

Members are reminded that they must declare all relevant pecuniary and non-pecuniary interests relating to any items of business to be discussed at this meeting

BIRMINGHAM CITY COUNCIL

CABINET

TUESDAY, 18 APRIL 2017 AT 10:00 HOURS
IN COMMITTEE ROOMS 3 & 4, COUNCIL HOUSE, VICTORIA
SQUARE, BIRMINGHAM, B1 1BB

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.birminghamnewsroom.com) 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.

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<u>283 - 288</u>	13	<u>APPOINTMENTS TO OUTSIDE BODIES</u>	Report of the City Solicitor.
	14	<u>OTHER URGENT BUSINESS</u>	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.
	15	<u>EXCLUSION OF THE PUBLIC</u>	That in view of the nature of the business to be transacted which includes exempt information of the category indicated the public be now excluded from the meeting:- Exempt Paragraph 3

PRIVATE AGENDA

16 **DISPOSAL OF LAND AT DAWBERRY FIELDS, KINGS HEATH, BIRMINGHAM (PRIVATE)**

Item Description

17 **CONTRACT AWARD FOR EARLY YEARS HEALTH & WELLBEING SERVICE (C0208) - PRIVATE REPORT**

Item Description

18 **PLANNED PROCUREMENT ACTIVITIES (MAY 2017 – JULY 2017) AND QUARTERLY AWARD SCHEDULE (JANUARY 2017 – MARCH 2017) - PRIVATE**

Item Description

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

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

BIRMINGHAM CITY COUNCIL

PUBLIC REPORT

Report to:	CABINET
Report of:	CORPORATE DIRECTOR, ECONOMY
Date of Decision:	18 APRIL 2017
SUBJECT:	PEDDIMORE – EMPLOYMENT SITE
Key Decision: YES	Relevant Forward Plan Ref: 003379/2017
If not in the Forward Plan: (please "X" box)	Chief Executive approved O&S Chairman approved
Relevant Cabinet Member:	THE LEADER OF THE COUNCIL – CLLR JOHN CLANCY
Relevant O&S Chairman:	CLLR MOHAMMED AIKHLAQ - CORPORATE RESOURCES AND GOVERNANCE O&S COMMITTEE
Wards affected:	SUTTON NEW HALL

1. Purpose of report:

- 1.1 The Birmingham Development Plan was adopted by the City Council on 10th January 2017. The Plan released the Peddimore site in Sutton Coldfield for employment development. The developable area of the Peddimore site is approx. 71 hectares of which approx. 65 hectares (approx. 160 acres net developable) is in the ownership of the Council. The site allocation and the Council's land ownership are shown at Appendix 1 of this report.
- 1.2 The future disposal and development of the site represents an opportunity to provide a major high quality employment site that will attract significant investment into the City providing thousands of jobs and boosting inclusive economic growth in the City and in the wider West Midlands region.
- 1.3 The Cabinet report dated 14 February 2017 approved a project budget to support activities to facilitate the development of the site. The report also authorised the launch of the Prior Information Notice (PIN) at the MIPIM property event on 14th March.
- 1.4 This report recommends a preferred delivery option following the completion of development options appraisals and to commence marketing of the phase 1 site. The details of the options appraisal and the marketing process are contained in the options appraisal at appendix 2.

2. Decision(s) recommended:

It is recommended that Cabinet:

- 2.1 Approves option 2, noted in the options appraisal attached at appendix 2, as the Preferred Delivery Option.
- 2.2 Agrees to bring forward the delivery of phase 1 of the Peddimore site for employment use as part of the Preferred Delivery Option.
- 2.3 Authorises the Corporate Director of Economy to commence the marketing of the phase 1 site to secure a strategic development partner who will install the infrastructure for phases 1 and 2 and develop out the phase 1 site consistent with the objectives of the Birmingham Development Plan.
- 2.4 Authorises the Corporate Director of Economy to approve the short list of potential development partners following the pre-qualification stage of bidding and present a further report to Cabinet documenting the evaluation of competitive bids and seeking approval prior to proceeding to appoint a preferred development partner.
- 2.5 Authorises the City Solicitor to negotiate, execute, complete and seal the relevant documents necessary to give effect to the above recommendations.

Lead Contact Officer(s):	Kathryn James, Assistant Director of Property (Interim)
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E-mail address:	Kathryn.james@birmingham.gov.uk

3. Consultation

3.1 Internal

3.1.1 Sutton New Hall Ward Members have been consulted in the process of adopting the Birmingham Development Plan which was formally adopted by the Council on 10 January 2017. Further consultation with Ward Members has been undertaken as part of the February Cabinet report. Ongoing consultation has been undertaken with the Ward Members. Their observations and comments will be noted in the schedule at appendix 3 will be taken into consideration as part of the planning application and development agreement.

3.1.2 Councillor Stewart Stacey, the Strategic Director of Programmes and Projects has also been consulted. Legal and Democratic Services and City Finance have also been involved in the preparation of this report.

3.2 External

3.2.1 Extensive public consultation regarding the development of the site for employment use was carried out as part of the preparation of the Birmingham Plan. In preparing this report for April Cabinet the Sutton MP and the Royal Sutton Town Council have been consulted and to date no comments have been received. Should comments from the MP and the Town Council come forward these will be reported at the April Cabinet meeting.

4. Compliance Issues:

4.1 Are the recommended decisions consistent with the Council's policies, plans and strategies?

4.1.1 The proposal contributes towards the strategic outcomes, specifically Outcome One: Strong economy, by supporting development of a major strategic site, jobs creation; specifically Outcome Four: Creating Thriving Communities through the installation of new highways infrastructure improving connectivity.

4.2 Financial Implications

4.2.1 The delivery options appraisal is provided at appendix 2 of this report and recommends a two phase development strategy as the Preferred Delivery Option. The Preferred Delivery Option seeks to minimise the financial risks to the Council arising from the significant costs of providing a new primary access from the A38 and other infrastructure required to deliver a master planned development.

4.2.2 Given the infrastructure costs the preferred option proposes to market and dispose of a phase 1 site that is approx. 70 acres. The cost of the infrastructure will be borne by the development partner who will retain and develop out the phase 1 site. Public sector funding from GBSLEP's Local Growth Fund will also be sought to help facilitate the development. The phase 2 site will extend to approx. 90 acres and will benefit from the infrastructure installed as part of the phase 1

4.2.3 The marketing of the site will be supported by retained property consultants and legal services support being funded by the budget approved by Cabinet in February 2017.

4.3 Legal Implications

4.3.1 Under the general power of competence in Section 1 of the Localism Act 2011 (The Act) the Council has the power to enter into arrangements set out in this report. They are within the boundaries and limits of the general power of competence set out in sections 2 and 4 of the Act.

4.3.2 The Council has a duty to efficiently manage its assets and has the power to hold and dispose of land under Sections 120 and 123 of the Local Government Act 1972.

4.4 Public Sector Equality Duty

4.4.1 An Equality Assessment (EA) number EA001787 is attached at appendix 3.

5.	Relevant background/chronology of key events:
5.1	The preparation of the Birmingham Development Plan (BDP) demonstrated a shortage of large, high quality employment sites to meet the needs of the City's expanding industrial sector. This conclusion was supported by the independent Planning Inspector and the BDP has now been adopted by the Council,
5.2	Now that the release has been confirmed the Peddimore site needs to be brought forward for development as quickly as possible given the pressing need to address the current shortage in employment land supply. It is widely recognised that due to its size and location Peddimore is the most significant opportunity in the West Midlands for major employment generation and investment. In order for the Peddimore site to be developed new infrastructure needs to be installed including a new access point from the A38. In addition to this utilities and services will need to be brought on to the site and distributed to allow development plots to come forward.
5.3	This report seeks authority to support the Preferred Delivery Option for the Peddimore development. Officers have considered development options ranging from the disposal of the entire site to a scenario whereby the Council undertakes direct development of the site itself and installs the infrastructure. Appendix 2 provides the delivery options appraisal as a summary of the Outline Business Case. The Preferred Delivery Option is identified as Option 2.
5.4	In order to minimise the borrowing cost requirement on the Council's revenue budget and to mitigate development risk and financial exposure, the Preferred Delivery Option, will seek a strategic development partner for phase 1 and to positively obligate the partner to produce a high quality master plan for the site and deliver the infrastructure to service both phase 1 and phase 2. The disposal process will be OJEU compliant and the key milestones are set out in the Delivery Options Appraisal. This will leave the Council in control of a serviced site (phase 2) giving it the ability to react quickly to employment and investment proposals which come forward whilst maximising the capital receipts from this phase of the development.
5.5	Having identified a Preferred Delivery Option the report seeks authority to commence marketing of the phase 1 site (which extends to approx. 70 acres (net) as shown edged black on the plan attached at appendix 1) to secure a development partner who will master plan the site, secure planning consent, install the infrastructure and undertake development of the phase 1 site.
6.	Evaluation of alternative option:
6.1	Not to proceed would mean that the opportunity to deliver a key allocation in the Birmingham Development Plan is delayed and or missed which given the limited land supply available could result in a material loss of investment into the City.
6.2	Alternative options to secure the servicing of the site have been investigated and the Preferred Delivery Option is to secure a strategic development partner who will install the infrastructure as part of a high quality master plan and this will greatly reduce the financial risk to the Council.
6.3	The Council could offer the entire site for sale in the open market. However, by retaining the phase 2 site the Council will have the ability to control its release and to react to industrial, manufacturing employment and investment proposals which come forward.

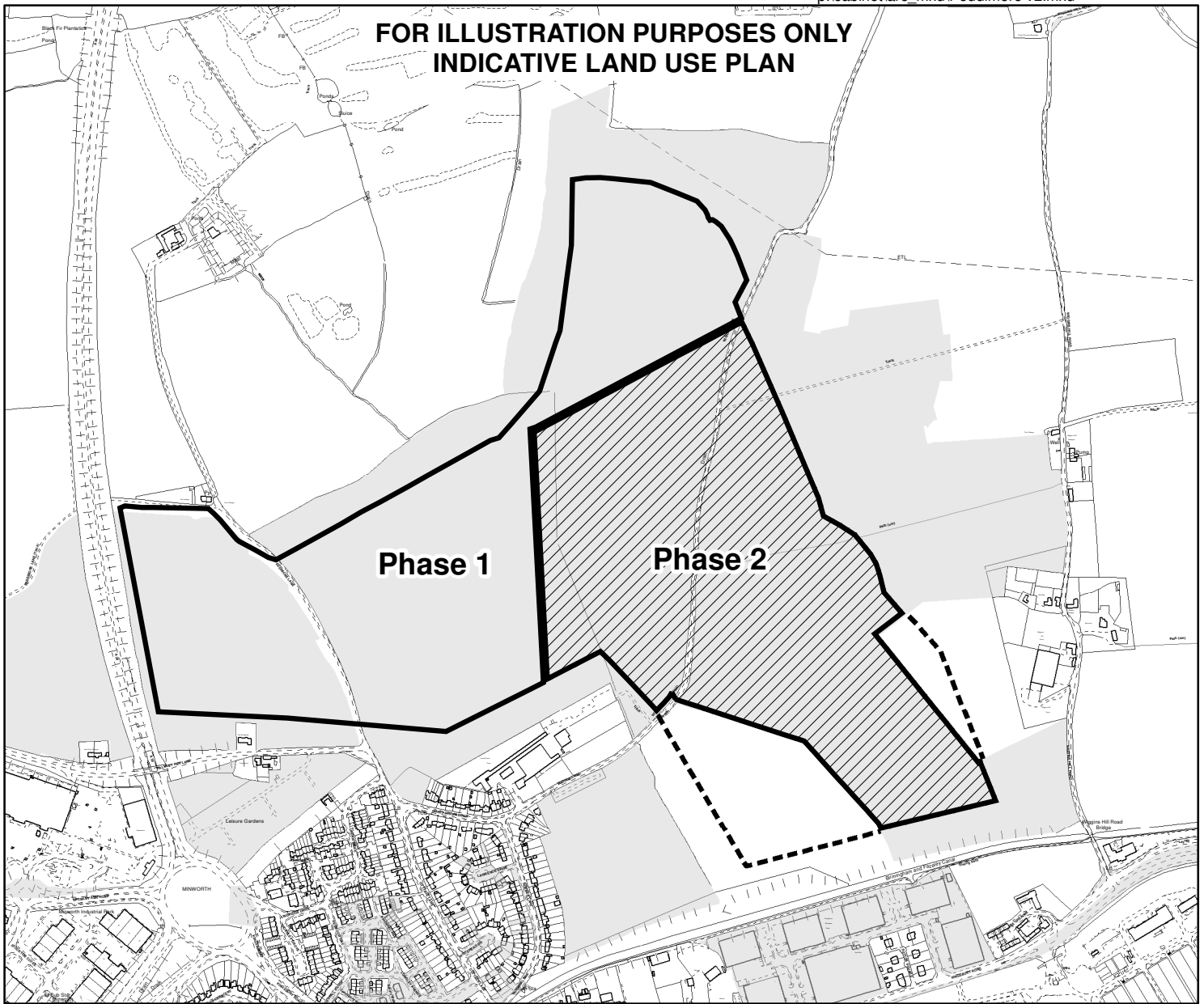
7. Reasons for Decision(s):
7.1 Subject to the approval of the Preferred Delivery Option to seek approval to market the phase 1 site and to secure a development partner who will install the infrastructure for phases 1 and 2 and develop out phase 1 of the Peddimore site in accordance with a high quality master plan and the objectives of the Birmingham Development Plan.

Signatures	<u>Date</u>
Leader of the Council – Cllr John Clancy	
Waheed Nazir, Corporate Director, Economy	

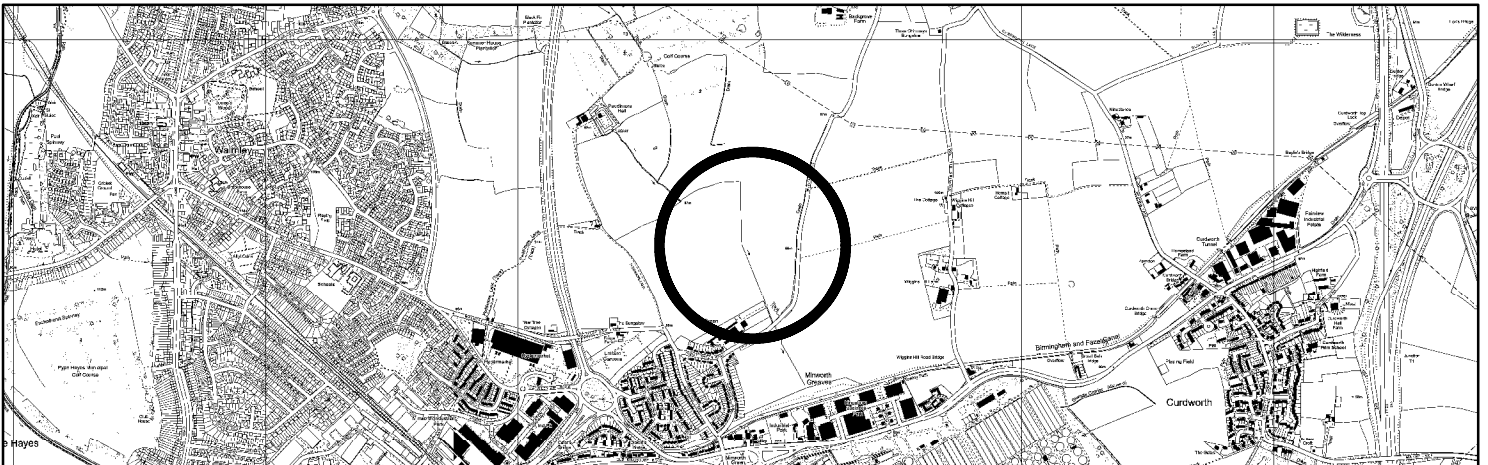
List of Background Documents used to compile this Report:
1. Birmingham Development Plan

List of Appendices accompanying this Report (if any):
1. Appendix 1 – Site plan
2. Appendix 2 – Delivery Options Appraisal
3. Appendix 3 - Comments from Ward Member consultation
4. Appendix 4 - Equality Assessment EA001787

**FOR ILLUSTRATION PURPOSES ONLY
INDICATIVE LAND USE PLAN**



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**SITE AT PEDDIMORE
SUTTON COLDFIELD**



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Scale (Main Map)

1:10,000

Drawn

JW

Date

30/03/2017

O.S. Sheet: SP1593SE

OPTIONS APPRAISAL

Delivery Options for Phase 1

Peddimore

April 2017

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1. Executive Summary

The work undertaken so far by the Project Board suggests that the infrastructure costs associated with building out Peddimore are significant. The costs place a substantial burden on the development and the Council from a financial risk perspective. However, the Delivery Options Appraisals suggest that there are solutions that will enable the City Council to deliver development at Peddimore whilst also satisfying its financial and strategic aims and managing its exposure to financial and development risk.

This document summarises the Delivery Options Appraisal and recommendations for Peddimore which identifies a Preferred Delivery Option. The Outline Business Case that sits behind this Options Appraisal has been developed by consultants GVA on behalf of the Peddimore Project Board. GVA are the lead consultant for a team of specialist consultants who continue to work on the project to construct the range of options that have been developed whilst commenting on the commercial attractiveness of the development options through soft market testing undertaken by GVA as part of a cohesive development delivery strategy. GVA and the consultant team have also advised on:

- Site master planning (indicative scheme layout, quantum of development and site constraints). This will also inform the Supplementary Planning Document for the site.
- Ecology assessment
- Heritage assets assessment (impact on strategic assets in close proximity)
- Access junction and spine highway design. The design work in respect of the access junction has been finalised. The detailed design of the proposed junction will be undertaken by the developer partner.
- Utilities assessments and the strategy for the site with all utility providers including Severn Trent. This includes the drainage strategy and power (electricity).
- Structured landscaping design – parameter visual protection to balance of green belt.
- Flood risk assessments
- Phase 1 geo-technical assessment (non-intrusive)

The preferred option offers the best financial and strategic fit to achieve the Council's objectives for the Peddimore site.

2. Strategic Case

The Birmingham Development Plan has been examined by an Inspector appointed by the Secretary of State and that Inspector has concluded that the Plan is sound.

The BDP was subsequently adopted by the City Council on 10th January 2017 and the period for legal challenge has now passed.

The delivery options that have been considered by the Project Board and outlined in the Outline Business Case (OBC) include:

Option 1 – Do Nothing	The Council takes minimal action and the site remains unchanged
Option 2 – Partial Disposal (with infrastructure delivery obligations)	The Council disposes of part of the site and obligates the developer to implement the enabling infrastructure works. The Council retains a proportion of the site for future disposal
Option 3 – Full Disposal (With infrastructure delivery obligations)	The Council disposes of the whole site
Option 4 – Whole site disposal with enabling infrastructure delivered by the Council	The Council disposes of the whole site, however prior to disposal undertakes the enabling infrastructure works to unlock the site. The cost associated with infrastructure is prudentially borrowed
Option 5 – Direct Delivery	The Council delivers the entire infrastructure, develops the individual plots and seeks to let the commercial space. All associated capital costs are prudentially borrowed.

3. Delivery Options Appraisal

Although the financial output of each of the options summarised below is important, the overall assessment of suitability of the option in addressing the objectives of the scheme, require measurement against the Council's strategic objectives for the Peddimore site.

Option 1 - Do Nothing Option

With this option the Council takes no action and the site remains in its current form. Whilst the Council is not exposed to any financial risk associated with investment in the site, the option fails to deliver on any of the core objectives associated with the project.

Option 2 - Disposal of the Phase 1 site with Infrastructure provided by the developer. Council retains Phase 2

The Council disposes of sufficient amount of the overall development site - a phase 1 site of approx. 70 acres (net) to secure the strategic infrastructure for phases 1 and 2. The positive obligations to deliver the infrastructure required will form part of the land disposal contract using an OJEU compliant disposal process.

In this option the Council retains control of the phase 2 site with the benefit of the infrastructure and the ability to respond quickly to investment and employment generation opportunities.

In this option grant funding of up to approx. £10M is included in the option appraisal. Funding to support this has been identified. Peddimore scored highly in LGF3 bids and a full business case is now being developed for up to £10M by the consultant team led by GVA.

This option minimises the Councils' exposure to financial risk, as the Council will not be required to borrow any funds to pay for infrastructure.

Option 3 - Disposal of the entire site

Following adoption of the Birmingham Development Plan the Council disposes of the entire site. This option would attract a capital receipt for the Council, probably on a phased basis.

However by selling all of the land up front in this option the Council may not capture any land value growth of the phase 2 site that is going to be likely from the high quality master planning and development of the phase 1 site.

Additionally in this option the Council loses control of phase 2.

Option 4 - BCC provides and funds the infrastructure

In this option the council provides and funds the infrastructure. This approach therefore requires the Council to fund the capital to fund the infrastructure works.

The Council would receive capital receipts as the development plots are disposed of and the receipts can be applied to pay off the funding.

This option will generate significant pressures for the Council and would expose the Council to risk if delays were to occur in disposing of the sites and if the cost of the infrastructure works increased or if the works over run.

Option 5 - BCC acts as the developer for the site

This option assumes that the Council adopts the role of developer. The option appraisal assumes that the Council will undertake all necessary infrastructure work to bring forward the site for development and also constructs all of the buildings on the site.

In this approach the Council would need to fund all costs associated with the development. This option requires very significant levels of borrowing over a number of years and expose the Council to significant risk.

Options Appraisal									
	To release an employment site from the greenbelt	Obligate a third party developer to install the new A38 site access and primary infrastructure for the site and undertake development of the site	Collaborate over the Severn Trent plot of land	Obtain outline planning consent for the preferred development option	Limit the Council's exposure to development risk	Implement the preferred property development strategy that optimises Council objectives, delivers a land mark development and mitigates against development risk and manages land owner costs	To raise and maximise capital receipts from the disposal of land	To ensure that 40ha of the site is capable of development for B1c and B2 uses	Overall Score
Option 1 - Do Nothing	0	0	0	0	0	0	0	0	0
Option 2 - Partial Disposal (with infrastructure delivery obligations)	10	10	5	10	8	9	9	10	71
Option 3 - Full Disposal (With infrastructure delivery obligations)	10	10	3	10	10	10	9	4	66
Option 4 - Whole site disposal with enabling infrastructure delivered by the Council	10	5	3	10	7	6	8	4	53
Option 5 - Direct Delivery	10	5	6	10	2	4	1	10	48

Scoring: 0 = Does not contribute to delivery of the objective - 10 strongly contributes to delivery of the objectives

4. Preferred Option

GVA have undertaken detailed financial appraisals and options appraisals have been completed by GVA (summarised in the above table) to support the recommendations and the Preferred Delivery Option. The financial models used, which are commercially sensitive, have been refined over recent months by GVA to take account of more detailed infrastructure costs information available which provides greater clarity in respect of the strategic outputs.

GVA have also carried out “soft market testing” to establish that the recommended approach will stimulate significant market interest.

The Project Board has recommended option 2 as the Preferred Delivery Option.

Option 2 delivers on the Council’s strategic objectives most comprehensively. In addition, the Preferred Delivery Option best mitigates the associated project risks for the Council, specifically in the areas of financial risk, development risk and costs risk.

To ensure delivery of the project GVA has recommended a competitive OJEU compliant disposal process that will place obligations on the preferred development partner to deliver a master planned development and the infrastructure required to support the development subject to planning consent. The Competitive Procedure with Negotiation is proposed and includes a pre-qualification process. The proposed OJEU process is similar to Competitive Dialogue. Under the Negotiated procedure Short-listed parties are invited to take part in a negotiation process that leads to the selection of a preferred bidder subject to Cabinet approval of the final terms and structure of the transaction. GVA have undertaken soft market testing and are of the view that there is sufficient demand in the market place and appetite to engage in the proposed OJEU

process and following February Cabinet (2017) the Council has launched its Prior Information Notice (PIN).

It is proposed that the developer will acquire the phase 1 site, master plan the site to a high quality, secure planning consent and develop out the site installing all of the strategic infrastructure, including; a new road junction on the A38, the main spine road, strategic landscaping, main site drainage and utilities with sufficient capacity to service both phases of the development site. The new access junction will be adopted as public highway and possibly the spine road. The Council will have access to the mains drainage and other utilities infrastructure including capacity needed for phase 2.

There are two significant benefits to this option;

1. The Council is not required to borrow and fund the infrastructure costs and it is not directly exposed to any cost over runs on the infrastructure costs.
2. The Council retains control of the phase 2 site which will have the benefit of the access, infrastructure and therefore will be able to respond quickly to any major investment and employment opportunities which come forward in the future.

5. The Process for selecting a preferred development partner

If the preferred option (option 2) is selected and Cabinet approval to proceed is received the process to prepare the documentation, market the site, receive competitive bids, evaluate and select a preferred development partner can begin.

It is anticipated that this process will take approx. 9 months to reach a point where a preferred development partner and structure of the agreed transaction can be recommended to Cabinet. At that stage a further Cabinet report and Tender Report will be presented for approval.

It is very likely that the potential development partner will make their bid conditional on planning consent – outline planning consent for the uses and full planning consent for the access and infrastructure. It will be the preferred partner's responsibility to achieve planning consent at their own cost but within an agreed timescale which will be subject to penalties in the event of non-performance.

It is anticipated that the selection of a preferred development partner will require more than one round of bidding. A pre-qualification round will determine which potential bidders have the right credentials to deliver the project and a landmark development. This will then enable a round of financial bids using the Competitive Procedure methodology to select the preferred partner.

As part of the disposal documentation the Council will be providing a Supplementary Planning Document, associated design guides and master planning options. The Council will also provide Output Specifications for the access junction, the spine road, and drainage and utilities infrastructures to ensure that there is sufficient capacity for the phase 1 and importantly phase 2 sites. While this process will be driven by the Project Board as a property disposal it will need to

be compliant with OJEU as the preferred partner will have contractual obligations to deliver the project within pre-prescribed and agreed milestones and deadlines.

The Council will retain the services of GVA to assist and support the Project Board with the disposal. The Council, following February Cabinet, has launched its Prior Information Notice (PIN) and is in the process of appointing the external legal team with the range of expertise to advise across all aspects of the disposal. The team will be in place in April 2017.

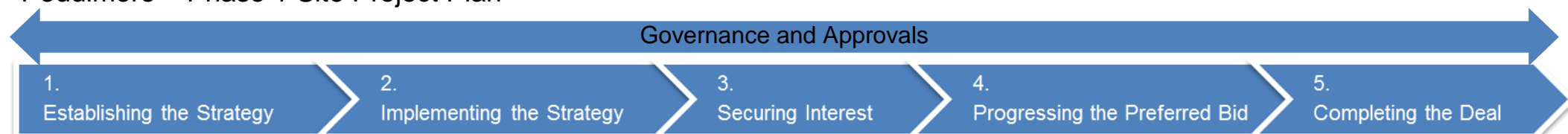
The project governance will be managed through the Peddimore Project Board chaired by the Corporate Director Economy, which will involve officers across the Council together with the supporting commercial and legal consultants.

Appendix 1 shows a summary high level project plan.

The key tasks following April Cabinet approval are as follows:

- Complete the project team with the appointment of an external legal adviser.
- Consolidate the package of technical documents which will be used to generate the competitive bids. The package will be signed off by the Project Board on recommendation by GVA and the legal team.
- Marketing the opportunity.
- Receiving and evaluating pre-qualification submissions.
- Shortlisting and proceeding to the Competitive Process with the short listed parties.
- Evaluation and selection of the preferred development partner.
- Cabinet Report/Tender Report and continued Ward Member consultation.
- Negotiate and complete conditional contracts with the preferred development partner.
- Preferred Partner works up and submits a planning application for approval.
- Following planning approval the contracts become unconditional and work commences on the infrastructure work.
- New junction is adopted as public highways. Utilities infrastructure becomes live.
- Phase 1 site is available for development by the preferred partner.

Basit Ali April 2017



2016/2017	2016/2017	Spring/ Summer 2017	Autumn/ Winter 2017 (into 2018)	Spring 2018 onwards
Stage 1	Stage 2	Stage 3	Stage 4	Stage 5
Set up the project 1. Obtain Cabinet approval <ul style="list-style-type: none"> Report on agenda for Apr 2017 Consultation with key members Consultation with stakeholders Scrutiny period 2. Establish preferred outcomes/objectives <ul style="list-style-type: none"> Reference to the approved recommendations from the Cabinet Report Establish deal principles 3. Complete the Project Team <ul style="list-style-type: none"> Set up the governance regime Nominate membership of the Project Executive Establish the Terms of Reference for the Project Executive Set up a programme of Project Executive meetings Agree terms of appointment with consultants <ul style="list-style-type: none"> Property consultant Legal Adviser Financial adviser Tax 4. Project budget <ul style="list-style-type: none"> Set out a budget statement Establish a mechanism for budget monitoring Establish a standard budget monitoring report for Project Executive 5. Establish the project governance <ul style="list-style-type: none"> Produce a Project Definition Document (PDD) Produce a Quality Control Document Produce a Quality Plan Review the outline programme Establish a detailed programme and Critical Path Establish a mechanism for project monitoring Establish a standard project monitoring dashboard for Project Executive 6. Approvals process <ul style="list-style-type: none"> Clarify and set out approvals process for the deal Establish requirements for future decision reports Incorporate into the detailed project programme 7. Communications Strategy <ul style="list-style-type: none"> Establish the communications strategy Nominate spokesperson(s) Develop the collateral for media responses Confidentiality FOI impacts 	Develop the Business Case 1. Clarify and set out the disposal structure <ul style="list-style-type: none"> Components included in the disposal Infrastructure requirements Property structure Funding sources 2. Planning considerations <ul style="list-style-type: none"> BDP approval SPD Listed Buildings Adjacent SUE 3. Agree the disposal process <ul style="list-style-type: none"> Open market procurement process Any EU procurement requirements? Special purchaser considerations Timing of a disposal Packaging 4. Identify and document disposal considerations <ul style="list-style-type: none"> Retention of phase 2 Other strategic aspirations Adjacent land eg Severn Trent 5. Infrastructure <ul style="list-style-type: none"> Highways/junction capacity Utilities capacity Drainage options Strategic landscaping 6. Business Case Development <ul style="list-style-type: none"> Options appraisal Financial appraisals Funding strategies 7. Soft Marketing <ul style="list-style-type: none"> Consult stakeholders Identify marketing opportunities Identify potential target purchasers Identify special purchasers 	Initiate the disposal 1. Prepare and implement the marketing campaign <ul style="list-style-type: none"> Consult stakeholders Confirm target audience Commission marketing collateral PR campaign to stimulate market interest Run marketing campaign 2. Prepare ITT <ul style="list-style-type: none"> Legal Documents Output Specifications Activate the procurement tool Validate the legal documentation Validate supporting documentation Collate evaluation matrix Confidentiality agreements 3. Establish and populate the data room <ul style="list-style-type: none"> Identify system for holding data Nominate Data Manager Establish protocols for validation of data Identify categories of information to be held Identify sources of data 4. Receiving and evaluating bids <ul style="list-style-type: none"> Bids received Compliance check Evaluation Covenant checks Validation of tender process 5. Completing the Tender Report <ul style="list-style-type: none"> Complete Tender Report Check against objectives and preferred outcomes Check against Disposal Strategy Complete risk appraisal 6. Risk Assessment/Tender Audit <ul style="list-style-type: none"> Re-run the risk assessment Complete a Tender Audit 7. Approval of Preferred Bid <ul style="list-style-type: none"> Draft Cabinet Report Consultation with key members and stakeholders Cabinet approval Confirm arrangement for delegations/approvals 8. Establish and populate the data room <ul style="list-style-type: none"> Identify system for holding data Nominate Data Manager Establish protocols for validation of data Identify categories of information to be held Identify sources of data Commission I.T. 	Progressing the Preferred Bid 1. Clarification of the Preferred Bid <ul style="list-style-type: none"> Discussions with preferred bidder Resolution of any outstanding issues Identify decision maker Confirm purchaser's Board approval Confirm purchaser's funding Confirm timetable to completion Confirm any due diligence requirements for purchaser Potential for commitment fee 2. Heads of Terms <ul style="list-style-type: none"> Agree Heads of Terms with preferred bidder Cabinet approval to heads of terms and transaction structure 3. Instruct lawyers <ul style="list-style-type: none"> Instruction package to lawyers 4. Agreement of legal documents <ul style="list-style-type: none"> Negotiate final issues Agree contract documents Check against approvals and Tender Report Legal report received by BCC Final procurement audit check Final Risk Assessment 	Managing the sale process through to completion 1. Exchange of contracts <ul style="list-style-type: none"> Contracts signed and exchanged Developer submits planning application 2. Exchange to completion <ul style="list-style-type: none"> Prepare package of completion documents 3. Completion <ul style="list-style-type: none"> Developer secures planning consent Transaction completed Documents transferred Any money paid 4. Process Review <ul style="list-style-type: none"> Review the disposal process Secure documentation for audit checks
Outputs/Products	Outputs/Products	Outputs/Products	Outputs/Products	Outputs/Products
1.1 Project Definition Document (PDD) 1.2 Detailed Project Programme and Critical Path	2.1 OBC/Options Appraisal 2.2 Risk Assessment 2.3 Cabinet approval to market	3.1 ITT 3.2 Tender Report 3.3 Risk Assessment 3.4 Tender Audit Report 3.5 Cabinet approval to preferred bid	4.1 Final Heads of Terms 4.2 Cabinet report 4.3 Instruction to lawyers 4.4 Agreed contract documents for completion 4.5 Legal report 4.6 Final Risk Assessment	5.1 Exchange, completion and sale 5.2 Disposal Review Process & Cost

APPENDIX 3 – WARD COUNCILLOR CONSULTATION RESPONSES FOR PEDDIMORE EMPLOYMENT SITE

Stakeholder	Ward	Site	Response to consultation via email on 3 rd April 2017
<p>Cllr David Barrie Cllr Ken Wood Allr Alex Yip</p>	<p>New Hall Ward Royal Sutton Coldfield</p>	<p>Peddimore Employment site, Sutton Coldfield</p>	<p>We have significant concerns about the plans going forward to Cabinet regarding Peddimore, which we do not feel deal or even mention a number of issues which need to be resolve to achieve an exemplar development.</p> <p>In our view recommendation 2.1 must also mention another potential entry/exit, and is regarded as crucial to the success of the new development.</p> <p>We would make the following specific points:</p> <ol style="list-style-type: none"> 1. Plans for a single roundabout do not appear to be based on any modelling of traffic. 2. No decision has been made about the type of use of this new estate – either warehousing or manufacturing. (We would strongly resist the former – largely because of its traffic effects. 3. We also need employment, rather than a series of sheds. 4. Likewise there is no idea of where the traffic will come from, how much is likely to be HGV or private (workers to the estate). 5. Selecting a roundabout on the A38 disregards the effects on traffic entering here from the estate and travelling south. Whilst the Asda roundabout will have been signalised by then and routes out to Tyburn should flow well, the route out to the motorway at Junction 9 at Dunton will become even more congested in Minworth village (see picture in this report). This is currently heavily congested already in both directions for much of the working day and residents in Water Orton Lane have real problems getting out at the light controlled junction in the centre. This portion of the road also takes much HGV traffic for Prologis Park

			<p>6. Sprint. We are told of potential for Sprint, but there are no details as yet as to how such a route would access, or exit the new estate.</p> <p>7. Creating a new entry or Exit onto the estate via Phase 2 at Wiggins Hill Road would use a wide section of road with section of dual carriageway heading towards Junction 9, relieve traffic congestion in the village, the spine road (as in the case of the road provided for Prologis Park) acting as a bypass.</p> <p>8. Traffic heading north to the estate could also avoid the village. It would require work to a canal bridge, however. Lesser work may be required at the A38 roundabout, as a result with lesser traffic flows. Kingsbury Road between the site of the proposed new junction and Minworth village has suffered from numerous accidents. A light controlled junction here would effectively slow traffic down – entering a 30mph zone which currently has to be constantly enforced. A new entry/exit would also enhance the value of Phase 2 – which is noted will be retained by Birmingham City Council.</p> <p>9. There is no evidence as yet of the need – which we view as essential – of talking to north Warwickshire about traffic heading to junction 9 from our borders. There are clear problems here with twisty road, further village to pass through and HGV parking. We understand that NW have already taken some measures, but more are clearly required.</p> <p>10. Heavy goods vehicle parking. We would press for some consideration of secure heavy goods vehicle parking. Prologis Park and other local estates all suffer from some HGV parking on neighbouring roads overnight, chiefly by foreign drivers. It is essential that we respond to the need to provide adequate secure parking at an early stage.</p> <p>In conclusion we note the intention of having an exemplar development, and to support this insist that these points are raised and properly considered at the earliest stage. There is a risk that one roundabout entry to the estate will, by default, be the only option.</p>
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Fig 1
Aerial shot showing location of another junction.



Fig 2
Junction with Wiggins Hill Road.



Fig 3
View towards Asda roundabout in Minworth village showing typical congestion. Two lanes come down to one.

Equality Analysis

Birmingham City Council Analysis Report

EA Name	Birmingham Development Plan - Peddimore Employment Site Phase 1 And 2
Directorate	Corporate Resources
Service Area	Birmingham Property Services - Major Projects
Type	New/Proposed Function
EA Summary	The report seeks approval to market the Peddimore site to attract a development partner who will install the infrastructure and undertake development of phase 1.
Reference Number	EA001787
Task Group Manager	felicia.saunders@birmingham.gov.uk
Task Group Member	
Date Approved	2017-01-12 00:00:00 +0000
Senior Officer	eden.ottley@birmingham.gov.uk
Quality Control Officer	eden.ottley@birmingham.gov.uk

Introduction

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

Initial Assessment

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 Function.

2 Initial Assessment

2.1 Purpose and Link to Strategic Themes

What is the purpose of this Function and expected outcomes?

The Peddimore site in Sutton Coldfield is in the ownership of the City Council and comprises an area of approx 71 hectares net developable (approx 150 acres) which has been objectively assessed and identified in the Birmingham Development Plan, through an evidence based transparent process, as the best employment use site in the West Midlands region.

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

Children A Great City To Grow Up In	No
Health - A Great City To Grow Old In	No
Housing - A Great City To Live In	No
Jobs And Skills - A Great City To Succeed In	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?	No
Will the policy have an impact on wider community?	Yes

2.3 Relevance Test

Protected Characteristics	Relevant	Full Assessment Required
Age	Not Relevant	No
Disability	Not Relevant	No
Gender	Not Relevant	No
Gender Reassignment	Not Relevant	No
Marriage Civil Partnership	Not Relevant	No
Pregnancy And Maternity	Not Relevant	No
Race	Not Relevant	No
Religion or Belief	Not Relevant	No
Sexual Orientation	Not Relevant	No

2.4 Analysis on Initial Assessment

The Birmingham Plan has allocated the Peddimore site for release from the greenbelt for employment use. The development of the site represents an opportunity to provide a major high quality employment site that will attract significant investment into the region providing thousands of jobs and boosting economic growth of the City and the West Midlands region.

The development of the Peddimore site is strongly linked to the Birmingham Development Plan.

The intended outcome of the BDP is that by 2031, Birmingham will be an enterprising, prosperous, innovative and green city, delivering sustainable growth that meets the housing and employment needs of its population.

One of the key purposes of the Plan is to ensure that sufficient land is available for development to meet the city's employment needs.

A fundamental objective of the Plan is to advance equality of opportunity by ensuring the right sites are available to enable development to take place which will be needed to provide jobs that the city's future population will require.

New development can have benefits eg new employment development can bring new jobs but also generate additional traffic movements. This risk can be mitigated by ensuring that the development of the Peddimore site is maximised to its full potential. For example a Supplementary Planning Document (SPD) will guide development and ensure that there is a safe and inclusive environment created.

This stage of the project requires a development partner to market the site. Once appointed a further EA is required to address all relevant equality aspects as identified prior to the commencement of the infrastructure plans.

3 Full Assessment

The assessment questions below are completed for all characteristics identified for full assessment in the initial assessment phase.

3 Concluding Statement on Full Assessment

Sutton New Hall Ward Members have been consulted in the process of adopting the Birmingham Development Plan which was formally adopted by the Council on 10 January 2017. Further consultation with Sutton New Hall Ward Members has been undertaken.

The Leader of the Council, Councillor Stewart Stacey and Councillor Waseem Zaffar have been briefed and consulted. The Strategic Directors for Economy, and Programmes and Projects have been consulted with no comments received. Officers in Birmingham Property Services, Legal and Democratic Services and City Finance have been involved in the preparation of this report.

Extensive public consultation regarding the development of the site for employment use was carried out as part of the Birmingham Plan.

The Birmingham Development Plan has been prepared on the basis of a robust and comprehensive evidence base and extensive public consultation throughout the various stages of the plan preparation process.

This has included consultation on the accompanying Sustainability Appraisal and on the inspector's Proposed Modifications to the Plan.

A Consultation Statement dated July 2014 details the consultation undertaken on the Plan since the start of its preparation in 2010.

The vision and objectives of the Plan and resulting development of the Peddimore site for employment uses are consistent with the promotion of the equality duty.

The independent inspector's report on the BDP has concluded, that subject to his recommended modifications being made, the Plan is sound and provides an appropriate basis for the planning of the City and releasing land for sustainable employment development.

Policies in the Plan aim to develop Birmingham as a City of sustainable neighbourhoods that are safe and inclusive with locally distinctive character and is fully accessible, connecting and serving all members of Birmingham's diverse communities.

It is concluded that the proposed methodology being proposed to develop the Peddimore site (phase 1) is consistent with the objectives of the Birmingham Development Plan. At the end of the process it has been proposed a further EA assessment will be undertaken and recommendations made to Cabinet to progress the project into the next stage.

The Peddimore site is widely recognised as the most significant opportunity in the region for major employment generation and investment through the development of the site.

A project budget of £400k has been identified to cover the cost of marketing, professional fees and the preparation of legal documents.

There has been ongoing consultation with Members of their respective constituency, who have as representation been consulted on issues of relevance.

There have been no issues raised which impact the wider community negatively at this stage of the project, therefore a full equality assessment is not required at this stage.

However, the project requires a development partner to market the site. Once appointed a further EA is required to address all relevant equality aspects as identified prior to the commencement of the infrastructure plans.

4 Review Date

05/07/17

5 Action Plan

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

Report to:	Cabinet
Report of: Date of Decision:	Corporate Director Economy 18th April 2017
SUBJECT:	SALE OF LAND AT DAWBERRY FIELDS, KINGS HEATH, BIRMINGHAM.
Key Decision: Yes	Relevant Forward Plan Ref: 002517/2016
If not in the Forward Plan: (please "tick" box)	Chief Executive Approved <input type="checkbox"/> O & S Approved <input type="checkbox"/>
Relevant Cabinet Member:	Cllr John Clancy, Leader of the Council
Relevant O&S Chairman:	Cllr Mohammed Aikhlaq – Corporate Resources Overview and Scrutiny Committee
Wards affected:	Brandwood

1. Purpose of report:	
1.1	To note the surplus declaration and freehold disposal of Council owned land at Dawberry Fields, Kings Heath, Birmingham, shown edged black and shaded grey (Land C), on the enclosed plan extending to 0.92 hectares.
1.2	To note the intention to report the variation of the terms of a land sale as approved in a joint Cabinet Member Report dated January 2016 for land at Dawberry Fields, Kings Heath, Birmingham.
1.3	An accompanying Private Report contains confidential information on the proposed disposal.
2. Decision(s) recommended:	
	Cabinet is recommended to;
2.1	Approve the surplus declaration and freehold disposal of 0.92 hectares of freehold land at Dawberry Fields, Kings Heath, Birmingham as shown shaded grey (land C) on the enclosed plan within appendix 1.
2.2	Note the intention to vary the sale terms of the land sale approved in a joint Cabinet Member Report dated January 2016 for land at Dawberry Fields, Kings Heath and detailed in the accompanying report on the Private agenda
Lead Contact Officer(s):	Kathryn James Interim Assistant Director Property Birmingham Property Services
Telephone No: E-mail address:	0121 675 3934 kathryn.james@birmingham.gov.uk

3. Consultation

3.1 Internal

District Leads and Ward Members have been consulted on the release of additional land (land C) and the proposed sale of land, no adverse comments received. The details of this consultation is set out in appendix 3 of this report.

3.1.1 The Leader, Acting Strategic Director of Place and relevant Executive Members have been consulted regarding the contents of this report and support the proposals.

3.1.2 The City Solicitor, officers in City Finance, and other relevant officers in Place and Economy have been consulted on the preparation of this report and support the proposals.

3.2 External

The Allotment Association have been consulted on the release of the additional allotment land for development (land C) and have confirmed that they are supportive of the proposal.

4. Compliance Issues:

4.1 Are the recommended decisions consistent with the Council's policies, plans and strategies?

The proposal contributes towards the strategic outcomes outlined in the 'Council Business Plan and Budget 2017+', specifically to help deliver a balanced budget and contribute to the Council's plan to rationalise its property portfolio as part of its asset management programme.

4.1.1 The development of new homes for a growing city is a key objective of the Council Business Plan and Budget 2017+.

4.2 Financial Implications

The disposal of this surplus asset will generate capital receipts for the Council to help support the Council Business Plan and Budget 2017+, and contribute to key business priorities.

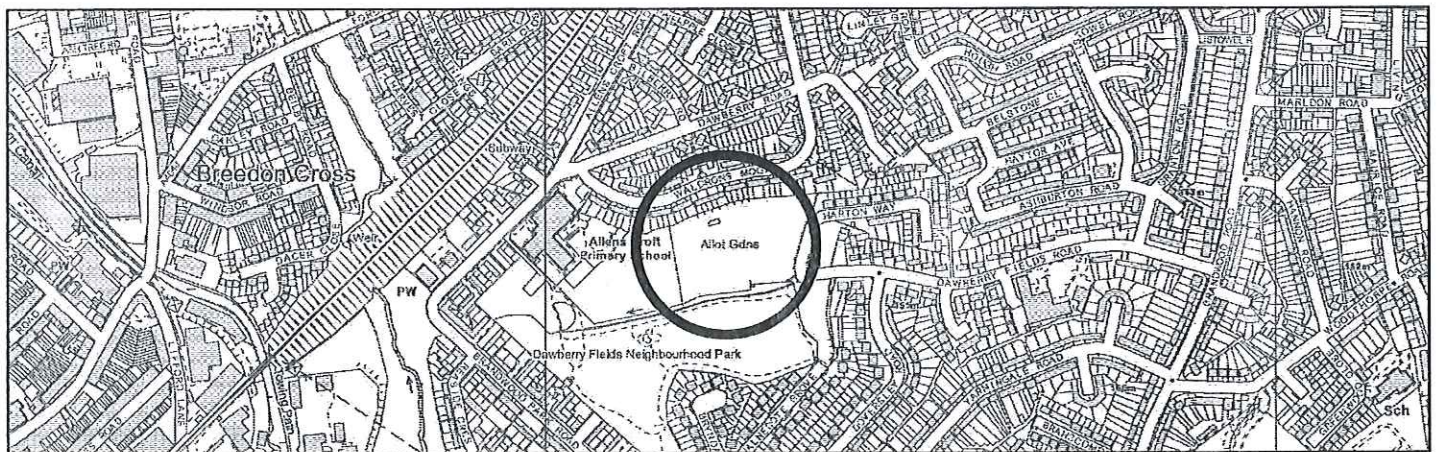
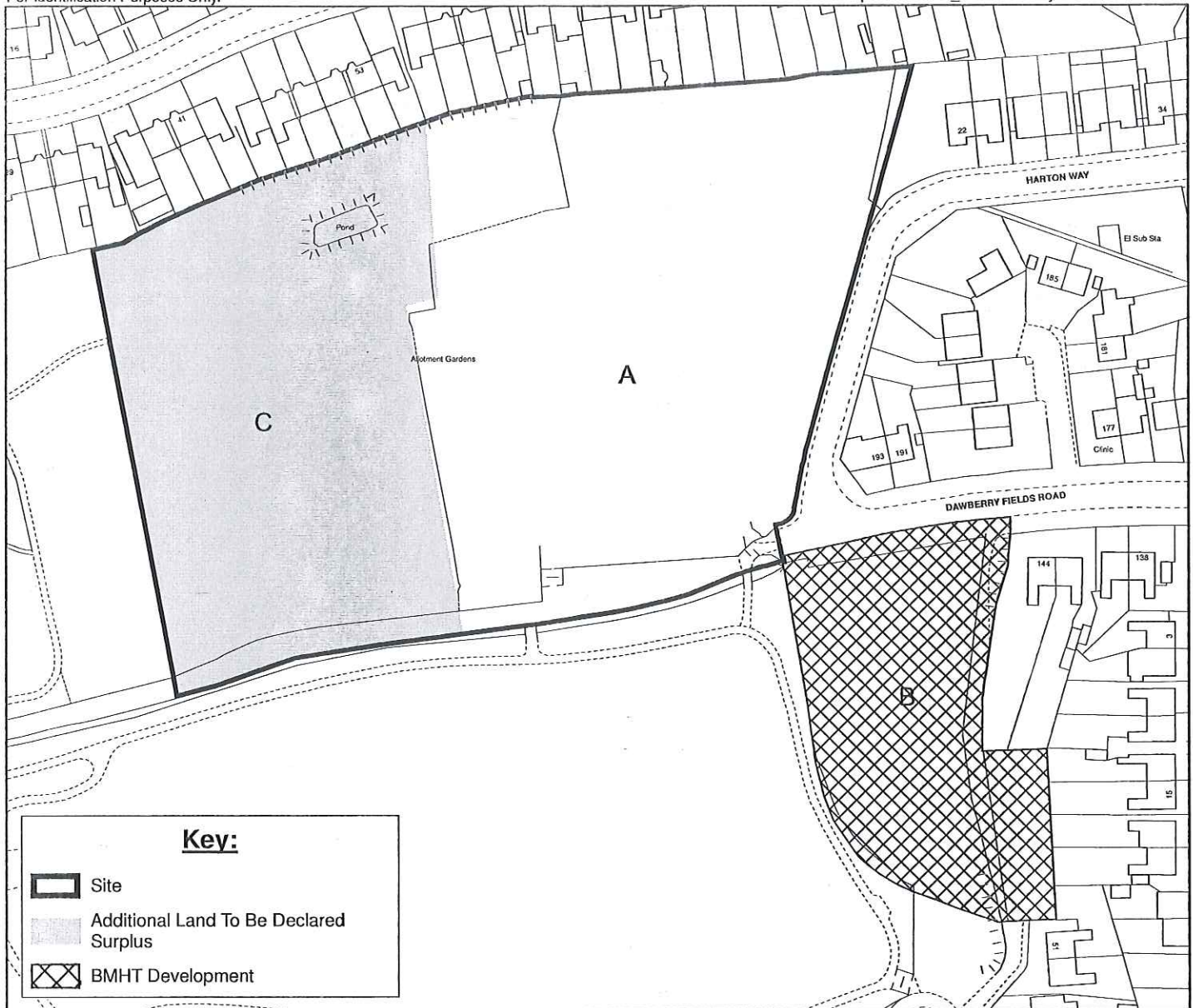
4.3 Legal Implications

The power to acquire, dispose and manage assets in land and property is contained in Sections 120 and 123 of the Local Government Act 1972.

4.4 Public Sector Equality Duty

A Equality Assessment (EA001853 is attached to Appendix 2), was undertaken for this proposal, which confirms there is no adverse impact and that a full EA is not required for the purpose of this report.

5.	Relevant background/chronology of key events:								
5.1	A summary of the salient points are as follows;								
5.2	At its meeting on the 8th March 2012 Cabinet Committee Property declared the land at Dawberry Fields Road surplus to requirements in a report entitled "Residential Land Sales Programme 2012/2014". The report also approved the subsequent sale via informal tender.								
5.3	As part of the due diligence prior to marketing, opportunity arose to improve the development viability of the site and a further report to Cabinet Committee Property of the 10 th December 2012 approval was given to release a further acre of land as surplus and to be considered for sale.								
5.4	Property officers subsequently undertook an informal tender process of the land, the outcome of which was the approval of a Joint Cabinet Member Report dated January 2016 which made a recommendation of sale for Land A&B as shown on the enclosed plan within Appendix 1.								
5.5	Following approval of this sale, a further ongoing review of Local Service assets identified additional land i.e.; (Land C) as illustrated on the enclosed plan within Appendix 1.								
5.6	Site B has been appropriated into the Housing Revenue Account with the intention to provide 14 new affordable homes delivered through the BMHT programme.								
5.7	A report on the private agenda details the outcome of these negotiations and officers' recommendations in terms of the land sale.								
5.8	It should also be noted that the capital receipts generated from the sale of this land will be subject to earmarking of land sales within the Allenscroft Estate, Brandwood which was approved by Cabinet on the 26 th September 2005.								
6.	Evaluation of alternative option(s):								
6.1	Not to proceed with the sale would mean that the site would continue to be left undeveloped and an opportunity to redevelop the site for mixed tenure family homes would be postponed.								
7.	Reasons for Decision(s):								
7.1	For Members to note the disposal of the site.								
7.2	The sale will generate a capital receipt that can be reinvested by the city.								
7.3	To support the council in delivering housing growth across the City by providing as many new homes as possible using the Councils resources and by entering into partnerships with other housing developers to achieve best value through economies of scale.								
<table> <tr> <th>Signatures</th><th>Date</th></tr> <tr> <td>Cllr John Clancy Leader of the Council</td><td>.....</td></tr> <tr> <td>Waheed Nazir Corporate Director Economy</td><td>.....</td></tr> <tr> <td>Kathryn James Interim Assistant Director of Property</td><td>.....</td></tr> </table>		Signatures	Date	Cllr John Clancy Leader of the Council	Waheed Nazir Corporate Director Economy	Kathryn James Interim Assistant Director of Property
Signatures	Date								
Cllr John Clancy Leader of the Council								
Waheed Nazir Corporate Director Economy								
Kathryn James Interim Assistant Director of Property								
List of Background Documents used to compile this Report:									
Residential Land Sales Programme 2012/2014 8 th March 2012 Disposal of Surplus Properties, 10 th December 2012 Cabinet Member Report Sale of Land at Dawberry Fields January 2016 Planned Procurement Activities and Quarterly Contract Award Schedule 14 th Oct 2016 Allenscroft Initiative Earmarked Receipts Review 2015, 11th June 2015. Section 8 Consent to release allotment land Land Appropriations to Support Housing Growth									
List of Appendices accompanying this Report (if any):									
1.	Appendix 1 – Site Plan Page 33 of 288								
2.	Equality Assessment – EA001853								
3.	Consultation								



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Dawberry Fields Allotments
Dawberry Fields Road
Brandwood



Page 35 of 288

Scale (Main Map)

Drawn

Date

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O.S. Sheet: SP0680SW

MI

20/09/2016

Equality Analysis

Birmingham City Council Analysis Report

EA Name	Sale Of Land At Dawberry Fields, Kings Heath, Birmingham
Directorate	Corporate Resources
Service Area	Birmingham Property Services - Major Projects
Type	New/Proposed Function
EA Summary	To declare surplus Council owned land at Dawberry Fields, Kings Heath, Birmingham, extending to 0.88 hectares, and to seek approval to vary the existing land sale.
Reference Number	EA001853
Task Group Manager	felicia.saunders@birmingham.gov.uk
Task Group Member	
Date Approved	2017-01-31 00:00:00 +0000
Senior Officer	eden.ottley@birmingham.gov.uk
Quality Control Officer	eden.ottley@birmingham.gov.uk

Introduction

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

Initial Assessment

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 Function.

2 Initial Assessment

2.1 Purpose and Link to Strategic Themes

What is the purpose of this Function and expected outcomes?

After a continued review of the Council's land and property, the sale of land at Dawberry Fields Road has been declared surplus and offered on the open market by Informal Tender.

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

Children: A Safe And Secure City In Which To Learn And Grow	Yes
Health: Helping People Become More Physically Active And Well	Yes
Housing: To Meet The Needs Of All Current And Future Citizens	Yes
Jobs And Skills: For An Enterprising, Innovative And Green 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?	No
Will the policy have an impact on wider community?	Yes

2.3 Relevance Test

Protected Characteristics	Relevant	Full Assessment Required
Age	Not Relevant	No
Disability	Not Relevant	No
Gender	Not Relevant	No
Gender Reassignment	Not Relevant	No
Marriage Civil Partnership	Not Relevant	No
Pregnancy And Maternity	Not Relevant	No
Race	Not Relevant	No
Religion or Belief	Not Relevant	No
Sexual Orientation	Not Relevant	No

2.4 Analysis on Initial Assessment

The subject site extends to 2.3 hectares and comprises of former allotment land (Land A&C).

To improve the marketability of the site officers made a recommendation to re-profile the site and a further report dated the 10th December 2012 provided the authority to declare a further acre of land surplus and authorise its sale via informal tender (Land A&B).

The proposal contributes towards the strategic outcomes outlined in the 'Council Business Plan and Budget 2017+', specifically to help deliver a balanced budget and contribute to the Council's plan to rationalise its property portfolio as part of its asset management programme.

The site has been offered for sale on the open unrestricted market. There has been ongoing consultation with members of their respective constituency, who have as representation been consulted on issues of relevance.

3 Full Assessment

The assessment questions below are completed for all characteristics identified for full assessment in the initial assessment phase.

3 Concluding Statement on Full Assessment

The Deputy Leader and Cabinet Member for Development Transport & The Economy approved the sale former allotment land in January 2016, approval was obtained to sell by informal tender and the original report was subject to full Ward Member and the relevant Chief Officer consultation, no adverse comments received.

Local Ward Members and The Allotment Association have subsequently been consulted on the release of additional allotment land to be incorporated into the neighbouring development; no adverse comments have been received.

The Leader, Acting Strategic Director of Place and relevant Executive Members have been consulted regarding the contents of this report and support the proposals.

Officers in Legal Services, City Finance, Birmingham Property Services, Highways, Housing Development and Place Directorate (Parks) have been involved in the preparation of this report.

Residents in the locality of Dawberry Fields Road and Harton Way will be consulted both informally and formally as part of a detailed planning application process for the combined site.

The development of new homes for a growing city is a key objective of the Council Business Plan and Budget 2017+.

The site has been offered for sale on the open unrestricted market. There has been ongoing consultation with members of the their respective constituency, who have as representation been consulted on issues of relevance.

There have been no issues raised which impact the wider community negatively, therefore a full equality assessment is not required at this stage.

4 Review Date

31/07/17

5 Action Plan

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

APPENDIX 3 – CONSULTATION RESPONSES FOR SALE OF LAND AT DAWBERRY FIELDS, KINGS HEATH, BIRMINGHAM.

Stakeholder	Ward	Site	Response to consultation via email on 16th March 2017
Councillor Barry Henley Councillor Mike Leddy Councillor Eva Phillips	Brandwood	Dawberry Fields	No comments received.

