

# **BIRMINGHAM CITY COUNCIL**

## **CABINET**

**TUESDAY, 18 MAY 2021 AT 10:00 HOURS**  
**IN COUNCIL CHAMBER, COUNCIL HOUSE, VICTORIA SQUARE,**  
**BIRMINGHAM, B1 1BB**

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

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

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

### **2 APOLOGIES**

To receive any apologies.

### **3 DECLARATIONS OF INTERESTS**

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

### **4 EXEMPT INFORMATION – POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC**

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

b) To formally pass the following resolution:-

**RESOLVED** – That, in accordance with Regulation 4 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during consideration of those parts of the agenda designated as exempt on the grounds that it is likely, in view of the nature of the business to be

transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information.

- 5 **UPDATE ON COVID-19**
- To receive a verbal update on the item.
- 1 - 118** 6 **EVERYBODY'S BATTLE EVERYBODY'S BUSINESS - TACKLING INEQUALITIES**
- Report of the Assistant Chief Executive.
- 119 - 134** 7 **WORKFORCE RACE EQUITY REVIEW 2019-2020**
- Report of the Director of Council Management (Interim)
- 135 - 148** 8 **2023 INTERNATIONAL BLIND SPORTS ASSOCIATION WORLD GAMES**
- Report of Director of Neighbourhoods (Acting)
- 149 - 156** 9 **WORLD ATHLETICS ROAD RUNNING CHAMPIONSHIPS 2023**
- Report of Director of Neighbourhoods (Acting)
- 157 - 202** 10 **REGULAR UPDATE TO CABINET ON THE IMPLEMENTATION OF THE IT AND DIGITAL STRATEGY**
- Director for Digital and Customer Services
- 203 - 222** 11 **APPRENTICESHIP LEVY TRANSFER OF FUNDS**
- Report of Interim Director for Education & Skills
- 223 - 430** 12 **ADOPTION OF SUTTON COLDFIELD TOWN CENTRE MASTERPLAN SUPPLEMENTARY PLANNING DOCUMENT**
- Report of Acting Director Inclusive Growth
- 431 - 576** 13 **DIGBETH PUBLIC REALM IMPROVEMENTS FULL BUSINESS CASE**
- Report of Acting Director Inclusive Growth.
- Old CMIS Reference 005491/2018
- 577 - 610** 14 **BIRMINGHAM LOCAL ENFORCEMENT PLAN (BLEP)**
- Report of Acting Director Inclusive Growth

- 611 - 620**      15      **HOMELESSNESS REDUCTION NEW BURDENS**  
Report of the Acting Director of Neighbourhoods
- 621 - 772**      16      **SELECTIVE LICENSING**  
Report of the Acting Director Neighbourhoods
- 773 - 780**      17      **ARBORICULTURE SERVICES (NON-HIGHWAYS) (P0560) – CONTRACT EXTENSION**  
Report of the Acting Director of Neighbourhoods
- 781 - 796**      18      **PROCESS FOR CREATING NEW PARISH COUNCILS**  
Report of the Assistant Chief Executive, Assistant Director, Neighbourhoods and Assistant Director, Governance.
- 797 - 826**      19      **ELECTRICAL REFURBISHMENT FOR THE COUNCIL HOUSE COMPLEX FULL BUSINESS CASE**  
Report of Acting Director, Inclusive Growth
- 827 - 840**      20      **ARDEN CROSS**  
Report of Assistant Director Development, Inclusive Growth
- 841 - 860**      21      **PLANNED PROCUREMENT ACTIVITIES (JUNE 2021 – AUGUST 2021) AND QUARTERLY CONTRACT AWARD SCHEDULE (JANUARY 2021 – MARCH 2021)**  
Report of Assistant Director, Development and Commercial Finance
- 861 - 866**      22      **APPOINTMENTS TO OUTSIDE BODIES**  
Report of the Interim City Solicitor.
- 23      **OTHER URGENT BUSINESS**  
To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chair are matters of urgency.



# Birmingham City Council

## Report to Cabinet

18 May 2021



**Subject:** **EVERYONE'S BATTLE, EVERYONE'S BUSINESS:  
TACKLING INEQUALITIES IN BIRMINGHAM**

**Report of:** **Jonathan Tew, Assistant Chief Executive**

**Relevant Cabinet Member:** **Cllr John Cotton,  
Social Inclusion, Community Safety & Equalities**

**Relevant O &S Chair(s):** **Cllr Carl Rice,  
Co-ordinating O&S Committee**

**Report author:** **Suwinder Bains,  
Head of Equalities and Cohesion Division**

Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 008403 / 2021		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential:		

### 1 Executive Summary

- 1.1 This report outlines the Council's refreshed approach to addressing equalities and cohesion and tackling the structural inequalities that discriminate against or limit opportunities for citizens because of their race, disability, age, religion, sex, sexual orientation or class – or a combination of these characteristics.
- 1.2 Our refreshed approach, as set out in our Everyone's Battle Everyone's Business Equality Strategy and Action Plan has been informed and shaped by the views of our staff, communities and a wide range of stakeholders, including grass root

community organisations, faith-based organisations, practitioners and public sector partners.

## **2 Recommendations**

- 2.1 To note the findings of the consultation
- 2.2 To adopt the Council's Everyone's Battle Everyone's Business Equality Strategy and Action Plan, as set out in **Appendix 3**.

## **3 Background**

- 3.1 Birmingham is diverse and culturally vibrant city with a proud history of civic action, with citizens from many different communities coming together to tackle social injustices, building great institutions and businesses and change lives for the better.
- 3.2 However, the COVID-19 pandemic has tested the resilience of our communities in many ways. Whilst the pandemic has affected every community and neighbourhood, it is clear that it has had the harshest impact upon those who have the least. Citizens from Black Asian and minority ethnic backgrounds, women, people with disabilities or on a low-income people have borne the hardest burden. The economic shock has placed significant strain upon individuals, families and communities living in Birmingham. The resources available to meet these challenges have become increasingly stretched, creating concerns over the opportunities to access services and ensure an equitable distribution of provision to communities.
- 3.3 In September 2020, the Council responded to these challenges by publishing Everyone's Battle Everyone's Business Statement of Intent (**Appendix 1**). An extensive 15-week consultation was undertaken to seek the views of our citizens, partner and employees on our proposals to address the causes of inequalities.
- 3.4 Due to COVID-19 restrictions on travel and social distancing measures, we were unable to consult through our usual means of face to face meetings in community settings. Despite these limitations, we held an extensive consultation exercise during two national lockdowns. These included a series of virtual engagement sessions, an online survey, community radio phone-ins for the digitally excluded, a special social media campaign targeted at young people and listening sessions with staff. We also received written feedback. The evidence came from citizens, community activists, a diverse range of voluntary and community sector organisations, Council employees, and the public and private sector. Over 4000 people shared their views during the consultation period. Responses to the consultation showed broad support for our proposals, and this Strategy builds on these findings, which are set out in **Appendix 2**.

## 4 **Everyone's Business Everyone's Battle – tackling inequalities: Equality Strategy and Action Plan**

4.1 Feedback from the consultation, written submissions and desktop research have all help shape our refreshed approach to addressing inequalities, as outlined in our Everyone's Business Everyone's Battle Equality Strategy and Action plan (**Appendix 3**).

4.2 Our strategy sets out how we intend to work with our citizens, communities and partners to address the long-term structural inequalities in our city. It is rooted in the lived experiences of our citizens and acknowledges that the change we need cannot be delivered by one agency, sector or community alone. We need a genuine, collective commitment and effort to remove the structural barriers that obstruct equal access to opportunities that limit the life chances of too many of our citizens.

4.3 The strategy builds upon the solid foundations laid by the work to deliver the Council's existing Community Cohesion strategy and our five Equality Objectives. It draws upon a rich array of diverse voices and perspectives: the impacts of the pandemic; the injustices raised by Black Lives Matter and other movements calling for class, gender and race equality.

### 4.4 **Our key principles for tackling inequalities:**

We have identified five key principles, informed by the feedback from our consultation and supported by research, to guide our work on tackling structural inequalities:

4.4.1 **A focus on equity** - We will focus our approach on equity. Evidence shows that offering the same opportunities to everyone will not always lead to equal outcomes, because where you are born, your gender, your ethnicity, your sexual orientation and your social class can limit choice and access to opportunities – creating unequal outcomes. Focussing on equity will turn the spotlight on the hidden barriers to accessing opportunities.

4.4.2 **Actively listening to the voices of lived experience** - We will put those who are affected by inequalities at the heart of designing solutions. Policy and practice must reflect and respond to the experiences of our diverse communities. This means actively listening to and engaging with citizens to understand their lived experiences of inequality and using their experience to deliver change.

4.4.3 **Understand the diverse range of views and perspectives of citizens and ensure solutions are based on the widest available evidence** - We will take an intersectional approach to understand how people experience inequality according to their social class, age, gender, ethnicity, disability and sexual orientation. This means looking at the multiple disadvantages faced by different groups of people and using the latest data and research to underpin policy development and service design.

4.4.4 **Language counts** - Language can itself can be a barrier to meaningful engagement. The way we communicate plans, policies and strategies is often

seen as jargonistic. We will aim to use plain language in our publications that is jargon free and easily understood.

We also need to develop a shared understanding of the terms used to describe inequalities. We will work across the Council and with our partners in all sectors to achieve this.

4.4.5 **Place matters** - Where you are born and where you live shapes your life chances and your access to opportunities. Neighbourhoods are places where individuals build a sense of belonging and make social connections providing access education, employment and training opportunities. This is why we will focus on place-based approaches that improve access to opportunities.

## **5 From Strategy to Action**

5.1 Achieving our ambition is underpinned by a set of refreshed actions and governance structures to track progress.

5.2 We will continue to deliver on our long-term aims to advance equality and inclusion in everything that we do - set out in our five Equality Objectives:

- Understand our diverse communities and embed that understanding in how we shape policy and practice across the Council
- Demonstrate inclusive leadership, partnership and a clear organisational commitment to be a leader in equality, diversity and inclusion in the City
- Involve and enable our diverse communities to play an active role in civic society and put the citizens' voice at the heart of decision-making
- Deliver responsive services and customer care that is accessible and inclusive to individual's needs and respects faith, beliefs and cultural differences
- Encourage and build a skilled and diverse workforce to build a culture of equity and inclusion in everything we do.

5.3 Our Strategy and action plan will be a living document that is continually updated so that we respond to the changing needs of our diverse communities, and the latest developments in national and local policy.

## **6. Governance**

6.1 The Council is committed to accelerating the pace on tackling the persistent inequalities which affect too many our citizens quality of life. This will require an organisational shift, as well as support from our partners, voluntary and community sector and communities across the city to deliver our collective ambitions.

6.2 To ensure strong oversight and delivery of our actions, the Council's Equality and Cohesion Star Chamber will oversee the implementation of the strategy and action plan. The Corporate Leadership Team will provide strategic sponsorship supported by the Corporate Equalities and Cohesion Team.

## **7 Consultation**

- 7.1 An external consultation on the Everyone's Battle, Everyone's Business - statement of intent was open from 8<sup>th</sup> September to 14<sup>th</sup> December 2020. Further conversations with stakeholders and staff continued during the first part of 2021. It was important to engage widely to ensure our refreshed approach accurately reflects the different views and needs of the people of Birmingham. The consultation was available online on the Council's consultation hub ([BeHeard](#)). Over 4000 people participated in the consultation and the analysis of responses is contained in **Appendix 2**.
- 7.2 The Council's Executive Management Team has been consulted on the "Everyone's Battle, Everyone's Business" statement of intent and comments have been included.
- 7.3 The Council's Corporate Leadership Team has been consulted on the "Everyone's Battle, Everyone's Business" Equality Strategy and Action Plan and involved in the preparation of this report.

## **8 Risk Management**

- 8.1 The Council has established an Equality and Cohesion Star Chamber, chaired by the Cabinet Member for Social Inclusion, Community Safety and Equalities to oversee the delivery of its Equality Objectives 2019-2023 to support compliance with the Public Sector Duty. In addition, a corporate Equality and Cohesion officer working group, chaired by the Assistant Chief Executive, supports the work programme of the Equality and Cohesion Star Chamber.

## **9 Compliance Issues:**

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

- 9.1.1 The renewed approach to addressing structural inequalities will be at the core of the Council's Delivery Plan for the next two years. It will ensure our ongoing commitment to reducing inequalities underpins everything we do and is embedded in our plans and strategies.

### **9.2 Legal Implications**

- 9.2.1 Section 149 of the Equality Act 2010 enacts a single general public sector equality duty (PSED) which applies to public authorities exercising public functions. The duty on public authorities to have "due regard" to the PSED in section 149(1) of the Equality Act 2010 is more than simply a requirement to have general regard. Real thought must be given to the PSED and its requirements.
- 9.2.2 Equality Act 2010 (Specific Duties) Regulations 2011 the Council must prepare and publish at least one equality objective once every four years.
- 9.2.3 Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 impose a duty on specified public authorities with at least 250 employees to

publish gender pay gap information relating to employees, in order to demonstrate compliance with the public sector equality duty.

9.2.4 The actions in this report and adoption of the proposed objectives will ensure the above legal requirements are met.

### **9.3 Financial Implications**

9.3.1 The Financial Plan 2020-2024 approved by Cabinet provides additional funding of £0.646m for 2020/21, rising to £0.688m for 2023/24 ongoing with an additional one-off for 2020/21 of £0.050m to provide adequate resource to ensure strategic support to deliver the Council's deliver the Equality Objectives.

9.3.2 Furthermore, this funding will support aspects of the Equality strategy and action.

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

9.4.1 As outlined above there is a proposed expansion of the resource and staff capacity to deliver the Council's strategic cohesion and equality function, currently 1.0 FTE. The Equality and Cohesion function is currently being recruited to provide an engine room in driving the Council's ambitions in both equality and community cohesion.

### **9.5 Public Sector Equality Duty**

9.5.1 The Council has statutory duties under the Equality Act 2010. Collectively referred to as the general duty to promote equality. The Council also has a specific duty to eliminate discrimination, advance equality of opportunity and foster good relations between different people.

- Decision-makers are required under Section 149 Equality Act 2010 to promote equality for persons with the following protected characteristics: age, disability gender reassignment, pregnancy and maternity, race religion or belief, sex, sexual orientation. Decisions need to show due regards to:
- Eliminate unlawful discrimination, harassment and victimisation and any other conduct that is prohibited under the Equality Act 2010.
- Advance equality of opportunity between people who share a protected characteristic and those who do not Foster good relations between people who share a protected characteristic and those that do not.

9.5.2 The proposed actions in this report will ensure the above Public Sector Equality Duty is met.

## **10 Appendices**

10.1 **Appendix 1** - Everyone's Battle, Everyone's Business - statement of intent

10.2 **Appendix 2** - Everyone's Battle Everyone's Business consultation analysis.

10.3 **Appendix 3** - Everyone's Battle Everyone's Business – Equality Strategy and Action Plan.

## **11 Background Documents**

11.1 Community Cohesion Strategy



## **Appendix 1**

### **EVERYONE'S BATTLE, EVERYONE'S BUSINESS**

#### **WE WILL TACKLE INEQUALITY IN BIRMINGHAM, SO EVERY CITIZEN CAN ASPIRE**

#### **A STATEMENT OF INTENT FROM THE LEADER OF THE COUNCIL AND THE CABINET**

Events of recent months demonstrate the extent to which we remain an unequal society. Opportunities for too many of our citizens remain a condition of their race, or class or sex – or a combination. This has never been acceptable to us as a council.

It's also clear that despite our best intentions over many years, progress is not happening quickly enough. We want to see this change. Over the short, medium and long term, Birmingham's success should be judged by the extent to which the aspirations of everyone can be fulfilled. We know this won't be easy, but that must not stop us doubling down on our efforts to see change happen.

Our approach will need to be both long term and systemic. We will need to think again about how we stimulate the right kind of growth in our city so that all can benefit. We will need to think about how our Council and other public services work, so that they focus on those families and communities that we all too often describe as hard to reach, when in fact they are hidden in plain sight.

It's incumbent upon us to change how we work so that we see the reality of their lives and change what we do, in so far as resources and legislation allows us to do. This means involving people in the design and delivery of our services but also in decisions that matter to them.

This statement sets the key areas where the Council is best placed to influence major change, both in its role as a major employer and as the democratically accountable, civic leadership body for the city as a whole. But we are clear that if we want real change, tackling inequality must be everyone's business. We all need to step up. These are our initial thoughts and proposals, but we want to work with everyone in Birmingham to ensure we get this right and deliver the fundamental change that people in our city need.

#### **THE COUNCIL WILL LEAD BY EXAMPLE AS AN EMPLOYER**

We believe that Birmingham City Council should take a lead as an employer and our goal is to ensure that our workforce properly reflects the communities we serve. While it will take time for us to attain this, we should in the meantime become a beacon for equal opportunities employment and leave no stone unturned in a quest to be a representative and diverse organisation:

- To address the current, visible imbalance in gender and Black, Asian and Minority Ethnic representation across the authority, shortlists for all Birmingham City Council (BCC) staff vacancies, at all levels, will include at least one Black, Asian and Minority Ethnic and one female candidate, in addition to our efforts to seek representation across all protected characteristics in our workforce. In order to do this, we will work hard to attract a diverse range of candidates. We will also require recruitment agencies working on the Council's behalf to follow this shortlisting rule, so they actively seek out diverse talent from across communities.
- All Council interview panels will have Black, Asian and Minority Ethnic and female members. We will develop shared panel membership arrangements with neighbouring authorities, following the example of the London boroughs, to ensure that panels remain representative if suitable panel members from within BCC are not available for a given interview.
- Working with independent HR experts, we will undertake a root and branch review of our HR policies, procedures, training and other related activity so that we are assured that we are best in class when it comes to equal employment practice and support. We will work with our managers to ensure that changes are adhered to, and with our trade union colleagues to ensure that this is a genuinely shared endeavour.
- Working with our staff and the support of an external, respected equalities organisation, we will co-design a fast track recruitment and development programme for Black, Asian and Minority Ethnic individuals. This will include:
  - a) Investing in young Black, Asian and Minority Ethnic talent, by providing professional development, support networks, executive coaching and full access to other internal and external development opportunities.
  - b) Removing any institutional barriers to progression and developing career pathways for Black, Asian and Minority Ethnic staff members so that they can develop their careers in the same way that many white professionals take for granted. This will include actively managing the Council's vacancy list to support talented individuals to work for periods of time in roles so that they can actively manage their careers and develop their skills. Staff should not have to choose between career progression or job security.
  - c) Addressing the serious lack of Black, Asian and Minority Ethnic representation at senior level with a targeted advancement programme to progress staff from Grade 6 and 7 posts to Assistant Director and Director roles.
  - d) Creating a dedicated permanent inclusive workforce team to implement the above actions and to provide additional support to the organisation.

- Every elected Councillor and every member of staff will be required to participate in mandatory equalities training, which will take place at least annually and include programmes to challenge and tackle unconscious bias.
- Renewing our corporate relationship with the Staff Equality Networks through a formal concordat and regular “check and challenge” meetings between Networks, Council Leadership Team and Cabinet.
- We will be transparent and open: publishing our Race Pay Audit and Workforce Equality data and using these to set robust diversity targets for the Chief Executive and Council Leadership Team, which will form part of the Council’s Performance Monitoring framework.
- The Equalities and Cohesion Star Chamber, chaired by the Cabinet Member for Social Inclusion, Community Safety and Equalities will provide robust internal challenge and scrutiny of the Council’s performance against the Equality Objectives and drive sustained improvements to our internal equalities practice.

### **AS CIVIC LEADERS, WE WILL CHALLENGE INEQUALITIES IN EVERY COMMUNITY**

- We will deliver our commitment to expand the Council’s Equalities and Cohesion team, so we have the in-house expertise and leadership to deliver on our mission to tackle inequality right across our city.
- The Covid-19 crisis and the anticipated economic downturn will have a dramatic effect upon an already challenging pattern of inequality and poverty in our city. We need to work with communities to properly understand the impacts and together, decide the immediate and longer-term measures we need to take to tackle inequality in all its forms. We will explore the potential for establishing a Citizens Assembly or similar body to steer this work, as we want to ensure that the city’s diverse communities are fully represented and all voices, especially those that often struggle to get a hearing, are part of this crucial project.
- The Council will sponsor the second phase of the Birmingham Poverty Truth Commission, to ensure that the voices of those with lived experience of poverty have a direct influence upon how we deliver our services and make policy.
- We have already launched the 2020 Birmingham City Council Civic Leadership with Operation Black Vote, with a diverse cohort of fifteen participants. We will continue and expand our work with Operation Black Vote to invest in, enable and grow a new generation of Black, Asian and Minority Ethnic civic leaders.
- Covid-19 has brutally exposed the health inequalities affecting Black, Asian and Minority Ethnic communities and we have already called for national action to address these. Together with colleagues in the London Borough of Lewisham, we

will deliver our joint review of African and Caribbean health inequalities by Autumn 2021 and if successful, establish similar reviews into the health inequalities affecting other Black, Asian and Minority Ethnic communities.

- Poverty pay and wage injustice have no place in a genuinely inclusive city. We will continue our campaign for businesses to pay the Real Living Wage and submit our application to become a Living Wage City by Living Wage Week in November 2020 – the next step in our battle to drive poverty pay out of Birmingham altogether.
- The Council will revisit its commissioning and procurement practices and the Birmingham Business Charter for Social Responsibility to guarantee that all opportunities to promote and facilitate inclusion are being taken and ensure that social value policy is refocused upon efforts to challenge structural inequalities in the city.
- Challenge other public sector partners and anchor institutions in the city to join us in drawing up a Birmingham Employment Charter to ensure best practice in diversity and increase recruitment across all sectors from the most excluded communities in the city. This will draw upon the work we have already been doing with the Centre for Local Economic Strategies (CLES) to develop local wealth building and inclusive growth.
- We will deepen the excellent partnerships with the voluntary, community, faith and social enterprise sectors that served us so well during the COVID-19 crisis. We will work with them to ensure that organisations representing diverse communities can be properly heard and external funding sources that are not available to the Council levered in to support grassroots community development and strengthen civil society.
- The City Council will review and refresh the Faith Covenant, which we first signed in 2014, to ensure that we work with and give a voice to our ever more diverse family of faith communities in the city. We will also re-establish a formal body to oversee the work of the Covenant and our relationship with faith groups.
- Cabinet Members will call out exclusionary behaviours by declining to participate in any public panels that do not include female and Black, Asian and Minority Ethnic representation.

#### **WE WILL CELEBRATE AND SHARE OUR CITY'S STORIES OF DIVERSITY AND DYNAMISM:**

- Birmingham's heritage is a rich and diverse mix of stories, experiences, opinions and challenges. From the 18<sup>th</sup> century to the present day, it is a history of startling technological and economic innovation; of change and migration; of campaigns for basic democratic rights and hard-fought battles to secure social justice for every citizen. We will work to ensure that the stories of all our communities are shared,

explored and commemorated appropriately. This will include steps to properly champion the telling of “unheard histories” and a review of how we can better support and facilitate key community events and celebrations.

- We will work with schools and local historians to develop a new curriculum and resources that tell the “Birmingham Story” – fully exploring its diversity, challenges and its meaning for the Birmingham of the 2020s and beyond.
- Following the launch of our Schools Equality Toolkit: “All Different, All Equal”, we will work with our partners in the education and community sectors to develop a new Race Equality education programme for use in Birmingham’s schools.
- We will review the appropriateness of local monuments and statues on public land and council property. We will also ensure that the plaques accompanying our monuments properly and fully explain their historical context, where appropriate.
- We will review our street and public space naming protocols to ensure that potential names properly reflect and respect the city’s history and communities, together with our wider Heritage Strategy.
- We will review the displays of art in our civic buildings to ensure they also tell the full story of Birmingham, including the renaming of a room in the Council House to properly mark the contribution of BAME civic leaders.



**BIRMINGHAM CITY COUNCIL**

**EVERYONE'S BATTLE,  
EVERYONE'S BUSINESS  
CONSULTATION ANALYSIS**

**Corporate Equalities and Cohesion Division**

**May 2021**



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## Executive Summary

This report summarises responses to the consultation on Birmingham City Council's 'Everyone's Battle, Everyone's Business' Statement of Intent. The formal consultation process ran from 8 September 2020 to 14 December 2020.

Due to the COVID-19 restrictions, consultations were held on-line. More than 4,000 people engaged with this consultation and gave us their views. Engagement methods included community focus groups, conversations facilitated by partner organisations, bespoke youth engagement via social media, engagement with council staff and an online survey.

There were 18 questions on the online survey, each relating to the specific policy proposals to address structural inequality in Birmingham. Overall, the consensus from the community consultations, individual responses and the online survey clearly demonstrated that respondents agreed with all the proposals listed.

### Everyone's Battle, Everyone's Business - Proposals Summary:

<b>Increasing diversity and fairness in recruitment and employment in the council</b>	
1	At least 1 Black, Asian and Minority Ethnic candidate and 1 Female candidate on all shortlists for council staff vacancies.
2	At least 1 Black, Asian and Minority Ethnic candidate and 1 Female member for council interview panels.
3	Supporting career progression for council staff.
4	Compulsory Equalities Training for all council staff and elected members.
<b>Reducing poverty and increasing civic engagement</b>	
5	Establishing a Citizen's Assembly to allow citizens to shape decisions.
6	Second Phase of the Birmingham Poverty Truth Commission to ensure the lived experience of poverty for citizens are recognised and considered in addressing poverty.
7	Operation Black Vote to invest in, enable and grow a new generation of Black, Asian and Minority Ethnic civic leaders.
8	Make Birmingham a Living Wage City.
<b>Developing partnerships with Birmingham's Business Sector, Third Sector and Faith Communities to reduce inequality</b>	
9	Establish a Birmingham Business Charter for Social Responsibility to refocus social value across all opportunities and promote inclusion.
10	Establish a Birmingham Employment Charter to ensure best practice in diversity and increase recruitment across all sectors.
11	Strengthen council's partnerships with voluntary, community, faith and social enterprise sectors organisations to ensure all of Birmingham's diverse communities are represented and supported.
12	Review and refresh the 2014 Faith Covenant.
<b>Promoting Diversity in Education and Civic Spaces</b>	
13	Develop a new curriculum and resources that tell the Birmingham Story – fully exploring its diversity, challenges and its meaning for the Birmingham of the 2020s and beyond
14	Develop a new race equality education programme for use in Birmingham's schools.
15	Review the appropriateness of local monuments and statues on public land and council property.
16	Review street and public space naming protocols to ensure that potential names properly reflect and respect the city's history and communities.
17	Review the displays of art in civic buildings to ensure they also tell the full story of Birmingham.

Responses were received as follows:

- 710 responses to the online Birmingham BeHeard survey.

- Online activity (social media campaign driven by local online news outlet Birmingham Updates). This included a series of targeted campaigns across Twitter, Facebook and Instagram which generated total impressions of 493,357, total views of 37,496, total reach of 398,305 and total engagement of 3,242. This online campaign achieved an overall engagement rate of 3.36 per cent (anything over two per cent is considered good). See Table 1.
- Comments from partner organisations and directorates made through email response submissions.
- Online roundtable discussion with the University of Birmingham.
- Faith Leaders Group
- Online conversation with Birmingham’s Aspiring Youth
- Wider public engagement through a series of online community consultations. This was originally intended to be delivered in person and at ward forums but was later adapted due to the COVID-19 lockdown restrictions.

<b>CHANNEL</b>	<b>TOTAL IMPRESSIONS</b>	<b>TOTAL REACH</b>	<b>TOTAL VIDEO VIEWS</b>	<b>TOTAL ENGAGEMENT</b>	<b>TOTAL LINK CLINKS</b>	<b>ENGAGEMENT RATE</b>
FACEBOOK	343,589	269,538	24,687	874	12,868	4.00%
INSTAGRAM*	86,453	67,052	25,305	1,264	0	1.46%
TWITTER	85,476	85,476	1,712	1,225	477	1.99%
<b>TOTAL</b>	<b>493,357</b>	<b>398,305</b>	<b>37,496</b>	<b>3,242</b>	<b>13,345</b>	<b>3.36%</b>

Table 1.

### **Feedback from the online virtual group discussions**

There was a general support of all the policy proposals. Intersectionality and inclusivity were major themes across the responses. Inequality is complex and the council and partner organisations must recognise this. The focus must be on tackling the systems and structures that create inequality. Some respondents identified the need for greater emphasis upon LGBT+, disabled and class-based prejudice

Residents and community groups are united in their view that these proposals must be backed by meaningful and timely action. They want to see a coherent action plan to support their implementation, with clear target dates and a mechanism for providing on-going constructive feedback and engagement with citizens.

There was a clear message that the proposals must not be reduced to a mere tokenistic gesture, or a simple box-ticking exercise. Respondents want action to be backed by independent auditing functions to ensure compliance and best practice.

It is widely acknowledged that local community activists and grassroots organisations are supporting the most marginalised communities during the COVID-19 pandemic. Respondents commonly mentioned that they welcomed the Council’s proposals to introduce more inclusive approaches to engage marginalised communities by supporting diverse grassroots organisations.

Language used by the local authority can be inaccessible. Documents produced by the local authority and partners should be in plain English and have objectives clearly defined to ensure citizens can reflect on the policy proposals and provide informed responses. The term ‘BAME’ was also criticised frequently and it was suggested that Birmingham should be a leading local

authority in changing the terminology used for ethnic minorities living in the UK. Language counts.

## Online Survey Responses Overview

The online consultation survey asked whether respondents agreed or disagreed with the 17 proposals set out to tackle inequalities. Overall more agreed than disagreed.

### Agreement with overall themes (% based on number of respondents to that theme)

Proposal	Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Not Answered	Total agree	Total disagree
<b>1: Black, Asian and Minority Ethnic and Female Candidates for council shortlists</b>	33%	18%	13%	13%	22%	1%	51%	35%
<b>2: Black, Asian and Minority Ethnic and Female Panel Members for council interviews</b>	41%	18%	12%	9%	19%	1%	59%	28%
<b>3: Supporting Career Progression for council staff</b>	49%	30%	15%	3%	2%	1%	79%	5%
<b>4: Compulsory Equalities Training</b>	57%	18%	8%	6%	10%	1%	75%	16%
<b>5: Citizens Assembly</b>	44%	30%	15%	5%	5%	1%	74%	10%
<b>6: Poverty Truth Commission</b>	55%	26%	12%	3%	3%	1%	81%	6%
<b>7: Operation Black Vote</b>	42%	21%	13%	9%	14%	1%	63%	23%
<b>8: Make Birmingham a Living Wage City</b>	66%	22%	6%	3%	3%	0%	88%	6%
<b>9: Birmingham Social Responsibility Charter</b>	49%	29%	11%	5%	5%	1%	78%	10%
<b>10: Birmingham Employment Charter</b>	50%	25%	12%	5%	7%	1%	75%	12%
<b>11: Voluntary, Community Organisations &amp; Social Enterprise Partnerships</b>	47%	29%	14%	3%	6%	1%	76%	9%
<b>Q12: Refresh Faith Covenant</b>	32%	24%	21%	9%	12%	2%	56%	21%
<b>Q13: 'Birmingham Story' Curriculum</b>	52%	26%	10%	4%	7%	1%	77%	11%
<b>Q14: Race Equality Education Programme</b>	49%	22%	13%	6%	9%	1%	71%	15%
<b>Q15: Review Local Monuments &amp; Statue</b>	44%	21%	9%	7%	17%	2%	65%	24%
<b>Q16: Review street naming protocols</b>	39%	24%	15%	6%	14%	2%	63%	20%
<b>Q17: Review art in civic buildings</b>	41%	22%	15%	7%	14%	1%	63%	21%

Table 2.

**END OF EXECUTIVE SUMMARY**

## Community Consultations

A majority of the consultations were led by Councillor John Cotton, Cabinet Member for Social Inclusion, Community Safety and Equalities and supported by the Equalities and Cohesion Team.

To ensure that all communities were reflected within the consultation process, we sought to engage with community groups from across the city, taking special care to ensure that often under-represented communities were fully included in these conversations. It was essential to ensure that our engagement reflected the diversity of Birmingham as a whole. In addition, the organisations consulted represented a wide range of views and were all closely involved in the work of tackling inequalities within the city of Birmingham.

The key themes raised in community consultation sessions varied across different community groups. The main themes consistently highlighted can be grouped in the following: resources and support, data and knowledge-sharing, intersectionality, engagement and awareness addressing the causes of poverty.

### Organisations consulted

BVSC

Aspiring Youth Council

Faith Leaders Group

Birmingham Council of Faiths

ODARA

Kingstanding Regeneration Trust

Birmingham Race Impact Group (BRIG)

Birmingham Heritage Partnership

Birmingham Selfridges

SMART women

Guide Dogs for the Blind

BAME Headteachers and Senior Leaders Forum Big Lottery

Trade Unions

Living Wage Partnership

### Council

Birmingham City Council employees

Education and Skills Directorate's Race Equity Working Group (REWG)

Inclusive Growth Directorate

Corporate Leadership Team

Corporate Staff Diversity Alliance Network

Birmingham Heritage Partnership

Diagram 1. Key Themes identified by Consultees



## **Key Themes identified by consultees**

### **Role of VCSE Sector in COVID-19 Response**

COVID-19 has significantly impacted the operations and sources of income for the voluntary, community and social enterprise (VCSE) sector. Voluntary organisations played a major role in addressing the resource gaps caused by lockdown measures and the rising levels of unemployment and poverty. Distrust between the local authority and Black, Asian and Minority Ethnic communities has led to a reluctance to seek support, and to use official mechanisms to report poor service provision. The proposal to support the third sector in securing funding was received positively. During the pandemic the Council reached out to grassroots organisations for their support in our collective efforts to keep marginalised communities safe. Organisations welcomed the financial support provided by the council to deliver engagement work. This joint working should continue through a more structured approach for under-resourced community organisations.

From the consultation discussion the following themes were highlighted in response to the proposals and how we as a city tackle inequality:

#### ***Digital poverty has heightened inequality for poor families***

“[We] housed a family of 5 who only had access to one basic phone, and no smartphones. [This was a] real picture of financial strain and poverty [...] families like this are blocked off from communities”.

*Consultation Participant*

Families who can't afford smartphones, laptops and broadband were isolated from their community and extended family, struggled to keep up with the demands of home schooling and accessing support. Provisions made to bridge this gap in digital poverty can be seen in the work of the Birmingham Education Partnership and Child Poverty Action Forums help children and families access free devices and connectivity.

An intersectional approach is needed to understand the multiple layers of discrimination including gender, age, disability, sexual orientation-based discrimination, to ensure the complex and varying challenges experienced by different groups are recognised and challenged.

There is an overarching need to address homophobia, but the challenges can differ across groups such as the higher prevalence honour-based violence and forced marriage for South Asians who identify as LGBT+.

#### ***Data, Transparency and Accountability***

“An intersectional lens is needed to address unemployment and poverty [...] such as coronavirus job losses [...] a UN report stated that COVID-19 has set back women's roles and rights in the workplace by 20 years.”

*Consultation Participant*

The current framework for data collection on Birmingham's minority resident population needs improvement and the terminology also needs to be revisited. The use of the term 'BAME' is consistently criticised as an ineffective blanket term which groups together ethnic minorities with different experiences of inequality. The policy framework needs to redevelop and address disproportionalities in terms of Black, Asian and Minority Ethnic representatives, as it can often exclude or conflate the experiences of some communities i.e. Black African and Black

Caribbean experiences can often be conflated. The categorisation of non-British white minorities in Birmingham also needs to be clearly outlined, it was felt that the Eastern European and Irish communities in Birmingham experience similar disadvantages to Black and Asian racial minorities, but it is unclear whether they are recognised as a minority in this context.

The action plan needs to set out clear objectives and benchmarks, which can be monitored. This information needs to be clearly communicated to all citizens.

The voluntary and community sector collects varied data, including lived experience. It would support the delivery of the equalities objectives if there was a shared approach to data to understand trends and needs of our communities. This can be then be used against a set of benchmarks to monitor the progress to maximise transparency and accountability.

### ***Commit to long-term plans to sustain an ongoing commitment to equality***

Sustainability and commitment must be drawn into the action plan. Equalities objectives must be sustainably carried through the council's mission, at officer leadership level and political leadership level. Respondents commented on the lack of continuity of governance structures, equality initiatives and plans. This can result in mistrust and disengagement with the Council.

### **Strengthening Partnership with the Voluntary and Community Sector (VCS) and Faith Communities**

Community organisations responded positively to the Council's commitment to strengthen partnerships with the voluntary, community, social enterprise and faith sectors. There is a real appetite to further strengthen and deepen the relationship built between the Council and the sectors during the pandemic and ensure that we continue to collaborate creatively through the recovery and afterwards. The Council has established a strategic partnership arrangement with BVSC, a voluntary and community sector infrastructure organisation, to work with the council to engage the wider voluntary and community sector, and reach into marginalised communities to support evidence-led decision-making.

### **Workforce Race Equity Review**

Acknowledging the race pay gap was recognised as a positive sign of the Council's commitment to closing racial inequality within the workforce.

A historical lack of appropriate governance and accountability has created a level of distrust between residents, community organisations, faith communities and the council. In the past, similar reports and initiatives have been produced which emphasised the need to address racial inequality and workplace bullying in Birmingham City Council, which were not appropriately monitored nor implemented systematically. To rebuild trust, it is important for the proposals to create a more diverse workforce and must not be tokenistic, progress needs to be monitored and openly shared with staff, the general public and public bodies.

It was also commended that the proposal actively chooses to address implicit bias. Recognising and challenging drivers of institutional bias and racism is crucial to addressing racial inequality. There are several comments where the Council's Black, Asian and Minority Ethnic staff have experienced harassment and bullying at work from management, which have been poorly addressed. Human Resources should play a fundamental role in resolving this and need to take a proactive approach including undertaking regular audits of cases and case progression.

"[An] option for the City Council is set up specific positive action training programmes at the level where there is clear under-representation, especially management tiers. This was done successfully by many local authorities and housing associations in the 1990s. Such a scheme could be open to both internal and external candidates and linked to vacancy management and career progression strategies to ensure opportunities exist for trainees to move into."

*Consultation Participant*

### **Business Charter for Social Responsibility**

The purpose, key targets and main stakeholders of the Business Charter should be clearly outlined and published. There needs to be a review of the Council's existing procurement and commissioning practices to ensure social value objectives are realigned with the new strategic direction. Addressing roots of inequality based in class, intersectional forms of inequality are largely omitted from the report and subsequent proposals.

[We] struggle to find work that can run alongside school & college, it's not easy when COVID-19 has complicated the process. We're not sure if we should be looking for work now, there's no leading voice to reassure young people of how to secure employment.

*Consultation Participant*

There is also a rising concern from young people on securing employment post-COVID-19, there are also several disadvantages young people from working class backgrounds experience in the labour market. One consultee felt that if they didn't have personal or professional connections, they would struggle greater in accessing work experience and related opportunities. Employers often cite a lack of experience as a major determining factor in recruitment. There needs to be a localised response to the reduction in the youth labour market. Young people told us that many of them lacked work experience and/or opportunities to access experience, this was a key barrier into employment. The charter could help bridge the gap into employment.

### **Real Living Wage City and Poverty Truth Commission**

Increased foodbank usage for working families highlighted the need for the real living wage city. There were concerns about SME employers who would not be able to afford to commit to the Living Wage proposal, there should be a similar strategy to support those employers in raise wages for their employees.

As the first round of the Poverty Truth Commission was not a council-led initiative, it was not publicised to citizens widely enough, some stating that the Statement of Intent was the first-time many residents had been made aware of it. For the second round, there needs to be a greater emphasis on engaging with the resident population to ensure to ensure their maximum

engagement and reflects our communities experiences accurately. There needs to be a detailed outline of the definition of poverty, as it can be subjective.

COVID-19 has exposed the harmful effects of digital poverty which is widening further existing inequalities. We heard examples of hardship and social isolation because of the lack of devices and connectivity from community activist supporting marginalised communities.

## **Diversifying the Curriculum and Birmingham Stories**

### ***Diversifying the Curriculum***

Young people in the City felt that the curriculum was not relevant to their needs and were keen to understand more about this element of the proposal. It has been recognised for a while that an inclusive, intersectional curriculum is needed in Birmingham. One participant said they wrote to their headteacher about studying more Black, Asian and Minority Ethnic writers in English, they didn't study a single non-white male figure at KS3, and it was reported that the school didn't have enough funding to diversify the book range currently taught.

The "curriculum should be diversified to include young women, Muslims, harder parts of British Empire [...] Want a true reflection of Britain's role in the Empire. [I] want to hear about the lives of the native people, discussions about the Windrush generation, treatment of South Asians in the 1970s"

*Consultation Participant*

There were concerns raised in addressing resource gaps in schools as children from lower income backgrounds, aren't offered significant additional support at home or school. The technology rollout was initially slow and has set back students from low income backgrounds by five to six months compared to their wealthier peers who already had access to their own devices and broadband. Integration and disenfranchisement

### ***Foster opportunities to counter toxic narratives within the communities***

Voluntary organisations emphasised the need for cohesion to be reprioritised on the Council's agenda. There were higher levels of success in community cohesion programmes where partnering schools and colleges aligned more strongly with this ethos. There needs to be more opportunities for different groups across the city to experience life and integrate. This sentiment was echoed from the Aspiring Youth Council, arguing that school swaps such as the Channel 4 Saltley-Tamworth school swap, where children from different schools' swap places, would help in tackling stereotypes and misconceptions. The Birmingham Stories initiative was received positively but there needed to be more marketing and awareness raised to capture all of the city's diverse communities and their contributions to the city. Migrant communities have shaped civic life, their entrepreneurial spirit has brought economic success and change the arts and culture landscape. This needs to be acknowledged across different organisations.

There needs to be clearer guidance on how the curriculum changes and Birmingham stories will be implemented.

## Survey Responses

The online consultation survey asked whether respondents agreed or disagreed with the 17 proposals set out to tackle inequalities. Overall more agreed than disagreed. Key findings and comments for each question are listed in the following section.

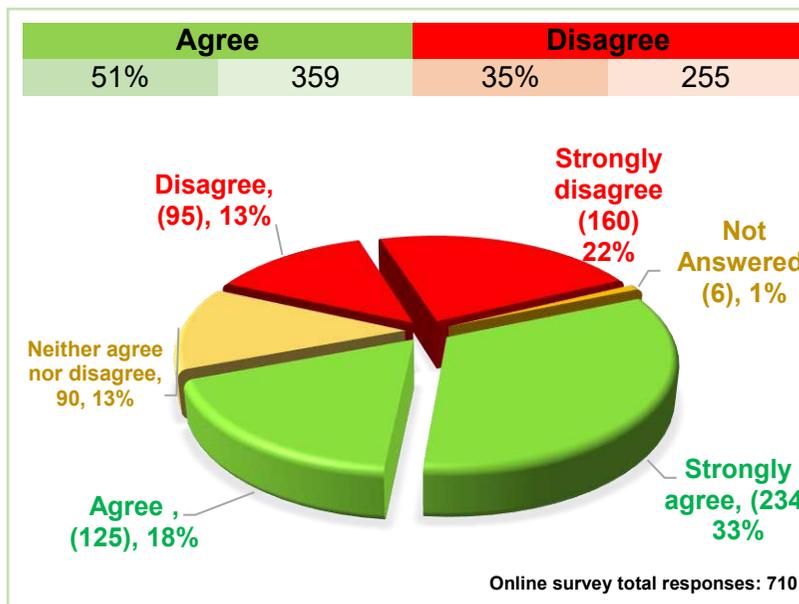
**Q1: To what extent do you agree or disagree with the following proposal “shortlists for all Birmingham City Council (BCC) staff vacancies, at all levels, will include at least one Black, Asian and Minority Ethnic and one female candidate.”**

### Key Findings

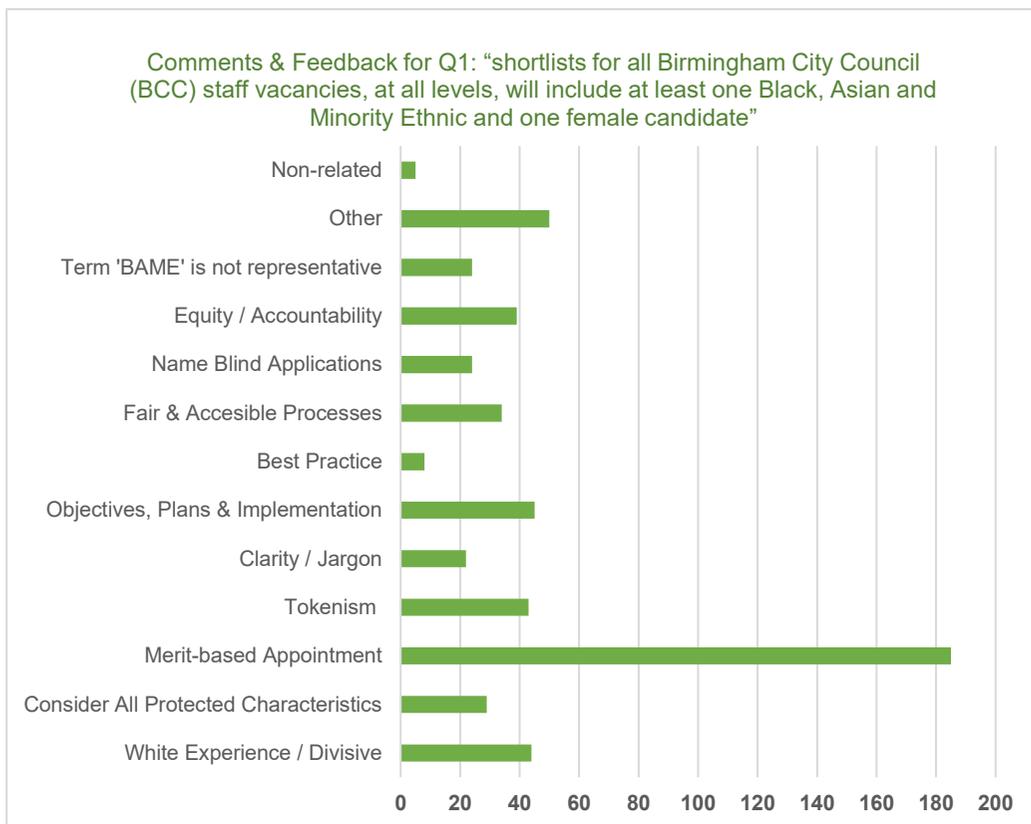
51% of respondents agree to this proposal compared to 35% who disagreed. 401 respondents provided comments to their answer.

Key themes: Merit-based Appointment, Tokenism, Name Blind Applications, Impact on White Candidates, Equity and Accountability, Use of ‘BAME’.

- **Merit-Based Appointment:** 46% of the comments expressed a preference for merit-based appointment.
- **Tokenism:** 10% of all respondents raised concerns that the proposal was tokenistic. Similarly, 10% of all comments raised concern that this would be carried out like a box-ticking exercise.
- **White Candidates:** 11% of comments were relating to the negative impact the proposal could have on racial harmony and the white-working class.
- **Clarity / Objectives:** 11% of comments felt that a clear outline of how this proposal would be carried out was needed. There were also suggestions that there training programmes are needed to ensure the process is fair and effective in its aims.



**Q1: Continued.**



**Figure 1. Responses to Question 1 by additional feedback grouped by themes.**

**Comments and Feedback**

**Fair and Accessible Processes:** 8% felt that making the recruitment process fairer was more important by using alternative methods such as using name-blind applications, which was suggested by 24 people. It was argued that this would be a fairer and more effective method at reducing bias in the selection process.

**Equity and Accountability:** Respondents suggested there need to be mechanisms in place to ensure the process is genuinely fair. For example, if there is preference for a white/male candidate, Black, Asian & Minority Ethnic candidates with poorer qualifications may be shortlisted to justify selecting the white candidate. This will also ensure that those appointed don't feel their race or gender helped them to secure the position.

**Term 'BAME' is not representative:** 5% felt that the term 'BAME' was an inappropriate blanket term in this context, African and Caribbean black candidates experience different challenges in accessing employment opportunities compared to South Asian counterparts, therefore the criteria are necessary but not enough.

**All Protected Characteristics:** 7% of respondents commented that all protected characteristics need to be recognised in the efforts to tackle inequalities, including LGBT+ community.

**Positive Action:** Some respondents commented that 'Positive Discrimination' / 'Affirmative Action' policies could potentially discriminate against White candidates. Any policy to promote equality should clearly evidence with data that this is not the objective or approach.

**Q2: To what extent do you agree or disagree with the following proposal “All Council interview panels will have Black, Asian and Minority Ethnic and female members.”**

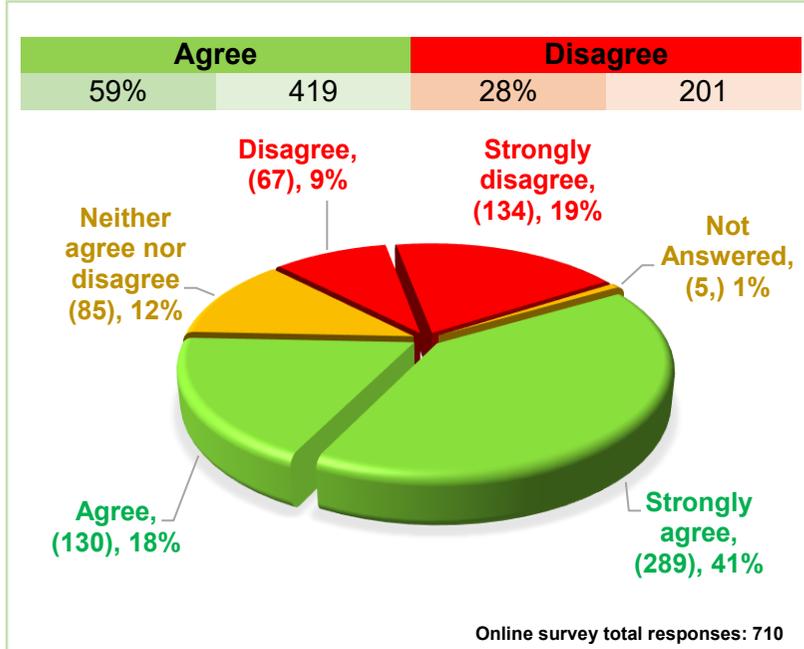
**Key Findings**

59% of respondents agree to this proposal compared to 28% who disagreed. 300 respondents provided comments to their answer.

Key themes: Flexible Approach, Equity and Accountability, Panellists’ Skills and Knowledge, Impact on White Candidates

The comments are like the responses in Q1. Respondents felt that panellists needed relevant knowledge and skills of the role to qualify as a panel member.

