7 Compliance Issues:

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

- 7.1.1 The Scheme is in accordance with the objectives of the housing revenue account (HRA) Business Plan 2020+.
- 7.1.2 The Scheme on the proposed sites support the delivery of the core objectives of the Birmingham Development Plan (BDP) which was adopted by the Council on 10 January 2017 to increase housing growth.
- 7.1.3 The Scheme proposed new homes will work in line with the Council's emerging, "A Waste Strategy for Birmingham" policy document by developing plans that aim to reduce the amount of waste that is created, reusing and recycling what we can, and recovering energy from any remaining waste where possible.

7.1.4 The Scheme will make a direct contribution and is consistent with the Council's Plan 2018 – 2022 (as updated in 2019) priorities and outcomes as outlined below:

- Birmingham is an aspirational city to grow up in; new homes will be developed which will provide a safe, warm, sustainable and connected neighbourhood in which our children can thrive.
- Birmingham is a great city to live in; the Council is committed to the development of enough high-quality new homes to meet the needs of a growing city, and the proposals within this report to accelerate housing growth in the City by providing new homes for rent on the proposed sites. New homes will help ease pressure on the housing waiting list that currently has around 13,000 people registered as in housing need.
- Birmingham is an entrepreneurial city to learn, work and invest in; activity within the construction sector will create jobs and apprenticeships in the city, and activity within the supply chain industries, supporting the local economy through the Birmingham Business Charter for Social Responsibility. This will be achieved through the procurement of the build contracts
- Birmingham is a fulfilling city to age in; the links between health and housing are well recognised. New thermally efficient, economical to run new homes which are designed to high standards of quality and internal space standards will be more affordable for residents and offer a higher quality of life leading to better health outcomes.
- Birmingham is a great, clean and green city to live in; the scheme will use a range of measures to improve the environment and tackle air pollution by using cleaner technologies such as Fabric First.

7.1.5 Birmingham Business Charter for Social Responsibility (BBC4SR)

Phase 1 – Bayley and Stoneycroft

Jessup Brothers Ltd is an accredited signatory to the BBC4SR and has produced an action plan with commitments proportionate to the value of this contract. The commitments will be managed and monitored during the contract period.

Phase 2 – Remaining Sites

Compliance with the BBC4SR is a mandatory requirement that will form part of the conditions of this contract. The successful tenderer will submit an action plan which will be implemented and monitored during the contract period. In addition, in recognition of the Council's policy to support sheltered workshops and its commitment to promote such firms who employ People with Disabilities, the tender included a requirement for contractors to seek a competitive quotation from Shelforce, it will ensure they have the opportunity to price for these opportunities.

Additional value is achieved as the build programme provides a donation of £500 for every property built to support the bursary scheme to assist young professionals within the construction industry.

Flood Defence Works

Compliance with the BBC4SR is a mandatory requirement that will form part of the grant for the flood defence works to the Environment Agency. The Environment Agency's contractor will be required to submit an action plan which will be implemented and monitored during the contract period.

7.2 Legal Implications

- 7.2.1 As the Housing Authority, the relevant legal powers relating to the discharge of the Council's statutory function to provide its housing need are contained in section 9 of the Housing Act 1985.
- 7.2.2 Section 1 of the Localism Act 2011 contains the Council's general power of competence; Section 111 of the Local Government Act contains the Council's subsidiary financial powers in relation to the discharge of its functions; The City Council carries out transportation, highways and infrastructure work under the relevant primary legislation including the Town and Country Planning Act 1990, Highways Act 1980, Road Traffic Regulation Act 1984, Traffic Management Act 2004, Transport Act 2000, and other related regulations, instructions, directives, and general guidance, and the Highways Act 1980 contains the highway closures and diversions.
- 7.2.3 BMHT will enter into a memorandum of understanding with the Local Highway Authority to facilitate the improvement of existing areas of highway maintainable at public expense, that will be affected by the development proposals.

7.3 Financial Implications

- 7.3.1 The overall estimated capital cost of the Scheme as set out within the FBC at Appendix C is £42.65m, which is estimated to be incurred up to 2028/29. This represents a net additional cost of £10.00m on what was included in the HRA Business Plan 2020+ which is largely due to all the properties now being constructed as rental units, an increase of 34 rental units. In addition, the cost estimate is higher due to site and planning conditions. The additional £10.00m will be met from prudential borrowing.
- 7.3.2 The remaining £32.65m will be funded from Housing Revenue Account (HRA) revenue contributions, Right to Buy (RtB) one for one receipts, RtB general receipts and Affordable Housing Section 106 contributions.
- 7.3.3 The original PDD set out in 18 October 2016, the report "Driving Housing Growth – Building New homes on the Bromford Estate" report, outlined a

total cost of £25.310m for the scheme. The scheme has increased through a number of iterations within the HRA Business Planning process, to the latest HRA Business plan approval in February 2020, £32.642m. The change in finance is largely due to an increase in the number of properties for rent as well as an increase in costs driven by site and planning conditions.

- 7.3.4 The Flood defence works are accounted for separately, £2.700m assumes grant funding from Homes England to be received by the Council and paid to the Environment Agency.
- 7.3.5 The future running costs of the properties and areas of public realm retained within the Scheme in the full business case will be met from ongoing rental income derived from the new build properties.
- 7.3.6 The financial viability of the Scheme proposals is based on the social housing rent policy that following the 1% reduction in 2019-20, rents will then revert to Consumer Price Index (CPI) + 1 % in 2020-21 for the next 5 years.
- 7.3.7 The new Council rented homes will be subject to the Right to Buy cost floor regulations, which mean that for the first 15 years following the completion of the new homes, any tenant purchasing their Council property through the Right to Buy will be obliged to pay the Council the full construction cost of the property, irrespective of any discount to which they may be entitled under the Right to Buy legislation.
- 7.3.8 Where new highway is required to enable sites to be redeveloped to support the housing construction described in this report then such development costs and ongoing maintenance will be met by the HRA. Appropriate permission to construct highway will also be required.

7.4 Procurement Implications (if required)

7.4.1 Phasing of the Sites

The purpose of the Scheme phasing of the sites into two procurement exercises is the location of the sites in relation to the risk of flooding, to provide greater certainty of delivery, achieve economies of scale and reduce procurement costs.

7.4.2 Phase 1 - Bayley and Stoneycroft

The procurement strategy for the Bayley and Stoneycroft sites was outlined within the Outline Business Case approved in the Cabinet Report, Driving Housing Growth – Building New Homes on the Bromford Estate dated 18 October 2016. This approved the procurement approach for use of the Homes England Developer Partner Panel 3 (DPP 3) framework

agreement – Midlands Lot. The tender evaluation criteria used was 40% price, 20% social value, and 40% quality.

An Expression of Interest was issued on 24 May 2019 via the DPP3 portal to the framework suppliers with the return date of 7 June 2019. Four suppliers responded expressing an interest in tendering for the opportunity. In accordance with the framework protocol, there was no requirement to carry out the sifting brief stage as there were less than five expressions of interest and Invitation to Tender documentation was issued to the four tenderers on 5 July 2019 with a return date of 11 October 2019. The details of the evaluations of the four tenderers are contained within Exempt Appendix D.

7.4.3 Phase 2 – Remaining Sites

The procurement strategy for the Scheme remaining sites on Bromford Estate is to carry out a further competition exercise in accordance with the protocol of the Homes England DPP3 framework agreement (or its successor) using the same evaluation criteria as Phase 1. The contract award and FBC approval for these sites will be delegated to the Acting Director, Inclusive Growth, the Assistant Director, Development and Commercial (or their delegate), the Interim Chief Finance Officer (or their delegate) and the Interim City Solicitor (or their delegate).

7.4.4 Flood Defence Works

There is a requirement for Scheme flood defence works as detailed in paragraph 3.6. There are no procurement implications for these works as the funding will be granted to the Environment Agency under a Conditions of Grant Aid.

7.5 Human Resources Implications (if required)

7.5.1 None

7.6 Public Sector Equality Duty

7.6.1 There are currently around 13,000 people on the Council's waiting list for affordable housing and this includes 3,000 people who are currently homeless and in temporary accommodation. Many of these people live in overcrowded conditions across the housing sector. Evidence from allocating properties previously developed under the Birmingham Municipal Housing Trust (BMHT) banner has revealed the extent of this problem, many families being allocated from accommodation that was too small for their needs.

7.6.2 The BMHT delivery plan for 2015-20 included an Equality Impact Analysis and was agreed by Cabinet in December 2014 which operates City-wide. It includes areas where different cultural requirements will need to be

reflected in the design of the homes provided. Feedback from previous schemes delivered has been utilised and these will be used in developing the Scheme as outlined within this report. It is considered that a further Equality Impact Analysis is not required for the recommendations in this report as they do not disclose any adverse impact on the protected groups not covered in this report.

8 Appendices

- 8.1 Appendix A -Risk Register
- 8.2 Appendix B – Consultation Responses
- 8.3 Appendix C – Full Business Case
- 8.4 Exempt Appendix D

9 Background Documents

- 9.1 Cabinet Report: Driving Housing Growth – Building New Homes on the Bromford Estate 18 October 2016.
- 9.2 Cabinet Report: Birmingham Municipal Housing Trust Delivery Plan for the Development of Housing for the period 2019 – 2029.

Appendix A, Risk Register

| Risk No | Risk description | Risk mitigation | Residual / current risk | | | Additional steps to be taken |
|---------|---|--|-------------------------|--------|----------------|--|
| | | | Likelihood | Impact | Prioritisation | |
| 1. | Difficulty in attracting bidders for the development opportunity. | The Homes England Developer Partner Panel 3 framework (DPP3) is a specialist route to market for housing projects with suitable suppliers for these projects. DPP3 has been previously used and has proved to be successful | Medium | High | Tolerable | Market engagement will be undertaken with the framework suppliers to inform them of the opportunity. |
| 2. | Tenders come back over pre-tender estimate | The Employers Agent to provide a timely pre-tender estimate that reflects current market conditions prior to issuing tender documentation. | Medium | High | Tolerable | If tenders are over the pre-tender estimate, the specification will be reviewed to identify possible savings. If further funding is required this will be at the expense of other projects. If the funding is not available and no saving can be identified, the project will be reviewed and subject to further FBC approval. |

| Risk No | Risk description | Risk mitigation | Residual / current risk | | | Additional steps to be taken |
|---------|--|---|-------------------------|-------------|----------------|---|
| | | | Likelihood | Impact | Prioritisation | |
| 3. | Costs increase during construction period. | Ensure robust contract management process are in place. Review and challenge all proposed cost increases. | Medium | Significant | Tolerable | Costs continually reviewed in conjunction with project team. |
| 4. | Planning/Highways Approval Delayed | Development and Planning Teams work more closely together on scheme design and objectives | High | High | Tolerable | Review on a monthly basis and escalate earlier if necessary |
| 5. | Delays due to site conditions | Site surveys are carried out at an early stage. Work closely with partner organisations to avoid delays. Flood resistant housing design developed to deal with residual flood risk. | Medium | Significant | Tolerable | Contingency built into all contracts where difficult ground conditions have been identified |

| Risk No | Risk description | Risk mitigation | Residual / current risk | | | Additional steps to be taken |
|---------|---|--|-------------------------|-------------|----------------|--|
| | | | Likelihood | Impact | Prioritisation | |
| 6. | Corona Virus and Brexit Delays, cost increases, impacts of availability of human resources and materials | Continual monitoring of the latest situation. Review contract terms and conditions to ensure relevance. Seek to transfer risk of cost increases to third parties. i.e. contractor | High | High | Unavoidable | Regularly review the situation |
| 7. | Risk of not obtaining grant funding for the flood defence works | In the event that grant funding is not obtained for the flood defence work the flood defence work will not be completed and only those sites outside the area at risk of flooding will be developed. | Medium | High | Tolerable | Steps will be taken to identify new sources of funding to enable the project to proceed. |
| 8. | Risk of Environment Agencies Flood Defence Work not completing on programme | The sites have been phased so that areas directly affected by the flood defence proposals are planned for development in the later stages of the overall programme. | Medium | Significant | Tolerable | Progress of the build programme regularly monitored |

Measures of likelihood/ Impact:

| Description | Likelihood Description | Impact Description |
|-------------|--|--|
| High | Almost certain, is expected to occur in most circumstances. Greater than 80% chance. | Critical impact on the achievement of objectives and overall performance. Critical opportunity to innovate/improve performance missed/wasted. Huge impact on costs and/or reputation. Very difficult to recover from and possibly requiring a long term recovery period. |
| Significant | Likely, will probably occur in most circumstances. 50% - 80% chance. | Major impact on costs and objectives. Substantial opportunity to innovate/improve performance missed/wasted. Serious impact on output and/or quality and reputation. Medium to long term effect and expensive to recover from. |
| Medium | Possible, might occur at some time. 20% - 50% chance. | Waste of time and resources. Good opportunity to innovate/improve performance missed/wasted. Moderate impact on operational efficiency, output and quality. Medium term effect which may be expensive to recover from. |
| Low | Unlikely, but could occur at some time. Less than 20% chance. | Minor loss, delay, inconvenience or interruption. Opportunity to innovate/make minor improvements to performance missed/wasted. Short to medium term effect. |

Appendix B – Consultation Responses

| Site | Ward | Stakeholder | Response |
|---|-----------------------|--|---|
| Bromford & Hodge Hill Ward – Various sites as described in report | Bromford & Hodge Hill | Cllr Majid Mahmood Cllr Diane Donaldson | <p>Received via e-mail on 21 May 2020:</p> <p>I am writing to support the cabinet report for the Bromford tender acceptance and full business case. I am pleased that a number of years the flood risk defence works have commenced and will provide us with an opportunity to build new homes in the Bromford. I am supportive of all the new homes being social housing with no private sale which was the original proposal. I would like it mentioned that the new homes should have priority for existing residents in the Bromford who have “outgrown” their properties or their properties are need of extensive works making it difficult for them to live in. we have lots of long term city council tenants in the area who have outgrown their current properties but are not been rehoused.</p> <p>In this current financial climate, it is imperative that we accept all the funding that is made available such as that from Homes England and contribute towards the flood defence works. I chaired the Flood and Risk Management Board way back in 2012 where the initial proposals were outlined so I’m very supportive of the flood risk defence scheme.</p> <p>Both myself and Diane would like to be fully involved in the plans for the 2 new play areas as we’ve done in the past with play areas, and within the equipment we need to ensure there is provision for special children and adults alike such as an outdoor gym. I’m pleased that the cycle path is going to run adjacent to the food risk defence wall and would insist that there is adequate lighting along the route so that we can maximise the safety of cyclists and pedestrians. In addition, the trees planted should be such that there is minimal maintenance,</p> |

| | | | |
|----------|----------|-----------------------------------|--|
| | | | <p>minimal leaf dropping, and longevity without overarching neighbours' space.</p> <p>I'm supportive of the requirement that a quotation has to be submitted to Shelforce and this must be adhered to with substantive work carried out to ensure we can support Shelforce in being able to deliver aspects of the scheme. The payment for apprentices again I would ask that it is ring fenced for local young people within the b34, and b36 (Birmingham) postcodes only so that the young people within the ward can benefit from the scheme. There is also an ask that Jessops looks towards local builders to sub- contract aspects of their work so that local builders are able to benefit from the scheme.</p> <p>We will need a breakdown of the type of properties which i.e. 2,3,4,5,6 bedroom properties, and I would be supportive of the larger type properties which are reserved for local families who have outgrown their properties. It's good that the area around Trigo Croft is no longer going ahead as there is opposition from some of the local residents for that proposal.</p> <p>I would also ask that the works are started at 930am to safeguard the safety of children going to and from school, and the peace/tranquillity of our elderly neighbours who are the majority around some of the schemes.</p> <p>Please ensure that my comments are mentioned within the report.</p> <p>I would like to take this opportunity to thank Ron and his team for their work and dedication in delivering the scheme.</p> |
| As above | As above | Bromford Regeneration Partnership | Intermittent meetings since 2017 with resident reps, Ward members, Council officers, HS2 Reps, occasional reps from MP's office. |
| As above | As above | High Speed 2 / Environment Agency | Since 2016, regular joint public meetings to update residents on the housing and flood defence proposals. Ward members have attended and supported the last 2 public consultation/update sessions. Last |

| | | | |
|----------|----------|---|--|
| | | | session held on 18th Sept 2019. No objections to proposals to development of the Dreghorn Road site or Comet Park site. Also, residents supportive of development of ex-Warstone Tower site as a children's play area. |
| As above | As above | Housing Liaison Board | Last attended an HLB meeting in 20th Nov 2019. HLB support the proposals. |
| As above | As above | Ward Forum | Regular attendance at Ward Forum meetings to provides updates. |
| As above | As above | The Bromford Heritage Trial Focus Group | Regular meetings with Environment Agency, Residents Reps, Ward members, Council Officers. |

APPENDIX

FULL BUSINESS CASE (FBC)

A. GENERAL INFORMATION

A1. General

| | | | |
|--|---|---|------------------|
| Project Title (as per Voyager) | Building New Homes on the Bromford Estate | | |
| Voyager code | CA-02970-42/43/47/49 | | |
| Portfolio /Committee | Homes and Neighbourhoods | Directorate | Inclusive Growth |
| Approved by Project Sponsor | | Approved by Finance Business Partner | |

A2. Outline Business Case approval (Date and approving body)

None.

Project Definition Document (PDD) and Options Appraisal for the construction of 225 new homes approved 18 October 2016.

A3. Project Description

The FBC is seeking approval for the construction of up to 234 new homes on the Bromford Estate on 12 separate sites, this includes the tendered scheme at the former Bayley and Stoneycroft Tower sites and the recommendation for the contract award with the Cabinet Report. The remaining sites are based on the pre-tender estimates from the Council's employers' agent. The development of a number of sites is contingent upon the Environment Agency constructing flood defences and removing the risk of flooding from a number of development sites included in this report. The Environment Agency has the finances to undertake the flood defence work, however they require a contribution from the Council of £2.7m towards the cost of the flood defence work. The Council has obtained grant funding of £2.7m from GBSLEP Asset Accelerator fund which will provide the contribution sought by the Environment Agency.

A4. Scope

Birmingham City Council will be undertaking the following;

- Design of Housing Development Scheme
- Work with local Ward members, MP, local residents and stakeholders to develop new sustainable housing and associated open space improvements
- Obtaining the Planning approvals for the development of Social Housing Scheme
- Undertaking site investigations and surveys
- Procurement appointment of the contractors
- Obtaining grant funding of £2.7m from Homes England
- Providing a contribution of £2.7m to the Environment agency towards the cost of the flood defence works

A5. Scope exclusions

Improvement to open spaces
Improvement to parking provision of existing council properties impacted by the housing development proposals

APPENDIX

B. STRATEGIC CASE

This sets out the case for change and the project's fit to the Council Plan objectives

B1. Project objectives and outcomes

The case for change including the contribution to Council Plan objectives and outcomes

The project aims to deliver:

- The construction of up to 234 new council homes on the Bromford Estate,
- Facilitate the improvement of flood defences, and associated outcomes including the creation of a new cycle route on top of the flood defence bund, diversification of local tree stock, removal of 1598 homes within Bromford and Castle Vale from the flood plain, improved protection of network railway, Severn Trent Water, HS2 and Cadent assets. Protect industrial units adjacent to the River Tame.
- Provide the addition of associated new play facilities and enhance adjacent open space in line with planning policies.

B2. Project Deliverables

These are the outputs from the project eg a new building with xm2 of internal space, xm of new road, etc

Up to 234 New Council Houses for social rent as follows:

66 x 2 bed apartments – 65m² each unit
 56 x 2 bed houses – 80m² each unit
 66 x 3b houses – 94m² each unit
 23 x 4 bed houses - 132m² each unit
 8 x 4bed houses with garages - 147m² each unit
 5 x 5 bed houses - 150m² – each unit
 10 x 2 bed bungalows - 72m² each unit

Enhancements to 3 areas of existing public open space including the creation of 2 small play areas
 Value circa

B3. Project Benefits

These are the social benefits and outcomes from the project, eg additional school places or economic benefits.

| Measure | Impact |
|---|---|
| <i>List at least one measure associated with each of the objectives and outcomes in B1 above</i> | <i>What the estimated impact of the project will be on the measure identified – please quantify where practicable (e.g. for economic and transportation benefits)</i> |
| Facilitate flood construction of Flood Defence for the River Tame at Bromford and Castle Vale | Two Kilometres of Flood Defence work as a cost of £22 million. Release 11 acres of cleared housing land for development. Provide over 200 new trees |
| | |
| | |
| | |

*For major projects and programmes over £20m:
 Please see table G5 below.*

B4. Benefits Realisation Plan

Set out here how you will ensure the planned benefits will be delivered

The council houses will be delivered by the councils well established and award winning

APPENDIX

Birmingham Municipal Housing Trust (BMHT). The project will be managed by experienced Project management who will monitor expenditure and outturns on a monthly basis via monthly site project and site meetings. Progress will be regularly reported to the BMHT Project Board.

B5. Stakeholders

A summary of consultation responses is in the covering Executive report - appendix B

C. ECONOMIC CASE AND OPTIONS APPRAISAL

This sets out the options that have been considered to determine the best value for money in achieving the Council's priorities

C1. Summary of options reviewed at Outline Business Case

(including reasons for the preferred option which has been developed to FBC)

If options have been further developed since the OBC, provide the updated Price quality matrix and recommended option with reasons.

This option was agreed in the PDD on 18 October 2016.