Report to:	CABINET
Report of:	Corporate Director, Economy
Date of Decision:	18 April 2017
SUBJECT:	JOINT VENTURE PARTNERING WITH THE PRIVATE SECTOR TO ACCELERATE HOUSING GROWTH
Key Decision: Yes	Relevant Forward Plan Ref: 003153/2017
If not in the Forward Plan: (please "tick" box)	Chief Executive <input type="checkbox"/> Approved O&S Chairman Approved <input type="checkbox"/>
Relevant Cabinet Member:	Councillor John Clancy, the Leader Councillor Peter Griffiths, Cabinet Member for Housing and Homes
Relevant O&S Chairman:	Councillor Victoria Quinn – Housing and Homes
Wards affected:	All

1. Purpose of report:

1.1 To set out how the City Council can work collaboratively with private sector partners to enable and promote housing delivery on challenging housing sites both large and small, ensuring the development of an appropriate quantum of new homes on these sites.

1.2 To set out arrangements for the Council to acquire additional affordable housing from Developers on non HRA sites to supplement the existing BMHT build programme

2. Decision(s) recommended:**Cabinet is recommended to:**

- 2.1 Approve the investigation and development of proposals for joint ventures in accordance with the principles set out within this report, noting that each joint venture is to be approved by the appropriate decision maker. ;
- 2.2 Delegate authority to the Director of Economy to submit applications for grant funding where supported by an appropriate options appraisal from the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP), the Homes and Communities Agency (HCA), West Midlands Combined Authority and to the Department of Communities and Local Government (DCLG) where opportunities arise to support housing development through joint ventures and to negotiate and accept such funding in the event of such applications being successful.

Lead Contact Officer(s): Andrew Hood, Development Manager, Housing Development. Economy Directorate

Telephone No: 0121 303 7879

E-mail address: Andrew.Hood@Birmingham.gov.uk

Recommendations Continued:

- 2.3 Authorise the Strategic Director of Economy to enter into negotiations with developers to acquire new affordable housing subject to funding being available and delegate the approval of terms for acquisition of new affordable housing from developers to the Cabinet Member for Housing and Homes jointly with the Strategic Director of Economy, subject to meeting the criteria set out in paragraph 5.9
- 2.4 Authorise the City Solicitor to negotiate, execute and complete all necessary documentation to give effect to the above recommendations.

3. Consultation

3.1 Internal

- 3.1.1 The Strategic Director for Major Projects and the Acting Strategic Director for Place, have been consulted regarding the contents of this report, and support the recommendations.
- 3.1.2 Officers in Legal Services, City Finance, Birmingham Property Services and Housing Development and Place Directorate have been involved in the preparation of this report.
- 3.1.3 Ward, Town and Parish Council Members will be consulted as and when sites or properties are identified for potential joint venture proposals and acquisition of properties. The Acting Strategic Director of Place and other relevant Senior Officer from the Economy, and Place Directorates have been consulted and supportive of the report.

3.2 External

- 3.2.1 None required in relation to this report.

4. Compliance Issues:

- 4.1 The development of new homes for a growing city is a key priority for the City Council, and supports the delivery of the HRA Business Plan 2017+.

This proposal responds to the Birmingham Connected five core objectives;

Efficient Birmingham - Birmingham Connected will facilitate the city's growth agenda in the most efficient and sustainable way possible, strengthening its economy and boosting jobs. By entering into Joint Ventures this will help support the delivery of new housing and the growth in the construction industry within Birmingham boosting the local economy and providing employment and training opportunities.

Equitable Birmingham - Birmingham Connected will facilitate a more equitable transport system; linking communities together and improving access to jobs and services, by creating jobs and apprenticeships in the construction industry.

Sustainable Birmingham - Birmingham Connected will specifically reduce the impacts of air and noise pollution, greenhouse gas emissions and energy consumption. New homes are built with a focus on sustainability.

Healthy Birmingham - Birmingham Connected will contribute to a general raising of health standards across the city through the promotion of walking and cycling and the reduction of air pollution, through use of energy efficient homes which reduction our carbon footprint.

Attractive Birmingham - Birmingham Connected will contribute to enhancing the attractiveness and quality of the urban environment in local centres, key transport corridors and the city centre. New homes developed through the joint venture proposals will ensure the best use of land and meet high quality standards and that potentially stalled housing development is delivered.

4.1.1 Birmingham Business Charter for Social Responsibility (BBCSR)

Whilst there is no direct requirement for accreditation to the BBCSR in respect of these joint venture proposals. Developers will be encouraged to agree to the principles of the Charter and produce an Action Plan with commitments proportionate to the value of the capital input.

4.2 Financial Implications

- 4.2.1 The funding for any properties acquired by the Council as part of these proposals will be met from within the Housing Redevelopment element of the approved HRA Business Plan 2017+. Opportunities will also be explored to secure complementary funding through the Local Growth fund, HCA programmes and the West Midlands Combined Authority.
- 4.2.2 The development of new housing through any emerging Joint Venture proposals will be managed to ensure that acquisition, development and sales activities are managed to ensure delivery remains within the limit of resources identified for this purpose at all times, and take account of any taxation consequences associated with chosen delivery models.
- 4.2.3 The new homes built on these sites developed through these proposals will generate Council Tax income and New Homes Bonus income to the Council.

4.3 Legal Implications

- 4.3.1 The Council's power to acquire land for housing purposes is contained within Sections 17-19 Housing Act 1985 (as amended) and the power to acquire land by agreement for any purpose for which it is authorised is contained in Section 120 Local Government Act 1972.
- 4.3.2 As the 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.

4.4 Public Sector Equality Duty

- 4.4.1 There are currently around 20,000 people on the Council's waiting list for affordable housing. Many of these people live in overcrowded homes across the housing sector. Evidence from allocating properties previously developed under the BMHT banner has revealed the extent of the problem, many families being allocated from accommodation that was too small for their needs. In addition the Birmingham Development plan identifies a need for 89,000 new homes by 2031, by working in partnership with developers to acquire affordable housing this can assist in expediting the delivery of new housing of all tenures, contributing to the housing growth required to respond to the increasing demand for housing within Birmingham
- 4.4.2 Through the BMHT programme, the Council provides homes that reflect the Strategic Housing Market Assessment for Birmingham with an emphasis on 2 bedroom and 4+ bedroom houses. Whilst there is a clear driver for family homes (and these make up the majority of the new development programme) the programme also looks to meet other needs, such as people without children and elderly residents who wish to down-size from under occupied homes. Local need, site restrictions and financial viability are taken into account when determining the exact mix of homes and typologies to build on each site.
- 4.4.3 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 has been utilised and these will be used in developing the schemes outlined within the BMHT delivery plan. New property archetypes need careful consideration in terms of construction affordability and value for money and have now been refined into the BMHT standard house types catalogue. The Council's house building programme represents a unique opportunity to break the mould of repetitive market house types and meet the specific needs of its diverse population. The joint venture proposals outlined within this report will see the expansion of BMHT housing delivery into sites outside of the Council's control, spreading good design practice and the provision of affordable homes.

5. Relevant background/chronology of key events:

- 5.1 The adopted Birmingham Development Plan identifies a need for 89,000 new homes by 2031, and plans to provide 51,100 homes. At the same time demand for housing is growing in the City, with around 20,000 households on the housing waiting list and 1,500 households living in temporary accommodation.
- 5.2 The latest Strategic Housing Land Availability Assessment (SHLAA) undertaken by the Council identifies sites which could accommodate 43,126 dwellings. As at April 2016, there were 7,460 dwellings with detailed planning permission not started. The proposals within this report are intended to ensure that these sites are brought forward for development at the earliest opportunity.
- 5.3 Developers remain reluctant to take on difficult and challenging development sites. Risk is a key consideration for private sector developers, and in the current market there is a limit to the level of risk that developers are willing to take. This tension can lead to housing developments becoming stalled because of viability issues or developers arguing for substantial reductions in the level of affordable housing numbers, and a slow rate of scheme delivery and poor quality design.
- 5.4 Joint ventures are fundamentally about partnership working to achieve more for both parties than would otherwise be capable if these arrangements had not been made. The Council potentially has a key role to play in working with private sector partners to de-risk schemes, accelerate the rate of housing delivery, and ensure that affordable housing targets are met. By working collaboratively with partners in this way the Council will ensure that the delivery of housing on potentially challenging sites is achieved
- There could be a range of mechanisms that the Council could use to assist developers bring forward sites and each joint venture would be subject to a formal business case which will determine its suitability. The ability of the Council to support developers will be subject to the availability of finance, value for money criteria, taxation consequences of individual proposals and alignment with the strategic aims of the Council.
 - One approach that may be explored would be to work with a developer who already owns a development site but is struggling to progress it due to viability issues and the Council's role might be to assist with the development of the site by agreeing to purchase the affordable housing provision for the site at an appropriate price as outlined above.
- 5.5 The Council in adopting this approach will seek to engage with private sector partners and reduce the financial risks faced by small and large developers whilst ensuring that risks are not unduly transferred to the Council. Achieving an acceptable affordable housing contribution within developments creates a major financial viability challenge for developers, and this approach will not only help to de-risk schemes for developers, but also ensure greater levels of affordable housing than would otherwise have been provided on these sites.
- 5.6 It is important to acknowledge that this approach is only feasible if the proposed cost of acquiring property for the HRA represents value for money and lower than the tender costs for the construction of comparable new properties for BMHT. In addition the design and space standards for these properties should be similar to the standards set out for BMHT, and only schemes which provide this will be considered for this approach. In

addition the Council's ability to work with developers in this manner will be dependent upon the availability of resources.

5.9 In order to expedite decision making in such proposals, it is recommended that approval to enter into joint venture arrangements or to acquire affordable housing from developers is delegated to the Cabinet Member for Housing and Homes jointly with the Strategic Director of Economy. Such proposals will be guided by the following criteria.

- Financial viability – a business case demonstrating that the proposals are financially viable (ie a positive NPV) over a 30 year period
- the proposed cost of acquiring property for the HRA represents value for money and lower than the tender costs for the construction of comparable new properties for BMHT
- Strategic fit – Ensuring that the development of new homes in the location fits with Council's priorities;
- Availability of funding – all proposals will be subject to funding being available.
- Maximising the benefits to local communities - helping to reduce the risk that stalled developments which blight neighbourhoods remain undeveloped.

5.10 An annual report of activity under this report will be reported to Cabinet. The Head of Housing Development will provide this report as necessary.

5.11 A detailed risk register for each joint venture initiative will be developed to look at the risks associated with scheme affordability, legal issues, management and demand of the properties to be acquired through this process, and other potential risks. This will form part of the appraisal to determine whether to proceed with any potential opportunity.

6. Evaluation of alternative option(s):

6.1 The alternative option is not proceed with this joint venture approach. In this case the opportunity to incentivise private sector developers to build more homes for the city would be lost. Inevitably this would have an impact on housing growth within the City and the employment opportunities together apprenticeships would be lost. In addition these sites would take longer to build out with reduced opportunities for affordable housing. However, the Council would retain the resources for use on other HRA priorities.

7. Reasons for Decision(s):

7.1 To accelerate housing growth in the City by working in partnership with the Private Sector

7.2 To increase the potential for affordable housing on financially challenging sites.

Signatures (or relevant Cabinet Member approval to adopt the Decisions recommended):

Councillor John Clancy
The Leader

..... Dated:

Councillor Peter Griffiths
Cabinet Member for Housing and Homes:

..... Dated:.....

Waheed Nazir
Corporate Director Economy:

..... Dated:.....

List of Background Documents used to compile this Report:

Relevant Officer's file(s) on the matter, save for confidential documents

List of Appendices accompanying this Report (if any):

Nil

PROTOCOL PUBLIC SECTOR EQUALITY DUTY

- 1 The public sector equality duty drives the need for equality assessments (Initial and Full). An initial assessment should, be prepared from the outset based upon available knowledge and information.
- 2 If there is no adverse impact then that fact should be stated within the Report at section 4.4 and the initial assessment document appended to the Report duly signed and dated. A summary of the statutory duty is annexed to this Protocol and should be referred to in the standard section (4.4) of executive reports for decision and then attached in an appendix; the term 'adverse impact' refers to any decision-making by the Council which can be judged as likely to be contrary in whole or in part to the equality duty.
- 3 A full assessment should be prepared where necessary and consultation should then take place.
- 4 Consultation should address any possible adverse impact upon service users, providers and those within the scope of the report; questions need to assist to identify adverse impact which might be contrary to the equality duty and engage all such persons in a dialogue which might identify ways in which any adverse impact might be avoided or, if avoidance is not possible, reduced.
- 5 Responses to the consultation should be analysed in order to identify:
 - (a) whether there is adverse impact upon persons within the protected categories
 - (b) what is the nature of this adverse impact
 - (c) whether the adverse impact can be avoided and at what cost – and if not –
 - (d) what mitigating actions can be taken and at what cost
- 6 The impact assessment carried out at the outset will need to be amended to have due regard to the matters in (4) above.
- 7 Where there is adverse impact the final Report should contain:
 - a summary of the adverse impact and any possible mitigating actions (in section 4.4 or an appendix if necessary)
 - the full equality impact assessment (as an appendix)
 - the equality duty – see page 9 (as an appendix).

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1	<p>The Council must, in the exercise of its functions, have due regard to the need to:</p> <ul style="list-style-type: none"> (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Equality Act; (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
2	<p>Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:</p> <ul style="list-style-type: none"> (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic; (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it; (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
3	<p>The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.</p>
4	<p>Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:</p> <ul style="list-style-type: none"> (a) tackle prejudice, and (b) promote understanding.
5	<p>The relevant protected characteristics are:</p> <ul style="list-style-type: none"> (a) Marriage & civil partnership (b) Age (c) Disability (d) Gender reassignment (e) Pregnancy and maternity (f) Race (g) Religion or belief (h) Sex (i) Sexual orientation

Report to:	CABINET
Report of:	Strategic Director of Economy
Date of Decision:	18 April 2017
SUBJECT:	JOINT VENTURE PARTNERING WITH THE PRIVATE SECTOR TO ACCELERATE HOUSING GROWTH
Key Decision: Yes	Relevant Forward Plan Ref: 003153/2017
If not in the Forward Plan: (please "tick" box)	Chief Executive Approved <input type="checkbox"/> O&S Chairman Approved <input type="checkbox"/>
Relevant Cabinet Member:	Councillor John Clancy, the Leader Councillor Peter Griffiths, Cabinet Member for Housing and Homes
Relevant O&S Chairman:	Councillor Victoria Quinn – Housing and Homes
Wards affected:	All

1. Purpose of report:

- 1.1 To set out how the City Council can work collaboratively with private sector partners to enable and promote housing delivery on challenging housing sites both large and small, ensuring the development of an appropriate quantum of new homes on these sites.
- 1.2 To set out arrangements for the Council to acquire additional affordable housing from Developers on non HRA sites to supplement the existing BMHT build programme

2. Decision(s) recommended:**Cabinet is recommended to:**

- 2.1 Approve the investigation and development of proposals for joint ventures in accordance with the principles set out within this report, noting that each joint venture is to be approved by the appropriate decision maker. ;
- 2.2 Delegate authority to the Director of Economy to submit applications for grant funding where supported by an appropriate options appraisal from the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP), the Homes and Communities Agency (HCA), West Midlands Combined Authority and to the Department of Communities and Local Government (DCLG) where opportunities arise to support housing development through joint ventures and to negotiate and accept such funding in the event of such applications being successful.

Lead Contact Officer(s):	Andrew Hood, Development Manager, Housing Development. Economy Directorate
Telephone No:	0121 303 7879
E-mail address:	Andrew.Hood@Birmingham.gov.uk

Recommendations Continued:

- 2.3 Authorise the Strategic Director of Economy to enter into negotiations with developers to acquire new affordable housing subject to funding being available and delegate the approval of terms for acquisition of new affordable housing from developers to the Cabinet Member for Housing and Homes jointly with the Strategic Director of Economy, subject to meeting the criteria set out in paragraph 5.9
- 2.4 Authorise the City Solicitor to negotiate, execute and complete all necessary documentation to give effect to the above recommendations.

3. Consultation

3.1 Internal

- 3.1.1 The Strategic Director for Major Projects and the Acting Strategic Director for Place, have been consulted regarding the contents of this report, and support the recommendations.
- 3.1.2 Officers in Legal Services, City Finance, Birmingham Property Services and Housing Development and Place Directorate have been involved in the preparation of this report.
- 3.1.3 Ward, Town and Parish Council Members will be consulted as and when sites or properties are identified for potential joint venture proposals and acquisition of properties. The Acting Strategic Director of Place and other relevant Senior Officer from the Economy, and Place Directorates have been consulted and supportive of the report.

3.2 External

- 3.2.1 None required in relation to this report.

4. Compliance Issues:

- 4.1 The development of new homes for a growing city is a key priority for the City Council, and supports the delivery of the HRA Business Plan 2017+.

This proposal responds to the Birmingham Connected five core objectives;

Efficient Birmingham - Birmingham Connected will facilitate the city's growth agenda in the most efficient and sustainable way possible, strengthening its economy and boosting jobs. By entering into Joint Ventures this will help support the delivery of new housing and the growth in the construction industry within Birmingham boosting the local economy and providing employment and training opportunities.

Equitable Birmingham - Birmingham Connected will facilitate a more equitable transport system; linking communities together and improving access to jobs and services, by creating jobs and apprenticeships in the construction industry.

Sustainable Birmingham - Birmingham Connected will specifically reduce the impacts of air and noise pollution, greenhouse gas emissions and energy consumption. New homes are built with a focus on sustainability.

Healthy Birmingham - Birmingham Connected will contribute to a general raising of health standards across the city through the promotion of walking and cycling and the reduction of air pollution, through use of energy efficient homes which reduction our carbon footprint.

Attractive Birmingham - Birmingham Connected will contribute to enhancing the attractiveness and quality of the urban environment in local centres, key transport corridors and the city centre. New homes developed through the joint venture proposals will ensure the best use of land and meet high quality standards and that potentially stalled housing development is delivered.

4.1.1 Birmingham Business Charter for Social Responsibility (BBCSR)

Whilst there is no direct requirement for accreditation to the BBCSR in respect of these joint venture proposals. Developers will be encouraged to agree to the principles of the Charter and produce an Action Plan with commitments proportionate to the value of the capital input.

4.2 Financial Implications

4.2.1 The funding for any properties acquired by the Council as part of these proposals will be met from within the Housing Redevelopment element of the approved HRA Business Plan 2017+. Opportunities will also be explored to secure complementary funding through the Local Growth fund, HCA programmes and the West Midlands Combined Authority.

4.2.2 The development of new housing through any emerging Joint Venture proposals will be managed to ensure that acquisition, development and sales activities are managed to ensure delivery remains within the limit of resources identified for this purpose at all times, and take account of any taxation consequences associated with chosen delivery models.

4.2.3 The new homes built on these sites developed through these proposals will generate Council Tax income and New Homes Bonus income to the Council.

4.3 Legal Implications

- 4.3.1 The Council's power to acquire land for housing purposes is contained within Sections 17-19 Housing Act 1985 (as amended) and the power to acquire land by agreement for any purpose for which it is authorised is contained in Section 120 Local Government Act 1972.
- 4.3.2 As the 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.

4.4 Public Sector Equality Duty

- 4.4.1 There are currently around 20,000 people on the Council's waiting list for affordable housing. Many of these people live in overcrowded homes across the housing sector. Evidence from allocating properties previously developed under the BMHT banner has revealed the extent of the problem, many families being allocated from accommodation that was too small for their needs. In addition the Birmingham Development plan identifies a need for 89,000 new homes by 2031, by working in partnership with developers to acquire affordable housing this can assist in expediting the delivery of new housing of all tenures, contributing to the housing growth required to respond to the increasing demand for housing within Birmingham
- 4.4.2 Through the BMHT programme, the Council provides homes that reflect the Strategic Housing Market Assessment for Birmingham with an emphasis on 2 bedroom and 4+ bedroom houses. Whilst there is a clear driver for family homes (and these make up the majority of the new development programme) the programme also looks to meet other needs, such as people without children and elderly residents who wish to down-size from under occupied homes. Local need, site restrictions and financial viability are taken into account when determining the exact mix of homes and typologies to build on each site.
- 4.4.3 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 has been utilised and these will be used in developing the schemes outlined within the BMHT delivery plan. New property archetypes need careful consideration in terms of construction affordability and value for money and have now been refined into the BMHT standard house types catalogue. The Council's house building programme represents a unique opportunity to break the mould of repetitive market house types and meet the specific needs of its diverse population. The joint venture proposals outlined within this report will see the expansion of BMHT housing delivery into sites outside of the Council's control, spreading good design practice and the provision of affordable homes.

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The Leader

..... Dated:

Councillor Peter Griffiths
Cabinet Member for Housing and Homes:

..... Dated:.....

Waheed Nazir
Corporate Director Economy:

..... Dated:.....

List of Background Documents used to compile this Report:

Relevant Officer's file(s) on the matter, save for confidential documents

List of Appendices accompanying this Report (if any):

Nil

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Report to:	CABINET
Report of:	Interim Corporate Director Adult Social Care and Director of Public Health
Date of Decision:	18th April 2017
SUBJECT:	PUBLIC HEALTH - LIFESTYLE SERVICES
Key Decision: Yes	Relevant Forward Plan Ref: 003511
If not in the Forward Plan: (please "X" box)	Chief Executive approved <input type="checkbox"/> O&S Chairman approved <input type="checkbox"/>
Relevant Cabinet Member(s) or Relevant Executive Member for Local Services:	Councillor Paulette Hamilton, Cabinet Member for Health and Social Care Councillor Majid Mahmood, Cabinet Member for Value for Money & Efficiency
Relevant O&S Chairman:	Councillor John Cotton – Health, Wellbeing and the Environment Councillor Mohammed Aikhlaq – Corporate Resources and Governance
Wards affected:	ALL

1. Purpose of report:
<p>1.1 Following clarification of the Public Health Grant allocation for 2017/18 in February 2017, this report seeks approval to extend Public Health – Lifestyle contracts for NHS Health Checks, Health Trainers and Smoking Cessation.</p> <p>1.2 The aggregate value of contract extensions will be a maximum of £6,763,159.</p>

2. Decision(s) recommended:
<p>That Cabinet:</p> <p>2.1 Approves the extension of the current NHS Health Checks and the Smoking Cessation contracts with GP Practices and Pharmacies listed in Appendix A from 1st April 2017 until the 31st March 2019 at a maximum value of £3m per year with a total commitment to the maximum of £6m over 2 years.</p> <p>2.1 Approves the extension of the two current Health Trainer contracts until the 30th September 2017 at a maximum value of £508,773.</p> <p>2.3 Delegates authority to the Cabinet Member for Value for Money & Efficiency and Cabinet Member, Health and Wellbeing, jointly with the Director of Public Health and Interim Corporate Director, Adult Social Care and Health to approve variations within the NHS Health Checks and Smoking Cessation services, providing they stay within the approved budget, do not increase inequalities, seek to address any emerging needs and represent a service improvement.</p>

- 2.4 Delegates authority to the Director of Public Health in conjunction with the Interim Chief Financial Officer (or their delegate), the City Solicitor (or their delegate) and the Director of Commissioning and Procurement to extend the Health Trainer contracts for a further 3 months until 31st December, 2017 to allow the completion of the safe decommissioning, commissioning and procurement cycle if required. This equates to an additional value of £254,386 for the additional 3 months with a total value of £763,159 for the full 9 months.
- 2.4 Authorises the City Solicitor to negotiate, execute and complete all necessary legal documentation to give effect to the above recommendations.

Lead Contact Officer(s):	Parveen Mercer – Head of Service
	Parveen.Mercer@birmingham.gov.uk
Lead Contact Officer(s):	Mark Roscoe – Commissioning Manager
	Mark.Roscoe@birmingham.gov.uk

3. Consultation

Consultation will include those that have an interest in the decisions recommended

3.1 Internal

- 3.1.1 The Health and Wellbeing Board has been consulted and is supportive of the proposed contract extensions.
- 3.1.2 Commissioning Board has been consulted and endorse these proposed contract extensions. This includes officers from the Directorate for People, Finance, Corporate Procurement and Legal & Democratic Services sit on the Commissioning Programme Board.
- 3.1.3 Officers from Finance & Legal Services and Corporate Procurement Services have also been involved in the production of this report.
- 3.1.4 The Cabinet Member for Health and Social Care and Cabinet Member for Value for Money & Efficiency have been consulted and support this proposal.

3.2 External

- 3.2.1 Cross City Clinical Commissioning Group and Birmingham South and Central Clinical Commissioning Group Governing bodies have been consulted on this proposal and are supportive.
- 3.2.2 Birmingham Local Medical Committee has been consulted on this proposal and is supportive.
- 3.2.3 Birmingham Local Pharmaceutical Committee has been consulted on this proposal and is supportive.
- 3.2.4 To ensure the safe decommissioning of the Health Trainer service feedback has been sought from stakeholders and providers who have indicated that a minimum of 6 months will be required to safely decommission services.

- 3.2.5 In addition the Cabinet Member for Health and Social Care along with the Director for Public Health has met with the providers affected and agreed that the current services need to be reviewed and sufficient time required to decommission current services; it was felt that 6 to 9 months would be sufficient.

4. Compliance Issues:

4.1 Are the recommended decisions consistent with the Council's policies, plans and strategies?

- 4.1.1 These service will contribute to the Council's Vision 2020.
Outcome Four - Thriving Local Communities: citizens are supported to increase and develop their health and wellbeing enabling them to be a full and equal citizen.
- 4.1.2 The services commissioned address the outcomes agreed by the Health and Wellbeing Board, the key priorities outlined in the Leader's Policy Statement.
- 4.1.3 Contract extensions will ensure the outcomes prioritised as per the Leaders Policy Statement can continue to be addressed.
- 4.1.4 The service providers whose contracts are extended will be required to sign the Birmingham Business Charter for Social Responsibility where appropriate. The Social Value outcomes required from these extensions will be identified and incorporated into Charter Action Plans.
- 4.1.5 Efficiencies will continue to be sought from current providers and a review of emerging needs will inform ongoing service improvements.
- 4.1.6 Service and contracts extensions are being requested so that any outcome of the service review process can be actioned appropriately and where services are being decommissioned, this can be undertaken safely.

4.2 Financial Implications

- 4.2.1 The services covered by this report are funded by the Public Health grant allocation included within the People Directorate budget. The requested maximum extension value is £6,763,159. This amount is covered by the approved Public Health budget for 2017/18 and the indicative budget for 2018/19 included in the Financial Plan 2017+.
- 4.2.2 The contracts for Health Checks and Smoking Cessation are provided by GP practices and Pharmacies and are driven by demand for these services. Price is agreed locally, but reflects benchmarking nationally and an independent tariff/service review in Birmingham. This information is used as the basis for negotiation with the Local Medical Committee (for GPs) and Local Pharmacy Committee (for Pharmacists). The total amount shown above is based on the 2016/17 volumes and expenditure within the existing contracts. The following commitments are included:
- NHS Health Checks - £1m per annum
 - Smoking Cessation - £2m per annum
 - Health Trainers - £763,159 for 9 months
- 4.2.3 There will be no further financial uplift for the duration of the extension period under the existing contractual terms and conditions.

4.2.4 The following contracts are procured on a Payment by Outcomes basis:

- Smoking – 136 General Practices and 153 Pharmacies
- NHS Health Checks – 215 General Practices

Appendix A lists the current providers as of March 2017. New providers may be introduced during the term of the contracts, however the total cost of the services will not exceed the agreed financial envelop.

4.2.5 The 2 contracts for the Health Trainer service are with Gateway Family Services CIC and Health Exchange. These will be extended to the maximum value of £763,159 and also include a Payment by Outcome element within their contract. The Financial Plan 2017+ includes savings arising from ending these contracts. Any shortfall arising from these extensions will be mitigated from provisions included in the Public Health budget to meet these transition costs.

4.3 Legal Implications

4.3.1 The Health and Social Care Act 2012 and associated regulations transferred the responsibility for Public Health from the NHS to the local authority from April 2013.

4.3.2 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. 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.

4.3.3 Lifestyle services may be provided pursuant to Section 2B of the National Health Service Act 2006 (as amended by Section 12 of the Health and Social Care Act 2012) which places a duty on local authorities to take such steps as they consider appropriate to improve the health of people in their area, including providing services or facilities designed to promote healthy living (whether by helping individuals to address behaviour that is detrimental to health or in any other way).

4.3.4 The statutory requirement to consider the application of the Public Services (Social Value) Act (2012) does not apply in this instance as delivery of these services is via extension not commissioning. However the Council will be seeking to secure social value through paragraph 4.1.4

4.3.5 The NHS Health Checks service is a mandatory requirement of the Public Health Grant. Failure to provide this service would significantly impact on the Council's ability to improve health and wellbeing of its citizens. It would also represent a breach of the grant conditions that would result in a further reduction in the Public Health Grant in addition to the year on year reduction identified in Section 5.6. This would also mean the Council would fail to comply with its duty under the Health and Social Care Act 2012.

4.4 Public Sector Equality Duty

4.4.1 The Public Sector Equality Duty came into force in April 2011 and covers age, disability gender, gender reassignment, pregnancy and maternity, race, religion or belief and sexual orientation. The general equality duty must have due regard to the need to:

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- Eliminate unlawful discrimination, harassment and victimisation

- Advance equality of opportunity between different groups
- Foster good relations between different groups

4.4.2 An Equality Analysis for lifestyle services was undertaken in 2015 as part of the proposed redesign of services. This will be updated as part of any commissioning cycle as required.

4.4.3 Additionally an Equity Audit of NHS Health checks was completed in 2016 and the findings suggest the current service is reasonably equitable and is not contributing to increasing inequalities; this will continue to be monitored with any service redesign.

5. Relevant background/chronology of key events:

5.1 Investing in public health is vital if the local authority is to address its priorities included in the Health and Wellbeing Strategy and the Councils priorities. It is also important if the City Council are to relieve the pressures on Social Care and the NHS together with achieving broader societal returns on investments in the long-term.

5.2 The NHS Health Check programme remains a mandatory requirement within the Health and Social Care Act (2012) and the agreed Public Health financial allocation. The service forms the only nationally approved programme that seeks to identify preventative risks of cardiovascular disease. The service is delivered through general practice as it enables the interrogation of patient's clinical records to identify those eligible for the screening programme; only general practice has access to this data on an individual patient level.

Those eligible are subsequently invited into practices for assessment to enable health professionals to identify any undiagnosed conditions associated with the risk of cardiovascular disease. Without such services the burden on health and social care will inevitably increase.

In reviewing a 12 month data set the following was identified:

- i. 1334 new diabetes cases
- ii. 1949 new hypertension cases
- iii. 120 new cases of Chronic Kidney Disease
- iv. 178 new cases of Coronary Heart Disease
- v. 96 new cases of Atrial Fibrillation
- vi. 1045 people with a cholesterol > 7.5 mmols (indicating potential familial hypercholesterolemia)
- vii. 3864 people with a Cardiovascular disease risk score > 20% of which 1277 are now on a statin

5.3 Equally the biggest risk factor associated with decreased life expectancy and ill health is smoking, therefore if we are to reduce demand on health and social care it is important that we identify those with the greatest need and those that present the greatest risk factors associated with increasing demand on health and social care services.

5.4 These services were included in the original Public Health transfer from 1 April 2013. New local authority contracts were entered into. Smoking Cessation and HNS Health checks services had been reviewed and updated to Payment by outcome contracts between 2014 and 2015. In March 2016 all Lifestyle Services were reviewed again with the intention of creating an integrated lifestyle system. Consultation on the redesign of Lifestyle services received 4,746 responses. The views supported a new targeted

integrated Lifestyles model focussed on improving health and wellbeing outcomes. Whilst the proposal received overwhelming support, following the Government's 2015 Autumn Statement, which included proposals to reduce the Public Health Grant, the project was deferred to manage the possible financial risk to the local authority.

- 5.5 In the light of the Public Health Grant reductions, it was proposed to prioritise Smoking Cessation, Physical Activity (through the Wellbeing service), a general Health Trainer services (that address the broader lifestyle risk factors across individual communities) and the mandatory NHS Health Checks Programme. These proposals were approved by Cabinet in March 2016. The report also identified savings required to match the reduced Public Health Grant. Savings were achieved through a review and partial decommissioning of the Smoking Cessation services and decommissioning of weight management.
- 5.6 Further reductions in public health grant year on year of 3.5% have also been identified by the Government, in addition to the amendment of the formula for national funding distribution being introduced. This meant that the confirmation of the future public health grant was not clarified until the end of February 2017 and has been confirmed as £93.2m for 2017/18 and an indicative budget of £90.7m in 2018/19.
- 5.7 The late clarification of the budget has resulted in the local authority not being in a position to confirm its commissioning intentions until now.
- 5.8 As set out in the Financial Plan 2017+, the Government announced in the Spending Review in November 2015 that, by the end of Parliament, local government will retain 100% of Business Rates income, to fund local services. A number of specific grants, including the Public Health Grant, are planned to be included in this new funding regime by 2020/21. For this reason it is proposed to only extend these lifestyle services by 2 years. At the end of this period, future funding is likely to be confirmed which will enable the review and improvement of the services to be realised.
- 5.9 The current providers of the NHS Health Checks and Smoking Cessation services for which extensions are requested are noted in Appendix A. This outlines the current providers that hold an existing contract. New providers may be commissioned to operate within the same contractual requirements; however the financial commitment will not be exceeded.
- 5.10 Where Providers do not wish to take up the extension (including agreement to the Birmingham Business Charter for Social Responsibilities), consideration will be required based on individual services about the next course of action. Options may include offering services to other providers who are willing to deliver the service or transfer of citizens to alternative local provider that continues to offer the service under the proposed extension.
- 5.11 The appropriate action will be taken according to the nature of the contract or agreement in place, Council financial regulations, Standing Orders, and the Procurement Governance Arrangements.

- 5.12 Officers will continue to seek service efficiencies and service improvements to benefit the service users and the overall council budget, although there are no significant issues with existing service providers currently. Poor contractual performance will be accordingly managed and any agreement to service extension will not negate good contract management. Delivery of Social Value outcomes will be monitored through the contract management process where appropriate.
- 5.13 The two providers that deliver the Health Trainer service are Gateway Family Services CIC and Health Exchange CIC. The Financial Plan 2017+ included proposals to reduce or stop these services. The extensions proposed provide sufficient time for decommissioning of services. It also provides sufficient time to safely transition citizens into alternative provision when necessary.
- 5.14 Any future service reviews will focus on addressing the key local authority priorities of health, jobs and skills, in particular the future service delivery model will be to ensure it targets those with the greatest needs. For example mental health and improving longer term independence and access to employment, education and training opportunities that improves wellbeing and enables citizens to make a positive contribution to the Birmingham economy.
- 5.15 If any services are re-commissioned, further reviews will be undertaken with subsequent service improvements being proposed under delegated authority to Cabinet Members, Director of Public Health and Interim Corporate Director as outlined in in section 2 for approval. This is likely to include a review of the tariffs and eligible cohort within the smoking cessation contract to ensure the services continue to address the emerging need. This is inclusive but not restrictive to addressing the needs of those with a mental health condition.

6. Evaluation of alternative option(s):

- 6.1 Extend contracts without the Public Health Grant allocation being confirmed was considered however was not progressed by officers due to the level of financial risk that may have been imposed on the local authority.
- 6.2 **Do not extend existing services:** This would not allow sufficient time for relevant commissioning / decommissioning activity to take place in line with the priorities identified in the Leaders policy Statement and the Health and Wellbeing Strategy. It would also raise challenge from the Health and Wellbeing Board, CCG's and Public Health England as the local authority would be failing to in act its duties as per the Health and Social Care Act 2012 and the mandatory requirements with the Public health Budget allocation; resulting in a likely further reduction in public health grant in addition to the 3.5% year on year reduction already imposed.

7. Reasons for Decision(s):

- 7.1 Enable the local authority to deliver its duties within the Health and Social Care Act 2012 and the mandatory requirements with the Public health Budget allocation, together with addressing the priorities set in the local authorities Business Plan 2017.
- 7.2 Continue to reduce the burden on Health and Social Care through prevention and early intervention of key risk factors associated with increased dependence on care services.

- 7.3. Provide continuity of prevention and early intervention services, which will enable us to review and improve outcomes in line with emerging priorities.
- 7.4 Ensure the local authority does not enter into any unnecessary legal disputes associated with contractual breaches and decommissioning of primary care contracts.

Signatures

Date

Councillor Paulette Hamilton,
Cabinet Member for Health
and Social Care

.....

Councillor Majid Mahmood,
Cabinet Member for Value for
Money & Efficiency

.....

Interim Corporate Director
Adult Social Care

.....

List of Background Documents used to compile this Report:

List of Appendices accompanying this Report (if any):

Appendix A: List of current providers

Report Version	V8	Dated	05/04/2017
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Appendix A: List of current providers

Practices delivering NHS health Checks 2016/17

GP	Practice
Dr M Bhardwaj	Frankley Health Centre
Dr Asad Zaman	Shah Zaman Surgery
Dr D Eccleston	Handsworth Wood Medical Centre
MMP	(MMP) Old Priory Surgery
MMP	(MMP) All Saints Medical Centre
MMP	(MMP) Broadmeadow Health Centre
Dr Jonathan Allcock	Park Medical Centre
Dr Louise C Lumley	Greenridge Surgery
Dr A Vora	West Heath Road Medical Centre
Dr Nahmana Khan	Poolway Medical Centre
Dr R B Chitre	Dr Chitre Surgery
Dr J Bansel	Grove Lane
Dr Barry Tricklebank	Swan Medical Centre
Dr Imtiaz Khan	Church Lane - Khan
Dr Prem S Jhittay	Kingsbury Road Medical Centre
Dr Govinder Singh Jassel	Sparkhill Surgery
Dr Rupesh Jha	Hillcrest Surgery
Dr Colin Eagle	Yardley Wood Health Centre
Dr D K Nandi & Dr B Bhattacharya	Tower Hill Partnership Medical Practice
Dr S Mukherjee	Newtown Health Centre
Dr J Somasundra-Rajah	Moseley Medical Centre
Dr Peter Borg-Bortolo	Millennium Medical Centre
Dr H Dadheech	Limes Medical Centre (The)
Dr Amjad Iqbal/Dr Monica Milne	Bath Row Medical Practice
Dr Andrew Blight	Ashfield Surgery
Dr Kate Khanna	Leach Heath Medical Centre
Dr Gavin Ralston	Lordswood House Group Medical Practice
Dr Philip Western	Granton Medical Centre
Dr Andrew Ross	Dr Ross & Partners
Dr Judith Heritage	Harlequin Surgery
Dr Nigel Speak	Manor Practice
Dr Liz Nyholm	Omnia Practice
Dr John Ward	Woodgate Valley Health Centre
MMP	(MMP) Dudley Park Medical Centre
Dr F Spannuth	Kingsfield Medical Centre
Dr Alan Coutts	Four Oaks Medical Centre
Dr V Cross	Bournbrook Varsity Medical Centre

Dr H Davis	Selly Park Surgery
Dr David Edwards	Hawkesley Medical Practice
Sunaina Ghosh	South Maypole Surgery
Dr Peter Ingam	Tudor Sutton Coldfield
Dr Taylor	Woodland Road Surgery
Dr P Machin & Partners	Church Road Surgery
Dr S Rahman	Firstcare Health Centre
Dr Abad Ali	Northfield HC (Ali)
Dr A Savio Gaspar	St Clements Surgery
Dr M Becker	Selly Oak Health Centre
Dr A Singh	Weoley Park Surgery
Dr C Elliott	Harborne Medical Practice
Dr Neeraj Aneja	Maypole Health Centre (Aneja) merged with M85136
Dr Jawahir R Naik	Oaks Medical Centre
Dr Nick Waddell	Yardley Green Medical Centre
Dr Amanda Sinclair	Shenley Green Surgery
MMP (Dr Sarah Perkins)	(MMP) Eaton Wood Medical Centre
MMP	(MMP) Jockey Road Medical Centre
MMP	(MMP) High Street Surgery
MMP	(MMP) Erdington Medical Centre
MMP	(MMP) Kingsmount Medical Centre
Dr H S Surdhar	Five Ways Health Centre
Dr Simon Clay	Poplars Surgery
Dr T Zaman	Ward End Medical Centre
Dr Steven Garbutt	Vesey Practice
Dr J Shaylor	Laurie Pike Health Centre
Dr Glyn W Durston, Dr Turabali M Maimoon	Reservoir Road Surgery
Dr G Russell	Wychall Lane Surgery
Dr S Dawe	St James Medical Centre
Dr Vanessa Horton	Wake Green Surgery
Dr C Ojukwu	Birmingham Heartlands Surgery
Dr Nicola Lawrence	Hollymoor Medical Centre
Dr Potter	Northwood Medical Centre
Dr S Gill	Oakwood Surgery
Dr Tricia Beigton	Eden Court Medical Practice
Dr Ramez Gabriel	Dove Medical Practice
Dr A Sharma	Handsworth Medical Practice
Dr Rahul Dubb	Ley Hill Surgery
Dr J Taylor	Wand Medical Practice
Dr V Mayor	Ann Jones Family Health Centre
Dr Joe Pinder	Cofton Medical Centre
Dr Graeme Horton	College Road Surgery
Dr M Forrest	Karis Medical Centre
Dr Peter Giddings	Goodwood Surgery

Deactivated	Newport Medical Practice
Dr Bhikhu Pattni	Yardley Medical Centre
Dr Mona Attalla	Cranes Park Surgery
Dr I S Marok	Rotton Park Medical Centre
Dr Bickley	Shanklin House Surgery
Dr Earl Moreton	Sutton Park Surgery
Dr Iain Cameron	Victoria Road Surgery
Dr Imran U Haq	Firs Surgery
Dr James Murray	Small Heath Medical Practice
Dr A C Bajpai	Dr AC Bajpai & Dr MG Shanker-Narayan Practice
Dr Nita Saikia-Varman	Church Lane Medical Centre
Dr Sanjay Kumar	Bucklands End Lane Surgery
Dr Mehboob Bhatti	Sutton Road Surgery
Dr A Mann	Fernley Medical Centre
Dr Christine Cheel	Bartley Green Medical Practice
Dr Yosry Gabriel	Baldwins Lane Surgery
Dr Zafar Ali	Al-Shafa Medical Centre
Dr M Hirsch	Bellevue Medical Centre
Dr A Hafeez	College Road Surgery
Dr M Walji	Balsall Heath Health Centre (Walji)
Dr M Khan	Crompton Road Surgery
Dr G Arora	West Heath Primary Care Centre
Dr P Dhillon	Druids Heath Surgery
Dr S Mughal	Alpha Medical Practice
Dr Caterina Sterlini	Schoolacre Surgery
Dr Sanat Patodi	Keynell Covert
Dr Peter Arora	Jiggins Lane Surgery
Dr Alonzo	The Surgery
Dr I Khattak	Khattak Memorial Surgery
Dr Aleem Akhtar	Alum Rock Medical Centre
Dr N Cheema	Weatheroak Medical Practice
Dr Syed Sohaib Ahmed	Lozells Medical Practice
Drs Balbir Sahota	Kingstanding Circle Surgery
Dr N Chauhan	Riverbrook Medical Centre
Dr M Prasad	Apollo Surgery
Dr Aditi Gupte	BG Health
Dr Helen Parsons	BG Health (Griffins Brook Medical Centre)
Dr B Ahmed	Newport Medical Practice
Dr N Ahmed	Ejaz Medical Centre
Dr V Raichura	University Medical Practice
Dr M Imam	Gate Medical Centre
Dr Raveendra Katamaneni	Rowlands Road Surgery
Dr Steve Brinksman	Ridgacre House Surgery
Dr G Abdel-Malek	St George's Medical Centre

Dr Mindie Mostert	Hawthorns Surgery
Dr R Vatish	Kirpal Medical Practice
Dr Martin Jones	Swanswell Medical Centre
Dr K Bailey	Enki Medical Practice
Dr S Loi Yap	Maypole Health Centre (Yap)
Dr A Coward	Kings Norton Surgery
Dr B M Hyman	Hyman Practice (The)
Dr Kamaljeet J Arora	Kingsdale & Perry Park
Dr S Raghavan	Heathfield Family Centre
Dr K Cheema	Cavendish Medical Practice
Dr M Salim	Dr Salim's Medical Practice
Dr B Bhattacharya	Tower Hill Partnership Medical Practice
Dr I Majeed	Dr Majeed
Dr Peter Ingham	Tudor Stockland Green Ltd
Dr Y Mahmood	Greenfield Medical Centre
Dr W Doski	Bournville Surgery
Dr S Raghavan	Victoria Road Medical Centre
Dr N H Bangash	Fernbank Medical Practice
Dr A Zafar	Charles Road Surgery
Dr M Saigol	Cotterills Lane Surgery
Dr V Abrol	City Road Medical Centre
Dr R P Kulshrestha	Dr Kulshrestha R P & Dr Kulshrestha S
Dr Katim Ladha	Dovecote Surgery
Dr Mubashar A Saleem	Featherstone Medical Centre
Dr Raksha Chopra	Garretts Green Lane Surgery
Dr M Sinha	Church Road Surgery
Dr N Ahmad	Heathford Group Practice
Dr Khasheen Alam	Burbury Medical Centre
Dr Shankernarayan - No PH Contract	Dr Shankernarayan
Dr Harish Wadhwa	Hobmoor Road Surgery (supported by Heathford Group)
Dr U C Kathuria	City Health Centre
Dr S Pandit	Highgate Medical Centre
Dr V Bathla	Dr Bathla
Dr Roshan Khuroo	Stockland Green Practice
Dr Kalpana Kommalapati	Downsfield Medical Centre
Dr B Chaparala	Holyhead Primary Heath Care Centre
Dr M D Sheik	Naseby Medical Centre
Dr Caroline Loane	Ley Hill Surgery
Dr Eamon Mcquillan	Dr Mcquillan Practice
Dr R Ramachandram	Moor Green Lane Medical Centre
Dr M Agarwal	Greet Medical Practice
Dr Tapan Sen-gupta	Acocks Green Medical Centre
MMP	(MMP) Mere Green Surgery
Dr Rashid Bhatti	Pak Health Centre

Dr Anu Gupta	Falcon Medical Centre
Dr Rahul Sahay	Mirfield Surgery - Sahay
Dr P Moonga	The Surgery
Dr Asfia Aftab	Vicarage Road Surgery
Dr V Rajput	Springfield Medical Practice
Dr Mohan S Saini	Soho Medical Services
Dr Steve Brinksman	Nechells Practice (Dr Brinksman)
Dr AK Sinha	Balsall Heath Health Centre (Sinha)
Dr Bhinder Jheeta	Sheldon Medical Centre
Dr A Melchior	Springfield Surgery
Dr Satish Dhamija	Lea Village Medical Centre
Dr M Nye	Halcyon Medical
Dr Deedar S Bhomra	Aylesbury Practice
Dr Roshan Shah	Bordesley Green Surgery
Dr Rashmi Mehta	University Southgate Practice
Dr O El-Sheikh	Strensham Road Surgery
	Venkat Medical Centre (Closed)
Dr Patrick Gonsalves (Merged with Modality)	Kingstanding Surgery (Dr Gonsalves)
Dr Ratnam - Retired	Streetly Surgery
Dr Paul Dudley	Cotmore Surgery
Dr Chunduri	Balaji Surgery (The)
Dr E O'Brien	Hockley Medical Practice
Dr U S Abhyankar	Holly Road Surgery
Dr Gohill	Heathford Group Practice
Dr Abid Hussain	Pearl Medical Centre
Dr Soyannwo	Great Barr Surgery
Dr Lionel D Mills (P)	Cape Hill Medical Centre
Dr LF Miller	Sherwood House Medical Practice
Dr Oruj Alam	Queslett Medical Centre
Dr Ramila Patel	Grange Hill Surgery
Dr George B Young	Hall Green Health
Dr S Bhalla	Dr Bhalla
Dr P Gini	Broadway Health Centre
Dr I Marok	Summerfield Group Practice
Dr M Waheed	Amaanah Medical Practice
Dr Bailey	Villa Road
Dr S Mukherjee	Aston Pride Community Health Centre
Dr S Bahirathan	Hodge Hill Family Practice
Dr K Deacon	Poplar Primary Care Centre
Dr Anubha Sinha	Hill General Practice (The)
Dr M Waheed	Oakleaf Medical Practice
Dr Jagjit Sanghera	Iridium Medical Practice, Richmond PCC
Virgin Care (Dr Nalaka Fonseka)	Virgin Care, Summerfield GP & Urgent Care Centre
Dr Khan	Virgin Care, Finch Road Surgery

Dr Mula	Virgin Care, Kingstanding Community Practice
Dr A Bhatti	Hamd Medical Practice

Pharmacies delivering smoking cessation 2016/17

Pharmacy Name	Address
Knights Pharmacy	5 Alvechurch Road
Bloomsbury Pharmacy	Oliver Street
Barkat Pharmacy	775 Stratford Road
Medichem	51 Prestbury Road
M E J Hingley & Co Ltd	195-197 Alum Rock Road
Boots UK Ltd (35)	MSU10 Level 2, The Bullring Shopping Centre
Well (Co-operative Pharmacy) 224459	110 Church Lane
Sirpal Chemist	274-276 Ladypool Road
Boots UK Ltd (1028)	2A Brindley Place
Boots UK Ltd (1661)	84 Walsall Road
Boots UK Ltd (2064)	308 Lichfield Road
Heathway Pharmacy (Sirchem Ltd)	207 Heathway
My Local Chemist (Lincolns)	444-446 Alum Rock Road
Boots UK Ltd (1660)	80-82 Boldmere Road
Boots UK Ltd (5316)	137 Monyhull Hall Road
Boots UK Ltd (0373)	352-354 Birmingham Road
Boots UK Ltd (5317)	161 Prince Of Wales Lane
Boots UK Ltd (2070)	87 High Street
Boots UK Ltd (1298)	66 High Street
Star Pharmacy	295 Walsall Road
Boots UK Ltd (325)	1104 Warwick Road
Dispharma Retail Ltd	183 Alum Rock Road
Boots UK Ltd (6465)	Unit 4-5 Princess Alice Retail Park
Shawsdale Pharmacy	109 Shawsdale Road
Boots UK Ltd (0210)	The One Stop Shopping Centre
Boots UK Ltd (216)	129 Alcester Road
Boots UK Ltd (355)	631- 633 Kingstanding Road
Boots UK Ltd (6404)	Unit 8 The Fort Shopping Centre
Richmond Pharmacy	57 Richmond Road
Boots UK Ltd (2251)	553-555 Stratford Road
Boots UK Ltd (5314)	1005 Alcester Road South
Noor Pharmacy	72 Golden Hillock Road
Rowlands Pharmacy	199 Birchfield Road
Druids Heath Pharmacy	17 Pound Road
M Hurcomb	11 Wheeler Street Shopping Centre
Prinja Pharmacy	1128 Tyburn Road
Noor Pharmacy Ltd	Waterworks Road
Health Plus Pharmacy	221 Aston Lane

Masters Pharmacy	741A Stratford Road
Lloyds pharmacy (0213)	Hollyhill Centre, 18 Arden Road
Soho Pharmacy	218 Soho Road
Shah Pharmacy (SPL Corporation Ltd)	564-566 Bristol Road
Yardley Pharmacy (Flintlow Ltd)	2 Willard Road
Attwood Green Pharmacy	30 Bath Rown
Twilight Pharmacy	56 Poplar Road
G R Pharmacy	44-46 Hillwood Road
Medipharma Chemist	29 Oak Tree Lane
Al-Shafa Pharmacy	674 Coventry Road
Aston Chemist Ltd	4 Shenley Green, Shenley Lane
Chemicare UK Ltd	2D Wake Green Road
Kings Pharmacy	1-3 Pershore Road
Lloyds pharmacy (0041)	3 Tangmere Square
Adams Pharmacy	50-51 Nechells Park Road
Lloyds (ex Sainsbury's)	1149 Warwick Road
Well (Co-operative Pharmacy)	604 Walsall Road
Lloyds pharmacy (7475)	The Medical Centre, 55 Terrace Road
Nechells Pharmacy	55 Nechells Park Road
Bartley Green Pharmacy	1 Curdale Road
Abu's Midnight Pharmacy (Healthcare Enterprises Ltd)	348 Bordesley Green East
Kings Heath Pharmacy	294 Vicarage Road
Tesco Instore Pharmacy	Camden Street
Evergreen Pharmacy	147 Bordesley Green
Village Green Pharmacy	1095 Warwick Road
Advance Pharmacy	839 Stratford Road
Lloyds pharmacy (0007)	82-84 Lea Village,
Nucare Pharmacy (Rotahurst Management Services Ltd)	229-233 Victoria Road
Lloyds Pharmacy (0081)	927 Walsall Road
G Goulding Ltd	119 Church Lane
K D Pharmacy	2 The Fold
Lloyds Pharmacy (0006)	9 Walmley Close
Wylde Green Chemist	441A Birmingham Road
Shah Pharmacy (SPL Corporation Ltd)	491 Stratford Road
Bluecross Pharmacy	249 Soho Road
Hockley Medical Practice Pharmacy (Aldenmat Ltd)	100 Warstone Lane
Lloyds Pharmacy (0229)	221 Soho Road
Stag Chemist Birmingham Ltd	230 Stoney Lane
Lloyds Pharmacy (0026)	Summerfield Health Centre
Healthstop Pharmacy	168 Hamstead Road

Lloyds Pharmacy (0042)	Fox & Goose Shopping Centre (902 Washwood Heath Road)
Well (Co-operative Pharmacy)	979 Stratford Road
Ladywood Pharmacy	12-14 King Edwards Road
Asda Pharmacy	Old Horns Crescent
Rajja Chemists (M W Phillips)	9 Twickenham Road
Asda Pharmacy	Asda Superstore
Morrisons Pharmacy	Birmingham Great Park
RX Pharmacy	256 Wellington Road
Evergreen Pharmacy Ltd	24 Watford Road
B S B Pharmacy	Bel House, 199 Shady Lane
Balsall Heath Pharmacy (Sure Health Ltd)	1 Edward Road
Dudley Road Pharmacy	272 Dudley Road
Lloyds Pharmacy (0038)	192 Reservoir Road
Lloyds Pharmacy (0039)	87 Holyhead Road
Dispharma Chemist	488 Coventry Road
Yardley Wood Pharmacy (WM Brown Pharmacy Group)	1054 Yardley Wood Road
Tesco Instore Pharmacy	11 Princess Alice Drive, Chester Road
Lloyds Pharmacy (0078)	Unit 1, 290 Lichfield Road
Medisina The Pharmacy	11 Canford Close
Lloyds Pharmacy (0249)	17 Faraday Avenue
R & R Pharmacy	Broadway Health Centre
Lloyds Pharmacy (0017)	175 Weoley Castle Road
Lodge Pharmacy	115 Witton Lodge Road
Care Pharmacy	742-744 Alum Rock Road
Zenith Pharmacy	Ground Floor
Lloyds Pharmacy (0077)	401 Highfield Road
Buckingham Chemist	408 Aston Lane/ 24 Bevington Road
Rahanu Limited (Marks Chemist)	144 Soho Road
Pauls Pharmacy	31 Revesby Walk
Chesters Pharmacy	Unit 1, 123 Shard End Crescent/ Timberley Lane
Medicare Chemist	676 Coventry Road
Asda Pharmacy	The One Stop Shopping Centre Walsall Road
Shifa Pharmacy	512-514 Moseley Road
Highfield Road Pharmacy	307 Highfield Road
Lloyds Pharmacy (0067)	10 Glebe Farm Road
Lloyds Pharmacy (0016)	81 Thornbridge Avenue
Lloyds Pharmacy (0043)	6 Ermington Crescent
Kings Pharmacy	118-120 Weoley Castle Square
W M Brown (Kingshurst) Ltd	16-18 Hawkesley Square
Superdrug Pharmacy	Unit 1, 94-100 High Street
Chemipharm	113 - 115 Lozells Road
Evergreen Pharmacy Ltd	694 Yardley Wood Road
Jhoots Pharmacy	808-810 Pershore Road

Gill Pharmacy	341 Rookery Road
Baggaley Chemist	131 Alcester Road
Lloyds Pharmacy (0009) (Jhoots)	1533 Stratford Road
Well (Co-operative Pharmacy)	159 Church Road
Lloyds Pharmacy (7026)	Yardley Green Medical Centre
Laser Pharmacy Ltd	854 Stratford Road
Fakir Chemist	2A Church Road
Tesco Instore Pharmacy	Swan Shopping Centre
Chemicare UK Ltd	153 Station Road
Chemicare UK Ltd	291 Church Road
Lloyds Pharmacy (0034)	2222 Coventry Road
Jhoots Pharmacy	150 Bromford Drive
Sparkbrook Pharmacy	153A Stratford Road
Washwood Heath Pharmacy (Aimfur Health Ltd t/a)	881 Washwood Heath Road
Dudley Road Late Night Pharmacy	328-330 Dudley Road
Hustans Pharmacy	366 Green Lane
Whites Pharmacy	788 Alcester Road South
Cannon Hill Pharmacy	200 Edward Road
Saydon Pharmacy (Greatwood)	408 Coventry Road
Hay Mills Pharmacy	1222 Coventry Road
Tower Hill Pharmacy	435 Walsall Road
Knights Pharmacy	4 Sunbury Road
M G Fazal Dispensing Chemist	25 Highfield Road
Shelleys Pharmacy	47 Yardley Green Road
Twilight Pharmacy	134 Anderton Road
Asda Pharmacy	859 Coventry Road
Pan Pharmacy	297-299 Church Road
Lodge Pharmacy	1 Dovedale Road/Capilano Road
Erdington Day Night Chemist	213 High Street
Ipharm (UK) Ltd	67 Rupert Street
Lloyds Pharmacy (0037)	2C Vicarage Road
Lloyds Pharmacy (0045)	3 Bell Lane

GP's delivering smoking cessation 2016/17

GP Lead	Practice
Dr Asad Zaman	Shah Zaman Surgery
MMP	(MMP) Old Priory Surgery
MMP	(MMP) All Saints Medical Centre
MMP	(MMP) Broadmeadow Health Centre