- **Flexible Approach:** 10% of respondents were in favour of adopting a flexible approach to this proposal. Given the disproportionate number of Black, Asian and Minority Ethnic staff in Grade 5 positions and above, respondents were concerned that Council employees who qualified as panellist members would be stretched thin and be compelled to take a secondary HR role.
- **Equity and Accountability:** There were several suggestions that there should a Black Asian and Minority Ethnic member that did not work in the division should be on the panel such as HR or an external member to reduce ‘cronyism’ and favouritism.
- **White Candidates:** 7% of respondents felt that this would negatively impact white candidates.



## Q2 Continued.

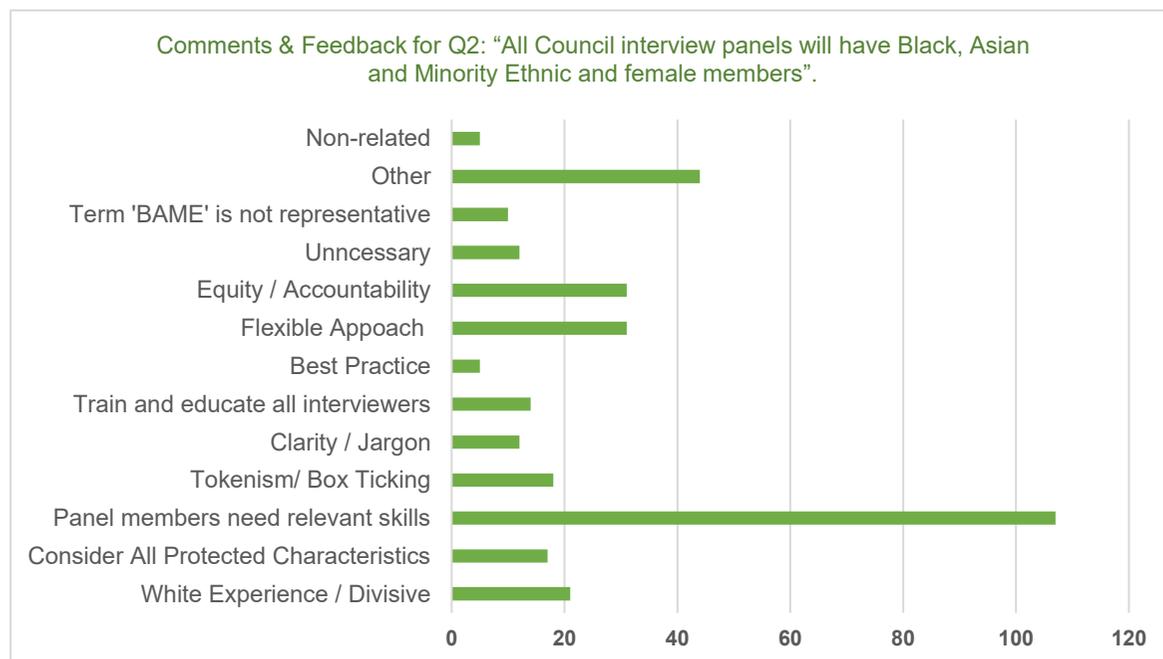


Figure 2. Responses to Question 2 by additional feedback grouped by themes.

### Similar feedback to previous questions

- No mention of other Protected Characteristics such as LGBT+ and Disabled People.
- Term 'BAME' is not representative
- Negatively impacts white people
- Clarity / Jargon: Needs to be explained in clear English how it will be carried out.

### Comments and Feedback

**Panellist Skills/ Knowledge:** 107 people commented that panellist's relevance to the role is the most important factor to consider. It is suggested that there should be a screening process to ensure their beliefs align with equality principles before they are appointed as a panel member.

**Equity and Accountability:** Respondents suggested there need to be mechanisms in place to ensure the process is genuinely fair. For example, if there is preference for a white/male candidate, Black Asian and Minority Ethnic candidates with poorer qualifications may be shortlisted to justify selecting the white candidate.

**Flexible Approach:** It may not always be feasible to have Black, Asian and Minority Ethnic senior members of staff with the relevant skillsets to make this proposal feasible. It is also not possible for panels to reflect every community. There should be some degree of flexibility.

**Best Practice/ Training Interviewers:** Needs to be a training programme in place to ensure interviewers are selecting candidates based on best practices for fair recruitment.

**Q3: To what extent do you agree or disagree with the following proposal “To support career progression we will manage the Council’s job vacancy list to support talented individuals to work for periods of time in roles so that they can actively manage their careers and develop their skills.”**

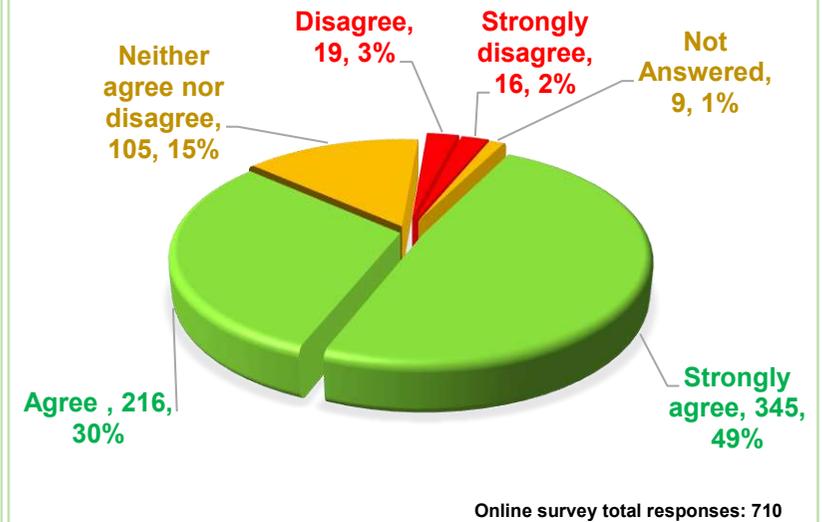
**Key Findings**

79% of respondents agree to this proposal compared to 5% who disagreed. 190 respondents provided comments to their answer.

Key themes: Development, Senior Management Buy-In, Equity and Accountability, Clarity and Jargon

- **Development:** 26% of people specifically highlighted this was positive for employee’s progression and ensures skilled employees can develop however, it is unclear how talented individuals would be identified to ensure the selection process is fair.
- **Senior Management Buy-In:** 11% felt management can act as barriers to development. There should be tailored personal development programmes, mentors and a stringent monitoring system in place to minimise senior management stifling development.
- **Equity and Accountability:** An evidence-based approach based on performance is needed to ensure the selection process can be adequately scrutinised, this also reduces the likelihood of favouritism and that there is a return-on-investment to the organisation as a whole offering value to money and effectiveness.

Agree		Disagree	
79%	561	5%	35



Comments & Feedback for Q3: “To support career progression we will manage the Council’s job vacancy list to support talented individuals to work for periods of time in roles so that they can actively manage their careers and develop their skills”.



**Figure 3. Responses to Question 3 by additional feedback grouped by themes.**

### Similar feedback to previous questions

- “Talented individuals” needs to be clearly defined to ensure selection staff is based on merit and previous performance.
- Needs to be monitored to ensure there are fair processes in place to avoid favouritism.
- Policies which can impact white members of staff considered unfair.

### Comments and Feedback

**Previous Feedback/Progress:** E-learning and secondments were initially meant for this purpose but have recently been used to fill vacant positions or used as a backdoor method for promotion. Action plan should address previous failures.

**Senior Management Buy-In:** Young members of staff, recent graduates & A-level students should be prioritised to provide them valuable work experience and opportunities. Senior management in Contact Centre and BCT have stifled progression for junior members of staff. Managers need to encourage development and progression.

**Objectives, Plans and Implementation:** Needs to be monitored independently. Temporary, fixed-term contracts may dissuade talent individuals in taking on secondments, this needs to be flexible and adaptable to different parts of the workforce such as parents.

**Cost Implications:** Staff need to be adequately paid for when taking on a more difficult workload. There should also be a monitoring function to ensure there’s return on investment.

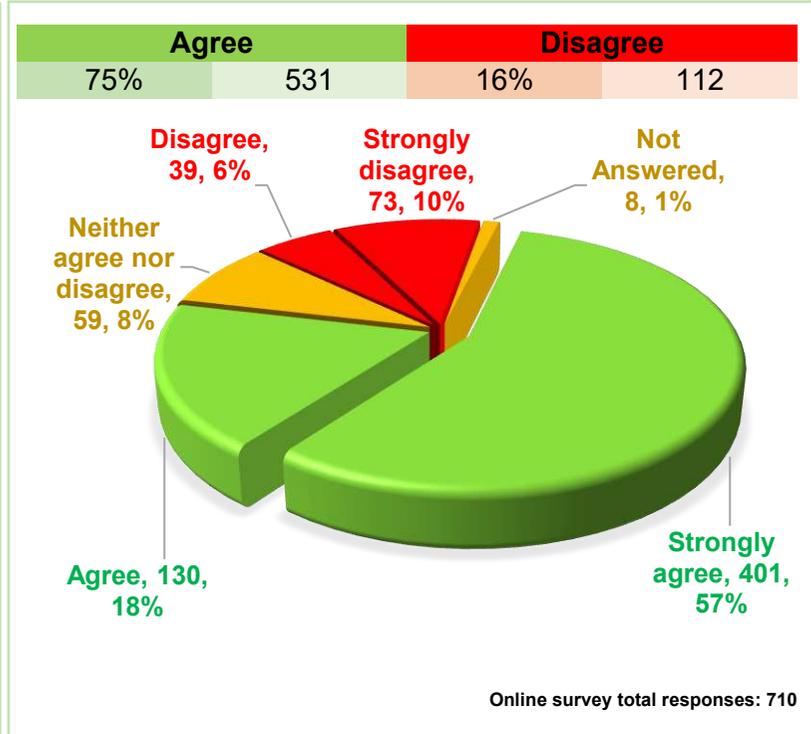
**Q4: To what extent do you agree or disagree with the following proposal “To challenge and tackle unconscious bias we are proposing mandatory equalities training for all staff and elected members.”**

**Key Findings**

75% of respondents agree to this proposal compared to 16% who disagreed. 259 respondents provided comments to their answer.

Key themes: Quality Approach, Political Neutrality, Ineffectiveness

- **Quality Approach:** 35% of respondents felt that this measure would only be effective if a well-rounded approach was adopted. There should be regular sessions held with independent organisations delivering the sessions. Staff should be adequately challenged and there should be a level of openness in progressing ahead.
- **Scepticism to Unconscious Bias Training:** Respondents were largely in favour of promoting equality and diversity as an organisation was necessary but there were more criticisms levelled at implementing unconscious bias training. Existing research and data on unconscious bias training is patchy, with some evidence that it can reduce cohesion was frequently cited to argue against this proposal. There would need to be a thorough approach to equalities and unconscious bias training to ensure that it is best-practice and meaningful towards the equalities objectives.



#### Q4: Continued

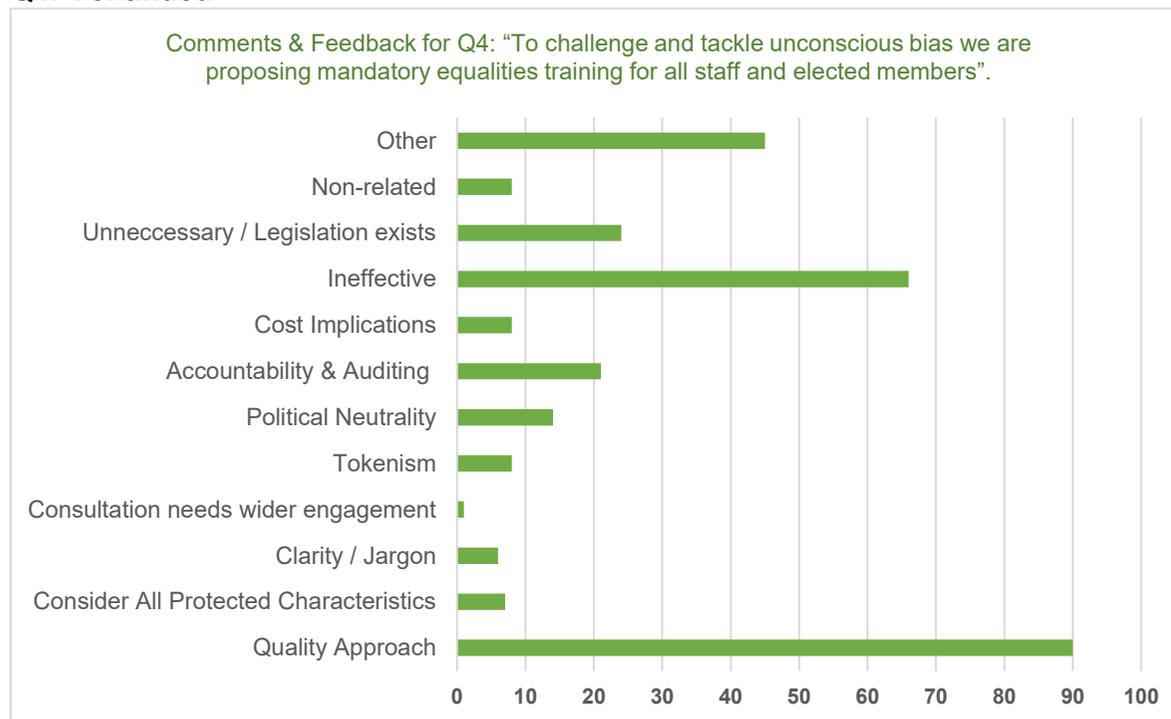


Figure 4. Responses to Question 4 by additional feedback grouped by themes.

#### Similar feedback to previous questions

- All protected characteristics need to be covered by the training
- Objectives and plans need to be outlined clearly in plain English for a better response.

#### Comments and Feedback

**Quality Approach:** Qualified trainers should be brought in to deliver the sessions, and it should address the topic of intersectionality. Sessions should be delivered regularly and integrated within the appraisal system.

**Tokenism / Ineffective:** There is specific criticisms raised against unconscious bias training element of the proposal, as there is no sound evidence to support that it can tackle racial inequalities and, in some cases, can disturb racial harmony.

**Political Neutrality:** It should be neutral and not unfairly target white people, staff should be allowed to challenge positions.

**Equalities Legislation / Cost Implications:** Equalities legislation and mandatory training are already in place to address this. It is suggested that an internal review of current mechanisms is needed to justify investing into a new approach / demonstrate the current method is not fit-for-purpose.

**Accountability and Auditing:** One respondent said that they previously heard a white colleague say the exercise is a "waste of time and money", there needs to be a monitoring system in place to ensure staff are reflecting on the session and understand the issues Black, Asian and Minority Ethnic staff and communities face.

**Q5: To what extent do you agree or disagree with the following proposal “Explore the potential for establishing a Citizens Assembly or similar body of residents to help us steer our work to shape solutions that improve lives.”**

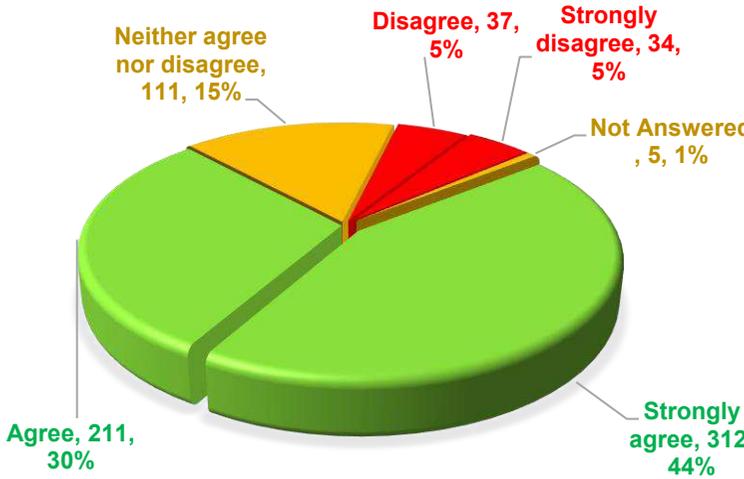
**Key Findings**

74% of respondents agree to this proposal compared to 10% who disagreed. 204 respondents provided comments to their answer.

Key themes: Accountability and Auditing, Equity and Avoiding Unfair Influence, Representing Communities (especially marginalised and apathetic communities), Objectives Plans and Implementation and Intersectionality

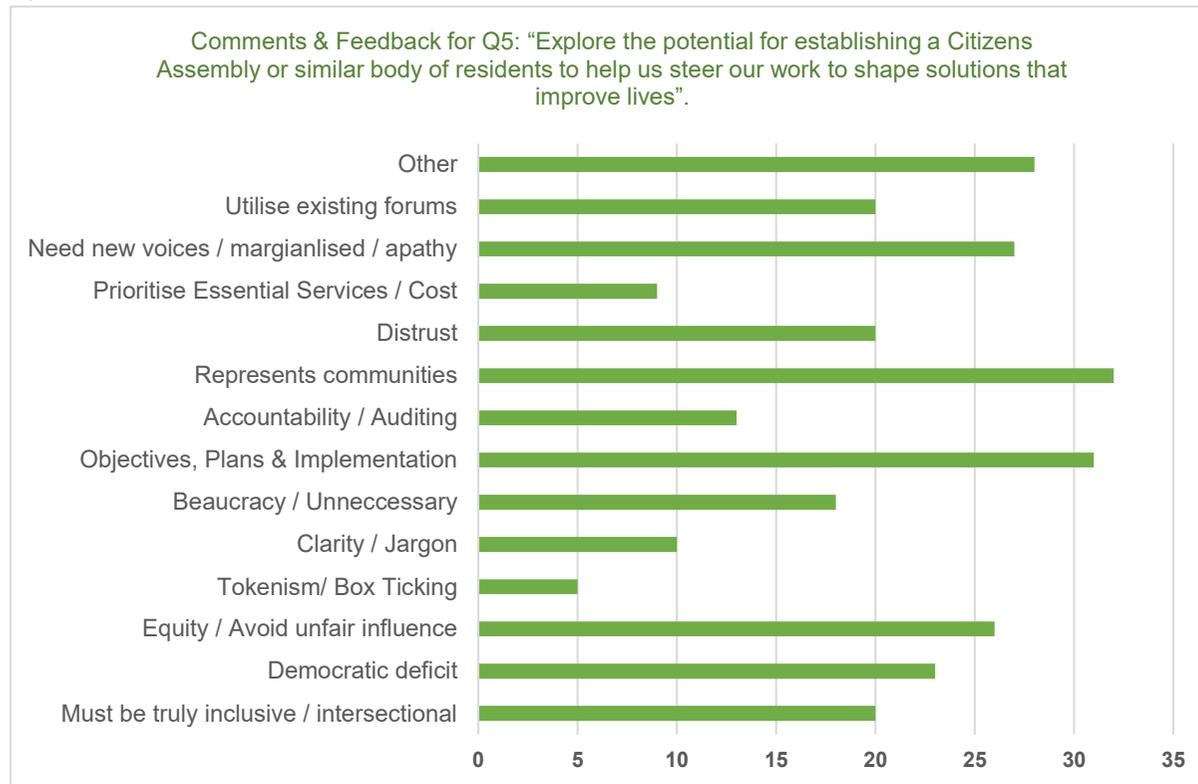
- **Bureaucratic:** A Citizens’ Assembly would add an additional layer of unnecessary bureaucracy in the decision-making process
- **Democratic Deficit:** There were concerns over unelected individuals having significant influence over policy
- **‘Usual Voices’:** Hard-to-reach and marginalised communities need to be given more focus, the current forums in existence are dominated by self-appointed community leaders and “usual voices”
- **Objectives, Plans and Implementation:** The remit of the Assembly needs to be clearly defined
- **Existing Mechanisms:** Utilise existing forums e.g. Ward meetings

Agree		Disagree	
74%	523	10%	71



Online survey total responses: 710

**Q5 Continued.**



**Figure 5. Responses to Question 5 by additional feedback grouped by themes.**

**Similar feedback to previous questions**

- Must be truly inclusive and represent all of Birmingham’s diverse communities.
- Objectives and plans need to be outlined clearly in plain English for a better response.
- Need to show this will lead to meaningful impact and change, can’t be box-ticking exercise but needs show the council is listening to the needs of communities.

**Comments and Feedback**

**New Voices:** “Usual suspects” frequently raised as a key issue in Birmingham. Special interest groups that have historical relationships with the Council can often dominate local public forums. There needs to be greater engagement and publicity for the assembly to reach out to underrepresented groups and new voices.

**Prioritise Essential Services:** Concerns that LA budget cuts are impact priority areas, given the economic consequences due to COVID-19, public money is better spent on boosting the economy and service provision.

**Distrust / Apathy:** Turnout at ward forums are already low and apathy amongst disenfranchised groups will only become worse if groups already engaged with the City dominate this forum.

**Avoid Unfair Influence / Democratic Deficit:** The Council is selected in a democratic process and elected officials are meant to represent their wards; the remit of this Assembly needs to be clearly defined to ensure unelected officials are not given unfair influence.

**Utilise Existing Forums:** Needs to be a systematic reflection of why the existing mechanisms are not working and develop upon this.

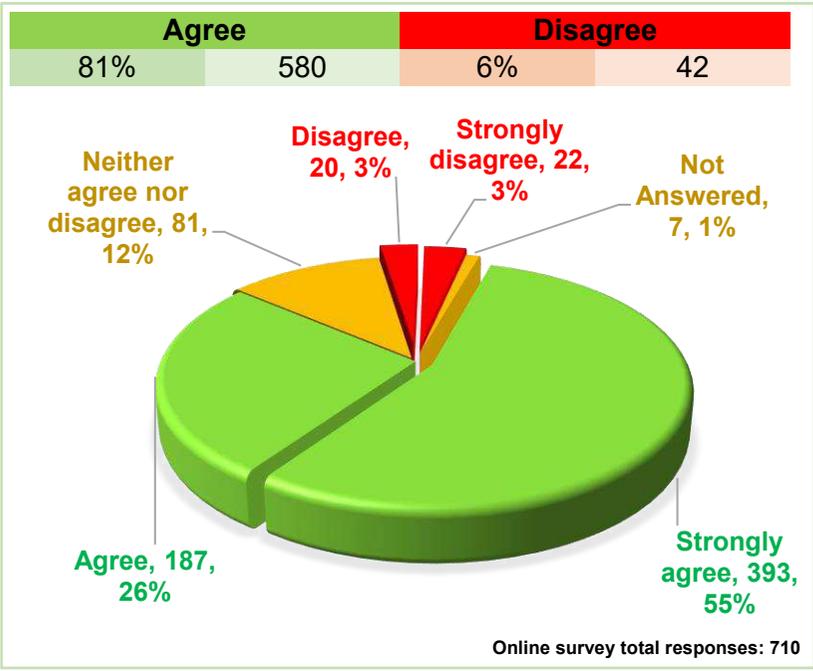
**Q6: To what extent do you agree or disagree with the following proposal “We will support the second phase of the Birmingham Poverty Truth Commission, to ensure that the voices of those with lived experience of poverty have a direct influence upon how we deliver our services and make policy.”**

**Key Findings**

81% of respondents agree to this proposal compared to 6% who disagreed. 155 respondents provided comments to their answer.

Key themes: Meaningful Impact, Previous Feedback and Progress, Subjectivity and Defining Poverty.

- **Previous Feedback and Progress:** 12% wanted to see if there was any data or progress from the first commission
- **Meaningful Impact:** 28% wanted to ensure there was meaningful impact from the exercise but in general needed greater direction on the level of influence the commission as experiences of poverty can be highly subjective and relative.
- **Distrust** Some respondents felt a distrust from the Council and that this would be a tick box exercise with no significant outcome, it indicates that progress needs to be measured.



## Q6: Continued

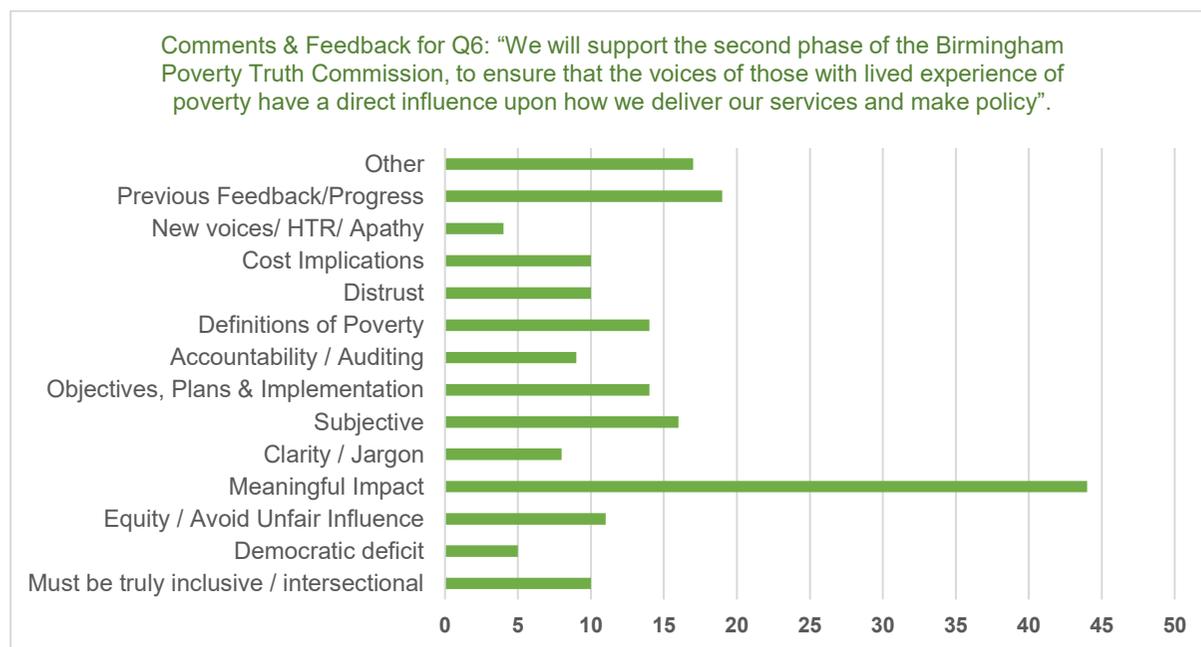


Figure 6. Responses to Question 6 by additional feedback grouped by themes.

### Comments and Feedback

**Meaningful Impact:** The knowledge collected should be reflected upon critically to feed into action plans. Comments suggested it should not be “another talking shop”.

**Subjectivity:** Due to the highly subjective nature of poverty, two people’s experiences may widely differ. Policy should be based on evidence.

**Previous Feedback / Progress:** 12% of comments suggested that there needed to be wider publicity of the first phase of the commission and its objectives, as this survey was the first time many had heard of it.

**Defining Poverty:** There are various definitions of poverty such as absolute, relative, in-work poverty etc. This should be included in further stages of development.

### Similar feedback to previous questions

- Objectives, Plans, Implementation need to be outlined in clear and accessible language for a better response.
- Similar to Q5, remit of the commission needs to be clearly defined to ensure participants are not given unfair influence.
- Distrust between citizens and organisation raise questions for 6% on how effective this exercise will be.

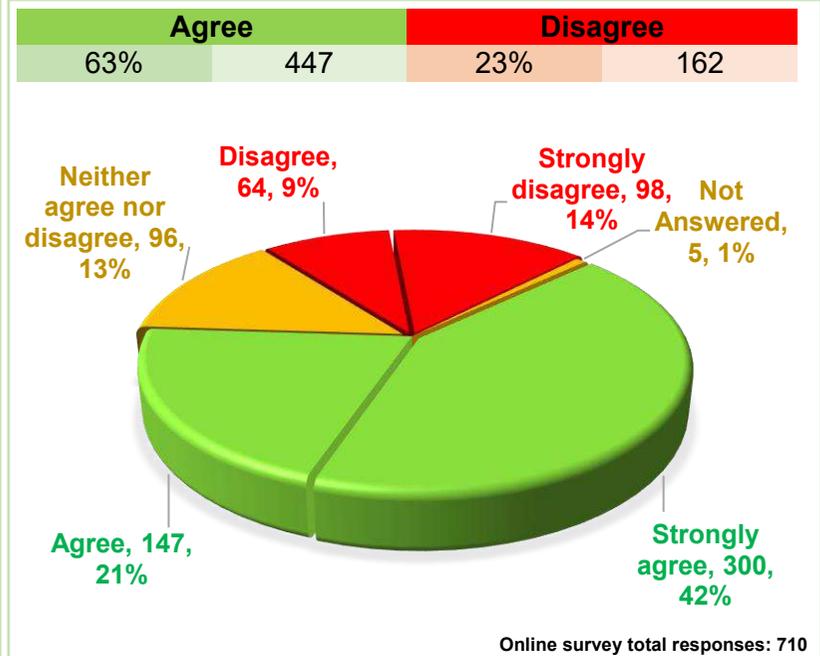
**Q7: To what extent do you agree or disagree with the following proposal “We will continue and expand our work with Operation Black Vote to invest in, enable and grow a new generation of Black, Asian and Minority Ethnic civic leaders.”**

**Key Findings**

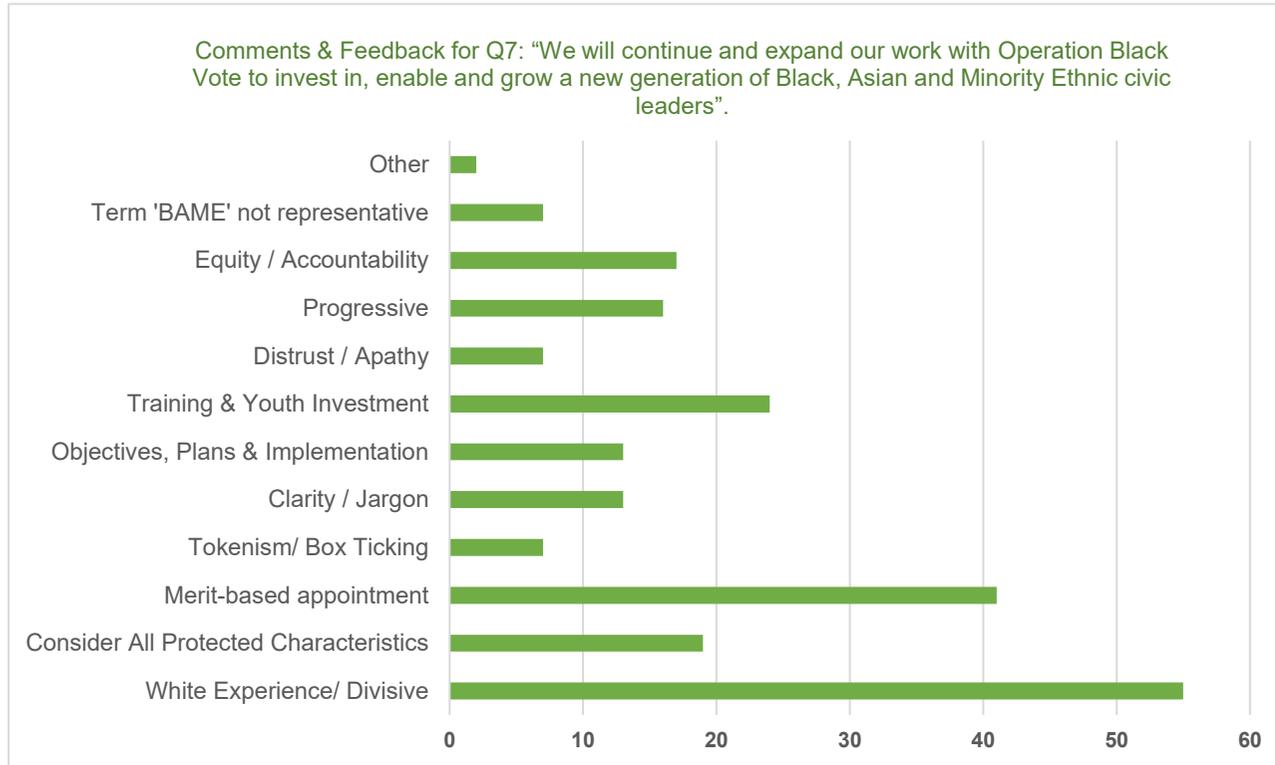
63% respondents agree to this proposal compared to 23% who disagreed. 212 respondents provided comments to their answer.

Key themes: White Experience/Divisive, Merit-Based Appointment, Training and Youth Investment, and Equity and Accountability.

- **Training and Youth Investment:** 11% felt that investment in young people is needed. In this category, there was an emphasis on exposing young people to training and development opportunities in areas and groups that would not know or have access to them.
- **White Experience:** Distrust and apathy within white-working class communities should be addressed.
- Consistent with the responses to Q1 & Q2, knowledge, skills and innate passion should be the major determining factors when an individual is elected to a public office role.



**Q7: Continued**



**Figure 7. Responses to Question 7 by additional feedback grouped by themes.**

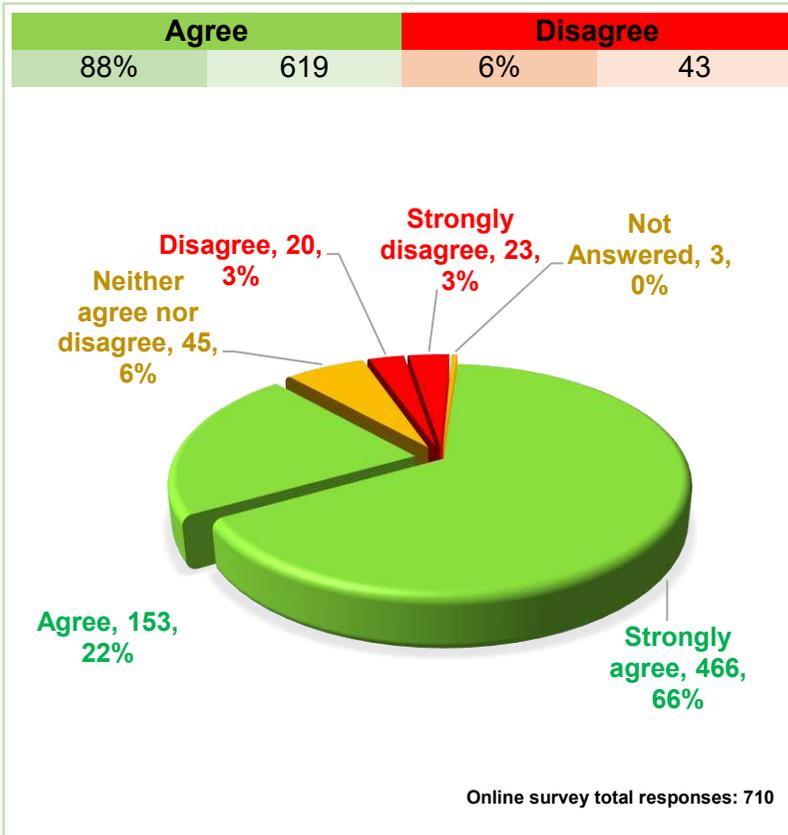
**Q8: To what extent do you agree or disagree with the following proposal “We want Birmingham to be a Living Wage city to help drive poverty pay out of our city altogether. We will work with other employers to help us submit our application to become a Living Wage City to help lift individuals and families out of poverty by paying the Real Living Wage.”**

### Key Findings

88% of respondents agree to this proposal compared to 6% who disagreed. 163 respondents provided comments to their answer.

Key themes: Social impact, Review of Commissioning Practice, Objectives, Plans and Implementation, Education, Training and Employment.

- **Negative Impact of Enforcement:** There were concerns raised about the negative impact of enforcing the Real Living Wage (RLW) on small-medium sized enterprises as compliance could potentially lead to net losses to employment and act as a driver for businesses to relocate out of Birmingham.
- **Suggestion:** BCC needs to review its current procurement and commissioning practices to ensure that organisations contracted to deliver work are paying a real living wage and there are not net losses to overall potential employment. Contract monitors need to carry out more stringent auditing of compliance to the RLW to ensure this can have a meaningful impact on employees.
- **COVID-19:** Due to the impact of COVID-19, respondents felt that this would not be economically viable, and the City should prioritise economic recovery and address this in 5-10 years.
- Suggestion: Education and Training should focus on creating a more skilled workforce and attracting specialist firms to the city.
- **Internal Review of Pay Discrepancies:** As highlighted in the workforce race equity review, comments suggested that the council needed to review its own internal pay discrepancies for ethnic minorities and disabled employees, re-evaluate pay freezes and the rate of pay in comparison to other local authorities to be recognised as a credible major employer in the City. Volunteering opportunities should also be advertised more by the Council.



Comments & Feedback for Q8: "We want Birmingham to be a Living Wage city to help drive poverty pay out of our city altogether. We will work with other employers to help us submit our application to become a Living Wage City to help lift individuals and fa

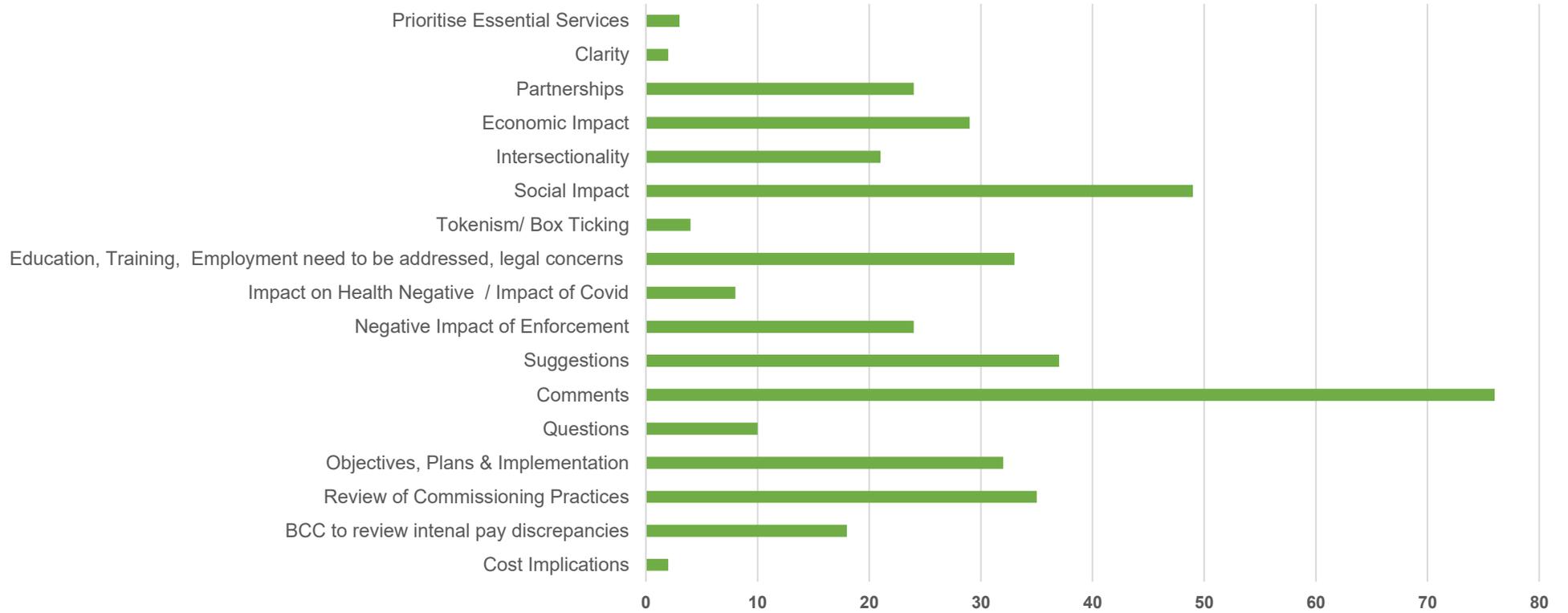


Figure 8. Responses to Question 8 by additional feedback grouped by themes.

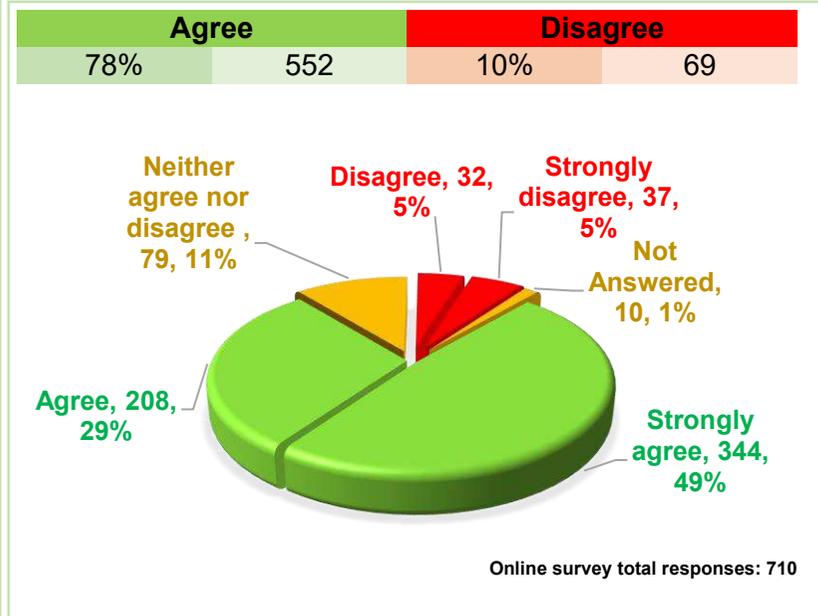
**Q9: To what extent do you agree or disagree with the following proposal “We want the Birmingham Business Charter for Social Responsibility to guarantee that all opportunities to promote and facilitate inclusion are being taken and ensure that social value policy is refocused upon efforts to challenge structural inequalities.”**

**Key Findings**

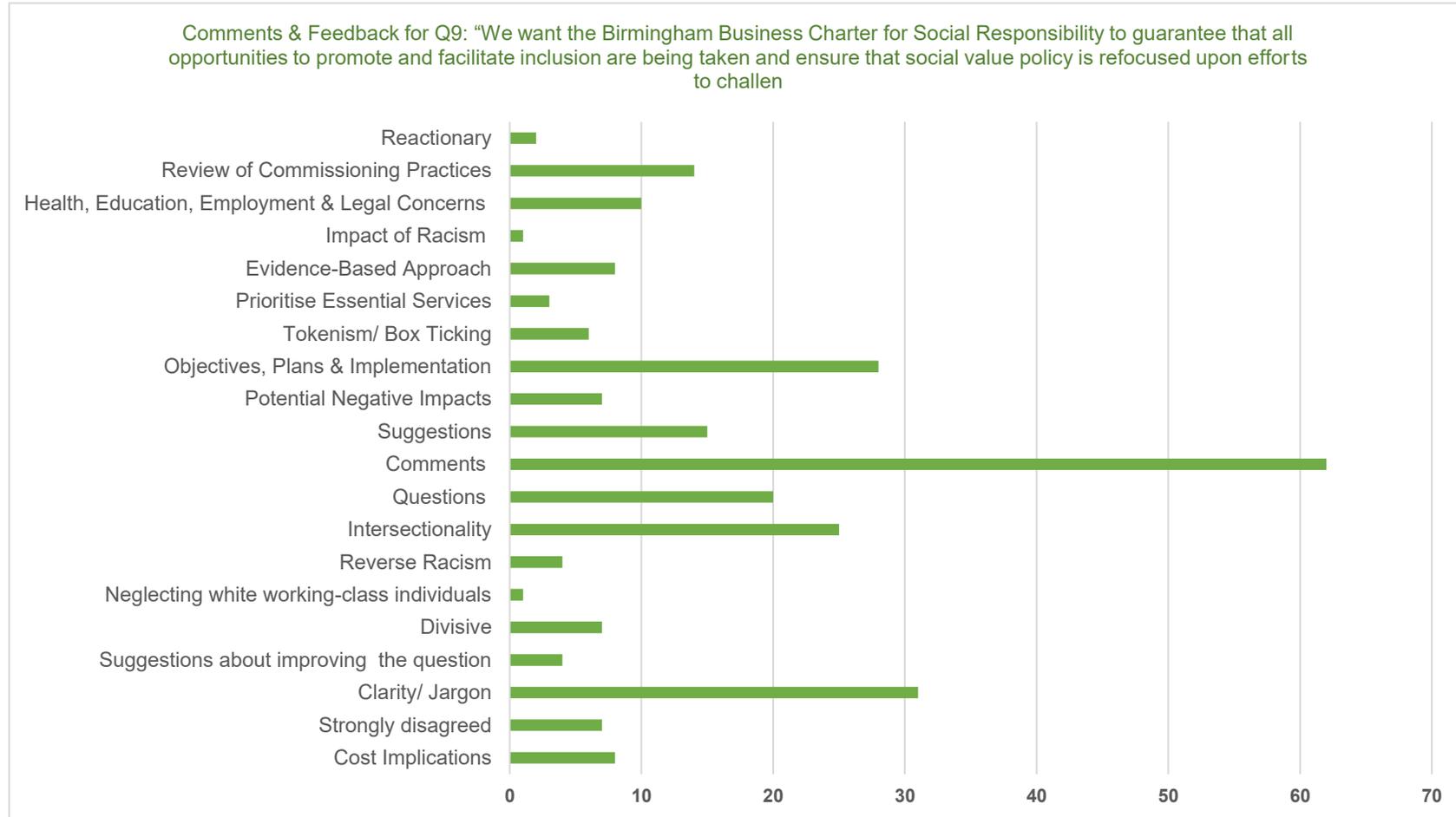
78% of respondents agree to this proposal compared to 10% who disagreed.  
 138 respondents provided comments to their answer.

Key Themes: Comments, Objective Plans & Implementation, Clarity, Intersectionality, Review of BCC Commissioning Practices

- **Clarity:** Clearer guidance in simple English is needed on what the Charter includes, the level of enforcement, methods of compliance monitoring and a realistic timeline of actions to ensure this is not a tokenistic gesture to signal progression. Social Value policy need to be produced specific behaviours to ensure they don't come secondary to finance policies.
- **Intersectionality:** Concerns that race has dominated most of the proposals, and this theme will be fed into the Charter. There should be a greater focus on discrimination and structural inequality against disabled people.
- **Suggestion:** Producing equalities data for organisations BCC commissions: - consider how many are local, grassroots organisations that employ a higher proportion of Black, Asian and Minority Ethnic staff.



**Q9: Continued.**



**Figure 9. Responses to Question 9 by additional feedback grouped by themes.**

**Q10: To what extent do you agree or disagree with the following proposal “We want other public sector partners and anchor institutions in the city to join us in drawing up a Birmingham Employment Charter to ensure best practice in diversity and increase recruitment across all sectors.”**

**Key Findings**

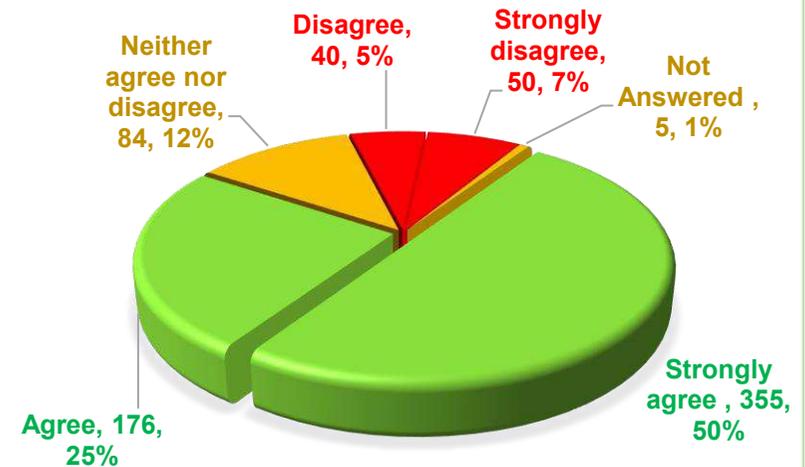
75% of respondents agree to this proposal compared to 12% who disagreed. 150 respondents provided comments to their answer.

Key Themes: Merit-based appointment, Tokenism and Avoiding Tick-Box Exercises, Objectives Plans and Implementation, Adopting Best Practice Methods and Equity and Accountability.

The proposal is received positively in principle but similar to previous responses, the Charter’s objectives and plans need to be outlined more clearly and should prioritise recruitment based on merit.

- **Meritocracy:**19% of responses felt that blind applications and merit-based appointments should be the most important principle in recruitment.
- **Tokenism:** 13% of respondents were concerned this may become a tick-box exercise for private firms. There is a risk that signatories of the charter could use it as a tokenised gesture without meaningful change.
- **Clarity:** 19% felt the proposal’s objectives need to be clearly outlined in simple language.
- **Best Practice:** 9% felt that a best-practice models needed to be adopted. BCC should lead on the initiative and partner with other local authorities to develop and share best practice. Also, suggestion for BCC to build alliances with other public sector organisations such as the Civil Service and the NHS.
- **Intersectionality:** Gender inequality needs greater focus as homelessness and in-work poverty disproportionately affect women. Class is also commonly cited as a characteristic that needs to be included to ensure marginalised groups in the White Community are not negatively impacted.
- **Accountability:** Independent body needed to audit progress made by signatories

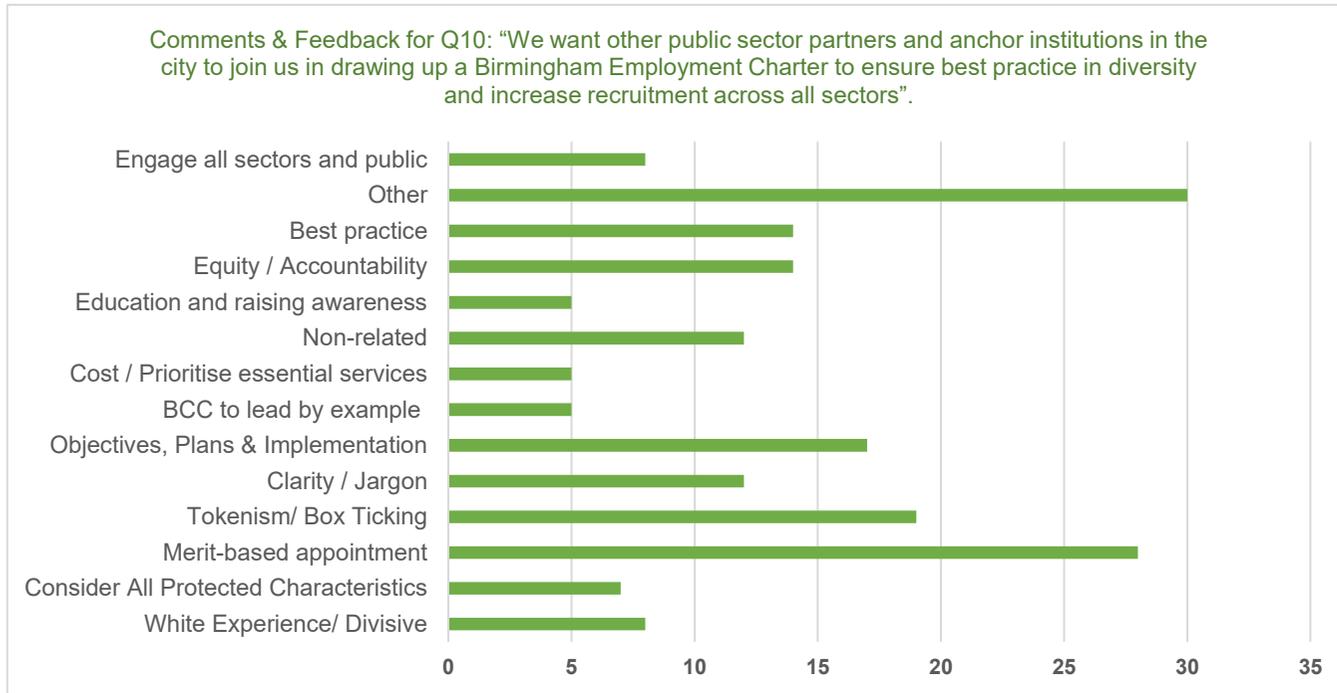
Agree		Disagree	
75%	531	12%	90



Online survey total responses: 710

**Suggestion:**

*“Use flexible work schemes to share talent and allow skilled employees to work between organisations to share culture and best practice”.*



**Figure 10. Responses to Question 10 by additional feedback grouped by themes.**

**Q11: To what extent do you agree or disagree with the following proposal “We want to deepen our partnerships with voluntary, community, faith and social enterprise sectors organisations and make sure that these organisations that represent diverse communities can be properly heard and external funding sources that are not available to the Council levered in to support grassroots community development and strengthen civil society.”**

### Key Findings

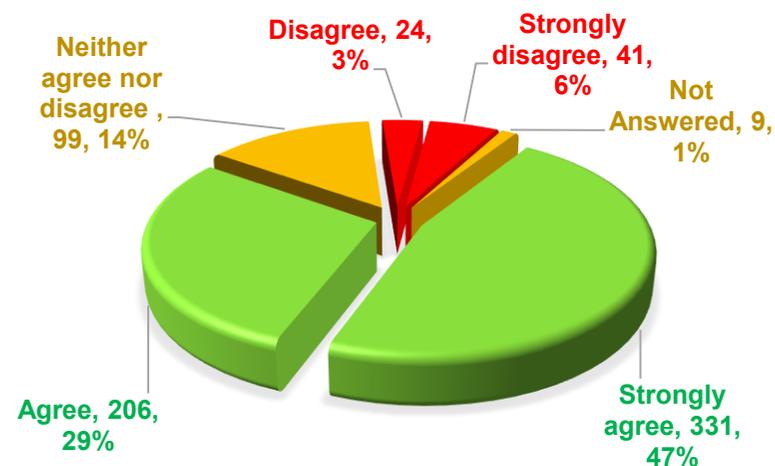
76% of respondents agree to this proposal compared to 9% who disagreed. 146 respondents provided comments to their answer.