C2. Evaluation of key risks and issues

The full risks and issues register is included at the end of this FBC

A risk register is in the covering Executive Report – appendix A

C3. Other impacts of the preferred option

Describe other significant impacts, both positive and negative

[bullet points are ok]

D. COMMERCIAL CASE

This considers whether realistic and commercial arrangements for the project can be made

D1. Partnership, Joint venture and accountable body working

Describe how the project will be controlled, managed and delivered if using these arrangements

The flood Defence improvements will be delivered by the Environment Agency. BCC and the Environment have each appointed project managers who liaise on weekly basis and will continue to do so until the project is successfully concluded.

The Council ensure that the Environment delivers on the expected outcomes by entering into a Collaboration agreement. The agreement obliges BCC to provide £2.7 million in funding. The Environment Agency will provide the flood defences detailed in the planning approval obtained in 2019 by June 2021.

D2. Procurement implications and Contract Strategy:

What is the proposed procurement contract strategy and route? Which Framework, or OJEU? This should generally discharge the requirement to approve a Contract Strategy (with a recommendation in the report).

The procurement strategy for the Scheme is to carry out a competition exercise in accordance with the protocol of the Homes England DPP3 framework agreement (or its successor). The tender evaluation criteria used is and will be 40% price, 20% social value and 40% quality.

D3. Staffing and TUPE implications:

Not applicable

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| Key Inputs | | | |
|---|---------|-----------------------------|---|
| Construction | | Running Costs, etc. | |
| Total Development costs (Capital and Revenue) | £54.72m | Weekly rent | 2 bed £94.26, 3 bed £114.69, 4 bed £127.87, 5 bed £143.66 |
| Total Grant | £0.13m | Rent loss - voids / arrears | 2.0% |
| | | Annual rent increase | 3.0% |
| RTB activity assumed | None | Management Costs | £978 |
| | | Repairs Costs | £934 |
| Key Outputs | | Capital Works (5-yearly) | £5,099 |
| (Surplus) / Deficit after 30 years | £0.00m | Annual Cost Increase | 2.5% (CPI 2.0%) |

| HRA Extract | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 to 2028/29 | Total Year 0 to Year 30 |
|---|-------------|-------------|-------------|-------------|-------------|--------------------|-------------------------|
| | Year 0 | Year 1 | Year 2 | Year 3 | Year 4 | | |
| | £m | £m | £m | £m | £m | £m | £m |
| Rental Income | 0.00 | 0.00 | (0.07) | (0.29) | (0.53) | (5.46) | (54.52) |
| Voids and arrears | 0.00 | 0.00 | 0.00 | 0.01 | 0.01 | 0.11 | 1.09 |
| Repairs and Maintenance | 0.00 | 0.00 | 0.01 | 0.05 | 0.08 | 0.90 | 8.46 |
| Management Costs | 0.00 | 0.00 | 0.01 | 0.05 | 0.09 | 0.94 | 8.85 |
| Interest cost on borrowing | 0.00 | 0.01 | 0.11 | 0.25 | 0.35 | 2.00 | 12.07 |
| Cash-backed Depreciation | 0.00 | 0.00 | 0.02 | 0.07 | 0.10 | 0.95 | 8.85 |
| HRA Deficit / (Surplus) Contribution | 0.00 | 0.01 | 0.08 | 0.14 | 0.10 | (0.56) | (15.20) |
| Revenue contributions from wider HRA (to fund capital investment shown below) | (0.54) | (0.12) | (0.96) | (1.79) | (1.37) | (10.42) | (15.20) |
| Net HRA Impact | 0.54 | 0.13 | 1.04 | 1.93 | 1.47 | 9.86 | 0.00 |

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| Capital Account | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 to 2028/29 | Total Year 0 to Year 30 |
|--|---------------|---------------|---------------|---------------|---------------|--------------------------|-------------------------------|
| | Year 0 | Year 1 | Year 2 | Year 3 | Year 4 | | |
| | £m | £m | £m | £m | £m | £m | £m |
| Pre Contract Costs | 0.57 | 0.34 | 0.13 | 0.02 | 0.00 | 0.01 | 1.07 |
| Build Costs (including Fees) | 0.17 | 0.44 | 6.69 | 6.21 | 5.36 | 22.06 | 40.93 |
| POS & Infrastructure Costs (including Commuted Sum) | 0.03 | 0.02 | 0.18 | 0.18 | 0.24 | 0.00 | 0.65 |
| Total Development Costs | 0.77 | 0.80 | 7.00 | 6.41 | 5.60 | 22.07 | 42.65 |
| Capital Investment / Renewals ¹ | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.35 | 8.85 |
| Other Capital Financing (RTB 1-4-1 / Affordable Housing S106 / General RTB Receipts) | (0.10) | (0.18) | (2.51) | (2.36) | (2.11) | (10.06) | (17.32) |
| Borrowing | 0.00 | (0.50) | (3.53) | (2.26) | (2.12) | (1.59) | (10.00) |
| Revenue Contributions from wider HRA | (0.54) | (0.12) | (0.96) | (1.79) | (1.37) | (10.42) | (15.20) |
| Grant | (0.13) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (0.13) |
| Cyclical Maintenance Reserve Release | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | (0.35) | (8.85) |
| Total Capital Income | (0.77) | (0.80) | (7.00) | (6.41) | (5.60) | (22.07) | (42.65) |
| Capital Account (Surplus) / Deficit | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| Balance Sheet Extract | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2049/50 |
|-----------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| | Year 0 | Year 1 | Year 2 | Year 3 | Year 4 | Year 30 |
| | £m | £m | £m | £m | £m | £m |
| Land & Buildings | 0.00 | 0.00 | 4.61 | 14.29 | 19.17 | 80.65 |
| Cyclical Investment Reserve | 0.00 | 0.00 | 0.02 | 0.09 | 0.20 | 2.21 |
| Capital Reserve | 0.00 | 0.00 | (4.63) | (14.38) | (19.37) | (82.86) |
| Net | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| Properties | 2019/20 | 2020/21 | 2021/22 | 2022/23 | 2023/24 | 2024/25 to 2028/29 | Total Year 0 to Year 30 |
|----------------------------|----------|----------|-----------|-----------|-----------|--------------------------|-------------------------------|
| | Year 0 | Year 1 | Year 2 | Year 3 | Year 4 | | |
| HRA Social Rent Properties | 0 | 0 | 21 | 50 | 27 | 136 | 234 |
| Sale Properties | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total Properties | 0 | 0 | 21 | 50 | 27 | 136 | 234 |

Formal approval to the ongoing capital investment / renewals programme (at a total value of £0.35 million over the coming 30 years) will be sought in due course as a part of the overall HRA capital programme as details of elemental investment needs emerge over time.

APPENDIX

| F. PROJECT MANAGEMENT CASE | |
|--|-------------------------------|
| <i>This considers how project delivery plans are robust and realistic</i> | |
| F1. Key Project Milestones | Planned Delivery Dates |
| <i>The summary Project Plan and milestones is attached at G1 below</i> | |
| Planned start date for Construction programme | Dec 2020 |
| Remaining Survey /Planning approval etc complete (as appropriate) | March 2021 |
| Main contract award | July 2020 |
| | Sept 2021 |
| Practical completion | 2023 - 2029 |
| | |
| Date Project operational | Now |
| Date of Post Implementation Review | March 2029 |
| F2. Achievability | |
| <i>Describe how the project can be delivered given the organisational skills and capacity available</i> | |
| <p>Birmingham City Council is an award-winning developer of mixed-use residential developments through Birmingham Municipal Housing Trust (BMHT).</p> <p>BMHT was set up by the Council in 2009 to build new council homes. Since 2009, BMHT has developed over 3000 new homes for rent and sale. BMHT has a proven track record on delivery and established itself as the biggest housing developer in Birmingham by completing 25% out of all of the new homes built in the City since 2011.</p> | |
| F3. Dependencies on other projects or activities | |
| <p>The key dependency is delivery of the enhanced River Tame Flood Defences, which is scheduled to be completed in March 2021. Contingency is in place to allow for potential of a 3 month overrun. Currently to flood defence project is on schedule as it has not been delayed by the current pandemic.</p> <p>The key risk remains unforeseen economic consequences of the current pandemic as it may delay the availability of humans and material resources.</p> <p>There is an interdependency of all the elements of this project to deliver a comprehensive and strategic approach. Infrastructure works and Highways including stopping up orders for some existing HMPE and footpaths. Procurement of development partner. Associated legal documents / agreements to be negotiated and signed. Completion of Planning conditions.</p> | |
| F4. Officer support | |
| Project Manager: Ron Williams | |
| Project Accountant: Parmjit Phipps/Nick Ward | |
| Project Sponsor: Ian MacLeod | |
| F5. Project Management | |
| <i>Describe how the project will be managed, including the responsible Project Board and who its members are</i> | |
| <p>The project will be managed in house by Council officers. Overall Management / monitoring shall be via the Housing Project Board attended by:</p> <p>Ian MacLeod – Acting Director, Inclusive Growth Jane Trethewey – Assistant Director, Housing Development Parmjit Phipps – Head of City Finance Colette McCann – Head of Housing Development</p> | |

APPENDIX

G. SUPPORTING INFORMATION

(Please adapt or replace the formats as appropriate to the project)

G1. PROJECT PLAN

Detailed Project Plan supporting the key milestones in section F1 above

See attached Build and Milestone update Schedules

G2. SUMMARY OF RISKS AND ISSUES REGISTER

Risks should include Optimism Bias, and risks during the development to FBC

Grading of severity and likelihood: High – Significant – Medium – Low

| The risk register is appended to the executive report for this project as appendix 2. | | Risk after mitigation: | |
|---|------------|------------------------|-------------|
| Risk or issue | mitigation | Sever-ity | Like-lihood |
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. | | | |
| 6. | | | |

G3. EXTERNAL FUNDING AND OTHER FINANCIAL DETAILS

Description of external funding arrangements and conditions, and other financial details supporting the financial implications in section E1 above (if appropriate)

Homes England has confirmed £2.7m funding to contribute towards the flood defence works to support the works being undertaken by the Environment Agency.

G4. STAKEHOLDER ANALYSIS

| Stakeholder | Role and significance | How stakeholder relationships will be managed |
|------------------|---|--|
| Ward members | Active lead ward representative, interest of constituents/ Council - High | In house through dialogue and engagement / consultation |
| Local community | Residents - High | On-going resident consultation and engagement to review progress |
| Planning Officer | Consultant/ advisory - High | Regular design team meetings to review progress |
| Contractor | Delivery/Operational - High | Monthly site meetings throughout the scheme |
| Architect | Consultant/advisory/D esigner - High | Periodic meetings, formal professional relationship |
| Engineers | Consultant/Advisory - High | Periodic meetings, formal professional relationship |

APPENDIX

G5. BENEFITS REGISTER

For major projects and programmes over £20m, this sets out in more detail the planned benefits. Benefits should be monetised where it is proportionate and possible to do so, to support the calculation of a BCR and NPSV (please adapt this template as appropriate)

| Measure | Annual value | Start date | Impact |
|--|--------------|------------|---|
| <i>List at least one measure associated with each of the outcomes in B1 above</i> | | | <i>What the estimated impact of the project will be on the measure identified</i> |
| (a) Monetised benefits: | £ | | |
| Flood defence works | 22m | 2020 | Protect 1598 properties in Bromford Estate / Castle Vale catchment area of the River Tame from the risk of flooding |
| | | | |
| (b) Other quantified benefits: | | | |
| Cycle Route | C. £2m | | Up to 2km of new cycle routes will be delivered to support improvements to health and wellbeing for the local and wider communities |
| Creation of play areas | C. £400k | | 2 new play areas will support improvements to health and well-being for the local and wider communities |
| (c) Non-quantified benefits: | n/a | | |
| Over 200 new Trees planted | | | This will enhance bio-diversity and ecology for the estate |
| Protection of wider infrastructure | n/a | | Severn Trent pumping station, Network Rail assets, Cadent Gas main, and HS2 will all benefit from the Scheme. |
| | | | |

| Other Attachments <i>provide as appropriate</i> | |
|--|--|
| • None | |
| • | |
| • | |
| • | |

Birmingham City Council

Report to Cabinet

21st July 2020



Subject: City Centre Public Realm – Revised Financial Appraisal

Report of: Acting Director, Inclusive Growth

Relevant Cabinet Member(s): Councillor Ian Ward – Leader
Councillor Waseem Zaffar – Transport and Environment
Councillor Tristan Chatfield – Finance and Resources

Relevant O &S Chair(s): Councillor Liz Clements – Sustainability and Transport

Report author: Philip Edwards – Assistant Director, Transport and Connectivity
Tel: 0121 303 6467
Email: philip.edwards@birmingham.gov.uk

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

1 Executive Summary

- 1.1 The City Centre Public Realm (CCPR) project aims to deliver high-quality public realm improvements including permanent Hostile Vehicle Mitigation (HVM)

measures, greater priority for pedestrians and cyclists and enhanced signage and wayfinding in the city centre.

- 1.2 This report seeks approval of CCPR project revised delivery strategy, revised timeline and notes the forecast financial appraisal, all set out in this report, including the release of further development funding in order to progress the project to Full Business Case (FBC).
- 1.3 The Exempt Appendix A presents the detailed financial costs and funding outlined in the Outline Business Case (OBC) and the current forecast position under the revised delivery strategy. The overall cost of the CCPR project remains unchanged from the OBC approved in October 2019 and the preferred funding sources also remain in line with the OBC, being Transforming Cities Fund (TCF), Clean Air Zone (CAZ) net proceeds and Commonwealth Games (CWG) funding. The recommendations approved within the OBC also included the use of corporate resources in the event that the funding sources identified were not approved or fell short of the required values. In addition, it noted that in the event of additional funding being subsequently secured, that this would be used to repay corporate funding. The use of corporate resources was also included and approved as part of the Council 2020/21+ Capital Programme in February 2020. This approach remains the same.
- 1.4 The FBC for the wider scheme is now expected to be submitted to Cabinet in November 2020 rather than February 2020 as reported in the OBC. The FBC will detail and seek approval of the final scheme scope, costs and associated funding.
- 1.5 As part of the revised delivery strategy approval is also sought for the direct award of a technical and professional services contract needed to undertake the detailed design of the CCPR scheme utilising the Crown Commercial Services (CCS) Project Management and Design Services Framework Agreement, as set out in section 7.4.1.1 below.

2 Recommendations

- 2.1 Approves the CCPR project revised delivery strategy, revised timeline and notes the forecast financial appraisal, all set out in this report, including the revised milestones within Section 3.8, noting also that the FBC is scheduled to be submitted to Cabinet in November 2020, which will seek approval to the final scheme scope, costs and funding sources.
- 2.2 Approves the re-allocation of £0.758m from post-contract fees to pre-contract fees to develop the CCPR project to FBC, funded from Transforming Cities Fund (TCF).
- 2.3 Approves the revised approach to undertake detailed design ahead of the approval of the FBC (as set out in section 7.4.1.1) and delegates authority to the Acting Director, Inclusive Growth in conjunction with the Assistant Director, Development and Commercial (or their delegate), the Interim Chief Finance Officer (or their delegate) and the Interim City Solicitor (or their delegate) to award a contract for the technical and professional services needed to progress the project using the Crown

Commercial Services Project Management and Design Services Framework Agreement, up to the value of £0.550m for a period of two years.

- 2.4 Authorises the Interim City Solicitor to negotiate, execute and seal and complete all necessary agreements and documentation to give effect to the above recommendations.

3 Background

- 3.1 The OBC for the CCPR scheme was approved by Cabinet on the 29th October 2019. This report gave approval for £0.944m to be spent to develop the project to FBC stage and progress design and development work. The financial summary was broken down in the OBC to pre-contract costs (all costs up to submission of FBC) and post-contract costs. The pre-contract costs were further broken down into internal fees, external fees and surveys. See Table 3 in Section 7.3.3 of this report for the approved and revised expenditure up to FBC.
- 3.2 The FBC was due to be submitted to Cabinet in February 2020. Upon review of the programme, by the new delivery team established in November 2019, the date to present the FBC was revised to November 2020 to allow time to develop the project in further detail and produce a comprehensive FBC. The tasks to be undertaken to feed into the FBC include establishing a detailed design, finalising the scope of the project, securing Early Contractor Involvement (ECI) and establishing capital and revenue costs.
- 3.3 This report seeks approval for a revised delivery strategy which is set out in Section 4.2 of this report. This approach is to deliver the project through three separate elements including: Detailed design, Victoria Square Public Realm Works undertaken by Engie Urban Energy Ltd and Main Works as outlined in the OBC.
- 3.4 Cabinet approved entering into single contractor negotiations with Engie Urban Energy Ltd for the Victoria Square Public Realm Works in the Planned Procurement Activities (March 2020 to May 2020) report dated 11th February 2020. This was to prevent construction work being carried out by two organisations in the same area, reduce disruption and improve upon construction times.
- 3.5 Professional fees are required to be re-allocated from the post-contract fees to support the development of the project to FBC.
- 3.6 In order to develop a comprehensive FBC for Cabinet, it is proposed that detailed design and ECI is undertaken prior to the submission of the FBC, rather than post submission as set out in the OBC. Advantages of undertaking the detailed design and ECI prior to the submission of the FBC include:
- Provides design assurance through identifying potential construction risks associated with the project ahead of main works commencing;
 - Establishes early engagement with the wider and specialist supply chain regarding detailed design elements e.g. river fountain and HVM;

- Provides detailed capital and revenue costs, including maintenance costs, associated with each detailed design element of the scheme including the river fountain and HVM; and
- Provides realistic project outputs and buildability in the form of early construction phasing to support the delivery of the overall City Centre Public Realm scope.

3.7 Due to the risks and complexities around construction, operation and maintenance of the HVM and river fountain, it is vitally important that the capital and revenue costs take into consideration all risks and are accurately estimated and reported in the FBC.

3.8 Following a detailed review of the project, the milestones set out in the OBC cannot be met. Taking into account the constraints of timescales and costs to deliver elements of the scheme before the 2022 Commonwealth Games and the impact of the Covid-19 pandemic, revised timescales have been developed which are outlined in Table 1 below.

Table 1: OBC vs Revised Milestones

| Task | OBC Milestone | Revised Milestone | Reason for change |
|--|------------------------------|--|--|
| Stakeholder & public engagement consultation | November 2019 - January 2020 | January 2020 – February 2020 | Insufficient time to prepare consultation materials and engage with Business Improvement Districts/ key stakeholders, particularly given the constraint of pre-election period and the Christmas period. |
| Invitation to Tender Issued (ITT) | November 2019 | Detailed design: N/A – direct award Works: December 2020 | No concept design or tender documents complete at the point of project inception. Further constraints applied during the festive period. |
| Tender return | December 2019 | Detailed design: N/A – direct award Works: January 2020 | |
| Evaluation period | Dec-Jan 2020 | Detailed design: July 2020 Works: Jan 2020 | |
| Approval (Award) | January 2020 | Detailed design: August 2020 Works: February 2021 | |
| FBC approval | February 2020 | November 2020 | The proposed submission of the FBC to Cabinet in February 2020 was unachievable to provide the necessary level of detail to provide accurate capital, revenue and maintenance cost estimates. |
| Contract award and commencement | March 2020 | Detailed design: September 2020 Works: February 2021 | Approval of FBC required before a contract award can be issued. |
| Construction period (pre CWG phases) | July 2020-March 2022 | Victoria Square - January 2021 Main works – May 2021-March 2022 | Timescales were not feasible to produce a comprehensive FBC and complete detailed design/approvals and material procurement. |

4 Options Considered and Recommended Proposal

4.1 Option 1 – Design and Build:

4.1.1 The Design and Build option, approved in the OBC is no longer a viable option for several reasons including:

- This option does not allow Engie Urban Energy Ltd to undertake the works in Victoria Square to realise the economies of scale from one contractor working in the same area;
- No Early Contractor Involvement (ECI) could be undertaken prior to submission of the FBC, resulting in uncertain capital and revenue costs; and
- Timescales to submit an unsubstantiated FBC to Cabinet and award a contract for the works will reduce the construction time.

4.2 Option 2 (recommended option) – To deliver the project through three separate elements:

- a) Detailed design;
- b) Victoria Square Public Realm; and
- c) Main Works.

4.2.1 Delivering the project through these 3 separate elements is advantageous for the following reasons:

- Provides more accurate and detailed capital and revenue costs, including maintenance costs, associated with each detailed design element of the scheme including the provision of the river fountain and HVM measures whereas with a design and build approach, the costs are built up throughout the process;
- Provides design assurance through identifying potential construction risks associated with the project ahead of main works commencing, whereas a design and build approach results in the risks being identified as the project is constructed with the associated cost uncertainty;
- Provides realistic project outputs and buildability to finalise the project scope prior to approval of the FBC whereas a design and build approach, the buildability and scope is built up throughout the process;
- Allows detailed design of the Victoria Square public realm works to be progressed throughout 2020 and Engie Urban Energy Ltd can, subject to successful completion of the negotiations and award of contract, undertake these works in January 2021 to realise the economies of scale from one contractor working in the same area; and
- Allows time in the programme for the procurement process for the main works to be sufficiently detailed to ensure an accurate cost.

4.3 The procurement options for the recommended option are detailed in paragraph 7.4.

5 Consultation

5.1 A public consultation exercise was carried out between the 13th January and 21st February 2020. Full details including the Consultation Analysis report will be included in the FBC to Cabinet in November 2020.

5.2 Engagement has been undertaken with Ward Councillors and Retail and Colmore Business Improvement District (BID) representatives who support the revised delivery strategy for CCPR.

6 Risk Management

6.1 Additional risks have been identified as part of this revised financial appraisal that were not outlined in the OBC. These risks, along with the mitigation are outlined in Table 2.