Dr A Vora	West Heath Road Medical Centre
Dr Nahmana Khan	Poolway Medical Centre
Dr R B Chitre	Dr Chitre Surgery
Dr Barry Tricklebank	Swan Medical Centre
Dr Imtiaz Khan	Church Lane - Khan
Dr Prem S Jhittay	Kingsbury Road Medical Centre
Dr Govinder Singh Jassel	Sparkhill Surgery
Dr Rupesh Jha	Hillcrest Surgery
Dr Colin Eagle	Yardley Wood Health Centre
Dr S Mukherjee	Newtown Health Centre
Dr J Somasundra-Rajah	Moseley Medical Centre
Dr Peter Borg-Bortolo	Millennium Medical Centre
Dr Andrew Blight	Ashfield Surgery
Dr Kate Khanna	Leach Heath Medical Centre
Dr Gavin Ralston	Lordswood House Group Medical Practice
Dr Philip Western	Granton Medical Centre
Dr Judith Heritage	Harlequin Surgery
Dr Nigel Speak	Manor Practice
Dr Liz Nyholm	Omnia Practice
Dr Alan Coutts	Four Oaks Medical Centre
Dr V Cross	Bournbrook Varsity Medical Centre
Dr H Davis	Selly Park Surgery
Dr P Machin & Partners	Church Road Surgery
Dr A Savio Gaspar	St Clements Surgery
Dr M Becker	Selly Oak Health Centre
Dr C Elliott	Harborne Medical Practice
Dr Jawahir R Naik	Oaks Medical Centre
Dr Nick Waddell	Yardley Green Medical Centre
MMP (Dr Sarah Perkins)	(MMP) Eaton Wood Medical Centre
MMP	(MMP) High Street Surgery
MMP	(MMP) Erdington Medical Centre
MMP	(MMP) Kingsmount Medical Centre
Dr H S Surdhar	Five Ways Health Centre
Dr Simon Clay	Poplars Surgery
Dr T Zaman	Ward End Medical Centre
Dr J Shaylor	Laurie Pike Health Centre
Dr G Russell	Wychall Lane Surgery
Dr Vanessa Horton	Wake Green Surgery

Dr C Ojukwu	Birmingham Heartlands Surgery
Dr Nicola Lawrence	Hollymoor Medical Centre
Dr Potter	Northwood Medical Centre
Dr S Gill	Oakwood Surgery
Dr Tricia Beigton	Eden Court Medical Practice
Dr A Sharma	Handsworth Medical Practice
Dr J Taylor	Wand Medical Practice
Dr Graeme Horton	College Road Surgery
Dr M Forrest	Karis Medical Centre
Dr Peter Giddings	Goodrest Croft Surgery
Dr Mona Attalla	Cranes Park Surgery
Dr Earl Moreton	Sutton Park Surgery
Dr Iain Cameron	Victoria Road Surgery
Dr Imran U Haq	Firs Surgery
Dr James Murray	Small Heath Medical Practice
Dr A C Bajpai	Dr AC Bajpai & Dr MG Shanker-Narayan Practice
Dr Nita Saikia-Varman	Church Lane Medical Centre
Dr Sanjay Kumar	Bucklands End Lane Surgery
Dr Mehboob Bhatti	Sutton Road Surgery
Dr A Mann	Fernley Medical Centre
Dr Yosry Gabriel	Baldwins Lane Surgery
Dr M Walji	Balsall Heath Health Centre (Walji)
Dr S Mughal	Alpha Medical Practice
Dr Caterina Sterlini	Schoolacre Surgery
Dr Sanat Patodi	Keynell Covert
Dr Alonzo	The Surgery
Dr I Khattak	Khattak Memorial Surgery
Dr Aleem Akhtar	Alum Rock Medical Centre
Drs Balbir Sahota	Kingstanding Circle Surgery
Dr M Prasad	Apollo Surgery
Dr Aditi Gupte	BG Health
Dr Helen Parsons	BG Health (Griffins Brook Medical Centre)
Dr M Imam	Gate Medical Centre
Dr Steve Brinksman	Ridgacre House Surgery
Dr G Abdel-Malek	St George's Medical Centre
Dr Mindie Mostert	Hawthorns Surgery
Dr Martin Jones	Swanswell Medical Centre
Dr A Coward	Kings Norton Surgery
Dr B M Hyman	Hyman Practice (The)
Dr Kamaljeet J Arora	King's Norton & Perry Park
Dr S Raghavan	Heathfield Family Centre

Dr K Cheema	Cavendish Medical Practice
Dr M Salim	Dr Salim's Medical Practice
Dr I Majeed	Dr Majeed
Dr Peter Ingham	Tudor Stockland Green Ltd
Dr Y Mahmood	Greenfield Medical Centre
Dr W Doski	Bournville Surgery
Dr S Raghavan	Victoria Road Medical Centre
Dr N H Bangash	Fernbank Medical Practice
Dr A Zafar	Charles Road Surgery
Dr Raksha Chopra	Garretts Green Lane Surgery
Dr M Sinha	Church Road Surgery
Dr N Ahmad	Heathford Group Practice
Dr Harish Wadhwa	Hobmoor Road Surgery (supported by Heathford Group)
Dr U C Kathuria	City Health Centre
Dr S Pandit	Highgate Medical Centre
Dr V Bathla	Dr Bathla
Dr Roshan Khuroo	Stockland Green Practice
Dr Kalpana Kommalapati	Downsfield Medical Centre
Dr B Chaparala	Holyhead Primary Health Care Centre
Dr R Ramachandram	Moor Green Lane Medical Centre
Dr M Agarwal	Greet Medical Practice
Dr Tapan Sen-gupta	Acocks Green Medical Centre
MMP	(MMP) Mere Green Surgery
Dr Rashid Bhatti	Pak Health Centre
Dr Rahul Sahay	Mirfield Surgery - Sahay
Dr P Moonga	The Surgery
Dr Asfia Aftab	Vicarage Road Surgery
Dr V Rajput	Springfield Medical Practice
Dr Mohan S Saini	Soho Medical Services
Dr Steve Brinksman	Nechells Practice (Dr Brinksman)
Dr AK Sinha	Balsall Heath Health Centre (Sinha)
Dr Bhinder Jheeta	Sheldon Medical Centre
Dr A Melchior	Springfield Surgery
Dr Satish Dhamija	Lea Village Medical Centre
Dr M Nye	Halcyon Medical
Dr Deedar S Bhomra	Aylesbury Practice
Dr Rashmi Mehta	University Southgate Practice
Dr Chunduri	Balaji Surgery (The)

Dr E O'Brien	Hockley Medical Practice
Dr Abid Hussain	Pearl Medical Centre
Dr Lionel D Mills (P)	Cape Hill Medical Centre
Dr Oruj Alam	Queslett Medical Centre
Dr George B Young	Hall Green Health
Dr S Bhalla	Dr Bhalla
Dr I Marok	Summerfield Group Practice
Dr M Waheed	Amaanah Medical Practice
Dr S Bahirathan	Hodge Hill Family Practice
Dr Anubha Sinha	Hill General Practice (The)
Dr M Waheed	Oakleaf Medical Practice
Dr Jagjit Sanghera	Iridium Medical Practice, Richmond PCC
Virgin Care (Dr Nalaka Fonseka)	Virgin Care, Summerfield GP & Urgent Care Centre
Dr Mula	Virgin Care, Kingstanding Community Practice
Dr A Bhatti	Hamd Medical Practice

BIRMINGHAM CITY COUNCIL

PUBLIC

Report to:	Cabinet
Report of:	Interim Corporate Director – Children and Young People
Date of Decision:	18th April 2017
SUBJECT:	HIGH NEEDS STRATEGIC PLANNING GRANT
Key Decision: Yes	Relevant Forward Plan Ref: 003344/2017
If not in the Forward Plan: (please "X" box)	Chief Executive approved <input type="checkbox"/> O&S Chairman approved <input type="checkbox"/>
Relevant Cabinet Member	Councillor Brigid Jones - Children, Families & Schools
Relevant O&S Chairman:	Councillor Susan Barnett - Schools, Children & Families
Wards affected:	All

1. Purpose of report:
<p>1.1 To note the receipt of the High Needs Strategic Planning Revenue Grant of £563k from the Department for Education (DfE).</p> <p>1.2 To seek approval to the proposed initiatives to be supported by this grant and authorise orders to be placed up to this amount.</p>

2. Decision(s) recommended:
<p>That Cabinet:-</p> <p>2.1 Note the receipt of the High Needs Strategic Planning Revenue Grant of £563k from the Department for Education (DfE).</p> <p>2.2 Authorise the Acting Assistant Director to place orders up to £563k to deliver the proposed initiatives in paragraph 5.3.</p> <p>2.3 To note that all orders will be placed either through existing contracts or in accordance with the Procurement Governance Arrangements.</p>

Lead Contact Officer(s):	Jill Crosbie Acting Assistant Director – Children with Complex Needs
Telephone No: E-mail address:	0121 303 2573 jill.crosbie@birmingham.gov.uk

<div data-bbox="124 152 421 183" data-label="Section-Header"> <h3>3. Consultation</h3> </div> <div data-bbox="225 228 1453 259" data-label="Text"> <p>Consultation should include those that have an interest in the decisions recommended</p> </div> <div data-bbox="124 302 331 333" data-label="Section-Header"> <h4>3.1 Internal</h4> </div> <div data-bbox="225 376 1477 517" data-label="Text"> <p>The Cabinet Member for Children, Families & Schools has been consulted and supports the recommendations in this report proceeding to an executive decision . Officers from City Finance Legal Democratic Services have been involved in the preparation of this report</p> </div> <div data-bbox="124 560 344 591" data-label="Section-Header"> <h4>3.2 External</h4> </div> <div data-bbox="225 633 303 665" data-label="Text"> <p>None</p> </div> <div data-bbox="124 707 525 739" data-label="Section-Header"> <h3>4. Compliance Issues:</h3> </div> <div data-bbox="124 781 1372 851" data-label="Section-Header"> <h4>4.1 <u>Are the recommended decisions consistent with the Council's policies, plans and strategies?</u></h4> </div> <div data-bbox="225 893 1485 1034" data-label="Text"> <p>The recommendations contained within this report are consistent with supporting proposals within the Financial Plan 2017+ approved by City Council on the 28th February 2017 'Design and implement a new approach to special educational needs and disabilities (SEND) and move away from a high dependency model'</p> </div> <div data-bbox="124 1077 1211 1146" data-label="Section-Header"> <h4>4.2 <u>Financial Implications</u> <u>(Will decisions be carried out within existing finance and Resources?)</u></h4> </div> <div data-bbox="225 1189 1485 1290" data-label="Text"> <p>The cost of delivering the initiatives outlined in paragraph 5.3 will be contained within the revenue grant allocation of £563k. There is no requirement for match funding/local contribution.</p> </div> <div data-bbox="124 1332 481 1364" data-label="Section-Header"> <h4>4.3 <u>Legal Implications</u></h4> </div> <div data-bbox="225 1406 1485 1547" data-label="Text"> <p>The high needs funding system supports provision for pupils and students with special educational needs and disabilities from their early years to 25. The Children and Families Act 2014 extends local authorities' statutory duties relating to SEND across the 0 to 25 age range.</p> </div> <div data-bbox="124 1590 1058 1621" data-label="Section-Header"> <h4>4.4 <u>Public Sector Equality Duty (see separate guidance note)</u></h4> </div> <div data-bbox="225 1664 1461 1769" data-label="Text"> <p>The review and strategy are about delivering equality of opportunity to all young people and their families in spite of their additional needs or disabilities. There are no negative equality issues arising from the activity.</p> </div>
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5.	Relevant background/chronology of key events:
5.1	<p>In December 2016 the DfE announced a revenue grant to enable local authorities to carry out a strategic review of their High Needs provision. Birmingham's share of the national total of £23m is £563k. The grant was received on the 31st January 2017 and local authorities will be able to carry forward any unused grant into 2017/18. It is understood that this is a one off revenue grant for which no expiry date is set for expenditure. The actual DfE guidance states:</p> <p>'We anticipate that local authorities will use the funding provided to increase their capacity so that their review and planning of special provision is high-quality and collaborative, where appropriate undertaken jointly with neighbouring authorities. Where such review and planning work has already been undertaken, along the lines envisaged, this fund can be used to help implement the outcomes of the reviews. Local authorities should publish the outcomes of these reviews in the form of strategic plans to demonstrate transparency and accountability'.</p>
5.2	The grant award is timely in view of progress made in setting up the Inclusion Commission. The original grant for implementing the SEND reforms is under pressure and the receipt of this grant will alleviate that considerably.
5.3	<p>It is proposed to use the grant to fund the following initiatives:</p> <ul style="list-style-type: none"> • SEND review and associated consultant costs. • Investment in a broad consultation and communication exercise to help build confidence in the proposed new approach and the culture change needed. • Fund the production of a document to share with stakeholders and also video and web based materials as part of the Local Offer. • Fund costs associated with particular parts of the implementation plan, approved by the Inclusion Commission on an invest to save basis e.g. commission someone to re-negotiate contracts with independent providers. <p>The initiatives selected are in line with the work of the Inclusion Commission and may develop as their strategy is finalised and agreed.</p>
5.4	The procurement of the above service requirements will either be through existing contracts or will be carried out in accordance with the Procurement Governance Arrangements.
6.	Evaluation of alternative option (s):
6.1	This is a grant award which must be spent in line with DfE guidance.
7.	Reasons for Decision(s):
7.1	To note the receipt of grant and progress the proposed initiatives to implementation.

Signatures	<u>Date</u>
Cabinet Member for Children, Families & Schools
Interim Corporate Director for Children, and Young People

List of Background Documents used to compile this Report:
DoE Grant determination for high needs strategic planning fund in 2016-17: DCLG ref 31/2916

List of Appendices accompanying this Report (if any):
None

Report Version	<u>V4</u>	Dated	<u>05/04/2017</u>
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Report to:	CABINET
Report of:	Interim Corporate Director – Children and Young People
Date of Decision:	18th April 2017
SUBJECT:	INTERNATIONAL SCHOOL CONVERSION FROM COMMUNITY SCHOOL TO ACADEMY STATUS
Key Decision: Yes	Relevant Forward Plan Ref: 003513/2017
If not in the Forward Plan: (please "tick" box)	Chief Executive approved <input type="checkbox"/> O&S Chairman approved <input type="checkbox"/>
Relevant Cabinet Member:	Councillor Brigid Jones - Cabinet Member Children, Families & Schools
Relevant O&S Chairman:	Councillor Susan Barnett - Schools, Children & Families O&S Committee
Wards affected:	Shard End

1. Purpose of report:

- 1.1. To provide an update to Cabinet to ensure Members are fully aware of the financial implications associated with the academisation of the International School. Specifically that under current legislation the cumulative projected deficit of £3,500k falls on the Local Authority to fund.
- 1.2. As part of funding the deficit to seek approval to the use of £2,400k of capital receipts with the balance of £1,100k funded from the Capital Maintenance grant.
- 1.3. This report also seeks approval for the execution and completion of the commercial and legal documentation associated with the conversion, substantially in the form required by the Department for Education (DfE).

2. Decisions recommended:

Cabinet is recommended to:

- 2.1. Note that The International School, Gressel Lane, Tile Cross, Birmingham B33 9UF is proposing to convert to Academy status on or after 1st May 2017. The International School will be a Sponsored Academy and will be sponsored by Washwood Heath Multi Academy Trust (WHMAT) and will be known as Tile Cross Academy.
- 2.2. Note that the school has a large deficit balance (£3,500k) which will remain with the Local Authority at the point of conversion as confirmed in the DfE Guidance entitled 'Treatment of surplus and deficit balances when maintained schools become Academies.'
- 2.3. Approve the use of £2,400k of capital receipts to help fund the deficit, with the balance of £1,100k funded from the Capital Maintenance grant.
- 2.4. Authorise the grant and completion of the lease for the International School to the WHMAT for 125 years substantially in the form of the model lease produced by the DfE at a peppercorn rent and also the completion of a Commercial Transfer Agreement (CTA) relating to the transfer of staff under the Transfer of Undertakings (Protection of Employment) Regulations 2006 and assets to the Academy Trust. The school site being transferred is identifiable as shown on the accompanying redline plans (see Appendices 1a, b and c).
- 2.5. Authorise the completion of the appropriate contract variations for The International School in respect of the Building Schools for the Future (BSF) Facilities Management (FM) and ICT contracts and the entering into of the School Agreement relating to the establishment of the Academy Trust as a new legal entity on the site and the consequent ongoing Academy Trust contributions to the costs of the FM and ICT contracts.
- 2.6. Authorise the City Solicitor to negotiate, execute and complete all necessary documents to give effect to the above recommendations.

Lead Contact Officer(s):	Emma Leaman – Assistant Director Education Infrastructure Jaswinder Didially – Head of Education Infrastructure
Telephone No:	0121 303 8847
E-mail address:	0121 303 8327 emma.leaman@birmingham.gov.uk jaswinder.didially@birmingham.gov.uk

3. Consultation

3.1 Internal

The Cabinet Member for Children, Families and Schools and Senior Officers in the People Directorate are aware of the conversion and have been involved in discussions relating to the transfer. Ward Councillors for Shard End and the Executive Member and the Service Integration Head for Hodge Hill and Senior Officers from Legal and Finance have also been consulted and any outcomes have been noted in the report.

3.2 External

The Secretary of State has issued the Academy Order attached as Appendix 2 requiring the conversion of the International School.

4. Compliance Issues:

4.1 Are the recommended decisions consistent with the Council's policies, plans and strategies

The Academies Conversion Programme is a Central Government Policy.

4.2 Financial Implications.

The recommendations in this report will enable the International School to transfer as required by the DfE. Resourcing for corporate legal costs and potentially external legal costs arising from this conversion and the wider Academy conversion programme will be met from school contributions and earmarked resources within the Education Infrastructure team.

There is a charging policy in place for Academy conversions which means schools pay a contribution towards the legal costs associated with the conversion. Owing to the nature and volume of work anticipated for this conversion the contribution for the International School will be £10,000.

As at 31.03.16 the International School had a deficit balance of £3,500k which is forecast to remain with the Local Authority at the point of conversion as outlined in 2.2.

Although there is a small contingency funded by the Dedicated School Grant to cover the write off of deficit balances, it is insufficient to fully fund the International School deficit. In addition there are already commitments that will need to be funded from the contingency. In view of this, and to avoid adversely impacting on the General Fund, the deficit will be funded by utilising existing and planned Education capital receipts (£2,400k) and capital maintenance grant (£1,100k). The capital receipts and Capital Maintenance grant will be used to resource capital expenditure that would otherwise be funded from revenue contributions. These revenue contributions will then be used to fund the International school deficit.

4.3 Legal Implications

The Secretary of State for Education has issued the Order under the Academies Act 2010 which requires all concerned parties to facilitate the creation of the Academy. The City Council has power under Sections 120 – 123 of the Local Government Act 1972 to hold and dispose of land, including the use of General Disposals Consent 2003.

4.4 Public Sector Equality Duty

The Academies Conversion Programme is a Central Government Policy.

An initial Equality Analysis was undertaken in February 2014 (EA000046) and the outcome indicated that a Full Equality Analysis was required.

5. Relevant background / chronology of key events:

- 5.1 The International School opened in September 2002 replacing two schools that shared the same site, the former Sir Wilfred Martineau School and Byng Kenrick Central School. The International School was set up as a 10 form entry school with a staffing structure based on an intake of 300 pupils each year. This proved to be too ambitious and the expected pupil numbers have not materialised in the subsequent years. Failure to address declining pupil numbers at an early stage through reducing the expenditure at the school and implementing an affordable curriculum model has been a major contributing factor to the escalation of the deficit.

From the outset regular meetings between the School and Local Authority officers have taken place and advice and support has been given in respect of the school managing its financial challenges. That support was further supplemented by:

- The use of external consultants
- Peer support from Ninestiles School
- Incentivising the School by offering to fund a 50% contribution from the Scheme to Support Schools in Financial difficulty on the basis that the school demonstrated an equal reduction

In addition, consideration was given by BCC to converting the deficit to a loan. However advice from legal services was that the liability would not transfer when the school became an Academy and the proposal was not pursued.

- 5.2 Ultimately none of the above support and initiatives proved successful and, in July 2010, the Local Authority Structural Solutions Group discussed the possibility of removing financial delegation and how this could be managed and the matter was referred onto the then Cabinet Member.

Despite the consistent reduction in pupil numbers the school did not manage and implement a staffing review that properly reflected the number of pupils in order to deliver an affordable curriculum offer. A staffing restructure discussed with the school in October 2010 eventually led to the school reporting a significant reduction in non-teaching staff but costs continued to rise as a result of further recruitment. This was challenged by BCC's HR team. Ongoing concerns were raised with two Head Teachers over several years by BCC's Finance team regarding the ability of the School to manage and monitor the budget but no action was taken by the School.

- 5.3 The School went into Special Measures in November 2014 and the Governing Body was replaced by an Interim Executive Board (IEB) in March 2015. An Audit of the School, undertaken in September 2015, confirmed significant weaknesses in the financial management practices and controls which have subsequently been addressed by the new school leadership team and the IEB.

For the first time since opening, the school has been able to set a balanced in year budget for 2016 / 17 as a result of the IEB taking highly effective, appropriate rapid action, supported by BCC, to restructure and implement an affordable curriculum model. This has also been supported by effective school place planning, reducing overheads of the school by co-location of Brays Special School and reducing the Published Admission Number at International School to reflect a more realistic pupil intake.. The deficit at the point of conversion to an Academy is forecast at £3,500k.

- 5.4 The Academies Act 2010 empowered the Secretary of State for Education to create Academies through Academy Orders. A Directive Academy Order for International School was issued in April 2016; the Directive Academy Order requires the school to be sponsored by a Multi Academy Trust.

- 5.5 In February 2017 a letter was sent to the Chair of the IEB and the Executive Head Teacher of the Washwood Heath MAT asking for a contribution towards the current deficit position. A response was received from the Trust outlining their position which was that they were unable to support the solution of contributing to the deficit budget. The DfE also agreed with this in line with the guidance available.
- 5.6 The current controls and processes within the directorate to monitor and act where a school is in deficit or in danger of going into one includes clearly set out cross working between services and the Birmingham Education Partnership so that information and intelligence is shared and targeted support can be offered at an early stage. Where a school does not take action there is an escalation process which could result in a formal Notice of Concern being issued to the Governing Body and ultimately delegation being withdrawn from the school. The aim is to ensure that problems are identified early and actions undertaken within a shorter time frame than was the case with the International School.
- 5.7 The land and assets occupied and used by the school will transfer under the arrangements prescribed by the DfE and as outline in 2.3 and 2.4 above. The transfer will be subject to the land being used for the provision of educational services and any community and recreational use ancillary to the school's educational use. The staff will also transfer under the Transfer of Undertakings (Protection of Employment) Regulations 2006 to the Academy Trust. The consultations for the International School took place with Staff and Unions on 02.11.16.
- 5.8 In the case of some Academy conversions scheduled capital works, funded from the DfE grant may take place after the school has converted. At the International School there are works scheduled between April 2017 and September 2019 to enable the development of Brays School on the site – the details of which are captured in a schedule of the CTA. There will be a separate report and business case with details of the works following completion of the full feasibility. Funding will be from the Capital Basic Need Grant. There will be a fixed cap on the capital cost and any additional works to those specified will be at the cost and responsibility of the two schools. The works on site will be managed by Acivico and EdSI. There will be no revenue support or reimbursements to the two schools arising from the capital works.

6. Evaluation of alternative option(s):

- 6.1 A do nothing option is not available, as the Secretary of State has reserved powers in the Academies Act 2010 which enables them to make directions to override any ability of the Local Authority to make executive decisions with regard to land.

7. Reasons for Decision(s):

- 7.1 To allow the completion of the transfer of the International School in accordance with the Academy Order granted by the Secretary of State.

Signatures (or relevant Cabinet Member approval to adopt the Decisions recommended):

Cabinet Member Children, Families and Schools:

Councillor Brigid Jones

Dated:

Interim Corporate Director – Children and Young People:

Colin Diamond

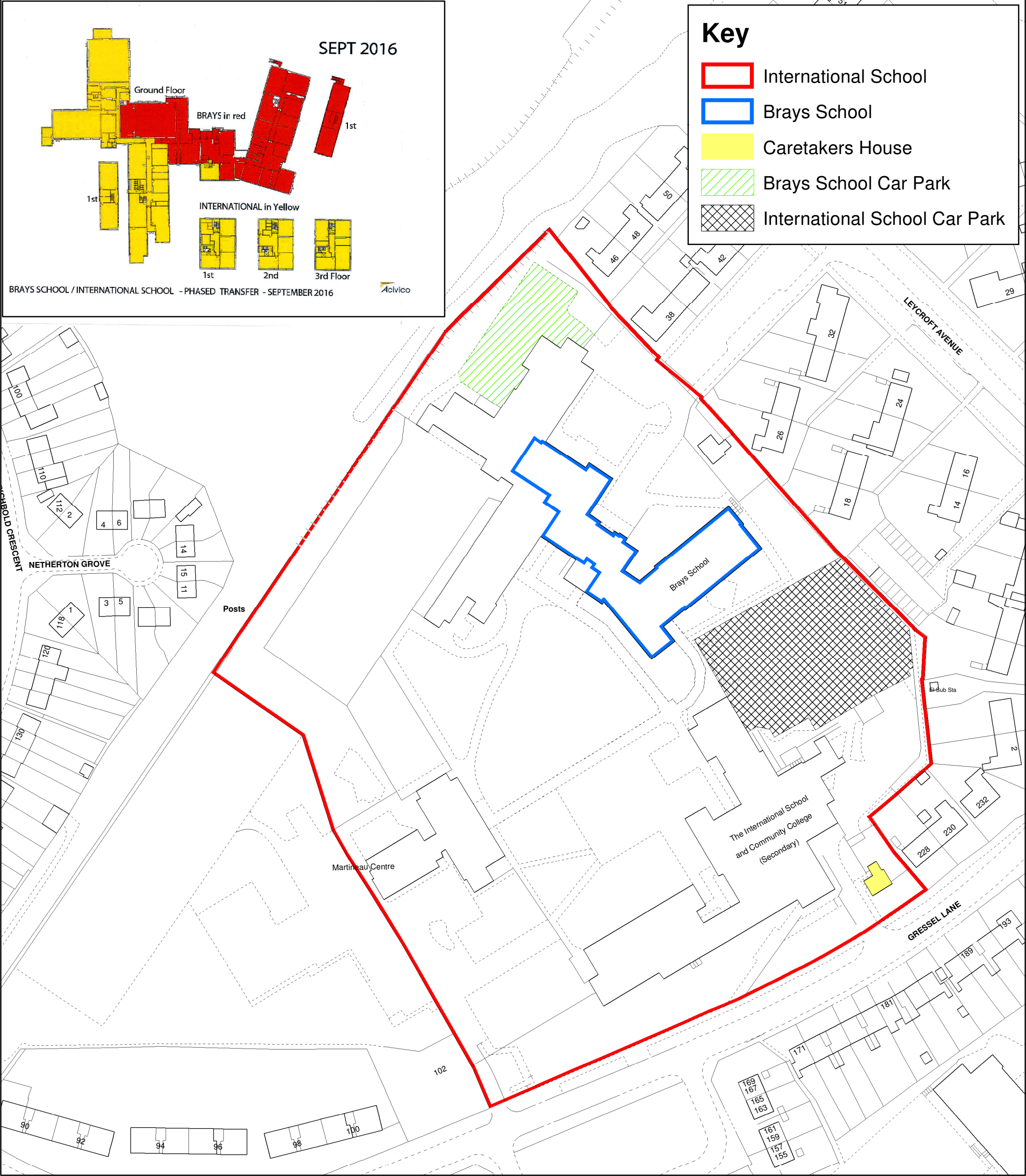
Dated:

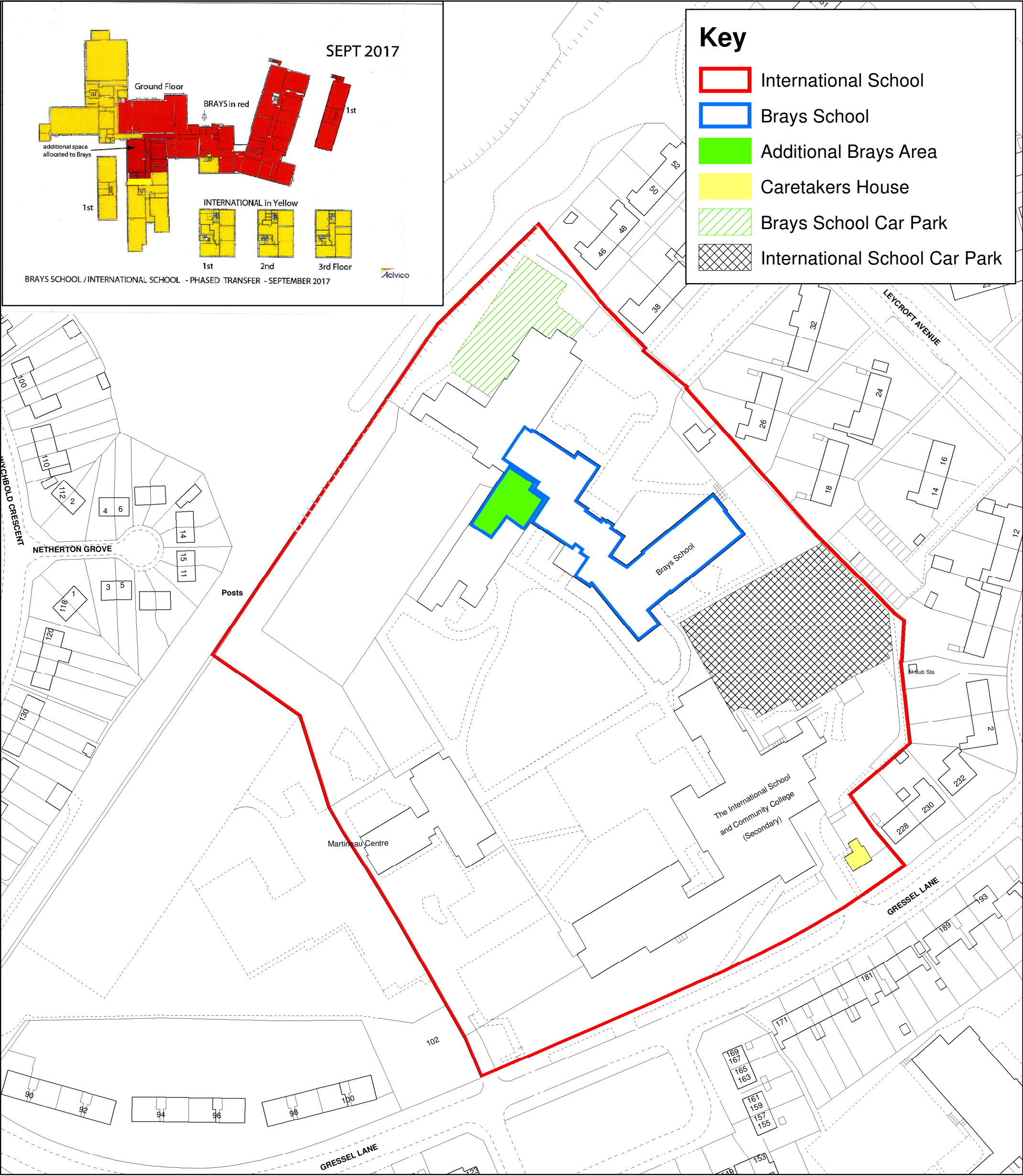
List of Background Documents used to compile this Report:

Relevant Officer(s) files


List of Appendices accompanying this Report (if any):

- Appendix 1a - Redline Plan of International School – April 17
- Appendix 1b - Redline Plan of International School – Sept 17
- Appendix 1c - Redline Plan of International School – Sept 19
- Appendix 2 – Academy Order for International School






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Birmingham City Council

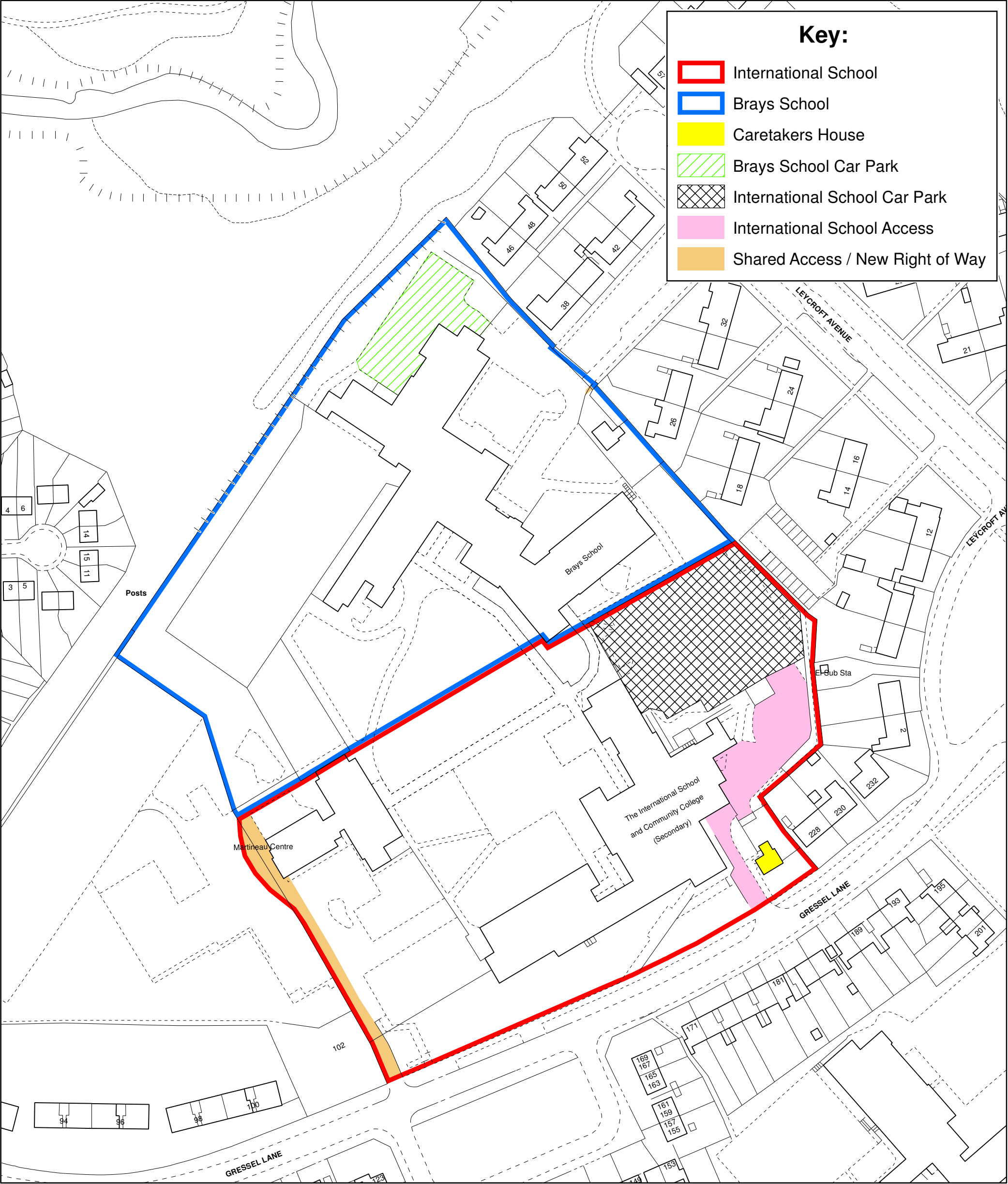
Peter Hay
Director of People
Council House Extension
Margaret Street
Birmingham, B3 3BU.

Plan B - (As at Sept 2017)
The International School and Brays School
Gressel Lane



Page 97 of 288

SCALE	DRAWN	DATE
1:1,250 @a3	Jon Wilson	24/02/2017
O.S. REF: SPSP1587SE		



Peter Hay
Director of People
Council House Extension
Margaret Street
Birmingham, B3 3BU.

Plan C - (As at Sept 2019)
The International School and Brays School
Gressel Lane



SCALE	DRAWN	DATE
1:1,250 @A3	Jon Wilson	16/03/2017
O.S. REF: SPSP1587SE		



Rt Hon Nicky Morgan MP
Secretary of State for Education

Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0370 000 2288 www.education.gov.uk/help/contactus

To: The Chair of Governors of The International School

Birmingham City Council

ACADEMY ORDER

1. This is an Academy Order made further to section 4(A1) of the Academies Act 2010.
2. I hereby order that on the conversion date The International School shall be converted into an Academy.
3. The conversion date shall be the date that the school opens as an Academy further to and as provided for in Academy arrangements made further to section 1 of the Academies Act 2010.
4. On the conversion date Birmingham City Council shall cease to maintain The International School.
5. The independent school standards (as defined in section 157(2) of the Education Act 2002) are to be treated as met in relation to the Academy on the conversion date.

Signed on behalf of the Secretary of State for Education by:

Signed:.....

Date: 18 April 2016

Pank Patel,
Regional Schools Commissioner

BIRMINGHAM CITY COUNCIL

PUBLIC REPORT

Report to:	CABINET
Report of:	INTERIM CORPORATE DIRECTOR, CHILDREN & YOUNG PEOPLE
Date of Decision:	18th April 2017
SUBJECT:	SCHOOLS' CAPITAL PROGRAMME 2017-18
Key Decision: Yes	Relevant Forward Plan Ref: 003450/2017
If not in the Forward Plan:(please "X" box)	Chief Executive approved <input type="checkbox"/> O&S Chairman approved <input type="checkbox"/>
Relevant Cabinet Member(s):	Cllr John Clancy – Leader Cllr Brigid Jones – Cabinet Member, Children, Families & Schools Cllr Majid Mahmood – Cabinet Member, Value for Money and Efficiency
Relevant O&S Chairman:	Cllr Susan Barnett – Schools, Children and Families Cllr Mohammed Aikhlaq – Corporate Resources & Governance
Wards affected:	City Wide

1. Purpose of report:
1.1 To inform Cabinet of the latest Education Sufficiency Requirements.
1.2 To update on progress of the Schools Capital Programme.
1.3 To update on capital funding allocations for delivery of the next stage of schools capital investment through which the Council will continue to meet its statutory duty to provide sufficient school places in safe and compliant school buildings.
1.4 To seek approval to the Project Definition Documents (PDDs) for the Stage 5 Basic Need and School Condition Programmes and the release of development funding.

2. Decision(s) recommended:
That Cabinet:
2.1 Notes the current requirements for school places to meet demographic growth across the City from 2017 as set out in Appendix 1, Education Sufficiency Requirements 2016/17 - 2022/23.
2.2 Notes the progress on the delivery of Stages 1 to 4 of the Schools Capital Programme, as outlined in Appendix 2.
2.3 Notes the anticipated requirements for Stage 5 of the Schools Capital Programme as outlined in Appendix 2.
2.4 Approves the PDDs for the Stage 5 Basic Need (Appendix 3) and School Condition Programmes (Appendix 4) and the allocation of £30.635m confirmed capital funding for delivery of Stage 5 of the Basic Need Programme and £18m confirmed capital funding for delivery of Stage 5 of the School Condition Programme, as detailed in Appendix 2.
2.5 Approves the allocation of £3m of Basic Need Grant for Acivico and Education and Skills Infrastructure (EdSI) to develop Feasibility Studies, etc. in order to progress the Stage 5 Basic Need Programme to Final Business Case (FBC) stage.
2.6 Authorises the City Solicitor to negotiate, execute, seal and complete all necessary documents to give effect to the above recommendations.

Lead Contact Officer(s):	Jas Didially – Head of Education Infrastructure
Telephone No:	0121 303 8847
E-mail address:	Jaswindi.Didially@birmingham.gov.uk

3. Consultation
<p>3.1 <u>Internal</u></p> <p>The proposals contained within this report, together with the annual Education Sufficiency Requirements, have been shared with Ward Councillors and Executive Members and they support the proposals.</p> <p>Officers in Legal Services and City Finance have been involved in the preparation of this report.</p> <p>3.2 <u>External</u></p> <p>The requirements for sufficient early years and school places have been shared with Head Teacher representatives from Primary, Secondary and Special School Forums, representatives from the early years sector, Professional Associations and Trade Unions. A series of workshops sharing the Education Sufficiency Requirements were run during November/December 2016 to which all schools, Accountable Bodies and Elected Members were invited. The outcomes of these workshops were the receipt of Expressions of Interest from interested schools to have either temporary or permanent expansions. Ongoing consultation has taken place with key external stakeholders in all projects within the Schools Capital Programme.</p>
4. Compliance Issues
<p>4.1 <u>Are the recommended decisions consistent with the Council's Policies, Plans and Strategies?</u></p> <p>The Schools Capital Programme 2017-18 is necessary for the Council to meet its statutory duty to provide sufficient pupil places in safe and compliant early years' settings and school buildings. City-wide the Basic Need and School Condition programmes will support the Council Priorities, particularly a Prosperous and a Fair City, by ensuring the provision of school places and safe, suitable school buildings, enabling children to benefit from education.</p> <p>Projects have been developed and delivered to maximise alignment with local priorities, in particular to impact on developing skills, employment opportunities, public health and community cohesion.</p> <p><u>Birmingham Business Charter for Social Responsibility (BBC4SR)</u></p> <p>Compliance with the BBC4SR is a mandatory requirement that will form part of the conditions of this contract for all contractors selected to deliver City-wide Basic Need and Capital Maintenance projects (including school led programmes). Prior to contract award an action plan proportionate to the contract sum will be evaluated and agreed with them on how the Charter principles will be implemented and monitored during the contract period.</p> <p>4.2 <u>Financial Implications</u></p> <p>4.2.1 The programme is primarily funded from the Department for Education's Basic Need and SCA capital funding allocations and other resources as indicated in Appendix 2.</p> <p>4.2.2 In the event that capital resource availability for these purposes is changed, then the programme will be amended to reflect such changes through the existing quarterly review process with detailed approval to be sought through the appropriate governance procedures.</p>

4.2.3 Update on Stage 4

Appendix 2 provides an update on the key outcomes and achievements from the 2016/17 Schools Capital Programme, together with the schemes and projects that are ongoing into 2017/18. It includes the current expenditure forecast for Stage 4 against the anticipated requirements and proposed funding envelopes that were outlined in the Cabinet Report approved in June 2016.

Proposals for Basic Need Stage 5

4.2.4 The key investment priorities for Basic Need Stage 5 are set out in the Basic Need PDD (Appendix 3). They seek to address the projected shortfall of pupil places identified in the Education Sufficiency Requirements and ensure sufficient school places are provided (Appendix 1).

4.2.5 Requirements for Stage 5 Basic Need investment have been modelled at high level based on the Education Sufficiency Requirements 2016/17 - 2022/23 and are set out in Appendix 2. The requirement will be £30.85m and the options and recommended approach are set out in the Basic Need PDD (Appendix 3).

4.2.6 Individual schools are not identified in the PDD for the Stage 5 Basic Need programme as they are in various stages of identification and development, with further changes likely as the landscape moves with free schools and changing patterns of migration. Individual schools will be identified at FBC/Chief Officer delegation stage.

4.2.7 Consequential revenue costs of additional staffing and any ongoing day to day repair and maintenance of the asset will be met by schools via the formulaic Dedicated Schools Grant.

Proposals for School Condition Stage 5

4.2.8 The key investment priorities for School Condition Stage 5 are set out in the School Condition PDD (Appendix 4). They seek to address the state of repair of school buildings and reduce the risk of school closure resulting from asset failure.

4.2.9 The Stage 5 School Condition programme will be £18m and the options and recommended approach are set out in the School Condition PDD (Appendix 4).

4.2.10 Individual schools are not identified in the PDD for the Stage 5 School Condition programme as they are in various stages of identification and development. Individual schools will be identified at FBC/Chief Officer delegation stage.

4.2.11 Structural investigations have identified a number of school buildings with major structural issues that are beyond economic repair. In order to mitigate any potential health and safety risks these buildings need to be demolished and rebuilt.

4.2.12 Schools that demonstrate experience and capacity in delivering their own capital schemes and agree to part fund the works will be able to submit a dual funding application.

4.2.13 Consequential revenue costs of any ongoing day to day repair and maintenance of the asset will be met by schools via the formulaic Dedicated Schools Grant.

Priority School Building Programme

4.2.14 The Priority School Building Programme (PSBP) has previously been delivered centrally by the Education Funding Agency (EFA). However, in phase 2 (PSBP2) some of the school buildings are being delivered locally by the Council. To date the Council has been asked to deliver Kings Norton Boys School. This will be subject to a separate grant from the EFA.

- 4.2.15 The capital cost will be funded directly by central Government using DfE's Capital Grant. The amount of funding and when this will be allocated has not yet been advised by the EFA. Consequential revenue costs and day to day repair and maintenance of the assets are the responsibility of the school and will be funded from their delegated school budget grant.
- 4.2.16 Whilst PSBP2 does include funding for certain fixed furniture, fittings and equipment and for ICT network infrastructure, it does not include any funding for loose furniture and equipment (including ICT equipment). As such the school will be expected to re-use as much of its existing furniture and equipment as it considers necessary in the new building and to make up any deficit for itself.
- 4.2.17 The Local Authority, as landowner, is expected to pick up costs with regard to ground contamination and for works outside the site boundary e.g. Section 278 highway works, which are unknown and un-quantified at this stage. Any such costs will have to be funded from the Council's School Condition Allocation and will be confirmed at FBC/Chief Officer delegation stage.

Capitalisation

- 4.2.18 In the 2016/17 accounts the capital expenditure incurred by schools from their delegated budgets was identified and in line with proper accounting practice this expenditure transferred to the City's capital ledger. £6m of this has been funded from the SCA, in line with the Council Business Plan and Budget 2016+, and the balance funded from the schools delegated budget.

4.3 Legal Implications

This report exercises legal powers which are contained within Section 14 of the Education Act 1996, section 22 of the School Standards and Framework Act 1998, by which the LA has a responsibility to provide places and maintain schools, this includes expenses relating to premises.

4.4 Public Sector Equality Duty

A Full Equality Analysis (EA0001202) was carried out in May 2016 for the Schools' Capital Programme 2017–2018. The outcomes from the consultation demonstrate that proposed capital developments support positive outcomes for children, young people, their families and carers. No negative impact on people with Protected Characteristics was identified. It was concluded that sufficiency of educational places and opportunities for all children and young people contributes to providing positive life chances, and supports a positive approach to Safeguarding in Birmingham: actively reducing the number of children and young people out of school helps to mitigate risk to their safety and wellbeing.

5. Relevant background/chronology of key events:

5.1 Background

In November 2013, the first iteration of the Education Sufficiency Requirements was published. Annual forecasts of school place requirements informed the second (February 2015), third (November 2015) and fourth (December 2016) iterations of this document. As anticipated, requirements have changed significantly during this time as a result of the combined impact of increased cohort growth (more children joining our schools than leaving them) and increased supply of school places (new places provided by Free Schools, additional places provided by schools that are their own admissions authorities and additional places provided through the Local Authority's Basic Need programme). It

remains a challenge to predict with certainty where and when places will be needed. Regular meetings are planned with the Free Schools, Academies, the EFA and the Regional Schools Commissioner to secure improved co-ordination of central government's Free School proposals with the Local Authority's Basic Need proposals.

- 5.2 To date there have been 61 primary school expansions creating more than 15,000 additional primary school places in Birmingham. There have been 26 expansions aligned to special schools (some schools have been expanded more than once) creating 769 additional places.

5.3 Pupil Numbers

Planning of medium to long-term requirements for additional early years, primary, secondary and special school places takes into account a number of factors such as birth rates, housing and migration patterns. However, the requirements for school places are subject to ongoing change due to the unpredictable nature of some of the variables listed above and as a result of Central Government's Academy and Free School programmes.

- 5.4 While the Council's maintained schools portfolio has been reduced as a result of the Academies programme, the Council remains the single largest Accountable Body and Landlord for education in Birmingham and receives an annual grant funding to fulfil its statutory duties in relation to the schools' estate. As at January 2017, the Council maintained 209 schools, 185 of which are owned by the Council, 6 are Voluntary Controlled and 18 are Foundation Schools. There are also 64 Voluntary Aided schools that receive LCVAP capital funding from DfE, which is administered by EdSI. At that time, the City was leasing a further 113 school assets to Academies at a peppercorn rent.

- 5.5 As proprietor, the Council must fulfil responsibilities in relation to the health and safety and statutory compliance of the council's maintained schools portfolio. In addition, the Council has contractual obligations in relation to schools rebuilt through major capital investment programmes (Public Private Partnerships (PPP) 1 & 2 and Building Schools for the Future (BSF)). The School Condition Programme, which sits within the Schools Capital Programme 2017-18, addresses these issues through annual planned maintenance projects and reactive emergency repairs to LA maintained schools (with the exception of Private Finance Initiative (PFI) operated schools). The SCA that the Council receives is not sufficient to meet the substantial backlog maintenance requirements across our maintained schools estate. Therefore, prioritisation of maintenance projects, based upon the risk of a maintenance issue resulting in school closure, is therefore necessary, along with leveraging of joint funding with schools wherever possible.

5.6 Future Governance

Projects will be subject to approval through the Council's Gateway process, utilising a programmed approach where appropriate. The works will be carried out using existing and approved contractor framework partners who will be project managed by Acivico, with the exception of school managed dual funding projects. Project implementation will be fully compliant with planning approval and building regulations as required. EdSI Officers will work with Acivico to ensure that schemes are programmed with minimum disruption to schools. Both the EdSI team and Acivico have extensive experience of delivering capital projects in schools.

- 5.7 Key risks associated with the Schools Capital Programme 2017-18 are detailed in the respective PDDs for Basic Need (Appendix 3) and School Condition (Appendix 4).

- 5.8 An annual report will be presented to Cabinet, updating Cabinet on progress, delivery, outcomes and to seek approval for future stages.

6.	Evaluation of alternative option(s):
6.1	The option of relaxing the Council's commitment to providing school places within recommended travel distances would reduce risk of capital funding shortfalls but would increase the need for young people to travel further to attend school with the subsequent, documented risk of non-attendance and underachievement .
6.2	The option of reducing the maintenance programme to emergency repairs only would lead to increased risk of school closure from asset failure and would reduce the value for money that can be secured through effective planned maintenance.

7.	Reasons for Decision(s):
7.1	To support delivery of the Schools Capital Strategy as an integrated strand within the Council's development and regeneration strategy, to maximise opportunities and prioritise resources to meet local needs, in order to improve outcomes for children, young people, their families and the wider community.
7.2	To fulfil the Council's statutory duty to provide sufficient, local, safe school places for all Birmingham young people.

Signatures:

Cllr John Clancy Date:
The Leader

Cllr Brigid Jones Date:
Cabinet Member for Children, Families and Schools

Cllr Majid Mahmood Date:
Cabinet Member for Value for Money and Efficiency

Colin Diamond Date:
Interim Corporate Director, Children & Young People

List of Background Documents used to compile this report:
1. Schools Capital Programme 2016 - 2017 Cabinet Report June 2016
2. Education Sufficiency Requirements, November 2015
3. Birmingham Development Plan
4. Council's Financial Plan 2017+

List of Appendices accompanying this Report:
1. Education Sufficiency Requirements December 2016
2. Schools Capital Programme 2017-18 Requirements and Financial Model
3. Project Definition Document, Stage 5 Basic Need Programme
4. Project Definition Document, Stage 5 School Condition Programme

Report Version 9	Dated 05 April 2017
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**Birmingham Education Sufficiency Requirements
(Primary and Secondary Mainstream)
2016/17 to 2022/23
Edition 2 – December 2016**

Subject to further revisions in light of changing landscape

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Separate publications will follow to focus on Sufficiency in:

- Special Educational Needs Provision – providing places for young people with complex needs from 0-25. See <http://www.birmingham.gov.uk/SEND>
- Nursery Provision – providing places for 2-4 year olds.
- Post-16 provision – providing places for young people aged 16-19 will be addressed in the 14-25 Strategic Commissioning Statement which sets out the provision and pathways we need to ensure all young people participate fully in education and training beyond age 16.

Education Sufficiency Requirements 2016/17-2022/23 (Primary Mainstream)

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Introduction

This documents details:

- Changes we know about in the planned supply of school places, including areas where overprovision may become a challenge
- The number and location of additional mainstream primary places we expect to require to from 2016/17 to 2019/20
- The number and location of additional mainstream secondary places we expect to require to from 2017/18 to 2022/23

School Place Planning

Birmingham is a growing city with a young population. The City Council has a statutory duty to ensure there are sufficient school places for all Birmingham children and young people. In order to meet this duty, it is essential that we have a robust understanding of the supply of, and demand for, school places through School Place Planning. This includes a clear forecasting methodology, accompanied by a Basic Need Strategy that ensures sufficient school places are provided to meet local need.

At its very essence, the Basic Need programme is part of the wider school improvement strategy to deliver our ambition for every Birmingham child to attend a good school.

Under the direction of the Cabinet Member for Children, Families and Schools, the responsibility for the Basic Need programme, including School Place Planning and the schools expansion programme, sits within the Education Infrastructure Team (EdSI) in the Education and Commissioning section of the People Directorate.

Education Sufficiency Requirements are published annually setting out the number and location of new places that we expect to require. An annual schools capital programme brings forward proposals for school expansions requiring capital investment. School organisation proposals are taken through statutory consultation processes as required.

Co-ordination of place planning and the schools expansion programme has specific complexities in a landscape where more schools have autonomy to increase the number of places they offer, and where central government is delivering new Free Schools and

Academies programmes. Admissions arrangements and the processes for administering admissions are closely linked to the school place planning process and there are therefore close working relationships between the respective Local Authority teams.

To date, there has been highly effective partnership work between Birmingham schools and the Local Authority to respond to the growth in demand. Since 2010, up to and including Sept 2016, over 15,000 additional places have been provided for Primary aged pupils, in large part through the permanent expansion of 61 mainstream schools. We are deeply appreciative of the hard work undertaken by all our partners, and in particular schools and governing bodies who step forward to support the Local Authority to meet its statutory duty. *The City's Basic Need Strategy is set out in [Appendix 5](#) and Forecasting Methodology in [Appendix 6](#).*

Key messages

The current picture of sufficiency of mainstream school places in Birmingham to meet Basic Need

After a period of increasing birth rate, we are now due to see three years of birth rate decline. We expect demand for places in Reception to reduce from 2017 onwards.

More children are joining our schools during each year. Increasing numbers of families choose to re-locate to Birmingham. We call this cohort growth. Cohort growth remains on an upward trend. Some pupils in neighbouring authorities attend school in Birmingham. This creates an 'in-flow' of pupils coming into Birmingham. There is also an 'out-flow' of pupils going to other authorities to attend school. Please see [Appendix 7](#) for a map of to show this movement.

The Local Authority's Additional Primary Places programme has successfully met the demand for increased places in Reception without creating oversupply. There is a risk of oversupply as birth rates decline. However, the spaces created may be helpful to meet increased demand from cohort growth.

The demand for Secondary school places is beginning a period of sustained growth. Although there may be some hotspot areas where we will look to create additional places, places are likely to be met mainly from within existing supply until at least 2017/18.

Birmingham schools continue to work in partnership with the City to meet Basic Need. Many have taken on the tremendous challenge of expanding while maintaining momentum on school improvement. Significant expertise has developed across our school leaders, and their commitment to working with the Local Authority to provide sufficient places remains invaluable.

Plans for meeting growth in demand

The City's key priority is that every child receives a great education. The main priority in selecting schools for expansion is that they are located where places are needed, and that wherever possible additional places are provided in schools judged by OFSTED to

be good or outstanding. It is sometimes the case that OFSTED judgements change during or after an expansion project.

Forecasts of demand over the past two years have been within 1% accurate for the total numbers of places required in the City. The accuracy of forecasts at District and Ward level is more variable due to the changing patterns of parental preference and the changing supply of places from expanded schools and new schools. Please see [Appendix 10](#) for a list of free schools open and proposed to date.

A range of models will continue to be used and developed to create additional places. The strategy to make better use of existing space is proving extremely successful and ensures that we can meet requirements within available resource. Please see [Appendix 11](#) for models used to date.

Additional places provided in our expanded schools are in demand.

An annual cycle of activity sets out what places we expect to need on a 3-year planning horizon for primary phase. This year we are moving to a 5-year planning horizon for secondary phase. We expect there to be significant movement in our forecasts beyond 3 years due to the unpredictable nature of cohort growth, particularly in the context of Brexit. All schools are invited to express interest in expanding and there are clear criteria for identifying preferred options for expansion.

It is feasible that a significant proportion of the additional secondary places required by 2019 will be created in existing secondary schools, using capital investment to re-model and refurbish existing space. There is also an opportunity to align new school proposals to areas of greatest need and to co-ordinate new schools with the expansion of existing provision. The context of the central government Free Schools programme and decisions by schools to expand independently of the City's basic need requirements continues to be highly challenging.

Completely new major housing developments where there are no local schools will require entirely new schools to be built.

Meeting parental preference

The City's objective is to ensure all schools are supported on their journey to becoming good or outstanding. It is a key priority to ensure our least popular schools are effectively supported on their improvement journey to become schools of choice within local communities.

There is substantial variation in the degree to which parental preference is met across different wards. Figures also change significantly from one year to the next, depending on a range of factors. It is essential to recognise that low parental preference does not necessarily reflect a lack of local school places. The quality of local provision is a significant factor.

It is possible that figures for meeting parental preference at secondary will reduce over the next 3 years as the number of surplus places reduces; this is also likely to have a positive impact on school improvement. We may see preference rates for primary schools increase as birth rates decrease.

The picture of parental preference in secondary schools is skewed by the number of unsuccessful applications for grammar schools. Eleven percent of pupils applied unsuccessfully for a grammar school place (1st preference) for 2016 entry.

In-Year Admissions

There was a net increase of over 1000 new pupils (YR-Y6) joining Birmingham's primary schools over the period Oct 2015-May 2016. Over 9000 applications were processed during the same period. There was a net increase of nearly 400 new pupils (Y7-9) joining secondary provision and over 2000 applications were processed during the same period.

The process of offering places is currently managed by schools and applications are received from newly arrived families (new to UK or new to Birmingham) or from families seeking an alternative school place.

Where children and families are unable to secure a school place from applying directly to a school, the School Admissions team will process and secure a place for that child with the aim of keeping to a minimum the length of time any child is out of school.

Successes, risks and issues in meeting our statutory duty to provide sufficient school places

Over 15,000 additional primary places have been created to date through the Local Authority Basic Need programme. Please see [Appendix 8](#) for details on primary expansions to date.

We are continuing to make best use of existing space within our schools and seek to maximise existing space across the secondary school estate.

We continue to seek collaboration with partners to secure successful project delivery within available resource. Birmingham City Council has developed a Learning Chalet model as an effective temporary solution for school places. Learning Chalets are highly efficient to deliver and very cost effective. Please [Appendix 12](#) for more information.

Managing in-year admissions is an increasing challenge. We continue to need more schools willing to create additional places in Years 1-6 through bulge or flexible expansion.

The oversupply of secondary school places in some areas continues to create a major risk to the sustainability of our least popular schools. The supply of places needs to be carefully managed and coordinated between all partners in order to meet additional demand timely, this includes aligning new/free school proposals with Basic Need. To date additional secondary places have been created where localised pressures have instigated the need for it; please see [Appendix 9](#).

Visibility of vacant school places across schools is a challenge. We are developing enhanced ICT processes to improve data sharing in order to support this recording and analysis.