Key themes: Intersectionality/ Inclusivity, Secularist Approach, Distrust between residents and LA, Representing Hard to Reach Communities and Developing community organisations and spaces.

There is wide recognition that these organisations are vital to delivering public services. COVID-19 has particularly highlighted the benefits and impacts these organisations carry, there is therefore a greater consensus in supporting this proposal. However, this policy services also needs greater clarity. Will grassroots organisations be provided more opportunities, funding or practical support from the council? And what objective does this align to within the context of EBEB, does this promote diversity and inclusion or is it tackling inequality – or both? Need to reach out to smaller, grassroots organisations. Council needs a greater strategic role, with a clear policy framework, such as previous BCC External Funding to greater support the development of these organisations. It is clear an overall review of the current partnership model is needed to evaluate its’ strategic and supporting role.

- **Representation:** Seek out hard to reach communities, integrate new minorities and uplift their voices.
- **Support grassroots organisations:** Invest in community development, create a dedicated service area or retrain employees to support these work areas. There is an unequal focus on “usual suspects” such as BVSC, TAWS and BRAP. Key learnings to support community organisation post-COVID-19 and planning for future pandemics
- **Suggestions:** Support youth development. Start a Birmingham crowd-funding initiative. Develop a new third sector charter. Give more autonomy in collaborations to partner organisations.

Agree		Disagree	
76%	537	9%	65



Online survey total responses: 710

**Q11 Continued.**

Comments & Feedback for Q11: “We want to deepen our partnerships with voluntary, community, faith and social enterprise sectors organisations and make sure that these organisations that represent diverse communities can be properly heard and external fund

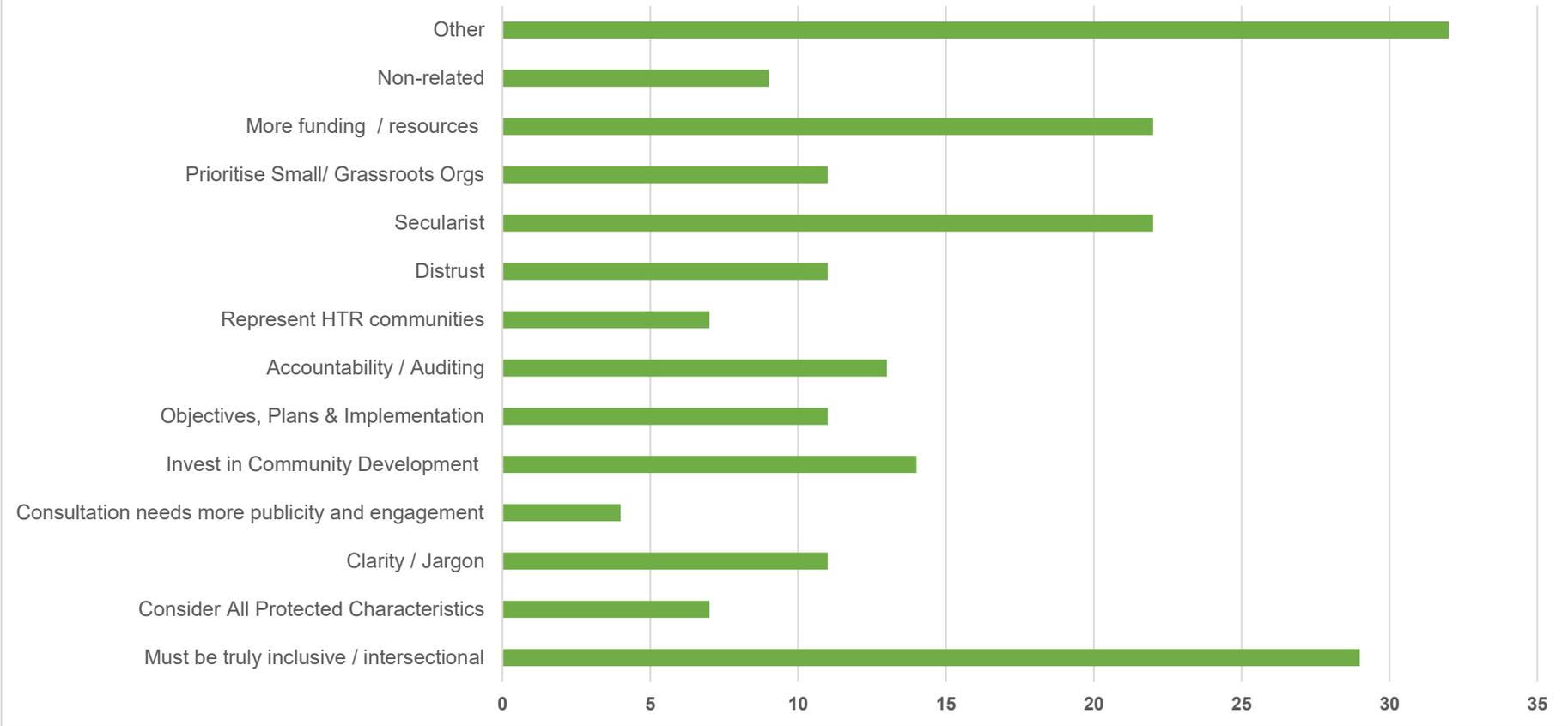


Figure 11. Responses to Question 11 by additional feedback grouped by themes.

**Q12: To what extent do you agree or disagree with the following proposal “We want to give a voice to our ever more diverse family of faith communities in the city. The City Council will review and refresh the Faith Covenant, which we first signed in 2014, to ensure that we work with and give a voice to our ever more diverse family of faith communities in the city. We will also re-establish a formal body to oversee the work of the Covenant and our relationship with faith groups.”**

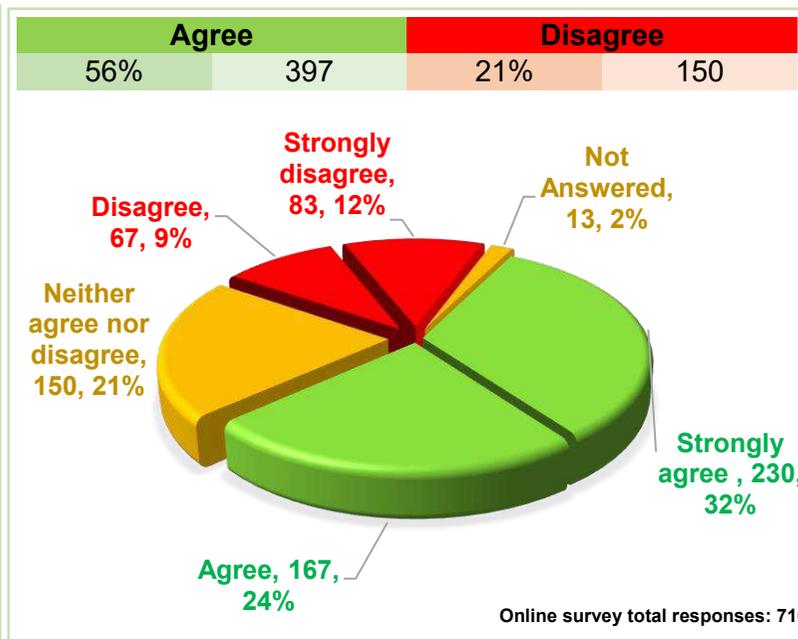
### Key Findings

56% respondents agree to this proposal compared to 21% who disagreed. 154 respondents provided comments to their answer.

Key themes: Secularist Approach, Representing Atheist/ Agnostic People, Intersectionality/ Inclusivity.

Evidence-based model needed to demonstrate the social value of this to the general public. Partnership must be inclusive of all faiths (factoring atheist and agnostic people). Scope of the partnership should be clearly defined to ensure faith leaders don't have a disproportionate influence on policy. The 2017 Faith Covenant has limited information online regarding its policies and progress since launching, if this proposal is to be carried forward – this needs to be published more frequently.

- **Secularism:** 27% were in favour of continuing a secular approach in addressing key issues such as poverty. Faith should not be a major determining influence for policy in a secular country. It is better to opt for the 'Communities of Interest' model.
- **Divisive:** 6% of respondent felt that faith communities can be a causal factor in divisions within Birmingham citing religious hate speech in the city centre and 'No Outsiders' protests. There needs to be clarity on the level of influence faith communities must ensure groups are not perpetuating gender discrimination and hate against the LGBT+ community.
- **Represent Atheist/Agnostic People:** 16% felt that the proposal could potentially disenfranchise/alienate atheistic and agnostic. How is the level of influence determined to ensure there is equal treatment of all faith groups and to avoid creating a 'two-tiered system'?



Comments & Feedback for Q12: "We want to give a voice to our ever more diverse family of faith communities in the city. The City Council will review and refresh the Faith Covenant, which we first signed in 2014, to ensure that we work with and give a voice

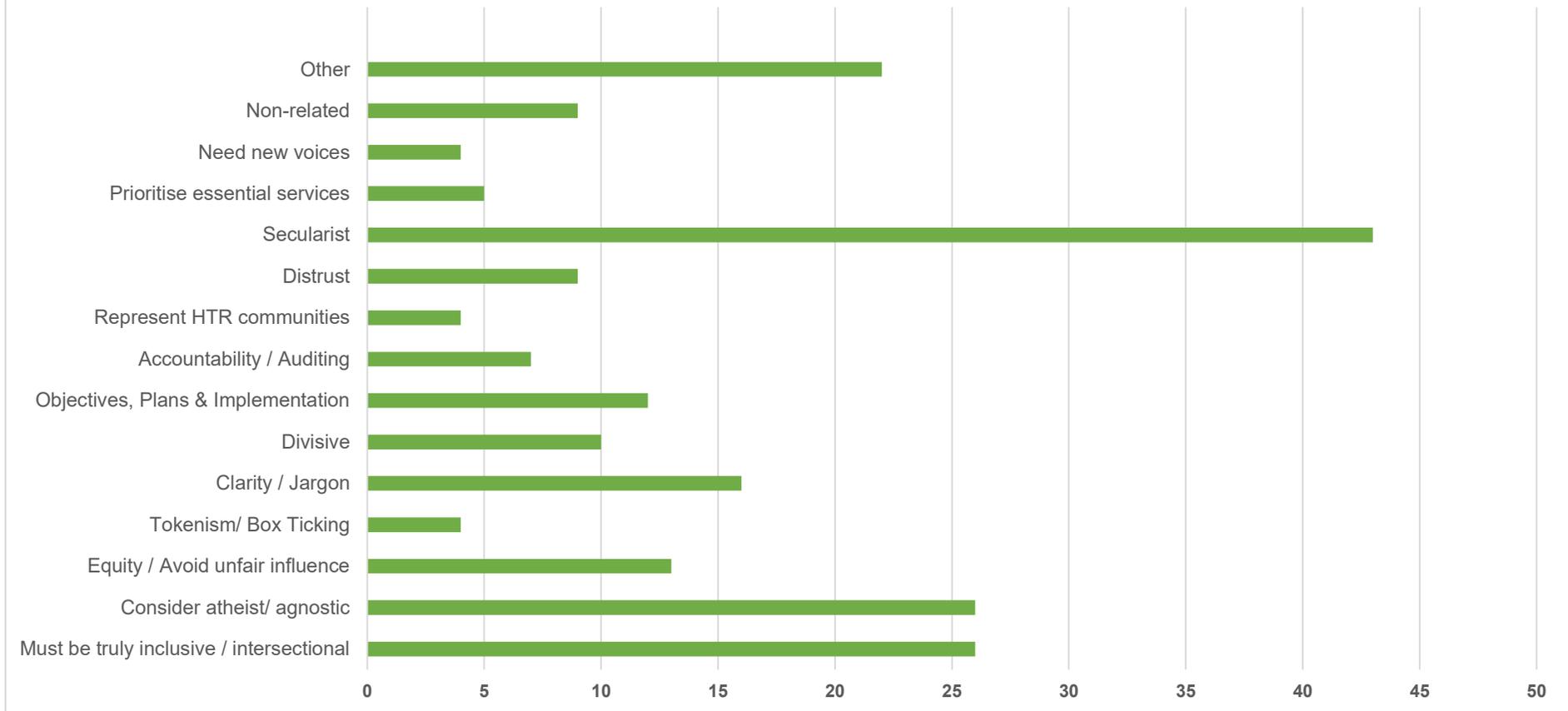


Figure 12. Responses to Question 12 by additional feedback grouped by themes.

**Q13: To what extent do you agree or disagree with the following proposal “We will work with schools and local historians to develop a new curriculum and resources that tell the Birmingham Story – fully exploring its diversity, challenges and its meaning for the Birmingham of the 2020s and beyond.”**

### Key Findings

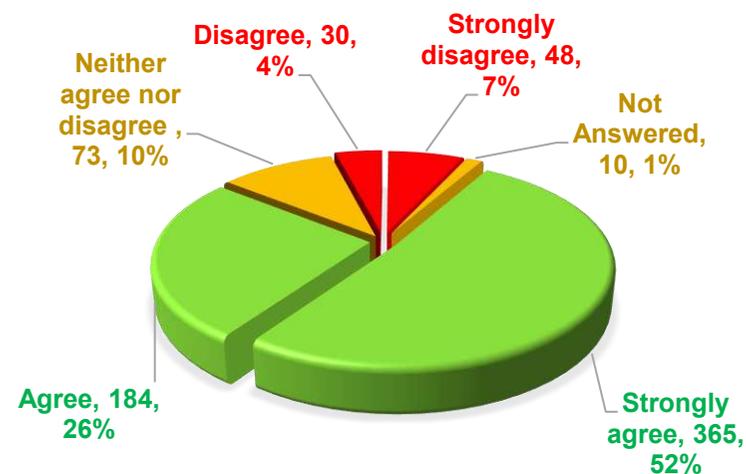
78% of respondents agree to this proposal compared to 11% who disagreed. 214 respondents provided comments to their answer.

Key themes: Historical Accuracy (Avoid rewriting or whitewashing history), highlighting negative and positive events in Black, Asian and Minority Ethnic history (BAME Pioneers vs. Colonialism), Non-British White History (Irish and Eastern European Community) and Cost Implications.

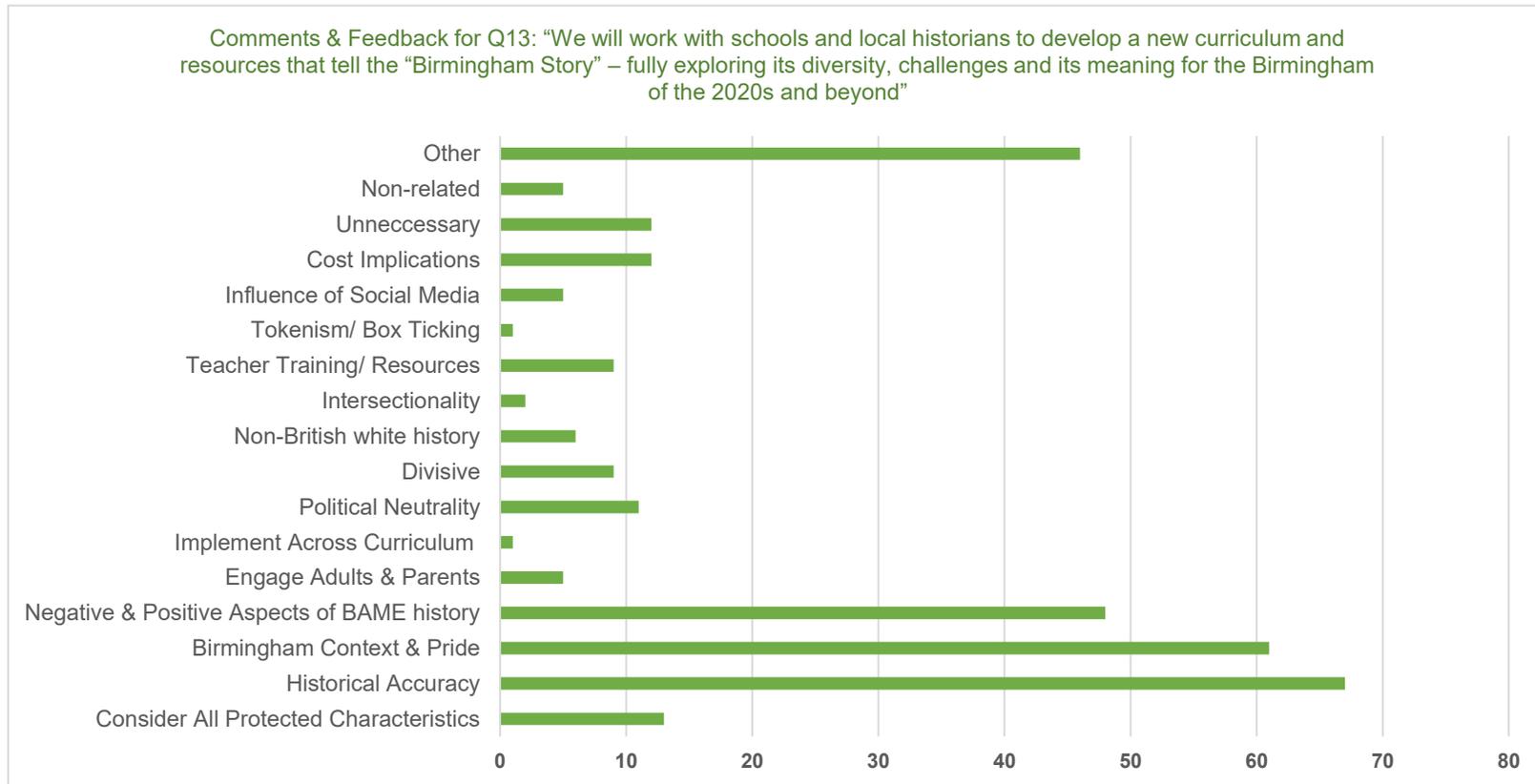
In general, this was received positively but it was clear that education should not be politicised. When drawing up the main components of the curriculum, it should highlight both positive and negative events. Black, Asian and Minority Ethnic history and heritage should cover slavery and colonialization but also elements for young people to be inspired by such as prominent figures and notable inventors. If possible, elements of this proposal should be integrated within subjects across than curriculum rather than creating a supplementary module. To maximise impacts, there should be a process for academic and free schools to deliver these lessons also.

- **Historical Accuracy:** 30% of people agreed with the proposal on the condition that it was applied within and relevant to the Birmingham context, adopting a well-rounded approach to Black, Asian and Minority Ethnic history (such as the positive impact of mass migration in the 70s but also explaining the discrimination groups faced at the time). This is consistent with the popular opinion that history lessons should be factually accurate to avoid white-washing British history.
- **Birmingham Context and Pride:** Include Birmingham’s architectural heritage and its roots (Geography or Art) and encourage academies and free schools to implement this also.
- Engage young people on what they’d want on the curriculum and use the Commonwealth Games to draw upon the value of migration from Commonwealth countries.
- **Divisive:** 4% were concerned that the subject area was potentially divisive, and it should be delivered through a politically neutral lens.
- **Teaching Training and Resources:** 5% were concerned that schools and teachers are already under resourced and not equipped to deliver additional sensitive subjects. The topics are better explored through field trips and PSHE days.

Agree		Disagree	
78%	549	11%	78



Online survey total responses: 710



**Figure 13. Responses to Question 13 by additional feedback grouped by themes.**

**Q14: To what extent do you agree or disagree with the following proposal “Following the launch of our Schools Equality Toolkit: “All Different, All Equal”, we will work with our partners in the education and community sectors to develop a new Race Equality education programme for use in Birmingham’s schools.”**

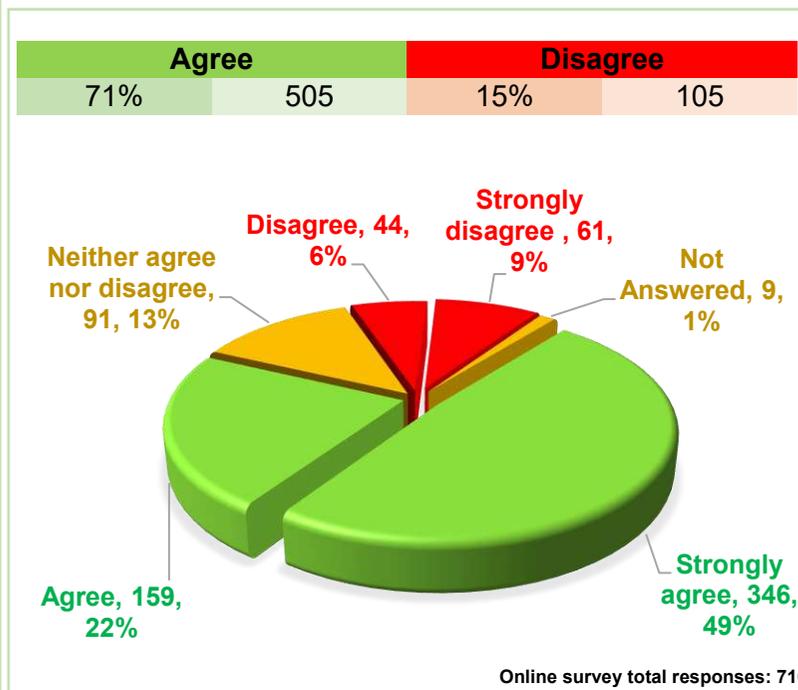
### Key Findings

71% of respondents agree to this proposal compared to 15% who disagreed. 178 respondents provided comments to their answer.

Key themes: Considering All Protected Characteristics, Engaging Adults and Parents, Divisive, Clarity and Political Neutrality.

The qualitative feedback received was mixed in that there were concern regarding the resources provided to support teaching staff, and the potential it held to further stoke racial divisions within the classroom, should it not be outlined thoroughly and carefully. Where the proposal is encouraged, feedback is positive and constructive, with key areas respondents feel should be prioritised. Below is a summary:

- **Previous Feedback:** One respondent referred to the 1995 Birmingham City Council “All Different All Equal” (ADAE) Youth Campaign, asking to invite participates to share learnings, best-practice and their experiences of the equalities landscape in the mid-90s compared to present time.
- Black History should be incorporated across the curriculum, and not limited to Black History Month. British colonialism should be contextualised to the Birmingham context, where possible. Discuss minorities within minorities (Windrush, Kashmiris etc.).
- **More Resources and Training for Teachers:** Equalities Toolkit should include issues people from the community face. Teachers need to be trained on implicit bias and racial sensitivity. They must be able to distinguish the cultural nuances between Asian Pakistani and Asian Indian, Black African and Black Caribbean. Resources should be shared on Birmingham City Council website.
- **Inclusive / Intersectionality:** All areas of inequality (class, gender, faith, disability and sexual orientation) should be addressed. References to LGBT+ protests and the systematic oppression of LGBT+.
- Disproportionate exclusion rates for black boys, school system needs to focus on understanding behavioural issues rather than exclusion as it impacts their education long-term prospects.
- **Engaging Adults and Parents:** Awareness needs to be raised to parents also, it’s detrimental to the overall objective if parents are perpetuating the stereotypes that the curriculum is aiming to combat.



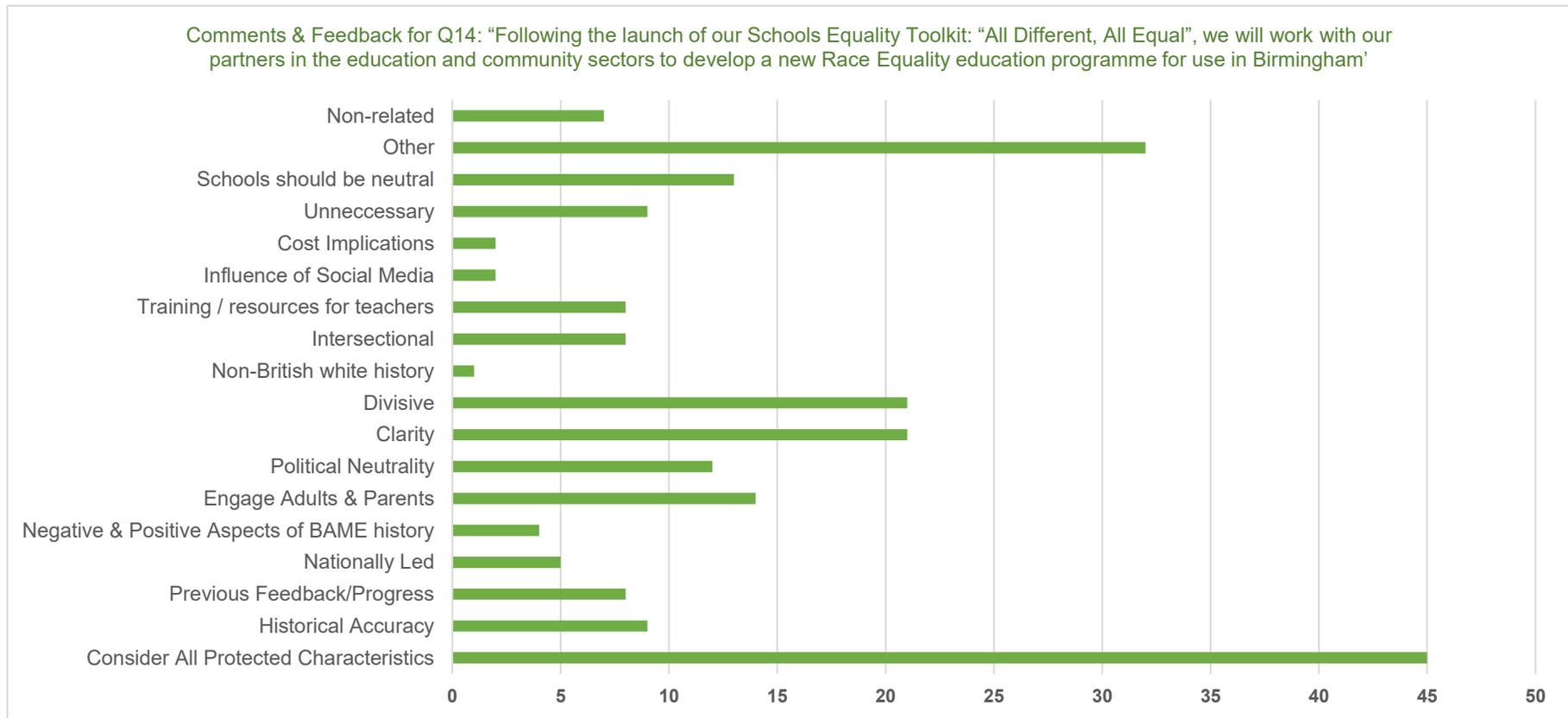


Figure 14. Responses to Question 14 by additional feedback grouped by themes.

**Q15: To what extent do you agree or disagree with the following proposal “We will review the appropriateness of local monuments and statues on public land and council property. We will also ensure that the plaques accompanying our monuments properly and fully explain their historical context, where appropriate.”**

### Key Findings

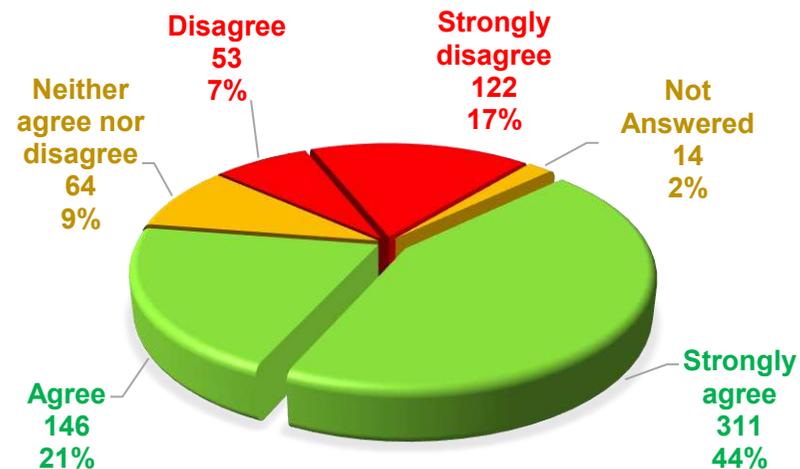
65% of respondents agree to this proposal compared to 24% who disagreed. 249 respondents provided comments to their answer.

Key themes: Historical Accuracy, contextualising monuments with plaques, removing monuments of leaders that committed major crimes against humanity e.g. Slavery and Genocide, allowing Birmingham to vote on this proposal.

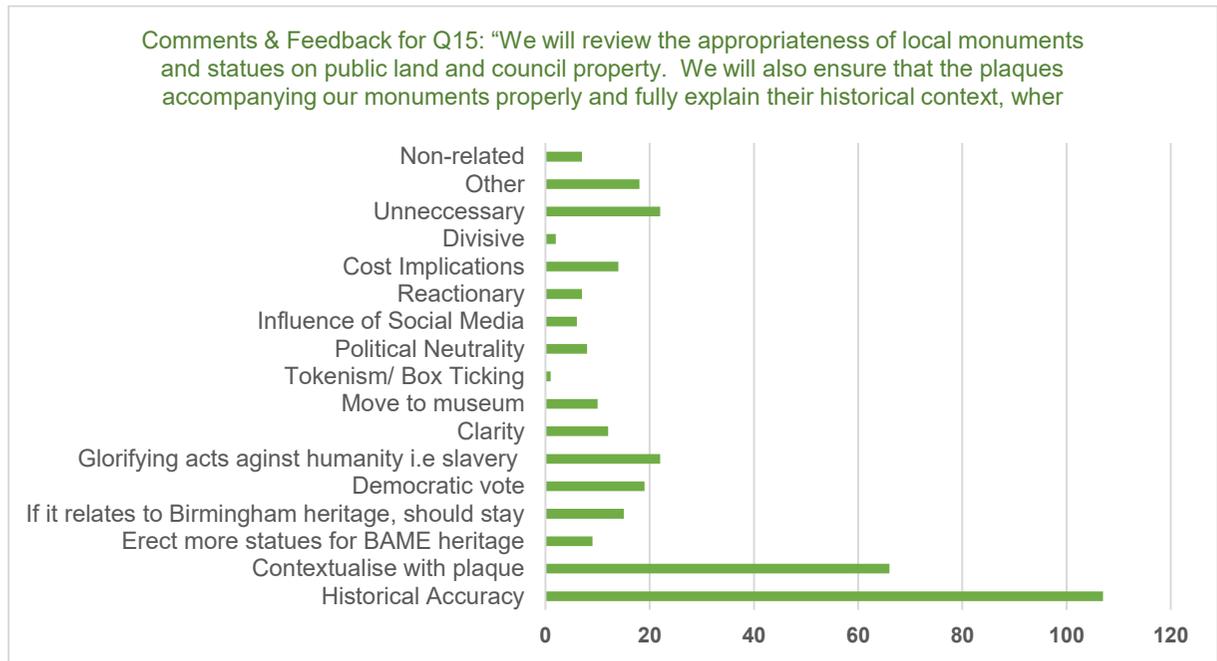
It is clear amongst the feedback that the exercise needs to be conducted democratically and in a transparent manner. It's important to draw attention as to why it is important for Birmingham as a city to carry this action out to avoid being reactionary to events happening in America. It should be made clear to the general public what this signifies and means for them.

- **Historical Accuracy:** 42% responded to erasing and/or whitewashing of the past: It's consistently mentioned that completing removing/destroying the statues will have a detrimental impact. 26% of respondents felt it is better to relocate them to a sensitive place such as within a museum, with details provided for context. This is to avoid rewriting history and hiding Britain's role in the slave trade.
- **Logistically Complicated:** How does the City consider this in the context of Joseph Chamberlain – he is a notable civic leader with multiple institutions named after him but was an imperialist? This sets out the challenges and complicated landscape this action will be placed in.
- **Democratic Vote:** needs to be debated as a stand-alone issue with majority of the city.

Agree		Disagree	
65%	457	24%	175



Online survey total responses: 710



**Figure 15. Responses to Question 15 by additional feedback grouped by themes.**

**Q16: To what extent do you agree or disagree with the following proposal “We will review our street and public space naming protocols to ensure that potential names properly reflect and respect the city’s history and communities, together with our wider Heritage Strategy.”**

**Key Findings**

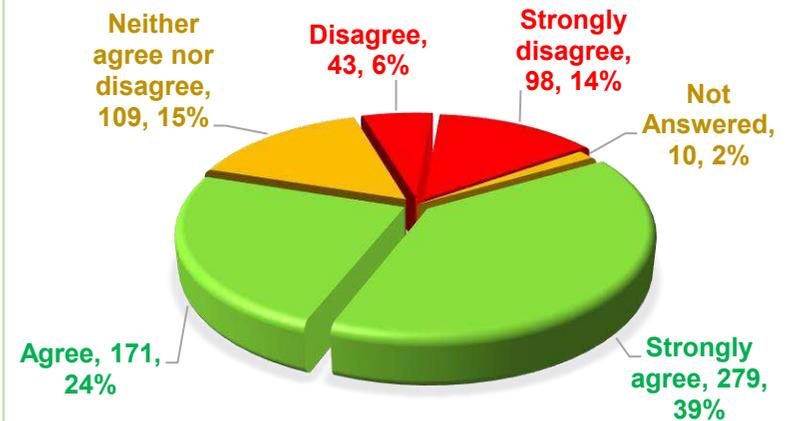
63% of respondents agree to this proposal compared to 20% who disagreed. 152 respondents provided comments to their answer.

Key themes: Historical Accuracy, Logistically Complicated, Cost Implications, Celebrate Birmingham Heritage, Democratic Vote, Reactionary.

The sentiments are similar from the local monuments proposal but there is a greater emphasis on focusing on new public spaces as public perception changes over time,

- **Celebrating Birmingham Heritage:** Street names should reflect Birmingham’s heritage and past.
- **Logistically Complicated:** 5% felt that it would be better to apply the protocol to all new developments, reducing confusion and logistic complications in renaming and changing road signs. Like Q15, it should only be applied to road signs which glorify extremely problematic public/historical figures. Renaming current road signs could create a lot of confusion. However, it was also seen as a positive step for Birmingham.
- **Reactionary:** Major theme that social media and far-left activists are strongly influencing the policies (Edward Colston statue in Bristol). There is mention of renaming other contentious public spaces such as Saddam Hussein mosque (it is potentially worth highlighting in future documentation that this facility was later renamed Birmingham Jame Masjid Birchfield, demonstrating that no single community is being targeted).
- **Democratic Vote:** 10% of respondents felt that this would be a costly and unnecessary exercise and should only be carried out if it can be voted on. Supplement this with education and raising awareness.

Agree		Disagree	
63%	450	20%	141



Online survey total responses: 710

**Q16: Continued**

Figure 16. Responses to Question 16 by additional feedback grouped by themes.

**Q17: To what extent do you agree or disagree with the following proposal “We will review the displays of art in our civic buildings to ensure they also tell the full story of Birmingham, including the renaming of a room in the Council House to properly mark the contribution of Black Asian Minority Ethnic civic leaders.”**

**Key Findings**

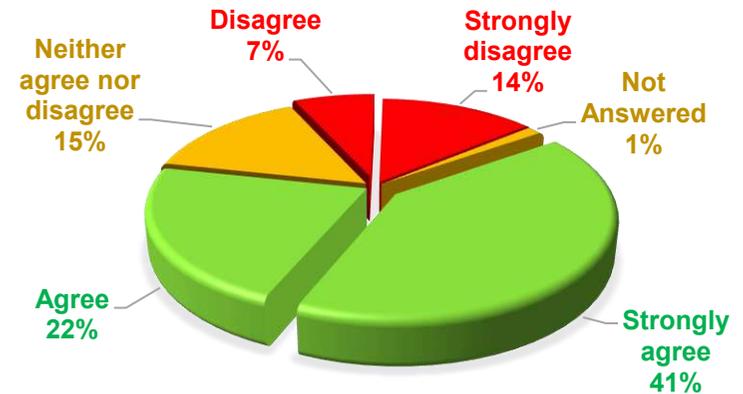
63% of respondents agree to this proposal compared to 21% who disagreed. 158 respondents provided comments to their answer.

Key themes: Merit-Based and Inclusive Recognition, Reactionary/Influenced by Social Media, Unnecessary, Needs Clarity.

Overall it is suggested that the strategy needs a short, medium and long-term strategy and framework to be effective. The proposal’s tone and context for Q13-Q17 have themes which appear reactionary to the global BLM protests. In the social media age, its impact and significance will be reduced to virtue signalling and pandering to popular public opinion, rather than meaningfully tackling inequality and community divisions in the city. There is an emphasis on continuous, open and dialogue between civic leadership and communities to ensure these objectives are being addressed effectively.

- **Inclusive:** Need to recognise other minority groups (Birmingham’s Irish Community) and ensure equal recognition across protected characteristics such as the contribution of women.
- **Clarity:** 13% do not fully understand the selection process and require greater clarity on the proposal.
- **Reactionary:** 14% of respondents felt this proposal was reactionary in comparison to 4% of respondents for Q16.
- Suggestion to have an exhibition display, which highlights exceptional individuals. Removing pieces of art could be deemed as censorship.

Agree		Disagree	
63%	448	21%	148



Online survey total responses: 710

Q17: Comments & Feedback for: "We will review the displays of art in our civic buildings to ensure they also tell the full story of Birmingham, including the renaming of a room in the Council House to properly mark the contribution of Black, Asian, Minori

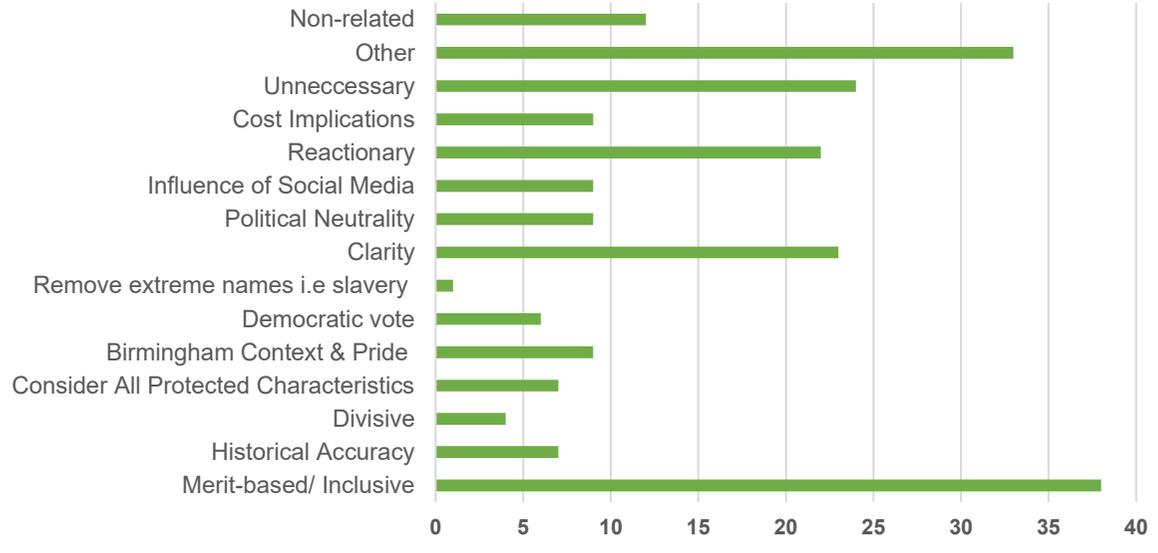
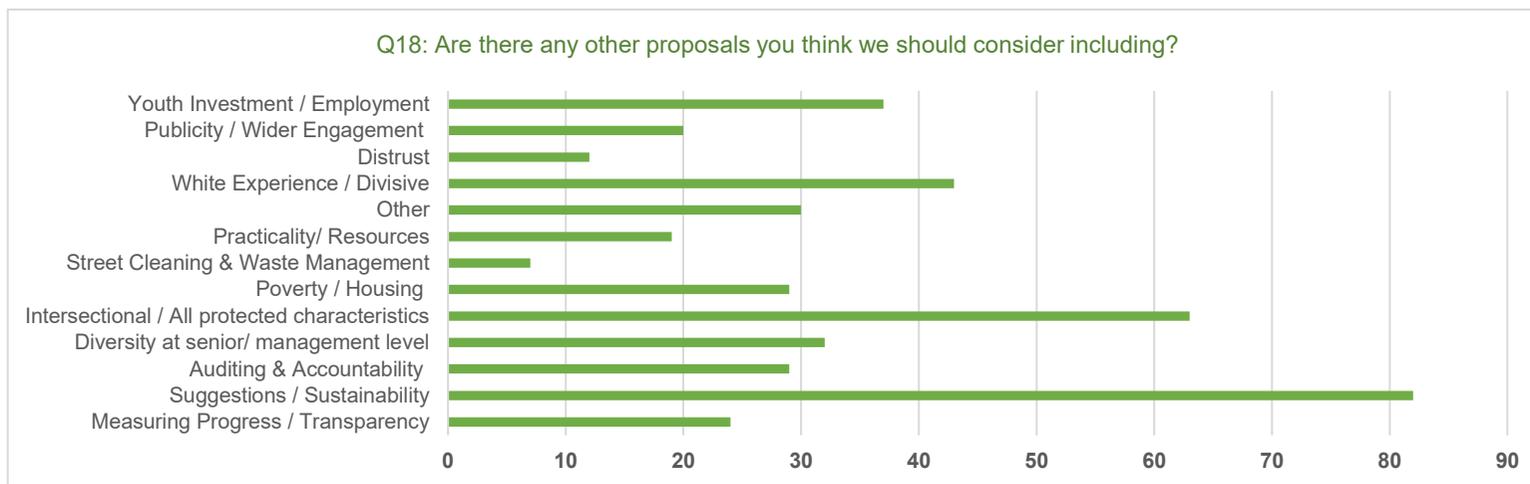


Figure 17. Responses to Question 17 by additional feedback grouped by themes.

Q18: Are there any other proposals you think we should consider including?

**48% of respondents provided additional comments to their answer.**

Key themes: Youth Investment and Employment, Intersectionality, Sustainability, Marginalised white people and dividing the city, Wider publicity of the consultation.



**Figure 18. Responses to Question 18 by additional feedback grouped by themes.**

- Robust Equalities Team should sit at the core of the City Council and act as an independent body that serves and supports the whole council.
- Clarity needed on what qualifies as a disadvantaged group
- Using evidence-based measures to justify policy direction, could help to combat negative reactions to the policy measures. Need transparent, data driven assessment of progress against these equalities' benchmarks.
- More reference to mental health provision and direct impact on inequalities on minority groups.

- Worth noting a key theme across the responses is the cleanliness of streets, need to work with local communities to take pride in and protect their local areas e.g. the streets of Sutton Coldfield are cleaner compared to Saltley (affluent white areas v. lesser affluent minority areas); the threat of gentrification to Gay Village (Southside) erasing the LGBT+ community in this area.
- Diversity should be celebrated in all forms. Need proposals which have a greater focus on other protected characteristics (gender, sexual orientation etc.) and applying an intersectional lens where resources allow.
- Increasing focus of cost of living, affordability of housing and quality of housing.
- Youth Executive Board for young people to influence and steer policy
- Produce documents in accessible English and a variety of languages.
- Investments in social safety net (further contribution to reducing poverty gaps).
- Proposals need to expand upon their sustainability.
- Each element of the proposal needs to be expanded upon in further consultation
- Draw linkages between the different forms of oppression and how its overall impacts class and quality of life
- Need to acknowledge impact of the work conducted on white working class in further plans and reports
- Celebration day in the city centre to celebrate the city's diverse communities.
- Head of services in the council should be held accountable for the recruitment processes in their service areas and more conversations around workplace dynamics in BCC.
- This could create further divisions between groups if white minorities such as the working class and the Irish community are not adequately factored in.
- Social value of partnerships with local grassroots organisations
- GR5 Positions and above in HR do not have enough Black, Asian and Minority Ethnic candidates
- Faith speech in the city centre needs to be tightly regulated to ensure hate and divisive speech isn't being promoted.
- Black, Asian and Minority Ethnic staff need to be further consulted as the relationship between leadership and minority staff has broken down, there have been previous proposals akin to these and there was no conversation regarding progress continued.
- Ensuring there are Value for Money checkmarks
- School cultural exchanges (school children in Handsworth and Kingstanding swap places)
- Tackling hate crimes more systematically and improve upon community safety
- Not enough publicity about this proposal and consultation
- Prioritise local jobs for local people
- Blind applications in recruitment to increase fairness

## Appendix 1. Profile of Survey Respondents

<b>Age (Years)</b>	<b>% of total</b>
Under 18	1%
18 to 24	10%
25 to 34	22%
35 to 44	23%
45 to 54	19%
55 to 64	16%
65 to 74	5%
75+	1%
Not Answered / Prefer not to say	3%
<b>Total</b>	<b>100%</b>

<b>Gender</b>	<b>% of total</b>
Female	53%
Male	34%
Not Answered / Prefer not to say	13%
<b>Total</b>	<b>100%</b>

<b>Ethnicity</b>	<b>% of total</b>
Asian / Asian British	18%
Black / African / Caribbean / Black British	11%
Mixed / multiple ethnic groups	9%
Other Ethnic group	2%
White	59%
Not Answered / Prefer not to say	1%
<b>Total</b>	<b>100%</b>

<b>Religion</b>	<b>% of total</b>
Buddhist	1%
Christian	22%
Hindu	1%
Jewish	0%
Muslim	10%
Sikh	3%
No Religion	32%
Not Answered / Prefer not to say	28%
Other	2%
<b>Total</b>	<b>100%</b>

Disability (physical/mental) - lasting or expecting to last for 12 months or more	% of Total
No	59%
Yes	25%
Prefer not to say / not answered	16%
<b>Total</b>	<b>100%</b>

## Appendix 2: Social Media Engagement

### Birmingham City Council Tackling Inequalities: Updates Media (*Birmingham Updates*) Campaign

#### RESULTS TOTAL

The data below shows how the social media campaign (2-11 December 2020), produced in partnership with Birmingham Updates, reached audiences – and achieving an overall engagement rate of 3.36 per cent (anything above 2 per cent is considered good).

The majority of this was achieved through Facebook (4 per cent) and Twitter (1.99 per cent).

Engagement rate for all social content referenced in tables below has been calculated as follows:  
(Total engagement + total link clicks) ÷ total impressions = engagement rate

CHANNEL	TOTAL IMPRESSIONS	TOTAL REACH	TOTAL VIDEO VIEWS	TOTAL ENGAGEMENT	TOTAL LINK CLINKS	ENGAGEMENT RATE
FACEBOOK	343,589	269,538	24,687	874	12,868	4.00%
INSTAGRAM*	86,453	67,052	25,305	1,264	0	1.46%
TWITTER	85,476	85,476	1,712	1,225	477	1.99%
<b>TOTAL</b>	<b>493,357</b>	<b>398,305</b>	<b>37,496</b>	<b>3,242</b>	<b>13,345</b>	<b>3.36%</b>

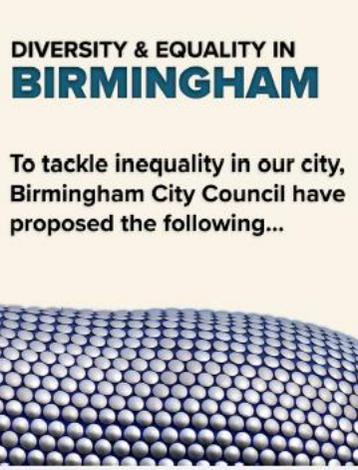
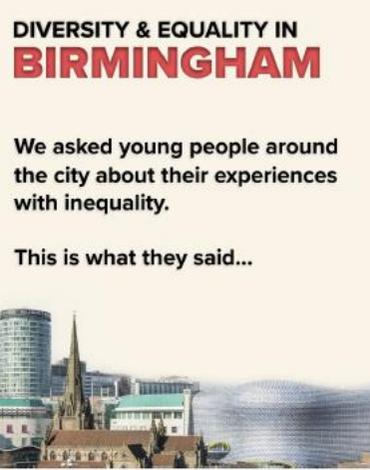
\*Instagram results doesn't include shares on the post due to Instagram privacy changes

## CONTENT

Two carousel and two video posts were shared by Birmingham Updates to encourage young people to take part in the Tackling Inequalities consultation between 2 December and 11 December 2020.