Table 2: Risks & Mitigations

| Risk | Mitigation |
|--|---|
| The impact of Covid-19 on contractors and delivery timescales | The ECI will help understand the current impact on contractors and this will be taken into account when developing the phasing plan for construction works with the detailed design consultant |
| The implementation of the Clean Air Zone (CAZ) has been delayed due to the impact of the Covid-19 pandemic, which may result in funding shortfalls | The use of corporate resources to mitigate this risk was approved by Cabinet as part of the OBC in October 2019 and is included within the 2020/21+ Capital Budget approved by Cabinet in February 2020 |

7 Compliance Issues:

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

7.1.1 In addition to the alignment with the Council's priorities, plans and strategies identified within the OBC the Council has published its Draft Birmingham Transport Plan (BTP) and its Emergency Birmingham Transport Plan (EBTP) in light of Covid-19. The short, medium and longer term measures set out in the EBTP of relevance to the City Centre Public Realm scheme include maximising improvements to walking and cycling and ensuring public spaces are safe and accessible for everyone. The scheme will support the vision and objectives set out in BTP and EBTP and support the delivery of further walking and cycling improvements to support social distancing and Covid-19 recovery.

7.1.2 Birmingham Business Charter for Social Responsibility (BBC4SR)

Compliance with the BBC4SR is a mandatory requirement that will form part of the conditions of the contracts for the detailed design, Victoria Square public realm works and the main works. Tenderers will be required to submit an action plan with their tender that will be evaluated in accordance with each procurement strategy and the action plan of the successful tenderers will be implemented and monitored during the contract period.

7.2 Legal Implications

- 7.2.1 The Council in carrying out transportation, highway and infrastructure related work will do so under the relevant primary legislation comprising the Town and Country Planning Act 1990; Highways Act 1980; Road Traffic Act 1974; Road Traffic Regulation Act 1984; Traffic Management Act 2004; Traffic Act 2000 and other related regulations, instructions, directives, and general guidance.
- 7.2.2 Under Section 1 of the Localism Act 2011, the Council has the power to enter into the arrangements set out in this report, which are within the remit and limits of the general power of competence Section 2 and 4 of the Localism Act 2011.
- 7.2.3 The information in Exempt Appendix A is commercially sensitive with regard to the confidential market information which would impact on the future commercial negotiations – Exempt information 12A of the Local Government Act 1972 (as amended) - 3. Information relating to the financial business affairs of any particular person (including the council). The Exempt Appendix is considered to be in the public interest as it contains commercially sensitive information of a financial or business nature, which if disclosed to the public could be prejudicial to a named person, individual or company (including the council).

7.3 Financial Implications

Capital Costs

- 7.3.1 The estimated total capital cost of the City Centre Public Realm scheme outlined in the OBC approved by Cabinet on the 29th October 2019 was £25.478m and this remains the same.
- 7.3.2 The OBC approved costs to take the scheme to completion of the FBC of £0.944m, funded from the £5.000m TCF allocation accepted by Cabinet as part of the same report. The revised delivery strategy aims to develop a comprehensive FBC, with further work required to define the final project scope and provide accurate capital and revenue cost estimates including any additional costs that may arise from the Covid-19 pandemic and subsequent changes in working practices for contractors. The impact of business disruption and potential claims as a result of the changes to the delivery programme will be also fully considered. Any additional capital or revenue implications will be identified and reported in the FBC. Under the revised delivery strategy work to deliver the FBC will involve undertaking detailed

design and ECI, and this report seeks approval to bring forward fees of £0.758m from the post-contract fees to support this development. These costs will be funded from the £5.000m TCF allocation, accepted by Cabinet as part of the OBC approval.

- 7.3.3 The revised forecast financial appraisal, in Table 3 below, outlines the re-allocated finances required to undertake ECI and detailed design along with professional fees. The detailed breakdown of revised capital costs is shown in Exempt Appendix A.

Table 3: OBC vs Revised Finances

| | As per Approved OBC | | | As per Revised Financial Appraisal | | | |
|---------------|---------------------|--------------|--------------|------------------------------------|--------------|--------------|--------------|
| | 2019/20 | 2020/21 | Total | 2019/20 | 2020/21 | Total | Diff |
| | £m | £m | £m | £m | £m | £m | £m |
| | | | | | | | |
| Internal Fees | 0.151 | 0.000 | 0.151 | 0.151 | 0.208 | 0.359 | 0.208 |
| External Fees | 0.293 | 0.000 | 0.293 | 0.293 | 0.550 | 0.843 | 0.550 |
| Surveys | 0.400 | 0.100 | 0.500 | 0.400 | 0.100 | 0.500 | 0.000 |
| | | | | | | | |
| TOTAL | 0.844 | 0.100 | 0.944 | 0.844 | 0.858 | 1.702 | 0.758 |

- 7.3.4 The project team has undertaken work to reconfirm with the relevant funding bodies eligible uses and expenditure timescales for the Transforming Cities Fund (TCF) and Commonwealth Games (CWG) allocations. This has resulted in the funding streams being reprofiled from the original assumptions in the OBC. In addition, the implementation of the (CAZ) has been delayed due to the impact of the Covid-19 pandemic. Early indications are however that despite this delay, the total value of the funding from the CAZ can still be provided as profiled in the OBC. A draft bid for £5.000m funding from the Commonwealth Games Public Realm budget was submitted to the CWG Capital Board in March 2020.

- 7.3.5 The recommendations approved by Cabinet within the OBC in October 2019 included the use of corporate resources up to a total value of £20.478m in the event that the funding sources identified above were not approved or fell short of the required values and noted that, in the event of additional funding being subsequently confirmed, that this would be used to repay corporate funding. The use of corporate resources was subsequently included and approved as part of the Council 2020/21+ Capital Programme in February 2020. This approach remains the same. In addition, descoping will be considered as part of the development of the FBC in order to contain the costs with the available funding envelope if required

- 7.3.6 The FBC for the wider scheme scheduled for submission to Cabinet in November 2020 will detail and seek approval to the final scheme scope, costs and associated funding sources.

Revenue Implications

- 7.3.7 There are no changes to the revenue implications identified within the OBC in October 2019 at this stage. Full details of the revenue cost implications and funding sources will be included for approval within the FBC.
- 7.3.8 The extent of any proposed use of corporate resources to mitigate capital funding shortfalls, (as detailed in 7.3.5 above), which are resourced through prudential borrowing and the associated revenue costs and funding sources will be included for approval within the FBC to be submitted to Cabinet in November 2020.

7.4 Procurement Implications (if required)

- 7.4.1 The procurement implications for the three elements to deliver the project are detailed in the following paragraphs.

7.4.1.1 Technical Professional Services Procurement Options

The original solution for a design and build contract required the provision of an outline design to inform the procurement process. A contract was awarded to Atkins Ltd for this service using the Council's West Midlands Transportation Professional Services Framework Agreement. It is not permissible to extend the scope of this contract to include the detailed design and therefore there is a requirement for a procurement process to be undertaken.

The following procurement options were considered for the provision of technical and professional services to support the project, including the production of the detailed design:

- To carry out an open tender process – this option was discounted on the basis that using a collaborative framework agreement has demonstrated a more efficient route to market.
- To use a collaborative framework agreement – there are a number of collaborative framework agreements in place that cover the services required. After an investigation of the detail of the framework agreements, it is recommended that the proposed route is to direct award a contract in accordance with the provisions of the CCS Project Management and Design Services Framework Agreement. The details of the detailed scope, specification and costs are in the process of being finalised and the delegated award of contract will be subject to the costs being within the approved budget envelope. The initial proposals indicate that the current concept design and liability implications will be accepted to protect the Council and negate additional or

unnecessary expenditure. In the event that agreement cannot be reached for a direct award, a further competitive exercise using the framework agreement will be undertaken.

7.4.1.2 Victoria Square Public Realm Works

Cabinet approved entering into single contractor negotiations with Engie Urban Energy Ltd to carry out the public realm works in Victoria Square in the Planned Procurement Activities Report dated 11th February 2020.

7.4.1.3 Main Works

The procurement strategy for the main works will be detailed in the Full Business Case due to be submitted to Cabinet in November 2020.

7.5 Human Resources Implications (if required)

7.5.1 There are no changes to the Human Resource implications at this stage from the OBC.

7.6 Public Sector Equality Duty

7.6.1 There are no changes to the Equality Analysis (EA) carried out for the City Centre Public Realm project at the OBC stage in October 2019 (EQUA285) and attached in Appendix B. Due consideration has been given to the October 2019 EA which discloses that this project is not expected to negatively impact upon protected characteristics and that a further EA is not required for this report recommendations. An updated EA including outcomes from the public consultation will be presented alongside the FBC in November 2020.

8 Appendices

8.1 Exempt Appendix A

8.2 Appendix B – Equality Analysis (EQUA285).

9 Background Documents




9.1 City Centre Public Realm Revitalisation Outline Business Case Report to Cabinet 29th October 2019

9.2 Transportation and Highways Capital Programme 2020/21 to 2025/26 Annual Programme Update Report to Cabinet 11th February 2020.

9.3 Planned Procurement Activity (March 2020 to May 2020) Report to Cabinet on 11th February 2020.

9.4 Draft Birmingham Transport Plan 2020

9.5 Emergency Birmingham Transport Plan 2020

| | |
|---|---|
| Title of proposed EIA * | <div>Equality Impact Assessment for the City Centre Public Realm Improv</div> <div>Please provide the title of your policy or service area.</div> |
| Reference No | <div>EQUA285</div> <div>Please do not amend. A reference number will automatically be applied once the form is saved.</div> |
| EA is in support of * | <div>New Strategy</div> |
| Review Frequency * | <div>Annually</div> <div>Please select how regularly you plan to review the assessment.</div> |
| Date of first review * | <div>06/04/2020</div> <div>Based on the review frequency, please enter the date when your first review will take place.</div> |
| Directorate * | <div>Inclusive Growth</div> |
| Division | <div>Transport and Connectivity</div> |
| Service Area | <div>Project Delivery Team</div> <div>Please add if applicable</div> |
| Responsible Officer(s) * | <div>  Osman Mohammed x </div> <div>This is the person responsible for completing, submitting and reviewing the assessment. If you get the message 'The user does not exist or is not unique'. Please enter the full email address.</div> |
| Quality Control Officer(s) * | <div>  Janet L Hinks x </div> <div>This is the person responsible for checking the quality of the assessment. If you get the message 'The user does not exist or is not unique'. Please enter their full email address.</div> |
| Accountable Officer(s) * | <div>  Simon Garrad x </div> <div>This is the person responsible for making the final decision on the EIA and the policy, plan, procedure etc. If you get the message 'The user does not exist or is not unique'. Please enter their full email address.</div> |
| Purpose of proposal * | <div>To enhance and improve areas of the public realm in the City Centre</div> |
| Data sources | <div> <input type="checkbox"/> Survey(s) <input checked="" type="checkbox"/> Consultation Results <input type="checkbox"/> Interviews <input checked="" type="checkbox"/> relevant reports/strategies <input type="checkbox"/> Statistical Database (please specify) <input checked="" type="checkbox"/> relevant research <input type="checkbox"/> Other (please specify) </div> <div>What sources of data have been used to produce the screening of this policy/proposal? (Please tick all that apply)</div> |
| Please include any other sources of data | <div></div> |
| ASSESS THE POTENTIAL IMPACT AGAINST THE PROTECTED CHARACTERISTICS | <div></div> <div>Include how any potential negative impact be removed or mitigated.</div> |
| Protected characteristic: Age * | <div> <input checked="" type="checkbox"/> Service Users / Stakeholders <input type="checkbox"/> Employees <input checked="" type="checkbox"/> Wider Community <input type="checkbox"/> Not Applicable </div> <div>Please select those directly impacted or affected.</div> |
| Age details: | <div>It is anticipated that as the works are being carried out for the enhancement of the public realm in the City Centre, there is potential for disruption and intrusion to pedestrians. In particular, elderly citizens that are less mobile may find additional difficulty in traversing the City</div> |

Centre public realm while structural works are being carried out to improve it. However, to mitigate this problem, intrusive site investigations will be carried out to identify appropriate timescales for the work to be completed – likely to be weekend and evening work, which will ensure that pedestrians are not adversely affected by large parts of the City Centre are not cordoned off for sustained periods.

Furthermore, the scope of the work is anticipated to have some positive impacts with regards to age of users. For example, the proposed installation of permanent Hostile Vehicle Mitigation (HVM) measures to displace the current obtrusive temporary National Barrier Asset deployed will result in greater access and mobility options. Also, the improvements to the public realm with respect to lighting and pavement enhancements will potentially support usage for elderly pedestrians.

For the selected characteristics, please add further details. Describe the potential positive and negative impact of the policy or service and how any negative impacts will be mitigated. Describe who is affected, how they are affected and any additional comments.

Protected characteristic: Disability *

- ☒ Service Users / Stakeholders
- ☐ Employees
- ☒ Wider Community
- ☐ Not Applicable

Please select those directly impacted or affected.

Disability details:

The 2011 Census reported that 9% of the population of Birmingham (98,181 people) reported a long term health problem or disability that was significantly limiting their day-to-day activities. A similar percentage of the population reported their day-to-day activities were slightly limited by a health problem or disability.

The proposed improvements to the City Centre public realm will impact upon the disabled, both during the works being carried out (with respect to disruption of path-ways and access points) and after the work has been completed. It is imperative that the enhancements cater to the needs of the disabled, including those living within the vicinity of the selected area, regular visitors to the City Centre and in anticipation for the increased footfall from the Commonwealth Games in 2022.

The design and survey phase of the project will have to take in to account the needs of people with disabilities and to ensure that access points and mobility to amenities such as local transport, shops and businesses are not impeded or restricted. Furthermore, a Traffic Regulation Order (TRO) is proposed to improve connectivity and safety in the higher footfall areas – aiming for improved pedestrian access. However, it is important to consider the impact the proposed changes to the public realm will have on travel within the City Centre for the disabled and whether parking

arrangements will be negatively affected. In particular, mitigating factors for the potential loss of disabled parking bays has to be considered in the design phase, with consultation (including planning, disability groups and transport) required to understand the full impact of the TRO.

For the selected characteristics, please add further details. Describe the potential positive and negative impact of the policy or service and how any negative impacts will be mitigated. Describe who is affected, how they are affected and any additional comments.

Protected characteristic: Gender *

- ☐ Service Users / Stakeholders
☐ Employees
☐ Wider Community
☒ Not Applicable

Please select those directly impacted or affected.

Gender details:

It is not anticipated that the City Centre Public Realm project will negatively impact upon gender.

For the selected characteristics, please add further details. Describe the potential positive and negative impact of the policy or service and how any negative impacts will be mitigated. Describe who is affected, how they are affected and any additional comments.

Protected characteristics: Gender Reassignment *

- ☐ Service Users / Stakeholders
☐ Employees
☐ Wider Community
☒ Not Applicable

Please select those directly impacted or affected.

Gender reassignment details:

It is not anticipated the City Centre Public Realm project will negatively impact upon individuals with gender reassignment.

For the selected characteristics, please add further details. Describe the potential positive and negative impact of the policy or service and how any negative impacts will be mitigated. Describe who is affected, how they are affected and any additional comments.

Protected characteristics: Marriage and Civil Partnership *

- ☐ Service Users/ Stakeholders
☐ Employees
☐ Wider Community
☒ Not Applicable

Please select those directly impacted or affected.

Marriage and civil partnership details:

It is not anticipated the City Centre Public Realm project will negatively impact upon marriage and civil partnership.

For the selected characteristics, please add further details. Describe the potential positive and negative impact of the policy or service and how any negative impacts will be mitigated.

Protected characteristics: Pregnancy and Maternity *

- ☒ Service Users / Stakeholders
☐ Employees
☒ Wider Community
☐ Not Applicable

Please select those directly impacted or affected.

Pregnancy and maternity details:

With significant construction work occurring in the City Centre in preparation for the Common Wealth Games, further changes to the public realm may cause disruption or nuisance. In particular, pregnant women or those with very young children will potentially find traversal across the public realm more difficult. As stated previously, it is necessary to take in to account the impact of the additional construction, during the preliminary design and surveying steps. For example, this could consist of making a thorough and detailed plan to ensure only small parts of the impacted streets are inaccessible to pedestrians at any given time – while ensuring appropriate signage is in place.

Furthermore, a full consultation should take place regarding the erection of the Hostile Vehicle Mitigation (HVM) measures to replace the existing temporary barriers that

are in place. This is required to ensure that the replacement barriers are suitably spaced for easy-access for parents with prams. Also, the eventual changes to the City Centre are proposed improve accessibility, lighting and safety within the public realm which will have a positive long-term impact for pregnant women and mothers.

For the selected characteristics, please add further details. Describe the potential positive and negative impact of the policy or service and how any negative impacts will be mitigated. Describe who is affected, how they are affected and any additional comments.

Protected characteristics: Race *

- ☐ Service Users / Stakeholders
☐ Employees
☐ Wider Community
☒ Not Applicable

Please select those directly impacted or affected.

Race details:

It is not anticipated the City Centre Public Realm project will negatively impact upon Race.

For the selected characteristics, please add further details. Describe the potential positive and negative impact of the policy or service and how any negative impacts will be mitigated. Describe who is affected, how they are affected and any additional comments.

Protected characteristics: Religion or Beliefs *

- ☐ Service Users / Stakeholders
☐ Employees
☐ Wider Community
☒ Not Applicable

Please select those directly impacted or affected.

Religion or beliefs details:

It is not anticipated the City Centre Public Realm project will negatively impact upon Religion or Beliefs.

Protected characteristics: Sexual Orientation *

For the selected characteristics, please add further details. Describe the potential positive and negative impact of the policy or service and how any negative impacts will be mitigated. Describe who is affected, how they are affected and any additional comments.

- ☐ Service Users / Stakeholders
☐ Employees
☐ Wider Community
☒ Not Applicable

Please select those directly impacted or affected.

Sexual orientation details:

It is not anticipated the City Centre Public Realm project will negatively impact upon Sexual Characteristics.

For the selected characteristics, please add further details. Describe the potential positive and negative impact of the policy or service and how any negative impacts will be mitigated. Describe who is affected, how they are affected and any additional comments.

Please indicate any actions arising from completing this screening exercise.

Please indicate whether a full impact assessment is recommended

NO 

If yes, please continue to complete the remaining questions. If no, please go to the quality control section below.

What data has been collected to facilitate the assessment of this policy/proposal?

Consultation analysis

What are the main findings from the analysis of the data?

Adverse impact on any people with protected characteristics.

Who was consulted, what are the results of the consultation exercise?

Based on the analysis of the data does the policy/proposal have any adverse impact?

Could the policy/proposal be modified to reduce or eliminate any adverse impact?

Can the policy/proposal be modified to reduce or eliminate any adverse impact? on any particular group(s)?

How will the effect(s) of this policy/proposal on equality be monitored?

What data is required in the future?

Please describe the data needed to ensure effective monitoring of this policy/proposal?

Are there any adverse impacts on any particular group(s)

☐

If yes, please explain your reasons for going ahead.

Initial equality impact assessment of your proposal

At this stage the project is an initial design phase with various proposals being considered by the contractors to meet the needs of the various stakeholders, while delivering on the basic requirements of the development. Throughout this phase of the project, a consultation will take place in the form of focus groups, surveys and interviews with the various protected characteristics, which may be impacted, such as age, disability, and pregnancy and maternity. The outcome of which will subsequently inform the equalities impact analysis - and will therefore be updated regularly to support any design decisions.

An existing stakeholder engagement strategy exists with the local Business Improvement District (BID), which consists of monthly updates meeting. This consultation approach will be extended to other relevant parties in the near future (consisting of the protected characteristics), whose instruction will help guide the eventual proposed changes to the City Centre public realm. The consultation methods will take in to account the strict timescales of the project, while endeavouring to cover a variety of different stakeholders.

Please give details on any initial assessment carried out. For a full assessment please complete the rest of the form. AS OF 29/11/2018 YOU ARE NO LONGER REQUIRED TO COMPLETE THIS BOX.

Consulted People or Groups

AS OF 29/11/2018 YOU ARE NO LONGER REQUIRED TO COMPLETE THIS BOX

Informed People or Groups

AS OF 29/11/2018 YOU ARE NO LONGER REQUIRED TO COMPLETE THIS BOX

Summary and evidence of findings from your EIA *

A full assessment will be completed after a proper and thorough consultation with the relevant protected characteristics. The result of this consultation will then be used to complete the Equalities Impact Assessment.

Please add any documents including any consultation or engagement findings. Attach any source data using the attachment button above. Please include how you will mitigate against any negative impacts.

QUALITY CONTORL SECTION

Submit to the Quality Control Officer for reviewing?

☐

Please tick this box and 'Save' the document once you have finished. Your nominated Quality Control Officer will be notified to review the assessment and decide whether it can proceed for approval or reject it.

Quality Control Officer comments

Please untick 'Submit to quality control officer box' before saving.

Decision by Quality Control Officer

IMPORTANT: Quality Control Officer - Please untick the above box 'Submit to the Quality Control Officer for reviewing?' before providing your decision.

Submit draft to Accountable Officer?

☐

Quality Control Officers only - Please tick the box when you are happy for the assessment to be submitted for approval.

Decision by Accountable Officer

IMPORTANT: Accountable Officer - Please untick the above box 'Submit draft to Accountable Officer' before providing your final decision.