Greater compliance and co-operation across all schools to take in-year admissions, and Fair Access, is needed to reduce the length of time children are out of school.

Plans for large housing estates present a challenge as school places will be required in advance of occupation.

Demand Overview

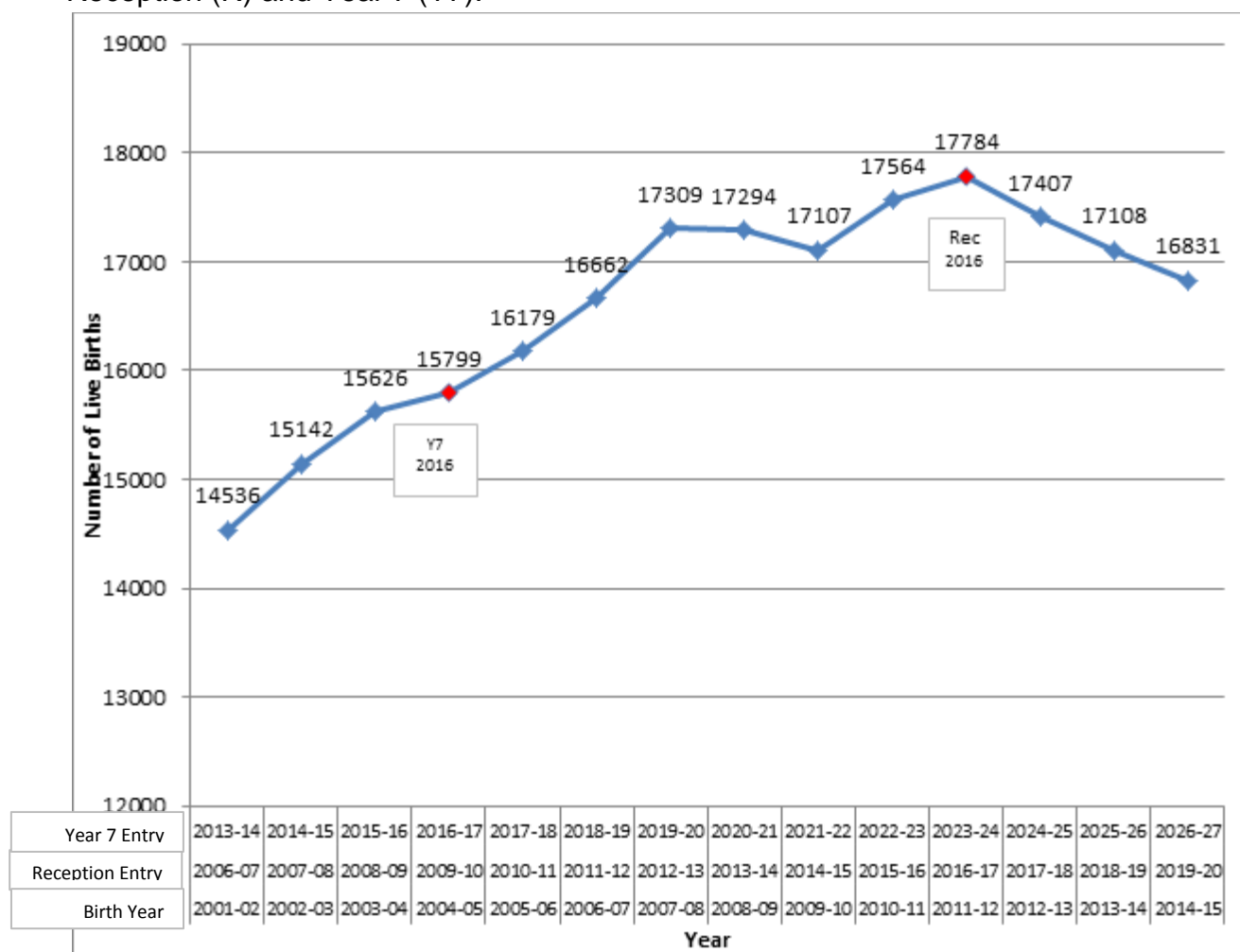
Two distinct elements inform and contribute to forecasts for school places:

1. Increased Birth Rates
2. Cohort Growth including housing developments

Births

Birth rates are now about to decline after a sustained increase since 2001. The peak year of births has entered Reception in 2016. This cohort will reach Year 7 in 2023.

Graph 1 illustrates the total number of births in Birmingham, by year of entry into Reception (R) and Year 7 (Y7):



Graph 1: Total number of live births in Birmingham by Year of School Entry. Source: ONS Live Birth Data reported annually

The graph highlights the birth rate increase that has already impacted on primary place planning, as well as the imminent impact of this growth on secondary school pupil numbers. It appears that birth rate is due to reduce from 2017; however it is difficult to predict how recent increases in people moving into the City will impact on birth rates.

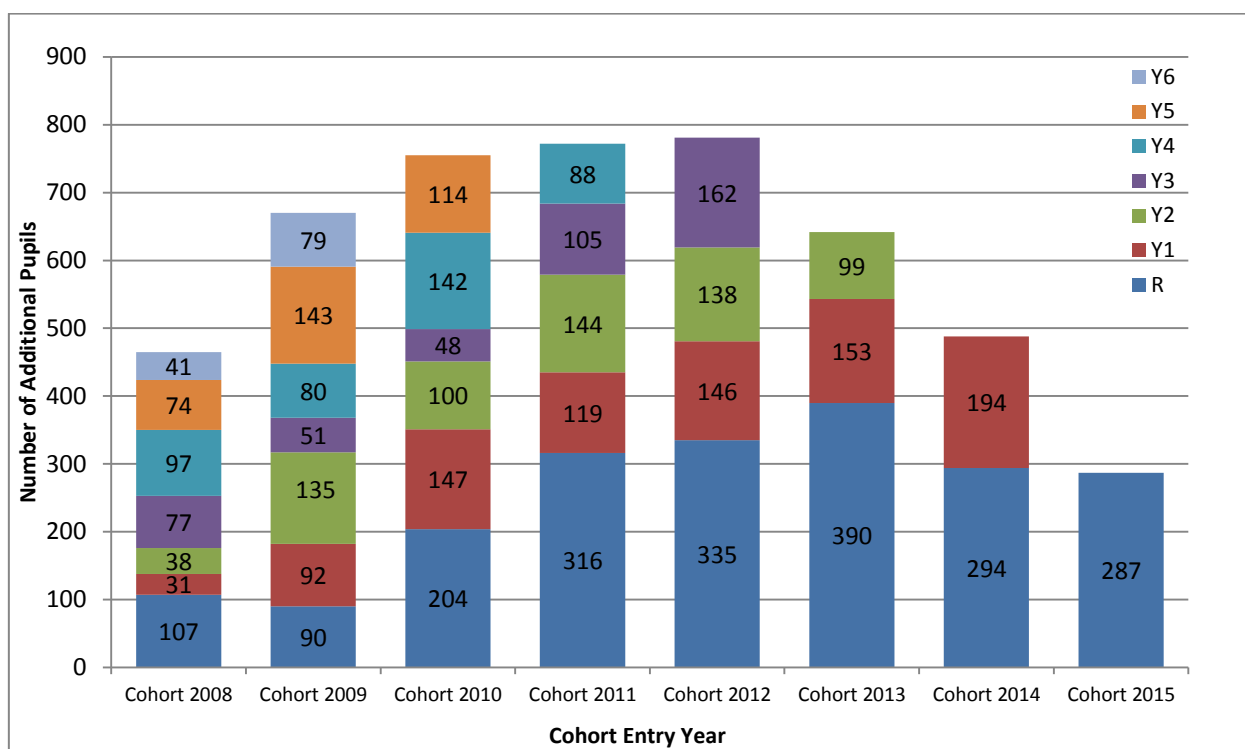
Table 1 shows the top ten wards with the greatest decline in birth rates.

Top ten wards in decline		Change in birth number from previous year			
District	Ward	3 Year trend	2017 births	2018 births	2019 births
Yardley	Acocks Green	-72.33	-95	19	-3
Ladywood	Soho	-48.17	-65	13	-10
Perry Barr	Lozells and E H'w	-45.67	-38	-21	42
Erdington	Tyburn	-38.17	-49	7	-2
Ladywood	Ladywood	-35.67	-41	8	25
Hodge Hill	Shard End	-35.50	-22	-43	17
Hodge Hill	Bordesley Green	-29.50	-15	-58	-14
Erdington	Kingstanding	-27.00	-24	-29	-16
Edgbaston	Edgbaston	-25.33	-38	23	8
Edgbaston	Quinton	-23.17	-10	-35	19
City	City	-366.67	-377	-299	-283

Table 1: Top ten wards seeing birth rate decline 2017-19. Source: Based on ONS Live Birth Data reported annually

Primary Cohort Growth

The levels of cohort growth across the City are unprecedented and continue to increase beyond expected levels. It is now reasonable to expect a cohort to grow by anything between 750-1900 additional places (25-63FE) over the 7 years between Reception and the end of Year 6. See Graph 2.



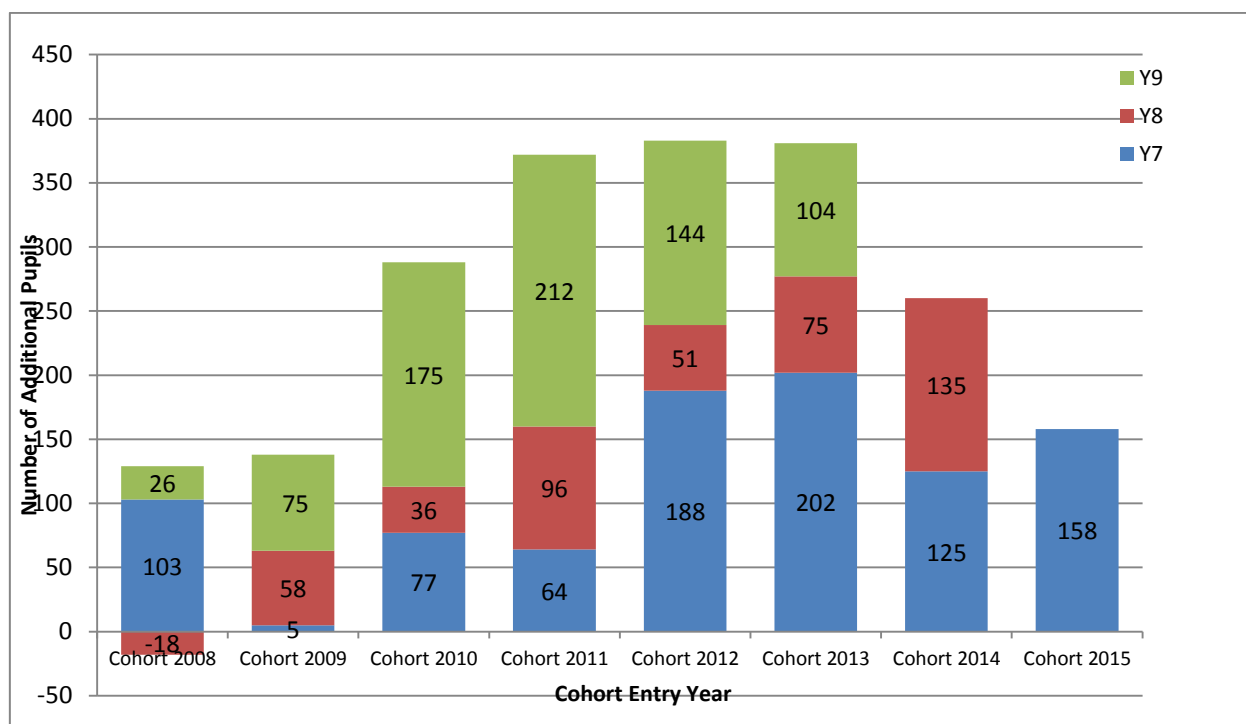
Graph 2: Primary Cohort Net Growth Oct to Oct growth. Source: Based on ONS Live Birth Data reported annually & School Census

Year Cohort	2008	2009	2010	2011	2012	2013	2014	2015
Number of Years Growth R-Y6	7	7	6	5	4	3	2	1
Total Pupil Net Growth to May 2016	465	670	755	772	781	642	488	287

Table 3: Overview of Primary Cohort Net Growth since 2008. Source: Based on ONS Live Birth Data reported annually

Secondary Cohort Growth

Cohorts are increasing annually. It is now reasonable to expect a cohort to grow by 395-450 additional places (13-15FE) over the 3 years between Year 7 and end of Year 9. In 2013, for example, over 200 additional pupils had joined the Year 7 cohort by the time they entered Year 8 in 2014. Years 10 and 11 traditionally see a decrease in cohort size as schools are far less likely to take new students in during the GCSE phase.



Graph 3: Secondary Cohort Net Growth. Source: School Census Data reported termly

Year Cohort	2008	2009	2010	2011	2012	2013	2014	2015
Number of Years Growth Y7-Y9	3	3	3	3	3	3	2	1
Total Pupil Net Growth to May 2016	111	138	288	372	383	381	260	158

Table 4: Overview of Secondary Cohort Net Growth. Source: School Census Data reported termly

Primary School Requirements

Projected Primary School Place Requirements 2016/17 to 2019/20

The focus will be providing flexible and temporary expansion in the primary estate to meet the need for additional places.

- New School Provision – we are working in partnership with the DFE to influence size, location and admissions policies for new school provision to meet local need. Please see [Appendix 10](#) for a list of free schools open and proposed to date.
- Some Reception places may need to be decommissioned in future years.

Additional Places required by number of FE (1FE = 30 pupils)

Additional requirements will all be met through temporary bulge classes or flexible expansions (e.g. 30 pupils across 3 schools.)

Year	Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2016/17	4	2	4	3	3	4	3	23
2017/18	6	6	5	5	5	5	3	35
2018/19	-	-						23
2019/20	-	-	-					23
Areas of local pressure may arise requiring some flexibility that could be accommodated across a number of schools.								

[Appendix 1](#) Map A-G shows the priority areas for additional in-year places 2016/17.

[Appendix 2](#) Map H-J shows Reception priority areas for 2017/18 and beyond.

Secondary School Requirements

Projected Secondary School Place Requirements 2016/17 to 2022/23

The focus will be to look at our sources of supply to co-design an approach to create the required additional places going forwards. Here is a list of our known sources of supply:

- Additional offers. Annually over 200 places are offered over PAN in Year 7, uncoordinated with the Local Authority.
- Existing surplus. A number of our schools are currently operating with significant levels of surplus. 80% of current vacancies are in 8 of our schools located on the edge of our city.

- Fair Access. We are seeking to review our Fair Access Protocol to encourage equity across schools to take additional in-year pupils. Currently we can only prioritise pupils on waiting lists rather than those out of school.
- Expansion of existing schools. We understand that there are significant possibilities to expand our existing estate through reconfiguration of internal space or additional accommodation.
- New Schools. We are working in partnership with the DFE to influence size, location and admissions policies for new school provision to meet local need. Please see [Appendix 10](#) for a list of free schools open and proposed to date.

Additional Places required by number of FE (1FE = 30 pupils)

Additional requirements will all be met through different sources of supply. Permanent expansions will be for 1-2FE where possible and required. The below table provides a midpoint estimate of how many additional places will be required 2017-22. Additional contingency may be required if growth continues to surpass expectations.

	Additional Y7 Places Required	Additional FE	Cumulative FE
2017	461	15	15
2018	601	20	35
2019	655	22	57
2020	53	2	59
2021	-80	-3	56
2022	636	21	78
TOTAL	2326	78	-
Areas of local pressure may arise requiring some flexibility that could be accommodated across a number of schools.			

[Appendix 3](#) Map K-N shows areas of cohort growth for additional secondary places 2017-20

[Appendix 4](#) Map O shows priority zones for additional secondary places

In order to co-design the best approach to meeting additional secondary place requirements hereforwards, a tool which looks at sources of supply in [Appendix 14](#) is proposed.

Next Steps

Primary Expressions of Interest (Eols) and further dialogue

If you would like to:

- Work with us to meet the highlighted need for additional Primary School places, please submit an 'Expression of Interest' form in [Appendix 15](#)
- Continue the dialogue with EdSI and work towards Co-design of solutions to Education Sufficiency, please contact EdSI either by phone or email ([full contact details on Page 2](#))
- Informally discuss potential for helping to meet identified need, please contact EdSI either by phone or email ([full contact details on Page 2](#))

The Expression of Interest cycle

The Expression of Interest cycle runs throughout the academic year, with proposed timelines as follows:

Places required	Eol Submission deadline	Evaluation date	Schools informed
Spring 2017	19 th December 2016	6 th January 2017	10 th January 2017
Summer 2017	23 rd January 2017	10 th February 2017	15 th February 2017
Autumn 2017	13 th March 2017	20 th March 2017	24 th March 2017

All Eol submissions are evaluated by a Panel consisting of BCC officers, Birmingham Education Partnership (BEP) and Head teacher representatives.

The key criterion used to evaluate expansion proposals is set out in [Appendix 5](#) (Basic Need Strategy).

Following selection, EdSI will work closely with schools to identify the most effective solution to providing infrastructure for additional school places.

Secondary Expressions of Interest (Eols) and further dialogue

If you would like to:

- Work with us to meet the highlighted need for additional Secondary School places, please submit an 'Expression of Interest' form in [Appendix 15](#)
- Continue the dialogue with EdSI and work towards Co-design of solutions to Education Sufficiency, please contact EdSI either by phone or email ([full contact details on Page 2](#))
- Informally discuss potential for helping to meet identified need, please contact EdSI either by phone or email ([full contact details on Page 2](#))

The Expression of Interest cycle

The Expression of Interest cycle runs throughout the academic year, with proposed timelines as follows:			
Places required	Eol Submission deadline	Evaluation date	Schools informed
2017	19 th December 2016	10 th January 2017	16 th January 2017
We have received a number of Expressions of Interest to date. Please see Appendix 13 for a list of these schools.			
2018	19 th December 2016	9 th January 2017	13 th January 2017
We wish to influence the 2018 Admissions round currently in consultation. This consultation runs until 9 th January 2017. A formal determination of arrangements is expected by March 2017.			
2019 onwards	26 th May 2017	5 th June 2017	9 th June 2017

All Eol submissions are evaluated by a Panel consisting of BCC officers, Birmingham Education Partnership (BEP) and Head teacher representatives.

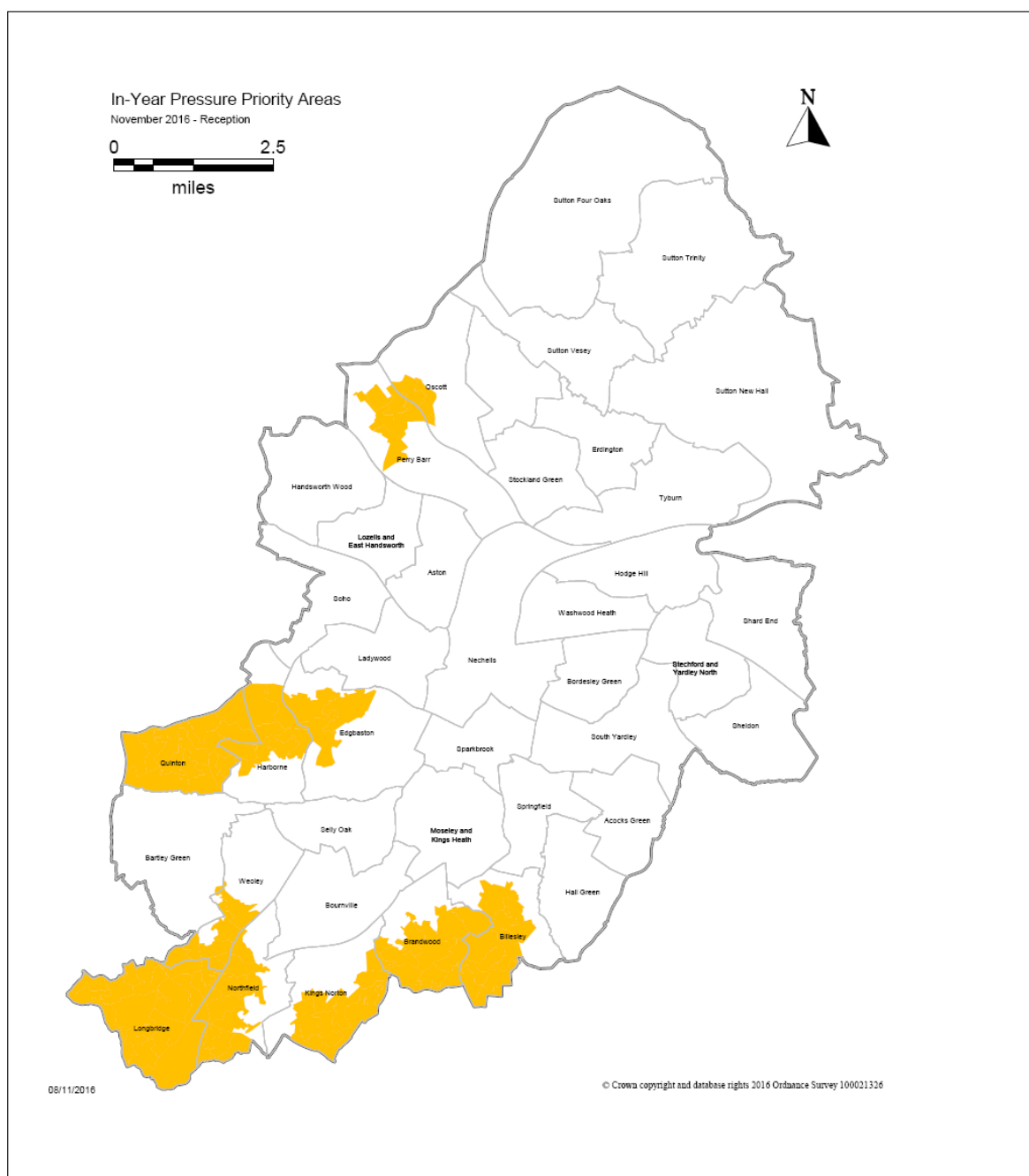
The key criterion used to evaluate expansion proposals is set out in [Appendix 5](#) (Basic Need Strategy).

Following selection, EdSI will work closely with schools to identify the most effective solution to providing infrastructure for additional school places.

Appendices

Appendix 1 - In-Year Priority Areas 2016 Reception Priority Areas 2016/17

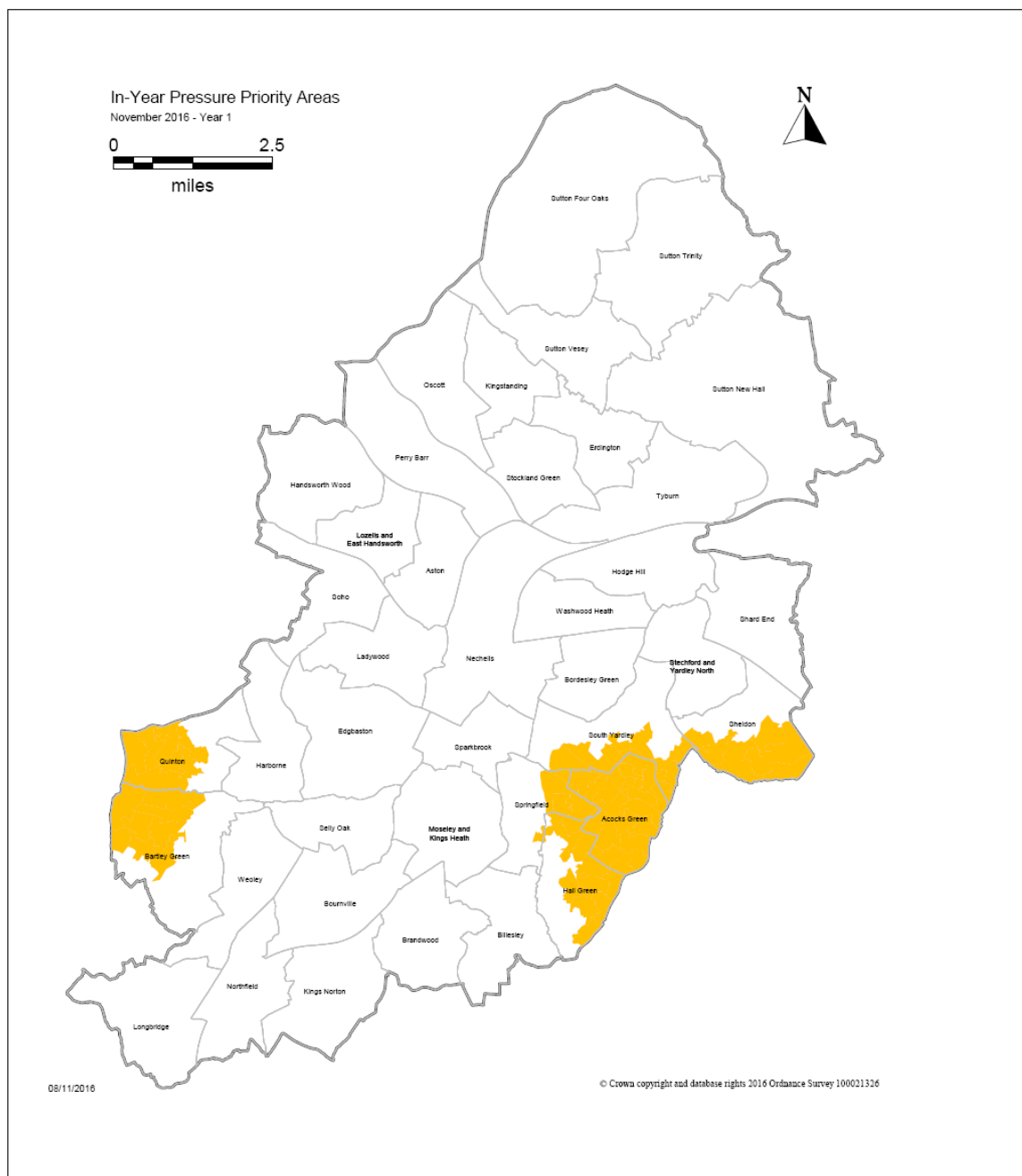
Map A



Zone	District	Ward	Year	Requirements
1	Perry Barr	Perry Barr, Oscott	2016/17	1FE
2	Edgbaston	Quinton, Harborne, Edgbaston	2016/17	1FE
3	Northfield	Longbridge, Northfield, Weoley	2016/17	1FE
4	Northfield Selly Oak	Kings Norton Brandwood, Billesley	2016/17	1FE
FE = Form of Entry. 1FE = 30 pupils				4FE

Appendix 1 (Continued)
Year 1 Priority Areas 2016/17

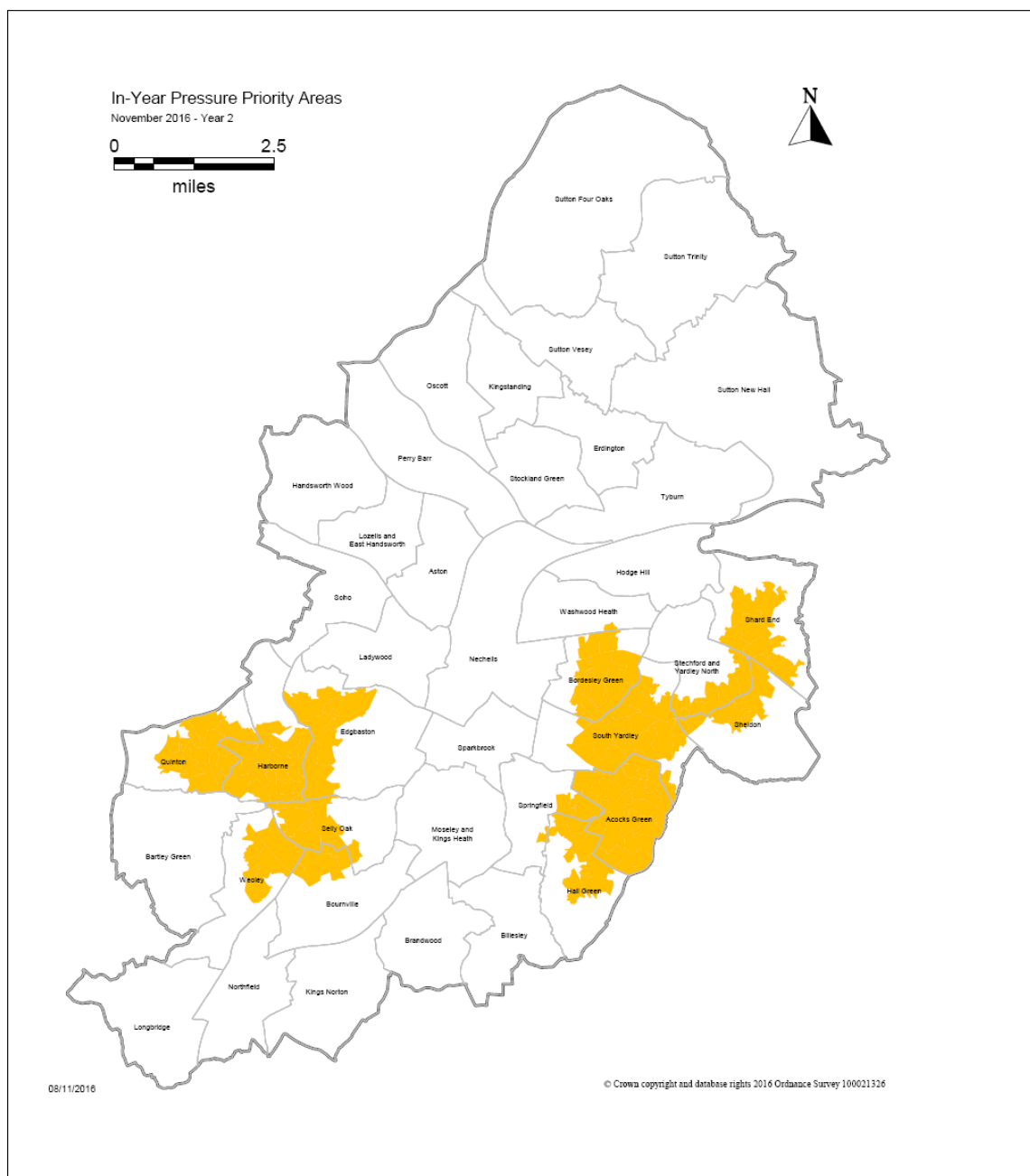
Map B



Zone	District	Ward	Year	Requirements
1	Edgbaston	Quinton, Bartley Green	2016/17	1FE
2	Yardley	Sheldon, South Yardley, Acocks Green	2016/17	1FE
		Hall Green		
FE = Form of Entry. 1FE = 30 pupils				2FE

Appendix 1 (Continued)
Year 2 Priority Areas – 2016/17

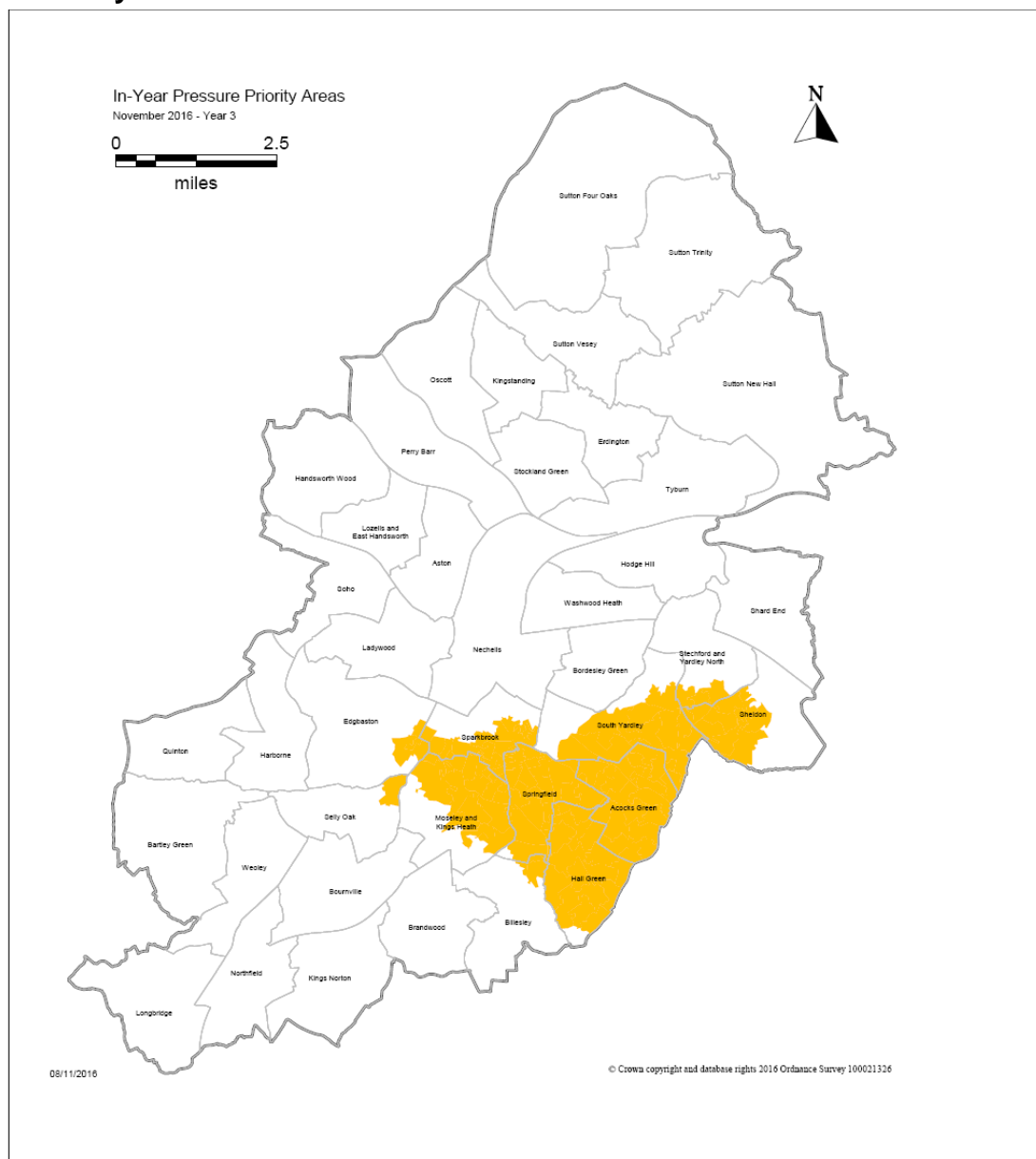
Map C



Zone	District	Ward	Year	Requirements
1	Edgbaston	Quinton, Harborne, Edgbaston	2016/17	1FE
	Northfield	Weoley	2016/17	1FE
	Selly Oak	Selly Oak		
2	Hodge Hill	Shard End, Bordesley Green	2016/17	1FE
	Yardley	Sheldon, Stechford & Y' Nth, Sth Yardley		
	Hall Green	Hall Green, Springfield	2016/17	1FE
	Yardley	Acocks Green		
FE = Form of Entry. 1FE = 30 pupils				4FE

Appendix 1 (Continued)
Year 3 Priority Areas – 2016/17

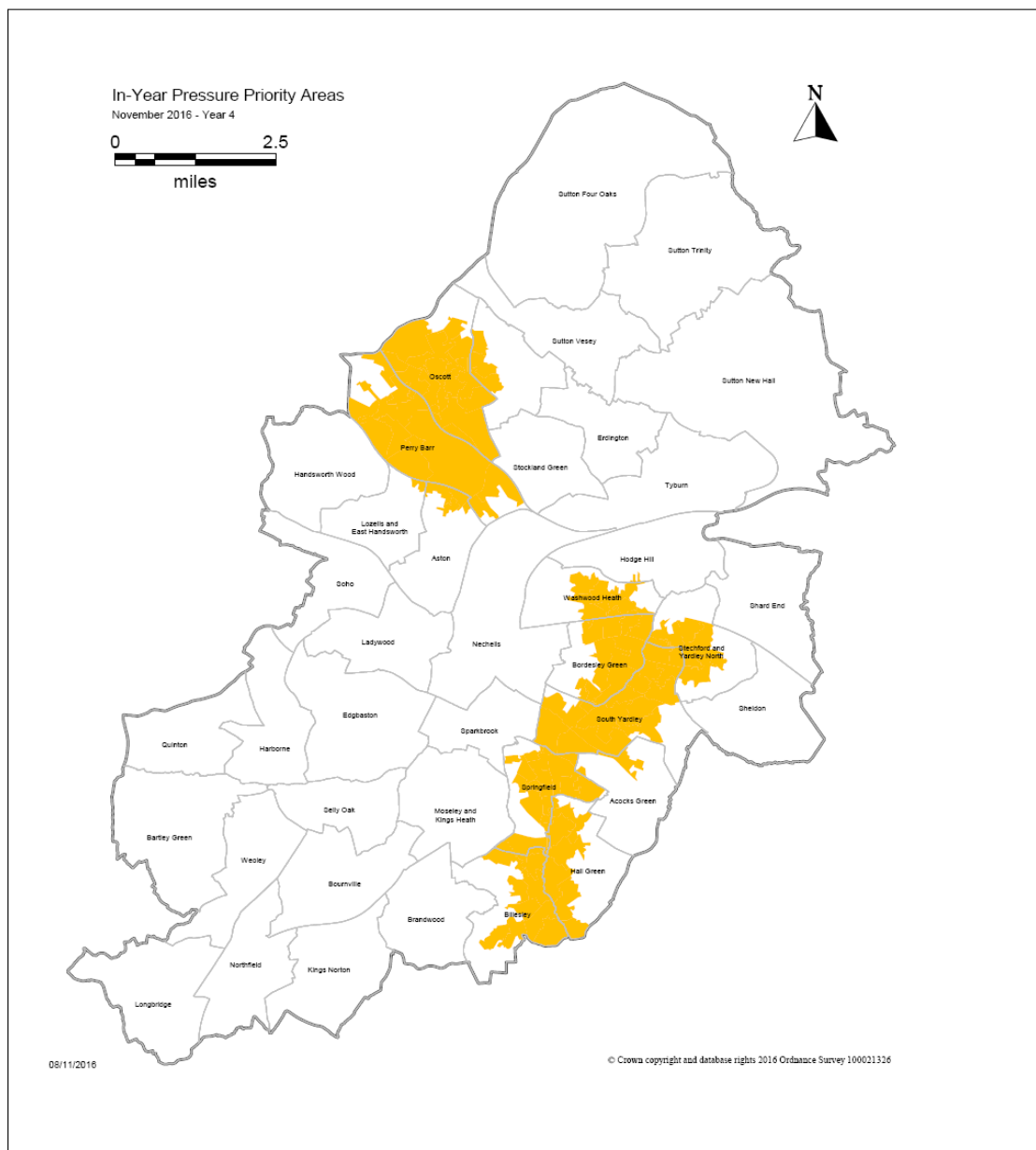
Map D



Zone	District	Ward	Year	Requirements
1	Edgbaston	Edgbaston	2016/17	1FE
	Hall Green	Moseley & K H'th, Sparkbrook, Springfield	2016/17	1FE
	Selly Oak	Hall Green	2016/17	1FE
	Hall Green	Acocks Green	2016/17	1FE
	Yardley	Sheldon	2016/17	1FE
	Hodge Hill	Stechford and Y' Nth, Sth Yardley		
FE = Form of Entry. 1FE = 30 pupils				3FE

Appendix 1 (Continued)
Year 4 Priority Areas – 2016/17

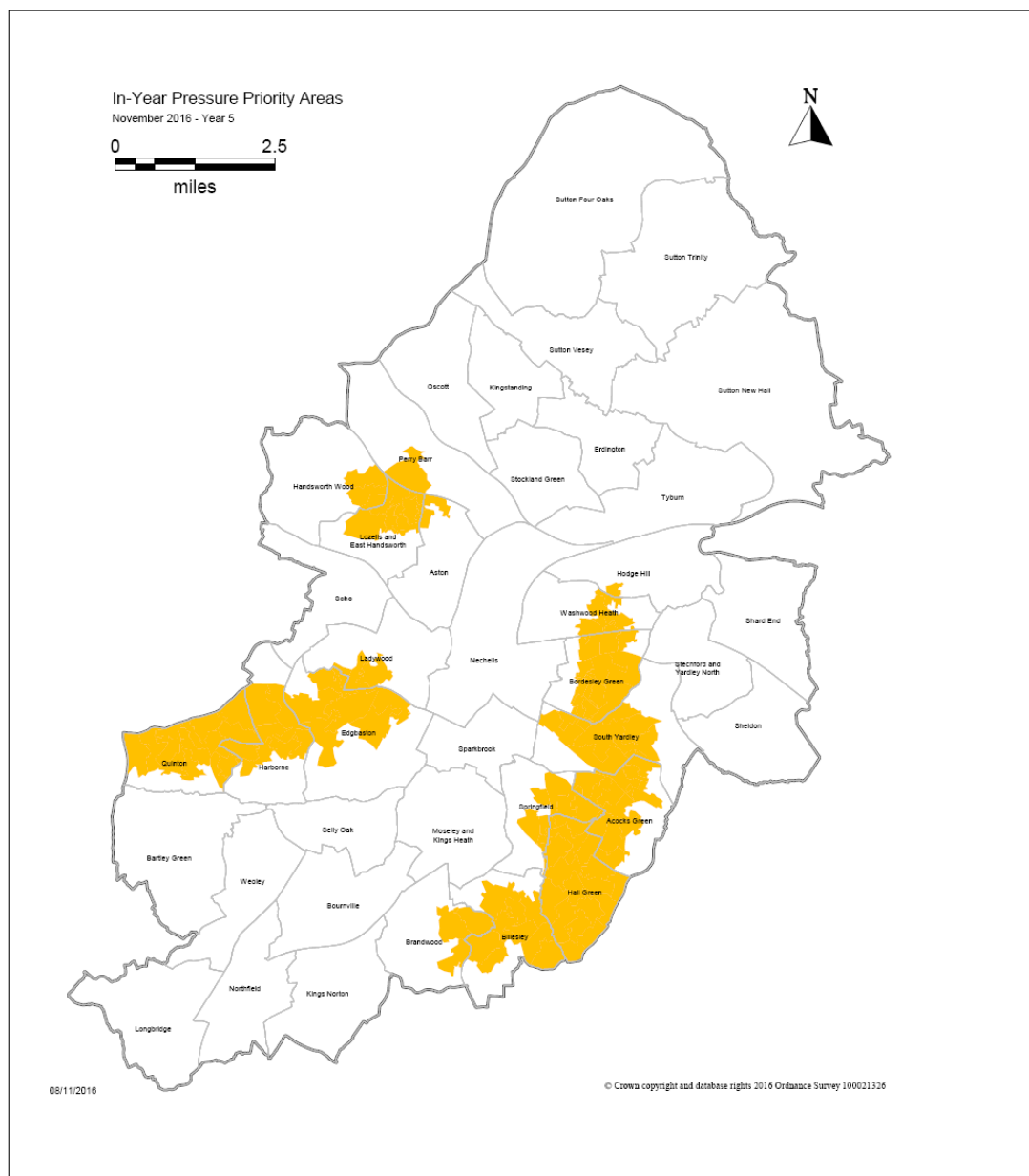
Map E



Zone	District	Ward	Year	Requirements
1	Perry Barr Erdington	Perry Barr, Oscott Kingstanding	2016/17	1FE
2	Hodge Hill Yardley	Washwood H'th, Bordesley Grn, Hodge H Stechford and Y' Nth, South Yardley	2016/17	1FE
	Hall Green Selly Oak Yardley	Springfield, Hall Green Billesley Acocks Green	2016/17	1FE
FE = Form of Entry. 1FE = 30 pupils				3FE

Appendix 1 (Continued)
Year 5 Priority Areas – 2016/17

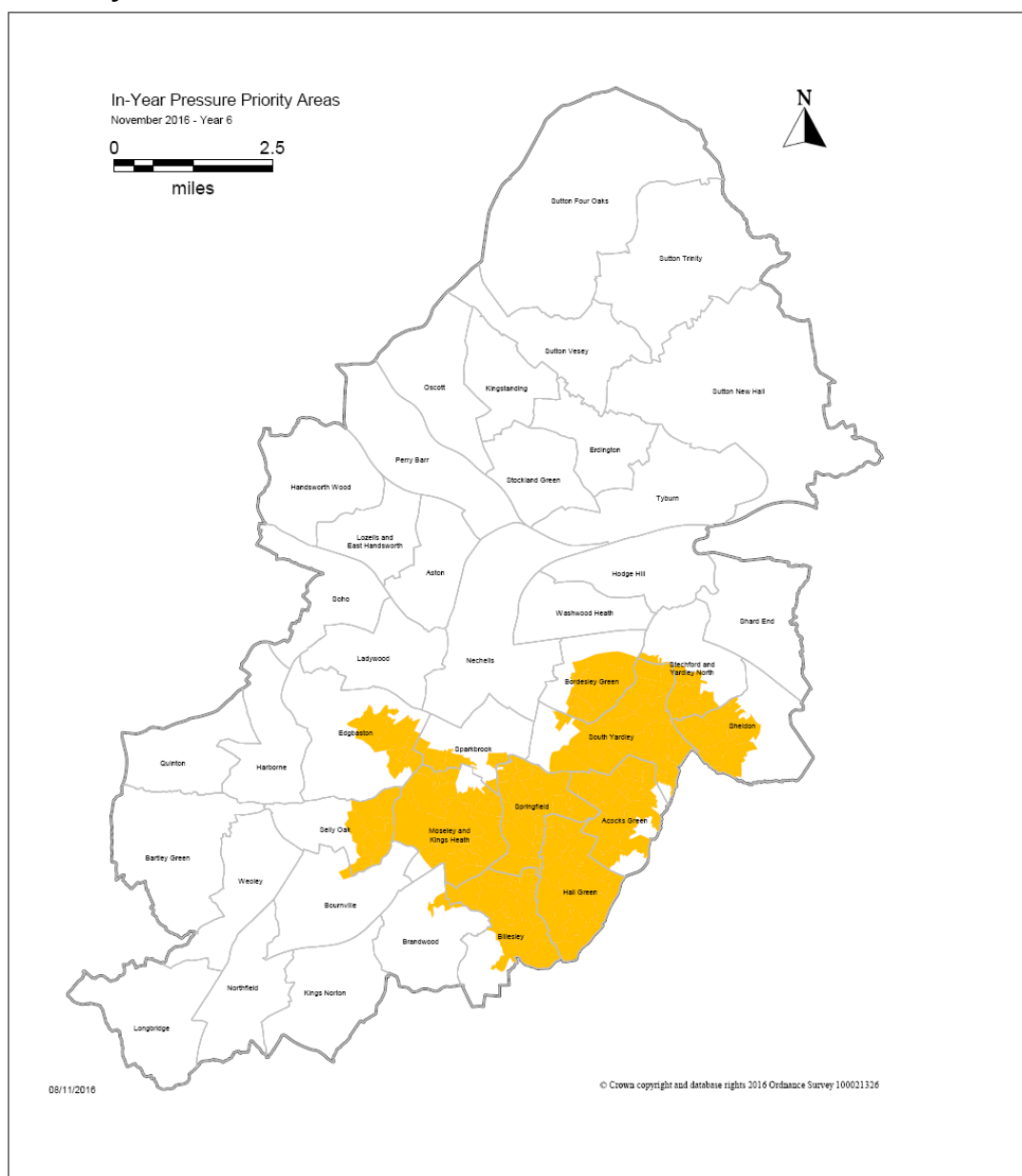
Map F



Zone	District	Ward	Year	Requirements
1	Perry Barr Ladywood	Perry Barr, H'wth Wood, Lozells & E H'wth	2016/17	1FE
2	Edgbaston Ladywood	Edgbaston, Quinton, Harborne Ladywood	2016/17	1FE
3	Hodge Hill Yardley	Hodge Hill, Washwd H'th, Bordesley Gr'n South Yardley	2016/17	1FE
	Yardley Hall Green Selly Oak	Acocks Green Springfield, Hall Green Billesley, Brandwood	2016/17	1FE
FE = Form of Entry. 1FE = 30 pupils				4FE

Appendix 1 (Continued)
Year 6 Priority Areas – 2016/17

Map G

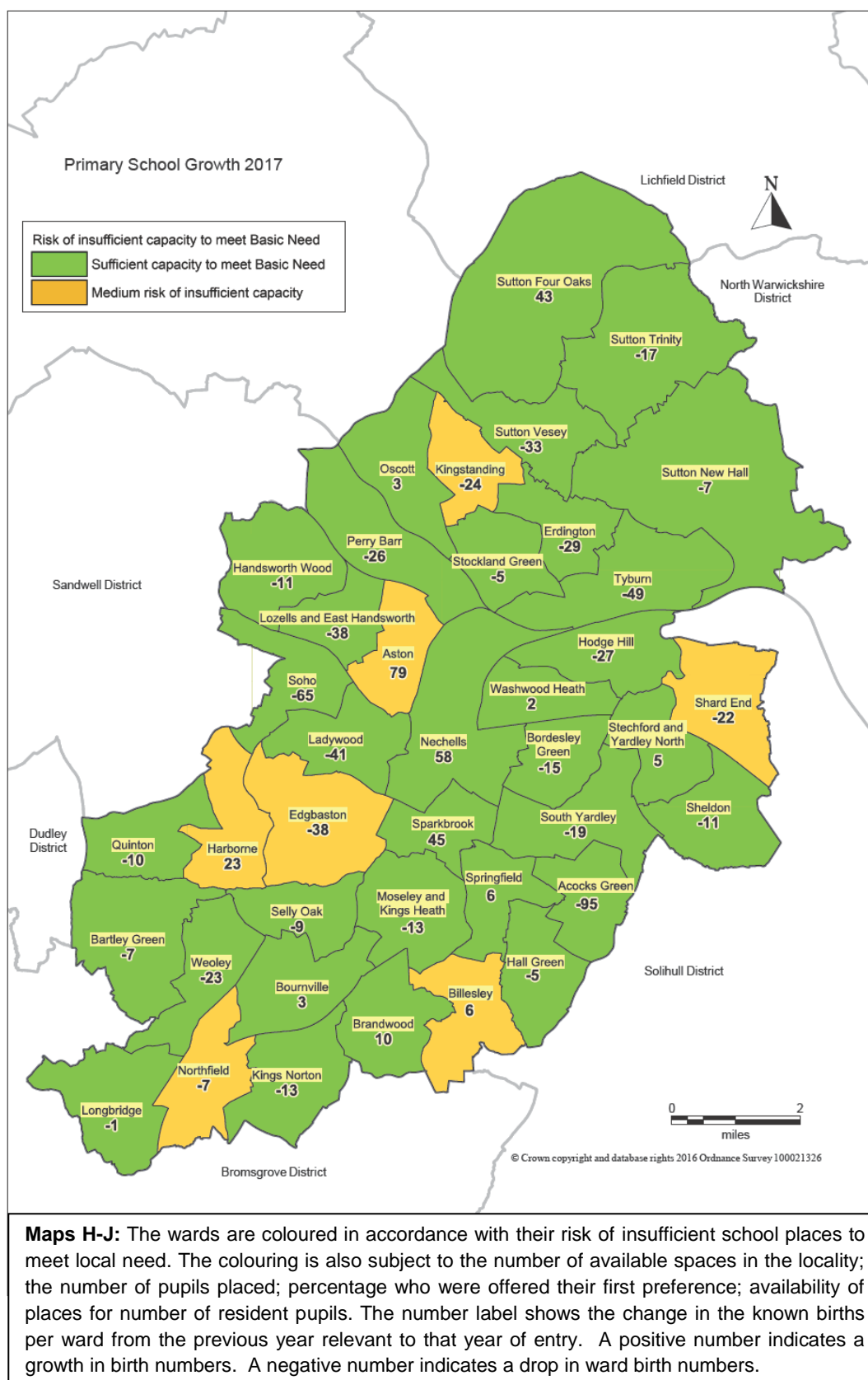


Zone	District	Ward	Year	Requirements
1	Edgbaston	Edgbaston	2016/17	1FE
	Hall Green	Sparkbrook, Moseley & K H'th		
	Selly Oak	Selly Oak	2016/17	1FE
	Selly Oak	Billesley	2016/17	1FE
	Hall Green	Hall Green, Springfield		
	Yardley	Acocks Green. South Yardley	2016/17	1FE
	Hodge Hill	Bordesley Green		
	Yardley	Stechford & Y' Nth, Sheldon		
FE = Form of Entry. 1FE = 30 pupils				3FE

Appendix 2 - Reception Priority Areas 2017 to 2019

Reception Priority Areas – 2017/18

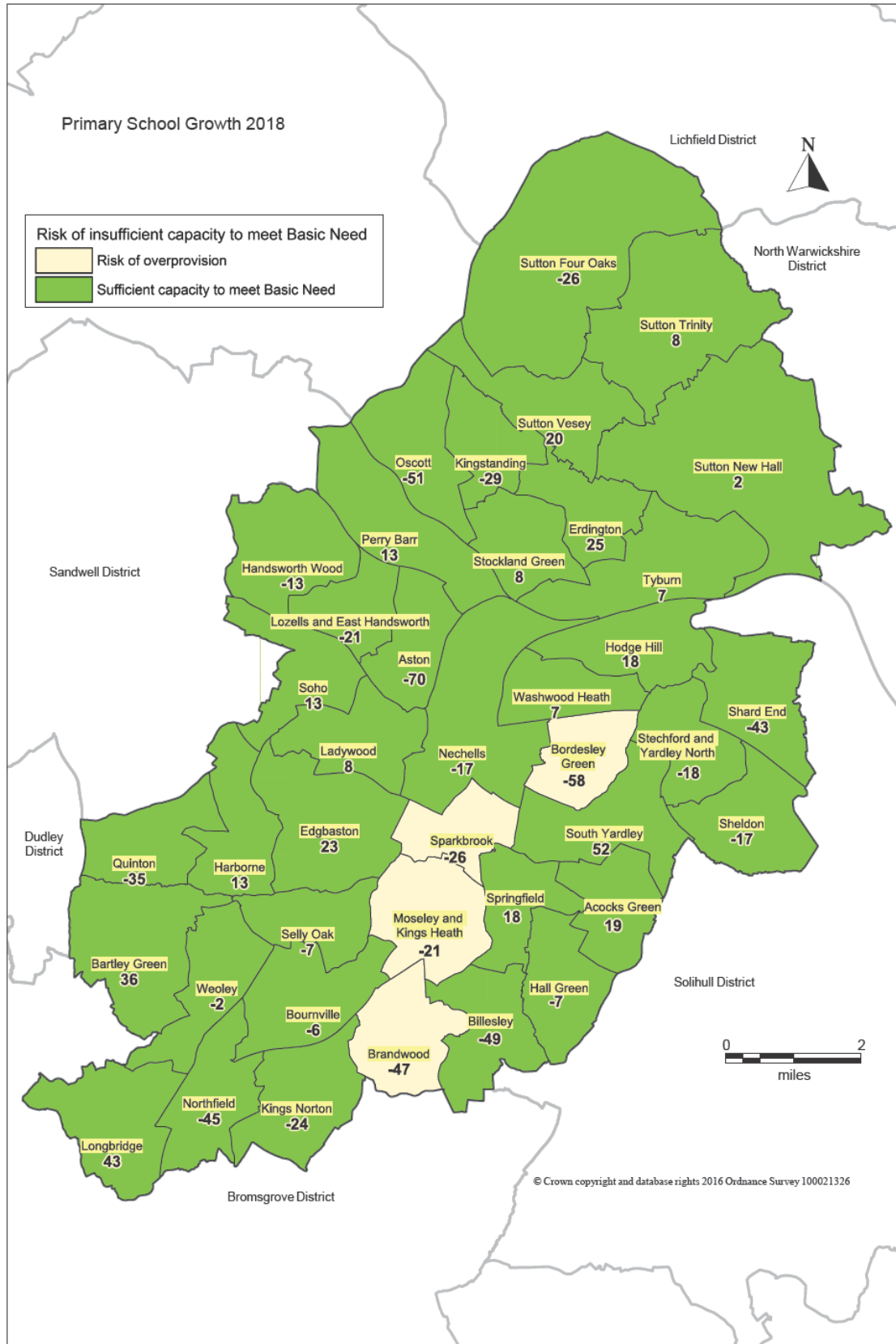
Map H



Appendix 2 (Continued)