The data in the tables reveals how widely the audience on different social media channels – Facebook, Instagram and Twitter – engaged with content aimed at driving them to take part in the Everyone’s Battle, Everyone’s Business consultation on Birmingham BeHeard.

NB: Instagram does not permit the use of live weblinks in posts, which is why there are no clicked links recorded for the platform in the tables below.

			
<p>Diversity &amp; Equality Carousel 1: <a href="https://www.facebook.com/BhamUpdates/posts/39391234994710">https://www.facebook.com/BhamUpdates/posts/39391234994710</a> 24</p>	<p>Diversity &amp; Equality Carousel 2: <a href="https://www.facebook.com/BhamUpdates/posts/39443443889489">https://www.facebook.com/BhamUpdates/posts/39443443889489</a> 35</p>	<p>5 Person Interview: <a href="https://www.facebook.com/BhamUpdates/posts/39258739974626">https://www.facebook.com/BhamUpdates/posts/39258739974626</a> 41</p>	<p>Cllr Cotton Video: <a href="https://www.facebook.com/BhamUpdates/posts/395017357836601">https://www.facebook.com/BhamUpdates/posts/395017357836601</a> 6</p>

## RESULTS – CAROUSEL 1

CHANNEL	IMPRESSIONS	REACH	VIDEO VIEWS	ENGAGEMENT	LINK CLICKS	ENGAGEMENT RATE
FACEBOOK	135,951	93,839	0	337	3,836	3.07%
INSTAGRAM*	19,634	16,530	0	382	0	1.95%
TWITTER	36,993	36,993	0	405	288	1.87%
<b>TOTAL</b>	<b>192,578</b>	<b>147,362</b>	<b>0</b>	<b>1,124</b>	<b>4,124</b>	<b>2.73%</b>

\*Instagram results doesn't include shares on the post due to Instagram privacy changes

## RESULTS – Cllr Cotton Video



CHANNEL	IMPRESSIONS	REACH	VIDEO VIEWS	ENGAGEMENT	LINK CLICKS	ENGAGEMENT RATE
FACEBOOK	33,973	33,973	6,862	53	771	2.43%
INSTAGRAM*	8,550	8,041	2,544	46	0	0.54%
TWITTER	8,451	8,451	879	97	40	1.62%
<b>TOTAL</b>	<b>50,974</b>	<b>50,465</b>	<b>10,285</b>	<b>196</b>	<b>811</b>	<b>1.98%</b>

\*Instagram results doesn't include shares on the post due to Instagram privacy changes

## RESULTS – CAROUSEL 2

**Birmingham Updates** with Birmingham City Council. ...  
 Posted by Taylor Rooke  
 Paid partnership ·

How does inequality make you feel?

Birmingham City Council wa... See more



44      31 comments   6 shares  

CHANNEL	IMPRESSIONS	REACH	VIDEO VIEWS	ENGAGEMENT	LINK CLICKS	ENGAGEMENT RATE
FACEBOOK	96,644	64,705	0	92	1,868	2.03%
INSTAGRAM*	14,278	11,679	0	317	0	2.22%
TWITTER	31,581	31,581	0	523	34	1.76%
<b>TOTAL</b>	<b>142,503</b>	<b>107,965</b>	<b>0</b>	<b>932</b>	<b>1,902</b>	<b>1.99%</b>

\*Instagram results doesn't include shares on the post due to Instagram privacy changes

## RESULTS – 5 PEOPLE INTERVIEW VIDEO



CHANNEL	IMPRESSIONS	REACH	VIDEO VIEWS	ENGAGEMENT	LINK CLICKS	ENGAGEMENT RATE
FACEBOOK	77,021	77,021	17,825	392	6,393	8.81%
INSTAGRAM*	43,991	30,802	22,761	519	0	1.18%
TWITTER	8,451	8,451	833	200	115	3.73%
<b>TOTAL</b>	<b>107,302</b>	<b>92,513</b>	<b>27,211</b>	<b>990</b>	<b>6,508</b>	<b>6.99%</b>

\*Instagram results doesn't include shares on the post due to Instagram privacy changes

### RESULTS - 5 People Interview Reel

**Q: How does inequality make you feel?**

CHANNEL	TOTAL VIEWS	TOTAL ENGAGEMENT
INSTAGRAM Reels	14,028	121
<b>TOTAL</b>	<b>14,028</b>	<b>121</b>

## RESULTS - Facebook Ads

CHANNEL	TOTAL IMPRESSIONS	TOTAL LINK CLICKS
FACEBOOK	112,832	605
<b>TOTAL</b>	<b>112,832</b>	<b>605</b>

## Glossary of Terms

### Age

A person belonging to a specific age (e.g. 25 years old) or age range (e.g. 25 to 34, 55 to 64-year olds).

### BAME (Black, Asian and Minority Ethnic Group)

“Black, Asian and Minority Ethnic” (BAME) is a term used in the UK to describe people from minority ethnic groups of non-white descent. This is used reference to experiences of racism or unfair treatment because of an individual’s skin colour and/or ethnicity. It is important to note whilst this term is commonly used in British equalities literature, it is widely criticised for being bureaucratic and grouping together the experiences of different non-white minorities, e.g. Afro-Caribbean and Bangladeshi.

### Development

Active efforts by an organisation to support the progression and growth of employees further than formal training. The Equality Act 2010 includes career progression and promotion as staff across protected characteristics groups being supported in occupying senior job roles and grades.

### Disability

A physical or mental condition which has significant, long-term effects on how an individual can carry out their normal day-to-day activities. It is important to recognise that not all disabilities are physical or visible.

### Discrimination

There are two main types which cover how a person can be discriminated against:

- 1. Direct Discrimination:** Unfair treatment against a person specifically because of their protected characteristic. For example, making stereotypes about an individual because of the colour of their skin.
- 2. Indirect Discrimination:** Conditions, circumstances and practices which disproportionately disadvantage groups with a protected characteristic, as compared to those who do not share that characteristic. For example, not having a ramp entrance in a place of work indirectly discriminates wheelchair bound employees and their ability to work.

### Diversity

Valuing everyone as unique individual, embracing and celebrating differences and the value of these differences. Managing diversity successfully will help organisations to nurture creativity and innovation and taps into growth and improved competitiveness.

### Equality

#### Equality Act 2010

The Equality Act 2010 replaces previous anti-discrimination laws with a single Act. It strengthens the law to help tackle discrimination and inequality.

### **Gender Reassignment**

The process of transitioning from one gender to another. The individual does not need to undergo any medical or hormonal treatment or change their appearance. As soon as they identify and present as a woman/man they should be treated as such, using toilets and changing facilities accordingly.

### **Inclusion**

Inclusion is the process of consciously responding to the diverse needs of all individuals in an organisation or environment through considering their needs in major changes, facilitating their development and participation, and creating policies to punish individuals who unfairly discriminate based on protected characteristics. Social exclusion is the outcome of multiple deprivation, which prevents individuals or groups from participating fully in the social, economic, and political life of the society in which they live.

### **Marriage and Civil Partnership**

In the UK, marriage is recognised in the form of both civil and religious unions between individuals. Civil partners must be treated the same as married couples on a wide range of legal matters. In employment, civil partners must be treated no less favourably than married couples.

### **Monitoring**

An analysis of equality data to examine if people with protected characteristics are being treated fairly, for example, monitoring the representation of women or disabled people in the workforce or at senior levels within organisations. Since 2013, the monitoring of all protected characteristics at application stage has been changed to compulsory fields, with the default set to “prefer not to say” for each.

### **Non-British White**

Other white ethnicity categories are minority white groups within the UK, that can be subjected to unfair treatment. For example, Polish is considered a white minority in the UK.

### **Protected Characteristic**

Grounds upon which discrimination is unlawful. The characteristics are: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

### **Race**

A group of people defined by their race, colour, and nationality (including citizenship) ethnic or national origins.

### **Religion or Belief**

Religion is generally associated with beliefs, but belief includes philosophical beliefs including lack of belief (e.g. Atheism, environmentalism, vegetarianism, etc.). Generally, a belief should genuinely be held and affect your life choices or the way you live for it to be included in the definition.

### **Sex (Formerly referred to as gender)**

Gender is the range of characteristics pertaining to, and differentiating between, femininity and masculinity. Depending on the context, these characteristics may include biological sex, sex-based social structures, or gender identity

**Sexual Orientation**

Sexual orientation is a protected characteristic relating to a person's sexual orientation towards people of:

1. The same sex as him or her (the person is a gay man or a lesbian).
2. The opposite sex from him or her (the person is heterosexual).
3. Both sexes (the person is bisexual).

## Acknowledgments

The Equalities & Cohesion Division at Birmingham City Council would like to thank the following colleagues for their support as follows:

Yasmin Nessa, Policy and Project Officer for supporting the on-line consultations, and for producing this report. Also, thanks to Jacqueline Shaw and Zoe K Wright supporting the analysis and production of this report.

Organising community consultations and supporting partnerships: Rahila Mann, Emma Brady and Juvinder Nar.

Councillor John Cotton, Cabinet Member and Suwinder Bains, Head of Equalities and Cohesion Division for facilitating the numerous conversations and focus groups.

### **Roundtable discussion with University of Birmingham**

A virtual meeting chaired by Professor Jon Glasby, invited leading academics to present on their research topic. across a range of topics that identify the causes of structural inequalities and the impact of COVID-19 on the most research to identify policy initiatives to address structural inequalities. Academics shared their research on a number of topics.

- Professor David Gillborn - expert on race and ethnicity.
- Dr Holly Birkett - research into working patterns and parenting during the pandemic.
- Professor Karen Rowlingson - co-authored the Financial Inclusion Monitor with key findings on the impact of COVID-19 on household income and poverty.
- Dr Kayleigh Garthwaite - part of a team looking at COVID-19 and inequalities on families with low incomes.
- Angus McCabe - leading a project on community responses to COVID-19 and recovery.
- Professor Francis Davis and Dr Andrew Davies - leading work on faith and communities to inform policy makers.
- Professor Jenny Phillimore - expert on migration, Superdiversity and refugee integration.

Partner organisations for their contribution: University of Birmingham, BVSC, Aspiring Youth Council, Faith Leaders Group, ODARA Women's Network, Muslim Women's Network, Kingstanding Regional Trust, Healthwatch Birmingham, Birmingham City Council employees, Education and Skills Directorate's Race Equity Working Group (REWG), Birmingham Race Impact Group (BRIG) Inclusive Growth & Beth Tuffnell, Head of Operations, Birmingham Selfridges, Nicola Thurbon, Big Lottery.



## **Birmingham City Council**

**Everyone's Battle Everyone's Business – together we will tackle inequalities**

### **Equality Strategy and Action Plan 2021 - 2023**



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## Acknowledgements

This strategy has been informed from the contributions from our employees, communities, voluntary and community organisations and our partners from the public sector and business. We are grateful for the local insights, comments and ideas that has made this a truly Birmingham strategy, shaped by the lived experience of our citizens and underpinned by robust academic research.

Published May 2021

## Foreword

The events of the last year have again illustrated, in the starkest and most brutal of ways, the extent to which we live in a deeply unequal society.

The COVID pandemic may have led to more public discussion about the extent of inequality in modern Britain, but the truth is that poverty, disadvantage and discrimination have been eating away at the heart of our society and economy for years. The pandemic didn't create these injustices, but it has hugely intensified their impact on individuals and communities.

It cannot ever be acceptable that opportunities and life chances for so many remain a condition of their race, class, gender or disability. And for those of us who have been put in positions of leadership, our core mission must always be to break down those barriers, smash the glass ceilings and put power and opportunity in the hands of people and communities. As we emerge from the pandemic, that mission is more important than ever before. We must build back fairer, as well as better.

English local government, frustratingly, is a deeply underpowered creature compared to our American or European counterparts. It is true that not all the levers we need to pull to deliver economic and social justice are in our hands. But that is no excuse for inaction. So that is why, here in Birmingham, we're making it clear that we will pull all the available levers, marshal all the available resources and put tackling inequality at the heart of the Council's plans for the city as we start to rebuild from the pandemic.

Our plans focus on three key areas. First, it is vital that this Council leads by example, not least in its role as a major employer. We are already facing up to some harsh facts about the degree to which our workforce, especially at the most senior levels, does not reflect the diversity of the city it seeks to serve – and set out some radical plans to put this right. This work will continue, at pace and in partnership with our workforce, over the coming months.

Second, we cannot deliver this agenda alone. Partnership with other sectors, agencies and crucially, our communities and citizens, is the only way we will deliver meaningful change in our society and economy. The partnership work we are doing to make Birmingham a Living Wage city and build an inclusive economy; putting “experts by experience” at the heart of our decision making through the new Poverty Truth Commission and the ongoing delivery of social value through our commissioning and procurement activity are motivated by that spirit of cooperation and common endeavour.

Third, we need to ensure we celebrate and share the stories of diversity and dynamism that have made Birmingham the amazing place that we are all proud to call home. We all have a different story, a different heritage, a different journey that has brought us here. All of these tales - the inspiring and joyous as well as the challenging and the grim – are part of the Birmingham story. They all need to be shared, explored and commemorated appropriately, because they are the foundation upon which we are all building our shared home and common future as citizens of Birmingham today.

This Strategy and Action Plan sets out how we intend to make these commitments a reality. It has been shaped by extensive conversations and dialogue with communities and partners – so it is a genuine joint effort and enterprise. It will also continue to evolve as we work to challenge and remove these deep-rooted inequalities from our city's economic and social life.

I know that not everyone's lives are directly affected by inequality – but its continued existence corrodes our society in ways that hurt us all. That's why we have to seize this moment. Building a fairer city really is everyone's battle, and everyone's business.

**Councillor John Cotton**

Cabinet Member - Social Inclusion, Community Safety & Equalities

## Executive Summary

Birmingham aspires to be a city that works for everyone – a place where every citizen can share in our economic success and play a full and active part in our society, regardless of their social class, race, sex, disability, sexual orientation, gender identity, religion or belief or a combination of these identities.

If we fail to tackle the inequalities and injustices that still afflict the daily lives of many of our fellow citizens, we don't just limit their life chances – we damage the future potential and cohesion of Birmingham as a whole. That's why tackling inequality has to be everyone's battle and everyone's business.

The COVID-19 pandemic has brutally exposed many of the injustices that disfigure our economy and society. But these injustices are not new; they were present well before the virus changed our lives. The pandemic has merely deepened them, yet again showing how for too many people, opportunities are closed off because of their race, their class, their gender, their disability – or a combination of these factors. This has never been acceptable to the City Council. As we look to the post COVID-19 world, we know that building back better is not enough on its own. We have to build back fairer, too.

This strategy sets out how we intend to do this, with a clear focus on taking action to address the long-term entrenched inequalities in our city. It is rooted in the lived experiences of our citizens and acknowledges that the change we need cannot be delivered by one agency, sector or community alone. We need a genuine, collective effort to remove the structural barriers that obstruct equal access to opportunities in education, housing, employment and health.

This document builds upon the solid foundations laid by the work to deliver the Council's existing Community Cohesion strategy and our five Equality Objectives. It draws upon a rich array of diverse voices and perspectives: the impact of the pandemic; the injustices raised by Black Lives Matter and other movements calling for class, gender and race equality; and the feedback we have received from our citizens, our voluntary and community organisations, community activists, public and private

sector partners on our original Everyone's Battle Everyone's Business Statement of Intent.

The forthcoming Commonwealth Games also presents a great opportunity to further foster inclusion and social justice. Equality and cohesion will be embedded into our Commonwealth Games delivery plan and form an integral part of the Games' legacy to Birmingham. We will ensure that the voices of our communities are also at the heart of these plans.

### **Our Key Principles for Tackling Inequalities**

We have identified five key principles -informed by the feedback from our consultation and supported by research -to guide our work on tackling structural inequalities:

#### **1. A focus on equity**

Evidence shows that offering the same opportunities to everyone will not always lead to equal outcomes. This is because factors such as where you were born, your gender, your ethnicity, your sexual orientation and your social class can all limit choice and access to opportunities, thus creating unequal outcomes. Focussing on equity will turn the spotlight on the hidden barriers to accessing opportunities.

#### **2. Actively listening to the voices of lived experience**

We will put those who are affected by inequalities at the heart of designing solutions. Policies and practice must reflect and respond to the experiences and needs of our diverse communities. This means actively listening to and engaging with citizens to understand their lived experiences of inequality and using their experience to deliver change.

### **3. Understand the diverse range of views and perspectives of citizens and ensure solutions are based on the widest available evidence.**

We will take an intersectional approach to understand how people experience inequality according to their social class, age, gender, ethnicity, disability and sexual orientation. This means looking at the multiple disadvantages faced by different groups of people and using the latest data and research to underpin policy development and service design.

### **4. Language counts**

Language can itself be a barrier to meaningful engagement. The way we communicate plans, policies and strategies is often seen as jargonistic. We will aim to use plain language in our publications that is jargon free and easily understood.

We also need to develop a shared understanding of the terms used to describe inequalities. We will work across the Council and with our partners in all sectors to achieve this. data.

These key principles build upon and strengthen the City Council's previously agreed Equality Objectives. Taken together, they provide a robust framework for delivering

### **5. Place matters**

Where you are born and where you live shapes your life chances and your access to opportunities. Neighbourhoods are places where individuals build a sense of belonging and make social connections providing access education, employment and training opportunities. This is why we will focus on place-based approaches that improve access to opportunities.

equality and inclusion in everything that we do.

## **A living strategy and action plan**

We have looked at the evidence and listened to our citizens and partners. Their views have shaped our ambitious goal to create a city of equality where every citizen can

thrive. This ambition is underpinned by a set of refreshed practical actions, together with strong governance structures to track progress and ensure accountability.

Birmingham is an ever-changing place – and our plans need to reflect this fact. Therefore, this Strategy will be a living document – one that will be continually updated, so that we respond to changes in the profile of our population, to the latest developments in national and local policy and draws upon the practical experience of partners and communities in delivering meaningful change.

## Section 1: Introduction

Birmingham is an incredibly diverse and vibrant city, with a rich and varied cultural heritage. It is home to 1.15 million people, drawn from a wide variety of cultures and backgrounds, with roots in more than 200 countries from around the world. This rich diversity of people, talent, arts and culture will form the backdrop to the 2022 Commonwealth Games and put Birmingham's story on the global stage.

Our city has a proud history of civic action, with citizens from many different communities coming together to tackle social injustices, build great institutions and businesses and change lives for the better. This unshakeable spirit had again shown itself during the COVID-19 pandemic, with community groups, voluntary and faith organisations, businesses and active citizens across the city uniting to provide vital support to those at most risk.

The pandemic has also reminded us how our social security system and other public services are the essential foundation of strong, equitable communities. In the current storm, they have been a vital lifeline. Now, as we move into the recovery phase, we must work with our partners and communities to strengthen our services and ensure that we not only address the symptoms but tackle the root causes of poverty and inequality. This means we need concerted action to ensure basic entitlements to decent housing, education, employment and health are accessible to all.

This strategy sets out how we will work together with communities and our partners in the public, private and community sectors to tackle deep seated structural inequalities: the barriers and discrimination that stand in the way of many of our fellow citizens.

### **What is Structural Inequality?**

Inequalities are deeply embedded in our society and an individual's experience of inequalities can last throughout their life. Their access to opportunities in education, housing, employment and health is often determined by structural barriers, such as wage gaps, unaffordable housing, lack of diverse representation within organisations and political participation.

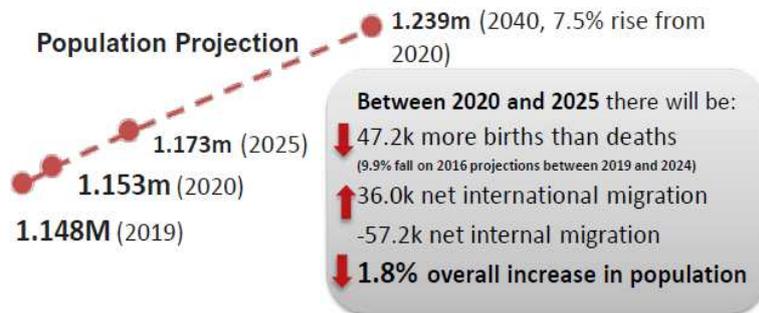
In September 2020, the council published the *Everyone's Battle Everyone's Business – Tackling Inequalities* Statement of Intent for consultation. Due to COVID-19 restrictions on travel and social distancing measures, we were unable to undertake the usual consultations through face to face meetings in community settings. Despite these limitations, we held an extensive consultation exercise during two national lockdowns. This included a series of virtual engagement sessions, an online survey, community radio phone-ins for the digitally excluded, a special social media campaign targeted at young people and listening sessions with staff. We also received written feedback. The evidence came from citizens, community activists, a diverse range of voluntary and community sector organisations, council employees, and the public and private sector. Over 4000 people shared their views during the consultation period.

Many respondents gave detailed comments and suggestions on specific issues, including the disproportionate impact of COVID-19, and examples of community projects that were delivering real change in local areas. These insights have been invaluable in shaping this strategy and actions.

In addition, we looked at the available research and data, as well as engaging with leading academic experts who shared their research across a range of topics. We also drew upon the Council's own evaluation of the equalities impact of COVID-19 on Birmingham.

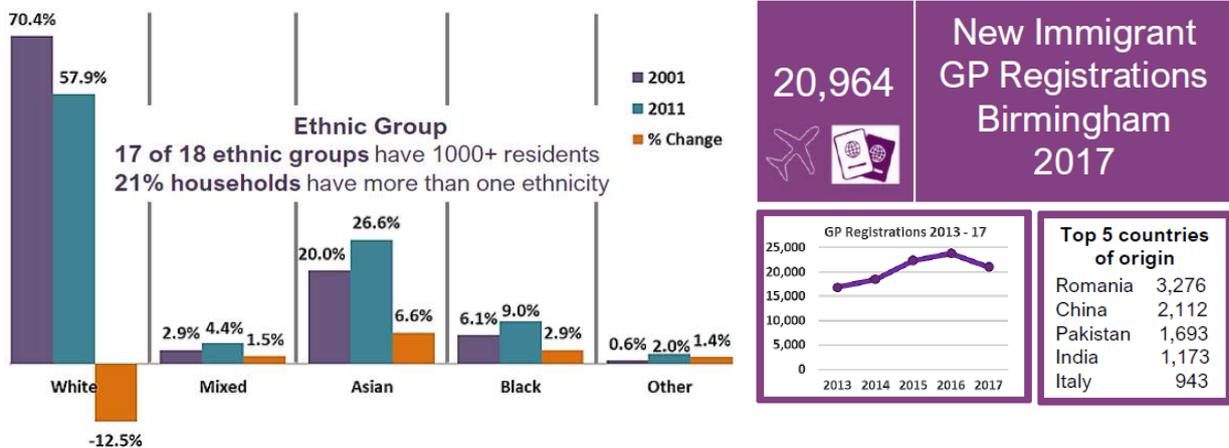
The feedback from the consultations, together with the extensive data and evidence about our population and the patterns of inequality in our city has shaped our approach and action plan.

## Our Population



Sources: Population: ONS Population Projections 2018; Households: 2018 based Household Projections, DCLG (2019)

Over the last decade we have become one of the most ethnically diverse cities in the country. The 2011 Census of population estimates 46.7% of the population belong to an ethnic group that is not White British. This is up from 34.4% in 2001: an increase of 12.3%. Since 2010, the number of older people has increased by 13% in Birmingham, from 138,000 in 2010, compared with 149,400 in 2018. The 2018 population projections suggest that by 2029 there will be 9,200 over 90's compared with 8,000 in 2019: an increase of 16.2%.



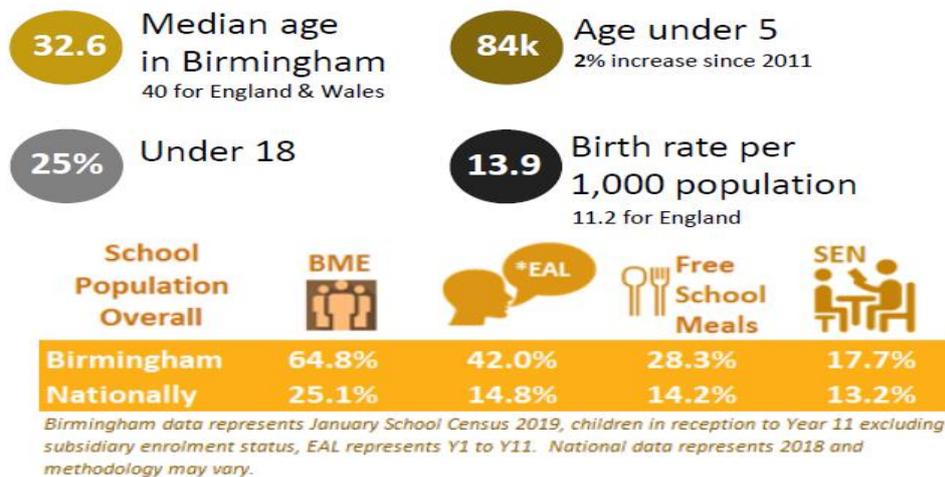
Sources: GP Registrations: National Health Applications and Infrastructure Services (NHAIS), NHS Digital from BCC Public Health; Ethnic Groups in Birmingham, ONS Census 2011

According to the annual Birmingham Economic Review (2020), Birmingham is “one of the youngest major cities in Europe”. In 2019, under 25's accounted for 37.5% (428,590) of Birmingham's total population.<sup>1</sup> In addition, ONS mid-2019 population

<sup>1</sup> Birmingham Economic Review 2020 Chapter 3: Labour Market Challenges: Pre and Post- Pandemic

estimates state that the median age is 32.6 years, while the average for England and Wales is 40.<sup>2</sup>

Birmingham's population is made up of 50.5% females and 49.5% males.



ONS data suggests there has been an increase in the proportion of people identifying as lesbian, gay or bisexual in the West Midlands and nationally. It is estimated that this has increased from 1.3% in 2014 to 2.3% in 2018 in the West Midlands, compared to 1.6% in 2014 and 2.3% in 2018 in the UK.<sup>3</sup>

<sup>2</sup> [Analysis of Population Estimates Tool, Source: Office for National Statistics © Crown copyright 2020](#)

<sup>3</sup> [Experimental statistics on sexual orientation in the UK, ONS, March 2020](#)

## Section 2: The scale of inequalities and why we need to act

Pre-COVID-19, many individuals and families were already living with financial hardship and insecurity. The financial shock of the COVID-19 pandemic will have swept many of them into even deeper poverty.

There also is clear evidence of the disproportionate impact of poverty, with women, people from Black, Asian and Minority Ethnic communities and those with disabilities all facing a higher likelihood of living in poverty.

The facts about inequality in our city are stark and challenging:

- Birmingham has high levels of deprivation with 40% of the population living in the 10% most deprived areas of England.
- According to figures published by the End Poverty Campaign, in 2018/19, 41.6% of our children were growing up in poverty. It was also reported that three Birmingham constituencies have over 50% of children in poverty. These were:
  - Ladywood with 54.5% of children in poverty, an increase of 12.7% since 2014/15,
  - Hodge Hill with 53.8%, an increase of 13.4% since 2014/15.
  - Hall Green with 52.5%, an increase of 8.8% since 2014/15<sup>4</sup>.
- Birmingham's life expectancy is lower than the national average for both men and women. There is a nine year difference in the life expectancy of people who live in deprived communities and those from more affluent areas "deprived wards have higher ethnic minority populations in the City" [Birmingham and Solihull CCG, 2019]
- Working-class individuals are also more likely to be on low incomes, earning 24 per cent less than those from professional backgrounds. However, even when those from working-class backgrounds enter professional occupations, their pay is, on average, 17 per cent less than their middle-and upper-class colleagues.<sup>5</sup>

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<sup>4</sup> [Local child poverty indicators 2018/19 – estimates of rates, after housing costs dataset \(Oct 2020\)](#)

<sup>5</sup> [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/798687/SMC\\_State\\_of\\_Nation\\_2018-19\\_Summary.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/798687/SMC_State_of_Nation_2018-19_Summary.pdf)

- 130% of Birmingham citizens reported that their household income had fallen since the start of lockdown. The impact is being felt most acutely by younger workers, with over one in five 16 to 24-years-olds out of work.
- The charity YoungMinds, recorded a huge increase in demand for its services. During 2020, the number of calls from parents to its helpline, concerned about a young person experiencing anxiety and suicidal thoughts, increased by 43% over the last twelve months<sup>6</sup>.
- Over 3 in 10 disabled people live in poverty compared to only 2 in 10 non-disabled people.<sup>7</sup>
- In the 2011 Census, 98,181 citizens reported a disability or long-term health problem that limited their day-to-day activities a lot, and a further 99,720 reported a similar condition that limited these activities a little.
- 45% of single parents, the vast majority (90%) of which are women, are living in poverty (Department of Works and Pension data, 2016/17).
- Many of the issues such as poverty, low pay and skills, mental health and homelessness - continue to disproportionately affect women.
- A recent survey of parents revealed in England that children from wealthier households are spending 30% more time each day on educational activities than are children from the poorest household. Better-off students have access to more resources for home learning. <sup>8</sup>
- Almost one in five LGBT+ people (18%) have experienced homelessness at some point in their lives.<sup>9</sup>

These statistics are brought to life by many of the real-life stories and experiences that citizens shared with us during the consultation:

- We heard from teachers about some of the pressures families were under trying to home-school children, when there was one digital device shared between a whole family and the skills required to teach were lacking. These families were not equipped to deal with the pandemic.

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<sup>6</sup> <https://youngminds.org.uk/blog/reflecting-on-2020-a-message-from-our-chief-executive/>

<sup>7</sup> [www.jrf.org.uk/blog/its-not-right-four-million-disabled-people-are-locked-poverty](http://www.jrf.org.uk/blog/its-not-right-four-million-disabled-people-are-locked-poverty)

<sup>8</sup> <https://www.ifs.org.uk/publications/14848>

<sup>9</sup> LGBT in Britain – Home and Communities (2018)

- Community organisations are seeing an increase in food poverty. This was a huge concern before the pandemic, but the impact of COVID-19 on jobs meant a greater dependency on food banks. “It is getting harder and harder for families to cope, they feel ashamed going to a foodbank, but they have no choice” (*Community Worker*).
- Participants in the community focus group sessions called for city leaders and policy makers to listen to the ‘stories’ behind the data, so the everyday lived realities of seldom heard voices are better understood, rather than relying on the ‘usual’ community representatives.
- Respondents called for inclusive narratives of Birmingham’s history to build a sense of belonging. These calls to recontextualise our history were provoked by the many conversations ignited by the Black Lives Matter movement.
- Our Black, Asian and Minority Ethnic employees told us of their experiences of discrimination and lack of career progression. “For decades Asian, Minority Ethnic and particularly Black people have been disproportionately disadvantaged at interview, particularly when applying for jobs Grade 5 and above, due to conscious and unconscious bias/prejudice.” (*Council employee, Beheard Online Survey*).
- Young people and their teachers told us that teaching staff, especially at senior positions, need to reflect the diversity of local communities.

These statistics and stories make for uncomfortable reading. Poverty and discrimination limit people’s freedom, leaving them in impossible situations like choosing whether to heat their home or pay their rent. They deprive people of a meaningful choice over where to live, what to eat, how they educate their children and limit career chances and aspirations.

### **Section 3: Our Approach: Tackling Inequalities in Birmingham – Everyone’s Battle Everyone’s Business**

We want Birmingham to be a city of opportunity where everyone, whatever their background, can aspire, achieve and thrive. Where they live, who they are or where they are from must never be a barrier.

The only way to make this happen is to embed the principles of equity, inclusion and human rights at the heart of everything we do. Tackling structural inequalities must be at the heart of our values, our plans and our decision-making. It really is everyone’s battle and everyone’s business.

Prior to the pandemic, we were working to deliver our community cohesion strategy and our five equality objectives. The COVID-19 pandemic, together with the global calls for justice from Black Lives Matter and other social justice movements, emphasised the importance of renewing our focus on the root causes of inequality, especially in light of the clear evidence showing the disproportionate impact upon specific communities and individuals.

The Council’s *Everyone’s Battle Everyone’s Business* Statement of Intent was our initial response to these crucial challenges. This set out our proposals to create the conditions to promote equity of opportunity, building on our existing policies and plans to promote equality. Responses to the consultation showed broad support for our proposals, and this Strategy sets out how we will transform them into practical actions and deliver meaningful change.

#### **Building Community Cohesion**

In 2018, the Council published Birmingham’s first community cohesion strategy: *Forward Together to Build a Fair and Inclusive City for Everyone*, which outlines a shared vision to promote fairness and equality.

This strategy sets out a city-wide approach to tackling social and economic inequalities. It sets out how the council together with residents, local organisations and

other partners, will draw on expertise and resources to ensure that Birmingham is a place where people from different backgrounds can come together and build better lives for themselves and their communities.

The collective response to the pandemic has shown us that the spirit of cooperation, cohesion and desire to help each other is deeply rooted in Birmingham's many communities and neighbourhoods. We saw first-hand from the many acts of kindness, how at a time of need people from different backgrounds worked tirelessly to support the most vulnerable in our communities affected by COVID-19. This embodies the cohesive and resilient spirit of Birmingham. We will build on this, actively working with our diverse communities and our voluntary and community to co-design policy and programmes to build back fairer.

### **Our Five Equality Objectives - embedding equalities in everything we do**

As a public body, the City Council has a legal duty under the Public Sector Equality Duty Equality Act 2010 to prepare and publish equality objectives every four years and also to ensure individuals and groups of people identifying with one or more of the nine protected characteristics as defined by law are given protection from discrimination.

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

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

The duty ensures the council considers how its decisions to advance equality, inclusion and diversity by removing or minimising disadvantages experienced by people because of their protected characteristics.

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

In March 2020, Cabinet approved the Council's five Equality Objectives for 2019 – 2023. Each of these objectives will embed our refreshed approach to equality in everything we do in the council as an integral part of our policies, programmes and practice. We will:

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

It's important that we build our knowledge and understanding of the everyday experiences of our communities, together with local data to inform the right decisions based on sound evidence and research around the needs of our communities.

That is why we will improve our collection and analysis of data and lived experiences to inform council policies, plans and services.

Moreover, we will ensure that the inequality of outcomes arising from being on a low-income is considered alongside the potential impact upon other characteristics.

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

To take forward our ambitious plans to build in equality and human rights principles requires committed leaders. We will demonstrate leadership on this important work by creating the right structures and processes to embed a culture of equity and inclusion.

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

We want to increase democratic engagement and promote civic participation of diverse communities in the decision-making processes of the council and wider city leadership structures. Therefore, we will take active steps to engage, listen and learn, especially from those who have traditionally struggled to be heard, so that we create a city where everyone's voice matters. We are also committed to support and build the capacity of our voluntary sector, which is rooted in our communities.

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

Our policies and services must meet the changing needs of our diverse communities across all our neighbourhoods. How we design and deliver our services needs to consider the faith and cultural identities of our diverse communities, and how these identities intersect across ethnicity, gender, disability, sexual orientation and social class, to deliver culturally informed services.

**5. Encourage and build a skilled and diverse workforce to build a culture of equity and inclusion in everything we do**

We believe that Birmingham City Council should take a lead as an employer and our goal is to ensure that our workforce properly reflects the communities we serve and be the most fair, inclusive and desirable employer in Birmingham. This means addressing the current imbalance in gender and Black, Asian Minority Ethnic representation across all levels of the organisation. We will work with our staff to create the conditions in which they feel valued, realise their full potential and treated fairly.

Considering what we have learned during this pandemic, we need to ensure our approaches to understanding the equality impacts of our decision-making, service and policy responses are properly considered as part of our equality impact assessments process. These assessments will be informed by data and the views of our residents and partners.

**Embedding equality across the Commonwealth Games Legacy**

The Commonwealth Games 2022 presents a great opportunity for Birmingham to show all that's great about our city. It also presents an opportunity to involve our

communities to be active participants of the Games and shaping its legacy. The Council believes that the cross-cutting thread of the Commonwealth Games legacy programme should be to drive out inequalities and provide opportunities for citizens regardless of race, gender, age, sexual orientation, faith, disability, or social class. We will ensure that the voices of our communities will be at the heart of our delivery plan.

## Section 4: Key Principles to address structural barriers

Tackling inequalities is complex and requires a deep understanding of the interconnected nature of the structures that create inequalities, and that we listen to the lived experience of different groups. Our refreshed approach is underpinned by five key principles which will guide all our work. These principles have been informed by the feedback from our consultation and supported by research into how to tackle structural inequalities undertaken by the Resolution Foundation and UCL<sup>10</sup>.

### 1. Focus on Equity

Our approach to tackle deep seated inequalities will focus on equity. Historically, we placed an emphasis on equality, which is about giving everyone the exact same resources, level of support and opportunity. However, equity is giving resources based on needs of the individuals.

Different people will have varying needs of support, because where you are born, your social class, your race, your gender, your sexual orientation and disability determine whether you are more likely to face direct and indirect barriers in society. If you have a combination of these protected characteristics, the barriers multiply. That is why offering the same opportunities to everyone will not always lead to equal outcomes.

Our consultation findings revealed that some respondents called for merit-based career progression and access to development opportunities. On the surface, merit sounds fair. However, the idea of merit presumes we all have the same opportunities to succeed and takes no account of the fact that we do not all share the same starting point in life. The school you attend, your parents, where you live, the circumstances of your birth, where you have access to additional support, are all factors that determine how you progress through life.

There is also a body of evidence that suggests significant pay differences across different social backgrounds. A study called the 'Class Ceiling' revealed that those from working class backgrounds earn significantly less than their more privileged peers. The wage gap widens for working class people from Black, Asian and disabled backgrounds. That's why Birmingham has made a commitment to take positive action measures to support equitable career progression, as well as annually publishing a race pay gap. Similarly, we will publish our gender and disability pay gaps.

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<sup>10</sup> <https://www.ucl.ac.uk/grand-challenges/sites/grand-challenges/files/structurally-unsound-report.pdf>

## **2. Actively listen to the voices of lived experience**

Those who are affected by inequalities should be at the heart of designing solutions – they should be around the decision-making table, reflecting the fact that we can only change the structure of society by changing who designs it’.

It was clear from the consultation that we don’t have a sufficiently strategic approach to community engagement. Consultation fatigue and lack of feedback have become all too familiar terms expressed by communities. We need to work with community-based organisations to design inclusive ways that engage seldom heard voices and then maintaining the dialogue.

## **3. Understand the diverse range of views and perspectives of citizens and ensure solutions are based on the widest available evidence.**

We will take an intersectional approach to understand how people experience inequality according to their social class, age, gender, ethnicity, disability and sexual orientation. This means looking at the multiple disadvantages faced by different groups of people. No one is just working-class, just a disabled person or just a Black person. We all have multiple overlapping identities that determine how inequality is experienced.

To develop a better understanding of the overlapping inequalities, researchers and policymakers should collect and analyse data that is broken down into smaller populations. This will develop a deeper knowledge on how an individual’s outcome is affected by multiple factors such as disability, ethnicity and gender.

Furthermore, sharing data between council teams and other public sector organisations will build an in-depth understanding of the cross-cutting experiences of inequalities.

Our changing populations means data needs to be continuously updated. Having proper systems to collect and analyse both statistics and lived experience will help identify gaps and patterns of new inequalities. For example, data on LGBT+ people and the lived experience of Gypsy Roma Traveller communities, refugees and asylum seekers is lacking.

#### 4. Language counts

We will adopt a common shared language when discussing inequalities and use plain language across our publications.

A consistent approach to how we define terms and use language is crucial. Language can itself be a barrier and a form of disadvantage and this was a recurring theme of the consultation feedback. The language used in written and verbal communication of plans, policies and strategies is sometimes perceived as jargonistic, “council speak” or “posh”.

Community activists told us that policymakers do not always speak the same language as communities when discussing inequalities. This in itself acts as a barrier. Engagement with diverse communities will enhance our understanding and knowledge of the language that describes how disadvantages are experienced and defined, and how they develop over the course of a lifetime.

We also a common understanding of the different terms to discuss inequalities. Equally, work is required across professional disciplines and sectors to ensure data collection is “future-proofed”, so that there is access to continuous, comparable data.

The categorisation of ethnic minorities as ‘BAME’ was another recurring theme of our consultation. We heard from staff, residents and voluntary and community organisations that the term ‘BAME’ groups together ethnic groups with different and distinct cultures, identities and experience of inequalities. While this grouping under BAME/Black, Asian and Minority Ethnic can help with data collection and analysis, the differences need to be acknowledged and understood.

“Not to include Black and Asian as the same, differences in history, race, cultural lifestyle and behaviours.” (*BeHeard Survey respondent*).

Respondents commonly used the term working class to refer to low-income White people and perceived it to be a solely White British identity. If we take the common definition of working class as being those on low incomes or in manual jobs, then it clearly does include many people from ethnic minorities. There are shared experiences across working-class people of all ages and ethnicities and it is important that we reflect and amplify these.

## 5. Place matters

Focus needs to be on place-based approaches. Where we are born and live, shapes our life chances. Our neighbourhoods are places where we build a sense of belonging, make social connections and access opportunities in employment and training, arts and culture.

Communities continue to express concerns over the quality of life in localities, including issues such as the local environment, community safety and the reduction in the provision of public services.

“Mums are telling us they have nowhere safe for their children to play, there’s needles everywhere and gangs fighting, they feel forgotten and nobody cares about their area” (*Community organiser, SMART women CIC*).

The more deprived the area, the shorter the life expectancy (source: Marmot Review 10 Years on). If you live in a low-income area, then you are more likely to die from COVID-19. Figures published by the Office of National Statistics shows people living in low-income areas are twice as likely to die from the virus.

That is why we must root the design of policy, planning and funding decisions in local areas, and do these things in partnership, together with local people.

## **Section 5: From Strategy to Action: Everyone's Battle Everyone's Business**

This document sets out a refreshed equality action plan to drive forward work across the council to tackle structural inequalities by making it Everyone's Battle Everyone's Business. It complements the wider work of the council to improve the life chances of all its citizens, including the Council Delivery Plan, East Birmingham Inclusive Growth Strategy, Public Health strategies and Working Together in Neighbourhoods.

The actions in the Everyone's Battle Everyone's Business Action Plan can only be successfully delivered by working together, with our partners and communities.

## Everyone's Battle Everyone's Business: Tackling Inequalities Action Plan

### Equality Objective 1

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

Understanding our communities supports better services that respond to the changing needs and priorities of our diverse residents. It's important that we build our knowledge and understanding of the everyday lived experience of our communities together with local data to inform and shape decisions.

We will base our policies, plans and services on sound evidence and research around the needs of our communities, improve the collection and analysis of data and lived experience to inform and shape decisions on different equality groups.

Equality Objective 1: Actions	Lead Service Area	How will we measure success?	Timeframes
We will refresh our existing data collection procedures to align with the Census 2021, but also reflect the changing demographics of the city. We will work with our partners to develop a set of agreed Birmingham data procedures, so we have a consistent approach to how we capture and measure data.	Equality and Cohesion Division	<p>Refresh of protocols, in line with Census 2021 and Birmingham's demographics.</p> <p>Consultation and engagement are conducted on the data protocols with the council and Partners.</p> <p>Data protocols have been agreed and adopted by council.</p> <p>Data protocols adopted by Partner organisations.</p>	October 2021
Deliver workshops to the Council's research and performance functions to develop insights that capture understanding of how personal characteristics and circumstances intersect to disadvantage individuals - gain insight into the 'lived experience' of multiple disadvantages.	Business Improvement and Change & Eq&C	Workshops delivered to all relevant staff. Follow-up workshops to see how knowledge has been applied. Define a set of indicators that can be monitored quarterly to identify improvements.	Ongoing

Equality Objective 1: Actions	Lead Service Area	<i>How will we measure success?</i>	Timeframes
Performance data, research and intelligence to be made available on the Equality Impact Assessment (EIAs) Equality Toolkit to support evidence-led Equality Impact Assessments.	Equality and Cohesion Division	All EIAs to include relevant data as part of the assessment process.	Ongoing
Commission ethnographic research to gain insights into the lived experiences, and the intersecting issues to support evidence-led decisions.	Equality and Cohesion Division	Research undertaken and findings delivered/agreed.  Research findings are shared and integrated into the EIA process.	Ongoing
Publish relevant equality information to demonstrate compliance with the Public Sector Equality Duty, under the Equality Act 2010. To support transparent decision-making processes, and accessible to the public.	Human Resources	Equality information is published on the Council Website.	Annually
Publish the Joint Strategic Needs Analysis, that includes 'deep dive' analysis to identify up and coming challenges and multiple disadvantages, so that it is easily accessible to the public.	Public Health	JSNA published on Council website	Annually

## Equality Objective 2

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

It's important that the Council leads by example – both politically and managerially. This is key to establishing a strong vision on how the council will advance equality for all and ensuring we deliver on our ambitious plans to embed the principles of equity and human rights across all that we do. We will demonstrate leadership by creating the right structures and processes to embed a culture of equity.

A common commitment and understanding on how to address the structural barriers that lead to inequality will ensure this approach is reflected in corporate reporting, strategic plans and target setting.

Equality Objective 2: Actions	Lead Service Area	How will we measure success?	Timeframes
The Equalities and Cohesion Star Chamber, chaired by the Cabinet Member for Social Inclusion, Community Safety and Equalities will provide robust internal challenge and scrutiny of the Council's performance against the five Equality Objectives and drive sustained improvements to our internal equalities practice.	Equality and Cohesion Division	<p>Equalities and Cohesion Star Chamber governance and accountability framework and process established.</p> <p>All key decisions to be supported by a quality assured EIA.</p> <p>Recognised as excellent by the LGA Equality Peer Review.</p>	Ongoing
Cabinet Members will call out exclusionary behaviours by declining to participate in any public panels that do not include female and Black, Asian, Minority Ethnic representation.		Equalities information and terms of agreement established and included in Member induction packs.	Ongoing

<b>Equality Objective 2: Actions</b>	<b>Lead Service Area</b>	<b>How will we measure success?</b>	<b>Timeframes</b>
		Members undertake training to support identification of inequalities?	
All BCC staff as well as elected Councillors to receive mandatory equalities training.	Organisational Development	A year on year increase in BCC staff and elected councillors attending Equality training.	Annually
Build on the work with the Centre for Local Economic Strategies (CLES) to draw up a Birmingham Employment Charter, in partnership with other public sector agencies, private sector partners and anchor institutions to ensure best practice in diversity and increase recruitment across all sectors from the most excluded communities in the city.	Finance and Governance	Agree a Birmingham Employment Charter.  Percentage of employers adopting the Employment Charter.	Ongoing
The Council is reviewing its Social Value Policy and the Birmingham Business Charter for Social Responsibility. This will enable tenderers in future to target disadvantaged groups in Birmingham with their social value commitments.	Finance and Governance	Increase in tender applications for diverse disadvantage groups.  Monitor percentage of applications awarded / declined and justifications.	ongoing
The Council is working with other large institutions in Birmingham to develop improved ways of commissioning and procurement that provide opportunities for small Voluntary Community Sector to bid.	Finance and Governance	Development of a terms or reference (or sign up to an agreed vision) with institutions to improve commissioning and procurement opportunities for small Voluntary Community Social Enterprises.	August 2021
Establish a corporate forum with the Staff Equality Networks to hold "check and challenge" meetings between Networks, Council Leadership Team and Cabinet.	Organisational Development	Forum established and meetings conducted regularly.  Actions fed into the star chamber process.	Ongoing
Establish a corporate Equalities and Cohesion Team that will act as critical friend to support good practise, to oversee the delivery of the equality strategy and community cohesion strategy. The service will work collaboratively within the council, partners	Partnerships, Insight and Prevention	Head of Service recruited, and wider Team currently being recruited.	May 2021

<b>Equality Objective 2: Actions</b>	<b>Lead Service Area</b>	<b>How will we measure success?</b>	<b>Timeframes</b>
organisations and communities to promote equality and inclusion across Birmingham.			
The Birmingham Living Wage Partnership to apply to become a Living Wage City.	Equality and Cohesion Division	Application approved by the Living Wage Foundation.  Increase percentage of employers sign up to become a Real Living Wage employer.	By Year End 2021
City board to take an active role in supporting a citywide approach to tackle structural inequalities and shine a light on issues that require a citywide policy response.	Partnerships, Insight and Prevention		Ongoing
The Council will work with the Youth City Board to ensure young people's voices are actively influencing policy decisions.	Education and Skills	Taking forward the findings from consultations conducted with young people.	Ongoing
Work with the Race Code team to undertake a self-assessment of our existing structures, policies, norms and practices to identify race inequalities. The findings of the assessment will help inform a race equity action plan, with a focus on addressing the lack of ethnic minority diversity at senior levels of the Council.	Equality and Cohesion Division	Findings of self-assessment to be integrated across governance structures, plans and policies.  Increase in % of the Council's Senior management from Black, Asian and Minority Ethnic backgrounds, in line with the diversity of the city's working age population.	June 2021  Year on Year improvement
Develop a community engagement and participation framework to support officers and elected members engage with diverse civil society organisations and underrepresented and 'unheard' voices.	Equality and Cohesion Division	Community engagement and participation framework established.	July 2021
Deliver equality impact assessment training to all senior managers on how to complete an Equality Impact Assessment.	Equality and Cohesion Division	Training delivered to all senior managers.	Ongoing

Equality Objective 2: Actions	Lead Service Area	<i>How will we measure success?</i>	Timeframes
		All service and policy decisions are supported with a quality assured Equality Impact Assessment.	
The Council to include health inequalities impact assessment as part of the equality impact assessment.		Equality Impact Assessment process revised to incorporate health inequalities impact.	May 2021

### Equality Objective 3

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

We want to increase democratic engagement and promote civic participation of diverse communities in the decision-making processes of the council and wider City leadership structures.

We will take active steps to engage, listen and learn, especially from those who have traditionally struggled to be heard.