Date approved / rejected by the Accountable Officer



Reasons for approval or rejection

Please print and save a PDF copy for your records

☒

Version: 48.0

Created at 04/04/2019 03:40 PM by Peter A Bethell

Last modified at 07/06/2019 04:53 PM by Workflow on behalf of Osman Mohammed

Save

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Birmingham City Council

Report to Cabinet

21st July 2020



Subject: “FOUNDATION FOR INTEGRATION” APPLICATION TO THE ASYLUM MIGRATION & INTEGRATION FUND

Report of: Professor Graeme Betts
Director for Adult Social Care

Relevant Cabinet Member: Cllr John Cotton - Social Inclusion, Community Safety & Equalities
Cllr Sharon Thompson - Homes & Neighbourhoods
Cllr Paulette Hamilton - Health & Social Care

Relevant O &S Chair(s): Cllr Penny Holbrook - Housing & Neighbourhoods
Cllr Rob Pocock - Health & Social Care

Report author: Bethany Finch,
Commissioning Manager (Prevention, Communities and Migration),
Tel: 07548 123 286
Email: Bethany.Finch@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 checked="" type="checkbox"/> No |
| If relevant, add Forward Plan Reference: 007793/2020 | | |
| 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

- 1.1 The purpose of the report is two-fold. Firstly, to brief Cabinet on a bid which was submitted to the Asylum Migration & Integration Fund (AMIF); EU funding

administered by the Home office. The bid was submitted for the 6th May deadline with a total value of £1,470,621.

- 1.2 Secondly, if the bid is successful it is to request approval to accept funding and enter into a partnership agreement with the named project partners to be able to begin delivery of the project from 1st November 2020.

2 Recommendations

2.1 That Cabinet

- 2.1.1 Notes and retrospectively approves the bid to the Asylum Migration & Integration Fund, which was submitted for the 6th May 2020 Home Office deadline.
- 2.1.2 If the bid is successful, delegates the Director of Adult Social Care, in consultation with the Chief Finance Officer and the City Solicitor (or their nominees) to consider whether any grant conditions require further approvals, and, if not, to accept funding from AMIF, as well as agree to the Council being the lead partner accountable body for the bid.
- 2.1.3 Authorises the Director for Adult Social Care, in consultation with the Chief Finance Officer and the City Solicitor (or their nominees), to enter into a partnership agreement with the Birmingham & Black Country Refugee and Migrant Centre (RMC), Central England Law Centre (CELC), and the Asylum Support and Immigration Resource Team (ASIRT), as set out in this report. This is only if the bid is successful and for a period from 1st November 2020 to 31st April 2022.
- 2.1.4 Authorises the City Solicitor to negotiate and execute any documents to give effect to the above recommendation.

3 Background

- 3.1 The Asylum, Migration and Integration Fund (AMIF) is EU funding, administered by the Home Office as the UK Responsible Authority. In this call, funding is intended for delivery of the National Integration Objective: *Supporting legal migration to Member States in accordance with their economic and social needs and promoting the effective integration of third-country nationals*. Applications are invited from Devolved Administrations, Local and Regional Authorities and public bodies.
- 3.2 This call closed on Wednesday 6th May 2020 and was the last opportunity to apply for AMIF funding due to Brexit. Several factors influenced the decision to submit a bid within a short timeframe, meaning that seeking Cabinet approval in advance of submission was not possible and resulting in this request for retrospective approvals:
 - 3.2.1 A new Commissioning Manager for the workstream coming into post and only becoming aware of the Fund at a late stage in the application window;

- 3.2.2 The increase of the level of grant funding from 75% to 90% at a late stage of the application window;
- 3.2.3 The emergence of a valuable proposal that was based on sustaining existing project work with existing partners, and was therefore feasible within the timeframe;
- 3.2.4 The expected impact of Covid-19 on the asylum, refugee and migration context in Birmingham starting to become evident in mid-April, further underlining the need to ensure future funding for these work areas.
- 3.3 In mitigation of this, all relevant Cabinet Members were briefed during the development of the bid and all provided their support.
- 3.4 Birmingham City Council is not currently in receipt of any other AMIF funding. Should this application be successful, and should Cabinet authorise acceptance of the funding, it will allow for the continuation and further development of two critical projects in the Refugees & Migration team (Adults Social Care Commissioning – Prevention):
 - 3.4.1 Local Authority Asylum Seeker and Refugee Liaison (LAASLO / Move-On) project, originally funded at a rate of 50% by MHCLG and 50% by the Home Office;
 - 3.4.2 Preventing Crisis, Enabling Integration project, currently funded 100% by MHCLG's Controlling Migration Fund.
- 3.5 These projects are due to end on 30th November 2020 and 31st October 2020 respectively and further funding or reopening of these funding streams by MHCLG has not been forthcoming.
- 3.6 Within the Refugees & Migration workstream these two projects are the only ones that work in the prevention and early action space with a wide range of the city's migrant, asylum seekers and refugees to help prevent crisis and destitution, thereby reducing cost on council services and society and facilitating more positive integration outcomes in terms of access to rights and community cohesion.
- 3.7 Prevention and early action work with migrant groups in Birmingham is also crucial to Covid-19 recovery. The Home Office asylum system is currently under unprecedented strain, given a) a 3 month pause on exits from Home Office accommodation and support; and b) a huge rise in asylum claims by people who have hit crisis as a result of Covid-19. The volume of people that will be exiting asylum accommodation over the coming months set against existing pressures on homelessness prevention services, means that without clear pathways in place the risks of falling into destitution for this group are high, regardless of the outcome of their claim.

- 3.8 The funding will allow fulfilment of the following key outcomes:
- 3.8.1 Improve orientation and move-on support for new refugees in Birmingham following a positive asylum decision, thereby reducing the risks of destitution, homelessness, poor physical and mental health, and modern slavery,
 - 3.8.2 Consolidate existing good practice in creating a genuine “Welcome to Birmingham” offer for new refugees, thereby improving awareness of life in the UK and community cohesion,
 - 3.8.3 Improve access to information, guidance and legal advice concerning employment, housing, immigration and welfare rights for new refugees and people with recourse to public funds, thereby improving their ability to settle and meaningfully contribute in the city,
 - 3.8.4 Provide access to regulated, reliable and free legal advice for destitute citizens with no recourse to public funds, thereby resolving extended periods of destitution and stasis; equipping the individual towards independence and reducing the burden of destitution on council services, and
 - 3.8.5 Increase understanding and awareness of different immigration rights and entitlements by frontline practitioners including BCC Staff, thereby improving the quality of decision making and reducing the likelihood of legal challenge.
- 3.9 The Council’s City of Sanctuary Policy Statement 2018-22 sets out the commitment to working with the voluntary and community sector to increase the resources available in the city which can:
- Prevent crisis and destitution
 - Enable meaningful employment and participation in the city’s economy
 - Enable engagement and connections to social and community networks
 - Enable active citizenship in the city and its neighbourhoods
- 3.10 During 2017 Birmingham’s Destitution Steering Group developed a Third Sector Immigration Advice Strategy with the input of officers from Birmingham City Council. The group comprises of sixteen voluntary sector organisations which provide specialist immigration, housing and welfare advice and support to asylum seekers, refugees and migrants. The vision for the strategy is for “statutory and charitable agencies working together across Birmingham to provide a clear consistent pathway to support all people subject to immigration control so they can build settled, healthy and fulfilling lives and consequently contribute to the economic and social wellbeing of the city”. One of the ambitions of the bid to the AMIF is to provide the resource to continue to realise this vision and deliver elements of the strategy.
- 3.11 The following headlines set the context, scope and rationale surrounding existing workstreams that also inform the bid to AMIF:

- 3.11.1 Incoming migration of new arrivals (asylum seekers, refugees and migrants) is approximately 15,000 people to Birmingham each year with an existing migrant population (non-UK born) of 250,000.
- 3.11.2 Included in these figures, it is estimated that approximately 840 people per year will leave Home Office accommodation once their asylum claim has been concluded. Of these, approximately 280 will be given leave to remain and will need support to access and be part of mainstream society. Many of the remaining 560 will appeal a negative decision, and if they choose to appeal, roughly 50% will be successful.
- 3.11.3 Birmingham's other main challenge is the diversity of new arrivals. Feedback from statutory and voluntary sector services has identified people from 120 countries who require advice and support. The movement into the city of asylum seekers, refugees and migrants is also not evenly dispersed and distributed across the city. 34 of the city's 69 Wards have accounted for just 11% of new migrant GP registrations since 2013, whilst seven Wards have seen registrations of 7,000 people or more in that time.
- 3.12 The named partners are accredited and regulated by the Office of the Immigration Service's Commissioner for the provision of immigration advice. They are also all charities, registered and regulated by the Charities Commission.
- 3.13 The three project partners were selected on the basis of their involvement in the two existing projects that are consolidated and continued in this application. As the projects are focused on pathway building, it is important there is consistency and continuity, as the existing projects have been ongoing for only 6 months and 14 months respectively at the time of this report.
- 3.14 In addition, the named partners are members of the Birmingham Destitution Group, which consists of sixteen voluntary sector organisations providing advice and support to asylum seekers, refugees and migrants in crisis or at risk of destitution. This group is responsible for the third sector immigration advice strategy for Birmingham, which was developed in partnership with Birmingham City Council. This funding application is directly linked to delivery of that strategy. The partners are also members of the Birmingham Migration Forum, which is a cross-sector partnership network facilitated and coordinated by the Council, and of the West Midlands Strategic Migration Partnership.

4 Options considered and Recommended Proposal

- 4.1 Under AMIF guidance, applications are only invited from Devolved Administrations, Local and Regional Authorities and public bodies, but partnership bids with voluntary, community and statutory sector agencies are considered.
- 4.2 The Council does not have the skills required to deliver these services in-house, hence a partnership approach with established partners was developed.

- 4.3 As outlined in 3.2.1. to 3.2.4., several factors influenced the decision to proceed with an application within a short timeframe.
- 4.4 In the light of Brexit, this call was the last ever opportunity for UK based organisations and public bodies to benefit from AMIF funding. The withdrawal of EU funding has coincided with a period of uncertainty around other Government funding streams such as the Controlling Migration Fund and other MHCLG funding that currently support this work in the Council. As a result, the approach taken has been to submit the best bid possible with the assets, knowledge and delivery partners available for this round.

5 Consultation

- 5.2 The existing projects that are consolidated in this bid were developed in consultation with the Birmingham Migration Forum which consists of representatives of organisations from across the statutory, voluntary and community sectors who are actively engaged in work concerning asylum seekers, refugees and migrants. Ongoing feedback and consultation through this Forum informed the bid submitted to AMIF.
- 5.3 In addition there has been continued consultation and engagement with the Birmingham Destitution Steering Group, which comprises of sixteen voluntary sector organisations which provide specialist immigration, housing and welfare advice and support to asylum seekers, refugees and migrants. This group and its members are the owners of the Birmingham Third Sector Immigration Advice Strategy.
- 5.4 The bid has been developed with direct input from the Neighbourhood Advice & Information Service.

6 Risk Management

- 6.1 If the bid is successful Birmingham City Council will be the lead partner and accountable body for the project. The eligibility rules applicable to the lead applicant apply exactly the same for all partners involved in the project. The lead partner acts as the main point of contact for the UKRA and is responsible for the operational and financial reporting and for providing the necessary information and evidence for the project. All money paid to the project will be paid to the lead applicant and responsibility for match funding will ultimately rest with the lead applicant.
- 6.2 The guidance provided by AMIF indicates two circumstances under which funding may be withdrawn:
 - 6.2.1 Failure to meet any of the conditions of the Grant Agreement may result in the withdrawal of funding and, if necessary, the recovery of funds issued.
 - 6.2.2 Each quarter, the project will be required to submit a Project Performance and Delivery report, a Project Expenditure Toolkit and a Beneficiary List.

Failure to submit these reports within the timescales specified in the Grant Agreement may lead to funding being withdrawn.

- 6.3 These risks can be managed effectively through providing:
- 6.3.1 Clear governance set out for how the project will be managed and coordinated, to include creation of a Project Board;
 - 6.3.2 Issuing of a partnership agreement with the delivery partners to formalise the performance measures and expectations which are relevant and appropriate to the bid which has been submitted, as well as commitment to provision of match funding by all partners. This agreement would be managed by Birmingham City Council as the accountable body for the bid;
 - 6.3.3 A clear setting out of roles and responsibilities, in terms of overall project management and coordination, geographical and thematic responsibilities.
- 6.4 Progress will regularly be reported into the City of Sanctuary Partnership Board, the Creating a City Without Inequalities Forum and the Homelessness Partnership Board.

7 Compliance Issues:

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

- 7.1.1 The approval of the bid and acceptance of funding from MHCLG for the delivery of the project will be a significant asset to the delivery of the Council's outcomes, priorities and plan for 2018-22. As well as bringing additional funding into the Council and the city, the advice and support provided to asylum seekers, refugees and migrants will also have a specific impact on the following outcomes and priorities:
 - 7.1.1.1. **Birmingham is an aspirational city to grow up in:** We will improve protection of vulnerable children and young people (including those with Special Needs and Disability). This will include both increasing the capacity for providing advice and support to families, but also improving education and community safety – particularly crime issues such as FGM and domestic abuse.
 - 7.1.1.2. **Birmingham is a fulfilling city to age well in:** We will work with our citizens to prevent social isolation, loneliness, and develop active citizenship. This will include better connecting new arrivals to community services, activities and networks to prevent isolation and loneliness.
 - 7.1.1.3. **Birmingham is a great city to live in:** We will work with our residents and businesses to improve the cleanliness of our city. This will include better education and engagement with new arrivals, which include about using local services such as refuse and recycling.
 - 7.1.1.4. **Birmingham is a great city to live in:** We will work with partners to tackle rough sleeping and homelessness. This is a particularly strong

focus for the bid and identifying asylum seekers, refugees and migrants who are sleeping rough or considered homeless who can be provided with immigration, housing and welfare advice and support.

7.1.1.5. **Birmingham is a great city to live in:** We will work with partners to ensure everyone feels safe in their daily lives. This includes better connecting new arrivals to local policing and increasing awareness of issues such as anti-social behaviour and hate crime.

7.1.1.6. **Birmingham is a great city to live in:** We will work with our partners to build a fair and inclusive city for all. There will be a particularly strong focus on advice and support in areas with the highest populations of refugees and migrants, which are also some of the most deprived neighbourhoods and communities in the city.

7.1.2 In addition, the proposal is consistent with the City of Sanctuary Policy Statement 2018-22, which sets out the Council's position and commitments to enabling the city to be a welcoming place of safety, where asylum seekers, refugees and migrants can successfully settle and integrate in the city. It is also consistent with the Cohesion Strategy and recognising the additional support needed for new arrivals to Birmingham which can help them better integrate with local communities and in neighbourhoods.

7.2 Legal Implications

- 7.2.1 Section 93 of the Local Government Act 2000 gives the Secretary of State power to award grants to local authorities for expenditure incurred by them in the provision of welfare services determined by the Secretary of State.
- 7.2.2 Under Section 111 of the Local Government Act 1972, a local authority has the power to take action which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions and therefore has a general power to enter into contracts for the discharge of any of its functions.
- 7.2.3 There are multiple sections of the Immigration and Asylum Act 1999 referring to immigration, immigration advice and services. In addition Part 5 of the Immigration Act 2016, concerns the support for certain categories of migrant relevant to this proposal. As part of the project's delivery, the intention is to focus on individuals in making immigration related applications and claims (with the exception of a first asylum claim), as well as those individuals who have a recognised legal status to remain in the UK as a refugee, or other migrant. Individuals with "No Recourse to Public Funds" will be provided advice about their rights and options, but consistent with legal duties and requirements will not be supported through Public Funds for Immigration Purposes. Para 6 of the Immigration rules sets out all Public Funds for Immigration purposes. None of those public funds is mentioned in the report or the application and none of them will be provided to people with NRPF through this project.

- 7.2.4 The project will be implemented through a legally binding partnership agreement between Birmingham City Council and the named project partners. This agreement will formalise the arrangements proposed in the AMIF bid, including the roles and responsibilities of partners, project governance arrangements, outputs, outcomes, as well as budgets and expenditure. These details are set out in the project bid, which are included as appendices to this report. As the accountable body for the bid, Birmingham City Council will be responsible for drafting, managing and enforcing the partnership agreement, as and where that might be necessary.

7.3 Financial Implications

- 7.3.1 The proposal to the Asylum Migration & Integration Fund is seeking total project funding of £1,470,621, which consists of activity to be delivered over an 18 month period during both 2020/21 and 2021/22. The project will include direct Council provision of £509,329 and services provided by the project delivery partners totalling £961,292 as in 7.3.2. These figures were derived from existing activity and services delivered by the named partners as part of the two projects that are being consolidated and continued in this bid.

7.3.2

| | Total | Of which | |
|-------|-------------------|-------------------|-----------------|
| | | Grant (90%) | Match (10%) |
| RMC | £509,327 | £458,394 | £50,933 |
| Asirt | £68,442 | £61,598 | £6,844 |
| CELC | £383,523 | £345,171 | £38,352 |
| BCC | £509,329 | £458,396 | £50,933 |
| | £1,470,621 | £1,323,559 | £147,062 |

- 7.3.3 There is a requirement for match funding of 10%, which is shared across partners relative to their portion of the overall budget. With the application, each partner provided a signed declaration that this match would be provided. Provision of such match funded would also be supported by the legally binding Partnership Agreement.
- 7.3.4 The portion of match funding required by the Council is £50,933. This will be sourced from workstream income received from the Home Office for the resettlement of Syrian Refugees. The Home Office have previously given consent for direct and indirect use of funding that benefits the wider infrastructure for migration and integration in the city. The Council element is proposed to fund externally commissioned services (£124,800) and the extension of current externally funded Council staffing costs totalling £384,529 as follows:

- 7.3.4.1. The budget would fund a Senior Commissioning Officer, a Local Authority Asylum Move-on Officer and a Business Support Officer in the Refugees & Migration Team (Adults Social Care Commissioning – Prevention). These posts are already established and would be extended on a fixed term basis until 30th April 2022 in line with the project end date. The combined cost of this is estimated at £259,990. The work would cease unless further funding is made available at the end of the project.
- 7.3.4.2. There would also be two Neighbourhood Advisor posts based in the Neighbourhood Advice & Information Service (NAIS). Again, these posts are already established and would be extended on a fixed term basis until 30th April 2022 in line with the project end date. The cost of this is estimated at with an estimated cost of £124,540. Again, the work would cease if no further funding was available at the end of this project.
- 7.3.4.3. For both Adults Social Care Commissioning and the Neighbourhood Advice Service, additional budget is included for:
- Covering related translation and interpretation costs (NAIS) - £64,800;
 - Commissioning of a secure Referral Management Systems portal to manage referrals between partner agencies (ASC) - £60,000.
- 7.3.5 The remaining £961,292 would be used by the three project delivery partners to increase capacity to deliver advice and support services for refugees and migrants in accordance with the AMIF Grant Conditions. The services would also be accessible to statutory and voluntary sector professionals and practitioners working with these groups. The provision of these services would be subject to a partnership agreement between Birmingham City Council and the named project partners between 1st November 2020 and 30th April 2022.
- 7.3.6 Successful applicants to AMIF will be required to sign a Grant Agreement with the UKRA to confirm that they agree to comply with the financial and other reporting requirements set out in it. The Grant Agreement is a standard, legally binding document and successful applicants will be subject to the terms and conditions contained in it. Failure to meet any of the conditions of the Grant Agreement may result in the withdrawal of funding and, if necessary, the recovery of funds issued.
- 7.3.7 Costs cannot be incurred before the start date on the Grant Agreement. Payments to projects will be made quarterly in arrears, based on the financial declaration of actual expenditure on the quarterly expenditure toolkit.
- 7.3.8 To assist project cash flow, the UKRA will pay 25% of the funding amount requested as pre-financing. This will be recovered in equal amounts on a quarterly basis starting with the payment for the second quarter and ending in

the penultimate quarterly payment. There may be an opportunity for additional pre-financing at any point during a project. If it is necessary to request further pre-financing this must be discussed with the UKRA Account Manager and a business case submitted for consideration by the UKRA. If all of the money advanced has not been utilised by the end of the project, the organisation will be required to repay the residual monies.

- 7.3.9 Upon receipt of the quarterly Expenditure Toolkit, Project Performance and Delivery Report and Beneficiary List, the UKRA will, subject to satisfactory review, issue a Payment Request Form to the Project Manager for 75% of the AMIF funding declared in the Expenditure Toolkit less any recovery of pre-financing money. This can be signed by any of the officers who have signed the Grant Agreement e.g. the Project Manager, Finance Manager/Director or legal signatory. A signed copy should be returned to the UKRA, where payments will be made by BACS to the bank account of the organisation.
- 7.3.10 Each quarter, projects will be required to submit a Project Performance and Delivery report, a Project Expenditure Toolkit and a Beneficiary List. Failure to submit these reports within the timescales specified in the Grant Agreement may lead to funding being withdrawn.

7.4 Procurement Implications

- 7.4.1 As the project partners will be entering into a partnership agreement, there are no contractual arrangements between the parties that would give rise to procurement implications.
- 7.4.2 If the project partners require third-party contractors to enable them to deliver the services which are subject to the award from AMIF and subsequent partnership agreement with the Council, they will be required to comply with procurement regulations and follow the Council's procurement governance arrangements. Furthermore, any particular requirements set out by the EU for this project will need to be adhered to.
- 7.4.3 Elements of the project plan that will require further procurement are:
 - 7.4.3.1. Procuring translation and interpretation services (NAIS) – budget: £64,800.
 - 7.4.3.2. Commissioning of a secure Referral Management Systems portal to manage referrals between partner agencies (ASC) – budget: £60,000.
- 7.4.4 Both of these projects are beneath the EU threshold for procurement but will need to follow the Council's procurement governance and any particular requirements of the EU.

7.5 Human Resources Implications

- 7.5.1 All posts funded through the project are already established and filled and would be extended on a fixed term basis until 30th April 2022 in line with the

project end date. The work would cease unless further funding is made available.