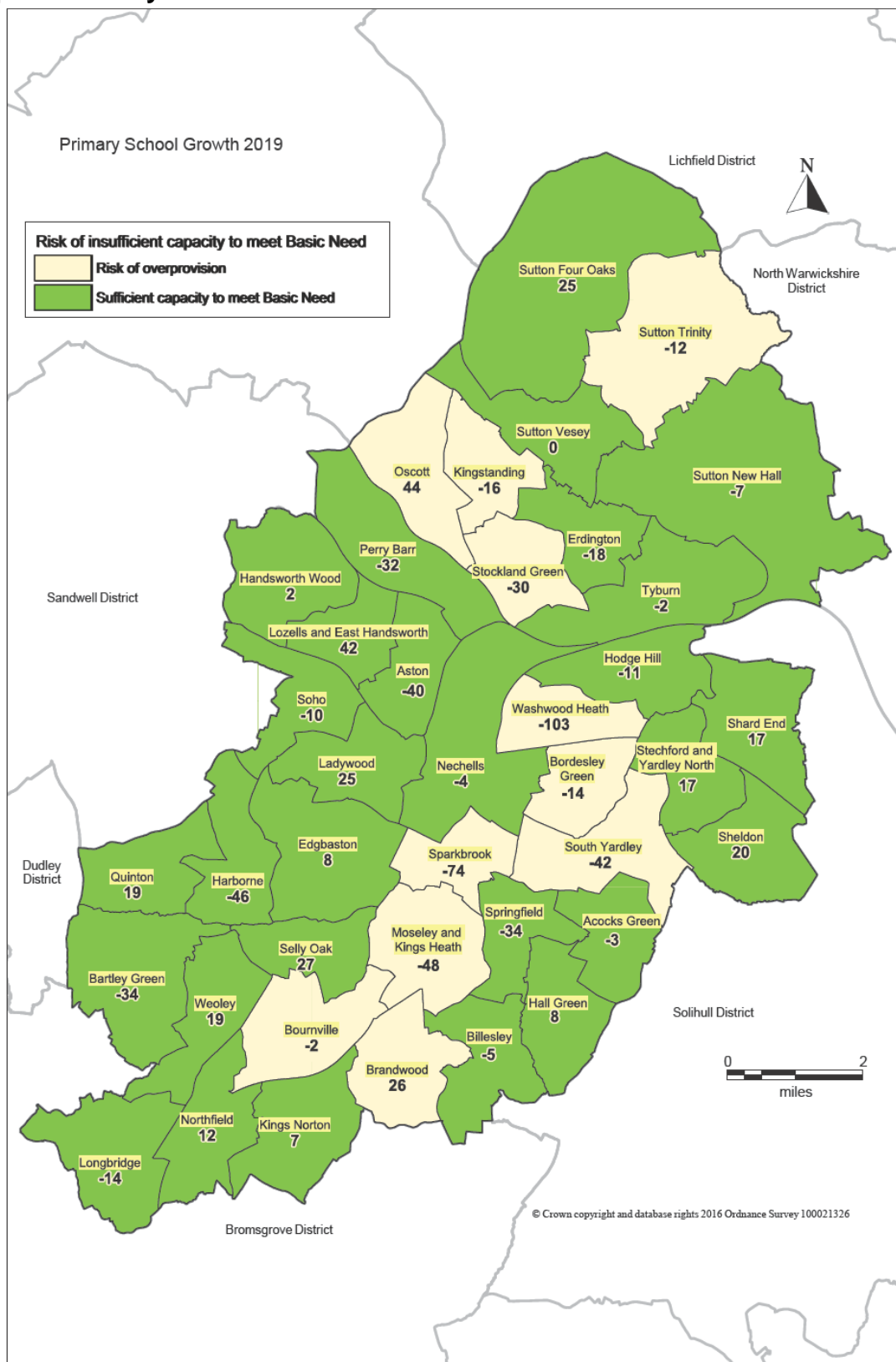
Map I

Reception Priority Areas – 2018/19



Appendix 2 (Continued)
Reception Priority Areas – 2019/20

Map J



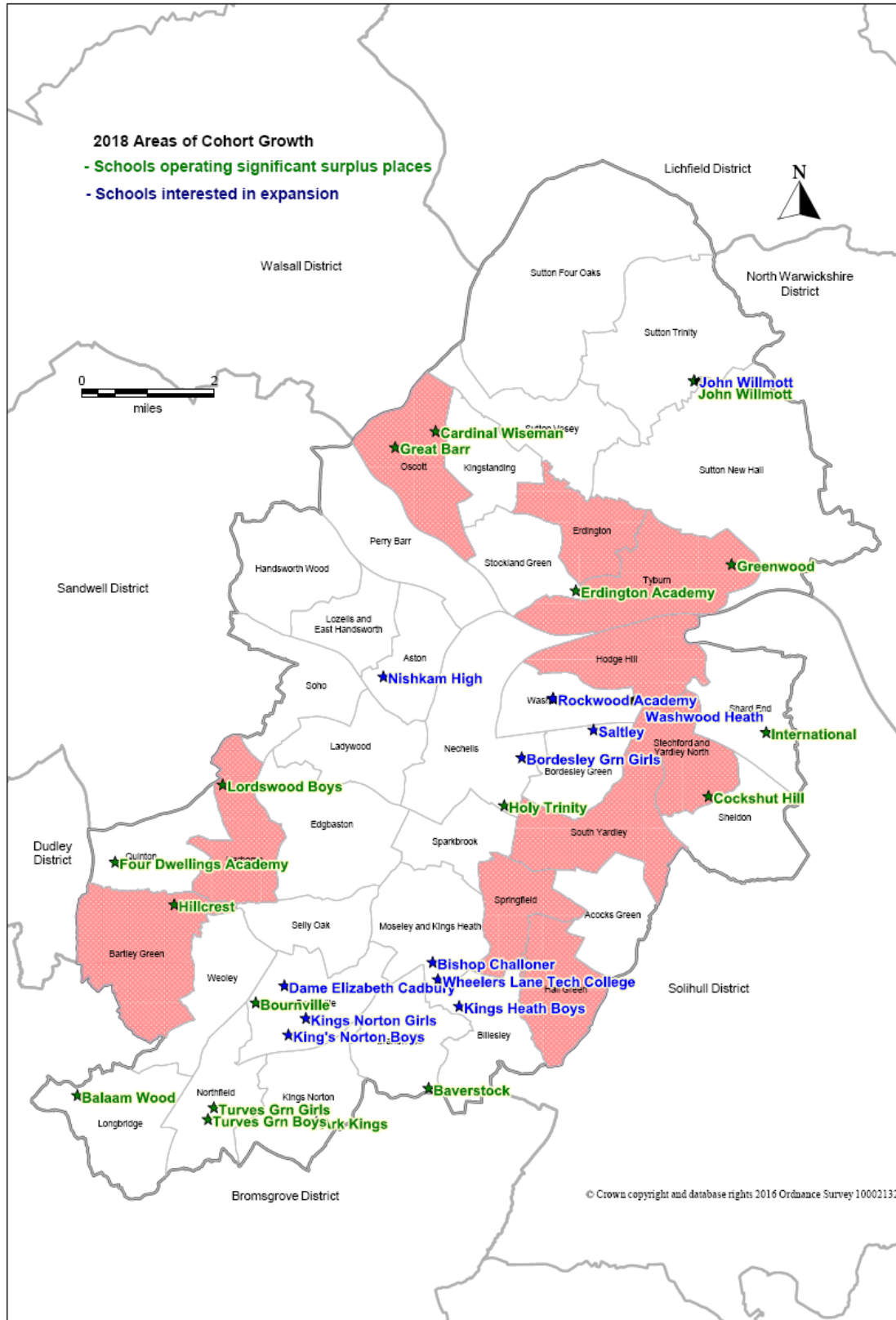
Map K

[illegible]

Appendix 3 (Continued)

Map L

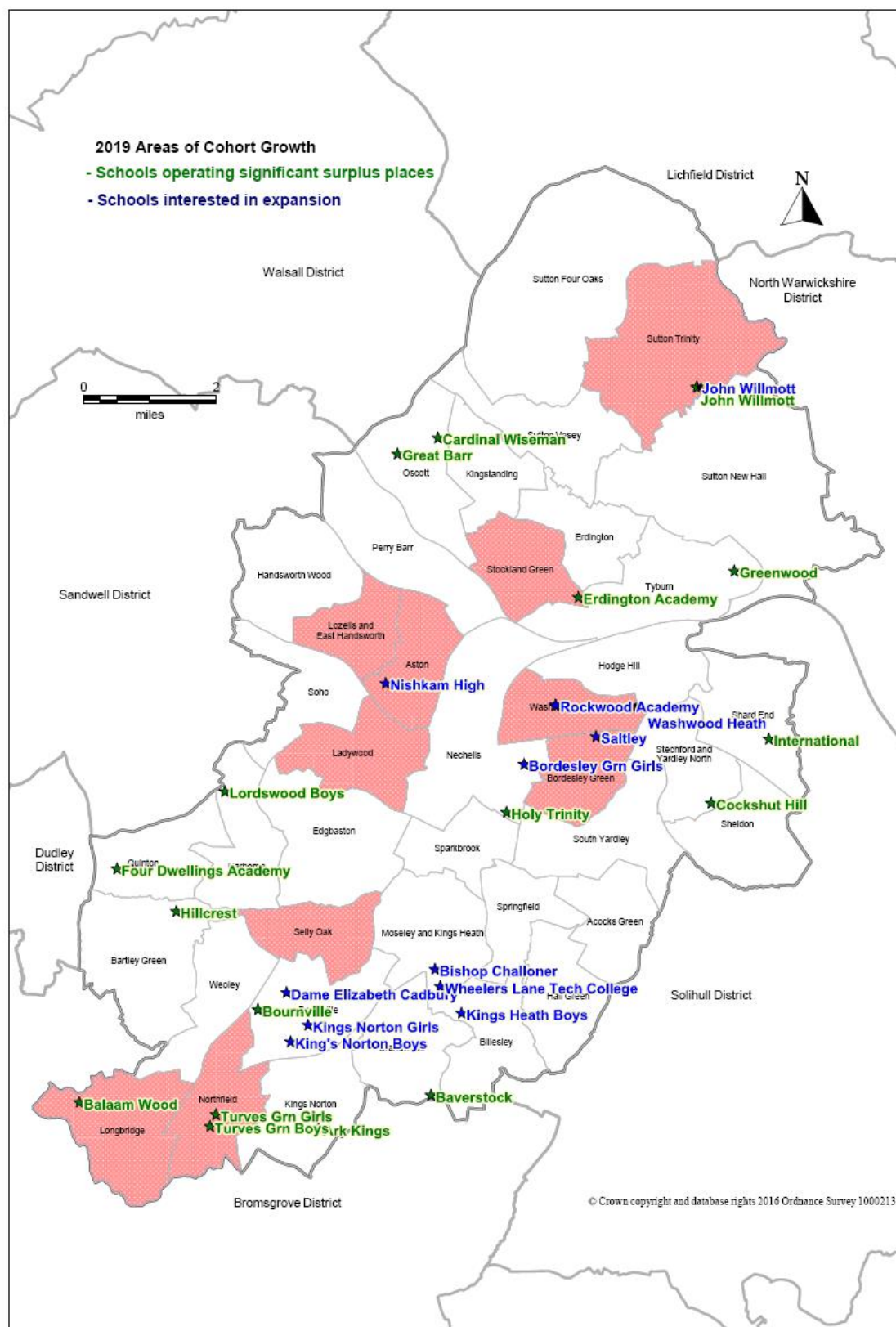
Year 7 2018 showing top 10 areas of growth with information on schools operating significant surplus places and those interested in expansion



Appendix 3 (Continued)

Map M

Year 7 2019 showing top 10 areas of growth with information on schools operating significant surplus places and those interested in expansion



Map N

2020 Areas of Cohort Growth

- Schools operating significant surplus places
- Schools interested in expansion

Districts: Walsall District, Sandwell District, Dudley District, Solihull District, Bromsgrove District, Lichfield District, North Warwickshire District.

Schools operating significant surplus places (Green Stars):

- John Willmott
- Cardinal Wiseman
- Great Barr
- Greenwood
- Erdington Academy
- International
- Cockshut Hill
- Hillcrest
- Bourneville
- Balaam Wood
- Turves Grn Girls
- Turves Grn Boys
- Baverstock

Schools interested in expansion (Blue Stars):

- Nishkam High
- Rockwood Academy
- Saltley
- Bordesley Grn Girls
- Holy Trinity
- Bishop Challoner
- Wheeler Lane Tech College
- Kings Heath Boys
- King's Norton Boys

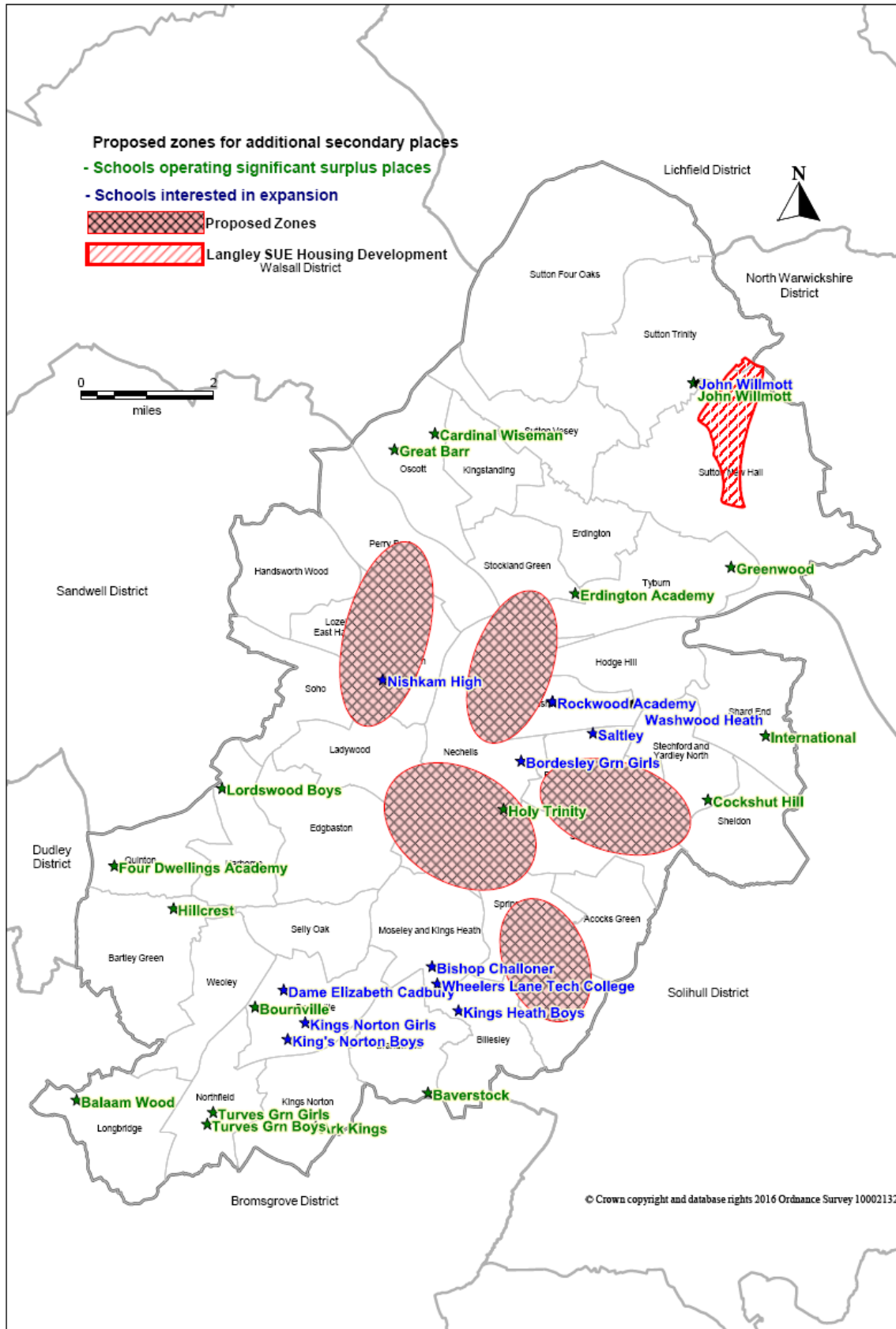
Other locations marked: Sutton Four Oaks, Sutton Trinity, Sutton New Hall, Sutton New Hall, Erdington, Tyburn, Hodge Hill, Washwood Heath, Stechford and Yardley North, Sheldon, Acocks Green, Springfield, Moseley and Kings Heath, Selly Oak, Weoley, Bartley Green, Quinton, Ladywood, Nechells, Sparkbrook, South Yardley, Kings Norton, Longbridge, Northfield, Kings Norton, Kings Norton, Kings Norton.

Scale: 0 to 2 miles.

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Appendix 4 – Proposed zones for additional secondary places 2017-19

Map O



Appendix 5 - Basic Need Strategy

Our strategy in Birmingham to meet Basic Need has 4 key strands:

- i) Make optimum use of existing space, buildings and sites to provide sufficient, suitable, high quality additional places where needed;
- ii) Work with Maintained Schools, new schools and academies to meet Basic Need through co-ordinated expansion plans;
- iii) Allocate annual Basic Need Capital investment effectively and efficiently to areas where basic need requirements can only be met through either re-modelling, refurbishment or new-build projects, ensuring that the needs of our most vulnerable young people are prioritised and capital projects make best use of existing resources;
- iv) Identify alternative funding sources and models to deliver requirements including Section 106, school contributions, bidding opportunities, Local Co-ordinated Voluntary Aided Programme (LCVAP), Community Infrastructure Levy, future Basic Need allocations, diversion of other capital funding

Whenever possible, additional places to meet Basic Need will be introduced at the start of a Phase i.e. in Reception and Year 7. However, the unpredictable nature and location of cohort growth means that it is necessary at times to implement reactive Basic Need measures and introduce additional classes during a phase of education in order to meet our statutory duty to provide sufficient places. The level of net migration into the primary phase of education means that supplying sufficient places in Reception for all of the expected cohort growth to Year 6 would leave far too many reception places unfilled. In essence, we will continue to need to provide additional classes as cohorts move through the primary phase in order to manage the current levels of cohort growth.

In the event that the supply of school places exceeds demand in an area to a degree that threatens the sustainability of local provision, the Local Authority will consider temporary or permanent decommissioning of places in order to support a sustainable, high quality local offer.

Placing Schools at the Heart of Meeting Basic Need

To place schools at the heart of meeting Basic Need in Birmingham, we will:

- Share requirements for additional places regularly with all school partners and Early Years Providers;
- Invite new schools and schools that are their own admissions authority to share and co-ordinate their expansion intentions so that requirements can be modified to factor in new provision;
- Invite schools and education providers to express interest in expanding their provision in order to identify optimum solutions to meeting Basic Need and, where necessary, identify projects for Basic Need capital investment;
- Ask schools to work with the Local Authority to identify additional funding streams and alternative funding models to meet Basic Need.

Criteria for Expansion to meet Basic Need

Expressions of Interest in expansion will be evaluated against the following key criteria:

- i) Location in relation to Basic Need i.e. how well the additional places are located to meet growth and, in the case of Special School provision, whether the school is able to meet the needs of the additional young people requiring a Special School place;
- ii) Standards in the school: it is expected that schools that expand will be Outstanding or Good;¹
- iii) The capacity of the school to provide suitable accommodation on the site, within existing space and within planning / buildability constraints;
- iv) Popularity of the school;
- v) Potential of any expansion to create overprovision or reduce diversity of provision in an area.²

¹ Or be able to provide strong evidence of their improvement journey.

² Following analysis of potential impact on local provision, including waiting list review

Process for Decommissioning of School Places

When determining whether surplus places are a factor in considering decommissioning of school places the City will need to:

- Define the unfilled places
- Define how many are needed or surplus level
- Define if the surplus is not removable and the reasons for this
- Define the removable places

Given the complexity and range of specific local issues that will need to be considered in the event of the need to de-commission school places, a policy and process will be developed for consultation to be reviewed annually. The following criteria are likely to be key considerations:

- i) Potential of any decommissioning to leave children and families without the option of a local school place;
- ii) Standards in the school;
- iii) The implications for the school running costs of reducing pupil numbers, in particular in relation to fixed overheads such as PFI contract obligations;
- iv) Popularity of the school.

Appendix 6 - Forecasting Methodology

Birmingham is a large city and for planning and governance purposes is divided into 40 planning areas at primary (Ward boundaries) and 10 planning areas at secondary (District boundaries). While School Place Planning remains a city-wide strategy, our forecasting builds in a range of factors that influence demand for school places at Ward and District level, including:

- Birth rates (Office of National Statistics, ONS live births data)
- Conversion of birth rates to applications for Reception places (past 3 years)
- Conversion of Year 6 students to Year 7 applications (past 3 years)
- Demand for Birmingham school places from neighbouring / other authorities (past 3 years)
- Cohort growth annually by year group (termly school census data over last 3 years)
- Parental Preference (last 3 years admissions data)
- Housing growth (housing plans with outline or detailed planning permission or known to be under construction)
- Long term ONS projections for our City's population

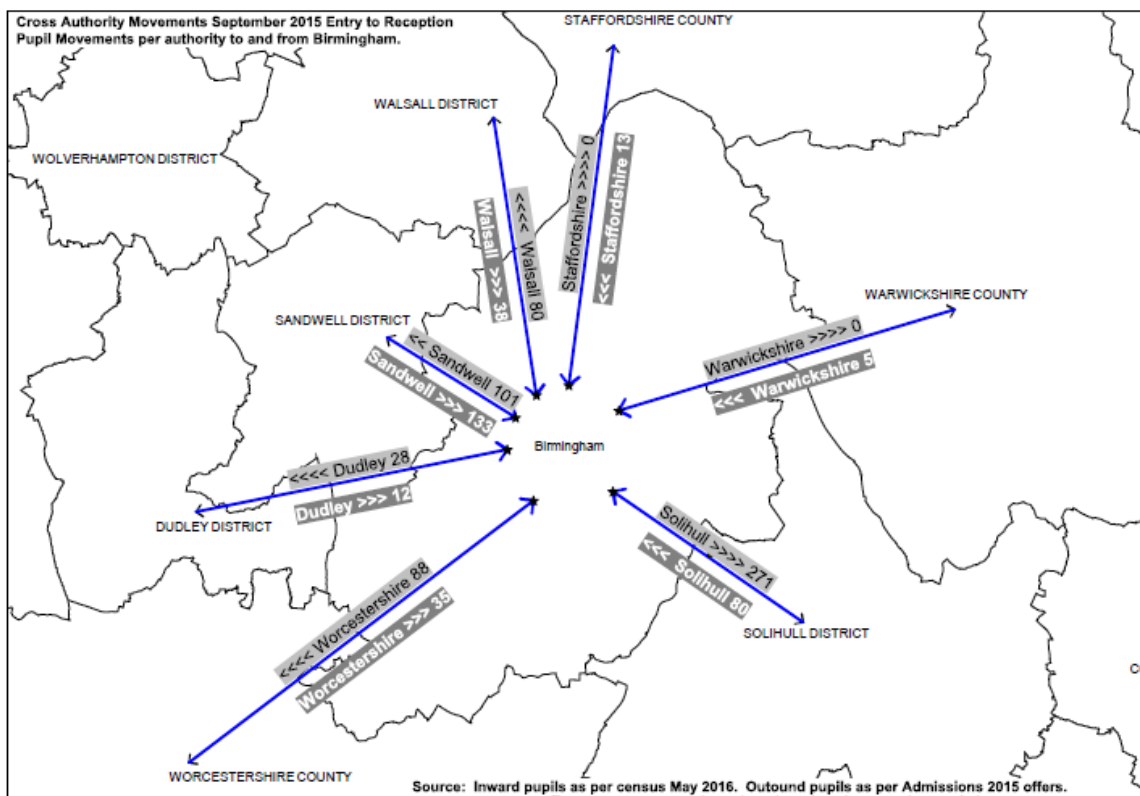
Our annual school place forecasts of demand build in allowances for in-year growth that are adjusted every year to reflect the latest available school census data. In addition, we factor in additional places expected to be required as a result of new housing.

Further details on the forecasting methodology used is reported annually to the DfE as part of the School Capacity Return (SCAP) and can be found in the latest published Sufficiency Requirements: www.birmingham.gov.uk/schools/esr.

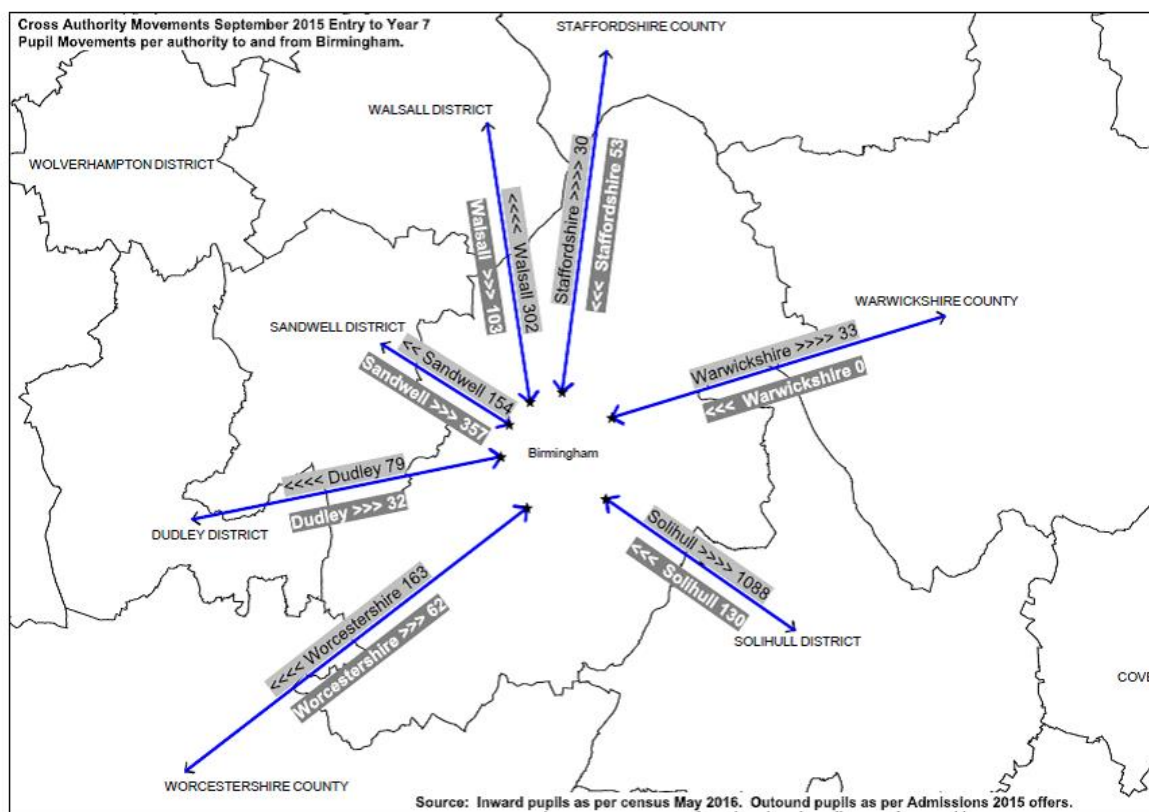
Our forecast represents the best estimate of the number and location of places that will be needed based on the most recent patterns of resident population, preference and offers, cohort growth, housing proposals and supply of places. Many of these variables change considerably from one year to the next, sometimes with limited predictability. There is therefore always a level of expected variance between our forecasts and the actual demand. For example, it may be that the popularity of one or more schools in a particular area changes as a result of an OFSTED inspection; this will inevitably have an impact on parental preferences and may reduce or increase the likelihood of local parents attaining a school of first preference.

Ward and District boundaries are to an extent artificial lines in the context of school place planning as families living close to a border may be best served by schools in neighbouring Wards or Districts. While solutions to meeting Basic Need are not driven by these boundaries, we are able to assess how well we are meeting demand by examining school offers at Ward and District level as a guide to the success of our Basic Need programme.

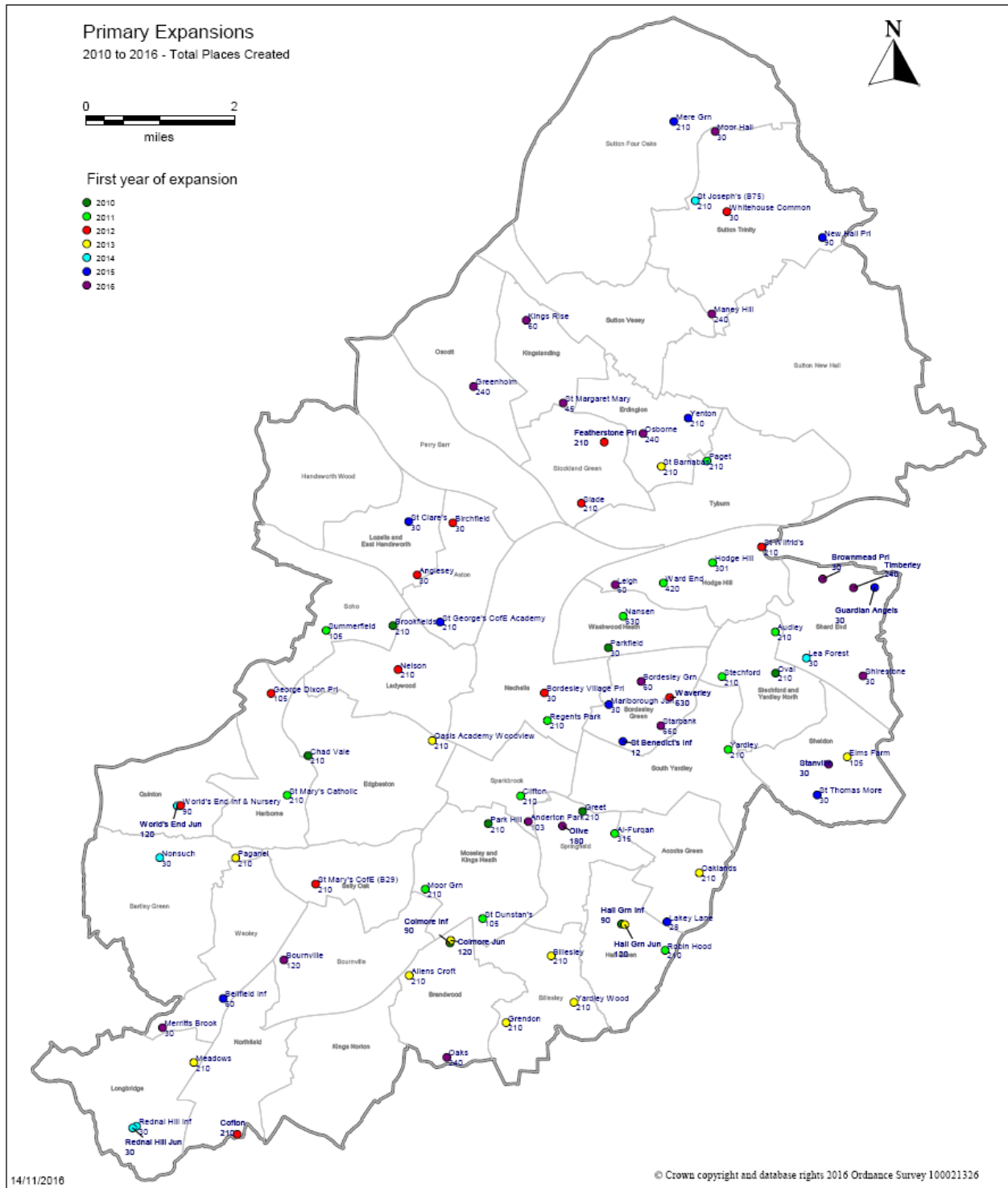
Appendix 7 - Movements Into/Out of Birmingham for Reception & Y7 Reception



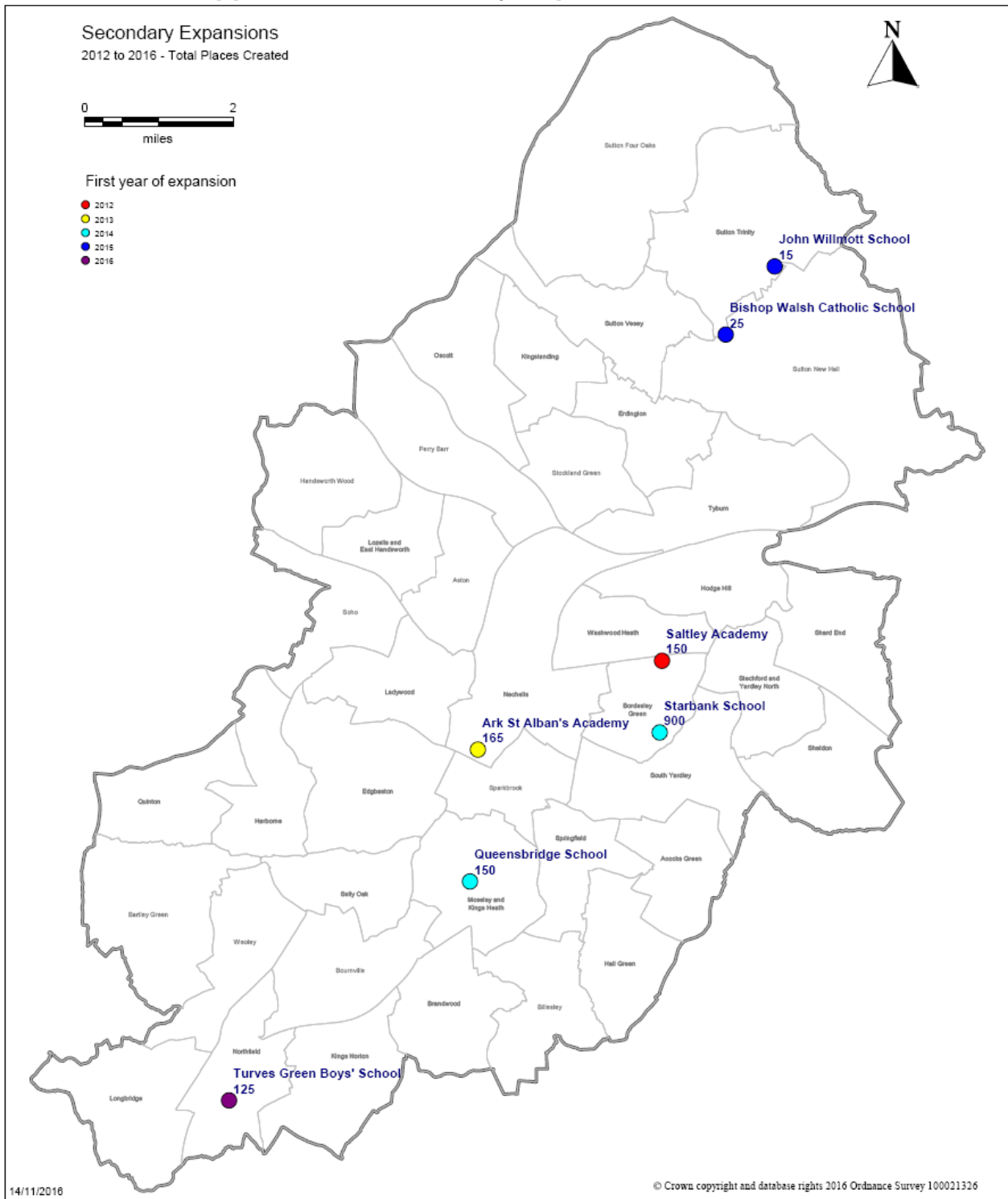
Year 7



Appendix 8 - Primary Expansions since 2010



Appendix 9 - Secondary Expansions since 2012



Appendix 10 - Open and Proposed Free Schools as known at 31st October 2016

Establishment	Opening Date	DfE Stage	Pupil Needs	Planned Capacity	Age range	Faith/ Gender	Postcode	Ward
Nishkam Primary 4- 11	01/09/2011	Open	Mainstream	420	4 -11	Sikh	B21 9SN	Soho
Nishkam High	01/09/2012	Open	Mainstream	700	11-19	Sikh	B19 2LF	Aston
Perry Beeches II	01/09/2012	Open	Mainstream	620	11-18		B3 1SE	Ladywood
East Birmingham Network Academy	17/09/2012	Open	Alternative	90	13-16		B26 1AL	South Yardley
Perry Beeches III	01/09/2013	Open	Mainstream	620	11-18		B15 1LZ	Ladywood
Waverley Studio College	01/09/2013	Open	Mainstream	300	14-19		B9 5QA	Bordesley Green
St George's Academy	01/09/2013	Open	Alternative	110	14-16		B19 3JG	Aston
REACH Free School	01/09/2013	Open	Alternative	64	11-16		B14 7BB	Moseley and Kings Heath
Perry Beeches IV	01/09/2014	Open	Mainstream	620	11-18		B1 3AA	Ladywood
City United Ltd Academy	01/09/2014	Open	Alternative	50	13-16		B6 4EA	Nechells
The University of Birmingham School	01/09/2015	Open	Mainstream	1150	11-19		B29 6QU	Selly Oak
							Admissions policy based on 4 Nodes across Selly Oak/Hall Green (2)/Ladywood	
Eden Boys' School	01/09/2015	Open	Mainstream	700	11-19	Islamic/ Boys	B42 2SY	Perry Barr
King Solomon's International Business School	01/09/2015	Open	Mainstream	1050	4-19	Christianity	B7 4BB	Nechells
Perry Beeches V	01/09/2015	Open	Mainstream	1320	4-19		B10 0HJ	South Yardley
East Birmingham Network Academy 2	01/09/2015	Open	Alternative	90	13-16		B23 6DE	Stockland Green

Establishment	Opening Date	DfE Stage	Pupil Needs	Planned Capacity	Age range	Faith/ Gender	Postcode	Ward
The Edge Academy	01/09/2015	Open	Alternative	140	11-16		B31 2LQ	Northfield
Olive Primary School	01/09/2016	Open	Mainstream	700	4-11	Islamic	B11 4DY (temp)	Springfield
							Admissions policy based on 4 Nodes across Acocks Green, Sparkbrook and Aston	
Perry Beeches - Primary School I	01/09/2017 <i>tbc</i>	Pre-opening	Mainstream	700	4-11		<i>tbc</i>	Ladywood
Perry Beeches VI	01/09/2017 <i>tbc</i>	Pre-opening	Mainstream	1320	4-19		<i>tbc</i>	Perry Barr
Proposal A	01/09/2018	Proposal	Mainstream	800	11-19	Islamic/ Boys	<i>tbc</i>	<i>tbc</i>
Proposal B	01/09/2018	Proposal	Mainstream	700	4-11	Islamic	<i>tbc</i>	<i>tbc</i>
Proposal C	01/09/2018	Proposal	Mainstream	900	11-18		<i>tbc</i>	<i>tbc</i>
Proposal D	01/09/2019	Proposal	Mainstream	1150	11-19	Christianity	<i>tbc</i>	<i>tbc</i>
Proposal E	01/09/2019	Proposal	Mainstream	840	11-19		<i>tbc</i>	<i>tbc</i>

Appendix 11 - Models of Expansion

There is a need to employ a variety of models to provide flexibility in additional places.

The models currently being implemented are:

- a) **Permanent Expansion** creates permanent capacity to take additional pupils year on year. It usually means expanding a school by 1 form of entry (1FE or 30 places) until every year group has increased by 1FE. A permanent expansion will start either in Reception, Year 3 or Year 7. Historically, permanent expansions have filled year-on-year, however it is our expectation moving forwards that permanently expanded schools may open classes in some year groups simultaneously when needed. A permanent expansion can also include a change of age range e.g. primary to all-through.
- b) **Temporary or Bulge Expansion** A 1FE Bulge expansion starting in Year 2 would create 30 places in Year 2, moving into Year 3, 4, 5, 6 as the children move through the school. Once a bulge class has left, we would hope to negotiate a potential new bulge in a year group where there is a demand for additional places. A temporary expansion creates capacity on a temporary basis, sometimes prior to a permanent solution.
- c) **Flexible Expansion** creates additional places across a number of year groups where needed. Schools implementing this model are developing a range of ways in which classes and intervention programmes are organised so that the class sizes are preserved while the school is able to offer places flexibly to meet demand, in particular for sibling places. The advantages of flexible expansion are that schools can offer places to siblings who are in different year groups. Some schools may be able to offer expansion within their existing buildings by reinstating redundant space or simply increasing their admission number. Others may require curriculum analysis to support making the best use of available space or internal reconfiguration of spaces to support educational continuity.

Appendix 12 – Birmingham Learning Chalets

Education Infrastructure's Basic Need team has been very busy over the summer delivering multipurpose modular buildings to meet the City's requirements for temporary accommodation for September 2016. A total of ten Learning Chalets have been installed at a number of primary schools across the City including Chad Vale, Moor Hall, Kings Rise Academy, Shirestone Academy, Ward End and West Heath. Here's what some of those Head Teachers think about their latest acquisitions:



"The chalet is well constructed and provides suitable accommodation for our after school provision. It is modern, well ventilated and we used the flexibility in the design to add a toilet and kitchen facilities. We are very pleased with both the product and the installation process."

Andrew Steggall, Moor Hall Primary School

"Our learning chalet is perfect for the purpose of small group learning and teaching and provides a calming and welcoming multi-purpose space that the children and teachers love."

Paul Samson, Chad Vale Primary School



Chalets can accommodate up to 30 pupils in a range of configurations, allowing for maximum flexibility. They can be fitted out to suit any type of need, e.g. specialist teaching areas, toilets, showers, medical rooms, etc. Chalets are fully compliant with building controls and can be installed with either temporary or full planning consent, subject to finishes.



If you are interested in finding out more about our Learning Chalets please contact eds.enquiries@birmingham.gov.uk or phone 0121 303 8847.

Appendix 13 - Secondary Schools that have expressed interest in expansion as known at 11th November 2016

DFE	School Name	Type	Ward	Proposed Year Start	Current PAN	Proposed PAN	Proposed Additional Places
4193	Wheeler Lane Technology College	Community School	Moseley & Kings Heath	2016	125	130	5
5413	Bishop Challoner RC	Voluntary Aided School	Moseley & Kings Heath	2017	180	210	30
4323	Rockwood Academy	Academy Converter	Washwood Heath	2017	120	180	60
4323	Rockwood Academy	Academy Converter	Washwood Heath	2019	180	240	60
4018	Saltley Academy	Academy Sponsor Led	Bordesley Green	2018	210	240	30
4084	Washwood Heath Academy	Academy Converter	Washwood Heath	2018	270	285	15
4004	Nishkam High School	Free Schools	Aston	2017	100	125	25
4115	Bordesley Green Girls'	Community School	Nechells	2018	120	125	5
4063	Kings Heath Boys'	Community School	Billesley	2016	120	150	30
4129	Dame Elizabeth Cadbury	Foundation School	Bournville	2017	125	150	25
5414	Kings Norton Girls'	Academy Converter	Bournville	2018	160	190	30
4301	John Wilmott School	Community School	Sutton Trinity	2018	195	225	30
5415	King's Norton Boys**	Foundation School	Bournville	2018	120	150	30

*await formal EOI

**= 375 places
(12.5FE)**

Appendix 14 – Co-design tool

	Forecast Demand									Supply Model							Surplus				
	Minimum (using May 2016)			Midpoint			Potential Maximum			Unco-ordinated	Surplus	Fair Access	Existing	Free Schools	Total		Contingency	Decommission	Forecast Surplus	%	PAN reductions
	Actual difference in current existing cohorts			Median between Min and Potential Max			Forecast submitted														
	No cohort growth or change to pupil numbers and no application of Y6-Y7 conversion rate						SCAP 2016, no May census														
Year of Entry	Additional Places	Additional FE	Cumulative FE	Additional Places	Additional FE	Cumulative FE	Additional Places	Additional FE	Cumulative FE												
2017	386	13	13	461	15	15	536	18	18						15						
2018	493	16	29	601	20	35	709	24	42						20						
2019	584	19	49	655	22	57	726	24	66						22						
2020	-88	-3	46	53	2	59	193	6	72						2						
2021	-174	-6	40	-80	-3	56	15	1	73						-3						
2022	481	16	56	636	21	78	791	26	99						21						
TOTAL	1682	56	233	2326	78	301	2970	99	369						78						

Appendix 15 – Expressions of Interest Guidance and Form

Please see handouts and www.birmingham.gov.uk/schools/esr

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Appendix 2: Schools Capital Programme 2017-18 Stages 1 - 5 Requirements and Financial Model.

Contents

1. Financial Modelling Approach	Page 2
2. Basic Need Funding Allocations	Page 3
3. School Condition Funding Allocations	Page 4
4. Basic Need Stage 1 to 4 Programme Update and Stage 5 Requirements	Page 5
5. School Condition Stage 1 to 4 Programme Update and Stage 5 Requirements	Page 8
6. Other Programme Updates	Page 10

1. Financial Modelling Approach

In order to deliver the Schools Capital Programme within available resource the following approach is taken:

Step 1: Requirements for each Stage

Define requirements for each stage of the capital programme:

- i) How many additional places are required in Special, Primary and Secondary schools to meet Basic Need?
- ii) What are the priority maintenance requirements to prevent school closure?

Step 2: Resources available for each Stage

Set out the confirmed funding for the delivery of the capital programme and identify how many of the requirements can be met from the available capital funding

Step 3: Affordability measures for each Stage

Quantify the requirements that must be found either through

- i) maximising use of existing space
- ii) identifying alternative funding sources (Section 106, school contributions, bidding opportunities, LCVAP, Community Infrastructure Levy, future Basic Need / School Condition Allocations, capital receipts, etc.)

The number of school places required may change during the development of options for the School Basic Need Capital programme as a result of Free Schools and Academy expansions and as a result of changes to net migration.

2. Basic Need Funding Allocations

The Basic Need funding allocations announced to date are:

Confirmed Basic Need Allocations			
2017/18 £,000	2018/19 £,000	2019/20 £,000	TOTAL £,000
15,052	40,054	TBC	55,106

2(a) Special Provision Fund Allocations

The Special Provision funding allocations announced by DfE in March 2017 are:

Confirmed Special Provision Fund Allocations				
2017/18 £,000	2018/19 £,000	2019/20 £,000	2020/21 £,000	TOTAL £,000
0	1,424	1,424	1,424	4,272

The Special Provision Fund allocations are to support local authorities to make capital investments in provision for pupils with special educational needs and disabilities. This will be for investment in new places and improvements to facilities for pupils with education, health and care (EHC) plans in mainstream and special schools, nurseries, colleges and other provision. Once proposals are developed for special needs provision a further report and separate PDD will be submitted.

2(b) Early Years Capital Fund Allocations

The Early Years Capital Fund (EYCF) round 2 allocations announced by DfE in March 2017 are:

Confirmed Early Years Capital Fund Allocations			
2017/18 £,000	2018/19 £,000	2019/20 £,000	TOTAL £,000
968	0	0	968

The EYCF allocations are to support local authorities to make capital investments to provide 30 hours free childcare for working parents of 3 and 4 year-olds.

Once proposals are developed for EYCF a further report and separate PDD will be submitted.

3. School Condition Funding Allocations

The School condition funding allocations announced to date are:

Assumed School condition Allocations			
2017/18 £,000	2018/19 £,000	2019/20 £,000	Total £,000
11,900*	TBC	TBC	11,900*

* Assumed based upon indicative allocation of £12.3m for 2017/18 adjusted for academy conversions during 2016/17. Only £4,036k of the 2018/19 allocation is being utilised to fund the current proposals detailed in this report.

The sections below set out how we intend to deliver the requirements of each stage within the resource available. However, as independent decisions taken by Academies and Free Schools change the education landscape and as the development of preferred options clarifies the costs of each individual solution, there will be a degree of re-profiling within the funding available.

This is part of the annual update to Cabinet and covers: -

- i) Changes to requirements based on demographic analysis and updates regarding Academy and Free School expansions
- ii) Update on funding including any new funding streams or capital allocations
- iii) Modelling of requirements for the current and next stages of the capital programme
- iv) Update on solutions developed and any re-profiling of capital requirements within resources available
- v) Update on delivery against capital programme outputs

4. Basic Need Stage 1 to 4 Programme Update and Stage 5 Requirements

Additional Places Requirements	June 2016 Cabinet Report					March 2017 Cabinet Report					Variance in Total Position from June 2016 £'000	Notes (see below)
	Total	2012-16 Outturn	2016/17 projected	2017/18 projected	2018/19 projected	Revised total	2012-16 Outturn	2016/17 projected	2017/18 projected	2018/19 projected		
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000		
Additional Places Stage 1 & 2	120,456	101,438	19,018			118,244	101,438	14,742	2,064	0	-2,212	(1)
Additional Places Stage 3	39,000	1,294	23,979	13,727		38,000	1,294	11,479	23,227	2,000	-1,000	(2)
Additional Places Stage 4	37,152	174	9,359	26,619	1,000	38,149	174	5,156	24,147	8,672	997	(3)
Additional Places Stage 5						30,635	0	0	1,500	29,135	30,635	(4)
Total Requirements	196,608	102,906	52,356	40,346	1,000	225,028	102,906	31,377	50,938	39,807	28,420	

Additional Places Resources	March 2017 Cabinet Report					Notes (see below)
	Total £'000		2016/17 projected £'000	2017/18 projected £'000	2018/19 projected £'000	
Basic Need Allocation 2015/16	16,164		16,164	0	0	(5)
Basic Need Allocation 2016/17	49,318		13,679	35,639	0	
Basic Need Allocation 2017/18	15,052		0	15,052	0	
Basic Need Allocation 2018/19	40,054		0	247	39,807	
Section 106	1,513		1,513	0	0	
School contributions	7		7	0	0	
Demographic Growth Capital Funding	14		14	0	0	
Total Resources	122,122		31,377	50,938	39,807	

Basic Need Notes

Note No.	Stage	Note
(1)	Additional Places Stage 1 & 2	£2,064k slipped from 2016/17 to 2017/18 (£750k for Uffculme purchase, £500k for completion of Starbank All Through School, £400k for St Joseph's (delayed by Planning Approval), £300k for Ward End (project delayed) and £114k contingency allowance for further unforeseen costs). £2,212k overall underspend compared with June 2016 Cabinet Report forecast due to projects coming in below budget forecast.
(2)	Additional Places Stage 3	£9,500k slipped from 2016/17 to 2017/18 and £2,000k slipped from 2016/17 to 2018/19 compared with June 2016 Cabinet Report forecast due to delays in a number of projects as a result of the Lean Review that was jointly undertaken by EdSI and Acivico into the management and procurement of the Basic Need Programme. The Lean Review resulted in a mini competition being undertaken with the Constructing West Midlands framework lot 7 contractors, which took longer than the anticipated allocation process. £1,000k underspend due to projects coming in below budget forecast moved to Stage 4.
(3)	Additional Places Stage 4	£4,203k slipped from 2016/17 to 2017/18 and £2,472k slipped from 2017/18 to 2018/19 compared with June 2016 Cabinet Report forecast due to delays in a number of projects as a result of the Lean Review that was jointly undertaken by EdSI and Acivico into the management and procurement of the Basic Need Programme. The Lean Review resulted in the identification of some Stage 4 schemes as "pilot" schemes and some as "pipeline" schemes. A mini competition was then undertaken with the Constructing West Midlands framework lot 7 contractors to identify a delivery partner, which took longer than the anticipated allocation process. £997k overspend covered by underspend on Stage 3 (Harborne Primary School consolidated into Stage 4, which was previously split between Stage 3 and 4).
(4)	Additional Places Stage 5	<p>New requirement for 2017/18 driven by Education Sufficiency Requirements (Appendix 1) and further information is given in Appendix 3 (Project Definition Document for Basic Need Programme 2017-18).</p> <p>The number of primary places required according to the current forecast is 35 FE in 2017, 23 FE in 2018 and 23 FE in 2019. Solutions will be focused on temporary bulge classes or flexible expansions (e.g. 30 pupils across 3 schools). EdSI will seek to avoid introducing over supply while addressing localised need for places and supporting school improvement. It will depend upon solutions, still to be determined, as to how much of this need will require capital expenditure in Stage 5.</p> <p>In the context of increased primary school populations now moving into our Secondary school estate the number of secondary places required according to the current forecast is 15 FE in 2017, 20 FE in 2018 and 22 FE in 2019. Solutions will be focused on the sources of supply to co-design an approach with all partners via: -</p> <ol style="list-style-type: none"> 1. Additional offer at admissions

		<p>2. Exploitation of existing surplus and available places in schools</p> <p>3. School Expansions</p> <p>4. Fair Access Admission routes</p> <p>5. New Schools</p> <p>It will depend upon solutions, still to be determined, as to how much of this need will require capital expenditure in Stage 5.</p> <p>Additional school places will be delivered with a view to supporting school improvement so that every child has a great school.</p>
(5)	Basic Need Allocation 2015/16	DfE Basic Need 2015/16 carry forward reduced by £215k to £16,164k due to £200k appropriation of Ward End Park House and virement of £15k for highway works at Greenholm Primary School.

5. School condition Stage 1 to 4 Programme Update and Stage 5 Requirements

School Condition Requirements	June 2016 Cabinet Report					March 2017 Cabinet Report					Variance from June 2016 £'000	Notes (see below)
	Total £'000	2012-16 Outturn £'000	2016/17 projected £'000	2017/18 projected £'000	2018/19 projected £'000	Revised total £'000	2012-16 Outturn £'000	2016/17 projected £'000	2017/18 projected £'000	2018/19 projected £'000		
Capital Maintenance Stage 1 & 2	57,610	57,457	153	0	0	58,574	57,457	1,117	0	0	964	(1)
School Condition Stage 3	14,700	9,953	4,747	0	0	12,903	9,953	2,470	480	0	-1,797	(2)
School Condition Stage 4	13,220	128	10,280	2,812	0	15,645	128	12,729	2,788	0	2,425	(3)
School Condition Stage 5	0	0	0	0	0	18,000	0	0	8,487	9,513	18,000	(4)
Total Requirements	85,530	67,538	15,180	2,812	0	105,122	67,538	16,316	11,755	9,513	19,592	

School Condition Resources	March 2017 Cabinet Report					Notes (see below)
	Total £'000		2016/17 projected £'000	2017/18 projected £'000	2018/19 projected £'000	
Capital Receipts	1,000		1,000			
School contributions	72		72			
School Condition Allocation 2015/16	8,260		8,260			
School Condition Allocation 2016/17	12,316		6,984	5,332		
School Condition Allocation 2017/18	11,900			6,423	5,477	
School Condition Allocation 2018/19	4,036				4,036	(5)
Total Resources	37,584		16,316	11,755	9,513	

School Condition Notes

Note No.	Stage	Note
(1)	Capital Maintenance Stage 1 & 2	£964k overspend in 2016/17 compared with June 2016 Cabinet Report forecast due to the receipt of a number of unforeseen late costs on completed schemes e.g. increased scope on follow up to emergency projects at Great Barr School for structural repairs and at Redhill Primary School for roof repairs.
(2)	School Condition Stage 3	<p>Delivered/delivering 20 planned maintenance schemes with a total value of £3.8m, 21 Dual Funding Schemes with a total value of £1.6m (including £0.5m funded by schools), 27 Emergency schemes with a total value of £2m and capitalised £6m eligible school capital spend.</p> <p>£480k slipped from 2016/17 to 2017/18 due to delays in Planned Maintenance Programme. In total Stage 3 will be underspent by £1,797k compared with June 2016 Cabinet Report forecast primarily due to £1,500k Dual Funding profiled in 2017/18 being moved to Stage 4 as well as £100k underspend on the Planned Maintenance Programme, £47k underspend on the Kitchen Extract Programme and £150k underspend on the Asbestos Removal Programme.</p>
(3)	School Condition Stage 4	<p>Delivered/delivering 22 planned maintenance schemes with a total value of £4.3m, 49 Dual Funding Schemes with a total value of £1.9m (including £0.9m funded by schools), 46 Emergency schemes with a total value of £2.6m, support of 6 Priority School Building Programme schemes and one Building Schools for the Future scheme with a total value of £0.9m and capitalised £6.8m eligible school capital spend.</p> <p>£2,450k overspend in 2016/17 compared with June 2016 Cabinet Report forecast due to £1,100k overspend on unforeseen Emergencies, £807k due to unforeseen revenue capitalisation, £1,543k due to Planned Maintenance projects exceeding budget forecast, which was partially offset by £1,000k Dual Funding profiled in 2017/18 being moved to Stage 5. In total £2,425k higher than the June 2016 Cabinet Report.</p>
(4)	School Condition Stage 5	New £18,000k requirement for Stage 5 (£4,000k Planned Maintenance Programme, £1,000k Dual Funding Programme, £2,000k Emergencies and £11,000k for end of life buildings – for further information see Appendix 4 Project Definition Document for School Condition Programme 2017-18).
(5)	School Condition Allocation 2018/19	Surplus of School Condition Allocation 2018/19 will be used to fund future years.

6. Other Programmes Update

Other Requirements	June 2016 Cabinet Report	March 2017 Cabinet Report	Variance in
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	Total £'000	2012-16 Outturn £'000	2016/17 projected £'000	2017/18 projected £'000	2018/19 projected £'000	Revised total £'000	2012-16 Outturn £'000	2016/17 projected £'000	2017/18 projected £'000	2018/19 projected £'000	Total Position from June 2016 £'000	Notes (see below)
Repayment in respect of existing land commitments	5,923	2,923	3,000			2,923	2,923				-3,000	(1)
Universal Infant Free School Meals	2,821	2,708	113			2,814	2,708	106			-7	(2)
Early Years Capital	1,399	809	590			3,434	809	864	1,761		2,035	(3)
Education IT	500		500			500		275	225		0	(4)
Total Requirements	10,643	6,440	4,203	0	0	9,671	6,440	1,245	1,986	0	-972	

Other Resources
Capital receipts to fund land commitments
Universal Infant Free School Meals
Early Years 2 year old grant 2015/16
Capital receipts to fund Education IT
Total Resources

March 2017 Cabinet Report				
Total £'000		2016/17 projected £'000	2017/18 projected £'000	2018/19 projected £'000
0				
106		106		
2,625		864	1,761	
500		275	225	
3,231		1,245	1,986	0

Notes (see below)
(1)

Other Programme Notes

Note No.	Programme	Note
(1)	Repayment in respect of existing land commitments	£3m allocated for repayment of existing land commitments in 2016/17 was not required.
(2)	Universal Infant Free School Meals	This programme is now successfully completed. All Birmingham Schools were able to deliver universal free school meals to infant age pupils from September 2014.
(3)	Early Years Capital	The 2 year old early education grant 2015/16 is to be allocated in 2017/18 to early years providers to facilitate an increase in the number of free childcare places available to the most deprived 2 year old children.
(4)	Education IT	£0.5m was allocated in 2015/16 to support urgent investment in education IT systems. £225k has been slipped into 2017/18 due to the upgrade of the Education recovery system, which has limited the pace at which other ICT improvement expenditure can be deployed due to the rate of change the operational areas can accept.