Equality Objective 3: Actions	Lead Service Area	<i>How will we measure success?</i>	Timeframes
Establish the second phase of the Birmingham Poverty Truth Commission, to ensure that the voices of those with lived experience of poverty have a direct influence upon how we deliver our services and make policy.	Public Health	<p>Second phase of the Birmingham Poverty Truth Commission established</p> <p>Completion of each phase of the commission process to agreed timescales.</p> <p>Production of a set of tangible recommendations to shape policy and systems.</p>	2022
Develop an inclusive citizen engagement model to ensure that the city's diverse communities are fully represented, including those that often struggle to get a hearing. This will enable us to work with communities to properly understand the different	Equalities and Cohesion Division	<p>Inclusive citizen engagement model established</p> <p>Increased participation of traditionally seldom heard voices.</p>	July 2021

Equality Objective 3: Actions	Lead Service Area	How will we measure success?	Timeframes
experiences of inequalities and together, decide the immediate and longer-term measures needed to address them.			
Develop phase two of our Birmingham City Council Civic Leadership programme with Operation Black Vote. We will continue and expand our work with Operation Black Vote to invest in, enable and grow a new generation of Black, Asian, and Minority Ethnic civic leaders.	Equalities and Cohesion Division	Increase in Black, Asian and Minority Ethnic civic leaders (via Operation Black Vote)	By Year End 2021
Continue to progress and develop the Council's cross - Directorate "Working Together in Birmingham's Neighbourhoods" policy to ensure: community and neighbourhood organisations representing diverse communities can be properly heard and influence decision-making; that internal and external funding sources not directly available to the Council are levered in and focussed upon supporting grassroots community development, capacity building, post-Covid community recovery and strengthening civil society.	Neighbourhoods	Revision of the Working Together in Neighbourhoods policy	Ongoing
We will hold a proper conversation on the term 'BAME' with our employees, Black, Asian and Minority Ethnic communities, voluntary and community organisations and academics. We acknowledge that language can be structural barrier, grouping together ethnic minorities does not help distinguish between the different experiences of disadvantage/advantage and outcomes.	Equalities and Cohesion Division	Consultation and engagement with employees and communities.  Findings communicated and reflected accordingly in performance and insight information that is produced	Autumn 2021
Establish a Gypsy Roma Traveller partnership to develop a better understanding of the needs of Gypsy Roma Traveller communities.	Equalities and Cohesion Division	Establish a cross agency Gypsy Roma Traveller partnership.	June 2021

<b>Equality Objective 3: Actions</b>	<b>Lead Service Area</b>	<b><i>How will we measure success?</i></b>	<b>Timeframes</b>
Work with GRT communities, voluntary and community sector and public sector agencies to find policy solutions that respond to differing needs.			
We will establish a community panel to provide community oversight of the Commonwealth Games legacy programme.	Equalities and Cohesion Division	Establish community panel with diverse perspectives	June 2021

#### **Equality Objective 4**

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

Our policies and services must meet the changing needs of our diverse communities across all our neighbourhoods. We need to build a strong understanding of these needs, so that we target support and resources effectively.

How we design and deliver our services needs to consider the faith and cultural identities of our diverse communities, and how these identities intersect across race, gender socioeconomic backgrounds, to deliver culturally informed services.

<b>Equality Objective 4: Actions</b>	<b>Lead Service Area</b>	<b><i>How will we measure success?</i></b>	<b>Timeframes</b>
Review and refresh the Council's Faith Covenant to ensure that we work with and give a voice to our ever more diverse family of faith communities in the city.	Equalities and Cohesion Division	Published refreshed Faith Covenant.	Autumn 2021
Establish a formal body to oversee the work of the Covenant and our relationship with faith groups.	Equalities and Cohesion Division	Faith Partnership established with a clear set of terms of reference and standards	Autumn 2021
Deliver the joint review with London Borough of Lewisham on African and Caribbean health inequalities.	Public Health	Joint review conducted. Publication of review.	Autumn 2021

Equality Objective 4: Actions	Lead Service Area	How will we measure success?	Timeframes
Publish evaluation of review to inform further reviews into the health inequalities affecting other Black, Asian, Minority Ethnic communities.			
<p>Deliver interactive sessions to cover the application of the Equality Act 2010 within a dynamic education context. This will challenge participants to look beyond the legislation and reflect on the quality and impact of their practice in their school.</p> <p>Anti-racist sessions with schools to explore what it means to be anti-racist in Britain today and what is involved in offering an anti-racist education to children and young people. This offer aims to move participants beyond simply making statements that support race equality, to ensuring that they act to make the changes needed to move their schools to a position where they are actively anti-racist and uphold social justice.</p>	Education and Skills	Improved understanding of the Equality Act 2010.	Ongoing
Partner with the University of Birmingham's School of Education to deliver the Anti-Racism in Education programme of activities.	Education and Skills	<p>A re-designed curriculum to include anti-racist practice with a cross-curricular delivery plan</p> <p>Learning from unconscious bias training is applied in practice across participating schools.</p>	December 2021
We will work with schools and local historians to develop a new curriculum and resources that tell the "Birmingham Story" – fully exploring its diversity, challenges and its meaning for the Birmingham of the 2020s and beyond.	Equalities and Cohesion Division	Creation of the 'Birmingham Story' curriculum and supporting resources.	July 2022
Plan with our communities and partner organisations a programme of cultural, faith and other key significant events	Equalities and Cohesion Division	A calendar of programmed events established.	Ongoing

Equality Objective 4: Actions	Lead Service Area	How will we measure success?	Timeframes
which will be celebrated and commemorated to build community cohesion and bring different groups together.			
Engage with communities to review the appropriateness of local monuments and statues on public land and council property. We will also ensure that the plaques accompanying our monuments properly and fully explain their historical context, where appropriate.	Cultural Development Service	Register developed on all monuments and statues on public land and council property  Review undertaken on appropriateness of monuments and statues.	May to Sept 2021
We will review our street and public space naming protocols to ensure that potential names properly reflect and respect the city's history and communities, together with our wider Heritage Strategy.	Transport & Connectivity	Refreshed Street Naming Policy which enables a wider range of names reflecting diverse themes to be introduced  Consideration of street names for inclusion on a pre-approved list reflecting Birmingham's diverse culture	June 2021  Dec 2021
The Cultural Development Service will refresh Birmingham's Heritage Strategy in consultation with communities to reflect on the contribution from of all our communities in telling the Birmingham story and setting out our ambitions going forward.	Cultural Development Service	Consultation and engagement with communities on the refresh of Birmingham's Heritage Strategy.  Refreshed Birmingham's Heritage Strategy published.	November 2021
We will review the displays of art in our civic buildings to ensure they also tell the full story of Birmingham, including the renaming of a room in the Council House to properly mark the contribution of Black, Asian and Minority Ethnic civic leaders.	Cultural Development Service	Review undertaken on all art in civic buildings  A room renamed in the Council House to mark the contributions of Birmingham's Black, Asian and Minority Ethnic civic leaders.	Spring 2022

Equality Objective 4: Actions	Lead Service Area	How will we measure success?	Timeframes
Together with local communities establish an interconnected network of heritage trails that navigate through Birmingham's history, shaped through honest and diverse stories of settlement. This will include steps to properly champion the telling of "unheard histories" with communities defining their own narrative of place	Equalities and Cohesion Division	Network of heritage trails established.	June 2022
Library of Birmingham is partnering with a community heritage organisation to curate an exhibition about Birmingham schools in the 1970s and 1980s and how they contributed to an emerging understanding of multicultural education.	Library of Birmingham	Exhibition is held	July – September 2021
<b>Spaces of Becoming: Black British Material Culture.</b> The Council is collaborating with Vanley Burke, the Royal College of Art, and local/national cultural partners: Birmingham Museums and the Black Curriculum to share our story of different patterns of migration, inspired by the Vanley Burke photographic archive. This exhibition will be complemented by a community conference and engagement activities at local Birmingham libraries.	Library of Birmingham	Community Conference held.  Engagement across local libraries completed.  Engagement activities completed.	November – February 2022
<b>From City of Empire to City of Diversity</b> project. The Library of Birmingham will collaborate on a project led by Sampad with support from the University of Birmingham. Inspired by the Library's Dyche photographic collection, the project will work with communities to catalogue, reinterpret and re-present a historically unique cultural collection.	Library of Birmingham	Ask for the outputs.  Catalogue completed in consultation with communities  Catalogue of stories published and shared widely	March – June 2022
The <i>Everything to Everybody</i> Shakespeare project is a multilingual celebration of Birmingham, Brummies' and their Shakespeare, will deliver a series of community co-curated exhibitions at Library of Birmingham, family engagement days, collections workshops, a series of neighbourhood productions and projects in locations around the city, a 15 venue tour of Birmingham's First Folio.	Library of Birmingham	community co-curated exhibitions at Library of Birmingham delivered  15 venue tour completed	July – November 2022



## Equality Objective 5

### Encourage and build a skilled and diverse workforce to build a culture of equity and inclusion in everything we do.

We believe that Birmingham City Council should lead by example as an employer. Our goal is to ensure that our workforce properly reflects the communities we serve and that we are the fairest, most inclusive and desirable employer to work for in Birmingham. This means addressing the current imbalance in gender and Black Asian minority representation across all levels of the organisation. We will work with our staff to create the conditions in which they feel valued, fairly treated and supported to realise their full potential.

Equality Objective 5: Actions	Responsible Lead	How will we measure success?	Timeframes
Work with independent ethnographic experts, staff networks and our trade union colleagues to undertake a root and branch review of our HR policies, procedures, training and other related activity so that we are assured that we are best in class when it comes to equal employment practice and support.	Human Resources	Revision of HR policies, procedures and training.  BCC recognised as one of the top 100 employers on the stonewall index.	Ongoing
We will develop a Race Equity Plan to set our actions across: <ul style="list-style-type: none"> <li>Recruitment and selection</li> <li>Career Development</li> <li>Culture Change</li> <li>Rebuilding Trust</li> <li>Improving data: reduce non-disclosure rates of personal data</li> <li>Reduce the proportion of 'unknown' equality data we hold on our employees.</li> </ul>	Human Resources	Regular updates on progress to the Equality and Cohesion Star Chamber  Measure progress against 2020 baseline data  Publish annual progress report  Reduction in the percentage of 'unknown' equality data	Ongoing
Publish and annual ethnicity pay gap report, supported by actions to promote diversity at all levels of our workforce.	Human Resources	Annual publication of an ethnicity pay gap report to identify progress.	Annually

<b>Equality Objective 5: Actions</b>	<b>Responsible Lead</b>	<b>How will we measure success?</b>	<b>Timeframes</b>
Set robust diversity targets for the Chief Executive and Council Leadership Team, which will form part of the Council's Performance Monitoring framework.	Human Resources	Publish progress against set target	Six-monthly
Publish a Gender Pay Gap report, supported by actions to close pay gaps and promote gender equity.	Human Resources	Gender Pay Gap report published and reported as part of the performance monitoring framework.	Annually
We will look at the level of disproportionality of grievances, disciplinaries and dismissals across ethnicity, gender, disability and sexuality	Human Resources	Publish data.  Regular updates on progress to reduce grievances, disciplinaries and dismissals	Annually
Undertake the first Disability Pay Gap analysis, supported by actions to close pay gaps and promote gender equity.	Human Resources	Publish council's first Disability Pay Gap report	December 2021
Participate in the Stonewall workplace Index for LGBT+ people to make us a truly inclusive employer that values our LGBT staff. We will work with Stonewall and our LGBT staff network to improve disclosures.	Equality and Cohesion Division	BCC recognised as one of the top 100 employers on the stonewall index.	June 2021
The chief executive's weekly staff bulletin should routinely reinforce the council's commitment to equalities and the councils zero tolerance of discrimination and harassment. Share examples of good organisational practice that promotes equalities.	Communications	Clear work programme with dates established for inclusion of equalities updates in the chief executives' bulletins	Ongoing
Take part in national benchmarking diversity schemes. Work towards achieving the national Disability Confident Employer scheme at Level 2.	Equality and Cohesion Division	Level 2 of the national Disability Confident Employer achieved	December 2021

## Glossary of Terms

**Age** – Where this is referred to, it refers to a person belonging to a particular age (e.g. 32 year olds) or range of ages (e.g. 18 - 30 year olds).

**Diversity** — Diversity is defined as individual differences between groups based on such things as:

- abilities
- age
- disability
- learning styles
- life experiences
- neurodiversity
- race/ethnicity
- class
- gender
- sexual orientation
- country of origin
- cultural, political or religious affiliation
- any other difference

### **Direct Discrimination**

This refers to less favourable treatment against an individual because of that person's protected characteristic.

### **Disability**

A person has a disability if s/he has a physical or mental impairment which has a substantial and long-term adverse effect on that person's ability to carry out normal day-to-day activities.

### **Equality**

Treating everyone the same way assuming that everyone starts out on an equal footing with equal opportunities.

### **Equity**

Working toward fair outcomes for individuals or groups by treating them in ways that address their unique barriers.

## **Equality Impact Assessment (EIA)**

An Equality Impact Assessment is a formal structured approach to assessing the impact of proposed policies or practices on people with different protected characteristics. Compliance with the Equality Duty involves giving open-minded and rigorous consideration to the three aims of the Equality Duty as part of the process of decision-making. This includes understanding the potential effects of the organisation's activities on different people, but there is no prescribed process for doing this. In order to comply with the general Equality Duty, public authorities must gather information about who is going to be affected by a decision, policy or practice; ensure that they have sufficient information; consider the nature, extent and duration of any adverse impact and if there is a greater negative impact on one protected group compared to another then they must consider whether the adverse impact can be removed or mitigated.

## **Ethnicity**

Ethnicity is broader than race and has usually been used to refer to long shared cultural experiences, religious practices, traditions, ancestry, language, dialect or national origins (for example, African-Caribbean, Indian, Irish).

## **Ethnographic Research**

Ethnographic research is study looking into the social interactions of individuals within their communities. This research provides an in-depth insight into the individuals views and actions, how they see and experience the world.

## **Human Rights**

Human rights are the basic rights and freedoms to which all humans are entitled. They ensure people can live freely and that they are able to flourish, reach their potential and participate in society. They ensure that people are treated fairly and with dignity and respect. You have human rights simply because you are human, and they cannot be taken away.

### **Indirect discrimination**

This is when a provision, criterion or practice is applied in a way that creates disproportionate disadvantage for a person with a protected characteristic as compared to those who do not share that characteristic, and this is not a proportionate means of achieving a legitimate aim.

### **Intersectionality**

Having multiple identities that intersect like race, gender, disability and sexual orientation, which can disadvantage

### **Marriage and Civil Partnerships**

Marriage is defined as a 'union between a man and a woman'. Same-sex couples can have their relationships legally recognised as 'civil partnerships'. Civil partners must be treated the same as married couples in a wide range of circumstances, such as employment, education, service provision and housing. Failure to do so would amount to discrimination on grounds of sexual orientation.

### **Positive Action**

Lawful actions that seeks to overcome or minimise disadvantages that people who share a protected characteristic have experienced, or to meet their different needs (e.g. providing mentoring to encourage staff from under-represented groups to apply for promotion).

### **Race**

Race and ethnicity are commonly used and are often used interchangeably. However, they evolved in different ways and do not hold the same meaning (although there is overlap). Refers to the protected characteristic of Race. It refers to a group of people defined by their race, colour, and nationality (including citizenship), ethnic or national origins.

It's now widely accepted that race is a social construct. However, having been racialised and shared common experiences of racism, racial identity is important to

many and can be a basis for collective organising and support for racially minoritised individuals.

### **Religion or belief**

Religion has the meaning usually given to it but belief includes religious and philosophical beliefs including lack of belief (e.g. Atheism). Generally, a belief should affect your life choices or the way you live for it to be included in the definition.

### **Sex (Formerly referred to as gender)**

Gender is the range of characteristics pertaining to, and differentiating between, femininity and masculinity. Depending on the context, these characteristics may include biological sex, sex-based social structures, or gender identity

### **Sexual orientation**

Sexual orientation is a protected characteristic relating to a person's sexual orientation towards people of:

1. The same sex as him or her (the person is a gay man or a lesbian).
2. The opposite sex from him or her (the person is heterosexual).
3. Both sexes (the person is bisexual).

### **Transgender**

An umbrella term for people whose gender identity and / or gender expression differs from their birth sex. They may or may not seek to undergo gender reassignment, including hormonal treatment and/or surgery. Often used interchangeably with 'trans'.

# Birmingham City Council

## Report to Cabinet

18<sup>th</sup> May 2021



**Subject:** WORKFORCE RACE EQUITY REVIEW 2019-2020

**Report of:** Rebecca Hellard  
Director of Council Management (Interim)

**Relevant Cabinet Member:** Cllr John Cotton  
Social Inclusion, Community Safety & Equalities

**Relevant O & S Chair(s):** Cllr Carl Rice - Co-ordinating O&S Committee

**Report author:** Craig Scriven  
Assistant Director  
Human Resources & Organisational Development  
Email Address: [craig.scriven@birmingham.gov.uk](mailto:craig.scriven@birmingham.gov.uk)

Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 008794/2021		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential:		

### 1 Executive Summary

- 1.1 As proposed in the Cabinet Report “Workforce Race Equity Review 2019-20” of the 10<sup>th</sup> November 2020, we have commenced the implementation of the Action Plan to eradicate our Race Pay Gap and have a workforce representative of the city by 2025.

- 1.2 This report updates Cabinet on the progress made since November 2020, identifies the next steps of the implementation plan and proposes that the Workforce Equity Review is updated annually.
- 1.3 In October 2019 following a request from Cabinet Members, the Organisational Development team commenced a review of any data relating to Race Pay Gap reporting. This quickly developed into a holistic review of racial equity. The report from November 2020 identified the following issues within the City Council:
- Our workforce does not reflect the diversity of our city and 67% of Black, Asian and Minority Ethnic staff are in operational or front-line roles.
  - Staff from a Black, Asian or Minority Ethnic community are likely to be paid 7.9% less than your White counterpart.
  - We don't recruit enough Black, Asian and Minority Ethnic staff at management levels.
  - There is less likelihood of being promoted to Grade 5 and 6 if you are from a Black, Asian and Minority Ethnic community.
  - If you are from a Black, Asian and Minority Ethnic community you are more likely to resign or be made redundant than if you are White.
- 1.4 Five themes were established to address these issues with an associated action plan which has been regularly reviewed through the Equalities Star Chamber. Progress against this action plan is contained in the action plan at **Appendix 1**.

## **2 Recommendations**

The Cabinet:

- 2.1 Notes the progress to date, the Council's organisational commitment to advancing equalities, and in this context, to specifically eradicating the race pay gap by 2025 and ensuring that our workforce is fully representative of the City as a whole.
- 2.2 Approves the continued work in the implementation plan and to approve the requirement to annually update the Workforce Equity Review, bringing in all protected characteristics.

## **3 Progress made to date**

- 3.1 Since November 2020 we have:
- Improved data reporting through recruitment system.
  - Circulated manager guidance to ensure that recruitment panels are diverse. Panel make-up has been included as part of the TalentLink process to monitor compliance.

- Used AI in two recruitment campaigns and are about to commence a third AI driven recruitment campaign. Early indications are that by using this approach we removed any unconscious bias from our advertisement placement.
- Aligned OD Managers with directorates to act as workforce planning leads.
- Re-focussed our appraisal process on career development and support.
- Successfully launched our Future leader programme, with places currently over-subscribed.
- Signed up to work with Business in the Community on the Race At Work Charter, with financial support from the LGA.
- Commenced reflection and listening pilots in Digital and Customer Services.
- Delivered workshops to over 400 people around “rebuilding trust”.
- Facilitated 9 reverse mentoring sessions.
- Launched our coaching offer, with over 150 attending the launch sessions.
- Commissioned a Race Deep Dive through Business in the Community.
- Published our Race Pay gap – one of a small number of Local Authorities to do so.
- Held our first HR interactive staff broadcast to inform on the work, issues, opportunities and progress made to date. Over 150 staff attended.
- Used the Equalities Star Chamber to provide robust internal challenge and scrutiny of the Council’s internal equalities practice.
- Facilitated two Allyship sessions with more planned in the coming weeks.
- Relunched our exit interview process.
- Closed the ethnicity data gap from 29% to 18%.
- Launched our new Equality, Diversity and Inclusion EDI Statement.

#### **4 Next steps**

4.1 The actions attached in **Appendix 1** will be reviewed regularly to ensure we are achieving our objectives. These actions are designed to address issues in the themes of recruitment and selection, career development, culture change, rebuilding trust and improving data.

## **5 Our Statutory Duty**

5.1 The Council's approach to equality in the workplace and service delivery is shaped by the Equality Act 2010 and Public Sector Equality Duty (PSED) which requires public bodies, in carrying out their services and functions, to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and any other conduct that is prohibited under the Equality Act 2010
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those that do not.

5.2 In October 2019, the Council completed a Council-wide review of equality, diversity and inclusion to ensure we were meeting our legal obligations, and also to identify gaps to deliver improvements in policymaking, service delivery, and employment, including resource allocation. The review was based on self-assessment against the Equality Framework for Local Government (EFLG), analysis of the workforce equality data and the gender pay gap report. The framework enables understanding across five key performance areas:

- Knowing our Communities - analysing and using information.
- Effective leadership, partnership and organisational commitment.
- Involving our communities.
- Responsive services and customer care.
- Skilled and committed workforce.

5.3 The findings of the review identified policy areas where we needed to do more to advance equality and provided a strong evidence base to develop the council's equality objectives for 2019 – 2023.

## **6 Consultation**

6.1 Cabinet Members were consulted and involved in shaping the Workforce Race Equity Review 2019 - 2020.

6.2 The Council's Executive Management Team has been consulted on and involved in shaping the Workforce Race Equity Review 2019-2020.

6.3 The Council's Corporate Leadership Team has been consulted on the Workforce Race Equity Review 2019-2020 and involved in the preparation of the report.

## **7 Risk Management**

- 7.1 The Council has established an Equality and Cohesion Star Chamber, chaired by the Cabinet Member for Social Inclusion, Community Safety and Equalities to oversee the delivery of its Equality Objectives 2019 - 2023 and support compliance with the Public Sector Duty. In addition, a corporate Equality and Cohesion officer working group, chaired by the Assistant Chief Executive, supports the work programme of the Equality and Cohesion Star Chamber.

## **8 Compliance Issues**

- 8.1 The renewed approach to addressing inequalities will be at the core of the Council's Delivery Plan for the next two years. It will ensure our ongoing commitment to reducing inequalities underpins everything we do and is embedded in our plans and strategies.

## **9 Legal Implications**

- 9.1 Section 149 of the Equality Act 2010 enacts a single general public sector equality duty (PSED) which applies to public authorities exercising public functions. The duty on public authorities to have "due regard" to the PSED in *section 149(1)* of the Equality Act 2010 is more than simply a requirement to have general regard. Real thought must be given to the PSED and its requirements.
- 9.2 Equality Act 2010 (Specific Duties) Regulations 2011 state that the Council must prepare and publish at least one equality objective once every four years.
- 9.3 Equality Act 2010 (Specific Duties and Public Authorities) Regulations 2017 impose a duty on specified public authorities with at least 250 employees to publish gender pay gap information relating to employees, in order to demonstrate compliance with the public sector equality duty.
- 9.4 The actions in this report and adoption of the proposed objectives will ensure the above legal requirements are met.

## **10 Financial Implications**

- 10.1 In order to deliver the recommendations, we need to allocate resources to ensure that we make the progress urgently required. At present, members of the Organisational Development team have been supporting the review and some of the actions, this work has been prioritised and now that the £0.205m

funding has been approved the relevant resource can be put in to support the work long term.

## **11 Public Sector Equality Duty**

11.1 The Council has statutory duties under the Equality Act 2010, collectively referred to as the general duty to promote equality. The Council also has a specific duty to eliminate discrimination, advance equality of opportunity and foster good relations between different people.

11.2 Decision-makers are required under Section 149 of the Equality Act 2010 to promote equality for persons with the following protected characteristics: age, disability gender reassignment, pregnancy and maternity, race religion or belief, sex, sexual orientation. Decisions need to show due regard to:

- Eliminate unlawful discrimination, harassment and victimisation and any other conduct that is prohibited under the Equality Act 2010.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those that do not.

11.3 The proposed actions in this report will ensure the Public Sector Equality Duty is met.

## **12 Appendices**

**Appendix 1 – Workforce Race Equity Action Plan Update**

Appendix 1 - Birmingham City  
Council  
Workforce Race Equity Review  
Action plan update May 2021

## **Introduction**

As part of the Workforce Race Equity Review 2019/20 we implemented a range of actions to address the challenges that we found from the analysis. The report identified that:

- Our workforce didn't reflect the diversity of our city, with 67% of our Black, Asian and Minority Ethnic staff serving in operational or front-line roles.
- Staff from Black, Asian or Minority Ethnic communities were likely to be paid 7.9% less than their White counterparts.
- We didn't recruit enough Black, Asian and Minority Ethnic staff at management levels.
- There was less likelihood of being promoted to Grade 5 and 6 if you are from a Black, Asian and Minority Ethnic community.
- If you are from a Black, Asian and Minority Ethnic community you were more likely to resign or be made redundant than if you are White.

We faced several challenges when compiling the information to support the audit as a result of the under-reporting of data by staff with regard to their protected characteristics. We had a 29% data gap for ethnicity, and a 60% gap for religious belief. There was a narrative that trust had been eroded over decades, with anecdotal stories which reinforced an adversarial "them and us" culture, exacerbated by instability at the top table over a number of years.

## **Themes from the Workforce Race Equity Review**

In order to address the issues we found, we created the action plan around 5 key themes, these being:

- Recruitment and selection – ensuring our recruitment and selection addressed the need to close the gap in representation across the workforce.
- Career development – unleashing the potential of the workforce so that promotions were more equitably distributed.
- Rebuilding trust – enabling our teams to feel that they can trust the organisation and our approach to tackling the issues from the review.
- Culture change – focussing on how we build a culture which embraces diversity, equality and inclusion.
- Data – reducing the data gaps and using our data and insight to address issues.

The tables on the following pages indicate the progress made against each of the actions under the 5 themes in the Workforce Race Equity Review 2019/20 action plan.

## Recruitment and selection

What have we done?	What are we going to do?	Time frame	Owner	Update May 2021
<b>Started to review our recruitment and selection policies to ensure that they meet our objectives.</b>	Ensure shortlists for all BCC vacancies, at all levels, will include at least one Black, Asian and Minority Ethnic candidate and one female candidate, and that every stage of the recruitment process is gender and racially diverse.	May 2021	HR Director	Improved data reporting through recruitment system. Reporting cadence determined and first data set to be analysed to provide baseline by the end of Spring 2021.
<b>Started the work to ensure that inclusive language is used at all stages of the employee journey.</b>	Develop shared recruitment panel arrangements with neighbouring authorities, to ensure that panels remain representative if suitable panel members from within BCC are not available for a given interview.	March 2021	Assistant Director – Human Resources	Complete Circulated manager guidance to ensure that recruitment panels are diverse. Included panel make-up as part of the TalentLink process to monitor compliance. As yet, no issues raised in terms of panels being not diverse, so no need to widen to partners identified.
<b>Implemented recruitment and selection and unconscious bias training, which will be mandated for all recruiting managers.</b>	Investigate the benefits of Artificial Intelligence (A.I.) in our recruitment marketing to ensure that our opportunities reach all areas of our community.	January 2021	Assistant Director - Organisational Development	Complete Used AI in 2 recruitment campaigns and about to commence a 3 <sup>rd</sup> AI driven recruitment campaign.

## Career Development

What have we done?	What are we going to do?	Time frame	Owner	Update May 2021
<b>Hosted our first cohort of Birmingham City University work placements for their students.</b>	Review and re-prioritise workforce planning across the organisation to enable us to clearly evidence priority areas for specific workforce actions to be undertaken at speed.	April 2021	Assistant Director - OD	Complete OD Managers aligned with directorates and acting as workforce planning leads.
<b>Finalised the future leader programme which will be available for staff to participate in from April 2021.</b>	Co-design and implement talent management and succession planning, ensuring that we identify opportunities to develop diversity across our management structure.	April 2021 August 2021 (new date)	Assistant Director - OD	Behind schedule Appraisal process workshops commenced in March 2021. Talent workshop planned for May 2021
<b>Amended our Secondment Policy to encourage movement. Staff should not have to choose between career</b>	Implement a bespoke leadership development programme across all levels of leadership which is driven by the individual, therefore removing management bias in candidate nomination.	April 2021	Assistant Director - OD	Complete Future leader programme designed and launched in April 2021. Linked to other Local Authorities to establish where we can share access to leadership programmes for B.A.M.E staff.

<p><b>progression or job security.</b></p> <p><b>Reimplemented the incremental increase in 2021 and de-coupled it from appraisals meaning that deeper and more meaningful career conversations can take place.</b></p>	<p>Sign up to Business in the Community's Race at Work Charter which has five calls to action, including taking action that supports Black, Asian and Ethnic Minority career progression.</p>	<p>Dec 2020</p>	<p>Assistant Director - OD</p>	<p>Complete</p> <p>PO raised and work commenced in April 2021.</p>
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#### Culture change

What have we done?	What are we going to do?	Time frame	Owner	Update May 2021
<p><b>Implemented our first Culture Change Framework incorporating behavioural indicators.</b></p>	<p>Review the Culture Change Framework to reflect the refreshed Council delivery plan and priorities and place Equality, Diversity and Inclusion at the heart of everything we do.</p>	<p>January 2021</p> <p>Sept 2021 (new date)</p>	<p>Assistant Director - OD</p>	<p>Postponed in the light of Investing in our Future report and CEX recruitment. Need to have strong alignment with incoming CEX expectations.</p>
<p><b>Drafted our first EDI Strategy and Implementation plan.</b></p>	<p>Formalize reflection and development forums for marginalised communities within the organisation.</p>	<p>April 2021</p>	<p>Assistant Director - OD</p>	<p>Commenced pilot in Digital and customer services in April 2021, findings to be shared across CLT.</p>

<p><b>Commenced work to renew our corporate relationship with Staff Equality Networks which will include regular check and challenge meetings.</b></p> <p><b>Implemented annual mandatory equalities training for all staff, this will be further rolled out to every elected Councillor.</b></p>	<p>Create a new diversity audit to inform our long-term strategy. We want to be a learning organisation and better understand how to unblock the barriers to a fully inclusive workplace.</p>	<p>April 2021</p>	<p>Assistant Director - OD</p>	<p>Business In the Community and Race Code work commenced.</p>
	<p>Establish a diversity-based reverse mentoring programme that pairs colleagues who may not otherwise come together.</p>	<p>April 2021</p>	<p>Assistant Director - OD</p>	<p>Complete Reverse mentoring commenced in February 2021, need now to expand the offer</p>
	<p>Develop our coaching and mentoring capability across the organisation and open self-nomination for coaches and coachees.</p>	<p>September 2021</p>	<p>Assistant Director - OD</p>	<p>Coaching offer now in progress with large number of delegates identified.</p>

## Rebuild trust

What have we done?	What are we going to do?	Time frame	Owner	Update May 2021
<p><b>Commenced delivery of a "Rebuilding Trust" programme which has shown some good first level evaluation successes.</b></p> <p><b>Increased quality interactions with Trade Unions to rebuild the spirit of collaboration around all workforce issues.</b></p> <p><b>Hosted numerous forums to ask the difficult questions and listen to the lived experience of our colleagues.</b></p>	Work with independent ethnographic experts, staff networks and our trade union colleagues, we will undertake a root and branch review of our HR policies, procedures, training and other related activity so that we are assured that we are best in class when it comes to equal employment practice and support.	September 2021	Assistant Director – HR	Race Deep Dive commissioned, further discussions taking place with partners around ethnicity audit.
	We will be transparent and open by publishing this review, our EDI Strategy and Workforce Equality data.	December 2020	Assistant Director - OD	Complete PSED equality in employment report 2020 now published
	We will incorporate Race Pay Gap reporting alongside our Gender Pay Gap Reporting.	June 2021	Assistant Director - OD	Work commencing in May 2021.
	HR will implement a regular all staff interactive broadcast to inform and consult on the work, issues, opportunities and progress made.	December 2020	HR Director	Complete "Ask me anything" for HR being launched in March 2021.

	Use the Equalities Star Chamber to provide robust internal challenge and scrutiny of the Council's internal equalities practice.	December 2020	Assistant Director - OD	Regular reviews in place
	Implement Allyship approach to unlock conversations and support for behavioural change.	December 2020	Assistant Director - OD	2 Allyship sessions facilitated to date with an ongoing programme planned in 2021. Looking to expand across other protected characteristics.

## Data

What have we done?	What are we going to do?	Time frame	Owner	Update May 2021
Identified the gaps in our data which make it challenging to clearly articulate the issues.	Work with our recruitment partners to include mandatory fields around diversity of recruitment panels and shortlists.	October 2020	Assistant Director – Human Resources	Complete
Commenced discussions with trade unions to improve messaging around the reasons for data	Refresh our approach to Equality Impact Assessments and their use during Workforce Planning and organisational redesigns.	December 2020	Assistant Director – Human Resources & Equalities	Work in progress, workforce planning now becoming more aligned across the directorates.

<p>collection with our colleagues.</p> <p>Implemented mandatory data submission from managers at all stages of the recruitment cycle.</p> <p>Commenced data cleansing to support the implementation of the 1B ERP system.</p> <p>Contacted each member of the Extended Leadership Team to encourage them to complete their data - we need our leaders to model the behaviours for our colleagues.</p>			and Cohesion Manager	
	Review and re-establish a robust exit interview process and reporting	January 2021	Assistant Director – Human Resources	Complete Recommendations presented for consideration. Shared with TU's and DAN's and other key stakeholders.
	Clearly articulate the benefits to our city of gathering meaningful workforce data, work with management teams to close the gaps in our data	December 2020	HR Director	Data gap closure project in progress with current gap standing at 18%. Refresh approach planned for May 2021.
	Undertake a similar deep dive review across all protected characteristics with the intention of bringing together one approach for addressing full representation across the workforce.	April 2021	Assistant Director - Organisational Development	Reporting planned to commence in Spring 2021 with increased data quality in place.

### **What are we doing next?**

As we continue to deliver the action plan there are several key activities which are planned. We have commenced reflection sessions in Digital & Customer Services which continue our journey to rebuilding trust. These sessions have been well attended and will be expanded across other directorates. We will be kick starting work with external partners to critique our plans and progress that we have made, ensuring that we are holding the mirror up to ourselves.

During the next months we will be re-running the data closure exercise on a directorate basis to continue to close the gaps as well as re-running the Equity reports annually from April alongside the PSED and Gender Pay Gap reports.

Part of re-running the data will include widening the scope of the report to include all protected characteristics to establish any intersectionality issues, ensuring that there is no perception of a hierarchy with protected characteristics.

We are recruiting the Equalities and Cohesion team and aligning the Workforce Equalities team to provide more rigour and transparency for the workforce that activity is taking place outside of HR.

Finally, we have recently refreshed our EDI pledge for recruitment adverts which is found below;

***At Birmingham City Council (BCC), we are committed to creating an environment and culture that promotes equality, diversity and inclusion; making sure BCC is a place for people to be their best, authentic selves. We welcome applications from people of all backgrounds, including those with caring responsibilities and flexible working options will be considered. We are building up our vibrant staff networks for peer-led support, with safe spaces for those who need it, and offer access to our talent programmes to support everyone in reaching their aspirations and fulfilling their potential.***

# Birmingham City Council

## Report to Cabinet

18 May 2021



<b>Subject:</b>	<b>2023 INTERNATIONAL BLIND SPORTS ASSOCIATION WORLD GAMES (The Games)</b>
<b>Report of:</b>	Acting - Director of Neighbourhoods
<b>Relevant Cabinet</b>	Councillor Ian Ward – Leader
<b>Member:</b>	Councillor Tristan Chatfield – Finance and Resources
<b>Relevant O &amp;S Chair(s):</b>	Councillor Mariam Khan - Commonwealth Games, Culture and Physical Activity Councillor Sir Albert Bore - Resources
<b>Report author:</b>	Chris Jordan, Assistant Director- Neighbourhoods Telephone No: 0121 303 3143 E-mail: <a href="mailto:chris.jordan@birmingham.gov.uk">chris.jordan@birmingham.gov.uk</a>

Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 008785/2021		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

### 1. Executive Summary

- 1.1 British Blind Sport (BBS), have been awarded host of the 2023 International Blind Sports Association (IBSA) World Games. The games are a partnership with the University of Birmingham (UoB), Birmingham City Council (BCC) the BBS and the event delivery partner, MLS, who successfully staged the 2018 British Transplant Games in Birmingham. The World Games for the Blind and Partially Sighted is held every four years and is the flagship event of the International Blind Sports Association.
- 1.2 It has never been staged in the UK and the bid, driven by British Blind Sport (a charitable organisation), and delivered by MLS Contracts, has brought about an excellent partnership arrangement between the University and facilities across the City, the Council, BBS, and UK Sport. Significant opportunities exist for the City to deliver benefits to Visually Impaired residents as a result of securing this major event.

- 1.3 Although a partner the City Council is not making a direct financial contribution to this event.
- 1.4 UK Sport, the primary event funder, has requested that the City Council act as Accountable Body for this event and along with a joint underwriting responsibility these are the main decisions being brought forward as part of this report.

## **2. Recommendations**

- 2.1 Agrees to act as the Accountable Body for the Games.
- 2.2 Agrees to be joint underwriters of “last resort” for the Games and in doing so set aside £75,000 from the Major Events revenue budget into the Major Events Reserve to cover underwriting risk..
- 2.3 Authorises the Assistant Director Neighbourhoods in conjunction with the City Solicitor (or their delegate) to negotiate execute and complete all necessary legal, contractual and financial arrangements and documentation to host the 2023 International Blind Sports Association World Games for Birmingham City.

## **3 Background**

- 3.1 The World Blind Games has never been hosted by the UK before. This is an international event and aims to successfully deliver a world-leading event that shines a light on sport for people living with sight loss and leaves a lasting legacy whereby people can see beyond any impairment and enjoy sport on an equitable platform. It will be a World Games that showcases sport for blind and partially sighted people and Birmingham City on the international stage.
- 3.2 The bid originally submitted to host the games was for 10 sports, including two Paralympic Qualification tournaments in Goalball and Judo. It is estimated the event will attract 1100 athletes and 400 direct support/coach staff, from 70 plus nations. In addition, it is proposed the Games will need 150 overseas Technical Officials plus 250 national officials and an estimated 400 volunteers with the event delivering a £3.1m Economic Impact.
- 3.3 Since the Games have been awarded to Britain the event has grown in scale. IBSA have awarded two further World Football Championships and these are now incorporated into the World Games for 2023.

The Games will now therefore include:

11 sports comprising Judo, Archery, Football, Showdown, Goalball, Powerlifting, Ten Pin Bowling, Tennis, Cricket, Chess, and Shooting. Within this there are now three Paralympic Qualification tournaments with Men’s Football being added to Goalball and Judo.

The elevation of the men’s 5-a-side football tournament to a World Championships has made this the automatic Paralympic Qualification Tournament for Paris 2024, attracting a full quota of teams. These additions not only assist the profile but also the budget as more participants will be taking part.

- 3.4 The budget for the event projects a break-even position and has no direct ask of the City Council for funding. The main risk in the event delivery budget is an income stream of £163k to be secured through sponsorship, grants, donations and other fundraising activities. However with almost three years to go this remains a positive position and the income streams are expected to be secured.
- 3.5 UK Sport have been very supportive of the bid and the business planning approach that has been adopted for the Games. They have agreed a £370,000 contribution to the event budget.
- 3.6 However, conditional to the award was the desire by UK Sport for the Council to take on the role and act as the Accountable Body.. This approach alongside a shared approach to underwriting the event reduces the financial risk on BBS which itself is a small charity.

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

- 4.1 Not to accept the request to become the Accountable Body for the Games and in doing so put at risk UK Sport funding of £370,000. Loss of UK Sport funding would result in the budget for the event not breaking even and as a result putting the event at risk.
- 4.2 Accepting the request to become Accountable Body for the Games, which is the preferred way forward.

#### **5 Risk Management**

- 6.1 By hosting this event the City Council is agreeing to join the other stakeholders, (University of Birmingham, British Blind Sport and MLS Contracts Ltd), to act as underwriters of “last resort” for the Games in 2023. The main risks to be mitigated are those that would impact on the budget. A financial risk log was submitted as part of the budgeting process (appendix 1) for the bid and managing the identified risks will be a key part of the Championship Director’s role.
- 6.2 VAT implications of this event need to be carefully considered so that this does not become a cost to the council because there is a risk the event may run at a significant loss.

#### **6 Compliance Issues:**

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

- 7.1 Birmingham residents gain the maximum benefit from hosting the Commonwealth Games.
- 7.2 In addition Major Events can generate significant economic and community benefits along with positive profile for the city on a global platform. The World’s great cities have built reputations through a sustained programme

of events as part of a long-term strategy. They can increase the profile and reputation of Birmingham as, (1) a major event and tourism visitor destination, (2) as a centre of sporting excellence (3) as a place to do business.

7.3 The projected economic impact of the 2023 World Games is £3.1m.

7.4 The intention is to secure dedicated live domestic and international television coverage (World Championships) and live online streaming (World Age Group Competitions).

All organisations entering procurement arrangements with the City Council will need to sign up to the BBC4SR subject to contract value thresholds.

## **7.2 Legal Implications**

7.2.1 Under Section 1 of the Localism Act 2011, the Council has the power to enter into the arrangements set out in this report, which are within the remit and limits of the general power of competence Section 2 and 4 of the Localism Act 2011.

## **7.3 Financial Implications**

7.3.1 Financial planning and modelling for the Games has been led by MLS Contracts Ltd (event management consultants), and subsequently interrogated by stakeholders and subsequently by UK Sport as part of their Major Events Awards Panel process.

7.3.2 The Games budget of £3.318m (as per table below) is largely funded by the participants attending the Games – expected to be in the region of £2.386m. The balance is made up of a UK Sport grant (£0.370m cash) which is allocated to supporting the three Paralympic Sports of Judo, Goalball and Football (BS1); British Blind Sport contribution (£0.030m value in kind); Sport England (£0.035m to Games Legacy); £0.100m (cash or value in kind) from the host city partners; and income from spectators and sponsorship. The budget retains a contingency of £0.132m and is currently projected to deliver a £0.098m surplus.

7.3.3 There is no direct cash contribution to the event budget from Birmingham City Council, however, if the Games were to make a loss, Birmingham City Council would be liable to fund a share of the loss along with the other 3 stakeholders – British Blind Sport, MLS Contracts and University of Birmingham.

### **7.3.4 Financial summary table**

<b>Budget Summary</b>			
<b>EVENT NAME:</b>	<b>IBSA Wold Games 2023</b>		
<b>DATE OF EVENT</b>	<b>18th-27th August</b>		
<b>DATE AND VERSION OF BUDGET:</b>	<b>Jan 2021 Incl Football</b>		
<b>Item</b>	<b>Cash - Full Commercial Incom</b>	<b>Value in Kind (VIK)</b>	<b>Total</b>
<b><u>REVENUE</u></b>			
<b>R1. Spectator Income</b>	77,500	0	77,500
<b>R2. Sponsorship &amp; Advertising</b>	60,000	15,000	75,000
<b>R3. Merchandising &amp; Licensing</b>	5,000	0	5,000
<b>R4. Broadcasting and Other Media</b>	0	0	-
<b>R5. Public &amp; Partner Funding</b>	168,500	215,605	384,105
<b>R6. International Federation Funding</b>	20,000	0	20,000
<b>R7. Competitor Income</b>	2,386,700	0	2,386,700
<b>R8. Accommodation and Transport</b>	0	0	-
<b>R9. Other Income</b>	370,000	0	370,000
<b>TOTAL REVENUE</b>	<b>3,087,700</b>	<b>230,605</b>	<b>3,318,305</b>
<b>Item</b>	<b>Cash</b>	<b>Value in Kind (VIK)</b>	<b>Total</b>
<b><u>EXPENDITURE</u></b>			
<b>E1. LOC Personnel</b>	232,200	0	232,200
<b>E2. LOC Co-ordination</b>	10,000	15,000	25,000
<b>E3. IT &amp; Telecommunications</b>	16,000	0	16,000
<b>E4. Finance, Legal &amp; Insurance</b>	60,000	5,000	65,000
<b>E5. Venue &amp; Warm-up</b>	259,502	70,605	330,107
<b>E6. Sports Presentation and Fan Experience</b>	55,000	0	55,000
<b>E7. Sport Specific Costs</b>	195,000	50,000	245,000
<b>E8. Doping Control</b>	25,000	0	25,000
<b>E9. Security</b>	10,000	0	10,000
<b>E10. Medical</b>	30,000	0	30,000
<b>E11. Accreditation</b>	60,000	0	60,000
<b>E12. Media &amp; TV</b>	60,000	0	60,000
<b>E13. Licensing &amp; Ticketing</b>	16,000	0	16,000
<b>E14. Marketing, Promotion and Branding</b>	65,000	10,000	75,000
<b>E15. Accommodation</b>	1,516,975	70,000	1,586,975
<b>E16. Transportation</b>	190,500	0	190,500
<b>E17. Protocol &amp; Events</b>	33,000	5,000	38,000
<b>E18. Development Programmes</b>	18,500	5,000	23,500
<b>E19. International Federation Hosting Fees</b>	0	0	0
<b>E20. Event Bid costs</b>	5,000	0	5,000
<b>Contingency</b>	131,884		131,884
<b>TOTAL EXPENDITURE</b>	<b>2,989,561</b>	<b>230,605</b>	<b>3,220,166</b>
<b>NET DEFICIT/SURPLUS BEFORE FUNDING</b>	<b>98,139</b>	<b>0</b>	<b>98,139</b>
<b>UK SPORT FUNDING</b>			
<b>OVERALL NET DEFICIT/SURPLUS</b>	<b>98,139</b>		<b>98,139</b>

7.3.5 Within this model there is currently unsecured income of £0.163m which is to be generated by MLS Contracts and British Blind Sport through sponsorship, grants,

donations and fund raising, over the lead-in period. Any shortfall on securing this income would require Birmingham City Council funding 33%, equating to potentially £0.055m.

- 7.3.6 In addition to the risk on securing the income above, Birmingham City Council would take on a shared final underwriting of the event, if the Games were to make a loss. This would see losses shared equally between the 4 stakeholders – Birmingham City Council, British Blind Sport, MLS Contracts and University of Birmingham. Appendix 1 sets out budget risk mitigations to reduce the risk of this eventuality.
- 7.3.7 If the event were to generate a surplus, then a proportion of the UK Sport Grant will need to be returned. Birmingham City Council will not receive a share of any surplus generated
- 7.3.8 In response to the underwriting and VAT risk (see section 6), the financial risk to Birmingham City Council could be between £0.055m and £0.130m. However, this is an assessment based on the position at the current time. As set out in Appendix 1 there are options to reduce cost if necessary and the financial plan includes a contingency sum of £0.132m. A sum of £0.075m will be set aside into the Major Events reserve from the Major Events revenue budget in 2021/22 to cover such eventualities, however, this may need to be increased at a later date. This would increase the reserve to £0.220m and cover current risk estimate.
- 7.3.9 As the Accountable Body, Birmingham City Council would take responsibility in a number of areas including managing cashflows, recovery of expenses, timely finance reports to Board and procurement. The cost of these additional activities will be funded within the Games budget.
- 7.3.10 The economic impact of the event is to reach in excess of £3.1 million, plus there is likely to be a Place Marketing value of £1 million, as the City and University is promoted to over 50 participating nations through the live streaming of events, and media coverage. It is likely the BBC Sport Website will share streaming along with the IBSA Website.

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

7.4.1 The City Council has worked closely with BBS to secure the successful award of this event from IBSA. The event award is made to BBS and then the City Council contract with them to host and support the delivery of the event. The contract is at no cost to the Council. There is no other way in which the City Council can deliver the 2023 World Games without contracting directly with BBS. They are the sole provider of this event.

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

7.5.1 There no HR implications

## **7.6 Public Sector Equality Duty**

7.6.1 This decision has no negative impact on those covered by the Equality Duty, as an event for the Visually Impaired equality is at the heart of the event.

## 8 Background Documents

8.1 None

### List of appendices accompanying this report:

Appendix 1 Financial Risk Mitigation

Appendix 2 Equality Assessment





## IBSA WORLD GAMES 2023 - BUDGET RISK MITIGATION – Appendix 1

### Birmingham City Council

- There has been significant challenge to the event budget by BBS and by UK Sport which has resulted in an award of £370,000 to cover the entire deficit budget.
- The Budget also has an event contingency of £131,844.
- The Games income still to be generated is £261,000 including £75,000 tickets sales, less projected surplus (c £98,000), leaves a balance of £163,000 which is split between stakeholders with Birmingham City Council liable for 33% at worst case.
- A final underwriting of the event, after contingency and the above underwriting, is shared equally between the Council, BBS, UKS and MLS (the event management company).
- Furthermore, a robust sports programme, in line with IBSA and NGB predictions for participation numbers, linked to three Paralympic Qualification tournaments (Paris 2024 including Men's Football BS1, Goalball M&W and Judo), and two additional Football World Championships (Women's Blind Football and Men's Partially Sighted Futsal, ensures participants' registration fees exceeds projections, which now stands at 1672. The importance of the Paralympic Qualification tournaments are the fact that Olympic and Paralympic nations do fund the participants to attend. In total this represents 60% of all bed nights to 16460.
- The Games will also put in place insurance policies to mitigate against other disruptions or event cancellation.
- Should numbers be lower than forecasted, a plan has already been identified as to how costs can be reduced and the event to remain within budget.  
The approach would be to withdraw a sport that is poorly attended in line with its overheads, as opposed to trying to shave a proportion of costs across the entire programme.  
In doing this, we can absorb a 20% reduction in participation figures, before compromising the quality of the event delivery. This could be done for the smaller projected sports  
(e.g., Shooting where transport costs will be higher and ITOs required).
- Though not yet confirmed, the plan is to establish a Solidarity Fund for the Games that subsidises those participants from less privileged backgrounds, to receive discounts to their registration fees. This will ensure a more accessible Games and potentially enable a further 100 participants to attend the Games. Income for the fund (c £25,000) may be established through transport savings whereby athletes are transported by train from airport to University Campus as opposed to coach journeys.