7.6 Public Sector Equality Duty

- 7.6.1 The Equality Impact Assessment has been completed. The conclusion from the assessment is that, overall, those with protected characteristics will benefit positively from the project, especially those characteristics such as race, religion, gender, and marriage / civil partnership which commonly coincide with the target group of new refugees and migrants in Birmingham. The aim of the project is to address the barriers faced by many in these groups in accessing basic public services and community assets and close the gap accordingly. A broader group of Birmingham's citizens with these characteristics may also indirectly benefit from the project as the Welcome Pathway will include making information available to new migrants and refugees in Birmingham about life in the UK and community cohesion, including equalities.

8 Appendices

- 8.1 **Appendix 1a** - Bid Application Form
- 8.2 **Appendix 1b** - Bid Financial Toolkit
- 8.3 **Appendix 2** - Equality Impact Assessment Ref EQUA539.

9 Background Documents

- 9.1 AMIF guidance



Asylum, Migration and Integration Fund (AMIF) Application for Funding

ABM4 – Integration policy, tools and frameworks

Contact Information

| | |
|----------------------------------|--|
| Name of Organisation | Birmingham City Council |
| Full Address | Council House, Victoria Square Birmingham, B1 1BB |
| Main contact and position | Bethany Finch Commissioning Manager, Refugees & Migration Adults Social Care Commissioning |
| Email address | Bethany.finch@birmingham.gov.uk |
| Telephone number | 07548 123 286 |



Ensure all dates and amounts entered in separate documents match

Project Information

| | |
|---|-----------------------------------|
| Project Title | Foundation for Integration |
| Proposed Project Start Date | 01/11/2020 |
| Proposed Project End Date | 30/04/2022 |
| AMIF Funding amount | £1,323,558.95 |
| Match Funding amount | £147,062.11 |
| Total Cost of project | £1,470,621.06 |
| Where did you hear about the Call? | Other AMIF funded projects. |

Other European Funds

| | |
|--|--|
| If you are in receipt of European Commission funds, please state fund and purpose | ERDF through Urban Innovative Action – project title: MiFriendly Cities; project purpose: to promote integration of refugees and migrants in the West Midlands across employability, enterprise, active citizenship and narrative building. End date 28/02/2021. Other EU funded projects in other directorates of the BCC (not explicitly directed at migrants) – mainly ESF and ERDF. |
| If you intend to apply for any other EC funds, please state fund and purpose | None |

Organisation

Please indicate the type of organisation you are applying from

- ☐ National policy maker (Home Office, MHCLG)
- ☐ Devolved Authority
- ☐ Regional Authority (including Strategic Migration Partnerships)
- ☒ Local Authority

Part 1: Relevance

In this section, you will be expected to demonstrate how your proposal relates to the requirements of the AMIF Fund. We will expect you to outline what you intend to use the AMIF grant for a.

Please ensure your answers address the question in a concise manner.

Failure to adhere to the word counts stated may adversely affect your application.



1. What is the integration product that you intend to produce? (max 900 characters including special characters and spaces)

Foundation for Integration will see the production of a pathway approach to preventing crisis and destitution and facilitating integration for Third Country Nationals making Birmingham their home, including the launch of a new secure Referral Management System portal.

Key elements of Ffl programme include:

- Development of a Welcome Pathway for new arrivals.
- Development of an Advocacy & Advice Pathway including provision of up to OISC L3.
- Training package for other agencies including staff in statutory services including e-learning.
- Development and adoption of an Early Action Local Government Charter by Birmingham City Council.
- Regional dissemination of the Foundation for Integration Early Action approach.

The product we intend to produce is:

- A secure Referral Management System portal for coordinating referrals between partner agencies.

(853 characters)

2. Why is there a need for this product?

A metropolitan district authority whose population is estimated at 1.14 million (Census data, 2011) Birmingham is the second largest city in the UK and the largest local authority in Europe. In the UK, the next largest local authority by population size has a population of almost half that of Birmingham. The city has long been a melting pot of multiculturalism and in recent years has become known as “superdiverse”. It is estimated that around 26% of the city’s residents originally are non-UK born (ONS, Midyear UK population estimates 2018) and many more are second or third generation migrants. Year on year, the city welcomes thousands of new arrivals; in the latest year for which data exists (2018-19), there were an estimated 16,128 new arrivals in the city brought about by long-term international migration.

Factored into these statistics is the role the city plays in welcoming those seeking sanctuary from beyond Europe. Birmingham has been a voluntary dispersal area for asylum seekers since 1999 and at any one time, the city is host to around 1,600 asylum seekers in receipt of Home Office accommodation and support. Latest data indicates around 45% of these asylum seekers will receive a positive first decision and will likely go on to make Birmingham their home. Of those who don’t receive a positive decision but go onto appeal, around 50% will receive a positive decision. Furthering its commitment to providing a place of welcome, the city has been a leader in refugee resettlement since 2015. Birmingham City Council was one of the earliest adopters of the Syrian Vulnerable Persons Scheme, making a total commitment to receive 550 refugees over the five-year scheme, over and above its per capita share of the national pledge. Recently the city has also pledged its support for UK Resettlement, commencing later this year.

Resettlement has provided a huge opportunity to explore best practice in welcoming refugees and in providing the services and creating the conditions that will lead to positive integration outcomes for people originally fleeing violence and persecution, who are building their new futures in Birmingham. By and large, these opportunities have only been available to those arriving on the resettlement scheme and locally, there is an acute need to transfer this learning to working with those arriving through other routes, at the point at which they become legally present in the UK. We have seen how referral data and systems have been able to support and improve the level of information available to key agencies, the quality of referrals, and our understanding of the needs of resettled cohorts in general, and locally, this has significantly improved the commissioning of local services for this cohort.

The current landscape when working with those arriving through non-resettlement routes can be characterised by a third sector with a wealth of knowledge and experience but, crucially, a lack of ability to share data and information in order to make referrals without causing significant delays for clients, including asking them to repeat key information to multiple agencies. This risks a high attrition rate in the take-up of key legal provision in the city and presents a strong need for coordination and collaboration between statutory and voluntary sectors. It is this challenge that this project and product seeks to address.

Specifically, developing and embedding the secure Referral Management System into the Foundation for Integration delivered by this partnership will:

- Improve our access to deep-dive level data on the types of referrals, referring agencies, and the needs of TCNs and refugees in the city including the period of time spent accessing support.

- Create and embed a trusted referral pathway with a high quality response and referral rate, move-on and integration support for new refugees moving out of Home Office accommodation following a successful asylum claim. Currently, a lack of this, as well as a lack of information sharing puts this group at significant risk of crisis and destitution, with key agencies reporting that in Winter 2018, 89% of referrals to Birmingham's night shelters were new refugees and other Third Country Nationals.
- Improve the ability of partners to increase capacity and access to good quality regulated immigration, housing and welfare casework, advice and support for Third Country Nationals, where a lack of this is currently delaying people and families accessing the support they need to prevent crisis and destitution and to build successful futures in the city;
- Improve genuine collaboration between statutory agencies and voluntary sector immigration, housing and welfare advice providers, based on accurate data and insights into the needs of new refugees and other TCNs. Without this, opportunities to provide a wider range of advice and to mainstream a basic knowledge of migrants' rights and entitlements are being missed;
- Develop a coordinated and strategic approach to the advice and guidance offer for new arrivals. When fragmented and unclear, this leaves room for misinformation and a reliance on unregulated or informal advice, not equipping refugees and other Third Country Nationals to make well informed decisions about their life in Birmingham.

Partners estimate that current demand levels for the above provision outstrip supply by double. There is an urgent need to expand this capacity, with a considerable amount of time and resource currently absorbed by time-consuming or incorrect referrals being made. To embed a truly effective pathway involving specialist advice and personal data of vulnerable individuals, there must be a secure referral management system in place.

In the literature and in local practice, it is accepted that access to rights, entitlements, and information for migrants is the foundational tenet of integration. Numerous studies have highlighted the significant, positive impact of access to rights on other areas of integration, including employment, housing, health and social connections. This project will focus on the "Foundation" heading of the Indicators of Integration Framework: ensuring new arrivals are accessing their rights and entitlements and are aware of their responsibilities in order to become active and contributing members of the community in the city of Birmingham.

Without good availability of information and advice, and without a clearly embedded, coordinated approach including a fully embedded, secure referral management system, the risks of misinformation and negative integration outcomes for new arrivals are high. There is an abundance of unregulated and informal information and advice in the city, which needs to be countered by an equally abundant and easily accessible, regulated and quality information, advice and support offer. In a city of Birmingham's scale and complexity, it is crucial that the full range of agencies involved in this agenda have access to a secure portal to improve integrated and collaborative working.

Foundation for Integration takes a pathway building approach to the provision of information, advice, guidance and integration support for newly arrived Third Country Nationals, thereby recognising the impact of accessing information, rights and entitlements on wider integration outcomes; in-keeping with a prevention and early action approach to integration. In delivering the project, we aim to prevent the following three primary phenomena, which commonly characterise experiences of newly arrived Third Country Nationals in the city currently:

1. New refugees and other Third Country Nationals with the right to remain in the UK not being able to quickly and confidently access the right regulated and free legal advice in order to properly settle. This includes, for example, the OISC support needed to legally reunite families, to make applications for settlement or change of conditions, to access recourse to public funds, or to make citizenship applications.
2. New refugees and other Third Country Nationals not being aware of their rights, responsibilities, options, and entitlements with regard to health, education and housing services or, indeed, aware of how and where this information can be accessed. This is contributing to delayed presentation to the NHS for issues such as TB or inappropriate presentations to A&E. It is also contributing to a lack of engagement with schools and enrolment, as well as a high number of TCN individuals and families entering the council's Temporary Accommodation provision or finding themselves homeless. Without this work, previous estimations indicated 100% of new asylum-route refugees were finding their way into Temporary Accommodation after leaving Home Office accommodation.
3. New refugees and other TCNs not being made aware of their rights, responsibilities, options and general expectations with regard to their new neighbourhoods and communities, including advice and information about tenant and neighbour responsibilities, how to use community services including libraries, policing, community centres, environmental services, adult education and ESOL, as well as community networks for instance. Currently, the lack of this provision is contributing to: complaints about anti-social behaviour, particularly in West Birmingham, which relate to different cultural practices; a lack of people accessing ESOL outside of formal DWP mandated pathways; a general lack of integration and community cohesion in some parts of the city; under-reporting of hate crime and anti-social behaviour amongst refugee and migrant groups.

Beyond those directly engaged in delivering those project, the wider sector of migrant and refugee support services, and the project end-users themselves, the impacts of the project will also extend to external stakeholders: local neighbourhoods and communities where cohesion is improved; statutory agencies where the costs of presentations by TCNs to inappropriate services or destitution provision decrease; and wider society as TCNs are able to become more active and contributing citizens of Birmingham.

3. Who will use the end product of this project? (max 100 words)

The Foundation for Integration pathways will be used primarily by TCNs, including new refugees. This will be those requiring support with: legal advice and casework; accessing public services; communities and local services; and integration.

Ffi will include training for other agencies (including statutory) to improve understanding of migrant issues and referrals into the Ffi pathways.

The online RMS portal integrated into the Ffi pathway will be used by the project partners exclusively, to aid referrals. The data generated will be used by commissioners to inform strategy and services.

The charter and dissemination will be accessed by other local authorities and partner organisations.

(101 words)

Part 2: Added Value

In this section, you will be expected to demonstrate why your project is needed. You will need to demonstrate an understanding of the gap in current policy and how your project will fill this gap.

- 4. How will this product improve integration services for the end beneficiary. (max 250 words)**

- **Welcome Pathway**

Beneficiaries will understand rights and responsibilities. They will have a better understanding of how to access community services: libraries, ESOL and other Adult Ed, community centres, policing, etc. Community understanding, cohesion, and community safety for new arrivals will improve.

- **Advocacy & Advice Pathway**

Will improve the access of beneficiaries to legal advice and casework, improving rights of those eligible and legally in the UK. Rights are a foundational tenet of other integration outcomes including work, study, housing and social independence.

- **Launch of an RMS portal for coordinating referrals**

Will improve ability to share data and increase the speed and appropriateness of referrals. This will ultimately build trust with beneficiaries who feel they are getting a good service from the project, and help embed the pathways within the sector, safeguarding against future changes. The capacity of the project will increase; more people will benefit. The data generated by the portal will also inform commissioning of future services and funding.

- **Training package for agencies including statutory staff**

Will increase awareness of migrants' rights and concerns in other agencies, allowing for better support and decision-making, increased awareness of the pathways and referrals into them. Beneficiaries will get the right support / information / advice faster.

- **Early Action Local Government Charter and regional dissemination**

Will increase strategic and political awareness of the project approach, and act as a blueprint for other councils to build strong partnerships and invest in similar action. The benefits of the project will have legacy beyond that in Birmingham.

(250 words)

Part 3: Efficiency

In this section, you will be required to demonstrate that your project will deliver an achievable and realistic output, whilst maintaining value for money.

This aspect of the application will be assessed using your responses to the questions below, the total core output table overleaf and the Budget Estimate Toolkit which is separate to this form. Please ensure you have completed both forms with the relevant information. Failure to do so may adversely affect the outcome of your application.

You must enter a “total core output”. This is the overall objective that you intend to deliver with AMIF Funding.

You will need to submit a quarterly progress report and you must provide key milestones with dates they will be achieved, that you can evidence, to demonstrate to the UKRA that the project is on track to deliver the core output.

You will be expected to deliver what you describe by the given date. Failure to do so may result in termination of funding.





You must give milestones for both development and roll out of your product

Final Project Output For Product and Roll Out

Using the SMART principles (Specific, Measurable, Achievable, Realistic and Time-bound), please outline the total core output for the project (max 250 words). This should specify **the product being developed and roll out of the product.**

Within the 18 month project lifetime, Foundation for Integration aims to develop, improve and embed a Welcome Pathway and an Advocacy & Advice Pathway for the benefit of new arrivals including new refugees. The pathways will be optimised through the development of the following product:

- A secure Referral Management System portal for coordinating and improving referral mechanisms between partners.**

The portal will aid referrals into the project and between partners to better embed the Pathways, and to provide beneficiaries (TCNs and refugees) with a trustworthy service, rather than current experience where many are signposted from pillar to post. In addition, the portal will allow us to pull deep-dive level data to understand, amongst other things: The number of referrals made, the characteristics of people requiring support, the number of external agencies referring into the project, the type of service required, how quickly the TCN / refugee was matched with provision. This information will improve understanding and commissioning approaches to integration services in Birmingham.

In the literature and in local practice, it is accepted that access to rights, entitlements, and information are the foundational tenet of integration. The output of this project is therefore ensuring new arrivals are accessing their rights and entitlements and are aware of their responsibilities in order to become active and contributing members of the community in Birmingham. Directly or indirectly, this will also bring about positive integration outcomes for refugees and other TCNs, including in employment, housing, health and social connections.

(245 words)

| DEVELOPMENT PHASE | | |
|-------------------|---|---|
| Date | Measurable key milestone | How this will be measured |
| 31/11/2020 | Partnership Agreement in place | Finalised and signed Partnership Agreement |
| 31/12/2020 | Project Plan finalised and agreed to include confirmation of outputs and delivery dates. | Project Board agreement of Project plan including project delivery, outcomes and outputs. |
| 31/12/2020 | Critical stakeholders engaged | Relevant voluntary and statutory sector stakeholder meetings held and minutes circulated. |
| 31/01/2021 | Launch of Delivery: Welcome to Birmingham sessions delivered to refugees and migrants (10 people per session) | Materials and sign-in sheets for first session retained (RMC). |

| | | |
|-----------------------|---|---|
| 28/02/2021 | Training packages finalised and first sessions delivered to each audience type. | Training materials stored, sign-up and sign-in sheets kept and stored. (CELC, Asirt, BCC) |
| 31/03/2021 | Contract awarded for development of Referral Management System portal including finalised contract specifying KPIs and delivery dates. | Awarded and signed contract. |
| 30/04/2021 | Local Government Early Action Charter developed and considered by relevant Members. | Cabinet report and Cabinet Member Briefing documents retained and stored (BCC). |
| 30/06/2021 | 3 consultation sessions with refugees who have been through the asylum process. | Sign-in sheets and feedback captured and retained (RMC and BCC). |
| 30/06/2021 | 350 households of new refugees / other TCNs supported to move-on from asylum support following a positive decision through initial assessments and actions plans drawn up and operationalised as part of the Welcome Pathway, including: <ul style="list-style-type: none"> • Document checks • Access to benefits • Access to housing • GP registrations • School registrations • ESOL and Adult Ed enrolment • Job search assistance Identification of and support for vulnerable adults and/or children | Data recorded on shareable Ffl casework tracker master (RMC) |
| 31/08/2021 | 600 hours of 1to1 support delivered to refugees and migrants on an outreach basis across the city | Data recorded on shareable Ffl casework tracker master (RMC) |
| 31/08/2021 | Support offer to frontline external agencies and frontline workers / advisers established | Receipt of 400 enquiries – calls / emails from external agencies logged (CELC and Asirt). |
| 31/09/2021 | Referral Management System portal live | Portal live with functioning URL and log-in details for project partners. |
| ROLL OUT PHASE | | |
| Date | Measurable key milestone | How this will be measured |
| 31/10/2021 | First 50 referrals made on the RMS portal | Tracked on portal via data output (BCC). |
| 31/12/2021 | First deep-dive portal monitoring report on: The number of referrals made, the characteristics of people requiring support, the number of external agencies referring into the project, the type of | Through data generated by the portal and production of first monitoring report, shared with senior managers and Cabinet Members in the Council (BCC). |

| | | |
|-------------------|---|---|
| | service required, how quickly the TCN / refugee was matched with provision. These reports will continue to be pulled on a quarterly basis for the remainder of the project. | |
| 28/02/2022 | Regional dissemination of project learning and the early action approach | In partnership with regional bodies and networks. Meeting agenda and minutes documented and stored (BCC). |
| 31/03/2022 | 2,500 people in receipt of support through the Advocacy & Advice pathway, including provision of casework | Shareable casework tracker updated (Asirt, RMC, CELC). |

5. What documentary evidence will you provide to demonstrate that you have achieved these milestones? (max 250 words)

The project board will meet regularly and will embed the collation of the following in its reporting structures:

| | |
|--|--|
| Quarterly reports including activity by partner | Monitoring data – mostly quantitative |
| Case studies to demonstrate impact of partner activities | Impact data – mostly qualitative |
| Feedback from individual users and stakeholders | Impact data – mostly qualitative |
| End of project impact report | Impact data – mixed methods |
| Learning and evaluation from small grant funded projects | Monitoring and impact data – mixed methods |
| Stakeholders that linked into, raising and referring local issues and opportunities with advice hubs | Impact data – quantitative |
| Shareable casework tracker data | Monitoring data – mixed methods |
| Agendas, minutes, sign-in sheets, papers, marketing materials as required | Monitoring data – quantitative |

As indicated above, this data will allow for both monitoring and impact data to be collected, and will produce a mixed methods account of activities that have taken place within the project, milestones reached and impact achieved.

We will use this data to generate learning in the following ways:

- Establishing best model and approach for hub-based approach
- Establishing evidence base and data sources to understand scale and scope of impact of migration across housing, health, welfare, education, community safety, ESOL, employment, statutory and voluntary sectors.
- Using this information to inform council strategy and approach to future funding of this work.

(210 words)

Part 4: Effectiveness

In this section, you will be required to demonstrate your ability to run the project.

Staffing and resources

6. What experience does your organisation and/or project staff have of working on projects/services similar to those in this application? (max 250 words)

Since 2015, Birmingham City Council has an established Refugees & Migration team consisting of 8 full-time staff members. The team sits in Adults Social Care Commissioning as part of the Prevention & Community Assets super-team. Within the team, there is a significant amount of experience and expertise on refugees and migration topics, as well as on Project Management, Project Support and Commissioning. We currently run:

- Syrian Vulnerable Persons Resettlement programme including commissioning of integration services (approx. £9.3 million)
- MiFriendly Cities regional partnership programme promoting integration across jobs, enterprise and active citizenship including access to rights (£425,000 – EU funded)
- Connecting Communities programme improving networks and integration opportunities for Eastern European communities. (£413,013)
- Preventing Crisis Enabling Integration partnership project including elements as the precursor to Foundation for Integration, including the same partner organisations. (£808,927)
- Asylum Move-On project, also including elements as the precursor to Ffl, including partner organisations. (approx. £125,000)

In addition, we coordinate the city's Migration Forum (over 200 members) and the council's City of Sanctuary strategy in Birmingham. We report directly to the Cabinet Member for Social Inclusion, Community Safety & Equalities and other Cabinet Members as necessary.

We have a long history of working with the proposed partners as key stakeholders in the sector, and over the last 12 months have worked with them formally in the delivery of the pre-cursors to the Ffl project as above.

We have experience of managing EU funded projects including the necessary financial and non-financial reporting requirements and have robust systems in place to support these.

(250 words)

7. Please outline the staffing required for this project. If staff are not currently in post to work on this project, please state how you will ensure the roles are filled and when this will be completed. (max 250 words)

| Partner | Staff Required | Currently in Post |
|----------------------------|---|-------------------|
| Birmingham City Council | Project Manager / Senior Commissioning Officer | Y |
| | Move-on Liaison Officer | Y |
| | Neighbourhood Advice & Information Advisors x 2 | Y |
| | Business Support Officer | Y |
| Refugee & Migrant Centre | Housing Officer | Y |
| | Caseworker x3 | Y |
| | Advisor x2 | Y |
| | Senior caseworker/Project Manager | Y |
| | Health caseworker | Y |
| | ESOL / Employment Tutor | Y |
| | Volunteers | Y |
| Central England Law Centre | Solicitor/caseworker/advisors | Y |
| | Learning & Impact Worker | Y |
| ASIRT | Case worker | Y |
| | Senior Case Worker | Y |

Please see the budget toolkit for the full list of staff assigned to this project.