Appendix 3

PROJECT DEFINITION DOCUMENT (PDD)			
1. General Information			
Directorate	<i>People</i>	Portfolio/Committee	<i>Children's Services</i>
Project Title	Provision of New Build/ Remodelled Accommodation to Meet Additional Pupil Place Requirements (Stage 5)	Project Code	CA-01903-02-1-1BA0 2AA
Project Description	<p>To provide remodelled and new build accommodation in order to expand schools to meet BCC's statutory obligation to provide additional special, primary and secondary pupil places. On completion the schools will have modern fit for purpose re-modelled/new-build accommodation which will be energy efficient and will allow for the provision of a high quality education as well as meeting BCC's statutory obligation in delivering special, primary and secondary school places. Stage 5 addresses the requirements for 2018 identified in the Sufficiency Requirements document (Appendix 1) and also includes additional new requirements to react to increased pressure for places in 2017 due to in year migration.</p> <p>The approach to the design solutions in order to maximise benefits and provide best value is set out in Appendix 1 Education Sufficiency Requirements (page 31 Appendix 5 "Basic Need Strategy").</p> <p>This four pronged approach is: -</p> <ul style="list-style-type: none"> ○ Make optimum use of existing space, buildings and sites to provide sufficient, suitable, high quality additional places where needed e.g. Osborne Primary, Mere Green Primary and Bournville schools, where existing under-utilised buildings will be/have been brought back into full use to provide additional pupil places; ○ Work with Maintained Schools, new schools and Academies to meet Basic Need through co-ordinated expansion plans. EdSI has worked with Olive, University of Birmingham, Eden Boys, Plantsbrook, Ninestiles and Queensbridge free schools, academies and foundation schools in a co-ordinated approach to provide sufficient pupil places; ○ Allocate annual Basic Need capital investment effectively and efficiently to areas where basic need requirements can only be met through either re-modelling, refurbishment, new-build or short life learning chalet projects, ensuring that the needs of our most vulnerable young people are prioritised and capital projects make best use of existing resources – refer to the Education Sufficiency Requirements (Appendix 1) and the planned programme (Appendix 2); 		

	<ul style="list-style-type: none"> ○ Identify alternative funding sources and models to deliver requirements including Section 106/Community Infrastructure Levy, school contributions, bidding opportunities, capital receipts, Local Co-ordinated Voluntary Aided Programme (LCVAP), future Basic Need allocations and diversion of other capital funding. To date £3.5m of S.106, school contributions and LCVAP funding has been levered into the programme. <p>Estimates are based upon pupil numbers from the Sufficiency Requirements, the four pronged strategy for delivery (see above) and costs per square metre for each of the “prongs”.</p> <p>The works identified will be carried out either using existing approved contractor framework partners, which will be project managed by Acivico, or where schools meet the funding criteria, then the school may procure independently. However, schools will be required to sign up to the Conditions of Grant Aid (CoGA) and, for schemes over £1m, the Birmingham Business Charter for Social Responsibility (BBC4SR).</p> <p><u>Future Governance and reporting back</u> Projects will be subject to approval through the Council’s gateway processes, utilising a programme approach where appropriate.</p> <p>An annual report will be presented to Cabinet, updating Cabinet on progress/delivery/outcomes and to seek approval for future stages.</p>
Links to Corporate and Service Outcomes	<p>Which Corporate and Service outcome does the project address:</p> <ul style="list-style-type: none"> ▪ Tackling inequality and deprivation ▪ Promoting Social Cohesion across all communities in Birmingham, ensuring a Fair City with equal opportunities for all including safeguarding for children; ▪ Laying the foundations for a Prosperous City based on an inclusive economy; ▪ A Democratic City involving local people and communities in the future of their local area and public services: a city with local services for local people; ▪ Early Years Development Strategy: To ensure small children can thrive and develop and become active learners through play and social development. ▪ Enjoy and achieve by attending school. ▪ Schools’ Capital Programme 2017-18. <p>All contractors selected to deliver City-wide Basic Need projects (including school led programmes over £1m) will be required to sign up to the principles of the Birmingham Business Charter for Social Responsibility (BBC4SR) prior to works orders being placed.</p>

Project Benefits	The benefit of expanding these schools will enable Birmingham City Council to meet its statutory obligation under the Education Act 1996 to provide special, primary and secondary pupil places to all of its school-age resident children. The consequences of the City Council not meeting this duty are serious and would involve considerable financial costs. This project will ensure that quality places will be available for local children. This supports further BCC's statutory responsibilities to ensure the safeguarding of children by providing sufficient places for them to attend school.														
Project Deliverables	Provision of additional special, primary and secondary pupil places across various districts.														
<table> <tr> <th>Key Project Milestones</th><th>Planned Delivery Dates</th></tr> <tr> <td><i>PDD approval by Cabinet</i></td><td><i>18 April 2017</i></td></tr> <tr> <td><i>Expressions of Interest confirmed</i></td><td><i>April 2017</i></td></tr> <tr> <td><i>Feasibility studies finalised</i></td><td><i>June 2017</i></td></tr> <tr> <td><i>FBC/Contract Awards approval by Cabinet</i></td><td><i>August 2017 onwards</i></td></tr> <tr> <td><i>Planned programme of works commence</i></td><td><i>August 2017 onwards</i></td></tr> <tr> <td><i>Post Implementation review</i></td><td><i>August 2018 onwards</i></td></tr> </table>		Key Project Milestones	Planned Delivery Dates	<i>PDD approval by Cabinet</i>	<i>18 April 2017</i>	<i>Expressions of Interest confirmed</i>	<i>April 2017</i>	<i>Feasibility studies finalised</i>	<i>June 2017</i>	<i>FBC/Contract Awards approval by Cabinet</i>	<i>August 2017 onwards</i>	<i>Planned programme of works commence</i>	<i>August 2017 onwards</i>	<i>Post Implementation review</i>	<i>August 2018 onwards</i>
Key Project Milestones	Planned Delivery Dates														
<i>PDD approval by Cabinet</i>	<i>18 April 2017</i>														
<i>Expressions of Interest confirmed</i>	<i>April 2017</i>														
<i>Feasibility studies finalised</i>	<i>June 2017</i>														
<i>FBC/Contract Awards approval by Cabinet</i>	<i>August 2017 onwards</i>														
<i>Planned programme of works commence</i>	<i>August 2017 onwards</i>														
<i>Post Implementation review</i>	<i>August 2018 onwards</i>														
Dependencies on other projects or activities	<ul style="list-style-type: none"> • Planning permission may be required. If schools have listed status consultation with English Heritage and BCC's Conservation team may be required. • Placing orders with contractor/s from August 2017 onwards • Completion of statutory consultation to increase capacity • Confirmation of appropriate schools across various districts • Scope of work identified • Programme and costs developed • The chosen contractors will be required to adhere to the principles of the Birmingham Business Charter for Social Responsibility. 														
Achievability	<ul style="list-style-type: none"> • Funding strategy is in place • Similar projects (Stages 1 to 4) have been delivered by using experienced internal project managers and by bringing technical advice client side through the role of a Client Technical Advisor (CTA) and following BCC guidelines. • The chosen contractors will be selected based on their available resources, past history and successful record of delivering previous similar projects. 														

Project Manager	Jaswinder Didially, Head of Education Infrastructure 0121 303 8847 jaswinder.didially@birmingham.gov.uk
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Proposed Project Board Members	David England, Contract Manager, Quantity Surveyor 0121 303 8847 david.england@birmingham.gov.uk

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Head of City Finance (HoCF)	Anil Nayyar	Date of HoCF Approval	
<i>Other Mandatory Information</i>			
• Has project budget been set up on Voyager?			Yes
• Issues and Risks updated <i>(Please attach a copy to the PDD and on Voyager)</i>			Yes

2. Options Appraisal Records

Option 1	The purchase of temporary learning chalets.
Information Considered	<p>What information was considered in making the decision</p> <ul style="list-style-type: none"> • Best use of DfE non ring-fenced Basic Need and Capital Maintenance grants in investing in quality spaces • Planning Guidance • Ofsted safeguarding principles • Delivery of quality places
Pros and Cons of Option	<p>What were the advantages/positive aspects of this option?</p> <ul style="list-style-type: none"> • Less cost to BCC • Easier to deliver than permanent build • Faster to procure • Meets BCC statutory obligation to provide places • Can be removed once demand reduces <p>What are the disadvantages/negative aspects of this option?</p> <ul style="list-style-type: none"> • Safeguarding risks increase • Governing body/parental resistance to temporary accommodation • Planning approval will not be given for more than 3 years following which units would need to be removed • Isolation from main school • Does not improve the school environment
People Consulted	Head Teachers, School Governors, DfE, Acivico consultants, contractor partners
Recommendation	Proceed or Abandon this Option? <i>Proceed in certain circumstances where provision is required for short period</i>
Principal Reason for Decision	Suitable where short term solution is required.

Option 2	To increase class sizes
Information Considered	<p>What information was considered in making the decision?</p> <ul style="list-style-type: none"> • Class size legislation • Best use of DfE un-ring-fenced Basic Need Funding • Ofsted safeguarding principles • Teacher/HT/Governor associations • Delivery of quality places
Pros and Cons of Option	<p>What were the advantages/positive aspects of this option?</p> <ul style="list-style-type: none"> • Less cost to BCC • Faster to implement <p>What are the disadvantages/negative aspects of this option?</p> <ul style="list-style-type: none"> • Does not guarantee to meet BCC statutory obligation for provision of places • Not best use of DfE un-ring-fenced Basic Need • Infant class size legislation requires no more than 30 pupils to be taught by one teacher. • Admissions authority would have to employ additional teachers at significant cost. • Safeguarding risks increase • Governing body/parental/Teaching Associations resistance to increased class sizes • Increased H&S issues • Negative impact on standards • Negative impact on applications for places
People Consulted	Head Teachers, School Governors, DfE, Acivico consultants, contractor partners
Recommendation	Proceed or Abandon this Option? <i>Abandon</i>
Principal Reason for Decision	Class size legislation and parental concerns will lead to negative impact on school and reduction in applications

Option 3	To provide permanent new build and remodelled accommodation
Information Considered	<p>What information was considered in making the decision</p> <ul style="list-style-type: none"> • Best use of DfE un-ring-fenced Basic Need funding • Planning Guidance • Ofsted safeguarding principles • Delivery of high quality places
Pros and Cons of Option	<p>What were the advantages/positive aspects of this option?</p> <ul style="list-style-type: none"> • Best use of DfE Basic Need funding • School and community (parental and wider) buy in • Delivers quality places • Will meet timescale using CWM Framework • Complies with safeguarding principles <p>What are the disadvantages/negative aspects of this option?</p> <ul style="list-style-type: none"> • Funding requirement

	<ul style="list-style-type: none"> Possible disruption to school and community while build takes place
People Consulted	Head Teachers, School Governors, DfE, Acivico consultants, contractor partners
Recommendation	Proceed or Abandon this Option? <i>Proceed where provision is required in the long term</i>
Principal Reason for Decision	Best use of DfE Basic Need funding where long term solution is required.

3. Summary of Options Appraisal – Price/Quality Matrix							
Ratings from 1 (lowest) - 10 (highest)	Options			Weighting	Weighted Score		
Criteria	1	2	3		1	2	3
Total Capital Cost	5	10	3	25	125	250	75
Full Year Revenue Consequences	1	5	10	5	5	25	50
Quality Evaluation Criteria							
1) Programme allows occupation by Sep 2017-19	10	10	10	20	200	200	200
2) Effectiveness: allows delivery of quality education	1	3	10	20	20	60	200
3) Functionality : meets service delivery and service user requirements and delivers quality places	1	2	10	20	20	40	200
4) Achievable : will meet statutory responsibility on school places	10	2	10	10	100	20	100
Total				100%	470	595	825

4. Option Recommended	<p>Which option, from those listed in the Options Appraisal Records above, is recommended and the key reasons for this decision.</p> <p>Option 3 to build new and remodel existing accommodation in order to expand existing school sites to meet BCC basic need of additional special, primary and secondary places.</p> <p>Reasons :</p> <ul style="list-style-type: none"> Best use of Government Grant available Will allow schools to meet requirements for additional places Can be delivered within time scales using CWM Framework Will meet BCC statutory obligations and provide a local place for local children.
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5. Capital Costs & Funding	Voyager Code	Financial Year 2017/18	Financial Year 2018/19	Totals
<u>Expenditure</u>				
Development Funding to proceed to Full Business Case	CA-1903-02-1 1BA0 2AA	£1,500,000	£1,500,000	£3,000,000
Implementation Cost			£27,635,000	£27,635,000
Totals		£1,500,000	£29,135,000	£30,635,000
<u>Funding</u>				
Costs Funded by: DfE Basic Need Grant		£1,500,000	£29,350,000	£30,635,000
Totals		£1,500,000	£29,350,000	£30,635,000

6. Project Development Requirements/Information			
Products required to produce Full Business Case	<p>The work includes:</p> <ul style="list-style-type: none"> • Selection of school • A range of detailed surveys, many of which are intrusive • Extensive feasibility work in preparing and agreeing schemes with the Client and each school end user • Scheme design and specification by all disciplines to a stage where Planning and Building Regulations applications can be submitted including payment of their fees • Detailed design • Specification, • Project planning • Procurement to a stage where contracts can be entered into and the scheme built. 		
Estimated time to complete project development	Up to 3 months to complete all programmes to stage D design and obtain target costs for schemes. FBC's will then be provided for final programme.		
Estimated cost to complete project development	Development of proposals to FBC/Contract Award stage by EdSI and Acivico are estimated at £3,000,000. These costs will be incurred in progressing each scheme to stage D after which contracts can be entered into and construction can begin.		
Funding of development costs	DfE Basic Need Grant		
Planned FBC date	August 2017 onwards	Planned date for Technical Completion	September 2017 onwards

Background

After a period of increasing birth rate, we are now due to see three years of birth rate decline. We expect demand for places in Reception to reduce from 2017 onwards.

More children are joining our schools during each year. Increasing numbers of families choose to re-locate to Birmingham. We call this cohort growth. Cohort growth remains on an upward trend.

The housing demands for Birmingham have also significantly increased, with an additional 80,000 homes required by 2031. Housing development plans are shared regularly and integrated within pupil place forecasting with greater alignment in order to ensure that education requirements are prioritised within Section 106 contributions and proposed Community Infrastructure Levy arrangements. Given the pressure on school places, the Council is taking a consistent stance with all developers that additional places generated from housing growth will require additional school places across both mainstream and special school provision.

Primary Provision

The Local Authority's Additional Primary Places programme has successfully met the demand for increased places in Reception without creating oversupply. There is a risk of oversupply as birth rates decline. However, the spaces created may be helpful to meet increased demand from cohort growth.

Cohort growth - There was a net increase of over 1000 new pupils (YR-Y6) joining Birmingham's primary schools over the period Oct 2015 - May 2016. Our challenge is to continue to monitor demand of in year places and prioritise sufficient supply is available.

The Pupil Place Planning Team is working to create a flexible estate to cope with future changes in growth and the approach to meet Basic Need requirements will be delivered through a combination of:

- Maximum utilisation of existing space
- Refurbishment and/or new-build projects supported by Basic Need grant
- Free schools and academy expansion projects funded directly through the Education Funding Agency

The criteria used for identifying schools for potential expansion is based on:

- Location
- Site and Buildability
- Management capability / Standards
- Popularity
- Impact on neighbouring schools

Clearly, it is important to provide the additional places in the areas where they are needed. Therefore, the starting point for the selection of Stage 5 schools is an analysis of projected demand on an area by area basis. Whilst it is possible to identify the schools best positioned to be permanently/temporarily expanded, other factors are also very important. Data from the Asset Management database is extracted to identify which schools have the physical capacity to be permanently/temporarily expanded. Another factor considered is

whether the schools identified for expansion are popular with local parents: the local authority has a duty to meet parental preference, to the maximum extent where possible. Information on parental preferences is supplied by the Admissions and Appeals team. We work with Birmingham Education Partnership (BEP), our school improvement partners, to ensure the school has the leadership capacity to cope with the additional pupils, maintain school standards and the ability to manage change.

Special Provision

The City has 27 special schools and 45 resource bases within mainstream schools. Sufficiency in the special schools estate is a priority within the Basic Need Strategy to create new places and to identify permanent solutions to short term measures implemented to ensure sufficient places thus preventing vulnerable pupils being out of school.

Birmingham is a young city and is getting younger: in the 12 years from 2000 to 2012 the number of children born in Birmingham increased by 25%. The SEND population is predicted to increase by approximately 10% in line with population growth by 2021. This translates into a likely additional 800 – 1,000 young people with SEND Statements or Education Health and Care Plans. We have recently carried the sufficiency of our special school estate, which highlights that it is at full capacity.

The increase in births has, in the main, been concentrated in areas which are already experiencing high pressure for school places due to the levels of newly arrived residents and the limited dispersion of immigrant communities into other areas; however, this pattern is now beginning to have an impact on other areas. The need for additional SEN places has grown at a higher rate than core need, and this has been evidenced in Birmingham's 2013 Joint Strategic Needs Analysis (SEN).

These schemes have to be delivered to ensure that there will be sufficient SEN school places in the city for the Council to meet its statutory obligation to provide all children with a school place. The schools chosen for expansion will be able to provide appropriate educational provision to meet the specific identified needs of children with SEN who are in need of places. Geographical location and parental preference has also been considered in relation to need.

Secondary Provision

The demand for Secondary school places is beginning a period of sustained growth until at least 2023 and beyond. Although there may be some hotspot areas where we will look to create additional Year 7 capacity, places are likely to be met mainly from within existing supply for September 2017 entry year requirements. Work is underway to identify what additional capacity is required for Sept 2018 requirements, which on the whole will be met through utilising existing capacity or expanding existing schools.

Cohort growth - There is an emerging upward trend of cohort growth now appearing in our Secondary age year groups. A net increase of nearly 400 new pupils (Year 7 - 9) joining secondary provision over the period Oct 2015 - May 2016. Early information indicates that this is set to be exceeded and reactive measures, such as flexible bulges, where a number of schools take a small number of additional pupils each, may be required to add additional capacity across Year 8 – 9 in hot spot areas.

Birmingham City Council's Statutory Obligation

The purpose of expanding schools is to enable Birmingham City Council to meet its statutory obligation under the Education Act 1996 to provide a school place to all of its school-age resident children. The consequences of the City Council not meeting this duty are serious

and would involve considerable financial costs, as well as increased safeguarding risk for children and young people.

Were the additional places not to be delivered, there would be insufficient school provision from September 2017 and 2018 onwards and the implications would be:

- Where it is considered that the Authority is in breach of its legal duty to secure sufficient school places, affected persons (e.g. parents) could pursue Judicial Review proceedings in the High Court. Apart from the cost implications of the Court ordering the Authority to comply with the law, the Authority would normally have to pay the legal costs of the parents as well as its own legal costs.
- Complaints to the Local Government Ombudsman. The Ombudsman might recommend payments to be made to parents who complain (in recognition of injustice suffered) if their child does not have a school place due to maladministration by the Authority.
- The Secretary of State under section 497A of the Education Act 1996 has wide powers to secure proper performance of the Authority's education functions which include the duty to secure sufficient school places.
- Parents can appeal to Independent Admission Appeal Panels if the admissions authority refuses a child admission to a school. If the shortage of places leads to Independent Appeal Panels upholding more appeals, this could lead to already oversubscribed schools having to admit even more pupils.
- Parents can exercise their right to complain to the Local Authority.

Sufficiency Requirements

The tables below shows the predicted level of demand by District for school places from September 2017 onwards.

In order to identify specific schools it is proposed that the Council will:

- i) Share requirements for additional places regularly with all school partners
- ii) Invite Academies and Free Schools to share and co-ordinate their expansion intentions so that requirements can be modified to factor in new provision
- iii) Invite schools and education providers to express interest in expanding their provision in order to identify optimum solutions to meeting Basic Need and, where necessary, identify projects for Basic Need capital investment
- iv) Ask schools to work with the Local Authority to identify additional funding streams and alternative funding models to meet Basic Need.

Additional Requirements from September 2017 Onwards

The tables below represent the number of places required going forward according to the current forecast. It will depend upon solutions as to how much of this need will require capital expenditure in Stage 5.

Additional Primary Places (APP)

Year	Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2017/18	6 FE	6 FE	5 FE	5 FE	5 FE	5 FE	3 FE	35 FE
2018/19	-	-						23 FE
2019/20	-	-	-					23 FE
Areas of local pressure may arise requiring some flexibility that could be accommodated across a number of schools.								

More detailed information can be found in the Education Sufficiency Requirements document.

Additional Secondary Places

	Additional Y7 Places Required	Additional FE	Cumulative FE
2017	461	15	15
2018	601	20	35
2019	655	22	57
2020	53	2	59
2021	-80	-3	56
2022	636	21	78
TOTAL	2326	78	-
Areas of local pressure may arise requiring some flexibility that could be accommodated across a number of schools.			

More detailed information can be found in the Education Sufficiency Requirements document.

Special School Additional Places (SSAP)

SSAP 2017	Forecast of 100 pupils with SEND as a result of population growth.	We forecast an increase of 100 additional pupils from 3825 to 3925 in C&L, ASC and SEMH areas of need across all key stages.
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Risk Assessment

Risk	Likelihood of risk	Severity of risk	Effect	Solution
Stakeholders do not consider School Travel Plans and transportation issues prior to consultation.	Low	High	Increased residents, and parental concerns over parking issues	Review school travel plans in partnership with transportation prior to local consultation in order to mitigate possible objections.
Stakeholders/ Governors do not engage in project or sign up to the solution	Low	Medium	Design and delivery could be delayed	The Design Team will ensure regular meetings and consultation with stakeholders and Governors
Free Schools and Academies	Medium	Medium	Impact on school place planning and pupil places possibly leading to delay in confirming BCC's preferred options. Risk of over-provision	Liaise closely with Free School Providers and Academies when planning the provision of Additional Primary Pupil Places
Building costs escalate	Medium	Medium	The cost of the buildings would be more than the funding available	The Design Team will closely monitor the schedule of works and build costs. Cost schedules include contingency sums. Any increase in costs will need to be met through value re-engineering to ensure projected spend remains within the overall allocation. Any change in the scope of the works to address changing pupil requirements will be brought to the Project Board, and the relevant decision maker as appropriate, for approval. Any outstanding maintenance works will be reviewed with the Capital Maintenance team and where agreed a priority, capital maintenance grant funding provided. Surveys will be carried out early to identify and mitigate any abnormal costs.
Building works fall behind	Medium	Medium	Deadlines not met	The Design Team will closely monitor schemes on site and liaise with Contractor Partners to identify action required.
BCC faced with	Low	Low	Increased pressure on	Individual Schools will meet

increasing revenue costs			the revenue budget	all revenue costs and day to day repair and maintenance of additional space from their delegated budget share
Problems with contract procurement process	Low	Low	Funding not spent in financial year allocated. Delay in project commencement/delivery	Work closely with Partners to ensure compliance with City Council standing orders.
BCC does not commit to maintain extension owned by them in the long term	Low	Medium	Building would deteriorate more quickly than if properly maintained	Revenue costs and day to day repair and maintenance of the assets will be met from school budget share via an increase in the formulaic Dedicated Schools Grant. Use of schools Governments devolved capital grant for major maintenance.

PROJECT DEFINITION DOCUMENT (PDD)			
1. General Information			
Directorate	People	Portfolio/Committee	Children's Services
Project Title	School Condition Programme 2017-18	Project Code	CA-02073-02-2
Project Description	<p>Department for Education (DfE) annual School Condition Allocation grant funding is awarded to the Local Authority (LA) for the purposes of addressing maintenance issues across the LA maintained schools estate only. Voluntary Aided schools receive their maintenance funding through a different grant funding scheme and Academies are funded directly by the Education Funding Agency.</p> <p>The Birmingham Education Development Plan 2015 - 2020 sets out the strategy for maintenance and sustainability of our school estate.</p> <p>An annual School Condition allocation of £12.3m was awarded by DfE for the year 2016/17. It is estimated that £11.9m will be received in 2017/18 based upon the 2016/17 allocation adjusted for academy conversions.</p> <p>The School Condition Programme aims to address key priority condition items across all Local Authority Maintained schools by allocating the available School Condition grant funding to address highest priority condition need.</p> <p>This report sets out the proposed school condition grant spend for 2017-18 (Stage 5) programme together with Priority School Building Programme phase 2 schemes that are being delivered "locally" by BCC. It also covers the replacement of structurally failing school buildings funded from a combination of school condition grant and capital receipts.</p> <p>The key criterion for prioritisation of planned and unscheduled maintenance projects is to ensure continuity of education in a safe environment. This criterion also applies to projects considered under the dual funding initiative. In essence, we will prioritise</p> <ul style="list-style-type: none"> i) condition issues that are most likely to lead to school closures ii) condition issues that pose Health and Safety risks iii) condition issues that must be addressed in order to fulfil statutory compliance obligations. <p>There is a substantial gap between the funding available and the condition need across the estate. Expectations of schools and stakeholders will therefore need to be managed due to the ongoing shortfall of funding against condition need.</p>		

<p>Links to Service and Corporate Outcomes</p>	<p>In addition to a direct School Condition Grant to the Local Authority, the Education Funding Agency allocates individual devolved formula capital funds to every school. The Local Authority cannot control how this funding is spent.</p> <p>However, the dual funding initiative provides schools with the opportunity to apply for additional funding to address key building related priorities. Following the successful programme delivered between 2013 and 2016, where £4.7m of school contributions was added to £5.5m of School condition Grant through this initiative to deliver £10.2m worth of projects, it is proposed that the initiative is continued in 2017-18. This will encourage schools to direct the spending of their devolved formula capital to address condition priorities and will thereby increase the level of investment into the condition of our school buildings.</p> <p>There will also be a continued emphasis on maximising schools' contributions to planned and emergency capital maintenance works, particularly where they are holding surplus balances or where the ongoing burden on the school of patch and repair can be reduced by a jointly funded project to address the root cause of the condition issue.</p> <p>The key work streams in the School Condition Programme, described in more detail in the project deliverables can be summarised as:</p> <ul style="list-style-type: none"> i) Centrally Managed Planned School Condition Programme (condition issues most likely to lead to school closure) – £4m ii) Dual Funding initiative – £1m iii) Emergency unscheduled repairs to prevent school closures – £2m iv) Priority School Building Programme phase 2 – Kings Norton Boys School – £TBC v) Structural failures – West Heath Primary School and Meadows Primary School – £11m <p>Projects have been developed and delivered to maximise alignment with local priorities, in particular to impact on developing skills, employment opportunities, public health and community cohesion. Works will contribute to the Council Business Plan and Budget 2017+, particularly A Prosperous City, by ensuring the provision of school places enabling children to benefit from education through investment at a neighbourhood school. All contractors selected to deliver City-wide School condition projects (including school led programmes over £1m) will be required to sign up to the principles of the Birmingham Business Charter for Social Responsibility (BBC4SR) prior to works orders being placed.</p>
<p>Project Benefits</p>	<p>The benefits of the programme will be: -</p> <p style="text-align: center;">Page 180 of 288</p> <ul style="list-style-type: none"> i) reduction in school closures linked to asset failure

	<ul style="list-style-type: none"> ii) minimal disruption to educational continuity by scheduling works during school holidays iii) increased amount of investment into the backlog maintenance and priority condition need by leveraging greater investment from schools in joint funded projects iv) fair and transparent allocation of maintenance funding according to need <p>The Programme will:</p> <ul style="list-style-type: none"> ▪ increase the number of key priority building repairs, maintenance, and improvements that are carried out to address backlog maintenance and condition issues across the Local Authority maintained schools estate. ▪ ensure that we are able to respond to unscheduled building emergencies so to minimise health and safety risks and prevent school closures.
Project Deliverables	<p>Workstream 1: Centrally Managed Planned School Condition Programme – £4m</p> <p>This will be a planned programme of maintenance projects addressing priority condition need centrally managed by EdSI.</p> <p>2008/9 condition surveys of all Birmingham schools identified a total of £370m priority 1 – 3 condition need, of which c. £185m sits across the LA maintained schools. Any of this condition need not addressed to date will by now have become priority 1 condition need.</p> <p>Priority condition need across the education estate outweighs the funding available to address condition need. Projects will therefore be prioritised where the condition need has the greatest risk of leading to school closure; this translates into projects which for the most part will address roofing, heating, electrical, windows and structural conditions. There will be an emphasis on influencing schools to allocate their devolved formula capital and school surplus budgets to support addressing priority condition need in order to meet the affordability gap on maintaining the schools' estate.</p> <p>Works will be prioritised according to severity and likelihood of school closure / health and safety risk. This will be evaluated by Acivico and the Education and Skills Infrastructure (EdSI) team. The EdSI Asset Management Team in collaboration with Acivico have drawn up a schedule of works that are essential for 2017/18 based on recent Asset Surveys or school visits. This list provides a schedule of essential capital maintenance. The estimated target cost is £4m (costs and feasibility of delivery during 2017/18 are both still subject to review).</p> <p>All projects will be further developed to Full Business Case stage. The decision maker will be dependent upon value. As the majority of these works are below £200k they will be approved under Head of Service or Chief Officer delegation.</p>

£1.1m has been allocated to resource capital expenditure incurred by schools from their delegated budgets in order to release revenue resource to part fund the forecast International School deficit upon academy conversion.

Procurement:

The identified works under the Centrally Managed School Condition Programme will be carried out using approved contractor framework partners who will be project managed by Acivico. Project implementation will be fully compliant with planning approval and building regulations as required. Officers from the EdSI Asset Management team will oversee the delivery to ensure that schemes are programmed with minimum disruption to schools. Both the EdSI Asset Management team and Acivico have extensive experience of delivering school condition projects in schools.

Programme:

It is critical that all major works are planned to be carried out during school holidays where possible. It is anticipated that projects identified for the 2017/18 programme will in large part be completed by April 2018. However, in some cases, works may be delayed but in any case efforts will be made for these to be completed as soon as practically possible.

Workstream 2: Emergency Unscheduled Repairs – £2m

Annually, the EdSI Asset Management Team responds to a significant number of incidents that are unscheduled emergency repairs, for example where boilers fail and schools have to shut due to lack of heating, fire, flood and structural failures.

However, there are clearly a number of unknowns regarding the volume of work that will be required, particularly if the planned condition need programme reduces the number of unscheduled repairs or if there are especially severe weather conditions that increase the number of emergencies. Therefore, any emergency monies not allocated by March 2018 may be re-directed to priority condition need identified on a reserve list of condition projects to be carried out in 2018/19.

All projects will be further developed to Full Business Case stage. Approval was given by Cabinet in 2015 to increase the delegated authority of the Service Director for emergency reactive maintenance projects to the value of £500k in order to prevent school closures in emergency situations, such as heating failure in winter, where it is imperative to get the heating working and the school reopened without delay.

Workstream 3: Dual Funded Programme – £1m

Many schools demonstrate increasing experience in delivering their own maintenance schemes and there is a high demand

from schools for greater autonomy to directly procure and manage school condition works. Schools that demonstrate experience and capacity in delivering their own capital schemes, and agree to part fund the works as part of the dual funding arrangement approved by Cabinet in March 2014, will be able to submit a dual funding application.

The criteria for qualifying projects is aligned with centrally managed projects and will focus on issues which are likely to lead to school closure if not addressed. The dual funding programme will also consider projects which will address major health and safety, safeguarding or compliance related issues.

All projects will be further developed to Full Business Case stage. The decision maker will be dependent upon value. As the majority of these works are below £200k they will be approved under Head of Service or Chief Officer delegation.

Schools will be required to sign up Conditions of Grant Aid (CoGA) and for schemes over £1m their appointed contractor to sign up to the Birmingham Business Charter for Social Responsibility (BBC4SR).

Workstream 4: Priority School Building Programme phase 2 - £TBC

The Priority School Building Programme seeks to address the school buildings in the worst condition and has previously been delivered centrally by the Education Funding Agency (EFA). However, in phase 2 some of the school buildings are being delivered locally by the local authority. To date BCC has been asked to deliver Kings Norton Boys School. The capital cost will be funded directly by central Government using DfE's Capital Grant. The amount of funding and when this will be allocated has not yet been advised by the EFA. This will be advised as the project is developed to a Full Business Case.

The capital cost will be funded directly by central Government using DfE's Capital Grant. Consequential revenue costs and day to day repair and maintenance of the assets are the responsibility of the school and will be funded from their delegated school budget grant.

Whilst PSBP2 does include funding for certain fixed furniture, fittings and equipment and for ICT network infrastructure, it does not include any funding for loose furniture and equipment (including ICT equipment). As such the school will be expected to re-use as much of its existing furniture and equipment as it considers necessary in the new building and to make up any deficit for itself.

The Local Authority, as landowner, is expected to pick up costs with regard to ground contamination and for works outside the site boundary e.g. Section 278 highway works, which are unknown and un-quantified at this stage. Any such costs will

have to be funded from the Council's School Condition Allocation.

The works will be carried out using approved contractor framework partners and will be project managed by Acivico and will be fully compliant with planning and building regulation approval. Officers from EdSI will oversee the delivery to ensure that schemes are programmed with minimum disruption to schools. Both EdSI and Acivico have extensive experience of delivering projects in schools.

Workstream 5: Replacement of Structurally Failed Buildings

Structural investigations have identified school buildings with major structural issues that are beyond economic repair and in order to mitigate any potential health and safety risks the buildings need to be vacated and demolished.

To date a number of school buildings have been identified - Goodway Nursery has been demolished and is being replaced under the Stage 4 Emergencies workstream. West Heath Primary School and Meadows Primary School are to be replaced under Stage 5 of the School Capital Programme.

There is an ongoing investigation of other school buildings with similar construction types and potential structural issues and if any further structural failing buildings are found they will have to be addressed in a similar manner.

The works will be carried out using approved contractor framework partners and will be project managed by Acivico and will be fully compliant with planning and building regulation approval. Officers from EdSI will oversee the delivery to ensure that schemes are programmed with minimum disruption to schools. Both EdSI and Acivico have extensive experience of delivering projects in schools.

Future Governance and reporting back

An annual report will be presented to Cabinet updating on progress/delivery/outcomes and to seek approval for future stages.

Key Project Milestones	Planned Delivery Dates
Cabinet Approval for the PDD	18 April 2017
FBC Approvals	1 May 2017 onwards
Project works order to be issued	1 May 2017 onwards
Works to commence on site	From May 2017
Programme completion	31 st March 2018
Post Implementation Review	April 2018

Dependencies on other projects or activities	<ul style="list-style-type: none"> • Asset Surveys • Statutory compliance requirements • Emergency repairs identified by Acivico surveyors
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	<ul style="list-style-type: none"> Placing orders with contractors Supply chain activities i.e. manufacture and ordering i.e. boilers, windows etc., including batching of projects to achieve economies of scale. School term time activities and the imperative to preserve educational continuity Planning and Building Regulation approval, where applicable
Achievability	<ul style="list-style-type: none"> Scope of programme is identified Programme and costs have been developed where possible Funding strategy is in place Client liaison between EdSI and Acivico is taking place weekly to ensure work is instructed, monitored and delivered to cost and on time Project officers from the EdSI Asset Management team will oversee the delivery of the projects in consultation with key stakeholders i.e. surveyors, contractors, schools, quantity surveyors and other property professionals. The team is extremely experienced in managing school based school condition projects.
Project Manager	Mike Khanekhah, Lead Officer Education Asset Management 0121 303 3767 Mike_Khanekhah@birmingham.gov.uk
Project Accountant	David England, Contract Manager, Quantity Surveyor 0121 303 1348 David.England@birmingham.gov.uk
Project Sponsor	Jaswinder Didiyally, Head of Education and Skills Infrastructure 0121 675 0228 jaswinder.didiyally@birmingham.gov.uk
Proposed Project Board Members	Jaswinder Didiyally, Head of Education and Skills Infrastructure 0121 464 3423 Jaswinder.didiyally@birmingham.gov.uk Mike Khanekhah, Lead Officer Education Asset Management 0121 303 3767 Mike_Khanekhah@birmingham.gov.uk Anil Nayyar Head of City Finance CYPF 0121 675 3570 anil.nayyar@birmingham.gov.uk

Head of City Finance (HoCF)	Anil Nayyar	Date of HoCF Approval	
<i>Other Mandatory Information</i>			
Has project budget been set up on Voyager?			yes
Issues and Risks updated <i>(Please attach a copy to the PDD and on Voyager)</i>			yes

2. Options Appraisal Records

Option 1	Limiting any school condition spend to emergency repairs only and delivering no planned priority condition need maintenance programme
Information Considered	<ul style="list-style-type: none"> Condition surveys Structural reports Statutory compliance reports Reported issues by schools Asset Management and Capital Maintenance strategy

	<ul style="list-style-type: none"> • BCC and People's directorate business and service priorities • Available budget - DfE allocation for funding, carry forward • Basic need requirements
Pros and Cons of Option	<p>What were the advantages/positive aspects of this option?</p> <p>It is possible that basic need requirements in future years will exceed annual basic need grant funding and the city will therefore struggle to provide sufficient school places for all young people. It could be argued that only the very bare minimum should be spent on maintenance of school buildings in order to mitigate the risk of a future shortfall in funding for basic need.</p> <p>What are the Disadvantages/negative aspects of this option?</p> <ul style="list-style-type: none"> ▪ By limiting all repairs to emergencies only, the backlog maintenance issues would escalate across the estate. Not taking actions to address priority condition items has the potential of serious health and safety risks for staff and pupils in schools. ▪ There is an increasing gap between those schools that have received major capital investment (Building Schools for the future, the 2 major PFI programmes and the Priority School Building Programme) and those that are struggling with inadequate facilities and deteriorating buildings. ▪ Increasing sums are spent on relentless patch and repair due to lack of funding to rectify condition issues and this does not deliver value for money from the public purse ▪ Increasing numbers of young people are exposed to unsafe and unsuitable learning environments with the associated impact on their achievement and engagement in education. ▪ Adopting an approach based on emergency repairs only will mean that less value is achieved from the maintenance funds available and schools will continue to feel let down in addressing fundamental condition issues that they are encountering ▪ There will be an increasing risk of school closure / health and safety issues resulting from asset failure. ▪ Many Local Authority Maintained Schools will face increasing challenges coping with inadequate buildings while endeavouring to deliver outstanding education outcomes for all young people. ▪ In the context of direct funding for academies to address maintenance issues, there will be an increased incentive for schools to convert to academy status to access funding for condition priorities
People Consulted	Schools, surveyors and other property

	professionals/Acivico
Recommendation	REJECT
Principal Reason for Decision	An emergency repairs only strategy is inadequate for the Local Authority to fulfil its duty to maintain our schools and provide a safe learning environment for all our pupils and staff.
Option 2	Take action as set out in this report and its supporting project schedules
Information Considered	<p>What information was considered in making the decision:</p> <ul style="list-style-type: none"> • Condition surveys • Structural reports • Statutory compliance reports • Reported issues by schools • Asset Management and Capital Maintenance strategy • BCC and People's directorate business and service priorities • Available budget - DfE allocation for funding, carry forward
Pros and Cons of Option	<p>What were the advantages/positive aspects of this option?</p> <ul style="list-style-type: none"> • Meeting the councils statutory duty to maintain its schools • Keeping schools open • Reducing health and safety risks and potential injuries • Meeting statutory compliance requirements • Addressing key condition priorities i.e. essential building repair and maintenance • Provides a balanced approach to planned and emergency repairs • Reducing the number of unplanned /emergency repair requirements <p>What are the Disadvantages/negative aspects of this option?</p> <ul style="list-style-type: none"> •
People Consulted	Schools, surveyors and other property professionals/Acivico
Recommendation	Proceed
Principal Reason for Decision	To maximise the impact of the Local Authority in delivering our statutory duty to maintain our schools and provide a safe learning environment for our pupils and staff

3. Summary of Options Appraisal – Price/Quality Matrix					
Ratings from 1 (lowest) – 10 (highest)	Options		Weighting	Weighted Score	
Criteria	1	2		1	2
Total Capital Cost	10	8	25%	250	200
Quality Evaluation Criteria					
1) Programme allows maximum use of school	10	8	20%	20	200

holidays to minimise disruption						
2) Effectiveness: allows the council to maintain its schools and address the highest priority conditions needs	1	9	25%	25	225	
3) Functionality : it meets service delivery and user requirements	1	10	10%	10	100	
4) Achievable : compliance with requirement to maintain schools and provide a safe learning environment	1	10	20%	20	200	
Total				325	925	

4. Option Recommended	<p>Which option, from those listed in the Options Appraisal Records above, is recommended and the key reasons for this decision.</p> <p>Option 2 - this will enable the LA to maximise the impact of the School Condition Programme in improving outcomes for young people and through maintaining our schools and provide a safe learning environment for our pupils and staff</p>
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5. Capital Costs and Funding	Voyager Code	Financial Year 2017/18	Financial Year 2018/19	Totals
Expenditure:				
Planned Priority School Condition Projects	CA-02073-02-1	£4,000k	-	£4,000k
Unscheduled emergency repairs / school closure prevention		£2,000k	-	£2,000k
Dual Funding		£1,000k	-	£1,000k
Structural Failures		£1,487k	£9,513k	£11,000k
Totals		£8,487k	£9,513k	£18,000k
Funding:				
Department for Education(DfE) School condition Allocation for 2016-17		£2,064k		£2,064k
Department for Education(DfE) School condition Allocation for 2017-18		£6,423k	£5,477k	£11,900k
Department for Education(DfE) School condition Allocation for 2018-19			£4,036k	£4,036k
TOTAL		£8,487k	£9,513k	£18,000k
Revenue Consequences All revenue costs will be met by schools via the formulaic Direct Schools Grant.				

6. Project Development Requirements/Information	
Products required to	The work includes:

produce Full Business Case	<ul style="list-style-type: none"> • Detailed surveys, some of which are intrusive; • Feasibility work in preparing and agreeing schemes with EdSI and the school; • Scheme design and specification including where required submitting Planning and Building Regulations applications including payment of their fees; • Detailed design and Specification; • Project and programme planning; and • Procurement to a stage where orders can be placed and the work carried out.
Estimated time to complete project development	Up to 6 weeks to obtain target costs for schemes. Approval will be dependent upon value. As the majority of these works are below £200k they will be approved under Head of Service or Chief Officer delegation.
Estimated cost to complete project development	Any Individual project development costs are contained within the overall indicative capital allocations.
Funding of development costs	DfE School Condition Allocation

8. RISK REGISTER

Risk / opportunity information			Counter Measures		
No.	Description of Risk / Opportunity and Risk / Opportunity owner	Inherent Risk (Likelihood/ Impact)	Description of current controls / mitigation in place and date when controls were last reviewed and reported upon	Residual Risk (Likelihood/ Impact)	Further controls proposed, and date for implementation
1	<p>Young people unable to attend school due to closure as a result of asset failure</p> <p>Risk / Opportunity owner: Head of Education and Skills Infrastructure</p>	Significant /High	<p>There is an on-going risk around backlog maintenance which may result in asset failure and school closure. Condition surveys from 2008 identify c £185m priority condition need across the current local Authority maintained schools.</p> <p>The planned and dual funding programme for 2017-18 will help to reduce the risk of asset failure and school closure by addressing key condition priorities within the available funding.</p> <p>EdSI Asset Management team continue to respond to emergency failures and minimise disruption to learning by offering a rapid response to avoid prolonged school closures.</p>	Medium / Medium	<p>Asset surveys currently underway, with many Completed, which will inform future prioritisation and maintenance planning.</p> <p>Improved record keeping with Acivico when works are completed, including update of data held on the Asset database,</p>
2	Quantum of emergency unscheduled repairs exceeds the £2m funding allocation within the proposal	Medium / Medium	Funding will be diverted from other workstreams in the programme in order to meet any major emergencies should additional funding over and above £2m be required.	Low/ Low	Monthly monitoring of emergencies expenditure.

Risk / opportunity information			Counter Measures		
No.	Description of Risk / Opportunity and Risk / Opportunity owner	Inherent Risk (Likelihood/ Impact)	Description of current controls / mitigation in place and date when controls were last reviewed and reported upon	Residual Risk (Likelihood/ Impact)	Further controls proposed, and date for implementation
3	Risk of insufficient funding for 2017-18 in particular resulting from reduction in DfE grant allocation due to schools converting to academies.	Significant /High	Monitor the number of proposed and planned academy conversions and modify 2017-18 spend and programme accordingly.	Medium/ Medium	To closely monitor spend throughout the programme period in order to avoid over commitment and remain within available funding.
4	Insufficient progress made in addressing condition need across the school estate as a result of failing to deliver projects to time and cost and/or failure to secure best value	Medium/ Medium	Implementation and review of contractor/consultant frameworks, public private partnerships and monitoring through key performance indicators and benchmarks. 1 monitoring through key performance indicators being developed corporately and 2 benchmark against similar clients and against DfE cost targets.	Low/ Low	Whilst Acivico maintains KPI information, we continue to engage in dialogue with similar LA's regarding data analysis and comparison Technical support is engaged with the Education & Skills Infrastructure team, including QS support, to respond to school and directorate concerns re value for money.

Risk / opportunity information			Counter Measures		
No.	Description of Risk / Opportunity and Risk / Opportunity owner	Inherent Risk (Likelihood/ Impact)	Description of current controls / mitigation in place and date when controls were last reviewed and reported upon	Residual Risk (Likelihood/ Impact)	Further controls proposed, and date for implementation
5	Programme controls are not in place to monitor spend and delivery of projects or to manage financial elements in particular related to dual / match funded projects. Failure to invoice schools could lead to overspend.	Medium / High	Weekly client liaison meetings with Acivico will monitor costs of each project and there will be strict controls on approvals for any spend over agreed costs. Dual funding programme is subject to strict conditions set out in the grant agreement and funding will not be released until all conditions are met.	Low / Low	Monthly monitoring Reports and feedback from education finance colleagues. Monthly Acivico strategic Partnership board meetings will allow for feedback on any issues monitoring and controlling costs of agreed works.
6	Education outcomes compromised by crumbling infrastructure and its impact on learning	Medium / High	Implementation of a planned preventative maintenance programme focusing on priority condition need is proposed for 2017/18 to begin to address backlog maintenance. Impact will be monitored through monthly analysis of no. of days learning lost due to asset failure. Uncertainty of future funding and LA obligations in relation to the academies agenda add to a level of uncertainty about how the condition need will be equitably addressed across the estate.	Medium / Medium	Future priorities and programme will be informed by updated Asset Surveys.

Report to:	Cabinet
Report of:	Director of Public Health and Interim Corporate Director, Children and Young People
Date of Decision:	18th April 2017
SUBJECT:	CONTRACT AWARD FOR EARLY YEARS HEALTH & WELLBEING SERVICE (C0208)
Key Decision: Yes	Relevant Forward Plan Ref: N/A
If not in the Forward Plan: (please "X" box)	Chief Executive approved <input checked="" type="checkbox"/> O&S Chairman approved <input checked="" type="checkbox"/>
Relevant Cabinet Member(s) or Relevant Executive Member:	Cllr Majid Mahmood - Value for Money & Efficiency Cllr Paulette Hamilton - Health and Social Care Cllr Brigid Jones – Children, Families & Schools
Relevant O&S Chairman:	Cllr Mohammed Aikhlaq- Corporate Resources & Governance Cllr John Cotton – Health, Wellbeing and the Environment Cllr Susan Barnett – Schools, Children & Families
Wards affected:	All

1. Purpose of report:
<p>1.1 To provide details of the outcome of the procurement process undertaken for the Early Years Health and Wellbeing Service. The Private Report makes the recommendation for the award of the contract, some potential interim contract extensions and consultation.</p> <p>1.2 To advise that, upon completion of the statutory consultation process, a report will be submitted to the relevant Cabinet Members, in order to obtain approval of the Children's Centre service that will be offered by the provider at the start of the contract.</p> <p>1.3 This matter was not included in the Forward Plan because it has been confirmed following consultation with the relevant Cabinet Members that despite a delegation being in place for the Contract Award to be signed at a Cabinet Member/Chief Officer level it is desirable for the report to be considered by Cabinet given the significance of the award and its relevance to all families with children under 5 living in Birmingham. Appropriate Overview and Scrutiny Chairs have agreed to Cabinet considering this report.</p>

2. Decision(s) recommended:
That Cabinet
2.1 Notes the contents of this report on the procurement process and the proposed mobilisation process.

Lead Contact Officer(s):	Pip Mayo - Head of Service, Commissioning Centre of Excellence
Telephone No:	0121 303 1022
E-mail address:	pip.mayo@birmingham.gov.uk
Lead Contact Officer(s):	John Denley – Assistant Director, Commissioning Centre of Excellence
Telephone No:	0121 303 6136
E-mail address:	john.denley@birmingham.gov.uk

<p>3. Consultation</p> <p>3.1 <u>Internal</u></p> <p>3.1.1 The Early Years Commissioning Project Board has approved the recommendation.</p> <p>3.1.2 The Director of Public Health and the Interim Corporate Director Children & Young People have been consulted and support the recommendation.</p> <p>3.1.2 Officers from City Finance, Legal & Democratic Services, Human Resources and Corporate Procurement Services have also been involved in the production of this report.</p> <p>3.1.3 The contents of this report have been shared with the unions. For reasons for commercial confidence, the full tender documents, the detail of the recommended provider and the private report have not been shared with the unions. The unions have requested that full and meaningful consultation be conducted throughout the period of contract mobilisation.</p> <p>3.2 <u>External</u></p> <p>3.2.1 Birmingham South and Central Clinical Commissioning Group who commission Midwifery Services have been consulted and are in support of the recommendation</p>	<p>4. Compliance Issues:</p> <p>4.1 <u>Are the recommended decisions consistent with the Council's policies, plans and strategies?</u></p> <p>4.1.1 The top priority highlighted in the Council's Vision for 2020 in its Safety and opportunity for all children is 'Every child having a fantastic childhood and the best preparation for adult life'. Children will benefit from an integrated early years and health service, and be well prepared to start formal education.</p> <p>4.1.2 This Contract Award is in line with the Council's Financial Plan 2017+ and will deliver considerable savings on the current service through a remodelling, by integrating the Health Visitor and Children Centre services.</p> <p>4.1.3 In order to discharge the Council's duty under the Public Services (Social Value) Act 2012 and the Council's Social Value Policy the tenderers have been required to demonstrate how their performance under the proposed contract will comply with the principles through the development and submission of an action plan set out in the Birmingham Charter for Social Responsibility. The organisation recommended to receive the contract award has confirmed their commitment to paying 100% of employees the Living Wage. This commitment will extend to all partners working within the supply chain. A range of employment opportunities to include apprenticeships, volunteering opportunities and student placements have also been set out within the tender submission which will be realised via the contract award.</p> <p>4.2 <u>Financial Implications</u></p>
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- 4.2.1 The proposed contract will be for an initial period of five years commencing on 1st September 2017 with an option to extend for up to a further two years dependent upon satisfactory performance. Proposed expenditure, and other financial and risk details are contained within the accompanying private report. These confirm that the recommended tender price can be afforded within the budgets included in the Financial Plan 2017+ after taking into account the savings targets set for the Early Years' service.
- 4.2.2 The cost of the contract will be funded from Public Health Grant. The Government has already announced reductions in the Public Health Grant in future years. However, the funding of Early Years can be accommodated within these reduced amounts. The Government is currently working to finalise the national 100% Business Rates Retention Scheme which is likely to impact on funding streams such as the Public Health Grant. The implications of this change for any particular service will need to be considered as part of the future priorities and financial planning of the Council as a whole.
- 4.2.3 The contract includes clauses enabling the Council to vary the scope of the contract resulting in the reduction of the value of the contract should the budget no longer be available for whatever reason. A break clause will be written into the contract to enable the Council to terminate the contract after 3 years should this be required for either financial or performance related reasons.
- 4.2.4 The Director of Public Health as the Accountable Officer for the use of the Public Health Grant (PHG) allocation along with the S151 Officer confirm that the funding required for this service is an appropriate use of the PHG allocation.
- 4.2.5 The costs of managing the contract will be met within existing resources within the Commissioning Centre of Excellence in the People Directorate.
- 4.3 Legal Implications
- 4.3.1 The Council has a number of statutory duties in relation to the provision of services to children and families.
- 4.3.2 In line with the law, provided by the Childcare Act 2006 and summarised in the Department for Education guidance entitle 'Sure Start children's centres statutory guidance April 2013. Local authorities are required to:
- "improve outcomes for young children and their families,
 - focus, in particular, on families in greatest need of support, and
 - reduce inequalities in child development, school readiness, parenting aspirations, self-esteem, parenting skills, child and family health and life chances"
- 4.3.3 As the legislation adds that, any strategies to achieve the above must include arrangements for the provision of sufficient children's centres to meet local need and that local authorities conduct appropriate consultation prior to implementing any changes to its children's centre services, it is essential that the contractor obliges the provider:
- to obtain the agreement of the Council, prior to implementing any significant changes to the Children's Centre services
 - to supply the council with sufficient notice of any proposed changes, thus enabling a satisfactory consultation exercise to be conducted.

- 4.3.4 In addition the Health and Social Care Act 2012 transferred the statutory responsibility for Public Health from the National Health Service (NHS) to local authorities from 1st April 2013, conferring new duties on local authorities to improve and protect public health.
- 4.3.5 The transfer of the 0-5 Healthy Child Programme commissioning responsibility was the last part of the transfer of the PHG commissioning responsibility with the transfer taking place on the 1st October 2015. The delivery of this service will ensure that the local authority is able to deliver the mandated elements for health visiting services which are:
- To commission five universal health visitor reviews delivered at 28/40 pregnancy, 10-14 days, 6-8 weeks, 1 year and 2.5 years.
 - To implement the Children and Young People's Health Services Data Set recording to inform the Children and Young People's Health Services
- 4.3.6 TUPE legislation will apply to this contract. The incoming lead provider will establish a supply chain of services who will deliver support to children and families during their early years. There will be certain elements within the supply chain which will be created through subcontracting arrangements between the lead organisation and the support provider.
- 4.3.7 Birmingham City Council have already confirmed that it does not wish to manage the services in the supply chain and therefore TUPE will apply to any impacted BCC staff. As part of due diligence activity BCC will review pension provision and arrangements for any staff transferring to the new provider.
- 4.4 Public Sector Equality Duty
- 4.4.1 A stage 1 Equality Impact Assessment (EIA) was carried out in June 2014 and no adverse impacts were identified. This assessment has been refreshed to reflect the information contained within the tender documents on the new model. No adverse impacts were identified at this stage. Equality issues will be monitored through the mobilisation phase with the EIA being updated as appropriate to ensure that any emerging impacts are identified and responded to effectively

5. Relevant background/chronology of key events:

- 5.1 The contract strategy for the provision of Early Years Health and Wellbeing Services was approved by Cabinet on the 28th June 2016.
- 5.2 The contract strategy was developed to set out how we would work to deliver the vision 'To provide every child in Birmingham with the same chance to have a really good start in life'.

- 5.3 The strategy was based on a 90 day period of formal consultation started in November 2015 to secure the views of citizens and stakeholders to the main proposals in relation to:
- Remodelling services into a single integrated system under the management of a lead organisation.
 - Redefining the service offer to target services better at those children and families who need them most.
 - Rethinking the service model to deliver services into the places that children and families use most often.
 - Re-commissioning a service model focused on outcomes for children and families.
- 5.4 The service specification associated with the strategy set out the Council's future requirements for the integrated Early Years Health and Wellbeing Service providing information about:
- How we wish to see Health Visiting and Children's Centre services delivered in a fully integrated way from the point a child is conceived until they start school
 - How we want to work alongside parents, including the most vulnerable and resistant, to enable them to develop the skills, confidence, support networks and resilience to parent well and achieve financial independence and stability for their family.
 - How we want to put the child and family at the centre of our new service offer and deliver flexible services that are able to respond well to changing need
- A high level of support for the direction of travel was secured through the consultation.
- 5.5 For clarity the service specification relates to the re-modelling of the following services into a single integrated system:
- Health Visiting
 - Children's Centres
 - Pregnancy and Breastfeeding Support Services
 - Early Years parenting support services
- 5.6 To reflect the vision an Outcomes Framework was developed for the new service that is clustered around the following key areas:
- Reach and service uptake
 - Child development
 - Healthy Lifestyles
 - Effective parenting
 - Safeguarding

5.7 Invitation to Tender

- 5.7.1 The opportunity to tender was advertised on OJEU, Contracts Finder, and Findit in Birmingham and on the Council's procurement portal on the 5th September 2016 with a closing date of 3th October 2016. During this period 27 different providers expressed an interest in the tender and of these three providers completed the Pre-Qualification Questionnaire (PQQ). A number of those expressing an interest were to be sub-contractors/partners to those completing the PQQ.
- 5.7.2 The three bidding organisations completed and passed a PQQ to establish their suitability to perform the contract. The short listing report was signed off on 19th October 2016. The PQQ assessed the organisations in the following areas;
- Supplier Information
 - Grounds for mandatory exclusion
 - Grounds for discretionary exclusion
 - Economic and Financial Standing
 - Technical and Professional Ability
- 5.7.3 The Invitation To Competitive Negotiation (ITCN) was issued on 20th October 2016 for return on 22nd December 2016. Early in to this period one bidder withdrew as they felt it was not possible to establish a credible supply chain to deliver the service.
- 5.7.4 During this period the Council organised a number of mid tender meetings with both of the remaining bidders. None of these were scored as they were purely to assist bidders to fully understand the Council's requirement.
- 5.7.5 The evaluation of the initial returns was undertaken by the main evaluation panel along with comments from Subject Matter Experts (SMEs) – see in 5.8.2. As a result of this evaluation it was agreed that there were two credible bids though some areas of weakness. Feedback was given to both bidders and the Best and Final Offer (BAFO) stage was issued on 30th January 2017 for return on 24th February. Again mid tender meetings were held during this period. The question set remained unaltered apart from a question that at ITCN referred to a two year plan, at BAFO stage this was altered to a five year plan to fit with the contract period. In addition the word limit was expanded in certain areas. Further information was also requested in relation to the detail of the financial information. This particularly applied to the one-off set up costs to ensure that there was consistency between the tenderers. The evaluation was carried out with the same evaluation team but expanded SME team.

5.8 Evaluation and Selection Criteria

- 5.8.1 The specification for the service required was established and using a pre-determined methodology the overall social value/ Quality/Price balance has been assessed as 10% Social Value, 50% Quality and 40 % Price. The six areas of quality assessment were made as follows:-
- Method Statements
 - Outcome Based Delivery
 - Diversity Competence
 - Performance Management and Validation
 - Infrastructure
 - Safeguarding

The methodology used to assess the incoming tenders was modified from that set out in the June 2016 Cabinet Report which included a 10% Social Value, 60% Quality and 40% Price split. This change to the assessment weighting was approved following consultation with the relevant Cabinet Members to reflect the Council's challenging financial position.

Details of the evaluation of both the first stage ITCN and BAFO are given in the Private report.

5.8.2 The evaluation of tenders were undertaken through a panel comprising of:

- Commissioning team members – People Directorate
- Early Help, Family Support and Youth Justice
- Access to Education
- Public Health
- Education Infrastructure and early Years
- Head of City Finance – People Directorate
- Supported by Corporate Procurement Services- Corporate Resources Directorate

In addition there were a number of subject matter experts who responded to specific questions at the two stages.

ITCN (Initial)	BAFO (final)
Parents	Parents
People Directorate IT	People Directorate IT
	Special Educational Needs and Disabilities
	Trade Unions
	Children's Social Care
	Centre for Research in Early Childhood
	Public Health

5.9 Contract Management

5.9.1 The contract will be managed by a Head of Service from the Commissioning Centre for Excellence in the People Directorate Senior Officer from Council.

5.10 Mobilisation and Consultation

5.10.1 The contract mobilisation and associated consultation processes will be led by the Commissioning Centre of Excellence in the People Directorate. The mobilisation team will comprise officers from Education, Public Health, Children's Social Care, IT, HR, Finance, Legal Services and Asset Management.

The contract mobilisation will include the following key elements:

- A 60 day period of statutory public consultation on proposed changes to Children's Centre services to enable the final service delivery map to be confirmed within the agreed contractual price
- A 45 day period TUPE consultation for staff within scope for the new model will begin at the earliest possible stage in recognition the complexity of the transfer and issues which may arise in the course of the consultation.
- A concurrent 45 day collective redundancy consultation for staff who will be placed at risk as a consequence of the remodelling of services.
- There may be a requirement to restructure some settings, the Council are committed to meaningful consultation and due process in discussion with the trade unions.
- A communication and engagement strategy to cover all stakeholder and interested parties
- A review of the implications for our assets and integrated education settings
- Confirmation of IT mobilisation plans to include data and record transfer arrangements and interfaces requirements
- Negotiation of KPIs for inclusion in the contract
- Development of the client side function

5.10.2 A detailed transition/ mobilisation plan was included in the tender submissions and this will be further refined after the award of the contract. This will be required to be produced by the new provider given the size and complexity of the implementation of this contract. The mobilisation plans include the following elements:

- Communication plan
- Contracts
- Risk management
- Human Resources
- Clinical quality and governance
- Estates
- Data management
- Development of Financial Management and Reporting Systems
- Information Technology

5.10.3 Contract mobilisation is scheduled to be completed by the 31st August 2017, with the new contract commencing from the 1st September 2017.