Title of proposed EIA	IBSA World Blind Games 2023
Reference No	EQUA631
EA is in support of	New Service
Review Frequency	Annually
Date of first review	21/01/2022
Directorate	Neighbourhoods
Division	Neighbourhoods
Service Area	Major Events
Responsible Officer(s)	<input type="checkbox"/> Garry Peal
Quality Control Officer(s)	<input type="checkbox"/> Leroy Pearce
Accountable Officer(s)	<input type="checkbox"/> Chris Jordan
Purpose of proposal	A legacy event on the back of the Commonwealth Games and is part of major events strategy
Data sources	
Please include any other sources of data	
ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS	
Protected characteristic: Age	Not Applicable
Age details:	
Protected characteristic: Disability	Not Applicable
Disability details:	
Protected characteristic: Sex	Not Applicable
Gender details:	
Protected characteristics: Gender Reassignment	Not Applicable
Gender reassignment details:	
Protected characteristics: Marriage and Civil Partnership	Not Applicable
Marriage and civil partnership details:	
Protected characteristics: Pregnancy and Maternity	Not Applicable
Pregnancy and maternity details:	
Protected characteristics: Race	Not Applicable
Race details:	

Protected characteristics: Religion or Beliefs	Not Applicable
Religion or beliefs details:	
Protected characteristics: Sexual Orientation	Not Applicable
Sexual orientation details:	
Socio-economic impacts	
Please indicate any actions arising from completing this screening exercise.	
Please indicate whether a full impact assessment is recommended	NO
What data has been collected to facilitate the assessment of this policy/proposal?	
Consultation analysis	
Adverse impact on any people with protected characteristics.	
Could the policy/proposal be modified to reduce or eliminate any adverse impact?	
How will the effect(s) of this policy/proposal on equality be monitored?	
What data is required in the future?	
Are there any adverse impacts on any particular group(s)	No
If yes, please explain your reasons for going ahead.	
Initial equality impact assessment of your proposal	
Consulted People or Groups	
Informed People or Groups	
Summary and evidence of findings from your EIA	It's a major sports event with countries competing from around the world and general public will be able to buy tickets to watch the competition at the University of Birmingham. It is anticipated those with protected characteristics will not be affected by this world class event.
QUALITY CONTORL SECTION	
Submit to the Quality Control Officer for reviewing?	No
Quality Control Officer comments	I am happy to pass this to the Accountable Officer for final approval.
Decision by Quality Control Officer	Proceed for final approval
Submit draft to Accountable Officer?	Yes
Decision by Accountable Officer	Approve
Date approved / rejected by the Accountable Officer	03/02/2021
Reasons for approval or rejection	

Please print and save a PDF copy for your records

No

Julie Bach

Person or Group

Content Type: Item

Version: 56.0

Created at 25/01/2021 11:29 AM by  Garry Peal

Last modified at 26/02/2021 09:21 AM by Workflow on behalf of  Marcin Klosinski

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# Birmingham City Council

## Report to Cabinet

18 May 2021



**Subject:** World Athletics Road Running Championships 2023

**Report of:** Acting Director- Neighbourhoods

**Relevant Cabinet Member:** Councillor Ian Ward – Leader  
Councillor Tristan Chatfield – Finance and Resources

**Relevant O &S Chair(s):** Councillor Mariam Khan - Commonwealth Games, Culture and Physical Activity  
Councillor Sir Albert Bore - Resources

**Report author:** Emma Rankin Events Officer  
Telephone No: 07544459149  
E-mail: emma.rankin@birmingham.gov.uk

Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 008786/2021		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential: Appendix 4 contains information falling within the categories outlined in 12A of the Local Government Act 1972 (as amended); 3. Information relating to the financial or business affairs of any person (including the council)		

### 1. Executive Summary

1.1. To obtain approval to bid for the World Athletics Road Running Championships 2023 or 2024.

1.2. This event is a high profile global event, delivered in a format that will deliver a festival of running. The events within it would include the Men's Half Marathon, Women's Half Marathon, Men's 5Km and Women's 5Km. There is also the

expectation that a wider series of activities and events would take place including mass participation events such as a half marathon, mini race and a Parkrun Global Festival as well as a Running Expo, Conference, and Corporate Business Challenge.

1.3. This is an opportunity to host one of the highest profile championships in Athletics creating an inclusive elite international and mass participation sports event whilst boosting the local economy, celebrating local culture, reinforcing Birmingham's reputation of delivering World Class Sporting Events and building on the legacy of hosting the Commonwealth Games.

## **2. Recommendations**

2.1. Cabinet authorises the Assistant Director Neighbourhoods to submit a formal bid to host the World Athletics Road Running Championships 2023 or 2024.

2.2 Cabinet agrees in principle to earmark £1.5m from the 2020/21 outturn to create a reserve to fund the event, subject to final consideration of the Provisional Outturn report in June.

2.2. Cabinet delegates the acceptance of the bid (should it be successful) to the Managing Director - City Operations.

## **3. Background**

3.1. World Athletics Road Running Championships is one of the highest profile global championships in Athletics. Birmingham City Council has submitted an expression of interest to host the World Athletics Road Running Championships alongside eleven other international cities. A formal bid is required to be submitted by 1 June 2021 with the World Athletics Council announcing their selection to host either the 2023 or 2024 event in July 2021.

3.2. This is an opportunity to deliver one of the highest profile global championships in Athletics creating an inclusive elite international and mass participation sports event. This event would include the Men's Half Marathon, Women's Half Marathon, Men's 5Km and Women's 5Km as well as mass participation events and linked business events.

3.3. If successfully secured the event would support the city in its recovery from the covid pandemic and would add further to the legacy being derived from the Commonwealth Games.

### 3.4. The event will deliver the following impacts

#### 3.4.1 Profile & Image;

The World Athletics Road Running Championships 2023 will put Birmingham in the spotlight and enhance our reputation for delivering world class sporting events it will build on the Birmingham 2022 legacy and would add to the World Blind Games and World Tumbling and Trampolining Events being held in 2023. It will be broadcast worldwide (TV and Digital via World Athletics Livestream) and will have over 17,000 participants and 28,000 spectators.

#### 3.4.2 Business and Economic Impact;

The event aligns well with the post Covid recovery of the city centre, bringing large numbers of participants and spectators into the city. The direct economic impact will be calculated as part of the full submission but will exceed the £4.2M generated by the Birmingham Great Run deriving spend in the areas of accommodation, retail and food and beverage etc. Industries most impacted by Covid (hospitality and retail) will benefit most from the economic impacts of the event. Estimated indirect economic impact (long-term tourism) has been set at £5.46M

#### 3.4.3 Engagement & Participation;

World Road Running Championships has a track record of promoting health and fitness to communities. With the addition of the 5km distance to the schedule, the event has become even more accessible for local people to take part in. When the World Half Marathon took place in Copenhagen in 2014 they found that:

- 1,000 recreational runners joined local running clubs to participate in 3-months pre-event training targeted at new runners
- 13% of all 30,000 participants ran their first Half-Marathon ever
- Participants reported total pre-event training of 18,000,000km
- 6% joined a running club after the event
- 89% of respondents said they would participate in a legacy race

In addition, we would expect to see increased participation in future Great Birmingham Runs, other cities hosting the championships have reported a 26% uptake in runners in subsequent years.

#### 3.4.4 Employment & Skills;

The World Athletics Road Running Championships will engage with and build on the legacy of the Birmingham 2022 volunteer programme. Previous World Athletics Road Running Championships have found an increase in volunteering post event as well.

### 3.4.5 Inclusion & Diversity;

World Athletics Road Running Championships will have complete gender equality on the field of play including equal prize money for men and women.

Research at Half Marathon Championships in Valencia 2018 found:

- Post event an increase in civic pride
- 71% of spectators in Valencia 2018 said attending the event inspired them to do more active recreation or sport than they normally would.

### 3.4.6 Environment & Infrastructure;

World Athletics will work with the Birmingham City Council to implement a sustainability management system to minimize the event's environmental impact.

3.5. Although the details of beneficial impacts will be developed further as part of a full bid the event will boost the local economy, promote active lifestyles, drive sport, tourism, inspiring younger generations, put existing infrastructure to good use and will once again celebrate local culture and reinforce Birmingham's reputation of delivering World Class Sporting Events.

## 4. Options considered and Recommended Proposal

4.1 Not submit a completed bid. The City Council has a stated outcome to enhance Birmingham's status as a city of culture, sports and events. This event meets the ambitions under this priority but is not currently budgeted for.

4.2 Submit a completed bid to host the World Athletics Road Running Championships noting the budget requirements set out in section 9 of this report.

4.3 **Recommended Proposal** - Submit a completed bid to host the World Athletics Road Running Championships

## 5 Consultation

5.1 Sporting National Governing body (UK Athletics) have been and will continue to be engaged in the bid and delivery of the event – they are supportive of Birmingham seeking to host this event.

5.2 UK Sport has been engaged with our bid. They are yet to announce their strategy for 2023 and whether they will be supporting this event.

5.3 Sport Birmingham and West Midlands Growth Company have shown support and been engaged and will assist in maximising the benefits of the event for residents and businesses in the region.

## 6 Risk Management

6.1 If our bid to host the event were to be successful the City Council would be underwriting the event. Therefore, the main risks to be mitigated are financial ones. As part of the submission, a risk management plan would be put in place.

6.2 UK Sport is yet to announce their strategy for 2023 and beyond, therefore at this stage, we do not know if any financial contribution will be forthcoming to support the City Council in hosting the World Athletics Road Race Championships. If a contribution were to materialise then the costs set out in section 9 of this report would reduce accordingly.

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

7.1. This project is entirely consistent with the Council Plan outcome 4 Priority 8, to enhance Birmingham's status as a city of culture, sports and events.

7.2. It is consistent with Outcome 5, priority 2; to encourage citizens of all abilities and ages to engage in physical activity. World Road Running Championships has a track record of promoting health and fitness to communities with participation levels increasing as a result of the event.

### Case Study - WHM Copenhagen 2014

- 1,000 recreational runners joined local running clubs to participate in 3-months pre-event training targeted at new runners
- 13% of all participants (30,000) ran their first Half-Marathon ever
- Participants reported total pre-event training of 18,000,000km
- 6% joined a running club after the event
- 89% of respondents said they would participate in a legacy race

7.3. It is consistent with Outcome 5, Priority 3; We will use the Games as a catalyst for the development and promotion of apprenticeships, volunteering and leadership opportunities to enhance the skills of our workforce and communities. We will use the World Athletics Road Running Championships to engage and utilise the volunteer community created by the Games.

7.4. It also complements the strategic aims in the Birmingham Major Events Review by contributing to the elements relating to, increasing profile, improving economic development and increasing participation. It can contribute to the post Covid recovery plan for the city. Based on the Great Birmingham Run 2019, the projected direct economic impact of the World Athletics Road Running Championships 2023 World Games is £4.2M

## 7.5. Birmingham Business Charter for Social Responsibility (BBC4SR)

Compliance with the BBC4SR is a mandatory requirement that will form part of the conditions of these contracts. All organisations entering procurement arrangements with the City Council will need to sign up to the BBC4SR subject to contract value thresholds.

## 8 Legal Implications

Under the Local Government Act 2000, the Council is empowered to further the wellbeing of its communities.

## 9 Financial Implications

9.1 This event is not part of the annual programme of Major Events held in the city and therefore if our bid is successful a one off budget will need to be incorporated into the medium term financial plan to cover the costs of the event. The events team have worked closely with an experienced event delivery company to set out the budget required to host this event with the expected cost being £1.425M. More detailed work on the budget and finances will be carried out as part of submitting a formal bid by 1 June. However, funding options are being reviewed and it is expected to earmark £1.5m from the 2020/21 outturn to create a reserve to fund the event, subject to final consideration of the Provisional Outturn report in June.

9.2 The inclusion of a mass participation event is essential in driving down the cost for the city. It has been estimated that the City Council can generate revenues from entry fees for the mass participation events, expo revenue, hospitality revenue, merchandise sales, etc between £300K – £400K

9.3 UK Sport is yet to announce their strategy for 2023 and beyond. We do not know if supporting the World Athletics Road Race Championships or any grants will be included in their strategy and the figures below do not incorporate any funding of this nature. Any grant from UK Sport would therefore reduce the net costs incurred by the council.

### 9.4 Financial summary table

<u>Breakdown of estimated cost and revenue</u>	Estimated maximum	% of costs
Event Planning	£500,050.00	27.00%
Logistics	£281,050.00	15.00%
Event Management and Presentation	£229,950.00	13.00%
Additional Events	£23,725.00	1.00%
Medical & Anti-Doping	£31,025.00	2.00%

Hospitality	£14,600.00	1.00%
Marketing & Sponsorship	£419,750.00	23.00%
Host Broadcaster	£180,675.00	10.00%
Press	£5,475.00	0.00%
Tech	£9,125.00	1.00%
Other	£129,575.00	7.00%
Total cost (IAAF DOC)	£1,825,000.00	100.00%
Estimated income	£400,000.00	
Net	£1,425,000	

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

6.3.1 None

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

There is no HR implications.

## **7 Public Sector Equality Duty**

7.1 This decision has no negative impact on those covered by the Equality Duty. This project is unlikely to have a disproportionate impact on any of the protected groups and characteristics under the Equality Act 2010.

## **8 Background Documents**

8.1 None.

### **List of appendices accompanying this report:**

Appendix 1: Environmental and Sustainability Impact Assessment



# Birmingham City Council

## Report to Cabinet

18<sup>th</sup> May 2021



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

**Report of:** Director, Digital & Customer Services

**Relevant Cabinet Member:** Cllr Brigid Jones - Deputy Leader

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

**Report author:** Paul Busst  
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Tel: 0776 6246756  
Email: Paul.Busst@birmingham.gov.uk

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

### 1 Executive Summary

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

- 1.2 It sets out progress made since the previous update report to Cabinet on 21st July 2020.
- 1.3 It also highlights the activities undertaken by the Council's Information, Technology and Digital Service (IT&D) to enable the Council to continue to deliver services during the COVID 19 lockdown.
- 1.4 Finally, it establishes a set of principles for the development of our digital strategy for 2022 and beyond, positioning IT&D's work and priorities within the context of 'A fit for purpose council'.

## **2 Recommendations**

- 2.1 That Cabinet: -
  - 2.1.1 Notes the progress made in delivering the ICT & Digital Strategy as set out in Appendix A.
  - 2.1.2 Notes the plans and ambition for the continued development, and refresh, of the ICT & Digital Strategy set out in Section 5.

## **3 Background**

- 3.1 Since March 2020 the council has been in lockdown due to COVID-19. Efforts across all services, including ICT and Digital Services, have been diverted into supporting citizens, businesses and colleagues through unprecedented times. Whilst this report focuses predominantly on progress of the council's ICT and Digital Strategy 2016-2021, it also touches on the work done and achievements throughout the COVID-19 period.
- 3.2 Technology is a key enabler that supports the Council to be the best it can be, with the delivery of the Council's [ICT and Digital Strategy 2016-2021](#) providing the Council with effective, efficient and reliable services in support of the Councils vision. The Council has a clear approach to improving ICT and Digital service delivery to meet the increasing expectations of citizens as well as being able to emulate the current trends in digital interaction and communications.
- 3.3 The strategy and other portfolio documents form a Governance and Assurance framework for the design and implementation of ICT and will help ensure that there is an evidence-based approach to the choice of technologies the Council can use. In October 2016 Cabinet approved the Council's ICT & Digital Strategy, which formed a new framework for ICT service operation around 6 key themes:
  1. Integrated ICT and Digital Services - to deliver a reliable, flexible, integrated, secure, accessible and well managed service.
  2. Digital facilitation - to enable our stakeholders to participate and fully contribute to the growth of the Digital Economy and Digital Society and create a Digital Culture.

3. Insight - to become more data centric – so we can create the capability to turn information into insight.
4. Commissioning - to deliver ‘Value for Money’ services through the commissioning of excellent ICTD.
5. Governance - to deliver the effective management of ICTD.
6. Innovation - to be innovative; to make changes to what’s established, by introducing new methods, ideas, and solutions.

3.4 The strategy’s overarching principles to “Simplify, Standardise and Share” ensures that the council maximises the benefits from investment in new technology and digital services by:

- **Simplifying** the way we operate, in order to add value and drive up efficiency.
- **Standardising** the way we operate, emulating the best and enabling agility.
- **Sharing**, collaborating, innovating and informing.

3.5 These design principles will ensure that we:

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

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

- Improving the strategic use of data and information to drive better services via our new Information Management strategy e.g. data analytics, visualisation, intelligence, data quality
- The establishment of an Insights Programme to shape and drive our use of data across the organisations responding to city challenges and providing intelligence and insights on how the city can both recover and regrow following the lockdown. The Programme has completed a number of use cases including the creation of a dynamic performance dashboard and the generation of insight relating to the East of Birmingham area; as well as developing a number of building block components that will underpin the maturation of the council’s data and insight capability.
- Rationalising our application estate and migrating to more modern and responsive infrastructure that will provide a better value and more flexible platform for growth and improvements.
- Improving information assurance, maturity, risk management and safety of personal data
- Improving Manager and Employee flexibility, productivity and collaboration e.g. with the full adoption of O365, Teams, Yammer, Windows 10, new devices, improved Wi-Fi access etc.
- Implementing new service models that take advantage of digital developments e.g. artificial intelligence, social prescribing, integration of Health & Adult Social Care data to provide single view of patients and carers,

the “internet of things” integrated into how we care for the most vulnerable etc.

- “Smart City 2.0” e.g. improving our digital infrastructure to support economic growth, 4G and 5G, digital inclusion and skills – working in partnership with the combined authority
- Enabling an approach that ensured the rapid and effective deployment of both new and innovative services as well as the continuation of business as usual services for citizens and council staff during the COVID 19 lockdown.

#### **4 General Progress update**

4.1 Progress to date has been wide ranging and has impacted a number of areas across the Council as demonstrated in the detailed performance in Appendix A.

4.2 Key achievements from the appendix are as follows:

- New data centres and tooling procured, with new networking infrastructure set up in the data centres. New hardware also installed, and a large number of the application estate migrated. This will provide much-simplified management of the infrastructure and application estate, as well as releasing savings associated with the old Capita-managed data centres.
- Approval of the Cyber Security business case to implement the Cyber strategy – which will afford far greater protection to the city as it is implemented.
- Completion of the Discovery and Alpha phases of the Field Worker programme – which will, subject to business case approval, move into Beta to create a platform for over 5,000 field workers, enabling them to provide an enhanced level of service to customers; be much more efficient in the field; as well as being safer due to lone working and risk marker tools.
- Phase 2 of the BRUM account was delivered and CRM/CWS old technology decommissioned. Omni-channel capability also delivered through the contact centre, enabling staff to provide a consistent experience to customers regardless of contact channel
- Delivery of technical and hardware solutions in support of the forthcoming Clean Air Zone.
- Completion of Phase 1 of the Insight Programme – delivering a number of core building blocks and proofs of concept which will support the acceleration of the programme into phase 2.
- Good progress being made towards the achievement of Level 2 maturity in Information Assurance Programme.
- The design and introduction of a new ‘front door’ process for project requests which, once matured, will enable improved prioritisation of projects with limited resource; and ensure clear line of sight to strategic priorities.
- Introduction of enhanced digital skills into the service through the appointment of an experienced digital CIO; training for managers and staff in delivery roles; and the delivery of a number of digital projects.

4.3 It has been necessary to maintain a dynamic approach to the planning and prioritisation of the key deliverables envisaged in the strategy. A number of emerging technology trends continue to influence the Council's strategic plans going forward, most significantly, the impacts of the lockdown, will require a fundamental rethink and re-imagining of how services will be delivered in the future and the role of technology in their design. These trends and emerging opportunities illustrate the point of maintaining a flexible and agile approach to the implementation of the strategy and will certainly influence the development of the refreshed digital strategy for 2022 and beyond.

## **5 Enhanced Activities in Response to COVID and Lockdown**

5.1 As a result of COVID and the Lockdown a number of strategic and operational activities were introduced to enable the Council to continue its activities. Also, a number of new service requirements for online and contact centre forms and data to form part of the council's response to central government announcements which include the Business Rates grants, Emergency Vulnerable support, Personal Protection Equipment, PPE Audit toolkit and an Electronic Emergency Plan solution for the council were introduced. As COVID extended and new policy and laws were introduced, so our delivery has kept pace and we have delivered test and trace; re-opening of BCC buildings; Lateral flow booking solution, test registration, support to data returns; and physical site setup support. The ICT Hub, established at the onset of lockdown to provide focused support to all IT users, has supported over 5,000 requests since it started; and has supplied over 2,000 laptops as well as countless other hardware items such as headsets, MiFi devices and monitors. Bring Your Own Device (BYOD) which, prior to COVID has made a slow start, now has over 1200 users.

5.2 COVID-19 has impacted for far longer than was anticipated at the time of the 2020 version of this document. A lot has been learned about the Council's readiness and ability to respond to unforeseen events. Notably, it has been apparent how much can be achieved in a short space of time when there is a singular focus on an issue. Every staff member, cabinet, director and members generally have had to rapidly improve their digital skills and the importance of technology in how the Council and the City works. People from across the council have been galvanised to work more closely together and simpler governance has supported quicker delivery. It has provided an opportunity to try working in different ways – for example using agile delivery techniques and tools which previously would have taken far longer to introduce. It is important that the Council seizes the opportunity that COVID has presented and use that to drive a re-thinking of digital and technology priorities – something which will form the basis of the refreshed ICT and Digital Strategy from 2021 onwards. This is likely to include the acceleration of data and insight capabilities to support the city's recovery from COVID-19; and the faster and wider adoption of digital technologies that will better engage our citizens, businesses and communities.

5.3 A significant side effect of COVID will be the increased financial pressure placed on the council. This will force us to think differently; to focus even more clearly on the right priorities; to 'simplify, standardise and share' even more; to focus on the things that will make the most difference to customers for the lowest investment. All these principles will be supported by increasing our digital footprint – moving away from monolithic systems to more agile, constantly iterated developments where we have the control to ensure we can achieve value for money services. Having taken back control of our services from Capita, these aspirations now become far more achievable.

## **6 Priorities for 2021/22**

6.1 The work to deliver the ICT & Digital Strategy will continue in the next financial year. Our recent experience of the responses to COVID 19 challenges have demonstrated that we do need to continually review how services are being designed and delivered so that we can maximise existing and emerging digital technologies.

6.2 Some of these improvements are already underway, some are in development stage and others will require alignment to the 'Fit for purpose council' programmes if we are to improve outcomes for staff and end customers. Key deliverables for this and the next financial year 2021/2022 include the following projects:

- Completion of the APM Programme, resulting in the council's full IT estate being re-housed in a combination of new physical data centres and cloud infrastructure. New leading-edge tooling will bring significant improvements and efficiencies in the way we manage our infrastructure and applications estate moving forwards.
- A re-structuring of the Insight Programme which delivered a number of core components in phase 1 but need to be re-purposed based on learning from the first phase and COVID. Phase 2 will take an agile delivery approach to create a 'Data as a Service' capability; establish fit for purpose data architecture; and deliver a robust approach to data ethics. The programme will directly support ongoing work to tackle inequalities brought into even sharper focus in Birmingham by the pandemic, and create a data-centric culture within the council and its partners.
- Continued development of the Reference Architecture and micro-strategies will provide the Council with a strong framework for commissioning and shaping ICT, preventing duplication and increasing standardisation and therefore value for money (and return on investment).
- Work will start on the implementation of the Cyber strategy, designed to afford us enhanced protection against increasingly sophisticated attacks.
- A focus on identifying opportunities to use automation to simplify routine tasks, freeing staff up to spend more time on more value-adding and customer-facing work.

- 2021/22 will see an expansion of work supporting the Commonwealth Games, plus improvements in our Network infrastructure – notably Wide Area Networking and our telephony.
- We will become an integral part of the delivery of the major programmes including the Customer Programme and New Ways of Working – ensuring that the gains in new working practices during COVID are built upon.
- In line with our commitments within the Local Digital Declaration, we will take a leading role in demonstrating good digital practices and behaviours and supporting them to become embedded in the wider programmes we support.
- Finally, the next 12 months will see the development of a refreshed Digital Strategy as well as the embedding of a new organisation structure in IT&D that will introduce new digital, data and technology roles that will act as a launch pad to new ways of working and delivering technology – giving much needed control over our estate that will underpin user-centred services of the future. Projects that will showcase our capabilities in this area will include the Field Worker platform that will deliver time savings, safety improvements and professionalise the working lives of our thousands of field-based workers.

## **7 An IT and Digital service for 2022 and beyond**

7.1 In order to support the council's aspirations, a 'fit for purpose council' will need a 'fit for purpose' IT&Digital service. A re-design of the service is underway and will be implemented during 2021/22. The service of the future will be designed to continue to provide the infrastructure and support to applications that is needed to enable people to do their best job – capitalising and building on the investments made through the recent APM programme into our own data centres and cloud infrastructure. It will also design for improved telephony and wide area networks to maximise the impact of flexible working arrangements. Furthermore, we will invest in digital skills, forming a team of digital and data professionals able to lead the council in embracing digital practices and technologies for the advantage of the whole city.

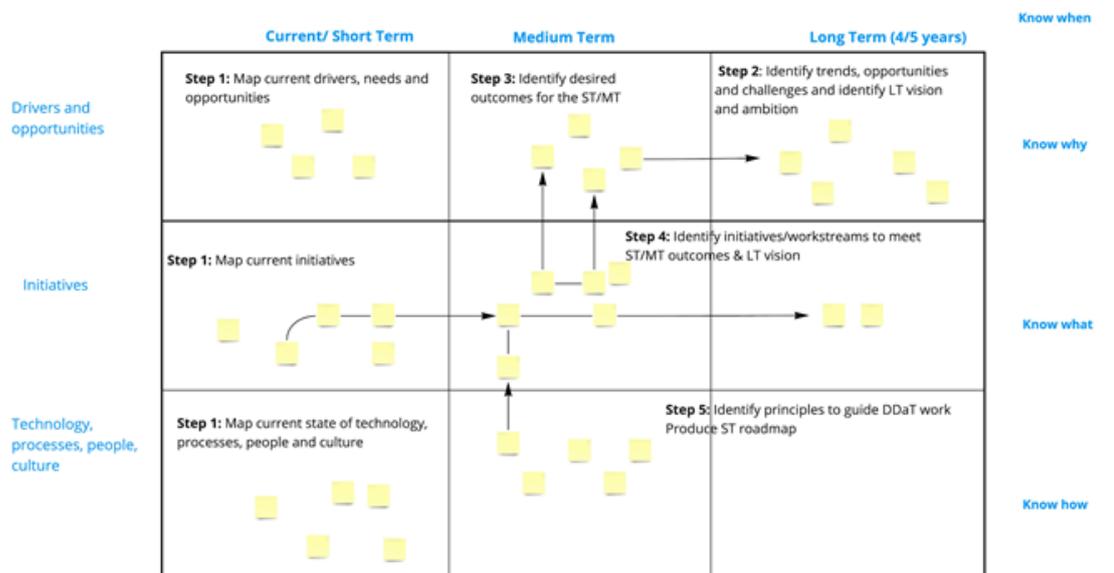
7.2 Closely aligned to the organisation re-design will be the development of a digital strategy to support the council plan from 2022 and beyond. Likely themes for the strategy include:

- Transformation of council services so they are user-centred (in line with and support of the Customer Programme)
- Digital city (encompassing work on digital inclusion)
- Mapping common technologies and making best use of commodity technology, low code and cloud-based platforms
- Becoming proactive and more data and insight driven
- Data ethics, information management and security
- Accessibility and equality of services
- Training and upskilling staff and changing ways of working.

7.3 We will take an agile approach to the development of the strategy. Using Digital principles to develop this strategy will demonstrate to others what this means in terms of the shift in culture, mindset and ways of working. The key principles for developing the strategy will be:

- Encouraging people at all levels to engage and break down hierarchies
- Designing a strategy to meet user needs
- Working in the open and being transparent
- Using agile ways of working (ceremonies such as retrospectives, sprint planning and show & tells, multidisciplinary team, run iteratively as discovery, alpha, beta and live phases)
- Using data and evidence throughout the development of the strategy

7.4 Developing a strategy involves understanding the ‘why’, ‘when’, ‘what’ and ‘how’ for how to get from where the Council is currently to where it wants to be in the future. The top layer of the diagram below (adapted from the Institute for Manufacturing roadmapping templates at Cambridge University) captures the ‘why’ both in terms of the future vision and the current state challenges that need to be addressed. The middle layer captures the initiatives that will meet these goals/outcomes (‘what’) and the bottom layer relates to the technology, processes, people and culture that are required to deliver this (‘how’).



7.5 The roadmap below shows the different phases for iteratively developing the strategy between April 2020 and March 2022.

- **Pre- discovery** (April 7th - April 26th) - The purpose of this phase is to establish the team and define objectives, scope, ways of working, communication and engagement plans
- **Discovery** (end of April - July) - The purpose of this phase is to develop an understanding of the current landscape (step 1 on the diagram above), user needs and expectations and create a plan for Alpha

- **Alpha** (August - September) - The purpose of this phase is to run multidisciplinary workshops to collaboratively define BCC's long-term vision and the initiatives to meet these goals (steps 2, 3, 4 and 5 on diagram above). Options for the strategy outputs will be developed and tested with users and a plan created for beta/live.
- **Beta/Live** (October- Feb 2022) - The purpose of this phase is to write and finalise the strategy content, and engage with users for feedback as well as socialise the strategy across the council and communicate next steps/refresh plans.

## **8 Options considered and Recommended Proposal**

- 8.1 Do nothing - It would be possible to continue without delivering the ICT & Digital Strategy however as ICT is a key enabler for the Council Plan, not delivering the key areas of the ICT & Digital Strategy would negatively impact on its success. There is an existing rolling programme of updates to, and replacement of, ICT & Digital assets as the Council's ICT hardware and software reach the end of their service and support lives. The implications are that the investment needs to be delivered to ensure the Councils network functions effectively.
- 8.2 Deliver the ICT & Digital Strategy and proceed to developing the refreshed digital strategy for 2022 and beyond. As the Council has already approved the strategy and the associated technical refresh programme, and ICT is a key enabler for the future the work needs to continue and delivery the Strategy and its associated projects.

## **9 Consultation**

- 9.1 The Cabinet Member for Finance and Resources, the Chair of Resources Overview and Scrutiny Committee, the member with responsibility for ICT matters from the Conservative Group, Leader Liberal Democrat Group and the member with responsibility for ICT matters from the Liberal Democrat Group have been consulted regarding the contents of this report.
- 9.2 The ICT & Digital Strategy was subject to extensive external consultation when it was developed in 2016. This covered Citizens, Central Government Departments, Public Health England, NHS, West Midlands Police, West Midlands Fire & Rescue, WMCA, LEP and the Society of (Public Sector) IT Management (SocITM). The main findings from that consultation were:
- Ensuring more user-centred approach during testing and evaluation.
  - Enabling our citizens and businesses to participate and fully contribute to the growth of the Digital Economy and Digital Society.
  - Ensuring that the benefits of co-operating with other local authorities in the region on data and systems will happen.
  - The importance of data and ensuring exploitation at a neighbourhood level as well as service or directorate or whole council level.
  - Ensuring that through the development of the Council's reference architecture and technology road map due consideration is given to areas such as Digital

Leadership, Communication and Engagement (both internal and external), Council ways of working and behaviours and development of digital skills, the Cities Digital Infrastructure and Collaboration.

- There was a range of Citizen feedback via the Council's "Be Heard" platform (see <https://www.birminghambeheard.org.uk/economy/birmingham-city-council-ict-digital-strategy-2016/>) e.g. the quality of the Council's digital presence (website), the impact of austerity as it impacted the Council's ability to invest in things like digital inclusion, improving the in-House ICT Management etc.
- The feedback was included in the final strategy that was approved by Cabinet on the 18<sup>th</sup> October 2016.

## **10 Risk Management**

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

- Problems are experienced with programme funding which impact the realisable business benefits.
- The digital skills and culture change needs of the Council may demand far more effort than planned for and funded within the programme but are essential to deliver the new ways of thinking and working necessary to exploit the opportunities enabled by the new technologies being implemented.
- Lack of suitably qualified and availability skills at the time they are needed to implement the new technologies being delivered.

10.2 These risks are incorporated into the IT&D risk register and are regularly managed/mitigated.

## **11 Compliance Issues**

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

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

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

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

All of which are supported by the Councils ICT & Digital Strategy (2016-2021) as has been shown throughout 2020-21. However, the new drivers for change outlined in the Delivery Plan will be taken forward into the new Digital Strategy for 2022-25. The new strategy will also be subject to detailed consultation as it develops

## 12 Legal Implications

- 12.1 The Council is under a duty under Section 3 of the Local Government Act 1999 to make arrangements to secure continuous improvement in the way in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness
- 12.2 The City Council will carry out this work under the General Powers of Competence Section 1 of the Localism Act 2011.

## 13 Financial Implications

- 13.1 In October 2016 Cabinet approved the budget for the implementation of the ICT & Digital Strategy. The indicative cost of the total programme over a five- year period at that time was estimated to be £41.690m. As reported to cabinet in July 2020, this was reduced to £39.549m.
- 13.2 The profiled spend for the programme reported to Cabinet July 2020 was as follows:

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

The forecast was subsequently amended to correct an error relating to BRUM account phase 3, since this was the subject of new borrowing not included in the original programme budget. The budget has been re-positioned in the 'ICT&D Strategy Programme' line and, so, has no effect on the overall budget. The amended table is below:

<b>ICT &amp; D Programmes</b>		<b>Up to 2018/19 £'m</b>	<b>Actual 2019/20 £'m</b>	<b>Forecast 2020/21 £'m</b>	<b>Forecast 2021/22 £'m</b>	<b>Forecast Total £'m</b>	<b>Original TRIP £'m</b>	<b>Change £'m</b>
<b>Revenue</b>								
BEP projects (inclusive of IMS/insight)	Revenue		1.464	2.455	0.376	4.295	1.624	2.671
Information Management Strategy	Revenue		0.233			0.233	1.074	(0.841)
Microsoft licences	Revenue	4.809	2.325			7.134	7.500	(0.366)
Risk						0.000	0.296	(0.296)
<b>Sub-total</b>		<b>4.809</b>	<b>4.022</b>	<b>2.455</b>	<b>0.376</b>	<b>11.662</b>	<b>10.494</b>	<b>1.168</b>
<b>Capital</b>								
ICT & D Strategy Programme	Capital	0.996	2.474	7.346	3.022	13.838	10.719	3.119
ICT & D Strategy Programme, flexible use capital receipts	Capital	2.567	2.371	4.361	1.809	11.108	16.889	(5.781)
Spend to date TRIP	Revenue	1.760	0.000	0.000	0.000	1.760	2.271	(0.511)
BRUM Account (committed TRIP scheme)	Capital	0.848	0.333	0.000	0.000	1.181	1.314	(0.133)
<b>Sub-total</b>		<b>6.171</b>	<b>5.178</b>	<b>11.707</b>	<b>4.831</b>	<b>27.887</b>	<b>31.193</b>	<b>(3.306)</b>
<b>Grand Total</b>		<b>10.980</b>	<b>9.200</b>	<b>14.162</b>	<b>5.207</b>	<b>39.549</b>	<b>41.687</b>	<b>(2.138)</b>

13.3 The table below sets out the actual spend including 2020-21, and re-profiles the remaining budget to complete the programme:

<b>ICT &amp; Digital Strategy Investment Summary</b>						
<b>ICT &amp; D Programmes</b>		<b>Up to 2019/20 £'m</b>	<b>Actuals 2020/21 £'m</b>	<b>Forecast 2021/22 £'m</b>	<b>Forecast 2022/23 £'m</b>	<b>Forecast Total £'m</b>
<b>Revenue</b>						
BEP projects	Revenue	1.464	0.772	2.075		4.311
Information Management Strategy	Revenue	0.233	0.215			0.448
Microsoft licences	Revenue	7.134				7.134
<b>Sub-total</b>		<b>8.831</b>	<b>0.987</b>	<b>2.075</b>	<b>0.000</b>	<b>11.893</b>
<b>Capital</b>						
Spend on TRIP		1.760				1.760
ICT & D Strategy Programme	Capital	4.651	3.514	5.089	0.700	13.954
Information Management Strategy	Capital		0.000	0.932		0.932
ICT & D Strategy Programme	FUCR	4.938	3.793	2.377		11.108
BRUM Account (committed TRIP scheme)			0.019	0.244		0.263
<b>Sub-total</b>		<b>11.349</b>	<b>7.326</b>	<b>8.642</b>	<b>0.700</b>	<b>28.016</b>
<b>Grand Total</b>		<b>20.180</b>	<b>8.313</b>	<b>10.717</b>	<b>0.700</b>	<b>39.909</b>

Table 3: ICT & Digital Strategy Investment Summary as at April 2021

13.4 The total allocation increased by £0.360m, from £39.549m to £39.909m, due to re-profiling of capital allocation on BRUM account and the re-profiling of revenue allocation after a minor adjustment.

13.5 The actual spend for 2020-21 is £8.313m, a reduction of £5.849m from the forecast of £14.162m. This has resulted in slippage of £5.510m into 2021-22 and £0.7m into 2022-23. Reasons for slippage covered below.

13.6 Slippage on Networks programme of work into 2021-22 and 2022-23 has been due to the impact of COVID on the Networks team and the consequent effect on capacity to undertake this work. The work will continue in 2021/22 and will align to a strategy paper seeking Cabinet approval for investment in the City and Citizens of Birmingham through the deployment of fibre infrastructure that will provide a new Wide Area Network. This will enable the redevelopment of deprived areas of the city, improve social and digital inclusion, support the rollout 5G and enable Smart Cities.

13.7 A separate Networks options paper will be written in May 2021 on how the infrastructure could also be leveraged by other public sector organisations such as the NHS, CCGs, Blue Light Services, Schools, Colleges and Universities. Consultancy and project management support has been engaged to create business case ready for a full procurement later in 2021.

13.8 Slippage on APM programme is mainly in two areas. The first being significant delays experienced with the procurement of the suppliers of the data centres, hardware and tooling which are central to this programme (this was in part due to COVID); and secondly to additional work having been required to develop a business case for archiving solutions. This work delayed the resulting procurement of additional hardware until post March 2021.

13.9 Slippage of the Insights programme shifted budgetary requirement to 2021-22. The was due to the time taken to revise the approach to Insight, and preparation of the resulting business case following an independent review of Phase 1 of the project. Consultancy and project management support has been engaged ready for a full procurement and delivery later in 2021-22.

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

13.11 The revised strategy aims to deliver £12.590m savings over the 4-year period to 2023/24 which involves the following activities:

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

The table below summarises the potential savings envisaged on programmes to 2023/24

<b>Savings Profile</b>	<b>2020-21</b>	<b>2021-22</b>	<b>2022-23</b>	<b>2023-24</b>	<b>Total</b>
<b>Programme</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	<b>£m</b>	
APM	(0.505)	(0.623)	(2.152)	(2.163)	(5.443)
Networks: Corporate voice and mobile telephony	(0.033)	(0.533)	(0.533)	(0.533)	(1.632)
Networks: WAN Review & Redesign		(0.500)	(0.500)	(0.500)	(1.500)
Utilisation of Corp. Microsoft Enterprise Agreement	(0.400)	(0.700)	(0.700)	(0.700)	(2.500)
<b>Total Savings Profile</b>	<b>(0.938)</b>	<b>(2.356)</b>	<b>(3.885)</b>	<b>(3.896)</b>	<b>(11.075)</b>

13.12 There was a reduction in savings reported in July 2020 from (£19.026m) to (£11.075m) a difference of £7.951m, reasons detailed below. Vacancies from Capita transition which were assumed to be available against the savings target on APM of £4.585m. £1.515m of savings relating to the delayed organisational restructure

of ITDS were written out of the Financial Plan in 20/21 against APM. The maintenance required for legacy hardware for an additional year of £0.651m contributed to eroding the overall benefit in 2021. Contact centre telephony centre savings assumptions made during Capita transition of £1.200m were overestimated and have been validated by the new revised business case which may identify other potential savings next year. COVID delays has affected most savings.

13.13 In 2020/21, the table shows APM savings of £0.505m of which £0.400m were delivered on the BlueChip contract, £0.105m were not achieved as the ICTD staff restructuring was delayed due to COVID. Due to COVID delays the 2020/21, Corporate voice and mobile telephony savings are now subject to revised business case. The 2020/21 savings on 'Utilisation of corporate Microsoft Enterprise Agreement' where approximately 3,500 devices of Windows10 replaced older devices achieving £0.200m savings, the remaining £0.200m relating to Thin client delivery was not achieved as Citrix was upgraded and extended to cope with challenges on COVID pandemic.

13.14 Table 5 shows the updated revenue consequences resulting from the scheduled capital expenditure. Resources to fund this are within the ITDS Revenue budget.

ITDS Prudential Borrowing charges resulting from Capital elements of ICT&D Strategic Programmes										
	19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27	27/28	Total
	£'m									
Ongoing capital charges, and 18/19 Capital	4.218	2.736	2.100	0.792	0.360	0.000	0.000	0.000	0.000	10.206
19/20 Capital element of Programmes		0.600	0.600	0.600	0.600	0.600	0.000	0.000	0.000	3.000
20/21 Capital element of Programmes			0.655	0.655	0.655	0.655	0.655	0.000	0.000	3.275
21/22 Capital element of Programmes				1.030	1.030	1.030	1.030	1.030	0.000	5.150
22/23 Capital element of Programmes					0.149	0.149	0.149	0.149	0.149	
<b>Sub- total of Capital Programmes charges</b>	<b>4.218</b>	<b>3.336</b>	<b>3.355</b>	<b>3.077</b>	<b>2.794</b>	<b>2.434</b>	<b>1.834</b>	<b>1.179</b>	<b>0.149</b>	<b>22.376</b>

Table 5: Prudential borrowing funding of the strategy programmes.

## 14 HR implications

14.1 Implementation of any changes to the operating model for IT&D will be carried out in line with Birmingham City Councils Policies and Procedures including full consultation with Trade Unions and affected employees.

## 15 Public Sector Equality Duty

15.1 On 18<sup>th</sup> October 2016, Birmingham City Council Cabinet approved the ICT & Digital Strategy (2016-2021). The work to implement the strategy had two major projects:

- An Investment Programme - implementing replacement and new, enabling ICT assets in line with the strategy and in support of the Council's new business architecture. This will close in March 2022.
- An ICT Transition Programme - to take BCC up to and beyond the end of the Service Birmingham partnership with Capita and the ending of the joint venture with Service Birmingham Ltd. This has now closed.

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

## **16 Appendices**

- Appendix A - Highlights of what has been achieved and is in progress
- Appendix B - Equality Impact Analysis
- Appendix C - IT Hub infographic supporting the council throughout COVID 19

## **17 Background Documents**

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



**Appendix A - ICT & Digital Strategy (2016-21) – Delivery Highlights for year 2020-21**



Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
Theme 1 Integrated ICT and Digital Services	Applications Platform Modernisation  (part of Overarching Business Enablement Programme)	Delivering new Data Centre & Cloud Hosting capabilities to lower operating costs to the council Refreshing our existing server hardware which is reaching end of life Performing necessary platform upgrades for software that is reaching end of life for over 150 applications	<ul style="list-style-type: none"> <li>2 New Data Centres procured, designed and set Up</li> <li>New networking infrastructure procured, designed and set up in new data centres</li> <li>New hardware procured, designed and set up in existing data centres and new data centres</li> <li>Over 80 applications migrated to the new hardware in the existing data centres</li> <li>Cloud design completed</li> <li>Upgrade of 125 applications off Windows Server 2008 &amp; SQL 2008 to prepare for the move to the new hardware and data centres</li> </ul>	<ul style="list-style-type: none"> <li>With the new data centres containing the new networking and hardware now commissioned work is underway to migrate applications to the new infrastructure</li> <li>Legacy hardware has been installed in the new data centres to support applications that cannot migrate to the new infrastructure</li> <li>Continued upgrade of Windows Server 2008 and SQL 2008</li> <li>Cloud solution currently in build</li> </ul>	<ul style="list-style-type: none"> <li>Migration of application estate to the 2 new data centres or cloud solution based on based value for money to tie in with current data centre contractual end dates</li> <li>Formal decommissioning of the 3 existing data centres in line with contractual end dates of June 21, September 21 and March 22</li> <li>Implementation of de-flattened network to increase the Council's security posture using the new infrastructure</li> <li>Introduction of automation provided by the new infrastructure to drive operational efficiencies</li> </ul>
Theme 1 Integrated ICT and Digital Services	Cyber Security  (part of overarching Business Enablement Programme)	Delivering enhanced security monitoring and awareness, providing greater protection against potential cyber-attacks. The protection of computer systems from theft or disruption to hardware, software or data and the services provided to users and meeting our statutory, regulatory, contractual and legal obligations.	<ul style="list-style-type: none"> <li>The strategy approach was approved at CLT and handed over to the Head of Security for further development and secure funding</li> <li>Strategy realignment due to COVID-19 and gaps identified with in Security Strategy.</li> <li>Business case realigned to secure the necessary funding to reflect any changes to the Security Strategy and Roadmap.</li> <li>Security Team resources have been partially increased to support security development and APM, ERP, Commonwealth and COVID strategic programmes</li> <li>Independent security assessments completed to understand security, risks and posture due to new way of working</li> <li>Increased Security awareness with BCC staff and Teams.</li> <li>Security Strategy and Roadmap developed and approved.</li> <li>Interim Head of Cyber Security appointed.</li> </ul>	<ul style="list-style-type: none"> <li>Cyber Security Strategy Business Case approved</li> <li>Plan Security Programmes to Deliver Strategy</li> <li>Resource Security Team to support BCC and Strategy needs</li> <li>Increase security testing on all BCC application and infrastructure</li> <li>Purchase security tooling to address verified high-risk threats.</li> <li>Show and Tell, to all BCC business departments.</li> <li>Security risk follow up improvements and assessments in progress (office365, threat hunting)</li> </ul>	<ul style="list-style-type: none"> <li>Plan and implement Cyber Security programmes of work</li> <li>Continuous cyber education and awareness through monthly phishing exercises and mandatory training</li> <li>Further follow up security testing activities</li> <li>(Threat Hunting, Active Directory, Office365, Wi-Fi)</li> <li>Further Risk reduction</li> <li>Building stronger security foundation across BCC</li> <li>Embedding security by design across major programmes of work</li> <li>Continuing ongoing support COVID19 projects, APM, ERP, Commonwealth and strategic programmes</li> </ul>

Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
Theme 1 Integrated ICT and Digital Services	Networks (part of overarching Business Enablement Programme)	Delivering a secure and resilient IT network with sufficient capacity to manage current and future technical and organisational demands	<ul style="list-style-type: none"> <li>• WAN options paper produced and communicated.</li> <li>• High level Voice Strategy paper produced.</li> <li>• Supplier days held in February 2020 in relation to WAN, VPN and Voice, to understand what developments are happening in the market.</li> <li>• WAN, Voice Strategy and VPN strategies approved by DMT and CLT in June 2020.</li> <li>• PN strategy put on hold due to Covid.</li> <li>• Cisco 6509 line-cards option paper approved, and project implemented.</li> <li>• Contract agreed with Virgin Media Business for 2+1+1 for data connectivity.</li> <li>• New one-year telephony contract agreed with the existing supplier.</li> <li>• Scope of the LAN phase two completed. Funding not yet agreed</li> <li>• N3 replaced by HSCN</li> </ul>	<ul style="list-style-type: none"> <li>• Full Fibre Rollout and WAN Services PPAR submitted for March Cabinet</li> <li>• Options paper covering WAN and Voice proposal being drafted to consider approach</li> <li>• Discussions taken place with other authorities and 3rd party consultants</li> <li>• Voice Strategy being reviewed aligning to new ways of working and Customer Services programme</li> <li>• Voice PPAR to be produced</li> <li>• VPN review on hold</li> <li>• Business requirements for WAN and Voice initiated</li> </ul>	<ul style="list-style-type: none"> <li>• Agree whether to progress proactive proposal from incumbent supplier or full procurement for WAN and Voice services</li> <li>• Gain approval for funding for the above approach</li> <li>• Undertake procurement and implementation based an agreed strategy</li> <li>• Start review of VPN options</li> <li>• Business case for anchor tenancy model to exploit Councils network for wider economic and city advantage</li> </ul>
Theme 1 Digital Facilitation	Commonwealth Games	Supporting the Commonwealth Games Council team and Organising Committee with delivering supporting infrastructure and applications for the 2020	<ul style="list-style-type: none"> <li>• Initial scoping workshops held to identify requirements across the Commonwealth Games workstreams</li> <li>• External access to GIS portal established</li> <li>• Network infrastructure designs agreed for Alexander Stadium</li> </ul>	Establishing further GIS related requirements and scoping all further IT&D works to deliver the requirements emerging from the scoping workshops	<ul style="list-style-type: none"> <li>• Continue to work with the OC and CWG at an operational level and support business requirements as they emerge</li> <li>• Work with OC and CWG to identify potential digital innovations to support audience and venue opportunities</li> <li>• Deliver networking infrastructure into Alexander Stadium</li> <li>• Setup 1 Brindley Place infrastructure for the OC</li> <li>• Continue requirements gathering and refinement</li> </ul> <p>Delivery against all agreed requirements</p>

Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
Theme 1 Integrated ICT and Digital Services	Carefirst replacement - Eclipse	Improved and simplified workflow processes and forms Removal of duplication of effort. Consolidation of multiple systems, processes and workarounds Provide additional functionality such as recording the voice of the child – a key requirement that the present system cannot do Provide a modern platform fit for the future Support stronger and more effective case recording and performance management. Scope includes Adults Services and Children’s Services casework; plus, a fiscal application for both	<b>Children’s Services Project</b> <ul style="list-style-type: none"> <li>Project delivered now in BAU support</li> </ul> <b>Adult’s Services Project</b> <ul style="list-style-type: none"> <li>Following approval of the Options Review the project restarted in February 2020</li> </ul>	<b>Adult’s Services Project</b> <ul style="list-style-type: none"> <li>Entering migration trial 2, of 4</li> </ul>	<b>Adult’s Services Project</b> <ul style="list-style-type: none"> <li>Projected Go-Live Q4 2021</li> </ul>
Theme 1 Integrated ICT and Digital Services	Field Worker	Delivery of a platform for all BCC field workers that will improve their working lives; keep them safer; and allow them to respond more professionally to more customers  It is envisaged that up to 5,000 field workers could make use of the platform, delivering significant financial and non-financial benefits	AGILE approach adopted (supporting commitment to the Local Digital Declaration) <ul style="list-style-type: none"> <li>‘Discovery’ completed – user research to confirm the ‘problem/pain points’ and evidence the need for a solution</li> <li>‘Alpha’ phase completed to test the riskiest assumptions; create buy-in; define the scope; and ascertain the options for developing a solution</li> </ul>	<ul style="list-style-type: none"> <li>Currently in between phases, working on a business case for the delivery of a Beta Field Worker platform that will form part of New Ways of Working programme.</li> </ul>	<ul style="list-style-type: none"> <li>Beta build of the Field Worker Platform. (subject to cabinet approval in April of the New Ways of Working business case).</li> <li>The Beta platform will start as a ‘Minimum Viable Product’ to deliver the basic functionality to a selected number of services. Once feedback has been gathered and assessed, further releases may be added to enrich functionality and/or roll out to additional services.</li> </ul>
Theme 2 Digital Facilitation	Contact Centre telephony	Provide modern cloud-based telephony solution enabling improved ways of working, supporting channel shift and contemporary methods of citizen communication. Offers capability of full day-to-day management and development of the system to the business. Key enabler for the transition from Capita.	<ul style="list-style-type: none"> <li>Single Sign On (SSO) and decommissioning of the legacy servers have been completed.</li> </ul>	<ul style="list-style-type: none"> <li>Contact Centre platform has been included in the Voice strategy programme</li> <li>Contract extension has been agreed for 1 +1 years</li> </ul>	<ul style="list-style-type: none"> <li>Tender Exercise to be completed in line with the voice strategy programme</li> </ul>

Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
<b>Theme 2</b>  <b>Digital Facilitation</b>	<b>Brum Account</b>	<p>The BRUM Account enables citizens to register and manage their own account with functions including -</p> <ul style="list-style-type: none"> <li>• Simple Registration Process</li> <li>• Personalised welcome message</li> <li>• Online account maintenance, including ability to reset password</li> <li>• Enable authentication to service specific self-service solutions, once authenticated the service will be accessible via a single click from within the BRUM account</li> <li>• Each service will display a history of activities that shows last date accessed</li> <li>• Ability to retain partially completed forms which can be edited or deleted later</li> <li>• Find My Local (Local View) functionality with pre-populated address</li> <li>• Campaigns/Marketing functionality</li> <li>• Agent view allowing auditable transaction/ account creation by contact centre staff on behalf of the citizen</li> <li>• End to End service redesign for services</li> </ul>	<ul style="list-style-type: none"> <li>• Phase 2 of the BRUM Account Project has now been delivered, closure report &amp; lesson learnt completed and signed off.</li> <li>• Project delivered within Budget</li> <li>• CRM/CWS - decommissioning will complete Feb 2021 to a live archive solution</li> <li>• MAPPS – 2-way integration build &amp; testing completed, dependency on the MAPPS upgrade to complete for us to activate 2 way</li> <li>• Omni- channel implementation – Omni platform for all services in the contact centre for email and chat have been delivered December 2020</li> <li>• SMS capability configured and enabled for Customer services contact centre – Jan 2021</li> <li>• Social Media – Omni channel for the customer services Twitter channel has been delivered November 2020</li> <li>• Statutory complaints – Adults went live Sept 2020 Live</li> </ul>	<ul style="list-style-type: none"> <li>• Currently scoping Citizen Access Benefits online solution ahead of the BRUM Account Phase 3 delivery due to supporting applications being decommissioned and coming to a contract end.</li> <li>• This is now part of the Customer Programme which will be delivered 2021/2022 and is going through the OBC and Business case process due to go to cabinet in June 2021.</li> </ul>	<p>Citizen Access Benefits online solution due to be delivered in August 2021.</p> <p>The following now form part of the Customer Programme which will be delivered 2021/2022 and is going through the OBC and Business case process due to go to cabinet in March 2022.</p> <ul style="list-style-type: none"> <li>• Chat Bots &amp; AI Personalisation</li> <li>• Housing Repairs</li> <li>• Benefits – View &amp; e-notifications</li> <li>• Benefits – Landlord Portal</li> <li>• Skips – Phase 2 advanced online payments &amp; mapping</li> <li>• Online 'how to' videos</li> <li>• Customer Data &amp; Insight</li> <li>• Clean Air Zone (CAZ) transactional forms – June 2021</li> </ul>

Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
<p><b>Theme 2</b></p> <p><b>Digital Facilitation</b></p>	<p><b>Clean Air Zone</b></p>	<p><b>Delivering an end to end operational Clean Air Zone to the Council to enable us to charge any vehicles that breach vehicle emission levels</b></p> <p><b>To charge a fee for those vehicles that breach emission levels</b></p> <p><b>To support businesses in their desire to switch to low emission transport to achieve the outcome of lower NO2 levels</b></p>	<ul style="list-style-type: none"> <li>• Core Solution Delivered Cameras all installed Testing Underway</li> </ul>	<ul style="list-style-type: none"> <li>• Phase 6 remains on track now 90% complete with 6.3 scheduled for completion by the end of April, and Data Sharing Agreement now signed by all parties. It is highly unlikely we will have the full contract agreed and in place with underpinning service delivery model agreed by 01/05 when the full contractual commitment for camera support kicks in so we are currently exploring an interim arrangement pending the full contract being signed. An internal report is required to obtain approvals</li> <li>• BLE Cameras – Combined revenue and capital report approved at THB 4th December 2020. The Business have incorporated changes suggested by Legal, Finance and Procurement, awaiting approval</li> <li>• Highways CAZ Support SLAs – good progress is being made with the contract and Siemens are aiming to provide their full reply to Sami by COP Wed 14/04/21</li> <li>• Testing –68% of tests have been executed and 80% passed, 3 critical defects remain open and confidence is high for completion of testing of 6.2, the numbers have changed due to adding in the joint JAQU/Siemens/BCC testing of phase 4.</li> <li>• Financial Reconciliations – A Project Manager has been assigned and a meeting scheduled to determine dead critical Day 1 requirements that need to be in place.</li> </ul>	<ul style="list-style-type: none"> <li>• Live user testing is now being built into plans with expectation this will commence 04/05. Case management execution expected to run 4 – 7 May, and direct debits (specifically refunds) testing planned and ready to execute from 4 May.</li> <li>• Go Live 01/06/21 and handover to BAU</li> </ul>

Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
Theme 2	Digital City	The programme aims to accelerate digital investment in the city, identify and deliver projects/activities to support inclusive growth and the economic recovery as well as enabling citizens and businesses to acquire the necessary digital skills to succeed. The expected outcomes are: (i) Accelerating and attracting new digital investments into Birmingham (ii) Birmingham as a preferred place of choice for digital innovation (iii) Identifying and addressing market failure (iv) Supporting the Birmingham Brand as a leading Digital City	<ul style="list-style-type: none"> <li>• A strategic outline business case has been completed to establish the need for a digital cities programme</li> <li>• A Project Definition Document (PDD) has been submitted setting out project approach, activities and scope</li> <li>• A number of priority projects have been initiated – FibreBrum, Broadband in Social Housing Citywide</li> <li>• A draft digital inclusion strategy prepared</li> <li>• Established the Digital Education partnership in response to digital poverty for school children</li> <li>• An initial stakeholder mapping exercise undertaken</li> <li>• Secured Birmingham’s position on role on a number of partnerships boards including WMCA</li> </ul>	<ul style="list-style-type: none"> <li>• Secure funding for programme initiatives</li> <li>• Secure additional resources for programme development</li> <li>• Submit a joint bid into the Community Renewal Fund to address digital exclusion</li> </ul>	<ul style="list-style-type: none"> <li>• Undertake smart city maturity framework</li> <li>• Develop a Place based strategy for digital cities aligned to the Council’s new IT and Digital Strategy</li> <li>• Establish a priority based and evolving digital city Roadmap setting out key projects and programmes</li> <li>• Refresh the Digital inclusion strategy and action plan</li> <li>• Establish a digital city advisory group to own and manage the digital cities strategy and roadmap</li> <li>• Identify funding opportunities for innovative projects and submit bids</li> <li>• Establish stronger partnership links with external organisations for greater collaborative working</li> </ul>
Theme 2 Digital Facilitation	Smithfield Development	Smithfield is the site for a new ambitious multi-purpose regeneration project, possibly one of the largest inner-city developments. Working with the development to ensure that the site implements the right digital infrastructure to enable the delivery of smart applications from lighting to energy, from smart homes to electric vehicle requirements etc. in order to deliver tangible benefits to citizens and businesses.	<ul style="list-style-type: none"> <li>• Smart City requirements were built into the tender process and each submission was evaluated against the requirements. IT&amp;D will continue to support as the development progresses</li> </ul>	<ul style="list-style-type: none"> <li>• The development is at an early stage and there is little opportunity to feed in the digital requirements yet</li> </ul>	<ul style="list-style-type: none"> <li>• Further engagement to take place with the Smithfield development as part of the Digital City workstream</li> <li>• A development partner has been selected and work is ongoing. IT&amp;D will work with the develop to shape the smart city requirements</li> </ul>

Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
Theme 2 Digital Facilitation	Digital skills	Increasing digital skills and knowledge in IT&D	<ul style="list-style-type: none"> <li>• Introduction of a CIO and AD for IT&amp;D with significant background in digital delivery</li> <li>• Training courses for staff in digital technologies and processes</li> <li>• Introduction of partners to support the development of BCC's digital delivery capability</li> <li>• Development of a new structure for IT&amp;D to reflect future digital aspirations and align to industry-standard DDaT roles</li> <li>• Agile discovery and delivery in SEN</li> <li>• Agile discovery and Alpha on Field Worker – resulting in skills and knowledge transfer into IT&amp;D teams</li> <li>• Mentoring arrangements with digital professionals</li> </ul>	<ul style="list-style-type: none"> <li>• A number of digital delivery opportunities in the pipeline, awaiting confirmation of the organisation re-design to enable recruitment into DDaT roles</li> <li>• Awaiting approval of the Field Worker business case</li> </ul>	<ul style="list-style-type: none"> <li>• Embedding Digital culture in IT&amp;D and wider council</li> <li>• Supporting and leading new digital initiatives</li> <li>• Delivery of digital initiatives</li> </ul>
Theme 3 Insight	Open Data	<p>The provision of council data in open and linked forms as part of a wider set of policy initiatives on data and its exploitation (UK Transparency Agenda, Local Government Transparency Code &amp; The 'Right to Data').</p> <p>Improving the quality and transparency of the data will hold in partnership with the Citizens of Birmingham. Improving outcomes for the services we deliver</p>	<ul style="list-style-type: none"> <li>• All data and Insight capability and capacity has been solely focused on needs of BCC with respect to Covid Response, eg: <ul style="list-style-type: none"> <li>○ Food banks</li> <li>○ Vulnerable shielding</li> <li>○ PPE</li> <li>○ Domestic Abuse</li> <li>○ Customer Services' Hitachi application</li> <li>○ Grant Payments</li> <li>○ Lateral Flow Testing</li> <li>○ Test &amp; Trace</li> <li>○ Testing site locations</li> <li>○ Traffic and people movement model</li> <li>○ Public Health England Covid wave modelling</li> <li>○ Sentiments analysis</li> <li>○ Homelessness</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>• Currently on hold</li> </ul>	<ul style="list-style-type: none"> <li>• Currently on Hold</li> </ul>

Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
Theme 3 Insight	Information Assurance	<p>An Information Assurance Plan has been established to enable the Council to meet its legal obligations to comply with the GDPR and Data Protection Act 2018.</p> <p>Overall, the project is designed to improve the way the Council manages information for its citizens and employees. The expected outcome for the project is to achieve a Level 2 maturity criteria score in all areas of the Information Assurance Maturity Model (IAMM) and Assessment Framework by the end of December 2019.</p> <p>A subsequent plan will be identified and established after this milestone to map out our compliance programme to achieve a Level 5.</p>	<ul style="list-style-type: none"> <li>Data protection management accountability has been progressed to embed technical and organisational measures and controls across the council via 10 themes in line with achieving a Level 2 maturity criteria score across the Council.</li> <li>Key activities and tasks within the project plan have been progressed with the support of the Information Asset Owners (Assistant Directors) to embed the required controls across each Directorate.</li> </ul> <p>(1). Governance;  (2). Policies, Standards &amp; Guidelines;  (3). Data Inventory;  (4). Strategy &amp; Risk Management;  (5). Procedures &amp; Controls;  (6). Information Security;  (7). Third Party Management;  (8). Regulatory Compliance;  (9). Incident Management &amp; Response; and  (10). Training &amp; Awareness.</p>	<ul style="list-style-type: none"> <li>An internal audit report assessing the progress of the Information Assurance Plan was presented to the Information Assurance Board (IAB), chaired by the Senior Information Risk Owner (SIRO), in July 2020. This report showed that significant progress had been made to improve the Information Assurance Maturity of the Council.</li> <li>IAB agreed that the work should continue and built upon to progress to Level 3 of the Framework.</li> </ul>	<ul style="list-style-type: none"> <li>All measures and controls within the 10 themes to be subject to an internal audit to assess the Council's maturity score against the achievement of Level 3.</li> <li>A subsequent plan will be established to take into account any audit recommendations and look to incorporate Data Protection Certification in line with ICO direction of travel. We are awaiting further guidance from the ICO in respect of how the accreditation process will work and what it will cover in order to determine the Council's approach.</li> </ul>
Theme 3 Insight	Information Management Strategy	<p>The more effective use of data to create valuable and sustainable insight into the delivery of public services is a vital component of the Council Plan. The IM strategy and roadmap provide the framework for the delivery and this business case articulates the what, how and when. The appointment of an Executive SRO is a vital first step followed rapidly by the mobilisation of a team of in-house and external resources to deliver the strategy.</p>	<ul style="list-style-type: none"> <li>All data and Insight capability and capacity has been solely focused on needs of BCC with respect to Covid Response, eg: <ul style="list-style-type: none"> <li>Food banks</li> <li>Vulnerable shielding</li> <li>PPE</li> <li>Domestic Abuse</li> <li>Customer Services' Hitachi application</li> <li>Grant Payments</li> <li>Lateral Flow Testing</li> <li>Test &amp; Trace</li> <li>Testing site locations</li> <li>Traffic and people movement model</li> <li>Public Health England Covid wave modelling</li> <li>Sentiments analysis</li> <li>Homelessness</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Awaiting signoff of Business Case, which will provide capability and capacity to progress</li> <li>Draft Phase 2 Business Case discussed with internal senior stakeholders. Based on feedback, further amendments to be made before commencing full governance review</li> </ul>	Commence delivery, following approval of Phase 2 Business Case

<p><b>Theme 4</b> <b>Commissioning</b></p>	<p><b>Service performance over the period</b></p>	<p><b>Delivery of on-going ICT services during an extensive period of technological change across the council and major changes to the council's ICT Services operating model</b></p>	<ul style="list-style-type: none"> <li>• Successful transition of BCC workforce to remote working</li> <li>• Introduced the Bring Your Own Device (BYOD) policy for personal smartphones</li> <li>• Approximately 11,000 incidents / service requests per month raised via the ICT Service Desk</li> <li>• Average of 11 major incidents per month</li> <li>• (35% reduction in comparison previous year's average of 18)</li> <li>• 96.4% of all incidents resolved within agreed service levels</li> <li>• Support of approximately 430 applications</li> <li>• Support of approximately 16,300 desktop and laptop devices (aged and inactive assets have increased during lockdown)</li> <li>• Customer Survey comments are 97% positive in January 2020 – maintaining high customer satisfaction ratings following the transition.</li> <li>• Short monthly surveys will commence in February and an Annual Survey will be distributed in March.</li> <li>• When a member of staff leaves – particularly during the pandemic / lockdown – the importance of security access control and retrieval of assets is heightened so the Leavers Process was reviewed to put in place more robust monitoring of compliance and trigger notifications to line managers to reinforce their responsibilities for exit interviews and raising SLAM requests to delete system access and retrieve assets (communicated via the Manager's Bulletin) – implemented in collaboration with IT&amp;D Service Level Management, Service Desk, HR and Cyber Security teams</li> <li>• IT&amp;D has played a crucial role in supporting the council throughout the COVID 19 pandemic – supporting the council staff with onsite IT support (BCP IT Hub), A team was set up at a safe council office location and a process to support staff with IT issues</li> </ul>	<ul style="list-style-type: none"> <li>• All BCC staff with a laptop and home broadband or a MiFi has the ability to work remotely from home</li> <li>• 1200 staff enrolled for BYOD</li> <li>• Over 5000 visits to the BCP IT Hub (see supporting infographic attached).</li> <li>• ISO20000 standard for IT Service Management recertification audit took place in November and was achieved and awarded to BCC for another 3 years with annual continuing assessment audits planned.</li> <li>• Developing a service adoption model to support Modern Workplace practices and the management of Microsoft 365 (M365) platform releases</li> <li>• IT Asset Management Standard implementation and adoption has commenced with improved reporting and engagement with directorate governance forums to drive best practice. Cost avoidance is being tracked and more visible. Since October 2020 approx. £55k in costs have been avoided in procuring laptops and mobile phones due to surplus kit being available to reissue and £5k in rebate from disposals.</li> <li>• An initiative is now underway to collect inactive assets (desktops and desk phones) from CAB buildings to support New Ways of Working (NWOW) programme – to date over 4500 have been collected</li> <li>• Engaging with the NWOW programme to align M365 service adoption / NextGen engagement for greater Teams usage – supporting the Agile IT Skills development activities that HR/OD are driving.</li> <li>• ServiceNow modernisation project initiated in December 2020 using an agile delivery approach – the 1st of 5 sprints for the MVP in UAT</li> <li>• Work underway as an APM programme deliverable for reviewing Business Applications criticality and aligning to new service levels</li> </ul>	<ul style="list-style-type: none"> <li>• Complete the consultation workshops with Directorates of new service levels for business applications and obtain sign-off</li> <li>• Communicating performance and improvements through transparent performance reporting e.g. use of infographics and case studies</li> <li>• Implement a modern 'out of the box' ServiceNow platform with a new self-service portal and access to more intuitive knowledgebase to improve customer experience and bring efficiencies by using automation and technology new features e.g. chatbots, virtual agents</li> <li>• Continue with the collection of inactive assets (desktops and desk phones) from CAB buildings</li> <li>• Working with Microsoft to provide mandatory skills training for M365 products e.g. Teams, OneDrive</li> <li>• Development of a Target Operating Model (TOM) for Oracle Cloud to support the 1B programme</li> <li>• Managing the service transition of BEP APM and 1B / ERP replacement into IT&amp;D support and operations</li> <li>• Continue to establish and extend M365 Service Adoption model – working with Directorates to establish a forum for MW Advocates – early adopters</li> <li>• Introduce short surveys to monitor monthly customer satisfaction levels and respond to results</li> <li>• Analyse the results from the annual Customer Satisfaction Survey and identify opportunities for improvement</li> <li>• Introduce NextGen to support NWOW programme – developing personas to target and improve the customer experience through greater engagement and providing proactive support to enable the council to maximise the use of information, technology and digital services to achieve business outcomes and efficiencies</li> <li>• Complete the annual ISO20000 continuing assessment audit</li> <li>• Support the Cyber Security team in readiness for ISO27001 certification audit</li> </ul>
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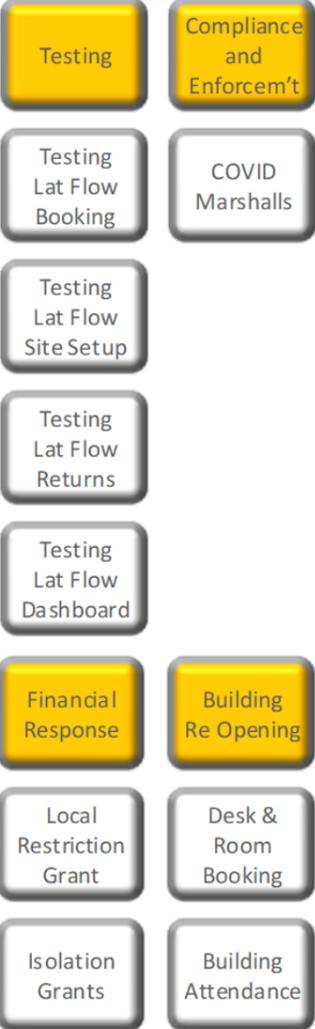
Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
				(Gold/Silver/Bronze/Unclassified/Shadow IT)	<ul style="list-style-type: none"> <li>Align Software Asset Management to best practice standard ISO19770</li> </ul>
<b>Theme 4 Commissioning</b>	<b>Transition Project</b>	<b>Deliver a new council-led Information, Technology and Digital Service taking us up to and beyond the end of the current partnership with Capita which ends in 2021.</b>	<p>Phase 1 Transition was successfully achieved and occurred on 1<sup>st</sup> August as planned. No impact to services occurred and the transition project was successfully concluded.</p> <ul style="list-style-type: none"> <li>Annual savings of at least £12m were achieved</li> <li>Work on the future operating model continues</li> <li>The Link2ICT elements of the Capita contract have been transitioned back to the Council from 1<sup>st</sup> April 2021</li> <li>Time limited extensions to the Capita Data Centres have been approved to allow for the safely managed migration of applications and data in order to minimise business disruption</li> </ul>	<p>Phase 2 (final phase) of the transition has commenced and the Capita Birmingham contract will cease on 31 March 21</p> <ul style="list-style-type: none"> <li>Data Centres – new supplier contracts in place, tactical 12-month contract in place with current supplier during migration</li> <li>Bulk Print – tender complete, supplier selected and moving to contract from 1.4.21</li> <li>Telephony – Tactical 12-month contract underway whilst NWOW finalised.</li> <li>SAP Managed Service – Tactical 1+1 year contract being finalised to cover the delays to ERP Programme</li> <li>BACS – tender complete, supplier selected and moving to contract from 1.4.21</li> <li>IT Procurement – tender in progress supplier to be in place for 1.4.21</li> <li>Hardware Break-Fix – Insourcing into IT Infrastructure in progress for 1.4.21</li> <li>Novations – final batch of 3rd party supplier contracts linked to these services will novate or terminate based on ongoing requirements</li> <li>Phase 2 of the Transition will be into the Council from 1 April 2021, at which point the project will finalise exit obligations and wind down, any tactical short-term contracts as shown will be managed as part of BAU changes.</li> </ul>	<ul style="list-style-type: none"> <li>Project is now closed</li> </ul>

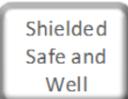
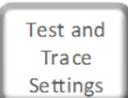
Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
<b>Theme 5</b>  <b>Governance</b>	<b>Revised IT project governance and prioritisation process</b>	<b>Re-organise ICT project governance to:</b> - provide clarity to the organisation on the criteria used for assessing the viability of an ICT project request - in order to improve the quality of requests received  - Establish a governance framework for the new directorate structure - ICT Strategy Board and Directorate ICT Boards - Review and renew an improved 2-way process and flow of information between the new IT&D Front Door process and the business. - Provide continuous feedback to directorates on the quality and outcomes of ICT requests made by their directorates  Develop a mechanism for assessing the relative importance of ICT projects to inform prioritisation and decision making	<ul style="list-style-type: none"> <li>• New governance model published on BCC intranet</li> <li>• Strategic Assessment Board established and reviewing all new project requests</li> <li>• ICT Strategy Board membership refreshed to reflect new directorate structure</li> <li>• Project prioritisation tools/methods researched, and beta model developed and in test</li> </ul>	<ul style="list-style-type: none"> <li>• Reporting of ICT project requests back to directorates has just commenced One Directorate ICT Board established - and work underway to establish the remainder Initial discussions started with Corporate PMO regarding linking prioritisation to business planning Strategic Assessment Board is evolving based on learning from its 8-weeks of operation Beta testing of prioritisation approach underway but lacking inputs for projects under £200k</li> <li>• Established governance boards within most directorates which will review the IT activities, identify prioritisation of projects and requests and review business cases and implement benefit realisation process to track project benefits both financial and non-financial</li> </ul>	<ul style="list-style-type: none"> <li>• Agree the TOR and process with IT&amp;D for the Directorate ICT Board</li> <li>• Roll out of the Directorate ICT Boards to remaining directorates, ensuring they align to the new IT&amp;D Front Door and proposed Design Authority</li> <li>• Working closely with directorates to improve the quality and alignment of ICT project requests,</li> <li>• Relaunch of the Strategy Board to reflect the new purpose.</li> <li>• Simplify and update the initial questions into the front door process of IT&amp; Digital in order to ensure IT&amp; Digital drive the solution to align to strategy, drive benefit across the Council and comply with procurement and governance regulations.</li> </ul>

Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
<b>Theme 5</b>  <b>Governance</b>	<b>Reference Architecture</b>	<p><b>A Reference Architecture provides a template based on the generalisation of a set of solutions and components.</b></p> <p><b>It gives a reference point that describes services and components used in the estate and aids in reuse, supports rationalisation and reduces risk of proliferation of different services and technologies.</b></p> <p><b>The reference architecture speeds up solution development and design and supports cost avoidance and cost reduction.</b></p> <p><b>Once developed it will form the strategic blueprint and roadmap for the development of a 21<sup>st</sup> Century Digital Council</b></p>	<ul style="list-style-type: none"> <li>• Development of Logical Reference Architecture, Development of Micro Strategies supporting the Logical reference architecture to inform programme delivery.</li> </ul>	<ul style="list-style-type: none"> <li>• Continued iterative development of Micro Strategies supporting the Logical reference architecture to inform programme delivery.</li> </ul>	<ul style="list-style-type: none"> <li>• Continued iterative development of Micro Strategies supporting the Logical reference architecture to inform programme deliver. Development of Conceptual and Physical Reference Architectures viewpoints.</li> <li>• This will form the basis of the new ICT &amp; Digital Strategy 2022-2025</li> </ul>

<p><b>Theme 6</b> <b>Innovation</b></p>	<p><b>PURE COSMOS</b> <b>(Public Authorities Role Enhancing Competitiveness of SMEs):</b></p>	<p><b>The project focuses on the role that public authorities can play in enhancing the competitiveness of SMEs by making the business climate more transparent and reliable, supporting the needs of SMEs and promoting modernisation of public services</b></p>	<ul style="list-style-type: none"> <li>• Birmingham's Regional Action Plan (RAP) was implemented to support GBSLEP's Industrial Strategy streamlining processes for businesses to transact and do business with Birmingham City Council and the wider West Midlands Combined Authority. Four main Actions agreed as part of Bham's RAP: <ul style="list-style-type: none"> <li>○ Enhancing regulatory support services (<i>Improving Systems and Processes / Commonwealth Games 2022</i>)</li> <li>○ Business intelligence and data driven decision making (<i>West Midlands Open Data Analytics</i>)</li> <li>○ New approaches to innovative public sector procurement (<i>Bham's Charter for Social Responsibility</i>)</li> <li>○ Next Generation digital infrastructure and technologies (<i>5G Network</i>)</li> </ul> </li> <li>• The final conference for COSMOS took place online on 29 September 2020 where Nikki Spencer presented an update on Birmingham's RAP actions. Through the final conference, the project consortium shared a synthesis of results: <ol style="list-style-type: none"> <li>1. propose concrete actions (new projects or improved governance) to make public administrations responsive to SMEs' needs reducing the administrative burden, thus saving them time and money</li> <li>2. focus on users' needs and expectations and interpret 'customer intelligence' in the context of « life events » and « journey maps », based on the steps that citizens and businesses actually take, not what the administration thinks they do</li> <li>3. make sure that all relevant Stakeholders (in particular the Managing Authorities) contribute to develop and implement the RAP reporting at governmental level not only the decision taken, and activities planned but also their needs and expectations</li> <li>4. support young people in starting a new business or improve their SMEs services.</li> </ol> </li> </ul>	<ul style="list-style-type: none"> <li>• The final claim is currently being prepared for submission in February 2021.</li> </ul>	<ul style="list-style-type: none"> <li>• Project comes to a close 31 March 2021</li> </ul>
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Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
Theme 6 Innovation	<b>PULSE (Participatory Urban Living for Sustainable Environments)</b>  Nikki/Surita (Move to closure)	<b>A data science project that will harvest open city data, data from health systems, sensors and personal devices to examine environmental and social exposures (air quality) and behavioural risks (inactive lifestyles) to provide citizens/communities with access to new data insights to encourage healthier lifestyles and better awareness of the risks such as Asthma and Diabetes.</b>	All Project Outputs met: <ul style="list-style-type: none"> <li>• 389 users recruited</li> <li>• 150 wearable devices issued</li> <li>• 214 users' data validated and published</li> <li>• 6 Air Quality monitoring sensors deployed in Bham schools</li> </ul>	<ul style="list-style-type: none"> <li>• Final claim approved – payment imminent (notified of overpayment and refund of grant payment in process Euros 2,769.04)</li> </ul>	<ul style="list-style-type: none"> <li>• Project successfully delivered and closed</li> </ul>
Theme 6 Innovation	<b>Digital Leaders Week 15-19 June 2020</b> Raj	<b>Together with the Future Cities Catapult initiative, these events will bring together 10 of the UK's most innovative Cities to run a programme of activities</b>	<ul style="list-style-type: none"> <li>• A number of presentations were delivered for the Digital leaders.</li> </ul>	<ul style="list-style-type: none"> <li>• Agreed to deliver further events for Digital leaders' conferences, showcases and Week to promote and raise the awareness of digital activities within Birmingham</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to work with Digital Leaders to showcase digital innovation and project activities throughout the year.</li> </ul>
Additional non-theme highlights	<b>Covid – 19 Response – Digital</b>	<b>A number of new services requirements for online and contact centre forms and data to form part of the council's response to central government announcements which include the Business Rates grants, Emergency Vulnerable support, Personal Protection Equipment, PPE Audit toolkit and an Electronic Emergency Plan solution for the council.</b>	<ul style="list-style-type: none"> <li>• Delivered end-to-end process for small business grants</li> <li>• Delivered end-to-end process for discretionary grants</li> <li>• Implemented end-to-end process for Individual Isolation Grants</li> <li>• Implemented system for awarding Local Restrictions Grants</li> <li>• Test and Trace – Whistle blowing Data being collected in MAPSS by environmental services.</li> <li>• Drop and Collect – Routing 60 Tablets for collection of Drop and collect door to door visits as part of enhanced testing whilst BCC is RED status. External facing GIS solution being deployed for routing via tablets in the field. Team scheduler app required for shift management.</li> <li>• Birmingham Re-opening - BCC Building booking MS Power APP for booking desk / Room in BCC buildings</li> <li>• Birmingham Re-opening / Council House Audio Visual Solution</li> </ul>	<ul style="list-style-type: none"> <li>• Further bespoke development of solution to automate Business Grants and periodic payments entering testing stage 5/2/21.</li> <li>• Bulk payment &amp; bulk Brum Account updates automated and tested, enabling large batches of payments for additional and ongoing award (periodic).</li> <li>• Test and Trace App - Situations MS Power App to record and manage Covid-19 situations and individual cases.</li> <li>• Test and Trace - Local Contact Case tracing (lost to follow up) - BCC are to be responsible for tracing individuals that NHS Test &amp; Trace cannot reach. The master record will remain on the CTAS system but use of T&amp;T App is being explored further to manage the local work on the test and trace app. Returns are expected to be by direct input into CTAS by BCC Contact Centre Staff dedicated team.</li> </ul>	<ul style="list-style-type: none"> <li>• Next set of Grant support will be announced around 14th Feb followed by next Gov Guidance – likely late Feb.</li> <li>• Majority of Grant applications will have been validated and assessed (bar new ones).</li> <li>• Automation will enable service area to identify eligible businesses/ sectors more easily and use bulk payment and updates process for awards.</li> <li>• Projects in delivery:</li> </ul>

Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
			<p>Development to support Council Meetings - Hybrid Cabinet etc</p> <ul style="list-style-type: none"> <li>Birmingham Re-opening - Woodcock Street Audio Visual + Task and finish Group for testing Audio Visual to support opening of woodcock street</li> <li>ITD support Out of Hours for Birmingham Public Health staff IT support out of standard hours including weekends.</li> <li>Test and Trace - dashboard automation Automate the PHE dashboard provided by the PH data cell</li> <li>PPE - Jadu Form Changes to the existing form to request PPE per the government guidance</li> </ul>	<ul style="list-style-type: none"> <li>Birmingham Re-opening - Sign in Application Building sign-in application so that actual usage can be tracked against bookings</li> <li>Test and Trace - MI Automation Power BI Reports of the analysis of COVID data</li> <li>Vulnerability Hub App - MHCLG return stats for support provided during second lockdown revised shielding arrangements MHCLG Reports</li> <li>CovID Enforcement &amp; Compliance Project. CovID Enforcement &amp; Compliance Project. Further development</li> <li>Lateral Flow - Test Booking Solution - Provide Booking system and ITD support for NIA and satellite sites</li> <li>Lateral Flow - Testing registration provide tablets security devices and support for LFT registration at the BCC Hub building</li> <li>Lateral Flow - Bespoke development to support data returns from all LFT sites including spoke sites to support operational analysis and returns to DHSC on volumes eg tests conducted.</li> <li>Lateral Flow – Site setup support, devices – laptops, tablets, mobile phones and connectivity</li> </ul>	
Additional non-theme highlights	Covid – 19 Response – New Services	Central Governments requested for us to support the vulnerable for the first 12 weeks of the covid-19 virus with essential emergency supplies like Food, essential items, prescriptions and social contact. We had to set up a new number and service using the technology for the corporate contact centre within a day and launch in the public domain with the appropriate	<ul style="list-style-type: none"> <li>Vulnerability App - Shielded list - Lockdown 1 – Food Development of MS Power App for supporting delivery of food parcels and escalation and signposting for vulnerable citizens.</li> </ul>	<ul style="list-style-type: none"> <li>Vulnerability Hub App - Further Development - Supporting Vulnerable Citizens and sign posting for support – “Anchor Organisations” for delivery of services by Anchor organisations delivering a range of care services.</li> <li>Further development to support “safe and well checks”</li> <li>Ongoing report development to support operational reporting and reporting to MHCLG</li> </ul>	<ul style="list-style-type: none"> <li>Projects in delivery</li> </ul>

Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
		forms, Contact Centre workflow, content and telephony solution. The new service is responsible for inbound and outbound calls to and from vulnerable citizens in Birmingham.			    
<b>Additional non-theme highlights</b>	<b>COVID –19 Other Support work</b>	<b>Emergency reactive measures to meet the needs arising from the COVID 19 crisis.</b>	<ul style="list-style-type: none"> <li>• Increased the capacity for NetMotion usage from 3300 up to 8,000</li> <li>• Deployed circa 700 laptops, 850 headsets and 200 smart phones and 550 voice only phones to support immediate home working using the O365 technologies and Net Motion (circa 6000 connections) to enable effective communication, tracking and monitoring of our service.</li> <li>• Bring Your Own Device (BYOD) Policy implemented and 500 personal device enrolments managed</li> <li>• Development of BCP forms on the IT&amp;D portal</li> <li>• Development of a dedicated ITHub Support at Lancaster Circus to provide: Access to emergency IT equipment to support BCP and general support hardware and software,</li> <li>• Implementation of a delivery service to BCC colleagues within a 10-mile radius for IT equipment such as laptops, screens, printers etc and occasionally DSE equipment such as chairs where required.</li> </ul>	<ul style="list-style-type: none"> <li>• The ICT Hub was set-up at the Lancaster Circus office in response to the Covid-19 lockdown, to provide a safe location for supporting staff with IT issues and requirements. The ICT Hub Team is part of the wider End User Computing Support Team and has been supported throughout by, the telephony and mobile team, Desktop Support, Back Office, Remote Fix and IR Security.</li> <li>• ICT Hub has now supported over 5000 council staff since its launch back in April 2020</li> <li>• Increased the capacity for NetMotion usage from 3300 up to 9,000</li> <li>• Deployed circa 1,981 new laptops, 650 cascaded laptops, 1174 headsets, 170 laptop bags, 2078 mobile devices, 1000 monitors, 253MiFi Devices, 810 voice only phones to support immediate home working using the O365 technologies and Net Motion (circa 6000 connections) to enable</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing activities and delivery</li> </ul>

Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
			<ul style="list-style-type: none"> <li>• Sickness Absence codes for recording COVID-19 on People Solutions, Schools Portal</li> <li>• Introduction of online streaming of council meetings.</li> <li>• Introduction of a HR Re-deployment app.</li> <li>• Introduction of a Citywide Print &amp; Mail Solution running from Dolman Street.</li> <li>• Changes to the HR solution and associated reporting to support COVID sickness recording and monitoring</li> <li>• Increased communication – IT Advice &amp; Guidance and greater awareness relating to Cyber Security / Phishing</li> </ul>	<p>effective communication, tracking and monitoring of our service.</p> <ul style="list-style-type: none"> <li>• Implementation of a delivery service to BCC colleagues within a 10-mile radius for IT equipment such as Implementation of the ICT Hub’s home delivery service (within 10 miles of the city centre, for staff unable to attend the hub site themselves because of shielding needs) has helped keep the teams active and working across the city, deploying laptops, screens, printers etc and occasionally DSE equipment such as chairs where required.</li> <li>• 1,203 devices enrolled for BYOD (Bring Your Own Device)</li> </ul> <p>Security Updates</p> <ul style="list-style-type: none"> <li>• Independent Red Team 1 assessment completed – Remote Access resiliency</li> <li>• Zipporah Covid Test Booking <ul style="list-style-type: none"> <li>○ Security assurance</li> </ul> </li> <li>• COVID19 Grant Forms <ul style="list-style-type: none"> <li>○ Security assurance</li> </ul> </li> <li>• Security support for LFT testing data project <ul style="list-style-type: none"> <li>○ Security assurance</li> <li>○ Internal testing</li> <li>○ Penetration testing scoping, management and analysis reporting</li> </ul> </li> <li>• Security Support for COVID Test Booking App</li> <li>• Security Support for Vulnerability App</li> <li>• Security &amp; IT representation on Shielded List/Food Deliveries Group</li> <li>• Secure remote collaboration tools - Zoom/Hangouts/Teams security issues, communications &amp; process for access</li> <li>• Ongoing security communications/guidance</li> </ul>	

Strategy theme	Programme / Project name	Programme / Project description and expected outcomes	Progress since March 2020	April 2021	Going Forward (May 2021 to March 2022)
				<ul style="list-style-type: none"> <li>• Work around Covid related risks on risk register</li> </ul>	

## Key Projects Delivered

Strategy theme	Programme / Project name	Programme / Project description and expected outcomes
Theme 1 Integrated ICT and Digital Services	<b>Modern Workplace</b>  (part of overarching Business Enablement Programme)  James	Delivering an updated technical infrastructure to enable the council's vision and strategy, specifically to support business transformation. Delivering an agile, engaging and modern capability to carry out the council's work in an efficient and effective way that supports specific user's needs.  This is a complicated portfolio that is geared towards the technology delivery and enablement of the city's workforce strategy.
Theme 1 Integrated ICT and Digital Services	<b>Northgate Housing HAD module – Case Management for Home Options</b>	Implementation of a case management solution using our existing Service Delivery System Northgate Housing. HAD module delivered and configured including integration to the allocations system Abritas. Expected outcomes include: All data being stored in one place Reduced applications being used to operate Ability to provide new HCIC data back to Central Government
Theme 1 Integrated ICT and Digital Services	<b>Corporate Firewall Implementation</b>	Implementation of the new corporate firewall network security
Theme 1 Integrated ICT and Digital Services	<b>Birmingham Children's Trust – ICT Service implementation</b>	The completion of the major work to create the ICT service for Birmingham Children' Trust
Theme 1 Integrated ICT and Digital Services	<b>Netloan PC Replacement</b>	Replacement of Netloan PCs
Theme 1 Integrated ICT and Digital Services	<b>Early Intervention Programmes</b>	To create a new DMZ VLAN on Birmingham City Council's existing switch at Perry Tree Centre and Anne-Maria Howes Care Centres and allow outbound access from this location over the internet to a defined network address or range of addresses supplied by the NHS.
Theme 1 Integrated ICT and Digital Services	<b>Shared Care Records</b>	Progressing Adult Social Care records Integration with the Common Care Record
Theme 1 Integrated ICT and Digital Services	<b>Replace Egress and Message Labs with MS O365 EOP/AIP</b>	Replace Egress with MS O365 EOP/AIP and Symantec Message Labs with MS O365 EOP

<b>Strategy theme</b>	<b>Programme / Project name</b>	<b>Programme / Project description and expected outcomes</b>
Theme 2 Digital Facilitation	Wi-Fi in public buildings Bipin	Free public Wi-Fi installed in over 127 buildings Increased staff agility and mobility Secure access to city corporate services
Theme 2 Digital Facilitation	Coroners Migration of Civica to hosted	Legal Coroners Civica system - migrate to web-based solution
Theme 2 Digital Facilitation	ASC Care Centres (5) ICT Infrastructure	Five care centres need the required ICT infrastructure to allow Birmingham Adult Social Care, NHS (Birmingham Community Healthcare) & University Hospitals Birmingham are jointly working together
Theme 2 Digital Facilitation	Fully Automated School Admissions	The Provision of a new web portal service for Birmingham schools, for: <ul style="list-style-type: none"> <li>• checking, adding and amending pupil records and movement</li> <li>• managing additional pupil entitlement information.</li> </ul>
Theme 2 Digital Facilitation	Customer Services Chatbot Dev. Resources	Customer Services require a PM resource and technical support for their Chatbot PoC development with 3rd party Hartree - see IBR for more details.
Theme 2 Digital Facilitation	Enterprise Vault Decommissioning	Decommissioning Enterprise Vault
Theme 2 Digital Facilitation	Smart Phones for Adult Social Care Staff	To purchase, configure and deploy smart phones to all Social Work staff in Adult Social Care & Health Services, enabling greater agility through improved mobile working
Theme 2 Digital Facilitation	Community Libraries Self Service Phase 2	To install 25 customer self-service kiosks to be rolled across 19 library sites.
Theme 2 Digital Facilitation	Birmingham Children's Trust - replacement phones and Eclipse Voice system	Replacement of end of life Windows phones and enable voice recognition with the new Eclipse system
Theme 2 Digital Facilitation	Home to School Travel	Support to undertake a tender process with a maximum of four suppliers using the G Cloud Framework and be part of the evaluation panel to select a suitable supplier. Copies of the business requirements and business case attached.
Theme 6 Innovation	Big Data Corridor	Driving growth and development for business in Greater Birmingham and Solihull



# Equality Analysis

## Birmingham City Council Analysis Report

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

### Introduction

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

#### **Overall Purpose**

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

#### **Relevant Protected Characteristics**

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

- Impact
- Consultation
- Additional Work

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

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

## 1 Activity Type

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

## 2 Overall Purpose

### 2.1 What the Activity is for

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

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

### 2.2 Individuals affected by the policy

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

### 2.3 Analysis on Initial Assessment

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

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

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

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

### 3.1 Disability

#### 3.1.1 Disability - Differential Impact

Disability	Relevant
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#### 3.1.2 Disability - Impact

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

#### 3.1.3 Disability - Consultation

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

### 3.1.4 Disability - Additional Work

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

## 3.2 Race

### 3.2.1 Race - Differential Impact

Race	Relevant
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### 3.2.2 Race - Impact

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

### 3.2.3 Race - Consultation

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

### 3.2.4 Race - Additional Work

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

### **3.3 Concluding Statement on Full Assessment**

#### Disability

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78% of respondents said they were not registered as disabled

19% of respondents said they were registered as disabled

3% preferred not to say

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

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

#### "3.2.1 Digital Agenda

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

ALSO:

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

#### Ethnicity

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81% of respondents said they were White British

10% of respondents said they were White

3% of respondents preferred not to say

3% of respondents said they were Indian

3% of respondents said they were Chinese

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

For the concerns over language rather than ethnicity, we would repeat the text for [www.birmingham.gov.uk](http://www.birmingham.gov.uk) that states:

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

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

### **4 Review Date**

18/09/17

### **5 Action Plan**

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



# The IT Hub



## The IT Hub

The council's Information, Technology & Digital Services (IT&D) has played a crucial role in supporting the council throughout the COVID 19 pandemic. A solution to support council staff with onsite IT support was rapidly introduced in March 2020, with a team set up at a safe council office location and a process to support staff with IT issues.

The following have been deployed from the Hub since March 2020



**1981**

New Laptops



**650**

Cascaded  
Laptops



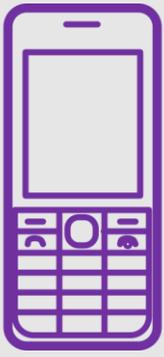
**1174**

Headsets



**170**

Laptop  
Bags



**810**

Voice Only  
Devices



**878**

Smartphones



**253**

MiFi  
Devices



**1200**

Smartphones  
home delivered

### IT Hub Operations since March 2020



**40**

Average  
appointments  
handled per day



**1000**

Appointments  
handled by  
mid June 2020



**5000**

Additional  
support calls  
generated



**Birmingham**  
City Council

# Birmingham City Council

## Report to Cabinet

18 May 2021



**Subject:** APPRENTICESHIP LEVY – TRANSFER OF FUNDS

**Report of:** Kevin Crompton,  
Interim Director, Education & Skills

**Relevant Cabinet Member:** Cllr Jayne Francis - Education, Skills & Culture  
Cllr Tristan Chatfield - Finance & Resources

**Relevant O &S Chair(s):** Cllr Kath Scott - Education and Children's Social Care  
Cllr Sir Albert Bore - Resources

**Report author:** Tara Verrell  
Project Manager – Education & Skills  
Email: [tara.verrell@birmingham.gov.uk](mailto:tara.verrell@birmingham.gov.uk)

Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference:	008823/2021	
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential:		

### 1 Executive Summary

- 1.1 The apprenticeship levy is payable by employers with an annual pay bill of more than £3 million at a rate of 0.5%. As a levy paying employer, Birmingham City Council (BCC) can gift up to 25% of its annual levy fund to SMEs and non-levy paying schools to pay for the training and assessment costs of an apprenticeship.
- 1.2 The Council's Apprenticeship Pledge, launched in February 2020, sets out the potential to transfer up to 25% of unused apprenticeship levy funds that can be applied for by non-levy paying employers to fund the costs of apprenticeship

courses for staff. At the time, pre-pandemic, the Pledge focused the Levy benefits on the Council's supply chain, Voluntary, Community and Social suppliers and schools.

- 1.3 However, the pandemic has had a huge impact on our city's core economy, including previously thriving leisure, retail and hospitality providers, as well as our creative sector, transport providers and some manufacturing sectors. Levels of unemployment are at their highest since the 1980s.
- 1.4 There is an opportunity to build on the ambition of the Pledge, and this is recognised in the Council's Covid 19 Economic Recovery Strategy, approved in March 2021, which cites the transfer of unused levy funds as a key early action: 'to launch levy grants for Apprenticeship learning costs in Spring/Summer 2021'.
- 1.5 The Council's strategic aspirations for the gifting of the Levy are proposed as follows:
  - 1.5.1 To prioritise apprenticeship opportunities that are inclusive, accessible and supportive for disadvantaged residents, including care leavers, women, BAME residents, disabled residents and others who experience inequity in the labour market.
  - 1.5.2 To create apprenticeship opportunities in known skills shortage areas, such as the Health & Social Care sector, Engineering and Digital and Creative Sectors.
  - 1.5.3 To support smaller employers across the city and wider conurbation to recover and reskill/diversify following the impact of the COVID 19 pandemic (jobs will be targeted at Birmingham residents).
  - 1.5.4 To use the fund to encourage local uplift in apprenticeship pay to Real Living Wage (where this is compatible with market pay levels and does not cause exclusion of some sectors).

## **2 Recommendations**

- 2.1 That Cabinet;
  - 2.1.1 Approve to transfer up to 25% of unused annual apprenticeship levy to gift to smaller employers to support the creation of apprenticeship opportunities;
  - 2.1.2 Delegates the decision about calculating the annual fund value to the Cabinet Member for Finance and Resources and the Director of Human Resources (or their delegates);
  - 2.1.3 Delegates management of the fund and of the collaborative partnership with Greater Birmingham and Solihull Local Enterprise Partnership (via a Memorandum of Understanding) to the Cabinet Member for Education, Skills and Culture and the Director for Education and Skills in consultation with the Director of HR (or their delegates);

2.1.4 Authorises the City Solicitor (or delegates) to execute and complete all necessary legal documents to give effect to the above.

### **3 Background**

- 3.1 In February 2020, the Council's Apprenticeship Pledge was officially launched by Cabinet Members for Education, Skills and Culture, and Finance and Resources.
- 3.2 The Pledge sets out the strategic approach towards apprenticeships and makes a key commitment to ring-fence any of the Council's own new apprenticeship vacancies for Birmingham residents only: local jobs for local people.
- 3.3 Currently, the Council does not fully utilise the Apprenticeship Levy that it generates, with up to 25% available for transfer, which is currently estimated at £0.68m. Currently all of this transferable portion is returned to the Treasury each year.
- 3.4 One of the principles for utilising the transferable funds, as identified in the Pledge, is to gift to SMEs (who are part of the Council's supply chain) and non-levy paying schools so that local residents can benefit from high quality training and meaningful employment that an apprenticeship brings.
- 3.5 Since the Covid 19 pandemic and the impact on so many employers and residents, it seems appropriate to revisit this aim set out in the Pledge, and widen the support that a Levy fund could offer to all non-levy paying employers, beyond the Council's direct supply chain, to create apprenticeships for local residents, especially for those facing inequity in gaining jobs and training.
- 3.6 Utilising approximately £0.68m per annum as a fund would create approximately 90 apprenticeships (cost per apprenticeship can vary). This relates to course and assessment costs. If a fund is created, a key consideration will be the volume of funding to commit to a new Apprenticeship Levy Fund per annum, which may depend on a) the overall levy volume of funding generated (which depends on the size of the workforce) b) the internal apprenticeship opportunities that can be maximised for existing and new staff. This could support equity, for example recruiting young people with additional needs, and c) the level of commitment carried from previous years of the Fund (in year 2 onwards) to fund the lifetime of each apprenticeship course.
- 3.7 There is need and demand for a Birmingham levy fund; this is proven by the take-up of the West Midlands Combined Authority (WMCA) fund in Birmingham. A WMCA report shared in March 2021 shows that to date Birmingham employers represent 27% of supported businesses (174) and 30% (568) of apprenticeships created to date, at a spend value of £3.8M. This is a strong contribution of apprenticeship levels in Birmingham.
- 3.8 However, going forward WMCA is re-tightening its targeting criteria following temporary broadening in 2020, so the fund will only support apprenticeships for young people up to 25 years old, and only for new jobs (not supporting upskilling/changing skills). Furthermore for 18 – 24 year olds, the WMCA-led funds will be targeted to certain sectors (Science, Technology, Engineering,

Manufacturing, Accountancy, Digital, and Construction), excluding health and social care and childcare, which together represented 41% of apprenticeships created by the fund in the region to date, and presumably also excludes some of the previously supported in a general 'business' category, which accounted for 22% of learners to date. Therefore, there is justification for creating a more local fund that supports all ages and stages of apprenticeship, including new starts and upskilling, and supports all sectors to support our economic recovery.

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

- 4.1 No action: The option to not deliver a fund has been rejected, as currently the 25% of giftable (and some non-giftable) funds are being returned to the Treasury on an annual basis and lost to the area. The funds must be spent on apprenticeship training costs, there are no other expenditure options (this has previously been explored with the Government, including during 2020). Furthermore, the Council's Apprenticeship Pledge sets out the proposals use of the giftable portion as a fund.
- 4.2 Await a national solution: The Education and Skills Funding Agency (ESFA) is trialling a new national solution that links Levy funders with those seeking to utilise funds. However, this system is not yet available, and will not currently enable targeting of local residents. The need for action to support employers and residents this year is so urgent, it is proposed not to delay and await this system, but to enable utilisation of giftable funds this year, and include a review of the national system in the regular reviews of this proposed fund, to ensure it is still the best option to run a local fund.
- 4.3 Join the WMCA Levy Fund: this is a strong option as the regional fund is set up, however as noted above, the fund cannot target Birmingham residents, and as WMCA set the employer funding parameters, which currently cut out some hard-hit sectors and exclude funding apprenticeships for existing staff and residents over 25 years-old, this is not the preferred option.
- 4.4 A new Birmingham fund: A new fund would enable support to all eligible employers and targeting to Birmingham residents. But would have to be deliverable, with minimal running costs and best targeting to maximise benefits. The Council approached Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP), as the strategic aim for a local fund is shared by GBSLEP. The LEP has previously created an Apprenticeship Hub to support delivery of apprenticeships across the GBSLEP area, and a Skills Hub to advise businesses.
- 4.5 The LEP Board endorsed the principle of the development of an Apprenticeship Levy Transfer Scheme with Birmingham City Council at its meeting on 24<sup>th</sup> February 2021.
- 4.6 GBSLEP's cross-LEP research shows there is a currently a human resource needed to deliver a fund to provide advice, compliance and administration of application approval and monitoring processes. GBSEP has offered to utilise its Apprenticeship Hub and Skills Hub resources to support delivery at no additional cost to the Council.