You must provide job descriptions for all of the positions listed in question 7 and an organisation chart showing all of the individuals involved in project delivery

Partners

Partners are organisations and institutions that, in conjunction with the lead applicant that submitted the application, participate in designing and implementing project activities, share the relevant tasks and finance. Both the lead applicant and the partners share contractual and financial responsibility for the proper and timely

implementation of the project. The costs partners incur are eligible in the same way as those incurred by the lead applicant.

The eligibility rules applicable to the lead applicant apply exactly the same for all partners involved in the project. All partners are bound by the same rules. We would expect there to be a ‘partnership agreement’ in place between all partners in a project setting out the roles and responsibilities of each.

However, the lead applicant remains the main point of contact for the UKRA and is responsible for the operational and financial reporting and for providing the necessary information and evidence for the project.

8. Please list the partners that will be involved in this project. If none, please continue to question 13. (max 250 words)

- **Central England Law Centre**

Central England Law Centre Ltd was formed after Coventry Law Centre (part of the Law Centres Network) opened an office in Birmingham in 2013. CELC provides free specialist legal advice and representation to people who cannot afford to pay for it in the following areas of social welfare law: Social Care and Health, Welfare Benefits, Housing, Public Law, Debt, Employment, Family, Immigration and Asylum. They also work to increase people's knowledge of legal rights and build confidence and ability to manage day to day issues that have a legal solution, and support other organisations that work with vulnerable people by providing advice, information and training to their staff and volunteers.

- **Refugee Migrant Centre**

RMC have a team of qualified and experienced caseworkers, accredited with the Office of Immigration Services Commissioner (OISC). RMC's service provides casework, advice and guidance on immigration, housing/homelessness/destitution, welfare, education and health. They also provide English classes, dedicated support with citizenship and employment and run two resettlement schemes for vulnerable Syrian refugees. A total of 40 languages are spoken by staff.

- **ASIRT (Asylum Support & Immigration Resource Team)**

Asirt is a not-for-profit OISC-registered advocacy organisation working to support asylum-seekers, refugees and other people in the West Midlands who are or have been subject to immigration control. Asirt provides advice and casework on immigration. They work in partnership with statutory and voluntary agencies and run educational awareness-raising talks for schools, colleges, workplaces, community groups and trade unions.

(243 words)

9. How long you have had a working relationship with the aforementioned partner(s)? (250 words)

Birmingham has been a voluntary dispersal area since 1999 and since this time has consistently hosted a large asylum seeking population. This coincided with the birth of the asylum and refugee support sector in Birmingham and the surrounding Black Country area, which is now thriving. The partners involved in the bid are established agencies in Birmingham and have a long history of working with the council as important stakeholders and representatives of the sector.

Formally, we have worked in partnership with RMC and Central England Law Centre since 2018 as two of 11 total partners on the MiFriendly Cities project.

We have commissioned services from RMC since 2019, when the Asylum Move-On project launched. The services involved included many elements we wish to build on in the Ffl project.

We have worked in partnership with ASIRT, including with CELC and RMC since the start of 2020, as delivery partners on the Preventing Crisis Enabling Integration project. Again, this project includes many elements we wish to further develop in the Ffl project.

(171 words)

10. What role(s) will your partner(s) have on this project? (max 250 words)

| Partner | Delivery |
|----------------------------|--|
| Central England Law Centre | <p>Provision of core Advice & Advocacy Pathway elements:</p> <ul style="list-style-type: none"> • Specialised immigration advice • Housing and community care support • Training for frontline workers and community networks <p>Provision of core Welcome Pathway elements:</p> <ul style="list-style-type: none"> • Welfare benefits advice |
| Refugee Migrant Centre | <p>Provision of core Welcome Pathway elements:</p> <ul style="list-style-type: none"> • ESOL and employment support • Welcome to Birmingham sessions • Document checks • Access to benefits • Access to housing • GP registrations • School registrations • Identification of and support for vulnerable adults and/or children <p>Provision of core Advice & Advocacy pathway elements:</p> <ul style="list-style-type: none"> • Housing, homelessness and destitution related matters • Welfare benefits access • 1to1 outreach support • Comprehensive (OISC level 1, 2 & 3) immigration casework |
| ASIRT | <p>Provision of core Advice & Advocacy pathway elements:</p> <ul style="list-style-type: none"> • Specialist immigration advice and support to individuals and dependents. • Training on health and homelessness prevention delivered to non-specialist advice agency staff. |

11. What role will you have as the lead partner on this project? (max 250 words)

Birmingham City Council will provide overall coordination, management and project governance:

- Promoting project in priority communities, agencies and networks
- Commissioning the development and hosting of the secure Referral Management System portal.
- Support for partners delivering the community-based training and capacity building
- Robust data collection system and contribution to development of evaluation and learning element of project.
- Developing the local government Early Action Charter.
- Regional dissemination to share learning with other local government areas.
- Relationship brokerage with staff in key statutory agencies.
- Overall financial and non-financial reporting responsibilities.
- Using project learning and monitoring and impact data to inform strategic approach to future funding and legacy of the work.

BCC will also be responsible for key delivery elements:

- Information, advice and guidance through Neighbourhood Offices.
- Referrals into project partners through Neighbourhood Offices.
- Conduit for referrals between Home Office providers and Welcome Pathway partners through Asylum Move-On Officer.
- Coordination of BCC service involvement in Welcome Pathway including social care.

BCC's intended outcomes are:

| Outcome |
|--|
| Project aims, objectives, outcome and impact are delivered |
| Changes to the way services are commissioned and delivered to better recognise and support refugee and migrant communities, particularly in the statutory sector |
| Statutory partners have a better understanding of asylum and immigration issues and how they relate to the services they're responsible for |
| Increased evidence for business case for future investment in specialist advice for migrants, refugees and asylum seekers |

(230 words)

12. How will you monitor and obtain information securely from each of your partner organisations? (max 250 words)

Both precursor projects to the Foundation for Integration project have required the development of secure data sharing pathways. This has been supported by data sharing agreements. These agreements will act as a precedent for the development of a new data sharing agreement to be put in place to govern the information sharing required to complete project objectives.

The product we intend to develop and roll-out is a secure Referral Management System portal for use by project partners. This portal will act as a central referral and data collection hub which will manage the referral from start to finish. This element will be commissioned by Birmingham City Council and will be compliant with all data protection and internet security policies and regulations. This will be ensured by Birmingham City Council's legal teams, information & technology teams, and our GDPR experts.

(139 words)

Subcontracting

Please refer to the Call guidance for more information on EU Procurement rules before completing this section.

All projects must ensure that their procurement procedures comply with the rules outlined by the European Commission.

Contracts which do not comply with these rules will be ineligible for AMIF funding.



13. Will subcontractors be required for this project? Yes
If no, please continue to question 16.

14. Which element(s) of the project do you intend to subcontract and why?
(max 250 words)

We envisage to use a subcontractor to scope, develop, test and roll out the secure Referral Management System portal for the project.

The referral management portal will ensure:

- Necessity – individuals/households are referred as and when necessary, without avoidable delay with all necessary information provided.
- Destination – individuals are referred to the most appropriate partner first time;
- Process – the referral process itself is conducted well
- Outcome & Data – provides a seamless and secure location for all data and reporting information including peer reviews and lessons learnt.

Due to the scope of the portal work it is felt that the necessary skills are not available across the partnership so the partnership would look to subcontract this work subject to necessary procurement process.

(words 119)

15. Have you already procured the subcontract(s) for this project? No
If no, please continue to question 17.

If yes, please refer to the procurement information outlined in the application guidance, then explain how your procurement process complied with these guidelines (max 250 words)

Match-funding

16. Please say who is providing the match funding for this project how much they will provide and outline your contingency plan for the loss of match-funding (max 250 words)

All partners will be providing match funding at a rate of 10% of their portion of the overall budget. We have secured confirmation of this, as well as that match funding is not being sourced through any other EU or EC funds, on the match funding confirmation document also sent with this application.

If our application is successful, we will formalise this commitment from all partners in the Partnership Agreement. This will include a commitment to inform Birmingham City Council as the lead partner of any changes to the match funding position as soon as possible. If any match funding is ultimately withdrawn and not able to be replaced by that partner, we would consider sourcing this elsewhere across the partnership for a fixed period of time while that partner reviews their situation. If their situation cannot be resolved and the amount of match required is too great to be continue to be made up by other partners, the partnership would need to consider that partners' involvement in the project and / or sourcing new, external funding to make up the match. All these decisions would be taken at Project Board with the involvement of all partners and on the advice of Birmingham City Council's Legal and Finance departments. (209 words)

Data Protection and Information Management

Projects and organisations which do not comply with the requirements of the Data Protection Act (DPA) 2018 are ineligible to receive AMIF funding. This applies to all organisations that you share data with and collect data from.

17. Do you, your partners and sub-contractors agree to comply with the requirements of the DPA 2018 and ensure organisations that you work with on the project agree to comply with the requirements?

- Yes ☒
- No ☐

18. Please outline how your project and organisation will comply with the DPA 2018 and how you will ensure organisations that you work with on the project agree to comply with the requirements? (max 250 words)

It is envisaged that a DPA audit will be undertaken during the development of the referral management system to ensure that the referral management system is built to comply with the DPA requirements.

In addition, all partners as individual organisations are compliant with the DPA 2018 and have developed their own processes for recording consent, assessing, holding and sharing information as they are responsible for signposting and making referrals on behalf of their clients.

(74 words)

Part 5: Sustainability

Project sustainability is measured by how well the project's actions continue to have a positive benefit *after* the project has concluded.

19. Please outline benefits of this project after its closure. (max 250 words)

A key objective of Ffl is to generate a sufficient level of information and data collection to better understand the impact of early action focused initiatives such as this in bringing about better integration outcomes for TCNs and refugees, as well as a cost reduction to statutory services. Our product, the development of the secure Referral Management System portal for secure referrals and data collection, is a crucial part of ensuring we can fulfil this objective.

The information generated through the portal will help Birmingham City Council and other statutory agencies understand how best these services can be secured for the long-term. This activity will take place concurrently with the development of Birmingham City Council's New Communities Integration strategy which will address the legacy commissioning / funding needs arising from the Ffl project

Development of the Local Government Early Action charter will ensure the legacy of this project in Birmingham City Council, as we will aim for Full Council to make a commitment to recognising the need for up-stream investments of this nature.

Regional dissemination of the charter will be achieved by working collaboratively with the West Midlands Strategic Migration Partners, hosted by BCC, and will ensure the benefits are extended beyond Birmingham, as well as set the scene for future regional collaboration and partnerships in this area.

(214 words)

Part 6: Checklist

Incomplete applications will not be considered; applicants will receive notification that their applications have been unsuccessful on these grounds.

Applications will not be reviewed prior to the closing date of the Call, irrespective of when they are submitted. You will not have the opportunity to submit any documents once the Call has closed.

Please therefore ensure that you are ready to submit a complete application.

Have you:

| | |
|----------|--|
| 1 | Completed all parts of this application form |
| 2 | Completed all sections and fields of the Budget Estimate Toolkit |
| 3 | Completed the match-funding template on letterheaded paper with the signature of a Finance Director/Manager from that organisation |
| 4 | Provided the last 2 years of accounts from your organisation and partner organisations PLEASE NOTE: We have been unable to supply this in the timeframe, due to significant reduced capacity in Finance teams in the lead organisation due to the Covid-19 crisis. We are happy and able to provide these records at a later point if you would like us to and/or if we are selected to progress our application. |
| 5 | Completed the partnership declaration template(s) if applicable |
| 6 | Completed the Organisation Information Form for lead and partner organisations |

| | |
|---|---|
| 7 | Ensured your responses do not exceed the word counts |
|---|---|

Part 7: Declaration

This declaration must be signed by the Finance Director/Manager and Legal Signatory in your organisation.

We, the undersigned, apply for a grant under the European Asylum, Migration and Integration Fund (AMIF) in respect of the project described in this application.

We declare that all the information provided within this application is true and complete to the best of my knowledge and belief and we understand that any funding paid in respect of the project may be withdrawn if any of the information provided in this application is untrue. We acknowledge that any funds awarded must be used for the purpose(s) stated.

Finance Director/Manager Signature:



Name:

Rebecca Hellard – Director of Finance, Birmingham City Council

Date: 06/05/2020

Legal Signatory Signature:



Name:

Kalvinder Kohli – Head of Service, Adults Social Care Commissioning, Birmingham City Council

Date: 06/05/2020

Part 8: Match-Funding Template

Using letter-headed paper, please submit the template outlined below with this application as evidence of Match Funding. Please ensure you have entered the relevant details below. If you are receiving match funding from other sources please list all organisations and the amount they have committed.

AMIF UK Responsible Authority
7th Floor Southern House
Wellesley Grove
Croydon
CR0 1XG

(Date)

(Title of the Project)

I confirm that (organisation names) agrees to provide match-funding for the above named AMIF project as follows:

- List organisations - Up to GBP £(XXXXXXXX.XX)

for the period (dd/month/yyyy) to (dd/month/yyyy)

equal to 25% of total overall project costs as set out in the application for AMIF funding.

I confirm that this match funding does not come from any other EU/EC source.

Yours sincerely

Signed (Legal Signatory)

Date: (dd/month/yyyy)

Part 9: Partnership Declaration Template

Using letter-headed paper, each partner in the project must complete this declaration. Please ensure you have entered the relevant details below. This must be signed by the person with legal responsibility to make a partnership agreement.

AMIF UK Responsible Authority
7th Floor Southern House
Wellesley Grove
Croydon
CR0 1XG

(Date)

(Title of the Project)

(Name of the organisation proposing this project (the lead partner))

(Full Legal Name of associate partner organisation)

(Address of associate partner organisation)

(Telephone number of associate partner organisation)

(Role, contribution, activities of the partner organisation in the project)
(max 250 words)

(Name of Person responsible for participation in project)

(Function in the organisation)

I, the undersigned, declare that I have read the entire project proposal contained within this application, discussed it with the co-ordinator and given my agreement to it. On behalf of the associate partner organisation, I undertake to perform the role allocated and according to the work plan and timetable of the project.

Signature: (Authorised signatory of the partner organisation)

Title:

Name and Surname:

Position in associate partner organisation:

Date: dd/month/yyyy

Completion Instructions: Budget Toolkit v9.1

Please scroll down to see all useful comments for each section

PLEASE REFER TO YOUR STAKEHOLDER OPERATIONAL GUIDANCE MANUAL FOR SPECIFIC ELIGIBILITY REQUIREMENTS AND TO THE APPLICATION GUIDANCE FOR MORE DETAIL REGARDING CELL COMPLETION

General Instructions

The toolkit contains sophisticated formulae, hidden columns and calculation checks, therefore it is imperative that you do not amend the toolkit in any way as this may affect its operation.

You will need to complete the number of units and the unit rate on each budget line to generate the budget expenditure. Specific instructions for each section are detailed below and links are provided on each page.

Please only input to white cells in sheets A to E, Q and M-N-P-S - yellow cells contain formulae.

Summary Budget

Please input

Proposed Project Start Date

Proposed Project End Date

Project Beneficiary

Project Title

Indirect Costs Claim (Yes or No) →

YOU MUST ENTER
"YES" TO CLAIM
THESE COSTS

Please do not alter or input any further details, the rest of the sheet will self-populate from the detail sheets

Completion Instructions: Budget Toolkit v9.1

A1 & A2

People Costs

Please use this section to budget for all people you intend to utilise in order to deliver the project:

Use Tab A1 to record Staff who are Directly Employed by your organisation or engaged via an Employment Agency;

Use Tab A2 to record people who you engage either as self-employed contractors or through Employee Owned Companies

Please input

Column B Name

Column C Job Role within the Project

Column D Tab A1: Staff = employed directly by the organisation, or agency staff
Tab A2: Self-employed contractors or contractors engaged through own employee owned company

Column E Expected number of units to be paid

Column F Please input your budgeted pay rate

Column G DO NOT INPUT ANYTHING - This Column auto-populates.

IMPORTANT - If the person you are utilising is contracted, you will be required to comply with AMIF rules regarding contract procurement.

B

Travel and subsistence

Please use this section to budget for all T&S costs to be incurred by the project to assist in the delivery of the project (this includes those costs re-imbursed to employed staff, volunteers, contractors and target group members)

Please input

Column F PLEASE select status of the person from the dropdown menu

Column G Expected number of units to be paid - for single payment enter 1

Column I DO NOT INPUT ANYTHING - This Column auto-populates.

C

Equipment

Please use this section to budget for all Essential Equipment needs to help deliver the project. If existing equipment is to be used, you may budget for accounting depreciation over the project period

Column D PLEASE select whether you already own, intend to purchase or lease / rent this equipment

IMPORTANT - If you intend to purchase essential equipment, you will be required to comply with AMIF rules regarding the value for money decision of whether to purchase or lease / rent equipment

Partial use of the equipment: Where equipment is used for multiple purposes and therefore it is not possible to charge the full cost of the equipment to the project, a percentage of use should be calculated and applied to the cost of the equipment so as to determine the cost to charge to the project.

IMPORTANT - Any actual apportionment / attribution method will NOT be allowed without specific approval from the UK Responsible Authority

Completion Instructions: Budget Toolkit v9.1

D Property

Please use this section to budget for all direct Property costs to be incurred by the project to directly deliver the project.

Column B PLEASE indicate to what use any property will be put in delivering the project

IMPORTANT - Property space used for specific tasks **directly linked** to the project (eg training of target groups, training of border guards, counselling for target groups, setup of common visa application centres and renovation of consulates) may be considered as direct property costs. In cases where only a proportion of the property space is used for direct project tasks, detailed justification of any apportionment method with supporting documents should be provided.

IMPORTANT - property occupied which is used for administrative tasks cannot be charged under direct costs given the fact that it would be very difficult to apportion the cost used for administrative purpose to a specific project.

IMPORTANT - Any actual apportionment / attribution method will **NOT** be allowed without specific prior approval from the UK Responsible Authority

E Supplies and Services

Please use this section to budget for all direct costs associated with supplies and services incurred by the project to directly deliver the project.

IMPORTANT - Supplies and services can be included in the project budget as direct costs if they are used for the direct and operational purpose of the project. If necessary, an attribution method should be used in order to reflect the real use/consumption for a specific project. If this proves too difficult or too complicated, these costs cannot be charged under direct costs and are deemed to form part of indirect costs, if claimed. An attribution method for the claiming of costs such as photocopying etc must clearly show the direct link to the project and be fully auditable – it will not be enough for example to estimate photocopying usage.

Column D Please input the supplier name, or if unknown at this stage input "To Be Confirmed" or "TBC"

Column E PLEASE use the dropdown to indicate the type of supply or service:

One-off supply or service
Please use this option if the cost you intend is a non contracted, non recurring transaction

Contracted Supply
Please use this option if you intend to subcontract a supply or service to the project - You are NOT allowed to subcontract Project Management

IMPORTANT - If the organisation you are utilising is contracted, you will be required to comply with AMIF rules regarding contract procurement, which is in the Stakeholder Guidance Manual.