5.10.4 All current associated contracts to this service end on 31st August 2017. Whilst every effort will be made to ensure that the new contract is mobilised by this date there is some risk that this will not be achieved. In order to mitigate this risk and ensure a safe transfer of service provision, Cabinet is requested to agree extensions to these contracts. Details are given in the Private report.

6. Evaluation of alternative option(s):

6.1 Not to award the Contract: There was a sufficient quality bid to meet the challenge of the substantial budget reduction for the delivery of a meaningful Early Years Health and Wellbeing Service. Without this integrated approach the offer to the 0-5 year olds and their families would be very weak and impact on those children life chances.

7. Reasons for Decision(s):

7.1 This report is for noting only. The accompanying private report is to enable the contract award for the Early Years Health and Wellbeing Service

Signatures	<u>Date</u>
Cllr Majid Mahmood:..... Cabinet Member for Value for Money & Efficiency
Cllr Brigid Jones: Cabinet Member for Children, Families and Schools
Cllr Paulette Hamilton:..... Cabinet Member for Social care
Colin Diamond: Interim Corporate Director, Children and Young People

List of Background Documents used to compile this Report:
Cabinet report - Strategy and Procurement process for the provision of an Early Years' Services of 28 th June 2016.

List of Appendices accompanying this Report (if any):
Updated Equality Analysis

Report Version	V0.8	Dated	05.04.2017
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Equality Analysis

Birmingham City Council Analysis Report

EA Name	Early Years Health And Wellbeing Service
Directorate	People
Service Area	Children - Commissioning & Performance
Type	New/Proposed Function
EA Summary	A new model for the delivery of the integrated Early Years Health and Wellbeing service has been recommended for contract award via the Cabinet approval route. This EA is first stage to confirm the potential impacts of the decision if approved and that will progress to full detailed analysis when the Cabinet decision is in the public arena.
Reference Number	EA001956
Task Group Manager	john.freeman@birmingham.gov.uk
Task Group Member	
Senior Officer	pip.mayo@birmingham.gov.uk
Quality Control Officer	charles.ashton-gray@birmingham.gov.uk

Introduction

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

Initial Assessment

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 Function.

2 Initial Assessment

2.1 Purpose and Link to Strategic Themes

What is the purpose of this Function and expected outcomes?

The new Early Years health and Wellbeing service has been designed and procured to achieve the Council's statement of purpose and commitment:

"Every parent wants the best for their children. We want to support this by providing every child living in Birmingham with an equal chance to have a really good start in life. Birmingham City Council feels this will be achieved if every child has a good level of development when they start school. Early Years Services are provided to support parents from the time a child is conceived up until the age of 5. How well a child does in their early years has a huge impact on how they do in the rest of their lives."

The overarching aims of the new service model are to:

- . Increase the number of children assessed as having reached a good level of development by the time they start school
- . Ensure every child has an equal chance to have a good start in life by tackling the inconsistencies between outcomes for different children
- . Ensure that children are protected from significant harm and their development and wellbeing are promoted.
- . Promote take up of Early Education Services

The Cabinet Report recommends awarding the contract to the provider who submitted the tender judged to be the best at delivering the required outcomes in terms of quality, price and social value.

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

Children: A Safe And Secure City In Which To Learn And Grow	Yes
Health: Helping People Become More Physically Active And Well	Yes
Housing : To Meet The Needs Of All Current And Future Citizens	Yes
Jobs And Skills: For An Enterprising, Innovative And Green 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 Relevance Test

Protected Characteristics	Relevant	Full Assessment Required
Age	Relevant	Yes
Disability	Relevant	Yes
Gender	Relevant	Yes
Gender Reassignment	Relevant	Yes
Marriage Civil Partnership	Relevant	Yes
Pregnancy And Maternity	Relevant	Yes
Race	Relevant	Yes
Religion or Belief	Relevant	Yes
Sexual Orientation	Relevant	Yes

2.4 Analysis on Initial Assessment

The recommendation to award the contract for the Early Years Health and Wellbeing Service in line with the outcomes of the procurement process represents a key stage in transforming the way early years services are delivered in Birmingham.

Care will need to be taken during the mobilisation phase to ensure that as services transform adverse consequences for children, families, staff and communities are identified and mitigated. It is expected that the new service will extend current reach and improve outcomes for families with children aged 5 and under.

A full assessment will commence at the point of the Cabinet Report being approved. The task group will include representatives from key partner agencies including health, education, early years and children's services.

3 Full Assessment

The assessment questions below are completed for all characteristics identified for full assessment in the initial assessment phase.

3.1 Age - Assessment Questions

3.1.1 Age - Relevance

Age	Relevant
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3.1.2 Age - Impact

Describe how the Function meets the needs of Individuals of different ages?

Do you have evidence to support the assessment?	Not Answered Yet
You may have evidence from more than one source. If so, does it present a consistent view?	Not Answered Yet

3.1.3 Age - Consultation

Have you obtained the views of Individuals of different ages on the impact of the Function?	Not Answered Yet
Have you obtained the views of relevant stakeholders on the impact of the Function on Individuals of different ages?	Not Answered Yet
Is a further action plan required?	Not Answered Yet

3.1.4 Age - Additional Work

Do you need any more information or to do any more work to complete the assessment?	Not Answered Yet
Do you think that the Function has a role in preventing Individuals of different ages being treated differently, in an unfair or inappropriate way, just because of their age?	Not Answered Yet
Do you think that the Function could help foster good relations between persons who share the relevant protected characteristic and persons who do not share it?	Not Answered Yet

3.2 Disability - Assessment Questions

3.2.1 Disability - Relevance

Disability	Relevant
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3.2.2 Disability - Impact

Describe how the Function meets the needs of Individuals with a disability?

Do you have evidence to support the assessment?	Not Answered Yet
You may have evidence from more than one source. If so, does it present a consistent view?	Not Answered Yet

3.2.3 Disability - Consultation

Have you obtained the views of Individuals with a disability on the impact of the Function?	Not Answered Yet
Have you obtained the views of relevant stakeholders on the impact of the Function on Individuals with a disability?	Not Answered Yet
Is a further action plan required?	Not Answered Yet

3.2.4 Disability - Additional Work

Do you need any more information or to do any more work to complete the assessment?	Not Answered Yet
Do you think that the Function has a role in preventing Individuals with a disability being treated differently, in an unfair or inappropriate way, just because of their disability?	Not Answered Yet
Do you think that the Function could help foster good relations between persons who share the relevant protected characteristic and persons who do not share it?	Not Answered Yet
Do you think that the Function will take account of disabilities even if it means treating Individuals with a disability more favourably?	Not Answered Yet
Do you think that the Function could assist Individuals with a disability to participate more?	Not Answered Yet
Do you think that the Function could assist in promoting positive attitudes to Individuals with a disability?	Not Answered Yet

3.3 Religion or Belief - Assessment Questions

3.3.1 Religion or Belief - Relevance

Religion or Belief	Relevant
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3.3.2 Religion or Belief - Impact

Describe how the Function meets the needs of Individuals of different religions or beliefs?

Do you have evidence to support the assessment?	Not Answered Yet
You may have evidence from more than one source. If so, does it present a consistent view?	Not Answered Yet

3.3.3 Religion or Belief - Consultation

Have you obtained the views of Individuals of different religions or beliefs on the impact of the Function?	Not Answered Yet
Have you obtained the views of relevant stakeholders on the impact of the Function on Individuals of different religions or beliefs?	Not Answered Yet
Is a further action plan required?	Not Answered Yet

3.3.4 Religion or Belief - Additional Work

Do you need any more information or to do any more work to complete the assessment?	Not Answered Yet
Do you think that the Function has a role in preventing Individuals of different religions or beliefs being treated differently, in an unfair or inappropriate way, just because of their religion or belief?	Not Answered Yet
Do you think that the Function could help foster good relations between persons who share the relevant protected characteristic and persons who do not share it?	Not Answered Yet

3.4 Gender - Assessment Questions

3.4.1 Gender - Relevance

Gender	Relevant
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3.4.2 Gender - Impact

Describe how the Function meets the needs of Men and women?

Do you have evidence to support the assessment?	Not Answered Yet
You may have evidence from more than one source. If so, does it present a consistent view?	Not Answered Yet

3.4.3 Gender - Consultation

Have you obtained the views of Men and women on the impact of the Function?	Not Answered Yet
Have you obtained the views of relevant stakeholders on the impact of the Function on Men and women?	Not Answered Yet
Is a further action plan required?	Not Answered Yet

3.4.4 Gender - Additional Work

Do you need any more information or to do any more work to complete the assessment?	Not Answered Yet
Do you think that the Function has a role in preventing Men and women being treated differently, in an unfair or inappropriate way, just because of their gender?	Not Answered Yet

3.5 Gender Reassignment - Assessment Questions

3.5.1 Gender Reassignment - Relevance

Gender Reassignment	Relevant
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3.5.2 Gender Reassignment - Impact

Describe how the Function meets the needs of Individuals who have undergone or are intending to undergo gender reassignment?

Do you have evidence to support the assessment?	Not Answered Yet
You may have evidence from more than one source. If so, does it present a consistent view?	Not Answered Yet

3.5.3 Gender Reassignment - Consultation

Have you obtained the views of Individuals who have undergone or are intending to undergo gender reassignment on the impact of the Function?	Not Answered Yet
Have you obtained the views of relevant stakeholders on the impact of the Function on Individuals who have undergone or are intending to undergo gender reassignment?	Not Answered Yet
Is a further action plan required?	Not Answered Yet

3.5.4 Gender Reassignment - Additional Work

Do you need any more information or to do any more work to complete the assessment?	Not Answered Yet
Do you think that the Function has a role in preventing Individuals who have undergone or are intending to undergo gender reassignment being treated differently, in an unfair or inappropriate way, just because of their gender reassignment?	Not Answered Yet
Do you think that the Function could help foster good relations between persons who share the relevant protected characteristic and persons who do not share it?	Not Answered Yet

3.6 Marriage Civil Partnership - Assessment Questions

3.6.1 Marriage Civil Partnership - Relevance

Marriage & Civil Partnership.	Relevant
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3.6.2 Marriage Civil Partnership - Impact

Describe how the Function meets the needs of Individuals who are married or in civil partnerships?

Do you have evidence to support the assessment?	Not Answered Yet
You may have evidence from more than one source. If so, does it present a consistent view?	Not Answered Yet

3.6.3 Marriage Civil Partnership - Consultation

Have you obtained the views of Individuals who are married or in civil partnerships on the impact of the Function?	Not Answered Yet
Have you obtained the views of relevant stakeholders on the impact of the Function on Individuals who are married or in civil partnerships?	Not Answered Yet
Is a further action plan required?	Not Answered Yet

3.6.4 Marriage Civil Partnership - Additional Work

Do you need any more information or to do any more work to complete the assessment?	Not Answered Yet
Do you think that the Function has a role in preventing Individuals who are married or in civil partnerships being treated differently, in an unfair or inappropriate way, just because of their marriage civil partnership?	Not Answered Yet
Do you think that the Function could help foster good relations between persons who share the relevant protected characteristic and persons who do not share it?	Not Answered Yet

3.7 Pregnancy And Maternity - Assessment Questions

3.7.1 Pregnancy And Maternity - Relevance

Pregnancy & Maternity	Relevant
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3.7.2 Pregnancy And Maternity - Impact

Describe how the Function meets the needs of Pregnant women or those who are on maternity leave?

Do you have evidence to support the assessment?	Not Answered Yet
You may have evidence from more than one source. If so, does it present a consistent view?	Not Answered Yet

3.7.3 Pregnancy And Maternity - Consultation

Have you obtained the views of Pregnant women or those who are on maternity leave on the impact of the Function?	Not Answered Yet
Have you obtained the views of relevant stakeholders on the impact of the Function on Pregnant women or those who are on maternity leave?	Not Answered Yet
Is a further action plan required?	Not Answered Yet

3.7.4 Pregnancy And Maternity - Additional Work

Do you need any more information or to do any more work to complete the assessment?	Not Answered Yet
Do you think that the Function has a role in preventing Pregnant women or those who are on maternity leave being treated differently, in an unfair or inappropriate way, just because of their pregnancy and maternity?	Not Answered Yet
Do you think that the Function could help foster good relations between persons who share the relevant protected characteristic and persons who do not share it?	Not Answered Yet

3.8 Race - Assessment Questions

3.8.1 Race - Relevance

Race	Relevant
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3.8.2 Race - Impact

Describe how the Function meets the needs of Individuals from different ethnic backgrounds?

Do you have evidence to support the assessment?	Not Answered Yet
You may have evidence from more than one source. If so, does it present a consistent view?	Not Answered Yet

3.8.3 Race - Consultation

Have you obtained the views of Individuals from different ethnic backgrounds on the impact of the Function?	Not Answered Yet
Have you obtained the views of relevant stakeholders on the impact of the Function on Individuals from different ethnic backgrounds?	Not Answered Yet
Is a further action plan required?	Not Answered Yet

3.8.4 Race - Additional Work

Do you need any more information or to do any more work to complete the assessment?	Not Answered Yet
Do you think that the Function has a role in preventing Individuals from different ethnic backgrounds being treated differently, in an unfair or inappropriate way, just because of their ethnicity?	Not Answered Yet
Do you think that the Function could help foster good relations between persons who share the relevant protected characteristic and persons who do not share it?	Not Answered Yet

3.9 Sexual Orientation - Assessment Questions

3.9.1 Sexual Orientation - Relevance

Sexual Orientation	Relevant
--------------------	----------

3.9.2 Sexual Orientation - Impact

Describe how the Function meets the needs of Individuals of different sexual orientations?

Do you have evidence to support the assessment?	Not Answered Yet
You may have evidence from more than one source. If so, does it present a consistent view?	Not Answered Yet

3.9.3 Sexual Orientation - Consultation

Have you obtained the views of Individuals of different sexual orientations on the impact of the Function?	Not Answered Yet
Have you obtained the views of relevant stakeholders on the impact of the Function on Individuals of different sexual orientations?	Not Answered Yet
Is a further action plan required?	Not Answered Yet

3.9.4 Sexual Orientation - Additional Work

Do you need any more information or to do any more work to complete the assessment?	Not Answered Yet
Do you think that the Function has a role in preventing Individuals of different sexual orientations being treated differently, in an unfair or inappropriate way, just because of their sexual orientation?	Not Answered Yet
Do you think that the Function could help foster good relations between persons who share the relevant protected characteristic and persons who do not share it?	Not Answered Yet

3.10 Concluding Statement on Full Assessment

4 Review Date

28/04/17

5 Action Plan

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

Work In Progress

Report to:	CABINET	
Report of:	Corporate Director – Place	
Date of Decision:	18th April 2017	
SUBJECT:	FINANCIAL INCLUSION STRATEGY	
Key Decision: Yes	Relevant Forward Plan Ref:003368/2017	
If not in the Forward Plan: (please "X" box)	Chief Executive approved <input type="checkbox"/> O&S Chairman approved <input type="checkbox"/>	
Relevant Cabinet Member(s) or Relevant Executive Member	COUNCILLOR TRISTAN CHATFIELD, CABINET MEMBER FOR TRANSPARENCY, OPENNESS AND EQUALITY	
Relevant O&S Chairman:	Councillor Mohammed Aikhlaq, Corporate Resources and Governance	
Wards affected:	All	

1. Purpose of report:
<p>1.1 To update Cabinet on the production of the Financial Inclusion Strategy for Birmingham City Council and Birmingham Financial Inclusion Partnership.</p> <p>1.2 To seek approval to the adoption of the Financial Inclusion Strategy and the associated action plan.</p>

2. Decision(s) recommended:
<p>That Cabinet approve -</p> <p>2.1 the adoption and publication of the Financial Inclusion Strategy and associated Action Plan</p>

Lead Contact Officer(s):	Karen Markall
Telephone No:	Welfare Reform Manager & Financial Inclusion Partnership Lead 0121 464 3427
E-mail address:	Karen.markall@birmingham.gov.uk

3. Consultation
<p>3.1 <u>Internal</u></p> <p>The strategy has been shared with senior officers across directorates who have commented upon the final draft. Consultation has been undertaken with all the Cabinet Members through the Executive Management Team.</p> <p>3.2 <u>External</u></p> <p>Throughout the process the Financial Inclusion partners have contributed and commented on the strategy. Appendix 2 provides a list of the partners.</p>
4. Compliance Issues:
<p>4.1 <u>Are the recommended decisions consistent with the Council's policies, plans and strategies?</u></p> <p>This strategy fits into all four of the key council's priorities. The proposals aim to reduce economic inequalities between communities and ensure disadvantaged people have more opportunities and they are therefore consistent with the council plan. The Financial Inclusion Strategy has been developed to support and complement other BCC policies, plans and strategies including; Birmingham Child Poverty Commission Report, Birmingham Health and Wellbeing Strategy, Birmingham Homelessness Strategy and the national Financial Capability strategy.</p>
<p>4.2 <u>Financial Implications</u> <u>(Will decisions be carried out within existing finance and Resources?)</u></p> <p>The funding for delivering this strategy is included in the approved budgets for services for 2017/18 and supporting financial inclusion and embedding it within service delivery, as business as usual, will deliver a range of benefits that could help reduce costs and improve organisational efficiency and effectiveness: potential benefits may include increased payment by direct debit, reduction in rent arrears, and more sustainable local centres through tenant sustainability. The costs of supporting financial inclusion are far outweighed by the costs of not supporting financial inclusion.</p>
<p>4.3 <u>Legal Implications</u></p> <p>Under section 1 of the Localism Act 2011 the Council has the power to enter into arrangements set out in this report , which are within the remit and limits of the general power general power of competence as set out in sections 2 and 4 of the Localism Act 2011.</p> <p>4.4 <u>Public Sector Equality Duty</u></p> <p>Risk management and equality issues have been considered. No risks have been identified, the strategy is supporting all citizens in a coordinated response to financial exclusion.</p>

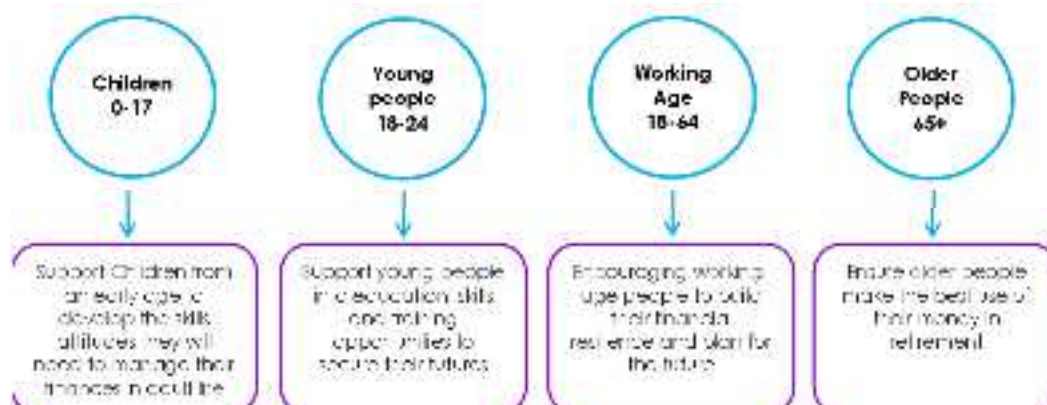
5.	Relevant background/chronology of key events:
5.1	The Birmingham Financial Inclusion Strategy 2017 -2020 replaces the Birmingham City Council Financial Inclusion Strategy, Counting the Cost 2010-2012, which saw the creation of a multi – agency Financial Inclusion partnership to deliver on its aims.
5.2	The legislative landscape has changed greatly since the last strategy was written with challenges such as Welfare Reform 2012, Local Government Finance Act 2012, Welfare Reform and Work Act 2016 and the Care Act 2014 impacting Birmingham Citizens greatly. The new strategy has been refreshed to reflect these changes.
5.3	Fundamental to the delivery of the Financial Inclusion Strategy and Action Plan is the council supporting the essential networks and Partnerships which link together businesses and third sector providers of support to the financially excluded.
5.4	This Financial Inclusion Strategy and Action Plan have been developed, and will continue to be developed as a multi-agency approach, in consultation and with the involvement of partners and stakeholders through the City's Financial Inclusion partnership.
5.5	There are 6 objectives within the action plan FINANCIAL PRODUCTS & SERVICES - “Improve access to financial products including affordable and responsible credit, an appropriate bank account, basic home contents insurance and savings facilities” ADVICE, INFORMATION & FINANCIAL EDUCATION -“Build financial resilience by ensuring citizens can access appropriate advice, information and financial education” FOOD & FUEL - “Tackle inequalities by reducing the number of citizens living in food poverty; tackle inequalities that cause citizens to be living in fuel and food poverty whilst ensuring we are addressing the crisis” STRATEGIC INFLUENCE – “Coordinate and embed standard financial inclusion , to improve strategic coordination of city led financial inclusion targets” EMPLOYMENT, EDUCATION, SKILLS & TRAINING –“To provide support with education, skills and training to help people into sustainable, meaningful employment in order to achieve financial security” DIGITAL INCLUSION - “Increase digital access through the development of digital skills, confidence whilst ensuring that digital products and services meet the needs of residents”
5.6	The aim of the partnership is to bring opportunities to citizens in Birmingham regardless of their start in life or situation. We will look to test and trial different approaches to meet the changing needs of citizens over a life time; addressing inequalities and building a set of common standards in our activities that will raise consistency and quality of service provision.
5.7	Approach The Financial Inclusion partnership approach is to ensure that local services are properly joined up and coordinated, with a ‘whole place’ approach to neighbourhoods, where collaboration and shared resources deliver the best outcomes for local people.

The strategy is underpinned by 3 principles:

PREVENT	<ul style="list-style-type: none"> Identify & Tackle the root causes Increase financial capability 	Enabled by Policy, Strategy, collaboration & Action
SURVIVE	<ul style="list-style-type: none"> When difficulty or disaster strikes, ensure that there is appropriate crisis support Citizens know how and are motivated to access support 	
RECOVER	<ul style="list-style-type: none"> Information, advice, education & support to enable long term change (healthy behaviours) and resilience i.e. Sustainability. 	

5.8 Life Stages

The approach is to focus on the financial needs of all key life stages to ensure we can influence and shape activities to meet the changing needs of citizens. This will be reflected in the actions and activity that arise out of this strategy, thus ensuring that we meet the needs of the Birmingham community.



5.9 Collaboration

Adopting a proactive and preventative position to Financial Inclusion the partnership is collaborating closely with the Child Poverty Action Forum and Public Health on shared priorities that develop solutions to address inequality, and thus the root causes of exclusion.

5.10 This refreshed plan has been developed through collaboration between Birmingham Financial Inclusion Partnership (BFIP) members drawn from the community and voluntary sector such as Shelter and CAB, Birmingham Registered Housing Providers, Department of Works and Pension, financial institutions and officers of Birmingham City Council.

5.11 The strategy and associated action plan will be delivered through the Birmingham Financial Inclusion Partnership with partners taking the lead for each objective within the action plan directed by Birmingham City Council as the overall lead for the partnership.

- 5.12 Financial Inclusion is cross cutting priority which impacts across all the City's services. It impacts also on staff employed within the city and, as such, employment policies need to have due regard to this.
- 5.13 This strategy aims to provide the framework for shaping policies which directly and indirectly support the financial inclusion agenda. One of the key priorities is to identify any key gaps in policy development and to 'financial inclusion proof' existing policy, procedures, protocols and action plans.
- 5.14 The BFIP will ensure a 'whole place' style approach to tackling Financial Exclusion in Birmingham through shared services and the designing out of financial inclusion barriers in service design, policies and procedures

6. Evaluation of alternative option(s):

- 6.1 To do nothing is not an option for a city the size and diversity of Birmingham. Birmingham City Council is the best stakeholder to support the partners of the Birmingham Financial Inclusion Partnership to lead this process forward for Birmingham at this stage.

7. Reasons for Decision(s):

- 7.1 Adoption and endorsement of the Financial Inclusion Strategy at Cabinet level provides transparent and clear support and commitment to the strategy and a clear cohesive framework for action for Birmingham City Council and partners via the Financial Inclusion Partnership

Signatures

Date

Cabinet Member

.....
Cllr Tristan Chatfield
Transparency, Openness and Equality

.....

Chief Officer

.....
Jacqui Kennedy, Corporate Director – Place

.....

List of Background Documents used to compile this Report:

1. Birmingham Financial Needs Assessment (2015)
2. Birmingham City Council Financial Inclusion Strategy 'Counting the Cost' 2010-2012, approved on 27th September 2010

List of Appendices accompanying this Report (if any):

1. Birmingham Financial Inclusion Strategy 2017-2020

Report Version

Dated

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Birmingham Financial Inclusion Partnership

Working together to tackle financial exclusion for a financially inclusive Birmingham



BIRMINGHAM FINANCIAL INCLUSION STRATEGY 2017 - 2020

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ACKNOWLEDGEMENTS

The Financial Inclusion Partnership would like to thank all of our partners for their dedication to the partnership and the welfare of Birmingham citizens.

We are delighted with the wide range of individuals and partners that have participated in the process. Particular thanks go to:

Annette King

Christopher Connor

Helen Shervington

Jacqui Kennedy

Janice Nicholls

Jude Deakin

Karen Markall

Kyle Stott

Mona Soussi – Taфраouti

Stephen Whitehorn

Tony Raybould

SECTION 1 - INTRODUCTION

FOREWORD



We are delighted to introduce the refreshed Birmingham Financial Inclusion Strategy. We are proud of the work we have completed so far, but too many of our citizens still cannot reach their full potential due to the poverty they experience and which they cannot escape. We are determined to open up life chances for our citizens, to help them overcome barriers and to reduce inequality, inequity, and increase resilience so they can take advantage of the many opportunities this great city provides.

We know that Birmingham citizens are facing the same financial pressures as other areas, such as welfare reforms, insecure jobs and low wages, but Birmingham also faces a set of unique challenges of

- Scale - with a population of over 1 million residents
- Youth - with more than 500K aged under 30 years old, but also
- Vulnerability - with many citizens facing multiple disadvantage through barriers such as low educational attainment, low skills, ethnicity, housing, health and disability

We need to adapt our support to meet all these needs.

Supporting financial inclusion and embedding it within service delivery, as business as usual, will deliver a range of benefits that could help reduce costs and improve organisational efficiency and effectiveness: potential benefits may include increased payment by direct debit, reduction in rent arrears, and more sustainable local centres. The costs of supporting financial inclusion are far outweighed by the costs of not supporting financial inclusion.

Fundamental to the delivery of the Financial Inclusion Strategy and Action Plan is the council supporting the essential networks and partnerships which link together businesses and third sector providers of support to the financially excluded.

It should be noted that this Strategy has been developed within the context of current resource availability within Birmingham City Council. It must be noted that this Strategy and supporting Action Plan is subject to financial constraints consistent with all other City Council services and may require adjustment to respond to budgetary constraints and reductions.

This Financial Inclusion Strategy and Action Plan have been developed, and will continue to be developed as a multi-agency approach, in consultation and with the involvement of partners and stakeholders through the City's Financial Inclusion partnership.

I am sure that this multi-agency approach will reduce inequalities and deliver the opportunities and support our citizens need to lead fulfilling lives in this great city.

OUR VISION

"To create opportunities for Birmingham citizens to improve their financial wellbeing and digital skills so they can lead healthy and fulfilling lives"

Signature

COUNCILLOR TRISTAN CHATFIELD – CABINET MEMBER FOR TRANSPARENCY, OPENNESS AND EQUALITY
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AIMS AND PURPOSE OF STRATEGY

We are clear, as a partnership that we want to bring opportunities to citizens in Birmingham regardless of their start in life or situation. We will look to test and trial different approaches to meet the changing needs of citizens over a life time; addressing inequalities and building a set of common standards in our activities that will raise consistency and quality of service provision.

This strategy document describes the measures that will be taken by Birmingham City Council and partner organisations to enable people who live and work in Birmingham to:

- Manage their money on a day to day basis, effectively, securely and confidently.
- Plan for the future and cope with financial pressure, by managing their finances to protect against short-term variations in income and expenditure and to take advantage of longer term opportunities.
- Deal effectively with financial distress, should unexpected events lead to serious financial difficulty.
- To make the most of their money.
- Maximise their income through employment and other support/advice.
- Improve both their financial and overall health & wellbeing.

BACKGROUND

This strategy builds on the Birmingham City Council Financial Inclusion Strategy: Counting the Cost 2010-2012, which saw the creation of a multi-agency Financial Inclusion Partnership (BFIP) to deliver on its aims.

The Partnership has been making good progress on delivering on its action plan; however, it considered that it was time to refresh the strategy and action plan due to more challenges that are affecting Birmingham citizens. The landscape has changed greatly since the last strategy was written. Our new strategy has been refreshed to reflect these changes.

This refreshed plan has been developed through collaboration between Birmingham Financial Inclusion Partnership members drawn from the community and voluntary sector, registered housing providers, Department of Work and Pensions, financial institutions and officers of Birmingham City Council. (Please refer to Appendix 2)

SECTION 2 – FINANCIAL EXCLUSION EXPLAINED

DEFINITIONS

For the purpose of this strategy we have adopted the Financial Inclusion Commission description of Financial Inclusion. The Commission state financial inclusion is:

"... to manage money, to absorb financial shocks and to plan & provide for the future. A financially inclusive society is one in which financial services are accessible to all, easy to use and meet people's needs over a lifetime.

Financial Inclusion also means that people have the skills and motivation to use financial services, and to benefit meaningfully from them."

The Causes of Financial Exclusion can be broken down into three areas: Supply, Societal Factors and Demand.

SUPPLY

Supply refers to Financial Products & Services that do not meet the needs of consumers. These being, transactional bank accounts, savings products, credit/loan products, Insurance products, pension products, financial advice and the associated:

- Marketing,
- Eligibility criteria
- Location
- Digital access
- Fees & charges
- Quality of Advice & Information

The combination of the above factors can lead to exclusion in several sub areas. A person may be excluded in one or indeed all of these areas:

Access Exclusion

Many banks are reducing their presence on local high streets, with 1350 local branches closing nationally since 2013. This can impact disproportionately upon small businesses, older people and those with disabilities. Whilst the quality of public transport has improved in Birmingham, the cost of it has also increased, with bus fares rising by 28% since 2010; while wages and benefits, for many, have been frozen for much of the same period; increasing access issues for those on low incomes.

Condition Exclusion

The conditions attached to the financial products may make them inappropriate or inaccessible for some people. Examples of this include identification requirements, credit scoring and minimum loan values. Many financial institutions will only accept a drivers licence or passport which some low income families do not have. A credit score is now a requirement for access to many financial products - this can prove difficult for many households as even

those with the means to repay (at a competitive interest rate) are rated with a low credit score as they have never accessed mainstream credit before. Most high street lenders do not offer loan products of below £2000 and have significantly higher interest rates for loans of less than £6000. Smaller sums are only usually offered through an agreed overdraft which is normally not available to customers with a basic bank account or a low income. This can lead many low income households to access high interest 'payday loan' type companies or worse, illegal money lenders.

Marketing Exclusion

Low income consumers can often be deemed to be 'unprofitable' by Financial Institutions and are effectively excluded by targeted marketing and sales. This can mean that people are unaware of the products and services available. Conversely, payday loan companies specifically target their marketing at low income households with high interest products. More worryingly, illegal money lenders may target people directly by approaching them at home or through their local community/neighbourhood. Savings products are also generally marketed at those with larger lump sums or large regular payments, as opposed to, those only able to save a few pounds per week or make irregular deposits.

Price Exclusion

People on low incomes are greatly disadvantaged by the affordability of products such as insurance and penalty charges (overdraft/failed payment charges). 50% of the lowest income households do not have home contents insurance yet households without home contents insurance are three times more likely to be burgled than households with insurance. Insurance premiums also tend to be significantly higher in more deprived areas of the city. Financial Exclusion is both a symptom and cause of poverty; people on low incomes often pay higher prices for products and services. For example, households on very low incomes and living in social housing are much more likely to pay for gas and electricity via a pre-payment meter. Pre-payment is often the most expensive way to pay for such services. For this reason, utility companies also have a key part to play and can be included in the supply element of financial exclusion.

This price exclusion can also be described as a 'Poverty Premium'. The table below depicts how low income households pay higher costs because of the way they access goods and services or are deemed to be higher risk.

Figure 1: Examples of the Poverty Premium (Brent)

Service	Typical (average) costs	Costs to low income households
One expensive consumer good (e.g. a white good appliance)	£159.99	£405.00
One £500 loan	£539.00	£825.00
Three £200 cheques cashed	£0.00	£49.50
Annual gas bill	£609.70	£673.70
Annual electricity bill	£339.30	£368.20
One mobile phone	£315.96	£395.44
Home contents insurance	£465.85	£618.80
Car insurance	£475.48	£571.55
Total	£2,905.28	£3,907.19
Poverty premium		£1,001.91

SOCIETAL

Societal factors relate to forces external to the individual that influence culture & behaviours, impacting upon both supply and demand. For example:

- Demographics of an area
- Inequality
- Poverty
- Education
- Unemployment
- Regulation of financial services
- Government Policy such as Welfare & Pension Reforms
- Economy & pricing
- Digital Access

It is not surprising that ward profiles for worklessness and those that are financially vulnerable correlate quite closely. Within the overall category of 'workless' and 'unemployed' people, there are a number of priority sub-groups who are more likely to be financially excluded due to a range of societal factors, such as social exclusion or discrimination and disproportionate rates of worklessness, low paid work, social housing tenure and English language skills. These groups include:

- Women (particularly lone parents)
- People from Black, Asian and minority ethnic groups
- Young people (under 25)
- Refugees and people from new & emerging communities (with language being a particular barrier)
- People with disabilities
- People with ongoing health problems
- Lone pensioners

A further example of how societal factors affect financial inclusion is government policy. Government policy can have unintended consequences, making it harder for people to provide for themselves. For example, The Financial Services (Banking reform) Act 2013 came into force in 2015 which, among other provisions, introduces an interest rate cap. Default fees were limited to £15 and default interest must not exceed 0.8% per day (1,270% APR); and a 100% repayment cap, meaning that the borrowers will never have to repay more than double the amount they borrowed. The changes are very much welcomed as they stop such loans spiralling out of control. However, the cap, along with requirement for increased affordability checks has seen many payday lenders exiting the market. The concern is that this potentially leaves thousands of consumers without a credit option but to approach illegal money lenders if no alternative is available.

Changes in our economy, for instance, the decline in the value of the pound which has fallen further since the UK European Union Referendum in June 2016 could have an impact upon the cost of essential goods and services. In the UK we import approximately 40% - 50% of our food supplies. Fuel is also purchased in dollars and euros. This could lead to price increases in food and utilities – combined with income freezes and cuts, food and fuel poverty have the potential to increase. It is also important to note, however, that a weaker pound also presents opportunity for growth and increased employment due to more attractive exports and tourism.

DEMAND

Demand or individual factors relates to Ability (Skills and knowledge) and mind-set (beliefs and motivations) of individuals. A person's own beliefs and motivations about money frame their financial priorities and views of the financial sector. Some examples include:

- Opting to save cash at home rather than in a bank.
- A consequence of Marketing Exclusion, people may Self Exclude deciding there is little or no point in applying for financial products as they believe they would be refused.

The Financial Capability Strategy for the UK (2014) recognises the ability to read and write in English is an essential outcome. There is an established link between literacy and financial wellbeing. There is clear link between low education skills and poverty & deprivation; an issue that blights Birmingham - where unemployment is significantly higher than national average.

Financial capability is key to financial inclusion; however, this doesn't just affect those on low incomes. Research by the Money Advice Service (MAS 2013) found that Approximately 17 million adults in the UK run out of money before payday, with roughly the same amount not making a budget. MAS also estimated that 84% of adults do not read the full terms & conditions when taking out financial products. This demonstrates how widespread an issue this is, meaning that an unexpected life event could place even moderate income households into financial crisis. Financial capability refers to a number of behaviours, namely:

- **Budgeting** - having an understanding of income and expenditure (living within means), paying bills on time, shopping around for good deals on utilities & applying for eligible benefits for example.
- **Saving** - to cover unexpected life events. The Financial Conduct Authority (2015) reported that almost half of UK adults do not have enough savings to cover an unexpected bill of £300 – so something as simple as car repair, boiler or washing machine breakdown could have the potential start a spiral of debt where there is lack of financial capability.
- **Accessing advice and support** - Knowing where to get help & having the motivation to do so.
- **Preparation for the future** - Such as savings, insurance, pensions, life goals (buying a house), retirement plans & health needs.

Where a person lacks the capability to demonstrate these four behaviours, they will be at increased risk of financial exclusion regardless of income.

IMPACTS OF FINANCIAL EXCLUSION

Financial exclusion is a concern because it creates a wide of range of problems; examples include the following:

- Exclusion from affordable loans leaves people who need to borrow money with no option but to use high-interest or illegal credit.
- A lack of insurance and savings makes families vulnerable to financial crisis following unexpected events such as failure of white goods, burglary or flooding.
- A lack of appropriate pension planning or savings can lead to poverty in old age.
- Unclaimed benefits can lead to increased poverty.
- Lack of timely financial advice can result in people with money problems losing their job or their home.
- Debt and money problems can often impact on people's physical and mental health.
- Many employers will only pay wages into a bank account. Even those with bank accounts may barely use them, preferring to withdraw all their money each week and manage it as cash.
- Not having a bank account with a direct debit facility excludes people from this method of paying bills. Most utility suppliers charge more for using other methods of payment, such as pre-payment meters, pay-point cards in convenience stores, postal orders or cash. Increasingly insurance companies are doing the same.

For the Wider Community

- **Child poverty** - Child poverty in Birmingham is at unacceptable levels; there are over 100,000 children living in poverty, the equivalent of 37% of all children in the city. Nearly half of Birmingham's children live in the 10% most deprived areas in the country. A report by the Children's Society (et al) 'The Debt Trap' found that children from households with debt problems were twice as likely to be bullied at school. Adult financial capability is a direct consequence of what is seen, learned and experienced in childhood and adolescence (UK Financial Capability Strategy 2015). Raising levels of financial capability within our city can only improve outcomes for our children.
- **Public Health** – Financial exclusion has harmful consequences. It exacerbates poverty and can lead to serious debt problems, homelessness and mental health issues. Certain vulnerable groups are particularly likely to be financially excluded, as this is an issue that is closely linked with problems such as disability, offending and domestic violence.
- **Worklessness** – Money worries, personal cash flow problems, benefit issues, problem debt and lack of access to banking facilities are all recognised as barriers affecting people's progression to sustained employment.
- **Re-offending** – Ex-offenders are at increased risk of financial exclusion. Support with debt, money and employment advice are recognised pathways in the prevention of re-offending.
- **Public Purse** – Financial exclusion can contribute to mental health issues, family breakdown, homelessness and crime; placing additional demand and financial pressure on public services.
- **Local Economy** - Financial exclusion reinforces social exclusion. It is not just an individual problem: a whole community can suffer from under-investment in financial services. Conversely, financial inclusion significantly contributes to a route out of poverty. Furthermore, money households save in accessing affordable credit can be used in local shops, thus boosting the local economy.

STRATEGIC CONTEXT

Financial Inclusion is a key element of delivering on Birmingham City Council's vision and strategic outcomes:



The vision for 2020 is based around **four key outcomes**, as outlined above, based on the fundamental ideals of Prosperity, Fairness and Democracy. This strategy fits into all four of the key objectives. A full copy of the council plan (March 2016 version) can be found [here](#).

Financial Inclusion is cross cutting priority which impacts across all the City's services. It impacts also on staff employed by the city and, as such, employment policies need to have due regard to this.

This strategy aims to provide the framework for shaping policies which directly and indirectly support the financial inclusion agenda. One of the key priorities is to identify any key gaps in policy development and to 'financial inclusion proof' existing policy, procedures, protocols and action plans.

UNDERSTANDING THE LOCAL CONTEXT & POLICY

The Financial Inclusion Partnership commissioned the comprehensive Financial Inclusion Needs Analysis report, (Birmingham City Council October 2015) to underpin the development of this refreshed strategy and action plans. A copy can be obtained [here](#) for the data used. The report looks at the financial health of Birmingham residents; identifying the key issues that must be tackled to support the most vulnerable.



The Financial Inclusion Partnership has also considered the insight and recommendations from the following reports

- Birmingham Child Poverty Commission report (2016)
- Birmingham ICT and Digital strategy (2016)
- Birmingham Skills Investment Plan (2016)
- Birmingham Financial needs Assessment (2015)
- National Financial Capability strategy (2015)
- Financial Inclusion Commission Report (2015)
- Birmingham Health and Wellbeing strategy (2013)
- Birmingham Homelessness Strategy (2012)

NATIONAL GOVERNMENT POLICY CONTEXT

The political landscape has changed greatly since the launch of our 2010 strategy. A number of key reforms have been introduced that have particular relevance to financial inclusion:

- The Government has replaced the Office of Fair Trading with the Financial Conduct Authority (FCA) giving it new powers of regulation and enforcement to counteract the high cost, short term loan industry, for example, payday lenders. The Financial Services (Banking reform) Act 2013 came into force in 2015 which, among other provisions, introduces an interest rate cap, which includes:
 1. the initial cost of credit limited to 0.8% per day, with an annualised percentage rate of 1,270%;
 2. default fees limited to £15 and default interest must not exceed 0.8% per day; and
 3. A 100% repayment cap, meaning that the borrowers will never have to repay more than double the amount they borrowed (see FCA, 2014).
- In 2015, a new cross-party Financial Inclusion Commission was formed. The Commission was chaired, independently, by Sir Sherard Cowper-Coles and made wide ranging recommendations, including the need for a senior minister in government on financial inclusion with the title of 'Minister for Financial Health'.
- Welfare Reform Act 2012 which introduces Universal Credit, Personal Independence Payment, Under Occupancy rules, the Benefit Cap, changes to the Social Fund and abolition of Council Tax Benefit.
- Local Government Finance Act 2012 legislates for the localisation of Council Tax Support schemes.
- The Welfare Reform and Work Act 2016, introduces a further reduction to the Benefit Cap, abolition of the work related activity component in Universal Credit (UC), two child limits on UC and Child Tax Credit, four year benefit freeze and replaces mortgage interest payments with loans. The act also introduces a reduction in social housing rents, of 1% year-on-year, for those in social housing until 2021. Whilst this change lowers the housing benefit bill, the impact upon Birmingham City Council alone is a loss of £42 million and sees all Social Housing providers having significant financial losses. This may ultimately impact upon the services available to tenants.
- Care Act 2014 sets out the responsibilities of the local authority to make sure that people who live in their areas:
 1. receive services that prevent, reduce and delay their care needs from becoming more serious
 2. can get the information they need to make good decisions about care and support
 3. have a good range of providers to choose from
- The amendments to the Children and Families Act 2014 extend the same rights to parent carers (caring for a disabled child/young person under 18). The Care act is significant, not only, due to the safeguarding responsibilities it addresses but also the focus upon disabled people and carers as our disabled citizens can be at increased risk of financial exclusion.

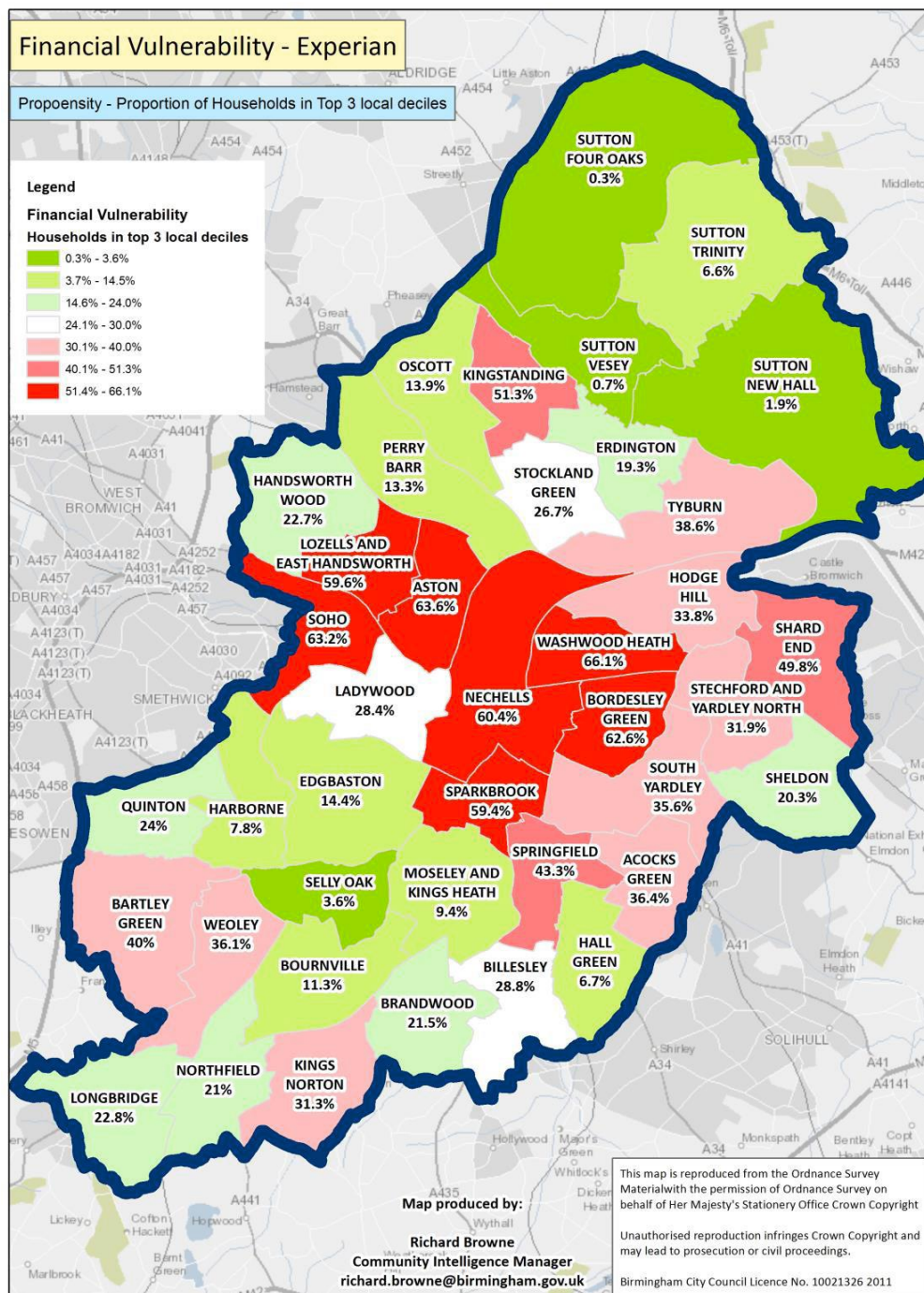
*The climate has changed significantly in Birmingham since the publication of our 2010 Financial Inclusion Strategy. The benefit changes as imposed by the Welfare Reform Act 2012 and Welfare Reform and Work Act 2016, by nature of our demographics, disproportionately impact cities like Birmingham. **Please note:** Further detail on the impact of welfare reform changes in Birmingham can be found in the Financial Needs Assessment (link can be found on page 10).*

SECTION 4 – FINANCIAL VULNERABILITY IN BIRMINGHAM

OVERALL PICTURE IN BIRMINGHAM

The map below shows the proportion of households in each ward in Birmingham which are in the top 3 most financially vulnerable deciles. As expected the most vulnerable wards correlate extensively with the most deprived inner-city wards. The wards with the highest proportion of households in the top 3 deciles are:

1. Washwood Heath – 66%
2. Aston – 64%
3. Soho – 63%
4. Bordesley Green – 63%
5. Nechells – 60%
6. Lozells & East Handsworth – 60%



SECTION 5 – BIRMINGHAM APPROACH

OUR APPROACH TO DELIVERING FINANCIAL INCLUSION

Working with our partners, housing providers, voluntary organisations and community groups will ensure that local services are properly joined up and coordinated; with a 'whole place' approach to neighbourhoods, where collaboration and shared resources deliver the best outcomes for local people.

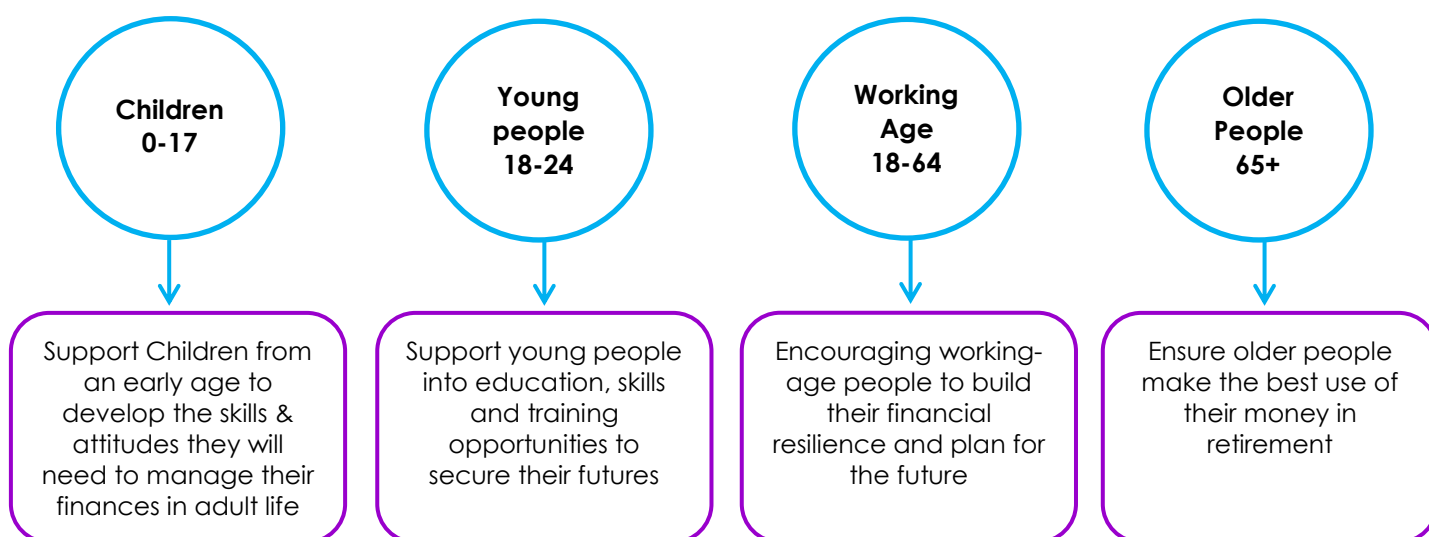
Our strategy is underpinned by 3 principles:

PREVENT	<ul style="list-style-type: none"> Identify & Tackle the root causes Increase financial capability 	Enabled by Policy, Strategy, collaboration & Action
SURVIVE	<ul style="list-style-type: none"> When difficulty or disaster strikes, ensure that there is appropriate crisis support Citizens know how and are motivated to access support 	
RECOVER	<ul style="list-style-type: none"> Information, advice, education & support to enable long term change (healthy behaviours) and resilience i.e. Sustainability. 	

LIFE STAGES

Whilst those on low incomes (along with groups discussed within the societal factors of financial exclusion section) are less likely to be financially included, financial exclusion can affect anyone. There are events that occur during the course of a person's lifetime, such as, retirement but there are also unexpected events that can impact us all at different stages of our lives; illness, bereavement, job loss, relationship breakdown and birth of a child are some examples. Some of these events are more likely to happen at certain stages in our lives than others and so to more realistically reflect the needs of our citizens this strategy has incorporated the UK Financial Capability Strategy approach to life stages.

Our approach is to focus on the financial needs of all key life stages to ensure we can influence and shape activities to meet the changing needs of citizens. This will be reflected in the actions and activity that arise out of this strategy, thus ensuring that we meet the needs of the Birmingham community.



COLLABORATION

CHILD POVERTY

Child poverty in Birmingham is at unacceptable levels; there are over 100,000 children living in poverty, the equivalent of 37% of all children in the city. Nearly half of Birmingham's children live in the 10% most deprived areas in the country.

Birmingham City Council has made a commitment to work with partners to combat child poverty as one of its key priorities towards a fairer city. To examine the extent and impact of poverty and inequality across the city the Council established an independent commission on child poverty. In summer 2016 the Commission published its findings and made a series of recommendations aimed at reducing child poverty in Birmingham and focusing upon the drivers of poverty including the economy, unemployment, low wages, education and health. These recommendations are being taken forward by the Council, working closely with the Birmingham Financial Inclusion Partnership to align activities that will help reduce family poverty and mitigate its effects.

HEALTH AND WELLBEING

Since 2013 Birmingham City Council, alongside all other Local Authorities in England became a 'Public Health Local Authority', taking on the Public Health function from NHS control. This relatively new function of the Local Authority will assist the Financial Inclusion Partnership to better identify and tackle the wider and social determinants of health, which can often precede or complement the indicators associated with financial exclusion.

It is the intention of this strategy to develop opportunities to work innovatively and to develop stronger relationships with the NHS, including Clinical Commissioning Groups, Birmingham and Solihull Mental Health Foundation Trust and other organisations who deliver mental health services. Some of our most vulnerable groups include those with co-morbidities and those on disease risk registers, for example it is well documented that fuel poverty and cold homes can have a very real effect on cardiovascular and respiratory diseases, whilst those people with chronic mental health conditions are more susceptible to premature mortality during the winter months. It is also important that there is a focus on lone parents as this is another high risk group.

There is opportunity to work in partnership with our NHS and Mental Health colleagues with reference to adopted and emerging plans such as the NHS Sustainability Transformation Plans (STPs), and West Midlands Combined Authority (WMCA), including the WMCA Mental Health Commission.

Overall, it is important that we use strategies like this to bring together multiple agencies to ensure that our most vulnerable residents and those with the most complex needs have an equitable and equal opportunity to give them a better start in life and to ensure that they have good chances throughout the life course.

Complimentary to this strategy, the Financial Inclusion action plans will reflect opportunities to close the gap with reference to health inequity and inequality, and contribute to increasing the wellbeing our residents, especially the most vulnerable and the hardest to reach.

As reflected in the Health and Wellbeing Strategy, there is an emphasis on prioritising actions and outcomes for ensuring that our children have a better start in life, and that those people who are the most vulnerable are ensured equal and equitable opportunities that assist them in improving their outcomes.

HOUSING BIRMINGHAM

The Housing Birmingham multi- agency committee was set up in January 2016 to bring together partners and stakeholders who had a direct interest in the issues facing housing provision in Birmingham. The committee's focus is to frame the city's response to the housing agenda in Birmingham with the key aim of meeting housing need now and in the future in the city, consider key legislative changes and develop a lobbying strategy with Government and implement and oversee a range of task and finish work streams to deliver required actions resulting from emerging welfare and housing policy.

The Financial Inclusion Partnership and its strategy are considered to be an integral part of the Housing Birmingham delivery plan and close links exist between both partnerships with reciprocal representation on the partnership committees. FIP involvement with Housing Birmingham greatly assists in the development of a comprehensive housing offer for the citizens of Birmingham.

INTRODUCING OUR VISION, PRIORITIES AND OBJECTIVES

VISION

“TO CREATE OPPORTUNITIES FOR BIRMINGHAM CITIZENS TO IMPROVE THEIR FINANCIAL WELLBEING & DIGITAL SKILLS SO THEY CAN LEAD HEALTHY AND FULFILLING LIVES”



OBJECTIVE 1

FINANCIAL PRODUCTS & SERVICES



OBJECTIVE 2

**ADVICE,
INFORMATION &
FINANCIAL EDUCATION**



OBJECTIVE 3

FOOD & FUEL



OBJECTIVE 4

STRATEGIC INFLUENCE



OBJECTIVE 5

**EMPLOYMENT,
EDUCATION, SKILLS &
TRAINING**



OBJECTIVE 6

DIGITAL INCLUSION

10000%

Is the average Annual Percentage Rate of most pay day lenders

33%

Almost a third of CAB customers reported they face a daily battle to make ends meet, 40 per cent are concerned about having enough money saved for a rainy day

14.1%

of Birmingham residents live in fuel poverty, compared to a 10.6% UK average

4568

households will be impacted by the Benefit Cap, some 52% higher than any other local authority area

15.6%

Of working age citizens have no qualifications compared to the UK average of 8.8%


24%

of Birmingham's Residents lack the 5 basic digital skills

SECTION 6 – STRATEGIC OBJECTIVES AND OUTCOMES


OBJECTIVE 1

Our first objective very much relates to the supply strand of financial exclusion. As discussed earlier, products and services that do not meet the needs of citizens can both cause and exacerbate financial exclusion. The financial products and services objective takes on a preventative approach to financial exclusion – promoting a savings culture to build resilience to financial shocks, helping residents to avoid unaffordable credit agreements, and illegal money lenders and are protected through accessible and appropriate insurance cover.

STRATEGIC OBJECTIVES	PRIORITY OUTCOMES
 FINANCIAL PRODUCTS & SERVICES “Improve access to financial products including affordable and responsible credit, an appropriate bank account, basic home contents insurance and savings facilities”	<ul style="list-style-type: none">• More residents should be aware of illegal money lenders and the impact of high risk borrowing• Dissuade use of illegal loan sharks• More citizens saving regularly• Launch a savings and loan hub in Birmingham• ILMT education packs delivered across Birmingham Schools• More residents will have access to basic bank accounts• More residents will have access to affordable credit options• Increase credit union membership• Low income and vulnerable households to have access to low cost insurance• Establish a partnership with mainstream finance services• To raise awareness of the cost of credit and high risk loans

OBJECTIVE 2

Our Advice, Information and Financial Education objective incorporates all three elements of our Prevent, Survive & Recover approach to financial inclusion. Focusing upon the demand or individual aspects of exclusion this objective aims to prevent through increasing the financial capability of our citizens, ensuring those in financial difficulty/debt survive their crisis via the provision of quality advice & information and are able to recover by managing their finances, ultimately living healthy and fulfilling lives.

STRATEGIC OBJECTIVES	PRIORITY OUTCOMES
 ADVICE, INFORMATION & FINANCIAL EDUCATION “Build financial resilience by ensuring citizens can access appropriate advice, information and financial education”	<ul style="list-style-type: none">• More residents will have access to full range of advice and guidance• Improve financial capabilities and literacy (including young people) of residents• Reduce impact of benefit cap• Fewer residents with multiple or problem debt• More residents will get the benefits and credits they are entitled to claim• Greater integration of advice on benefit, housing and employment options• More residents will become aware of the health and mental health issues related to debt• Residents feel/are confident in managing their money


OBJECTIVE 3

A Household that spend more than 10% of its income on fuel can be defined as living in fuel poverty (Gov.uk). This is driven by three factors, household income, energy efficiency (of property) and energy costs. The latest figures released in summer 2016 indicate that fuel poverty has decreased in Birmingham yet levels remain significantly higher than the UK average. Fuel poverty statistics are collated retrospectively, meaning that figures released in 2016 relate to fuel poverty levels in 2014. Single parents are consistently the highest proportion of households in fuel poverty (22.3%). Evidence suggests the cold conditions associated with fuel poverty have a significant effect on the mental health of adults and young people, children's respiratory health, as well as, infant weight gain and susceptibility to illness. These poor health outcomes contribute to inequalities in health (Public Health England report 2014) and poor outcomes for children.