Target Group Specific

Please use this option if you intend to incur and/or re-imburse expenses to specific individuals who are Target Group members of the project (eg creche facilities, exam fees etc). You **MUST** adopt procedures which can link the expenditure to a specific person if costs are to be claimed under this category

Advertising

Please use this option if you intend to incur costs in advertising the project and its activities. In any advertising you **MUST** indicate that the project is funded by the EU, including the EU logo and strapline

IMPORTANT - Any actual apportionment / attribution method will **NOT** be allowed without specific prior approval from the UK Responsible Authority

Completion Instructions: Budget Toolkit v9.1

Q

Project Generated Income

Please use this section to budget for any income (including course fees you may charge) that you expect the project activities to generate

M-N-P-S

Project Funding

Please use this section to inform from where ALL funding needed to operate the project will be obtained

It is important for you to distinguish funding between the following categories:

Funding from your own resources - you will be required to issue a match funding letter to the UKRA;

Funding from project partners (private bodies and public bodies) - you will be required to formalise arrangements with service level agreements which match terms and conditions of the grant agreement with the UK Responsible authority

Funding you expect from UK National Programme - AMIF - Please note that figures here are self-generated from the % on the summary sheet, so require no input here.

| | |
|--------------------|------------------------------|
| Fund | UK National Programme - AMIF |
| Programme | 2014-2020 |
| Type | Budget Estimate Toolkit |
| Project Start Date | 01-Nov-20 |
| Project End Date | 30-Apr-22 |

Project Beneficiary
Project Title
Version (RA use only)
Programme Funding %
Will you be making a claim for indirect costs

| |
|----------------------------|
| BirminghamCity Council |
| Foundation for Integration |
| v9.1 |
| 90% |
| Yes |
| MUST ANSWER THIS QUESTION |

BUDGET CATEGORY

Headings

| | |
|-----|--|
| Ref | |
| A1 | People Costs - Employees and Agency (Direct Staff) |
| A2 | People Costs - Self employed Contractors etc |
| B | Travel and Subsistence |
| C | Equipment |
| D | Property |
| E | Supplies and Services |
| F | Total Eligible Direct Costs |
| G | Indirect Costs (15% of A1 People Costs - Direct Staff) |
| H | Total Eligible Costs |

Headings

| | |
|-----|--|
| Ref | |
| M | Match Funding by Beneficiary |
| N | Match Funding by Project Partners - Public Bodies |
| P | Match Funding by Project Partners - Private Partners |
| Q | Project Own Generated Income |
| R | Total Match Funding |
| S | Funding by UK National Programme - AMIF |
| T | Total Project Funding |

BUDGET ESTIMATE

Expenditure Budget

| |
|--------------|
| £ |
| 1,066,577.44 |
| 102,800.00 |
| 20,135.00 |
| 5,870.00 |
| 15,169.00 |
| 100,083.00 |
| 1,310,634.44 |
| 159,986.61 |
| 1,470,621.05 |

Income Budget

| |
|--------------|
| £ |
| 50,932.93 |
| 0.00 |
| 96,129.18 |
| 0.00 |
| 147,062.11 |
| 1,323,558.94 |
| 1,470,621.05 |

INSTRUCTIONS

Comments:

Fund
Project Beneficiary
Project Title

| |
|------------------------------|
| UK National Programme - AMIF |
| BirminghamCity Council |
| Foundation for Integration |

[INSTRUCTIONS](#)

| |
|------|
| Item |
| B |

| |
|------------------------|
| Heading |
| Travel and Subsistence |
| BUDGET TOTAL |
| 20,135.00 |

| Line No | Name | Role within the Project | Units (eg Mileage, Meals, Subsistence, All Costs) | Reason | Type (Use Dropdown Menu) | Number of Units | Unit Rate £ per unit | Budget Expenditure £ | Explanation |
|---------|------------|-------------------------|---|----------|-----------------------------------|-----------------------|-------------------------|----------------------------|----------------------------|
| 1 | Volunteers | Befriending | All costs | Expenses | Volunteer | 15.00 | 1,000.00 | 15,000.00 | RMC Volunteer Costs |
| 2 | | Travel expenses | All costs | Expenses | Staff | 2.00 | 1,500.00 | 3,000.00 | ASIRT travel expense costs |
| 3 | | Travel expenses | All costs | Expenses | Staff | 7.00 | 305.00 | 2,135.00 | CELC travel expense costs |
| 4 | | | | | | | | 0.00 | |
| 5 | | | | | | | | 0.00 | |
| 6 | | | | | | | | 0.00 | |
| 7 | | | | | | | | 0.00 | |
| 8 | | | | | | | | 0.00 | |
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| | |
|---------------------|------------------------------|
| Fund | UK National Programme - AMIF |
| Project Beneficiary | BirminghamCity Council |
| Project Title | Foundation for Integration |
| Item | Heading |
| E | Supplies and Services |

INSTRUCTIONS

| | |
|--------------|------------|
| BUDGET TOTAL | 100,083.00 |
|--------------|------------|

| Line No | Description | Purpose | Who will provide these supplies or services (if known) | Type (Use Dropdown Menu) | Units | Number of Units | Unit Rate £ per unit | Budget Expenditure £ | Explanation |
|---------|--|-----------------------------------|--|--------------------------|-------|-----------------|----------------------|----------------------|---|
| 1 | Web portal & analytics | Referral and data management | Not known | Contracted Service | | 1.00 | 60,000.00 | 60,000.00 | Development of Referral Management System (BCC) |
| 2 | Disbursements | Contribution to interpreter costs | | Target Group Specific | | 1.00 | 7,617.00 | 7,617.00 | (CELC) |
| 3 | Case management charges | | ALB | Contracted Service | | 7.00 | 384.00 | 2,688.00 | (CELC) |
| 4 | IT support | | Oosha | Contracted Service | | 7.00 | 1,316.00 | 9,212.00 | (CELC) |
| 5 | Payroll services | | Citipay | Contracted Service | | 7.00 | 113.00 | 791.00 | (CELC) |
| 6 | DBS checks | | Ucheck | Contracted Service | | 7.00 | 84.00 | 588.00 | (CELC) |
| 7 | Training | | | Contracted Service | | 7.00 | 1,097.00 | 7,679.00 | (CELC) |
| 8 | Professional indemnity/public liability insurance, website charges | | | | | 7.00 | 546.00 | 3,822.00 | (CELC) |
| 9 | Telephones, stationery, etc | | | | | 7.00 | 1,098.00 | 7,686.00 | (CELC) |
| 10 | | | | | | | | 0.00 | |
| 11 | | | | | | | | 0.00 | |
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| 50 | | | | | | | | 0.00 | |

Fund
Project Beneficiary
Project Title

| |
|------------------------------|
| UK National Programme - AMIF |
| BirminghamCity Council |
| Foundation for Integration |



INSTRUCTIONS

| |
|------|
| Item |
| A |

| |
|---------|
| Heading |
|---------|

| | | |
|--|--------------|------------|
| People Costs - Self employed Contractors etc | BUDGET TOTAL | 102,800.00 |
|--|--------------|------------|

| Line No | Name | Role within the Project | Type (Use Dropdown Menu) | Number of Units | Unit Rate £ per unit | Budget Expenditure £ | Explanation |
|---------|--------------|-------------------------|-----------------------------|-----------------|-------------------------|-------------------------|---|
| 1 | Interpreting | Intrepreting | Contracted People | 1.00 | 30,000.00 | 30,000.00 | RMC Interpreting Costs |
| 2 | Interpreting | Intrepreting | Contracted People | 1.00 | 3,000.00 | 3,000.00 | ASIRT Interpreting Costs |
| 3 | Interpreting | Intrepreting | Contracted People | 1.00 | 64,800.00 | 64,800.00 | BCC Neighbourhood Advice Interpreting Costs - £120 for 2 hour session |
| 4 | Interpreting | Intrepreting | Contracted People | 1.00 | 5,000.00 | 5,000.00 | CELC Interpreting Costs |
| 5 | | | | | | 0.00 | |
| 6 | | | | | | 0.00 | |
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Fund

Project Beneficiary

Project Title

UK National Programme - AMIF

BirminghamCity Council

Foundation for Integration

INSTRUCTIONS

Item

C

Heading

Equipment

BUDGET TOTAL5,870.00

| Line No | Essential Equipment | Purpose | Type (Use Dropdown Menu) | Number of Units | Unit Rate £ per unit | Budget Expenditure £ | Explanation |
|---------|---------------------|----------|-----------------------------|-----------------|-------------------------|-------------------------|---------------------------------------|
| 1 | Equipment | Training | Purchase | 1.00 | 3,420.00 | 3,420.00 | CELC - Equipment for training course |
| 2 | | Training | Purchase | 1.00 | 2,450.00 | 2,450.00 | ASIRT - Equipment for training course |
| 3 | | | | | | 0.00 | |
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Fund
Project Beneficiary
Project Title

UK National Programme - AMIF
BirminghamCity Council
Foundation for Integration

INSTRUCTIONS

Item
Q

Heading
Project Own Generated Income

BUDGET TOTAL 0.00

| Line No | What Income do you envisage the project generating | How will income be generated | Units | Number of Units | Unit Rate £ per unit | Budget Income £ | Explanation |
|---------|--|------------------------------|-------|-----------------|----------------------|-----------------|-------------|
| 1 | | | | | | 0.00 | |
| 2 | | | | | | 0.00 | |
| 3 | | | | | | 0.00 | |
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| 18 | | | | | | 0.00 | |
| 19 | | | | | | 0.00 | |
| 20 | | | | | | 0.00 | |

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|---------------------|------------------------------|
| Fund | UK National Programme - AMIF |
| Project Beneficiary | BirminghamCity Council |
| Project Title | Foundation for Integration |

INSTRUCTIONS

| Item | Heading | Total |
|------|--|--------------|
| M | Match Funding by Beneficiary | 50,932.93 |
| N | Match Funding by Project Partners - Public Bodies | 0.00 |
| P | Match Funding by Project Partners - Private Partners | 96,129.18 |
| S | Funding by UK National Programme - AMIF | 1,323,558.94 |

| Line No | Date of Funding | Who has provided Funding | Under what agreement is funding provided (eg Grant Agreement, Match Funding Letter etc) | Amount | Total | Explanation |
|---------|-----------------|------------------------------|---|--------------|--------------|---|
| 1 | | Match Funding by Beneficiary | | | 50,932.93 | |
| 2 | | BCC - lead partner | Match Funding Letter | 50,932.93 | 50,932.93 | Calculated as 10% of BCC partner budget |
| 3 | | | | | 0.00 | |
| 4 | | | | | 0.00 | |
| 5 | | | | | 0.00 | |
| 6 | | | | | | |
| 7 | | Public Funds | | | 0.00 | |
| 8 | | Name | | | 0.00 | |
| 9 | | | | | 0.00 | |
| 10 | | | | | 0.00 | |
| 11 | | | | | 0.00 | |
| 12 | | | | | 0.00 | |
| 13 | | | | | | |
| 14 | | Private Partners | | | 96,129.18 | |
| 15 | | RMC - partner | | 50,932.66 | 50,932.66 | Calculated as 10% of RMC partner budget |
| 16 | | Asirt - partner | | 6,844.21 | 6,844.21 | Calculated as 10% of Asirt partner budget |
| 17 | | CELC - partner | | 38,352.31 | 38,352.31 | Calculated as 10% of CELC partner budget |
| 18 | | | | | 0.00 | |
| 19 | | | | | 0.00 | |
| 20 | | European funding | | | | |
| 21 | | UK National Programme - AMIF | | | 1,323,558.94 | |
| 22 | | Responsible Authority | Grant Agreement | 1,323,558.94 | 1,323,558.94 | 90% match funding |

Fund
Project Beneficiary
Project Title

UK National Programme - AMIF
BirminghamCity Council
Foundation for Integration

INSTRUCTIONS

Item
D

Heading
Property

BUDGET TOTAL 15,169.00

| Line No | Purpose | Location | Units | Number of Units | Unit Rate £ per unit | Budget Expenditure £ | Explanation |
|---------|------------------------|------------|-------|-----------------|----------------------|----------------------|--|
| 1 | Rent & service charges | Birmingham | | 7.00 | 2,167.00 | 15,169.00 | (CELC additional charges not covered by 15% indirect costs |
| 2 | | | | | | 0.00 | |
| 3 | | | | | | 0.00 | |
| 4 | | | | | | 0.00 | |
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| 40 | | | | | | 0.00 | |

Fund
Project Beneficiary
Project Title

UK National Programme - AMIF
BirminghamCity Council
Foundation for Integration

INSTRUCTIONS

Item
Q

Heading
Project Own Generated Income

BUDGET TOTAL 0.00

| Line No | What Income do you envisage the project generating | How will income be generated | Units | Number of Units | Unit Rate £ per unit | Budget Income £ | Explanation |
|---------|--|------------------------------|-------|-----------------|----------------------|-----------------|-------------|
| 1 | | | | | | 0.00 | |
| 2 | | | | | | 0.00 | |
| 3 | | | | | | 0.00 | |
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| 18 | | | | | | 0.00 | |
| 19 | | | | | | 0.00 | |
| 20 | | | | | | 0.00 | |

Fund
Project Beneficiary
Project Title

UK National Programme - AMIF
BirminghamCity Council
Foundation for Integration

INSTRUCTIONS

Item
A1

Heading

People Costs - Employees and Agency (Direct Staff) BUDGET TOTAL 1,066,577.44

669,557.75
179,406.02
108,822.28
108,791.39

| Line No | Name | Role within the Project | Type (Use Dropdown Menu) | Number of Units | Unit Rate £ per unit | Budget Expenditure £ | Explanation |
|---------|---|--|-----------------------------|-----------------|-------------------------|-------------------------|--|
| 1 | Senior Caseworker/Project Manager | Senior Caseworker | Employed Staff | 1.00 | 47,662.50 | 47,662.50 | RMC Staff - Salary, Pensions, NI & Support Costs |
| 2 | Housing Officer | Housing Officer | Employed Staff | 1.00 | 37,569.00 | 37,569.00 | RMC Staff - Salary, Pensions, NI & Support Costs |
| 3 | Caseworker | Caseworker | Employed Staff | 3.00 | 37,569.00 | 112,707.00 | RMC Staff - Salary, Pensions, NI & Support Costs |
| 4 | Advisor | Advisor | Employed Staff | 2.00 | 66,402.00 | 132,804.00 | RMC Staff - Salary, Pensions, NI & Support Costs |
| 5 | Health Caseworker | Health Caseworker | Employed Staff | 1.00 | 36,361.50 | 36,361.50 | RMC Staff - Salary, Pensions, NI & Support Costs |
| 6 | ESOL/Employment Officer | ESOL/Employment Officer | Employed Staff | 1.00 | 36,658.25 | 36,658.25 | RMC Staff - Salary, Pensions, NI & Support Costs |
| 7 | Senior Commissioning Officer | Project Co-ordinator | Employed Staff | 1.00 | 88,500.00 | 88,500.00 | BCC Staff - Salary, Pensions, NI & Support Costs |
| 8 | Neighbourhood Advice & Information Advisors (BCC) | Welfare & Benefits Advisor | Employed Staff | 2.00 | 34,500.00 | 69,000.00 | BCC Staff - Salary, Pensions, NI & Support Costs |
| 9 | Asylum Move-on Officer (BCC) | Asylum move-on (Welcome Pathway) | Employed Staff | 1.00 | 108,295.50 | 108,295.50 | BCC Staff - Salary, Pensions, NI & Support Costs |
| 10 | Business Support Office / Apprentice (BCC) | Project administration including payments, claims, financial and non financial reporting support | Employed Staff | 1.00 | 68,577.84 | 68,577.84 | BCC Staff - Salary, Pensions, NI & Support Costs |
| 11 | Caseworker | Immigration advice | Employed Staff | 1.00 | 41,037.00 | 41,037.00 | ASIRT Staff - Salary, Pensions, NI & Support Costs |
| 12 | Senior Caseworker | Immigration advice | Employed Staff | 1.00 | 11,130.00 | 11,130.00 | ASIRT Staff - Salary, Pensions, NI & Support Costs |
| 13 | Immigration caseworker | Immigration caseworker | Employed Staff | 37.00 | 1,585.44 | 58,661.18 | CELC Staff - Salary, Pensions, NI & Support Costs |
| 14 | Immigration caseworker | Immigration caseworker | Employed Staff | 37.00 | 1,407.84 | 52,089.98 | CELC Staff - Salary, Pensions, NI & Support Costs |
| 15 | Welfare Benefits caseworker | Welfare Benefits caseworker | Employed Staff | 37.00 | 1,533.31 | 56,732.30 | CELC Staff - Salary, Pensions, NI & Support Costs |
| 16 | Welfare Benefits caseworker | Welfare Benefits caseworker | Employed Staff | 18.50 | 1,397.31 | 25,850.15 | CELC Staff - Salary, Pensions, NI & Support Costs |
| 17 | CC/Housing caseworker | CC/Housing caseworker | Employed Staff | 18.50 | 1,397.31 | 25,850.15 | CELC Staff - Salary, Pensions, NI & Support Costs |
| 18 | Project admin/coordinator | Project admin/coordinator | Employed Staff | 37.00 | 957.42 | 35,424.70 | CELC Staff - Salary, Pensions, NI & Support Costs |
| 19 | Head of service - strategic input | Head of service - strategic input | Employed Staff | 14.00 | 1,547.60 | 21,666.39 | CELC Staff - Salary, Pensions, NI & Support Costs |
| 20 | | | | | | 0.00 | |
| 21 | | | | | | 0.00 | |
| 22 | | | | | | 0.00 | |
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| 39 | | | | | | 0.00 | |
| 40 | | | | | | 0.00 | |

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|--|--|
| Title of proposed EIA | "Foundation for Integration": Application to the Asylum Migration & Integration Fund |
| Reference No | EQUA539 |
| EA is in support of | Amended Service |
| Review Frequency | Annually |
| Date of first review | 25/06/2021 |
| Directorate | Adults Social Care |
| Division | Commissioning |
| Service Area | Prevention, Community Assets & Migration |
| Responsible Officer(s) | <input type="checkbox"/> Bethany Finch |
| Quality Control Officer(s) | <input type="checkbox"/> Gordon Strachan |
| Accountable Officer(s) | <input type="checkbox"/> Kalvinder Kohli |
| Purpose of proposal | To support the implementation of the Foundation for Integration project, should the funding application be successful |
| Data sources | relevant reports/strategies; relevant research; Other (please specify) |
| Please include any other sources of data | Evidence from delivery existing projects: Local Authority Asylum Seekers Liaison / Move-on, and the Preventing Crisis Enabling Integration project, both of which have been combined into the proposal for Foundation for Integration. |

ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS

| | |
|-------------------------------|---|
| Protected characteristic: Age | Service Users / Stakeholders |
| Age details: | <p>The age profile of new refugees and migrants in Birmingham tends to be 20s - 40s, and of working age. Some refugees and migrants will be in family groups that include children, and some may also have adult and /or elderly dependents.</p> <p>In order to mitigate risks of potential discrimination through age, the following considerations have been made:</p> <p>* delivery of project activity via face to face delivery rather than solely online.</p> |

* inclusion of age appropriate options in the Welcome Pathway e.g. to promote community cohesion and active participation in neighbourhoods.

* digital products incorporated into the proposal are reserved for project staff / backend use rather than for service user engagement.

* the Advocacy & Advice Pathway will support new migrants to ensure their rights and entitlements are fulfilled regardless of age and including to overcome any relevant issues that may be related to age.

A more broad group of Birmingham's citizens with this characteristic may also benefit from the project as the Welcome Pathway will include making information available to new migrants and refugees in Birmingham about life in the UK and community cohesion, including equalities.

Protected characteristic: Disability

Disability details:

Service Users / Stakeholders

New refugees and migrants in Birmingham tend to demonstrate a lower rate of disability than the UK-born resident population. Those service users with disabilities will be supported through the Advocacy & Advice Pathways in the project by ensuring care and support needs are properly assessed and considered.

In order to mitigate against the risk of discrimination on the basis of disability, BCC will ensure that all services and activities offered through the project can be made accessible to all e.g. through the use of wheelchair accessible rooms for group sessions. If service users are unable to leave home to attend appointments, services can be delivered over the phone or by home visits. The WelcomePathway will also support linking new migrants and refugees into local and wider support agencies and community organisations

A more broad group of Birmingham's citizens with this characteristic may also benefit from the project as the Welcome Pathway will include making information available to new migrants and refugees in Birmingham about life in the UK and community cohesion, including equalities.

Protected characteristic: Gender

Gender details:

Service Users / Stakeholders

New migrants and refugees in Birmingham are a mix of males and females, with the slight majority being young males. The services provided as part of the project are accessible by all genders. The Advocacy and Advice pathway will help ensure new refugees and migrants are accessing their rights and entitlements, including in cases where gender is an issue - for example to resolve immigration issues related to gender persecution in the country of origin. A more broad group of Birmingham's citizens with this characteristic may also benefit from the project as the Welcome Pathway will include making information available to new migrants and refugees in Birmingham about life in the UK and community cohesion, including equalities.

Protected characteristics: Gender Reassignment

Gender reassignment details:

Service Users / Stakeholders

To our knowledge, existing services (Local authority asylum seekers liaison / Preventing Crisis Enabling Integration) have not been accessed by new migrants or refugees who have undergone gender reassignment. In order to mitigate the risk of discrimination on this basis, the project partners would engage the advice of specialist agencies where needed. This may include advice to inform how relevant service users could benefit from specialist advice and guidance, and/ or how they could be linked with relevant organisations through the Welcome Pathway. A more broad group of Birmingham's citizens with this characteristic may also benefit from the project as the Welcome Pathway will include making information available to new migrants and refugees in Birmingham about life

in the UK and community cohesion, including equalities.

Protected characteristics: Marriage and Civil Partnership

Marriage and civil partnership details:

Service Users/ Stakeholders

Refugees and new migrants in the city can include those in marriages or in civil partnership. The project will have a positive impact on those in such unions, as they will be supported to access the relevant rights through the Advice & Advocacy pathway - for example to have their housing or welfare needs met, or to access advice and information on being reunited with a partner or spouse via visa routes. A more broad group of Birmingham's citizens with this characteristic may also benefit from the project as the Welcome Pathway will include making information available to new migrants and refugees in Birmingham about life in the UK and community cohesion, including equalities.

Protected characteristics: Pregnancy and Maternity

Pregnancy and maternity details:

Service Users / Stakeholders

In many cases pregnancy or maternity of refugees and migrants can change rights and entitlements around housing, welfare, employment etc. This project will seek to mitigate discrimination on this front by ensuring that migrants and refugees who otherwise would face challenges in accessing and understanding information are supported to access the correct rights and entitlements. A more broad group of Birmingham's citizens with this characteristic may also benefit from the project as the Welcome Pathway will include making information available to new migrants and refugees in Birmingham about life in the UK and community cohesion, including equalities.

Protected characteristics: Race

Race details:

Service Users / Stakeholders

The project seeks to recognise the overall inequality that migrants and new refugees in Birmingham face on

| | |
|---|--|
| <p>29/06/2020</p> | <p>Assessments - "Foundation for Integration": Application...</p> <p>new refugees in Birmingham face on the basis of being newly arrived in the UK. This will include migrants and refugees from different countries all over the world - a broad range of countries of origin are represented in Birmingham's migration trends. Many seek sanctuary in the UK on the basis of an identification with a specific race or ethnicity. Overall this group will benefit positively from the project as it seeks to address the barriers faced by many in accessing basic public services and community assets and close the gap accordingly. A more broad group of Birmingham's citizens with this characteristic may also benefit from the project as the Welcome Pathway will include making information available to new migrants and refugees in Birmingham about life in the UK and community cohesion, including equalities.</p> |
| <p>Protected characteristics: Religion or Beliefs</p> <p>Religion or beliefs details:</p> | <p>Service Users / Stakeholders</p> <p>The project seeks to recognise the overall inequality that migrants and new refugees in Birmingham face on the basis of being newly arrived in the UK. This will include migrants and refugees with many different or of no religion or belief. Many seek sanctuary in the UK on the basis of that religion or belief. Overall this group will benefit positively from the project as it seeks to address the barriers faced by many in accessing basic public services and community assets and close the gap accordingly. A more broad group of Birmingham's citizens with this characteristic may also benefit from the project as the Welcome Pathway will include making information available to new migrants and refugees in Birmingham about life in the UK and community cohesion, including equalities.</p> |
| <p>Protected characteristics: Sexual Orientation</p> <p>Sexual orientation details:</p> | <p>Service Users / Stakeholders</p> <p>New refugees and migrants in Birmingham can include those who have sought sanctuary and safety in</p> |

have been necessary and they in the UK due to their sexual orientation. This groups will experience a positive impact from the project, as the services provided will help address the barriers faced by many migrants and new refugees in accessing basic public services and community assets. A more broad group of Birmingham's citizens with this characteristic may also benefit from the project as the Welcome Pathway will include making information available to new migrants and refugees in Birmingham about life in the UK and community cohesion, including equalities.

Please indicate any actions arising from completing this screening exercise.

No actions have arisen.

Please indicate whether a full impact assessment is recommended

NO

What data has been collected to facilitate the assessment of this policy/proposal?

Consultation analysis

Adverse impact on any people with protected characteristics.

Could the policy/proposal be modified to reduce or eliminate any adverse impact?

How will the effect(s) of this policy/proposal on equality be monitored?

What data is required in the future?

Are there any adverse impacts on any particular group(s)

No

If yes, please explain your reasons for going ahead.

Initial equality impact assessment of your proposal

Consulted People or Groups

Informed People or Groups

Summary and evidence of findings from your EIA

Overall those with protected characteristics will benefit positively from the project, especially those characteristics such a race, religion, gender, and marriage / civil partnership which commonly coincide with the target group of new refugees and migrants in Birmingham. The aim of the project is to address the barriers faced by many in these groups in accessing basic public services and community assets and close the gap accordingly. A more broad group of Birmingham's citizens with these characteristics may also indirectly benefit from the project as

| | | |
|---|--|---|
| 29/06/2020 | Assessments - "Foundation for Integration": Application... | the welcome pathway will include making information available to new migrants and refugees in Birmingham about life in the UK and community cohesion, including equalities. |
| QUALITY CONTORL SECTION | | |
| Submit to the Quality Control Officer for reviewing? | No | |
| Quality Control Officer comments | I am satisfied that this equalities assessment is complicit with requirements. | |
| Decision by Quality Control Officer | Proceed for final approval | |
| Submit draft to Accountable Officer? | Yes | |
| Decision by Accountable Officer | Approve | |
| Date approved / rejected by the Accountable Officer | 26/06/2020 | |
| Reasons for approval or rejection | The Service will support the priorities of the City | |
| Please print and save a PDF copy for your records | Yes | |
| Julie Bach | | |
| Person or Group | | |
| Content Type: Item | | |
| Version: 33.0 | | |
| Created at 25/06/2020 09:02 PM by  Bethany Finch | | |
| Last modified at 29/06/2020 01:14 PM by Workflow on behalf of  Bethany Finch | | |

Close

Birmingham City Council

Report to Cabinet

Date: 21st July 2020



Subject: **PLANNED PROCUREMENT ACTIVITIES (AUGUST 2020 – OCTOBER 2020)**

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

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

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

Report author: Richard Tibbatts, Head of Contract Management
Telephone No: 0121 303 6610
Email Address: richard.tibbatts@birmingham.gov.uk

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

1 Executive Summary

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

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

2 Recommendations

- 2.1 Notes the planned procurement activities under chief officer delegations set out in the Constitution for the period July 2020 - September 2020 as detailed in Appendix 1.

3 Background

- 3.1 At the 1 March 2016 meeting of Council changes to procurement governance were agreed which gives Chief Officers the delegated authority to approve procurement contracts up to the value of £10m over the life of the contract. Where it is likely that the award of a contract will result in staff employed by the Council transferring to the successful contract under TUPE, the contract award decision has to be made by Cabinet.
- 3.2 In line with the Procurement Governance Arrangements that form part of the Council's Constitution, this report acts as the process to consult with and take soundings from Cabinet Members and the Resources Overview & Scrutiny Committee.
- 3.3 This report sets out the planned procurement activity over the next few months where the contract value is between the EU threshold (£181,302) and £10m. This will give members visibility of all procurement activity within these thresholds and the opportunity to identify whether any procurement reports should be brought to Cabinet for approval even though they are below the £10m delegation threshold.
- 3.4 It should be noted that the EU threshold has changed from £164,176 to £189,330 and will apply from 1st January 2020 for a period of 2 years.
- 3.5 Individual procurements may be referred to Cabinet for an executive decision at the request of Cabinet, a Cabinet Member or the Chair of Resources Overview & Scrutiny Committee where there are sensitivities or requirements that necessitate a decision being made by Cabinet.
- 3.6 Procurements below £10m contract value that are not listed on this or subsequent monthly reports can only be delegated to Chief Officers if specific approval is sought from Cabinet. Procurements above £10m contract value will still require an individual report to Cabinet in order for the award decision to be delegated to Chief Officers if appropriate.
- 3.7 A briefing note with details for each item to be procured is listed in Appendix 2. The financial information for each item is detailed in Appendix 3 – Exempt Information.

4 Options considered and Recommended Proposal

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

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

5 Consultation

5.1 Internal

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

5.2 External

None.

6 Risk Management

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

7 Compliance Issues:

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

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

7.2 Legal Implications

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

7.3 Financial Implications

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

7.4 Procurement Implications (if required)

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

7.5 Human Resources Implications (if required)

7.5.1 None.

7.6 Public Sector Equality Duty

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

8 Background Documents

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

- 1. Appendix 1 - Planned Procurement Activity August 2020 - October 2020
- 2. Appendix 2 – Background Briefing Paper
- 3. Appendix 3 – Exempt Information

APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (AUGUST 2020 – OCTOBER 2020)

| Type of Report | Title of Procurement | Ref | Brief Description | Contract Duration | Directorate | Portfolio Finance and Resources Plus | Finance Officer | Contact Name | Planned CO Decision Date |
|-----------------------------|---|--------------|--|-------------------|------------------------|--------------------------------------|-----------------|---------------------------------|--------------------------|
| Strategy / Award | Recruitment Advertising and Public Notices | P0675 | To provide advertising solutions for recruitment and public notices. This contract covers recruitment advertising for employee vacancies, including teaching staff, miscellaneous advertisements such as courses and public notices including planning applications and licensing notices. | 4 years | Finance and Governance | Finance and Resources | Lee Bickerton | Janine Weetman | 03/08/2020 |
| Approval to Tender Strategy | Arboriculture Services (non-highways) | P0560 - 2021 | The Council has approximately 736,000 trees within its tree stock on land which it is responsible for. Works are required to maintain these trees, as determined by the Council and will ensure that any emergency works are carried out to ensure that the Council adheres to its legal obligations. Tree maintenance is also undertaken to make safe dangerous trees on privately-owned land. | 5 years | Neighbourhoods | Homes and Neighbourhoods | Parmjit Phipps | Andrea Webster | 01/09/2020 |
| Strategy / Award | Technical and Engineering Services for the Wheels Site | TBC | Technical, engineering and cost control advice is required on design, specification, cost, programming and construction for the development of the Wheels site in Bordesley. | 2 years | Inclusive Growth | Leader | Simon Ansell | Nick Matthews / Charlie Short | 03/08/2020 |
| Strategy / Award | Property Advice for the Wheels Site | TBC | Property advice is required to support for the procurement process for the development of the Wheels site in Bordesley. | 2 years | Inclusive Growth | Leader | Simon Ansell | Nick Matthews / Charlie Short | 03/08/2020 |
| Approval to Tender Strategy | Professional Services for the Refurbishment of Moseley Road Baths | TBC | There is a requirement for professional services to support the capital renovation programme for the baths. The following services are required: <ul style="list-style-type: none"> • Conservation Architecture and Design Services • Project Management • Cost Control • Health and Safety Advisory • Structural Engineering • Mechanical and Electrical Engineering | 3 years | Neighbourhoods | Homes and Neighbourhoods | Parmjit Phipps | Dave Wagg / Charlie Short | 03/08/2020 |
| Strategy / Award | Demolition of the High Street Shops to support the Perry Barr Regeneration Scheme | TBC | There is a requirement for the demolition of the High Street shops on the A34 to support the Perry Barr Regeneration Scheme. | 3 months | Inclusive Growth | Leader | Guy Olivant | Debbie Mitchell / Charlie Short | 03/08/2020 |
| Strategy / Award | Various Housing Developments | TBC | There are a number of schemes approved within this report ready for the commencement of a procurement process: <ul style="list-style-type: none"> • Long Nuke Road – for the development of 70 units (25 rent, 45 sale) • Highgate Road – for the development of 61 units (all rent) • Gressel Lane for the development of 30 units (all rent) • Kings Norton phase 2/3 - for the development of 85 units (28 sale, 57 rent) • Beech and Alfred - for the development of 34 units (all rent) | Various Dates | Inclusive Growth | Homes and Neighbourhoods | Parmjit Phipps | Mark English / Andrew Hood | 03/08/2020 |
| Strategy / Award | Various Housing Developments | TBC | There are a number of schemes approved within this report ready for the commencement of a procurement process: <ul style="list-style-type: none"> • Lowden Croft for the development of 3 units (for rent) • Clements - for the development of 4 units (for rent) | Various Dates | Inclusive Growth | Homes and Neighbourhoods | Parmjit Phipps | Mark English / Andrew Hood | 03/08/2020 |

APPENDIX 2

BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES **CABINET – 21st JULY 2020**

| Title of Contract | Recruitment and Public Notices Advertising (P0675) |
|--|---|
| Briefly describe the service required | To provide advertising solutions for recruitment and public notices. This contract covers recruitment advertising for employee vacancies, including teaching staff, miscellaneous advertisements such as courses and public notices including planning applications and licensing notices. |
| Is the Council under a statutory duty to provide this service? If not what is the justification for providing it? | There is not a statutory duty to provide this service However there is a requirement for support to recruitment campaigns and to advertise public notices and this arrangement facilitates this. |
| What are the existing arrangements? Is there an existing contract? If so when does that expire? | The current contract is with TMP Worldwide Ltd was approved on 21 st June 2017 and is due to expire in November 2020. |
| What budget is the funding from for this service? | This will be funded from the individual Directorate budgets. |
| What is the proposed procurement route? | A further competition exercise led by Coventry City Council will be undertaken using the Eastern Shires Purchasing Organisation's Advertising Solutions framework agreement. Aggregating the spend with other local authorities in an area of declining spend will realise benefits through the economies of scale. |
| If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)? | Not applicable. |
| Proposed start date and duration of the new contract | The proposed start date is 1 st December 2020 for a period of 4 years with break clause at the end of each 12 months to allow for recruitment advertising and campaign management to align with the wider future recruitment category strategy. |

| | |
|--|--|
| Title of Contract | Arboriculture Services (Non-Highways) (P0560 - 2021) |
| Briefly describe the service required | The Council has approximately 736,000 trees within its tree stock on land which it is responsible for. Works are required to maintain these trees, as determined by the Council and will ensure that any emergency works are carried out to ensure that the Council adheres to its legal obligations. Tree maintenance is also undertaken to make safe dangerous trees on privately-owned land. |
| Is the Council under a statutory duty to provide this service? If not what is the justification for providing it? | Section 164 of the Public Health Act 1875 gives the Council power to plant and maintain trees on land it is responsible for. The Council must maintain the trees on its land in order to avoid harm being caused to people and property which could result in claims for damages under the laws of negligence or an offence being committed under the Corporate Manslaughter and Corporate Homicide Act 2007. Section 23 of the Local Government (Miscellaneous Provisions) Act 1976 also gives the Council powers to make safe dangerous trees on privately-owned land. |
| What are the existing arrangements? Is there an existing contract? If so when does that expire? | There is an existing contract awarded 19 th July 2019 that is due to expire on 27 th June 2021. |
| What budget is the funding from for this service? | This will be funded from within the annual approved budgets of the Council Directorates that use the services. Any work undertaken to make safe dangerous trees on privately-owned land is recharged to the landowner. Any work undertaken to make safe dangerous trees on privately-owned land is recharged to the landowner. |
| What is the proposed procurement route? | A restricted procurement process will be undertaken advertised in OJEU, Contracts Finder and www.finditinbirmingham.com . |
| If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)? | Not applicable, |
| Proposed start date and duration of the new contract | The proposed start date is 28 th June 2021 for a period of 5 years. This period will allow the successful contractor(s) to realise sufficient return on their investment that a shorter term would not. |

| Title of Contract | Technical and Engineering Services for the Wheels Site |
|--|--|
| Briefly describe the service required | <p>Technical and engineering advice is required on design, specification, cost, programming and construction for the development of the Wheels site in Bordesley.</p> <p>The scope of services is to include:</p> <ul style="list-style-type: none"> • General: technical advice on the Development Agreement and contracts • Technical and cost monitoring role, • Specialist civils, highways and utilities advice • Land remediation and technical surveys and advice • Design, cost planning; <p>The services will be called off as and when required, subject to satisfactory performance and budget availability during the project life cycle.</p> |
| Is the Council under a statutory duty to provide this service? If not what is the justification for providing it? | There is not a statutory duty to provide this service. However, external professional services are required to support the Council to ensure the developer is meeting its requirements. A significant capital receipt will be realised by this project, and the services commissioned will directly impact on the Council's ability to optimise the level of receipt secured. |
| What are the existing arrangements? Is there an existing contract? If so when does that expire? | This is a new contract. |
| What budget is the funding from for this service? | The funding for development to Outline Business Case (OBC) is funded from the Inclusive Growth discretionary budget, as approved by Cabinet in March 2020. The City Deal Public Asset Accelerator Cabinet report approved in October 2014 included the Wheels site and in line with that report, the services required for the project stages beyond the OBC approval will be funded from and maintained within the associated ring-fenced capital receipts. |
| What is the proposed procurement route? | To use the Crown Commercial Service Project Management and Design Services framework agreement and to undertake a further competition exercise. This framework agreement covers the services required, suitable breadth of suppliers with pre-agreed terms and conditions and maximum day rates that is considered to deliver better value for money than an open tender or any other route. |
| If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)? | Not applicable |
| Proposed start date and duration of the new contract | The proposed start date is 1 st September 2020 for a duration of 2 years. |

| Title of Contract | Property Advice for the Wheels Site |
|--|--|
| Briefly describe the service required | <p>Property advice is required to support for the procurement process for the development of the Wheels site in Bordesley.</p> <p>The scope of services will include:</p> <ul style="list-style-type: none"> • undertake Land Assembly, Compulsory Purchase Orders and acquisitions • provide Development and Viability Appraisals • advise on Funding and Financial Structures • development, delivery and management • assist in negotiating detailed Head of Terms and contractual documentation • produce HM Greenbook Outline and Full Business Cases <p>The services will be called off as and when required, subject to satisfactory performance and budget availability during the project life cycle.</p> |
| Is the Council under a statutory duty to provide this service? If not what is the justification for providing it? | There is not a statutory duty to provide this service. However, external professional services are required to support the Council to ensure the developer is meeting its requirements. A significant capital receipt will be realised by this project, and the services commissioned will directly impact on the Council's ability to optimise the receipt secured. |
| What are the existing arrangements is there an existing contract? If so when does that expire? | This is a new contract. |
| What budget is the funding from for this service? | The funding for development to Outline Business Case (OBC) is funded from the Inclusive Growth discretionary budget, as approved by Cabinet in March 2020. The City Deal Public Asset Accelerator Cabinet report approved in October 2014 included the Wheels site and in line with that report, the services required for the project stages beyond the OBC approval will be funded from and maintained within the associated ring-fenced capital receipts. |
| What is the proposed procurement route? | To use the Homes England Property Professional Services framework agreement and to undertake a further competition exercise. This framework agreement covers the services required, suitable breadth of suppliers with pre-agreed terms and conditions and maximum day rates that is considered to deliver better value for money than an open tender or any other route. |
| If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)? | Not applicable. |
| Proposed start date and duration of the new contract | The proposed start date is 1 st October 2020 for duration of 2 years. |

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| Title of Contract | Professional Services for the Refurbishment of Moseley Road Baths |
| Briefly describe the service required | <p>Further to the Moseley Road Baths report to Cabinet on 6th March 2018, there is a requirement for professional services to support the capital renovation programme for the baths. The following services are required:</p> <ul style="list-style-type: none"> • Conservation Architecture and Design Services • Project Management • Cost Control • Health and Safety Advisory • Structural Engineering • Mechanical and Electrical Engineering <p>Services will be packaged by phases of work and will be called off following satisfactory performance and budget availability.</p> <p>The grant conditions with Historic England dictate that a conservation-accredited architect is required, and it should be noted that Acivico does not hold this accreditation.</p> |
| Is the Council under a statutory duty to provide this service? If not what is the justification for providing it? | There is not a statutory service to provide this service. However, in order to assist the Moseley Road Baths Charitable Incorporated Organisation with successfully running the baths, support is required for the refurbishment. |
| What are the existing arrangements? Is there an existing contract? If so when does that expire? | This is a one-off requirement. |
| What budget is the funding from for this service? | The services will be 50% funded from the approved capital budget for Moseley Road Baths with the remainder will be from a grant from Historic England and the World Heritage Fund. |
| What is the proposed procurement route? | An open procurement process will be undertaken advertised in OJEU, Contracts Finder and www.finditinbirmingham.com . |
| If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)? | Not Applicable. |
| Proposed start date and duration of the new contract | The proposed start date is November 2020 for a duration of 3 years. |

| | |
|--|---|
| Title of Contract | Demolition of the High Street Shops to support the Perry Barr Regeneration Scheme |
| Briefly describe the service required | There is a requirement for the demolition of the High Street shops on the A34 to support the Perry Barr Regeneration Scheme (PBRs). This requirement forms a part of the Revised FBC for the PBRs approved by Cabinet on 17 March 2020. |
| Is the Council under a statutory duty to provide this service? If not what is the justification for providing it? | There is not a statutory service to provide this service. However, the demolition of the High Street shops will support the highways scheme for the regeneration of the Perry Barr area. |
| What are the existing arrangements? Is there an existing contract? If so when does that expire? | This is a one-off requirement. |
| What budget is the funding from for this service? | The scheme is funded from the approved budget for the delivery of the PBRs as set out in the RFBC for the scheme approved by Cabinet on 17 March 2020. |
| What is the proposed procurement route? | The Commonwealth Games – Athletes Village report authorised by the Leader and Cabinet Member for Finance and Resources jointly with the Director, Inclusive Growth and Chief Finance Officer dated 6 th June 2019 included a procurement strategy for these works that advocated delivery independently of the highways works being delivered as a part of the PBRs. It has now been identified that inclusion of the requirement in the contract for the A34 Highways Scheme as a compensation event in accordance with the rules and charging mechanism of the Council's Highways and Infrastructure framework agreement will result in improved timescales and risk management opportunities and is likely to achieve a lower cost outcome. This revised procurement route is therefore now proposed. |
| If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)? | Not Applicable |
| Proposed start date and duration of the new contract | The proposed start date is September 2020 for a duration of 3 months. |

| Title of Contract | Various Housing Developments |
|--|--|
| Briefly describe the service required | <p>Cabinet approved the Birmingham Municipal Housing Trust delivery plan for the development of housing for the period 2019 -2029 on 14th May 2019. There are a number of schemes approved within this report ready for the commencement of a procurement process:</p> <ul style="list-style-type: none"> • Long Nuke Road – for the development of 70 units (25 rent, 45 sale) • Highgate Road – for the development of 61 units (all rent) • Gressel Lane for the development of 30 units (all rent) • Kings Norton phase 2/3 - for the development of 85 units (28 sale, 57 rent) • Beach and Alfred - for the development of 34 units (all rent) |
| Is the Council under a statutory duty to provide this service? If not what is the justification for providing it? | There is not a statutory service to provide this service. However, the proposed sites support the delivery of the core objectives of the Birmingham Development Plan (BDP) which was adopted by the Council on 10 January 2017 to increase housing growth. |
| What are the existing arrangements? Is there an existing contract? If so when does that expire? | These are one-off requirements. |
| What budget is the funding from for this service? | The schemes are funded from the Housing Revenue Account (Capital) budget. |
| What is the proposed procurement route? | A further competition exercise will be carried out using the Homes England Delivery Partner Panel 3 – Midlands Lot framework agreement (or its replacement). This is a framework agreement specifically for the development of housing with a suitable breadth of suppliers with pre-agreed terms and conditions that is considered to deliver better value for money than an open tender or any other route. |
| If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)? | Not Applicable. |
| Proposed start date and duration of the new contract | Various start dates. |

| Title of Contract | Various Housing Developments |
|--|--|
| Briefly describe the service required | <p>Cabinet approved the Birmingham Municipal Housing Trust delivery plan for the development of housing for the period 2019 -2029 on 14th May 2019. There are a number of schemes approved within this report ready for the commencement of a procurement process:</p> <ul style="list-style-type: none"> • Lowden Croft for the development of 3 units (for rent) • Clements - for the development of 4 units (for rent) |
| Is the Council under a statutory duty to provide this service? If not what is the justification for providing it? | There is not a statutory service to provide this service. However, the proposed sites support the delivery of the core objectives of the Birmingham Development Plan (BDP) which was adopted by the Council on 10 January 2017 to increase housing growth. |
| What are the existing arrangements? Is there an existing contract? If so when does that expire? | These are one-off requirements. |
| What budget is the funding from for this service? | The schemes are funded from the Housing Revenue Account (Capital) budget. |
| What is the proposed procurement route? | A further competition exercise will be carried out using the Council's Housing Development Dynamic Purchasing System (or its replacement) |
| If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)? | Not Applicable |
| Proposed start date and duration of the new contract | Various start dates. |