Food poverty can be defined as 'the inability to afford or have reasonable access to food which provides a healthy diet' (Public Health NI). Food poverty not only refers to a lack of food but absence of nutritious food.

The climate has changed immensely in Birmingham since the publication of our 2010 Financial Inclusion Strategy. The Trussell Trust, a national food bank network, opened their first food bank in Birmingham in 2011 in response to an increase in food poverty in the city. Since opening the number of people fed by Trussell trust food banks has increased by a massive **1175%** in Birmingham. This is only part of the picture as a large number of independent and faith group food banks are also distributing emergency food parcels to our citizens.

Our objectives in relation to Food and Fuel seek to tackle the root causes of poverty by reducing inequality, inequity and increasing resilience – Whilst ensuring there is adequate crisis response for those experiencing extreme hardship.


STRATEGIC OBJECTIVES	PRIORITY OUTCOMES
 FOOD & FUEL "Tackle inequalities by reducing the number of citizens living in food poverty; tackle inequalities that cause citizens to be living in fuel and food poverty whilst ensuring we are addressing the crisis"	<ul style="list-style-type: none">• A new task group is being formed to specifically look at this area of exclusion. As such the priority outcomes for this objective are still being determined.• Reduce food bank referrals• Improve wellbeing of tenants- minimise health risk• Minimise impact of Fuel Poverty for low income and vulnerable households• Reduce food waste (48% of Birmingham's residual waste is food costing Birmingham Households an average of £700 per year)• Increase the number of people who switch energy suppliers to save money• Increase the number of people receiving direct debit discounts

OBJECTIVE 4

Birmingham's Financial Inclusion Partnership is not guided by organisational or team boundaries, rather a focus upon delivering positive outcomes for the citizens of Birmingham. This demonstrates Birmingham City Councils commitment to partnership with others "with the purpose of empowering communities" (Cllr John Clancy – Progress Report on Kerslake recommendations Dec 2015). Working together, our aim is for local services to be properly joined up and coordinated, with a 'whole place' approach to neighbourhoods; where collaboration and shared resources deliver the best outcomes for local people.

Our strategic influence aims to provide a framework for shaping policies that, directly and indirectly, support the financial inclusion agenda. This influence intends not only to extend to the policy, procedures, protocols and action plans of Birmingham City council but also to positively influence our partners, citizens, the private & financial sectors and central government.

Adopting a proactive and preventative position to Financial Inclusion the partnership is collaborating closely with Child Poverty and Public Health on shared priorities that develop solutions to address inequality, and thus the root causes of exclusion.

STRATEGIC OBJECTIVES	PRIORITY OUTCOMES
 STRATEGIC INFLUENCE "Coordinate and embed standard financial inclusion , to improve strategic coordination of city led financial inclusion targets "	<ul style="list-style-type: none">• Integrated financial inclusion services-all directorates, departments and teams develop individual action plans to contribute towards the overarching action plan.• Ensure Financial Inclusion Partnership influences and aligns with other strategies and work plans.• Improved coordination of financial inclusion activities• Staff ,customers and stakeholders are aware of financial inclusion services in Birmingham• Staff, customers and stakeholders are involved in shaping Financial Inclusion Strategy and action plan• Ensure key Birmingham City Council Strategies, policies, protocols and action plans are financial inclusion 'proofed', for example, debt collection policies.


OBJECTIVE 5

Employment is the surest route out of poverty; however, this strategy recognises that employment itself is not an automatic solution to financial exclusion. This is highlighted by increases in in-work poverty, with 66% of children in poverty now coming from working families. (Parliament Briefing paper - Poverty in UK 2016)

It is recognised that insecure employment increases the risk of financial exclusion (Joseph Rowntree Foundation 2008). The number of 'zero hour' contracts (where hours of work are not guaranteed) has been rising significantly since 2013 and are particularly prevalent in the West Midlands (ONS). Women, part-time workers and students are most likely to have zero hour contracts. Workers with such contracts may also be disadvantaged when it comes to employment rights and may not be legally entitled to Statutory Maternity/Paternity Pay and redundancy pay for example. This can leave households particularly vulnerable to financial difficulty.

The local economic assessment for Birmingham 2014 predicts a changing occupational structure in the city, estimating a growth (13.5%) in the need for more high skilled jobs by 2025; whilst demand for intermediate and lower skilled professions decline. Birmingham has a skills gap within the resident population - In order to tackle high levels of unemployment and address the associated inequalities that low income and educational attainment perpetuate, it is imperative that education underpins the exclusion agenda.

Helping people enter, stay and progress in the labour market is a key means of maximising their income and maintaining financial inclusion.

STRATEGIC OBJECTIVES	PRIORITY OUTCOMES
 EMPLOYMENT, EDUCATION, SKILLS & TRAINING "To provide support with education, skills and training to help people into sustainable, meaningful employment in order to achieve financial security"	<ul style="list-style-type: none">• Improve pathways to employment• Improve employment skills and qualifications• More residents in low skilled and low paid work will move into better paid and more fulfilling employment• Reduce in work poverty• Increase number of residents on a Birmingham living wage• Reduce child poverty within working households• Help young people into further education, training and apprenticeships• Business Charter sign up.


OBJECTIVE 6

With ever increasing digital by default service provision, it is more important than ever that our citizens possess sufficient digital skills to enable them to fully and meaningfully participate in modern life. In a digital society almost every aspect of life now requires digital inclusion in some form or another.

- If a family starts to shop and pay bills online a potential of £560 can be saved each year.
- 72% of employers say they would not interview an entry level candidate without basic IT skills, with an estimated 90% of jobs require digital skills to some degree (Digital Birmingham).
- Getting online could really benefit the 75,000 jobseekers allowance claimants who currently have never been online. People with good IT skills earn between 3% and 10% more than those without.

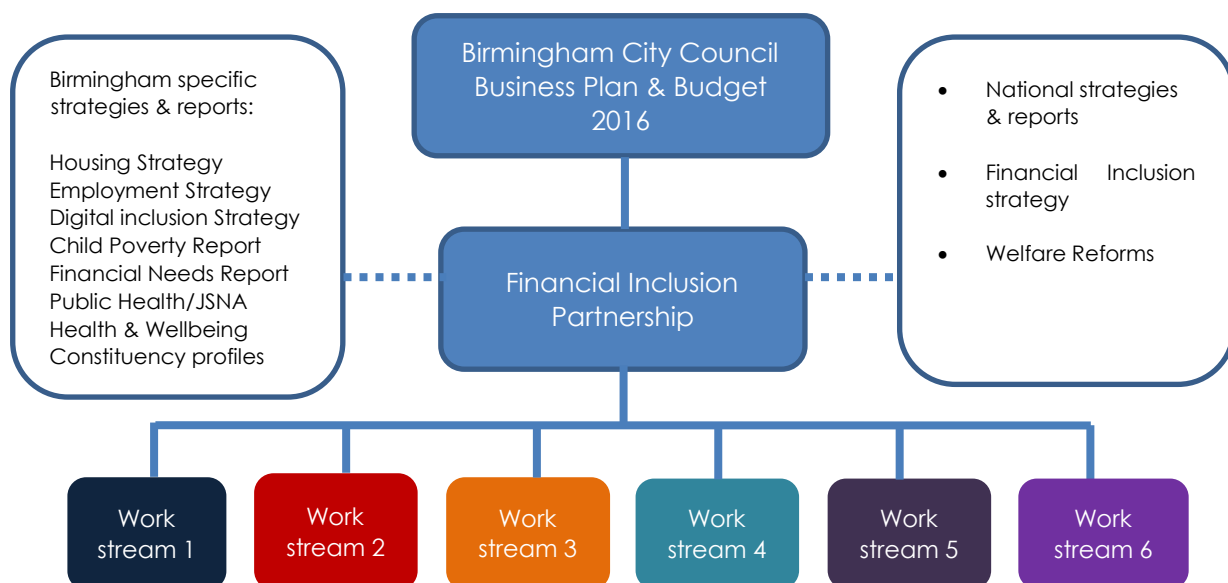
Summary of the Digital by Default 2016 survey found:

- *Measuring digitally-included tenants:* Only a quarter of tenants are 'fully included' and almost 50 per cent of tenants are not digitally included in any way.
- *Budgets & resources:* Most digital inclusion budgets and resources are directed towards IT training for tenants. Only a third of housing providers offer tenants specially-priced hardware and software and/or broadband connectivity packages.

STRATEGIC OBJECTIVES	PRIORITY OUTCOMES
 DIGITAL INCLUSION "Increase digital access through the development of digital skills, confidence whilst ensuring that digital products and services meet the needs of residents"	<ul style="list-style-type: none">• More residents will be able to manage their money and bills online, reduced poverty premium• More residents will be able to search for employment on line• Improve residents digital skills and financial literacy• Increase number of residents accessing online services from Birmingham City Council, private tenants and Registered Social Landlords• More residents will pay their rent by Direct debit• More citizens digitally competent to access discounts on goods and services, for example, direct debit discount and special offers via online voucher codes.

GOVERNANCE AND RESOURCES

The Financial Inclusion Partnership is a key element of the Birmingham Business Plan and links to other multi-agency working partnership. Terms of Reference can be found in Appendix 2



FINANCIAL INCLUSION PARTNERSHIP WORK STREAM AND LEADS

In order to deliver on the outcomes of the objectives, the Financial Inclusion Partnership has six themed work streams, each is jointly led by a Partner representative and a City Council officer working with the following objectives

WORKING GROUP	LEAD PARTNER	LEAD OFFICER
1 Financial Products & Services	Tony Raybould	Chris Connor
2 Advice, Information & Financial Education	Janice Nichols, Citizens Advice Birmingham Vicky Hines, Shelter Birmingham	Chris Jordan
3 Food & Fuel	Juanita Murray, Birmingham City Church Sophie Hall, Birmingham Social Housing Partnership	Kyle Stott
4. Strategic Influence	Leads of objectives	Karen Markall
5 Employment, Education, Skills & Training	Steve Whitehorn, DWP	
6 Digital Inclusion	Craig Taylor, BHSP/Friendship	Annette King

Additional members of the partnership can be found in Appendix 2

Terms of Reference
Birmingham Financial Inclusion Partnership

Overall Aim of Birmingham Financial Inclusion Partnership

The overarching aim of the Financial Inclusion partnership is to deliver the vision and outcomes of the financial inclusion strategy:

"To create opportunities for Birmingham citizens to improve their financial wellbeing and digital skills so they can lead healthy and fulfilling lives"

The partnership will ensure that the financial inclusion strategy aligns with all other strategies and will recommend that all directorates, departments and teams develop individual action plans to contribute towards the overarching action plan. It will support the coordinated and integrated approach of the child poverty commission to mitigate the effects of child poverty

Roles and Responsibilities of the Financial Inclusion Partnership

1. Produce a Birmingham Financial Inclusion Strategy and action plan
2. Publish a financial inclusion needs assessment to understand the national and local context
3. The financial Inclusion partnership will coordinate the activities of partners and will ensure that:
 - The strategy is implemented in partnership with City Council Partners and other partners of the Birmingham Financial Inclusion Partnership
 - The financial inclusion action plan, which accompanies the financial inclusion strategy. The action plan will be delivered, monitored and reviewed through the Financial Inclusion Partnership under the Chairmanship of the Cabinet Member for Transparency, Openness and Equality
 - Influence and shape good practice for all frontline services
 - The partnership will coordinate the delivery of six main streams of work which will form the focus of the financial inclusion strategy by ensuring:
 - The terms of reference for the work streams groups are clear
 - The action plans for the work streams are appropriate for the delivery of the strategy and include appropriate outcomes
 - New approaches are tested

The six work streams are:

1. Improve access to financial products including affordable and responsible credit, an appropriate bank account and basic home contents insurance and savings facilitates
2. Build financial resilience by ensuring citizens can access appropriate advice, information and financial education
3. Tackle inequalities by reducing the number of citizens living in food and fuel poverty – tackle inequalities that cause citizens to be living in fuel and food poverty whilst ensuring we are addressing the crisis
4. Coordinate and embed standard financial inclusion , to improve strategic coordination of city led financial inclusion targets
5. To provide support with education, skills and training to help people into sustainable, meaningful employment in order to achieve financial security
6. Increase digital access through the development of digital skills, confidence whilst ensuring that digital products and services meet the needs of residents

Consultation, Engagement, Diversity and Equality

The development of all six work strands will need to include consultation and engagement with residents and will address diversity and equality considerations by including provision for those working directly with group vulnerable to financial exclusion

Economic Impacts

In addition to the social impact, the partnership will prioritise consideration of issues which can impact on disadvantaged neighbourhoods . The partnership will work with and coordinate the efforts of partners in securing funding for initiatives which will assist in taking forward the aims of the strategy

Accountabilities

The work of the partnership will be reported to the Strategic Director Place and the Cabinet Member for Transparency, Openness, and Equality.

The overall Cabinet will be responsible for The Financial Inclusion Strategy

Meetings

The financial inclusion partnership will meet quarterly and the work stream groups covering the 6 work strands will meet as appropriate to assist in the development of initiatives within the work strand.

Partnership membership

Members of the partnership are described in the appendix attached

APPENDIX 2 FINANCIAL INCLUSION PARTNERSHIP- KEY PARTNERS

ORGANISATION
Accord Housing Group
Adullam Homes
Advance Credit Union
Age UK Birmingham
Barclays Bank PLC
Barclays Bank PLC
Birmingham Central Food Bank
Birmingham Social Housing Partnership
BITA Pathways
Bournville Village Trust
British Gas
Cabinet Member for Openness, Transparency and Equality
Castle Vale Tenant and Residents Alliance
Change and Support Services (Birmingham City Council)
Citizens Advice Birmingham
Citysave Credit Union Ltd
Department of Work and Pensions
Digital Birmingham
England Illegal Money Lending Team
Friendship Care and Housing
Gateway to Birmingham Advice Services
Halifax
Housing Birmingham
Karis Neighbourhood Scheme
Ladywood Community Advice
Landlord Services (Birmingham City Council)
Moneyline
Neighbourhoods and Communities (Birmingham City Council)
Public Health (Birmingham City Council)
Rent/Debt Advice Service (Birmingham City Council)
Revenues and Benefits (Birmingham City Council)
Severn Trent Water
Shelter Birmingham

BIRMINGHAM CITY COUNCIL

PUBLIC OR PRIVATE REPORT (not for publication)

Report to:	CABINET or DISTRICT COMMITTEE or WARD COMMITTEE or JOINT CABINET MEMBER AND CHIEF OFFICER or JOINT EXECUTIVE MEMBER FOR LOCAL SERVICES AND CHIEF OFFICER	<i>Exempt information paragraph number – if private report:</i>
Report of: Date of Decision:		
SUBJECT:		
Key Decision: Yes / No	Relevant Forward Plan Ref:	
If not in the Forward Plan: (please "X" box)	Chief Executive approved <input type="checkbox"/> O&S Chairman approved <input type="checkbox"/>	
Relevant Cabinet Member(s) or Relevant Executive Member for Local Services:		
Relevant O&S Chairman:		
Wards affected:		

1. Purpose of report:
1.1 1.2 1.3* This matter was not included in the Forward Plan because ... <i>[insert reasons]</i> <i>* To be completed where a key decision was not included in the Forward Plan</i>

2. Decision(s) recommended:
That the xxxxxxxx (insert decision maker):- 2.1 2.2 2.3 2.4

Lead Contact Officer(s):	
Telephone No: E-mail address:	

3. Consultation

Consultation should include those that have an interest in the decisions recommended

3.1 Internal

3.2 External

4. Compliance Issues:

4.1 Are the recommended decisions consistent with the Council's policies, plans and strategies?

4.2 Financial Implications (Will decisions be carried out within existing finance and Resources?)

4.3 Legal Implications

4.4 Public Sector Equality Duty (see separate guidance note)

5. Relevant background/chronology of key events:
5.1
5.2
5.3
5.4
5.5
5.6

6. Evaluation of alternative option(s):
6.1
6.2
6.3
6.4

7. Reasons for Decision(s):
7.1
7.2
7.3.
7.4

Signatures	<u>Date</u>
Cabinet Member or Executive Member for Local Services or Ward Committee Chairman
Chief Officer

List of Background Documents used to compile this Report:

List of Appendices accompanying this Report (if any):
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- | |
|----------------------------|
| 1.
2.
3.
4.
5. |
|----------------------------|

Report Version

Dated

PROTOCOL PUBLIC SECTOR EQUALITY DUTY

- 1 The public sector equality duty drives the need for equality assessments (Initial and Full). An initial assessment should, be prepared from the outset based upon available knowledge and information.
- 2 If there is no adverse impact then that fact should be stated within the Report at section 4.4 and the initial assessment document appended to the Report duly signed and dated. A summary of the statutory duty is annexed to this Protocol and should be referred to in the standard section (4.4) of executive reports for decision and then attached in an appendix; the term 'adverse impact' refers to any decision-making by the Council which can be judged as likely to be contrary in whole or in part to the equality duty.
- 3 A full assessment should be prepared where necessary and consultation should then take place.
- 4 Consultation should address any possible adverse impact upon service users, providers and those within the scope of the report; questions need to assist to identify adverse impact which might be contrary to the equality duty and engage all such persons in a dialogue which might identify ways in which any adverse impact might be avoided or, if avoidance is not possible, reduced.
- 5 Responses to the consultation should be analysed in order to identify:
 - (a) whether there is adverse impact upon persons within the protected categories
 - (b) what is the nature of this adverse impact
 - (c) whether the adverse impact can be avoided and at what cost – and if not –
 - (d) what mitigating actions can be taken and at what cost
- 6 The impact assessment carried out at the outset will need to be amended to have due regard to the matters in (4) above.
- 7 Where there is adverse impact the final Report should contain:
 - a summary of the adverse impact and any possible mitigating actions (in section 4.4 or an appendix if necessary)
 - the full equality impact assessment (as an appendix)
 - the equality duty – see page 9 (as an appendix).

Equality Act 2010

The Executive must have due regard to the public sector equality duty when considering Council reports for decision.

The public sector equality duty is as follows:

1	<p>The Council must, in the exercise of its functions, have due regard to the need to:</p> <ul style="list-style-type: none"> (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Equality Act; (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
2	<p>Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:</p> <ul style="list-style-type: none"> (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic; (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it; (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
3	<p>The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.</p>
4	<p>Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:</p> <ul style="list-style-type: none"> (a) tackle prejudice, and (b) promote understanding.
5	<p>The relevant protected characteristics are:</p> <ul style="list-style-type: none"> (a) age (b) disability (c) gender reassignment (d) pregnancy and maternity (e) race (f) religion or belief (g) sex (h) sexual orientation

PUBLIC OR PRIVATE REPORT
(not for publication)

Report to		<i>Exempt information paragraph number – if private report:</i>
Report of:		
Date of Decision:		
SUBJECT:		
Key Decision: Yes / No	Relevant Forward Plan Ref:	
If not in the Forward Plan: (please "X" box)	Chief Executive approved	<input type="checkbox"/>
	O&S Chairman approved	<input type="checkbox"/>
Relevant Cabinet Member(s):		
Relevant O&S Chairman:		
Wards affected:		

LATE REPORT
* To be completed for all late reports, ie. which cannot be despatched with the agenda papers ie. 5 clear working days notice before meeting.
<p>Reasons for Lateness [insert reasons]</p> <p>Reasons for Urgency [insert reasons]</p>

BIRMINGHAM CITY COUNCIL EXECUTIVE REPORTS CHECKLIST

Report Title:

Report version:

Cabinet/District/Ward/Joint Cabinet Member and Chief Officer/Joint Executive Member for Local Services and Chief Officer Report:

Report Author:

To be completed in respect of all Cabinet, District and Ward Committee Reports. This also applies for Joint Member and Chief Officer Reports.

Democratic Services have been instructed to return any Report which does not have a fully completed Checklist attached. The purpose is for the author to indicate who has been consulted in the preparation and clearance of reports and when.

CONSULTATION	Names and dates to be inserted
Has the report been discussed and cleared with:	
(a) Relevant Cabinet Member(s)	
OR	
(b) Relevant District/Ward Committee Chairman	
COMPLIANCE ISSUES	
(c) Has the report been cleared with relevant Strategic Director/Deputy Chief Executive?	
(d) Has report been cleared with the relevant Finance Officer? (see back)	Cleared by: Date:
(e) Has report been cleared with the relevant Directorate Legal Officer ? (see back)	Cleared by: Date:
MEDIA CONSIDERATIONS	
(f) Has relevant Media officer been made aware of report and agreed draft press release/statement?	
Any significant comments for the attention of the Leader / Chief Executive?	

RELEVANT FINANCE OFFICERS

PEOPLE DIRECTORATE	David Waller
PLACE DIRECTORATE	Sukvinder Kalsi
ECONOMY DIRECTORATE	Alison Jarrett
CORPORATE COUNCIL WIDE	Jon Warlow, Steve Powell, Sarah Dunlavey

RELEVANT DIRECTORATE LEGAL OFFICERS

People Directorate (Adults)	Charmaine Murray
People Directorate (Children)	David Brown
People Directorate (Education)	David Brown
Place Directorate	Lisa Morgan
Economy Directorate (Regeneration)	Stuart Evans
Economy Directorate (Corporate) - Employment/Corporate HR)	Kate Charlton
Economy Directorate (Commissioning/ Procurement)	Rob Barker
Corporate Council Wide (or if above unavailable)	David Tatlow/Wendy Taylor

Report to:	CABINET
Report of:	DIRECTOR OF COMMISSIONING & PROCUREMENT
Date of Decision:	18TH APRIL 2017
SUBJECT:	PLANNED PROCUREMENT ACTIVITIES (MAY 2017 – JULY 2017) AND QUARTERLY CONTRACT AWARD SCHEDULE (JANUARY 2017 – MARCH 2017)
Key Decision: No	Relevant Forward Plan Ref: n/a
If not in the Forward Plan: (please "tick" box)	Chief Executive approved <input type="checkbox"/> O&S Chairman approved <input type="checkbox"/>
Relevant Cabinet Member(s):	Cllr Majid Mahmood – Value for Money and Efficiency
Relevant O&S Chairman:	Cllr Mohammed Aikhlaq, Corporate Resources and Governance
Wards affected:	All

1. Purpose of report:
1.1 This report provides details of the planned procurement activity for the period May 2017 – July 2017 and all contract award decisions made under Chief Officer's delegation during the previous quarter. Planned procurement activities reported previously are not repeated in this report.

2. Decision(s) recommended:
That Cabinet
2.1 Notes the planned procurement activities under officer delegations set out in the Constitution for the period May 2017 – July 2017 as detailed in Appendix 1.
2.2 Notes the contract award decisions made under Chief Officers delegation during the period January 2017 – March 2017 as detailed in Appendix 2.

Lead Contact Officer (s):	
Telephone No: E-mail address:	Nigel Kletz Corporate Procurement Services Corporate Resources 0121 303 6610 Nigel.kletz@birmingham.gov.uk

3. Consultation

3.1 Internal

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

3.2 External

None

4. Compliance Issues:

4.1 Are the recommended decisions consistent with the Council's policies, plans and strategies

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.

4.2 Financial Implications

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

4.3 Legal Implications

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

4.4 Public Sector Equality Duty

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

5. Relevant background/chronology of key events:

- 5.1 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.
- 5.2 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 Corporate Resources and Governance Overview & Scrutiny Committee. It also informs members of the contracts awarded under Chief Officers delegation (£164,176 and over) between the period January 2017 – March 2017.
- 5.3 This report sets out the planned procurement activity over the next few months where the contract value is between the EU threshold (£164,176) 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.
- 5.4 Individual procurements may be referred to Cabinet for an executive decision at the request of Cabinet, a Cabinet Member or the Chair of Corporate Resources and Governance Overview & Scrutiny Committee where there are sensitivities or requirements that necessitate a decision being made by Cabinet.
- 5.5 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.
- 5.6 A briefing note including financial information is appended to the Private report for each item on the schedule.

6. Evaluation of alternative option(s):

- 6.1 The report approved by Council Business Management Committee on 16 February 2016 set out the case for introducing this process. The alternative option is that individual procurements are referred to Cabinet for decision.

7. Reasons for Decision(s):

- 7.1 To enable 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.
- 7.2 To inform Cabinet of contract award decisions made under Chief Officers delegation during the period January 2017 – March 2017 detailed in Appendix 2.

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Signatures:**Date:**

Name of Officer:

.....

Nigel Kletz – Director of Commissioning & Procurement

.....

.....

Councillor Majid Mahmood, Value for Money and Efficiency

List of Background Documents used to compile this Report:**List of Appendices accompanying this Report (if any):**

1. Appendix 1 - Planned Procurement Activity May 2017 – July 2017
2. Appendix 2 – Quarterly Award Schedule January 2017 – March 2017
3. Appendix 3 – List of awarded companies for the Recruitment and Management of Council Agency contract

Report Version	1	Dated	31/03/2017
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APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (MAY 2017 – JULY 2017)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Value for Money and Efficiency Plus	Finance Officer	Contact Name	Planned CO Decision Date	Comments - including any request from Cabinet Members for more details	Living Wage to apply Y / N
Approval To Tender (SCN)	The Provision of Agency Workers Through The Agency Framework Agreement	P0173	Temporary agency workers are used to meet critical short term recruitment needs and to assist in difficult to recruit areas or where the skills don't exist and when sourcing the resource internally through Priority Movers has not been successful.	4 months	Corporate Resources	Deputy Leader	Thomas Myers	Marie Hadley	28/04/2017		Y
Strategy & Award	Recruitment Advertising and Public Notices	P311	This contract covers recruitment advertising for employee vacancies, including teaching staff, miscellaneous advertisements such as courses.	4 years	Corporate Resources	Deputy Leader	Thomas Myers	Marie Hadley	29/05/2017		Y
Approval To Tender Strategy	City Advertising Contract	P0336	The Business and Commercial Development Team manage a range of contracts generating revenue to the City Council from advertising on City owned land and property.	5 years plus 3 years option to extend	Corporate Resources	Deputy Leader	Alison Jarrett	Helen Burnett	01/06/2017		Y
Approval To Tender (SCN)	Contract for the Provision of Temporary Accommodation through Private Sector Leasing Scheme	C0135	Engagement with a number of Private Sector landlords, to make available up to 630 furnished properties, of between one and six bedrooms, for use as temporary accommodation for citizens who are homeless.	4 months	People	Housing and Homes	Guy Olivant	Marie Hadley	26/05/2017		Y

Appendix 2 – Quarterly Contract Award Schedule (January 2017 – March 2017)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Value for Money and Efficiency Plus	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Chief Officer	Actual Go Live date
Delegated Contract Award	Framework Agreement for Miscellaneous Drainage Works	P0331	Works to watercourses as part of the Council's responsibilities as Lead Local Flood Authority and Land Drainage Authority, drainage works associated with the Council as land and property owners. The works will include flood defence, property level protection, reservoir maintenance, watercourse improvement and maintenance, environmental works and the replacement and repair of general drainage infrastructure and sustainable drainage maintenance.	1 year, 8 months plus 1 year option to extend	Place	Transport and Roads	Simon Ansell	Iqbal Sangha / Mohammed Yahiah	Presented to Cabinet for info 19/04/2016. Approval to Tender Strategy Report signed 09/04/2016 and delegated the award to CO. Delegated Contract Award Report signed 20/01/2017 .	1) Erris (Builders) Ltd 2) Haystoun Construction Ltd 3) R W Contractors Ltd	Nigel Kietz / Jacqui Kennedy	01/02/2017
Delegated Contract Award	The Conveying of School Meals - do not put this through yet as might be challenged	T49	The conveying of school meals contract is used by Cityserve to transport meals for students from Cityserve facilities to schools who have opted to receive the service.	2 years plus 2 year option to extend	People	Children's Services	Anil Nayyar	Dale Guest / Mohammed Yahiah	Presented to Cabinet for info 16/02/2015. Approval to Tender Strategy Report signed 29/04/2016 and delegated the award to CO. Delegated Contract Award Report signed 27/01/2017 . The reduction in anticipated spend to £123,500 per annum is due to the lower number of school meals being delivered by Cityserve as schools have made alternative arrangements e.g. by building onsite kitchens or outsourcing the catering to other competitors.	Sheridan Myers Management Services LLP (Sheridan Myers)	Nigel Kietz / Peter Hay	24/04/2017
Delegated Contract Award	Recruitment and Management of Agency Workers for the Council (Excluding Children's Social Workers)	P0188	Framework agreement for a managed service provider (MSP) to recruit and manage the provision of agency workers to the Council.	4 years	Corporate Resources	Deputy Leader	Alison Jarrett / Thomas Myers	Tracey King / Debbie Husler	Cabinet approved to the Approval to Tender Strategy Report on 22/03/2016 and delegated the award to CO. Delegated Contract Award Report signed 30/01/2017 .	Hays Specialist Recruitment Ltd	Nigel Kietz / Angela Probert	01/05/2017
Delegated Contract Award	The Recruitment and Management of Council Agency	P0173	Short term recruitment needs and to assist in difficult to recruit areas or where the skills don't exist Hiring temporary agency workers enables the Council to supplement its permanent workforce with workers who are vetted, qualified, skilled, well-motivated, fairly rewarded and who can be flexible and responsive to deliver service improvements.	Up to 3 months	Corporate Resources	Deputy Leader	Thomas Myers	Nicola Handley	Presented to Cabinet for info 13/12/2016. MCN signed 30/01/2017 . Delegated Contract Award Report signed 01/02/2017 .	Please refer to Appendix 3 - List of companies whom have been awarded for Lots 1 - 9.	Nigel Kietz / Angela Probert	01/02/2017
Delegated Contract Award	Contract Awards for the delivery of the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) Youth Employment Initiative (YEI) – Youth Promise Plus Phase 2 (CONTRACT REF: P0359/2 - Locally-Based Intervention Worker Services for NEETs for North, East and West Birmingham and P359-3 Business Engagement for Employment Opportunities for NEETs Young People)	P0359/2/3	Provides details of the procurement process undertaken for the delivery of the GBSLEP Youth Employment Initiative – Youth Promise Plus (Contract Ref: P0359-2 P0359/2 - Locally-Based Intervention Worker Services for NEETs for North, East and West Birmingham and P359-3 Business Engagement for Employment Opportunities for NEETs Young People).	1 year, 5 months	Economy	Learning Skills and Culture	Alison Jarrett	Shilpi Akbar / Brigitte Kershaw	Cabinet approved the FBC 16/02/2016 – Youth Promise (Contract Ref: P314). Cabinet approved 16/05/2016 Procurement Strategy report to the Cabinet Members for Commissioning, Contracting and Improvement and Learning, Skills and Culture jointly with the Strategic Director of Economy. A further delegated award report approved on 31/08/2016 detailed contracts awarded under a 1st phase of this commissioning. A further procurement strategy was approved on 04/11/2016 which set out plans to re-commission some service activities through subsequent phases. Delegated Award Report signed 03/02/2016 .	<u>Contract 2 - Locally Based Intervention Worker Services for NEETs</u> <u>Lot 2.1 North</u> Propsects Services <u>Lot 2.3 East</u> The Pioneer Housing Community Group <u>Lot 2.4 West</u> PeoplePlus Group Limited <u>Contract 3 - Business Engagement for Employment Opportunities for NEETs</u> Seetec Business Technology Centre Ltd	Nigel Kietz / Waheed Nazir	04/02/2017

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continued >

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Value for Money and Efficiency Plus	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Chief Officer	Actual Go Live date
Delegated Contract Award	Mortality Services	P0332	A framework agreement for the provision of the following goods and services for Bereavement Services split by lot suitable for: Lot 1 – Memorial Benches Lot 2 – Memorial Products including urns for cremated remains, memorial wall plaques and book of remembrance, Lot 3 – Inspection and Making Safe of Memorials, Lot 4 – Collection of Deceased Persons from hospitals, road accidents and scenes of crime to HM Coroner, Lot 5 – Provision of Funerals	4 years	People / Place	Deputy Leader	Jayne Bench	Jas Claire	Presented to Cabinet for info 17/05/2016. Approval to Tender Strategy Report signed 02/09/2016 And delegated the award to CO. Delegated Contract Award Report signed 03/02/2017 .	<p>Lot 1 Not awarded - to be re-tendered due to tender submissions not meeting the specification.</p> <p>Lot 2 - Memorial Products 1) Teleshore UK Ltd 2) Odilings Ltd / t/a The Columbaria Company 3) Scribes Plus Ltd 4) Treasured Memories Ltd</p> <p>Lot 3 - Inspection and Making Safe of Memorials 1) Teleshore UK Ltd</p> <p>Lot 4 - Collection of Deceased Persons 1) Dignity Funerals Plc</p> <p>Lot 5 - Provision of Funerals 1) C Bastock (Contracts) Ltd</p>	Nigel Kletz / Jacqui Kennedy	01/02/2017
Delegated Contract Award	Highway Maintenance and Management PFI Contract: Dispute Support	TBC	To provide advisory and advocacy services in relation to the Project Network Model dispute and the completion of a settlement agreement under the Highway Maintenance and Management PFI Contract.	2 years	Economy	Transport and Roads	Sukvinder Kalsi	Domenic De Bechi	Presented to Cabinet for info 17/05/2016. SCN signed 02/02/2017 . Delegated Contract Award Report signed 06/02/2017 .	DLA Piper LLP	Nigel Kletz / Paul Dransfield	June 2016
Strategy / Award	Provision of Forensic Accountancy Advice in Relation to Compulsory Purchase Orders	TBC	To provide forensic accountancy advice on complicated Compulsory Purchase Order claims relating to the three schemes at the Paradise Circus and New Street Station Developments and Aston Regional Investment Site.	2 years	Economy	Deputy Leader	John Barr	Nicola Handley / Azmat Mir	Presented to Cabinet for info 13/12/2016. Strategy / Award Report signed 07/02/2017 . There was an uncertainty as to resources required to deliver service and therefore a higher contract value was noted.	1) BDO LLP 2) Ernst & Young	Nigel Kletz / Paul Dransfield	13/02/2017
Delegated Contract Award	Healthwatch Birmingham	C0258	To extend the statutory required Healthwatch organisation contract for a 12 month period and review its future with Solihull MBC as part of the STP.	1 year, plus 1 year option to extend	People	Health & Social Care	Shabir Ladak	Charles Ashton Gray / Robert Cummins	Presented to Cabinet for info 13/12/2016. SCN signed 16/01/2017 . Delegated Contract Award Report signed 08/02/2017 .	Healthwatch Birmingham	Nigel Kletz / Peter Hay	01/04/2017
Delegated Contract Award	Arboriculture Services (Trees)	F131	The maintenance of trees on non-highway land. The Council's requirement for arboricultural services is wide ranging e.g. various tree pruning operations, tree felling etc. Actual work is dependent on tree inspections carried out by the Council's tree officers and the subsequent issue of a work order to the service providers.	3.5 months	Place	Clean Streets, Recycling and Environment	Paul Quinney	Andrea Webster	Presented to Cabinet for info 13/12/2016. SCN signed 08/02/2017 . Delegated Contract Award Report signed 10/02/2017 .	<p>South and North Contract 1) Blythe Valley Ltd</p>	Nigel Kletz / Jacqui Kennedy	01/04/2017
Delegated Contract Award	Phase 3 of Procurement - Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) Youth Employment Initiative (YEI) - Youth Promise Plus	P0359/1	Delivery of the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) Youth Employment Initiative (YEI) - Youth Promise Plus Phase 3 - Specialist Intervention Services.	1 year, 4 months	Economy	Learning Skills and Culture	Alison Jarrett	Shilpi Akbar / Brigitte Kershaw	Cabinet approved the Full Business Case 16/02/2016 . Cabinet approved the Strategy Report on 16/05/2016 to Cabinet Member for Commissioning, Contracting and Improvement and Learning Skills and Culture jointly with the Strategic Director of Economy and delegated the award to CO. A further amended strategy was approved 04/11/2016 to re-tender and delegated the award to Co. Delegated Contract Award Report signed 01/03/2017 .	<p>Lot 1.3 - Support for those at Risk of Offending / Re-Offending SOVA Ltd</p> <p>Lot 1.4a - Support for those with Mental Health Support Needs BITA Pathways</p> <p>Lot 1.4b - Support for those with Learning Disabilities / Queen Alexandra College</p>	Nigel Kletz / Waheed Nazir	02/03/2017

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Value for Money and Efficiency Plus	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Chief Officer	Actual Go Live date
Delegated Extension Award	Children and Young People's Substance Misuse Treatment Service	C0145	To meet the needs of Children and Young People under 18 years old who misuse substances.	1 year	People	Health and Social Care	Shabir Ladak	Cathryn Greenway / John Freeman	Cabinet Member for Commissioning, Contracting and Improvement jointly with the Strategic Director of People approved the award 18/02/2014 and delegated the 12 months option to extend to CO. Delegated Extension Award Report signed 06/03/2017 .	Aquarius Action Projects (t/a Aquarius)	Nigel Kletz / Peter Hay	01/04/2017
Strategy / Award	Repair and Maintenance of PD lifts and Hoists	C0254	To repair and maintain Physical Disability Lifts and Hoists already installed within a citizens home.	4 years	People	Health and Social care	Margaret Ashton-Gray	Afsaneh Sabouri	Presented to Cabinet for info 18/10/2016. Strategy / Award Report signed 06/03/2017 .	DolphinLifts Ltd	Nigel Kletz / Peter Hay	01/04/2017
Delegated Contract Award	Specialist Forensic Mental Health Step Down Residential Rehabilitation Service – Procurement (C0261)	C0261	Specialist Forensic Mental Health Step Down Residential Rehabilitation Service which supports clients who have complex forensic needs to integrate back into the community.	3 years	People	Health and Social Care	Shabir Ladak	Jennifer Finch / Parveen Mercer / Robert Cummins	Cabinet approved the Approval to Tender Strategy 11/01/2017 and delegated the contract award to CO. Delegated Contract Award Report signed 10/03/2017 .	Birmingham Association for Mental Health (t/a Birmingham Mind)	Nigel Kletz / Peter Hay	01/04/2017
Delegated Contract Award	The Renewals of the following Insurances: Main Fire Policy (Including Terrorism), Industrial & Commercial Fire Policy (Including Terrorism), Public Liability and Museum's Exhibits Policy	P0235	The Renewals of the following Insurances: Main Fire Policy (Including Terrorism), Industrial & Commercial Fire Policy (Including Terrorism), Public Liability and Museum's Exhibits Policy.	3 years	Corporate Resources	Deputy Leader	Sukvinder Kalsi	Lisa Haycock / Dave Evans	Presented to Cabinet for info 15/11/2016. Approval to Tender Strategy Report signed 16/12/2016 and delegated the award to CO. Delegated Contract Award Report signed 22/03/2017 .	<u>Main Fire Insurance (excluding terrorism)</u> Zurich Insurance Plc <u>Main Fire Insurance (terrorism only)</u> Charles Taylor Services Ltd <u>Fire Insurance Industrial & Commercial Premises (excluding terrorism)</u> Zurich Insurance Plc <u>Fire Insurance Industrial & Commercial Premises (terrorism only)</u> Charles Taylor Services Ltd <u>Museums Exhibits Insurance</u> Arthur J. Gallagher Insurance Brokers Ltd <u>Public Liability Insurance</u> Griffiths & Armour Insurance Brokers Ltd	Nigel Kletz	01/04/2017
Delegated Contract Award	Public Health Primary Care Data Extraction System (MSDi)	TBC	MSDi is a web based software currently installed in 207 GP practices across the city, extracting data for public health services including NHS Health Checks and sexual health. Monthly reports allow public health to monitor performance, quality assure, monitor compliance and provide an electronic system for generating payments.	2 years, 1 month	People	Health and Social Care	Shabir Ladak	Kathy Lee / Robert Cummins	Presented to Cabinet for info 14/02/2017. SCN signed 02/03/2017 . Delegated Contract Award Report signed 28/03/2017 .	1) Merck 2) Sharp 3) Dohme informatics	Nigel Kletz / Peter Hay	01/04/2017

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Value for Money and Efficiency Plus	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Chief Officer	Actual Go Live date
Strategy / Award	Delivery advisor for the Snow Hill Growth Strategy Report	P0378	To support the Snow Hill Growth Strategy project following a competition exercise called off from the Crown Commercial Services (CCS) Estates Professional Services Framework Agreement.	2 years plus 1 year option to extend	Economy	Transport and Roads	Rob Pace	Marlene Slater / Simon Garrad / Charlie Short	Cabinet approved the Strategy report 15/11/2016. Strategy / Award Report signed 28/03/2017 .	DTZ Debenham Tie Leung Ltd	Nigel Kletz / Waheed Nazir	29/03/2017
Delegated Contract Award	Advocacy Services	C0142	The contracts for Independent Mental Capacity Advocate services (IMCA), Independent Complaints Advocate services (ICAS), Independent Mental Health Advocate services (IMHA) and Care Act Advocacy expire 31.03.2017 and looking to extend to allow joint commissioning with other Councils.	1 year	People	Health & Social Care	Shabir Ladak	Tariq Khan / Robert cummins	Presented to Cabinet for info 13/12/2016. SCN signed 17/03/2017 . Delegated Contract Award Report signed 28/03/2017 .	C0142 Lot 1 and C0210 - Independent Mental Capacity Advocate (IMCA) 1) Pohwer 2) Advocacy Matters C0142 Lot 2 - Independent Complaints Advocate Services (ICAS) VoiceAbility C0142 Lot 3 - Independent Mental Health Advocate (IMHA) VoiceAbility C0216(R) Independent Advocacy Services - Care Act VoiceAbility	Nigel Kletz / Peter Hay	01/04/2017
Delegated Contract Award	Syrian Refugees Additional Capacity	C0259	To increase the capacity of support to additional Syrian Refugees to meet the Leaders commitment and keep aligned with the current contract.	2 years plus 2 years options to extend	People	Health & Social Care	Shabir Ladak	Pip Mayo / Robert Cummins	Presented to Cabinet for info 13/12/2016. Approval to Tender Strategy Report signed 03/02/2017 and delegated the award to CO. Delegated Contract Award Report signed 30/03/2017 .	Refugee Action	Nigel Kletz / Peter Hay	01/04/2017
Delegated Contract Award	Advanced Manufacturing Hub – Specialist Remediation Works for the former Concentric Business Park and JB Foods Sites	PQ0143	There is a requirement for a procurement process to be undertaken for the specialist remediation works for the Concentric Business Park and JB Foods sites located within the Advanced Manufacturing Hub (AMH) area. The reason for the two stage demolition is due to the timing of the acquisition of the sites and the funding from two different sources.	3 months	Economy	Transport and Roads	Rob Pace	Mohammed Islam / Charlie Short	Presented to Cabinet for info 22/03/2016 . The value of the PPAR was for demolition and the remediation of the sites. For the Demolition the Approval to Tender Strategy Report signed 27/05/2016 and delegated the award to CO. Delegated Contract Award Report signed 25/08/2016 . For the remediation the Approval To Tender Strategy Report signed 14/10/2016 and delegated the award to CO. Delegated Contract Award Report signed 31/03/2017 .	VHE Construction Plc	Nigel Kletz / Waheed Nazir	03/04/2017

APPENDIX 3

List of awarded companies for the Recruitment and Management of the Council Agency Contract

LOT 1 – ADMIN

COMPANY
Extra Personnel Limited
First Personnel Limited

LOT 2i – ADULTS SOCIAL CARE - QUALIFIED

COMPANY
Sanctuary
Capita Resourcing Limited
Balfor
Medicare
Badenoch & Clark
Hays
Action First
Barker Ross
Entrust
Personnel & Care Bank
HBHC Synergy
Servicecare
Pertemps Network Group Limited
Caritas
Tempest
Locum Placements Limited
Pulse
Randstad
Danlukur
Eden Brown
Brook Street
SWIIS
HCL (Blue Group)

LOT 2ii – SOCIAL CARE – CARE WORKERS

COMPANY
Capita Resourcing Limited
Caritas
Pertemps Network Group Limited
SWIIS

LOT 3 – INDUSTRIAL

First Tier

COMPANY
Extra Personnel Limited

Second Tier

COMPANY
The Best Connection Limited
First Personnel Limited

LOT 4 – CATERING & CLEANING

COMPANY
Berry Recruitment Limited
The Best Connection Limited
First Personnel Limited
Pertemps Network Group Limited

LOT 5 – HOUSING MANAGEMENT

COMPANY
Eden Brown Limited
Capita Resourcing Limited

LOT 6i – CONSTRUCTION, PROPERTY AND ENGINEERING – URBAN DESIGN

COMPANY
Rullion Engineering Limited
Hays Specialist Recruitment Limited
Eden Brown Limited
Randstad CPE
Pertemps Network Group Limited
Capita Resourcing Limited
Venn
PSR Solutions

LOT 6iv CONSTRUCTION, PROPERTY AND ENGINEERING – HOUSING MAINTENANCE

COMPANY
Capita Resourcing Limited
Hays Specialist Recruitment Limited
Pertemps Network Group Limited

LOT 7i – PROFESSIONAL - ACCOUNTANCY

COMPANY
Badenoch & Clark Limited
Michael Page

LOT 7ii – PROFESSIONAL – PROCUREMENT

COMPANY
Badenoch & Clark Limited
Venn Limited

LOT 7iv – PROFESSIONAL – HR

COMPANY
Badenoch & Clark Limited
Hays Specialist Recruitment Limited

LOT 7v – PROFESSIONAL – LEGAL

COMPANY
Badenoch & Clark Limited
Service Care Solutions Limited
Hays Specialist Recruitment Limited
Venn Limited

LOT 8i – EDUCATION - TEACHERS

COMPANY
New Directions Limited
Balfor
Randstad Education
PK Education
Timeplan
Pertemps Network Group
Hays Specialist Recruitment Limited
Celsian Education Limited
ITN Mark Education
Teacher Active
Connaught
Monarch Education Limited

LOT 8ii – EDUCATION – TEACHING SUPPORT

COMPANY
Pertemps Network Group
Early Years Ambassadors
Hays Specialist Recruitment Limited
Timeplan
Connaught
Teacher Active
PK Education
Celsian
Randstad Education
ITN Mark Education

LOT 8iii – EDUCATION - NURSERY

COMPANY
Pertemps Network Group
Early Years Ambassadors
Hays Specialist Recruitment Limited
Kidstaff
Randstad Education
Connaught
Celsian
Timeplan

LOT 9 – LEISURE & CULTURE

COMPANY
Extra Personnel Limited
Pertemps Network Group Limited

BIRMINGHAM CITY COUNCIL

PUBLIC OR PRIVATE REPORT (not for publication)

Report to:	CABINET or DISTRICT COMMITTEE or WARD COMMITTEE or JOINT CABINET MEMBER AND CHIEF OFFICER or JOINT EXECUTIVE MEMBER FOR LOCAL SERVICES AND CHIEF OFFICER	<i>Exempt information paragraph number – if private report:</i>
Report of: Date of Decision:		
SUBJECT:		
Key Decision: Yes / No	Relevant Forward Plan Ref:	
If not in the Forward Plan: (please "X" box)	Chief Executive approved <input type="checkbox"/> O&S Chairman approved <input type="checkbox"/>	
Relevant Cabinet Member(s) or Relevant Executive Member for Local Services:		
Relevant O&S Chairman:		
Wards affected:		

1. Purpose of report:
<div style="margin-bottom: 10px;">1.1</div> <div style="margin-bottom: 10px;">1.2</div> <div>1.3* This matter was not included in the Forward Plan because ... <i>[insert reasons]</i> <i>* To be completed where a key decision was not included in the Forward Plan</i></div>

2. Decision(s) recommended:
That the xxxxxxxx (insert decision maker):- <div style="margin-bottom: 10px;">2.1</div> <div style="margin-bottom: 10px;">2.2</div> <div style="margin-bottom: 10px;">2.3</div> <div>2.4</div>

Lead Contact Officer(s):	
Telephone No: E-mail address:	

3. Consultation

Consultation should include those that have an interest in the decisions recommended

3.1 Internal

3.2 External

4. Compliance Issues:

4.1 Are the recommended decisions consistent with the Council's policies, plans and strategies?

4.2 Financial Implications (Will decisions be carried out within existing finance and Resources?)

4.3 Legal Implications

4.4 Public Sector Equality Duty (see separate guidance note)

5. Relevant background/chronology of key events:
5.1
5.2
5.3
5.4
5.5
5.6

6. Evaluation of alternative option(s):
6.1
6.2
6.3
6.4

7. Reasons for Decision(s):
7.1
7.2
7.3.
7.4

Signatures	<u>Date</u>
Cabinet Member or Executive Member for Local Services or Ward Committee Chairman
Chief Officer

List of Background Documents used to compile this Report:

List of Appendices accompanying this Report (if any):
1. 2. 3. 4. 5.

Report Version		Dated	
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PROTOCOL PUBLIC SECTOR EQUALITY DUTY

- 1 The public sector equality duty drives the need for equality assessments (Initial and Full). An initial assessment should, be prepared from the outset based upon available knowledge and information.
- 2 If there is no adverse impact then that fact should be stated within the Report at section 4.4 and the initial assessment document appended to the Report duly signed and dated. A summary of the statutory duty is annexed to this Protocol and should be referred to in the standard section (4.4) of executive reports for decision and then attached in an appendix; the term 'adverse impact' refers to any decision-making by the Council which can be judged as likely to be contrary in whole or in part to the equality duty.
- 3 A full assessment should be prepared where necessary and consultation should then take place.
- 4 Consultation should address any possible adverse impact upon service users, providers and those within the scope of the report; questions need to assist to identify adverse impact which might be contrary to the equality duty and engage all such persons in a dialogue which might identify ways in which any adverse impact might be avoided or, if avoidance is not possible, reduced.
- 5 Responses to the consultation should be analysed in order to identify:
 - (a) whether there is adverse impact upon persons within the protected categories
 - (b) what is the nature of this adverse impact
 - (c) whether the adverse impact can be avoided and at what cost – and if not –
 - (d) what mitigating actions can be taken and at what cost
- 6 The impact assessment carried out at the outset will need to be amended to have due regard to the matters in (4) above.
- 7 Where there is adverse impact the final Report should contain:
 - a summary of the adverse impact and any possible mitigating actions (in section 4.4 or an appendix if necessary)
 - the full equality impact assessment (as an appendix)
 - the equality duty – see page 9 (as an appendix).

Equality Act 2010

The Executive must have due regard to the public sector equality duty when considering Council reports for decision.

The public sector equality duty is as follows:

1	<p>The Council must, in the exercise of its functions, have due regard to the need to:</p> <ul style="list-style-type: none"> (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Equality Act; (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.
2	<p>Having due regard to the need to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:</p> <ul style="list-style-type: none"> (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic; (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it; (c) encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
3	<p>The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.</p>
4	<p>Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to:</p> <ul style="list-style-type: none"> (a) tackle prejudice, and (b) promote understanding.
5	<p>The relevant protected characteristics are:</p> <ul style="list-style-type: none"> (a) age (b) disability (c) gender reassignment (d) pregnancy and maternity (e) race (f) religion or belief (g) sex (h) sexual orientation

PUBLIC OR PRIVATE REPORT
(not for publication)

Report to		<i>Exempt information paragraph number – if private report:</i>
Report of:		
Date of Decision:		
SUBJECT:		
Key Decision: Yes / No	Relevant Forward Plan Ref:	
If not in the Forward Plan: (please "X" box)	Chief Executive approved	<input type="checkbox"/>
	O&S Chairman approved	<input type="checkbox"/>
Relevant Cabinet Member(s):		
Relevant O&S Chairman:		
Wards affected:		

LATE REPORT
* To be completed for all late reports, ie. which cannot be despatched with the agenda papers ie. 5 clear working days notice before meeting.
<p>Reasons for Lateness [insert reasons]</p> <p>Reasons for Urgency [insert reasons]</p>

BIRMINGHAM CITY COUNCIL EXECUTIVE REPORTS CHECKLIST

Report Title:

Report version:

Cabinet/District/Ward/Joint Cabinet Member and Chief Officer/Joint Executive Member for Local Services and Chief Officer Report:

Report Author:

To be completed in respect of all Cabinet, District and Ward Committee Reports. This also applies for Joint Member and Chief Officer Reports.

Democratic Services have been instructed to return any Report which does not have a fully completed Checklist attached. The purpose is for the author to indicate who has been consulted in the preparation and clearance of reports and when.

CONSULTATION	Names and dates to be inserted
Has the report been discussed and cleared with:	
(a) Relevant Cabinet Member(s)	
OR	
(b) Relevant District/Ward Committee Chairman	
COMPLIANCE ISSUES	
(c) Has the report been cleared with relevant Strategic Director/Deputy Chief Executive?	
(d) Has report been cleared with the relevant Finance Officer? (see back)	Cleared by: Date:
(e) Has report been cleared with the relevant Directorate Legal Officer ? (see back)	Cleared by: Date:
MEDIA CONSIDERATIONS	
(f) Has relevant Media officer been made aware of report and agreed draft press release/statement?	
Any significant comments for the attention of the Leader / Chief Executive?	

RELEVANT FINANCE OFFICERS

PEOPLE DIRECTORATE	David Waller
PLACE DIRECTORATE	Sukvinder Kalsi
ECONOMY DIRECTORATE	Alison Jarrett
CORPORATE COUNCIL WIDE	Jon Warlow, Steve Powell, Sarah Dunlavey

RELEVANT DIRECTORATE LEGAL OFFICERS

People Directorate (Adults)	Charmaine Murray
People Directorate (Children)	David Brown
People Directorate (Education)	David Brown
Place Directorate	Lisa Morgan
Economy Directorate (Regeneration)	Stuart Evans
Economy Directorate (Corporate) - Employment/Corporate HR)	Kate Charlton
Economy Directorate (Commissioning/ Procurement)	Rob Barker
Corporate Council Wide (or if above unavailable)	David Tatlow/Wendy Taylor

BIRMINGHAM CITY COUNCIL**PUBLIC REPORT**

Report to:	CABINET
Report of:	City Solicitor
Date of Decision:	18 April 2017
SUBJECT:	APPOINTMENTS TO OUTSIDE BODIES
Key Decision: No	Relevant Forward Plan Ref:
If not in the Forward Plan: (please "X" box)	Chief Executive approved <input type="checkbox"/>
	O&S Chairman approved <input type="checkbox"/>
Relevant Cabinet Member(s):	Cllr John Clancy
Relevant O&S Chairman:	Cllr Mohammed Aikhlaq, Chairman of Corporate Resources and Governance Overview and Scrutiny Committee
Wards affected:	City Wide

1. Purpose of report:

The report seeks the approval of the Cabinet to the appointment of representatives to serve on outside bodies detailed in the appendix to this report.

2. Decision(s) recommended:

That Cabinet agrees to appoint representatives to serve on the Outside Bodies detailed in the appendix to this report.

Lead Contact Officer(s):	Celia Janney
Telephone No:	Committee Services
E-mail address:	Tel: 0121 303 7034 e-mail: celia.janney@birmingham.gov.uk

3. Consultation

3.1 Internal

Councillor John Clancy, Leader of the Council.

For appropriate items, the Secretaries to the Political Groups represented on the Council.

3.2 External

4. Compliance Issues:

4.1 Are the recommended decisions consistent with the Council's policies, plans and strategies?

The appointments are consistent with the legal and constitutional requirements of the City Council.

4.2 Financial Implications (Will decisions be carried out within existing finances and Resources?)

There are no additional resource implications.

4.3 Legal Implications

See paragraph 4.1.

4.4 Public Sector Equality Duty

The main risk of not making appointments might lead to the City Council not being represented at meetings of the bodies concerned. It is always important in making appointments to have regard to the City Council's equal opportunities policies.

5. Relevant background/chronology of key events:

At the Annual General Meeting on 22 May, 2012, the City Council approved changes to the Constitution and Article 11 sets out those appointments that are reserved to the full City Council to determine. All other appointments of Members and officers to outside bodies shall be within the remit of Cabinet to determine and the proportionality rules will not automatically apply.

6. Evaluation of alternative option(s):

Not applicable, as these appointments are a matter for the Cabinet to determine.

7. Reasons for Decision(s):

To approve the appointment of representatives to serve on Outside Bodies.

Signatures**Date**

Cabinet Member

Chief Officer

List of Background Documents used to compile this Report:

1. Report of the Council Business Management Committee to City Council on 24 May 2005 "Annual Review of the City Council's Constitution"; along with relevant e-mails/ file(s)/correspondence on such appointments.

List of Appendices accompanying this Report (if any):

1. Appendix to Report to Cabinet 18 April 2017 – Appointments to Outside Bodies

APPENDIX TO REPORT TO CABINET 18 April 2017
APPOINTMENTS TO OUTSIDE BODIES**1. Summary of Decisions**

With reference to those bodies included in this report where the terms of office of City Council representatives expire, the Cabinet is asked to note that, where appropriate, the representatives have been contacted and in accordance with the practice agreed by Resolution No. 2769, of the former General Purposes Committee unless indicated, are not willing to be re-appointed. Accordingly, unless indicated in this report, such representatives are not willing to be re-appointed.

2. West Midlands Reserve Force and Cadets Association

One representative, must be Member of the Council, appointed for three years. The term of office of Councillor Lynda Clinton (Lab) expired on 31 March 2017 and she wishes to be re-appointed.

Therefore, it is

RECOMMENDED:-

That Cabinet agrees to the re-appointment of Councillor Lynda Clinton (Lab) from 18 April 2017 until 31 March 2020 as Representative.

3. City of Birmingham Symphony Orchestra

There is a vacancy. Appointment is for a 3 year period, but reviewed annually in line with established practice.

Therefore, it is

RECOMMENDED:-

That Cabinet agrees to the appointment of Councillor Sir Albert Bore (Lab) from 18 April 2017 until 27 June 2017 as Representative Trustee.

4. Service Birmingham (Joint Venture Company)

There is a vacancy for an Alternate Director.

Therefore, it is

RECOMMENDED:-

That Cabinet agrees to the appointment of Cllr Fiona Williams (Lab) as Alternate Director. This is an annual appointment covering the remainder of the period 18 April 17 until 27 June 2017.

5. Clara Martineau Trust

May but need not be Members of the City Council, appointed for four years. The term of office of Councillor Lyn Collin (Con) expired on 31 March 2017.

Therefore, it is

RECOMMENDED:-

That Cabinet agrees to the appointment of Councillor Cllr Debbie Clancy (Con) from 18 April 2017 until 31 March 2021 as Representative Trustee.