This would be based on a Memorandum of Understanding between the parties to deliver the fund year on year, subject to agreement of due diligence tasks, performance management, risk management and six-monthly review.

- 4.7 Therefore, the preferred option is to collaborate with Greater Birmingham and Solihull Local Enterprise Partnership to create a fund for the GBSLEP area employers but targeting Birmingham residents. The Council will support targeting of Birmingham residents through our programmes and provide readiness support as needed e.g. one to one support via Youth Promise Plus, World of Work or PURE projects, or via in-work learning on Kickstart. The Council will collaborate with other partners such as JCP and community providers to enable local access to the apprenticeships. Our aim is to enable 90% of the people recruited to be from Birmingham, and the rest from neighbouring boundary authority areas, supporting the economic recovery across greater Birmingham and Solihull area. GBSLEP will manage the employer applications and monitoring processes, and the Council to manage the financial checks and grant payments.

## **5 Consultation**

- 5.1 The Council has consulted West Midlands Combined Authority, which runs a West Midlands wide Levy fund and is supportive of the creation of a Birmingham focussed fund that compliments the region-wide fund.
- 5.2 GBSLEP Board has endorsed the joint delivery of a new levy fund.

## **6 Risk Management**

- 6.1 Performance risk: The fund will be closely managed by GBSLEP and the Council on commitment levels and actuals, including frequent review of conversion to actuals, and decommitment as needed for non-delivery/unacceptable delays to manage in-year budgets. Review of funding priorities will be carried out every 6 months initially, then annually.
- 6.2 Compliance and irregularities: A check on financial standing will be carried out for each applicant by BCC, with the process to be agreed with Birmingham Audit. Follow up checks will include contact with apprentices i.e. spot checks to verify delivery.
- 6.3 A Full Risk Assessment is attached as **Appendix 1**.

## **7 Compliance Issues:**

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

7.1.1 The proposals contained in this report directly contribute to the Council's Council Plan 2018 – 2022 (published in June 2018), specifically:

7.1.1.1. Birmingham is an entrepreneurial city to learn, work and invest in

7.1.1.2. Birmingham is an aspirational city to grow up in

7.1.2 These proposals directly deliver to the Council's Apprenticeship Pledge launched in February 2020, by supporting local employers to employ young people and citizens of all ages enabling them to benefit from the high-quality training and meaningful employment that an apprenticeship brings.

7.1.3 As part of the Council's response to the pandemic, these proposals begin to fulfil the aims for employment support set out in the COVID-19 Economic Recovery Strategy specifically the commitment to create an apprenticeship levy fund and also to support the numerous opportunities for apprenticeships presented by investments such as HS2, CWG 2022 and the North Birmingham Economic Recovery Summit Action Plan, the East Birmingham Inclusive Growth Strategy, and other major housing and regeneration developments across the city.

## **7.2 Legal Implications**

7.2.1 The City Council has the power to enter into this activity by the general power of competence secured by Section 1 of the Localism Act 2011. The activity is within the boundaries and limits of the general power set out in Section 2 and 4 of the Localism Act 2011 respectively.

7.2.2 A non-legally binding Memorandum of Understanding setting out how BCC and GBSLEP intend to work together is being drafted This will be reviewed annually or if triggered by a significant change to funding or delivery circumstances.

## **7.3 Financial Implications**

7.3.1 The primary loss that would be mitigated is the annual loss of around £0.65m Apprenticeship Levy funding which could have been used for gifting purposes and is returned to the Treasury if no action is taken.

7.3.2 The recommended option does not require any additional staffing resources due to the proposed collaboration with the GBSLEP Skills Hub.

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

7.4.1 None

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

7.5.1 The administration of the authorisation of the grants to each grantee will be managed by HR Organisational Development.

## **7.6 Public Sector Equality Duty**

7.6.1 The fund will enable increased support for those most disadvantaged in the labour market, principally young people, but also for disadvantaged communities and residents, including care leavers, women, BAME residents and those with learning difficulties or disabilities, and disabled residents.

7.6.2 The fund will initially trial requiring uplift to Real Living Wage, however this will be reviewed if it is detrimental to the fund aims, for example it excludes

key sectors such as health and care work due to incompatibility with general pay levels.

7.6.3 An Equality Impact Assessment is attached as **Appendix 2**.

## **8 Appendices**

8.1 Appendix 1 - Risk Register

8.2 Appendix 2 - Equalities Impact Assessment

8.3 Appendix 3 - Environment and Sustainability Assessment

## **9 Background Documents**

Birmingham City Council Apprenticeship Pledge February 2020

[https://www.birmingham.gov.uk/downloads/file/15117/apprenticeship\\_pledge](https://www.birmingham.gov.uk/downloads/file/15117/apprenticeship_pledge)



**Annex 1: Transfer of Apprenticeship Levy Risk Assessment**

No	Item of Risk	Inherent Risk		Control Measures	Control Measure Managed by	Residual Risk	
		Impact	Likelihood			Impact	Likelihood
1.0	Financial loss / reputational risk due to non-compliance or non-performance  <b>Item 11</b>	Low	Low	<p><b>Performance Management:</b> A Memorandum of Understanding (MOU) between BCC and GBSLEP will include GBSLEP delivery of a promotion campaign to generate employer interest to meet the performance plan. This will involve information webinars and links with umbrella bodies and training providers. Unspent giftable Levy funds will be returned to HM Treasury (as per current situation) - there are no financial penalties for under-delivery.</p> <p>The fund will be closely managed by GBSLEP and the Council on commitment levels and actuals, including frequent review of conversion to actuals, and decommitment as needed for non-delivery/unacceptable delays to manage in-year budgets. Review of funding priorities will be carried out every 6 months initially, then annually.</p> <p><b>Compliance management:</b> Each apprenticeship funding agreement will be made between the employer and the Government through an online system, which significantly reduces the financial liability compared to an Accountable Body role.</p>	Employment & Skills, HR OD, GBSLEP	Low	Low
2.0	Poor quality apprenticeship jobs / training	Med	Low	<p>The Council and the LEP aim to enable high quality jobs and training through a combination of advice provided by GBSLEP Skills Hub, and an application form and appraisal process.</p> <p>The quality vetting process of the Hub (due diligence etc.) will ensure that the apprenticeship providers recommended have all met the quality thresholds required of this partnership. Final decisions will always be down to individual employers but Hub recommendations will ensure high quality delivery.</p> <p>Spot checks will be carried out with learners to ensure they are happy with the apprenticeship being provided.</p>	Employment & Skills, HR OD, GBSLEP	Med	Low
3.0	Leakage of benefit outside Birmingham	High	Med	<p>The Levy transfer fund will be available to non-levy paying employers across the GBSELP area, with the condition that Birmingham residents must be targeted for the apprenticeships. There will be an agreed plan per employer of how this will be achieved, including linking to local employment support services.</p>	Employment & Skills, GBSLEP	Med	Low
4.0	Larger non-levy paying organisations take all the capacity	High	Med	<p>Place initial cap on the number of apprenticeships each employer can apply for, and review after 6 months</p>	Employment & Skills, GBSLEP	Med	Low
5.0	Over demand, disappointing businesses	Med	Med	<p>Work with other Levy Funders to signpost where possible. Support employers to access the national Levy transfer scheme that is being developed, when it is fit for purpose.</p>	Employment & Skills, GBSLEP	Med	Low
2.1	Duplication of other Levy Funds	Med	Med	<p>Funding Strategy for Year 1 is wider than the WMCA funds, supporting more ages of residents and more sectors of business. Collaboration between funding programmes agreed with WMCA. Fund value and priorities to be reviewed every 6 months to avoid duplication.</p>	Employment & Skills, GBSLEP	Med	Low
6.0	Waste of public funds if employers should close	Med	Low	<p>The appraisal process will involve financial checks on employers to reduce risk of loss of funds. The process will require employers to advise GBSLEP if the apprenticeship ceases, in order that the payments be ceased in a timely manner, minimising overpayment management.</p>	Employment & Skills, GBSLEP	Med	Low



Title of proposed EIA	Apprenticeship Levy Transfer of Funds
Reference No	EQUA679
EA is in support of	New Function
Review Frequency	Annually
Date of first review	29/04/2022
Directorate	Education and Skills
Division	Skills and Employability
Service Area	Employment and Skills
Responsible Officer(s)	<input type="checkbox"/> Tara Verrell
Quality Control Officer(s)	<input type="checkbox"/> Hilary Mills
Accountable Officer(s)	<input type="checkbox"/> Ilgun Yusuf
Purpose of proposal	Apprenticeship Levy Transfer of Funds
Data sources	relevant reports/strategies; relevant research
Please include any other sources of data	WMCA report on their fund investments

## ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS

Protected characteristic: Age

Age details:

Wider Community

The apprenticeship levy is payable by employers with an annual pay bill of more than £3 million at a rate of 0.5%. As a levy paying employer, Birmingham City Council (BCC) can gift up to 25% of its annual levy fund to SMEs and non-levy paying schools to pay for the training and assessment costs of an apprenticeship.

The Council's Apprenticeship Pledge, launched in February 2020, sets out the potential to transfer up to 25% of unused apprenticeship levy funds that can be applied for by non-levy paying employers to fund the costs of apprenticeship courses for staff. At the time, pre-pandemic, the Pledge focused the Levy benefits on the Council's supply chain, Voluntary, Community and Social suppliers and schools.

However, the pandemic has had a huge impact on our city's core

economy, including previously thriving leisure, retail and hospitality providers, as well as our creative sector, transport providers and some manufacturing sectors. Levels of unemployment are at their highest since the 1980s.

There is an opportunity to build on the ambition of the Pledge, and this is recognised in the Council's Covid 10 Economic Recovery Strategy, approved in March 2021, which cites the transfer of unused levy funds as a key early action: 'to launch levy grants for Apprenticeship learning costs in Spring/Summer 2021'.

The Council's strategic aspirations for the gifting of the Levy are proposed as follows:

1. To prioritise apprenticeship opportunities that are inclusive, accessible and supportive for disadvantaged residents, including care leavers, women, BAME residents, disabled residents and others who experience inequity in the labour market.
2. To create apprenticeship opportunities in known skill shortage areas, such as the Health & Social Care sector, Engineering and Digital and Creative Sectors.
3. To support smaller employers across the city and wider conurbation to recover and reskill/diversify following the impact of the COVID 19 pandemic (jobs will be targeted at Birmingham residents).
4. To use the fund to enable local uplift in apprenticeship pay to Real Living Wage.

The proposal is to use the Council's Giftable Apprenticeship Levy (25% is giftable) which currently represents £0.68M which is being returned to HM Treasury each year and lost to the area.

Setting up a fund will enable smaller non-levy paying employers to apply for apprenticeship course costs to support investment in new apprenticeships.

Age related factors:

Apprenticeships are available to young people who are 16 plus so naturally do not support children.

There is no upper age limit unless the fund manager sets one, which other Apprenticeship Levy funds (such as that run by West Midlands Combined Authority) have done.

The Council and proposed delivery partner Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) have priorities to support the economic recovery of the city and the area, and wish to keep access to opportunity as broad as possible, so the proposed fund will support new apprenticeships for all ages 16+ and this is a step towards positive inclusion. The opportunities will be promoted to all eligible ages including under 25s and over 50s - groups who have been worse hit by the impact of the pandemic on jobs.

Also other funds (such as WMCA's) exclude applications from using apprenticeships to upskilling existing staff. Again this will not be an exclusion in our fund, so existing staff of all ages can benefit.

Protected characteristic: Disability

Disability details:

Wider Community

The minimising of the restrictions to the use of the giftable apprenticeship levy will support all apprentices, and all sectors of employment, enabling a full range of jobs that can support the talents of the whole community. The opportunities will be targeted at those who have historically been underrepresented in employment, this includes disabled residents. The targeting promotion and support will be via the Council and Children's Trust

Protected characteristic: Sex

Gender details:

support channels, and via Job Centre Plus.

There will also be cross-learning from the Council's Supported Internships programme for those with Special Educational Needs to see if these apprenticeships, or the Council's own apprenticeships, could be a follow on opportunity.

Wider Community

The minimising of the restrictions to the use of the giftable apprenticeship levy will support all apprentices, and all sectors of employment, enabling a full range of jobs that can support the talents of the whole community. The opportunities will be targeted at those who have historically been underrepresented in employment, this includes female residents. The targeting promotion and support will be via the Council and Children's Trust support channels, and via Job Centre Plus.

Protected characteristics: Gender Reassignment

Gender reassignment details:

Wider Community

The minimising of the restrictions to the use of the giftable apprenticeship levy will support all apprentices, and all sectors of employment, enabling a full range of jobs that can support the talents of the whole community.

Protected characteristics: Marriage and Civil Partnership

Marriage and civil partnership details:

Wider Community

The minimising of the restrictions to the use of the giftable apprenticeship levy will support all apprentices, and all sectors of employment, enabling a full range of jobs that can support the talents of the whole community.

Protected characteristics: Pregnancy and Maternity

Pregnancy and maternity details:

Wider Community

The minimising of the restrictions to the use of the giftable apprenticeship levy will support all apprentices, and all sectors of employment, enabling a full range of jobs that can support the talents of the whole community.

Protected characteristics: Race

Race details:

Wider Community

The minimising of the restrictions to the use of the giftable apprenticeship

levy will support all apprentices, and all sectors of employment, enabling a full range of jobs that can support the talents of the whole community. The opportunities will be targeted at those who have historically been underrepresented in employment, this includes BAME residents. The targeting promotion and support will be via the Council support channels, and via Job Centre Plus.

Protected characteristics: Religion or Beliefs

Religion or beliefs details:

Wider Community

The minimising of the restrictions to the use of the giftable apprenticeship levy will support all apprentices, and all sectors of employment, enabling a full range of jobs that can support the talents of the whole community.

Protected characteristics: Sexual Orientation

Sexual orientation details:

Wider Community

The minimising of the restrictions to the use of the giftable apprenticeship levy will support all apprentices, and all sectors of employment, enabling a full range of jobs that can support the talents of the whole community.

Socio-economic impacts

Please indicate any actions arising from completing this screening exercise.

The Levy Fund will be reviewed every 6 months for performance and delivery, to ensure it is successfully meeting learning needs. This will include a review of representation of protected characteristics in uptake by communities

Please indicate whether a full impact assessment is recommended

NO

What data has been collected to facilitate the assessment of this policy/proposal?

Data provided by WMCA on the performance of their Fund. The main finding is that uptake is predominantly from younger age groups (hence their focus on young people going forward). This may be a natural impact of the low level of apprenticeship pay, and the entry level support that most apprenticeships occur at (Level 2)

Consultation analysis

Adverse impact on any people with protected characteristics.	Not that we have identified.
Could the policy/proposal be modified to reduce or eliminate any adverse impact?	
How will the effect(s) of this policy/proposal on equality be monitored?	Six monthly report and analysis
What data is required in the future?	Application data and jobs outcomes regarding protected characteristics - this will be held at BCC and full details of each application and the apprenticeship employee will be recorded to measure impact.
Are there any adverse impacts on any particular group(s)	No
If yes, please explain your reasons for going ahead.	
Initial equality impact assessment of your proposal	This will be positive action enabling a new function which supports increase in learning and employment opportunities for the wider community at a time of significant (over 60%) increase in all-age unemployment, with specific encouragement to use Real Living Wage and to promote to unemployed people and those with protected characteristics.
Consulted People or Groups	
Informed People or Groups	
Summary and evidence of findings from your EIA	This will be positive action enabling a new function which supports increase in learning and employment opportunities for the wider community at a time of significant (over 60%) increase in all-age unemployment, with specific encouragement to use Real Living Wage and to promote to unemployed people and those with protected characteristics.
QUALITY CONTROL SECTION	
Submit to the Quality Control Officer for reviewing?	No
Quality Control Officer comments	
Decision by Quality Control Officer	Proceed for final approval
Submit draft to Accountable Officer?	Yes
Decision by Accountable Officer	
Date approved / rejected by the Accountable Officer	
Reasons for approval or rejection	

Please print and save a PDF copy for your records

Yes

Julie Bach

Person or Group

Content Type: Item

Version: 62.0

Created at 23/04/2021 11:02 AM by  Tara Verrell

Last modified at 26/04/2021 10:49 AM by Workflow on behalf of  Hilary Mills

Close



### Environment and Sustainability Assessment

<b>Project Title:</b>		<b>Creation of a Birmingham Apprenticeship Levy Fund</b>		
<b>Department:</b>		<b>Team: Employment &amp; Skills</b>		<b>Person Responsible for assessment: Tara Verrell</b>
<b>Date of assessment: 14/01/2021</b>		<b>Is it a new or existing proposal? New</b>		
<b>Brief description of the proposal: Creation of a Birmingham Apprenticeship Levy Fund in collaboration with GBSLEP</b>				
<b>Potential impacts of the policy/development decision/procedure/ on:</b>	<b>Positive Impact</b>	<b>Negative Impact</b>	<b>No Specific Impact</b>	<b>What will the impact be? If the impact is negative, how can it be mitigated, what action will be taken?</b>
Natural Resources- Impact on natural resources including water, soil, air				N/A
Energy use and CO <sub>2</sub> emissions	x			There may be some reduction in commuting emissions, as the Apprenticeship Levy Fund will support more local jobs for local people.
Quality of environment				N/A
Impact on local green and open spaces and biodiversity				N/A
Use of sustainable products and equipment				N/A
Minimising waste				N/A
Council plan priority: a city that takes a leading role in tackling climate change	x			The Apprenticeship Levy Fund will support new jobs and upskilling across sectors, where skills are lacking, this will include green jobs and skills, such as in the low carbon and environmental sector.
Overall conclusion on the environmental and sustainability impacts of the proposal	Minimal but with potential benefits regarding employment and skills impacts.			



Birmingham City Council

Reports not on the Forward Plan

Birmingham City Council

18<sup>th</sup> May 2021

**Subject:** Adoption of Sutton Coldfield Town Centre Masterplan  
Supplementary Planning Document

**Report of:** Acting Director Inclusive Growth

**Report author:** Charis Blythe, Principal Planning and Development Officer

### 1) Key Decisions not on the Forward Plan / Urgent Decisions

To be completed for Key Decisions not on the Forward Plan 28 days before the Cabinet meeting at which the decision is to be taken.

<p><i>Reasons for Urgency / why not included on the notification</i></p>	<p>This report was not included in the Forward Plan because Sutton Coldfield Town Centre Masterplan boundary covers one single ward. However, it has now been agreed that due to the role Sutton Coldfield Town Centre plays in serving Sutton Coldfield and indeed Birmingham as a whole, adopting the masterplan will have an impact on more than one ward and should be considered a key decision.</p> <p>The key decision relating to adopting Sutton Coldfield Town Centre Masterplan must be taken because it is impracticable to defer the decision due to the need to use the masterplan for active funding applications to deliver the bold vision and projects but also to support the planning management process for imminent planning applications within the town centre. Having the masterplan adopted will provide an up-to-date planning framework, supporting the delivery of high-quality schemes within the town centre.</p>
<p><i>Date Chief Executive Agreement obtained:</i></p>	<p><b>Ian MacLeod, Acting Director, Inclusive Growth (on behalf of Graeme Betts), 05 May 2021</b></p>
<p><i>Name, Date and any comments of O&amp;S Chair agreement obtained:</i></p>	<p><b>Cllr Shabrana Hussain, 05 May 2021</b></p>



# Birmingham City Council

## Report to Cabinet

18<sup>th</sup> May 2021



**Subject:** Adoption of Sutton Coldfield Town Centre Masterplan Supplementary Planning Document

**Report of:** Acting Director Inclusive Growth

**Relevant Cabinet Member:** Councillor Ian Ward, Leader

**Relevant O & S Chair(s):** Councillor Shabrana Hussain, Economy and Skills

**Report author:** Charis Blythe, Principal Planning and Development Officer  
Telephone No: 0121 303 5804  
Email Address: [charis.blythe@birmingham.gov.uk](mailto:charis.blythe@birmingham.gov.uk)

Are specific wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s): Sutton Trinity		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<i>If relevant, add Forward Plan Reference:</i> See paragraphs 1.3, 3.14 and 7.2.4.		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential:		

### 1 Executive Summary

- 1.1 This report provides an update on the outcomes of the public consultation undertaken on the draft Sutton Coldfield Town Centre Masterplan during November 2020 – January 2021 and seeks authority for the adoption of the final document as a Supplementary Planning Document (SPD), attached as Appendix 1.

- 1.2 The report also sets out the proposed approach to further work on the redevelopment of the Red Rose Centre. This Council owned site is a key project in the masterplan and the City Council is fully committed to its delivery.
- 1.3 The report was not initially identified as a key decision, due to the location of the Town Centre within one ward. However, having considered the implications of the decision for the rest of Sutton Coldfield and for the City as a whole it has been agreed that it should be a key decision and approval has been given by the Chief Executive and relevant Overview and Scrutiny Chair for it's consideration as a key decision at Cabinet.

## **2 Recommendations**

- 2.1 Approves adoption of the Sutton Coldfield Town Centre Masterplan SPD to guide investment and development decisions in the town centre, attached as Appendix 1.
- 2.2 Notes that the adopted SPD superseeds the Sutton Coldfield Town Centre Regeneration Framework SPD (2009).
- 2.3 Supports the proposed approach towards the further stages of work required on the redevelopment of the Red Rose Centre.

## **3 Background**

- 3.1 The Birmingham Development Plan (2017) identifies Sutton Coldfield town centre as playing a "leading role in the continued transformation of Birmingham" and identifies the centre as a Growth Area (Policy GA4). The need to improve the vitality and viability of the town centre is well established and is outlined in detail in the 'Sutton Coldfield Town Centre Regeneration Framework Supplementary Planning Document (2009)'. However, given the level of change town centres have undergone since 2009, there is a need to review the strategy for delivery. The requirement for an updated strategy for transformation is reflected in the inclusion of Sutton Coldfield town centre within the Urban Centres Framework (January 2020).
- 3.2 Building on this existing planning context, a detailed Masterplan has been developed to set out the strategy for the town centre's transformation and to provide further details on the opportunities within the town centre. This masterplan is the result of strong partnership working with Sutton Coldfield Town Centre Regeneration Partnership, who in October 2019 commissioned the consultants Tibbalds to develop the Masterplan. The Town Centre Regeneration Partnership membership includes Sutton Coldfield Town Council, Birmingham City Council, Sutton Coldfield Town Centre Business Improvement District (BID), Sutton Coldfield Chamber of Commerce, Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP), Transport for West Midlands (TfWM), West Midlands Combined Authority (WMCA) and Friends of Sutton Coldfield Library. The Masterplan was funded jointly by Sutton Coldfield Town Council and the GBSLEP. The City Council has been actively involved with the commissioning and drafting of the Masterplan.

- 3.3 This Masterplan has been developed at a crucial time as it allows the strategy to reflect the impact of Covid19 and provide a framework for the town centre to re-position itself economically, along with providing improved public environmentally resilient spaces, that support communities' health and wellbeing. Revisiting the detailed strategy for the town centre also provides an opportunity to include proposals that will help to tackle climate change and encourage sustainable living.
- 3.4 The Sutton Coldfield Town Centre Masterplan SPD provides a framework for the town centre's transformation (see Appendix 1). In summary the draft masterplan includes:
- A **Vision** to unite stakeholders and a set of clear objectives that identify the key themes that are fundamental to the transformation of the town centre.
  - A number of **Big Moves** to deliver the vision around three headings: Movement and Transport, Economy and Centres, and Built Environment and Identity.
  - **Town Centre Projects** and a **Delivery Strategy** to clearly demonstrate how the Masterplan can be implemented and to provide a set of deliverable projects that will be achieved through a partnership-based approach.
- 3.5 The consultants undertook public consultation on the 'Big Moves' in February 2020 to guarantee the views of local communities, visitors, businesses, investors and other stakeholders to inform the final proposals in the Masterplan. The Regeneration Partnership fully endorsed the Masterplan at a meeting on the 13th August 2020 and it was subsequently endorsed by Sutton Coldfield Town Council at a meeting on 19th August 2020.
- 3.6 In order to give the Masterplan sufficient weight in decision making, the City Council undertook public consultation with the purpose of formally adopting it as an SPD. Public consultation took place between the 20<sup>th</sup> November 2020 and 15<sup>th</sup> January 2021, in accordance with the Council's adopted Statement of Community Involvement, which has recently been amended to take account of Covid-19 restrictions.
- 3.7 There were 57 formal responses to the consultation. The Consultation Statement (Appendix 2) contains further details on the engagement that was carried out, the main issues raised and how they have been addressed in the final version of the Masterplan. Many of the responses were positive about the Masterplan and agreed this was the right strategy to support the town centre's transformation. There were several suggestions for alterations to the Masterplan. The main points raised during the consultation are summarised below:
- Support for the Masterplan and agreement that the town centre needs a strategy for transformation
  - Support for the vision and objections with suggestions for additions around design, heritage, culture and cycling.

- Support for the redevelopment of the Gracechurch Centre and the Red Rose Centre – including support for a new library facility.
- Support for the measures to improve the environmental quality of the town centre, including proposals around celebrating Plants Brook, green infrastructure and improving linkages with Sutton Park.
- Support for the proposals that look to reduce the impact of cars on the town centre and improve the cycling and walking experience.
- Support for town centre living and a better mix of uses to diversify away from retail.
- Requests for more details on the historic assets and how these will be complemented.
- Requests for more details on the design of new buildings, heights of buildings and sustainable design. Specific suggestions to changes to design or requests for further information were received for the following sites; the Red Rose Centre, Bus Interchange, Newhall walk, Brassington Avenue and the Gracechurch centre.
- Requests for the Masterplan to consider creative, cultural and educational uses.
- Requests for references to safe and secure environments.
- Concerns about the level of detail in the Masterplan, especially around the design of highway schemes and the delivery of projects.
- Concerns about the impact of the highway proposals on access via the car into the town centre, congestion and parking.
- Questions over whether the Masterplan responds sufficiently to the impacts of Covid19 on the health of centres.
- Questions over whether the Masterplan goes far enough to diversify the town centre away from retail.
- Detailed representations from site owners in support of their sites being included in the Masterplan and requesting some amendments to the wording on projects.

3.8 Following a review of all the representations made, amendments have been proposed to the Masterplan. These amendments do not alter the strategy within the document but rather strengthen and highlight the existing strategy, to respond positively to several of the representations - resulting in a stronger Masterplan overall. The main amendments to the Masterplan can be summarised as:

- Further details in the introduction to how Covid19 is impacting on the health of the town centre and how the Masterplan will support the town centre's recovery.

- A proposed new principle on 'Creativity' to ensure the Masterplan promotes creative, cultural and educational uses.
- Amended Big Move on design to better capture elements such as sustainable design, integrated green infrastructure, creating safe environments and the height of buildings.
- Amendments to the existing Big Moves to strengthen the approach towards the historic environment and references to historic assets throughout the document as appropriate.
- Amendments to the Big Move that focusses on diversifying uses within the centre to include support for creative, cultural and educational uses. This is then also reflected in references to other projects – particularly the Red Rose Centre which has been updated to refer to the creation of a cultural and creative hub, that complements the library and community uses already proposed.
- Further details have been added on the design of the proposed public transport interchange to provide more details on how this will deliver an improved experience and encourage the use of sustainable transport.
- Amendments to the wording for the Gracechurch project to clarify the approach towards supporting leisure uses and strengthen the role for residential use at this site.
- Amendments to the Red Rose Centre project to capture creative uses and strengthen the wording on design. Additional wording has also been added to cover the potential for the site to come forward in phases but with a comprehensive approach to delivering the sites vision.
- Additional wording on design for Newhall Walk.

3.9 Several representations did express concern about the impact of the highway projects within the Masterplan. The Transport and Connectivity Big Moves are considered the right approach for the town centre and no amendments have been proposed. The Masterplan takes a balanced approach between ensuring the centre is accessible by private car but that the impact of cars on the town centre is reduced. The proposals in the Masterplan align with the emerging Transport Plan and support the City Council's commitment to Route to Zero. As stated in the Masterplan further modelling work is needed on the impact of these proposals to ensure any impact is fully understood and mitigated. The work has already been commissioned and will feed into the design of the highway schemes. This will ensure the aims of the Big Moves in the plan are delivered.

3.10 The adoption of the Masterplan is a key tool in delivering the strategy for the town centres transformation. The masterplan is a high-level document that provides the overall strategy and sets out several priority projects. Further work is needed on each of these projects to understand the appropriate delivery mechanism, funding and timescales. Using the remaining money from the agreed budget for

the Masterplan an interdependency plan has been produced by Tibbalds that sets out the relationship between the projects in more detail. The Regeneration Partnership has committed to supporting the further delivery work required for the projects in the Masterplan, working in collaboration with developers and stakeholders. This commitment to further work on delivery will address a number of the representations to the Masterplan, as several respondees supported the Masterplan's proposals but expressed concerns about the level of detail and how the projects will be delivered.

- 3.11 Adopting the amended Masterplan as an SPD would ensure the City Council has an up-to-date planning framework to support the Development Management function and the delivery of the centre's regeneration. Once adopted, the Masterplan will supersede the outdated Sutton Coldfield Town Centre Regeneration Framework SPD (2009).
- 3.12 One of the main projects in the Masterplan is the Red Rose Centre. The Masterplan states the site should be redeveloped to achieve a vibrant mix of uses maximising the prominent location. The City Council owns the Red Rose Centre and a considerable amount of the other land within the 'extended Red Rose Site'. It is therefore agreed that the comprehensive redevelopment of the site should be a key priority for the City Council. This is for two main reasons. Firstly, to support the regeneration of Sutton Coldfield Town Centre. Secondly, to optimise the existing investment the City Council has made in the Red Rose Centre.
- 3.13 Further work is required to understand the mix of uses that would be viable on the site and the best method for bringing forward its comprehensive redevelopment. This includes considering the spatial requirements and delivery model for a future library and local history archive centre, which could potentially form a key feature of the redeveloped site. It is proposed that this work is developed further with the intention of submitting to Cabinet an Outline Business Case for the Red Rose Centres redevelopment towards the end of 2021.
- 3.14 This report was not included in the Forward Plan because Sutton Coldfield Town Centre Masterplan boundary falls within one single ward. However, it has now been agreed that due to the role Sutton Coldfield Town Centre plays in serving Sutton Coldfield and indeed Birmingham as a whole, adopting the masterplan will have an impact on more than one ward and should be considered a key decision. This decision relating to adopting Sutton Coldfield Town Centre Masterplan must not be delayed due to the need to use the masterplan for active funding applications to deliver the bold vision and projects but also to support the planning management process for imminent planning applications within the town centre. Having the masterplan adopted will provide an up-to-date planning framework, supporting the delivery of high-quality schemes within the town centre.

#### **4 Options Considered and Recommended Proposal**

- 4.1 **Option 1 - Do not adopt the Masterplan as an SPD.** The Masterplan provides a clear vision and strategy for Sutton Coldfield Town Centre transformation which

will support the delivery of the growth agenda set out in the adopted BDP. Without it having the planning weight of an SPD there is a risk that development on these sites will not meet the requirements and expectations of the City Council, communities and stakeholders. Not adopting the SPD would also mean the Council would have to rely on policies in the BDP, existing 2009 Town Centre Regeneration Framework SPD and the Urban Centres Framework. Some elements of the existing SPD are now out-of-date and relying on this plan would not address the need for a transformational approach to how the town centre functions. There would also be potential for confusion and conflict between the draft Masterplan and the existing dated SPD.

- 4.2 **Option 2 – Adopt the Masterplan as an SPD.** This is the recommended option as adopting the Masterplan will provide a clear vision and strategy for Sutton Coldfield Town Centre, provide a strong planning framework for decision making, show a commitment to the Masterplan’s delivery and replace the current SPD which is considered out of date. Having an up-to-date Masterplan will help to direct investment and unlock funding opportunities.

## 5 Consultation

- 5.1 The consultant-led public consultation on the Sutton Coldfield Town Centre Masterplan lasted for four weeks during the period of 13th February 2020 to 9th March 2020. There has been continuous engagement with landowners within the town centre to ensure the plan reflects their aspirations.
- 5.2 Over the four-week consultation period around 200 people participated in and/or visited the nine organised workshops and drop-in events. Formal responses were sent by 97 people and another 32 people submitted fully or partially filled-in response forms. An overview of the consultation undertaken by the consultants, and the main themes is available on the City Council’s website.
- 5.3 The City Council led public consultation on the draft SPD built on this earlier engagement, seeking formal views on the Masterplan. The consultation document was published online and all those on the Planning Policy Consultation Database were notified. The City Council social media was used to promote the consultation. Partners such as the Town Council, Business Improvement District (BID) and friends of Sutton Coldfield library also helped to promote the consultation through their networks. Two consultation events were held online to provide an opportunity for interested parties to hear more about the masterplan proposals and ask any questions. These were advertised on our website and through social media.
- 5.4 Overall 57 individuals or organisations formally responded to the consultation (18 written responses and 39 on BeHeard). A number of these were with detailed responses, proposing positive suggestions for the Masterplan’s improvement. Further details on the consultation process are included in Appendix 2. This includes a detailed overview of all the representations and how these have informed the final version of the masterplan.

- 5.5 Local ward councillors have been briefed on the outcomes of the consultation and the proposed amendments to the Masterplan. See Appendix 6 for further details.
- 5.6 The proposed amendments have been discussed with the Town Centre Regeneration Partnership.

## **6 Risk Management**

- 6.1 Once adopted there is a risk that the Masterplan is not effective in delivering the desired outcomes, especially given the current health of town centres as a result of Covid-19. In order to mitigate this risk, work on delivery has already been started and the City Council has identified its own site – the Red Rose Centre as a catalyst for change in the town centre. This risk is further minimalised by the work being undertaken through the Regeneration Partnership. The partnership includes the necessary partners required to deliver the plan and is committed to the Masterplan’s vision. The Partnership is also committed to developing further the detailed delivery strategy to support the masterplan.
- 6.2 A full risk register is attached at Appendix 4.

## **7 Compliance Issues:**

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

- 7.1.1 The SPD will contribute towards the vision contained in the City Council Plan: 2019-2023 that looks to maximise the potential of centres, including “Birmingham is a great city to live in” and “Birmingham is an entrepreneurial city to learn, work and invest in”. The SPD is in line with the Birmingham Development Plan.
- 7.1.2 The SPD will also contribute towards the City Council’s commitment to Route to Zero and achieving carbon neutrality. The SPD places tackling climate change at the forefront with a clear commitment in the objectives. In line with the City Council’s Emergency Transport Plan and emerging Transport Plan the Masterplan includes several measures to encourage the use of sustainable modes of transport. Several proposals included in the Masterplan will result in a more sustainable, greener and resilient town centre for future generations.

### **7.2 Legal Implications**

- 7.2.1 The relevant legal powers for preparing and undertaking public consultation on the draft SPD are set out in the Planning and Compulsory Purchase Act 2004 (as amended), with detailed requirements set out in the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended), and the Birmingham Statement of Community Involvement. The consultation period was eight weeks which meets the requirement to publicly consult on SPDs for a minimum of four weeks before adoption. The SPD is

consistent with the National Planning Policy Framework and the Birmingham Development Plan.

- 7.2.2 The City Council has carried out a screening assessment of the draft SPD, under the Environmental Assessment of Plans and Programmes Regulations 2004 and concluded that a Strategic Environmental Assessment is not required. Natural England, the Environment Agency and Historic England all agreed with this conclusion. The screening assessment has been updated and will be made publicly available as part of the adoption process (Appendix 5).
- 7.2.3 The power to hold, appropriate and dispose of land is contained in Sections 120-123 of the Local Government Act 1972. The disposal power in S123 of that is subject to the best consideration test but under a ministerial General Disposal Consent of 2003 this is modified in relation to disposals intended to promote or improve the economic, social or environmental well-being of the area and of persons present there.
- 7.2.4 In accordance with the Council's Constitution, specifically Part B6.2 viii "Decisions not on the Forward Plan", the approval of the Chief Executive and relevant Overview and Scrutiny Chair has been given to this report being considered despite not being on the forward plan 28 days before the Cabinet meeting at which the decision is to be taken.

### **7.3 Financial Implications**

- 7.3.1 The Masterplan was commissioned by Sutton Coldfield Town Centre Regeneration Partnership and was jointly funded by the Town Council and the GBSLEP. The SPD process, including public consultation, has been undertaken using existing Planning and Development staff resources. Direct costs of £1,208 to undertake the public consultation on the draft SPD have been funded from approved revenue budgets within Planning and Development.

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

- 7.4.1 N/A

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

- 7.5.1 N/A

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

- 7.6.1 An Equality Analysis has been undertaken and is attached in Appendix 3. The assessment found that the SPD will have no specific impacts on protected characteristics. The developments will lead to improvements for the local population including improved town centre facilities, services and attractions. The developments will also create new homes and result in a town centre that promotes healthy living through improved public transport

and a greener environment. Rejuvenating the town centre will also help support the economy, including job retention and creation in an accessible location.

## **8 Appendices**

- 8.1 Appendix 1– Sutton Coldfield Town Centre Masterplan SPD
- 8.2 Appendix 2 – Sutton Coldfield Town Centre Masterplan SPD Consultation Summary
- 8.3 Appendix 3 – Equalities Analysis
- 8.4 Appendix 4 - Risk Assessment
- 8.5 Appendix 5 – Strategic Environmental Assessment Screening for Sutton Coldfield Town Centre Masterplan Draft
- 8.6 Appendix 6 – Ward Member Consultation
- 8.7 Appendix 7 – Adoption Statement

## **9 Background Documents**

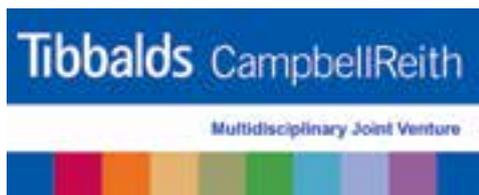
- Sutton Coldfield Town Centre Regeneration Framework SPC Adopted 2009
- Birmingham Development Plan Adopted 2017
- Sutton Coldfield Town Centre Masterplan Baseline Study December 2019
- Urban Centres Framework Adopted 2020
- Sutton Coldfield Town Centre Masterplan Consultation Document August 2020

# Sutton Coldfield Town Centre Masterplan

Supplementary Planning Document  
May 2021



Prepared on behalf of the TCRP by:



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A decorative sign with a white face and a dark brown frame. The sign is mounted on a dark brown post with a decorative arch at the top. The text on the sign is in a serif font, arranged in four lines. The background consists of dense foliage, with some trees showing autumn colors in shades of orange and red, and others in vibrant green.

THE  
ROYAL TOWN  
OF  
SUTTON COLDFIELD

# Foreword

Great town centres are focal points for their communities. They are places to live, work, relax and socialise. They are steeped in history and key to the future. The ambitious yet achievable plans set out within the Royal Sutton Coldfield Town Centre Masterplan are the first bold steps to ensuring the town centre can meet the needs of residents, appeal to visitors, and attract new investment with confidence.

The clear, shared vision outlined in the following pages provides an exciting and innovative route map towards a resilient, multifunctional town centre, guiding investment so that as individual projects are delivered they support a holistic plan that is far more than the sum of its parts.

This plan is vitally important in a social and economic environment that remains uncertain. The Masterplan was in development as the 2020 coronavirus pandemic emerged. The subsequent lockdown was unprecedented and the impacts of this across our community are not yet known. However, the underlying economic challenges faced by high street businesses remain and have become even more acute as a consequence. This makes this Masterplan even more critical in providing a framework to make the most of the many considerable local opportunities that exist. These include the sustainable urban extension at Langley, developing closer links between Sutton Park and the town centre, and a long overdue and generational chance to reshape the very fabric of the town centre.

The 'Big Moves' at the core of the Masterplan provide tangible opportunities to lead in the delivery of Birmingham City Council's Birmingham Development Plan, Urban Centres Framework, and the draft Birmingham Transport Plan. The bold and deliverable proposals align with Royal Sutton Coldfield Town Council's Strategic Plan priority to support regeneration of the town centre, including reshaping streets and public spaces, diversifying what the town centre is used for on a day-to-day basis in conjunction with landowners, and supporting ambitious proposals to address movement in and around the town centre.

The Masterplan will play its part in supporting West Midlands Combined Authority's Strategic Economic Plan building on Sutton Coldfield's already strong connectivity by creating a diverse business, retail and leisure offer, and providing new homes for those wishing to live in the town centre. Royal Sutton Coldfield town centre will support regional economic development by not only being a place to do business in its own right, but also by offering a lifestyle that attracts and retains employees in key sectors such as advanced manufacturing, digital and life sciences.

The Royal Town of Sutton Coldfield is ideally positioned to become an exemplar for the sustainable regeneration of local centres locally and nationally. The three authorities, Royal Sutton Coldfield Town Council, Birmingham City Council and West Midlands Combined Authority, are committed to delivering the ambitions within this Masterplan alongside members of the Town Centre Regeneration Partnership, private sector partners, and the residents and businesses of the Royal of Sutton Coldfield.



**Simon Ward**  
Leader  
Royal Sutton Coldfield  
Town Council



**Ian Ward**  
Leader  
Birmingham City  
Council



**Andy Street**  
Mayor of the West  
Midlands

# 1 Introduction and Purpose

## 1.1 Purpose and status of the masterplan

Town centres are the hearts of our communities. They provide important services, facilities, and crucially, spaces that bring people together. With the role of the High Street changing everywhere, the need to bring activity, life and vitality into town centres has become a fundamental component to regeneration. To do so, town centres must become attractive places to live, visit and do business for a wide range of people.

The town centre of Royal Sutton Coldfield was experiencing a decline well before the arrival of the coronavirus pandemic and the current situation only prompts greater urgency to transform it into a town centre that lives up to its Royal title, takes advantage of its relationship with Sutton Park, focuses on the health and wellbeing of its community, and provides a sustainable and environmentally-resilient future for its residents and businesses.

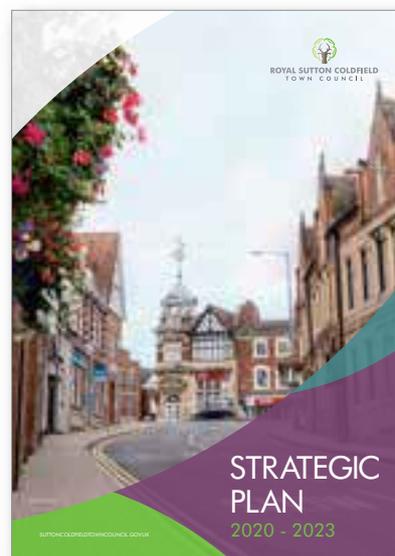
The preparation of the masterplan has been led by the Royal Sutton Coldfield Town Centre Regeneration Partnership (TCRP) and funded by Greater Birmingham and Solihull Local Enterprise Partnership (GBLSEP) and Royal Sutton Coldfield Town Council (RSCTC).

The masterplan was launched in mid-2019 for the purpose of promoting and developing a new vision for the town centre. Whilst the partnership is led by the RSCTC, it involves a broad range of stakeholders including GBSLEP, Birmingham City Council (BCC), Sutton Coldfield Business Improvement District (BID), community organisations, and Transport for West Midlands (TfWM), amongst several others. This wide ranging group has been closely involved with the development of this masterplan and is committed to driving it forward. They have ensured that this masterplan framework and strategy for Sutton Coldfield Town Centre:

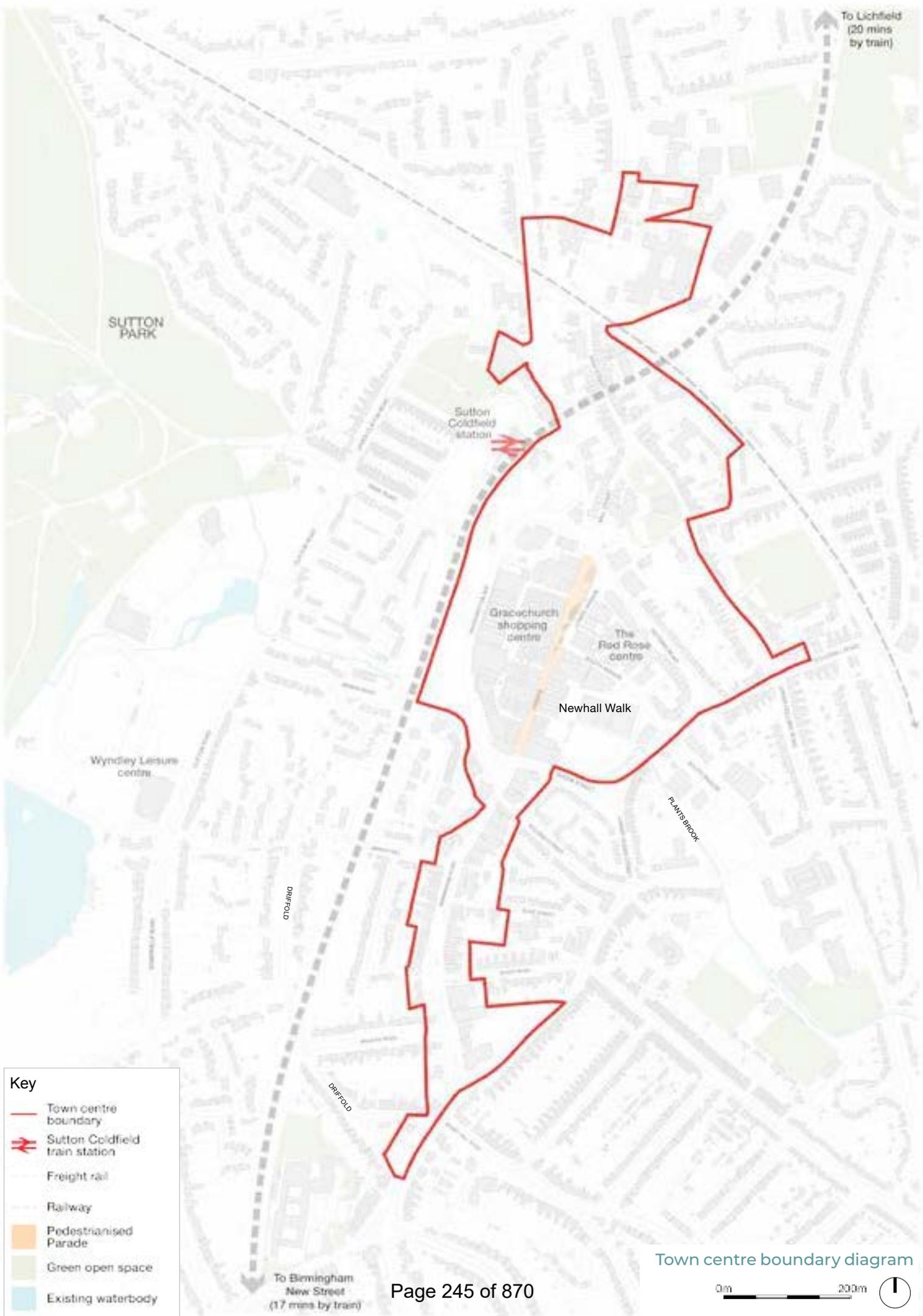
- Provides a bold and ambitious vision that unites stakeholders.
- Identifies the impacts, influences, constraints, consequences and opportunities for the town centre.
- Presents deliverable transformational placemaking projects/opportunities.
- Provides confidence to private sector developers, investors and businesses to commit long-term to the town centre.
- Builds on existing local planning policy.
- Acknowledges the financial implications of any proposed interventions.

In addition to BCC's Birmingham Development Plan (2017) identifying Sutton Coldfield as a key opportunity for "significant growth and diversification of the town centre to improve the limited retail and leisure offer", Royal Sutton Coldfield Town Council's Strategic Plan (2020-2023) identifies the regeneration of the town centre as a corporate priority.

As an SPD, future proposals and development within the town centre boundary will be expected to be in accordance with the vision, objectives and Big Moves set out within the masterplan. This document will supersede the Sutton Coldfield Town Centre Regeneration Framework 2009 SPD.



The Town Council's Strategic Plan (2020-2023)



**Key**

- Town centre boundary
- ≡ Sutton Coldfield train station
- Freight rail
- - - Railway
- Pedestrianised Parade
- Green open space
- Existing waterbody

Town centre boundary diagram



To Birmingham  
New Street  
(17 mins by train)

To Lichfield  
(20 mins  
by train)

## 1.2 Outline methodology

### Consultant team

The masterplanning team is led by Tibbalds Planning and Urban Design and supported by Urban Movement (transport planners and landscape architects), SQW Land & Property (land and property specialists) and The Retail Group (retail development and consumer needs specialist).

### Approach

This masterplan framework has been developed through a two-stage process. The first stage sought to establish a solid foundation of understanding and knowledge in regard to:

- Sutton Coldfield – its character, assets, constraints, opportunities, previous plans, and ambitions.
- Existing studies and the broader policy context and objectives.
- The factors impacting on the acknowledged decline of the town centre as a reputable shopping destination.

This involved site visits, review of existing information, stakeholder engagement including conversations with landowners, key community groups including FOLIO Sutton Coldfield, meetings and workshops with the Town Centre Regeneration Partnership (TCRP) and Sutton Coldfield BID, and a consumer survey which enabled a shopper and resident catchment analysis. The outcome of Stage 1 is summarised in a separate Baseline Report.

Stage 2 involved identifying an initial vision and objectives for the town centre masterplan, as well as exploring potential ideas and projects through technical studies, viability considerations, and engagement with stakeholders and members. By testing these ideas through a series of engagement events, including online consultation, the feedback raised helped the project team to further define the masterplan vision and overall strategy. This was brought together in a draft format which was refined through discussion with the client team.

### Stakeholder consultation and input into masterplan

The initial vision, objectives, and projects defined as the masterplan’s ‘Big Moves’ were shared with Town Councillors and publicised to residents and the local community to prompt discussion and request feedback during invited workshops, public drop-in sessions and via online consultation over four weeks from mid-February to early March 2020. A summary of all feedback received (involving around 130 responses) was compiled and recurring themes and concerns were identified.

Overall, initial proposals for the Vision, Objectives, and Big Moves were received well, and many were eager to see them implemented as soon as possible. Response to ‘Economy and Community’ and ‘Heritage and Environment’ (now ‘Built Environment and Identity’) Big Moves were particularly positive as ideas for diversifying town centre uses and creating a central civic open space were viewed as vital to the regeneration of the town centre.

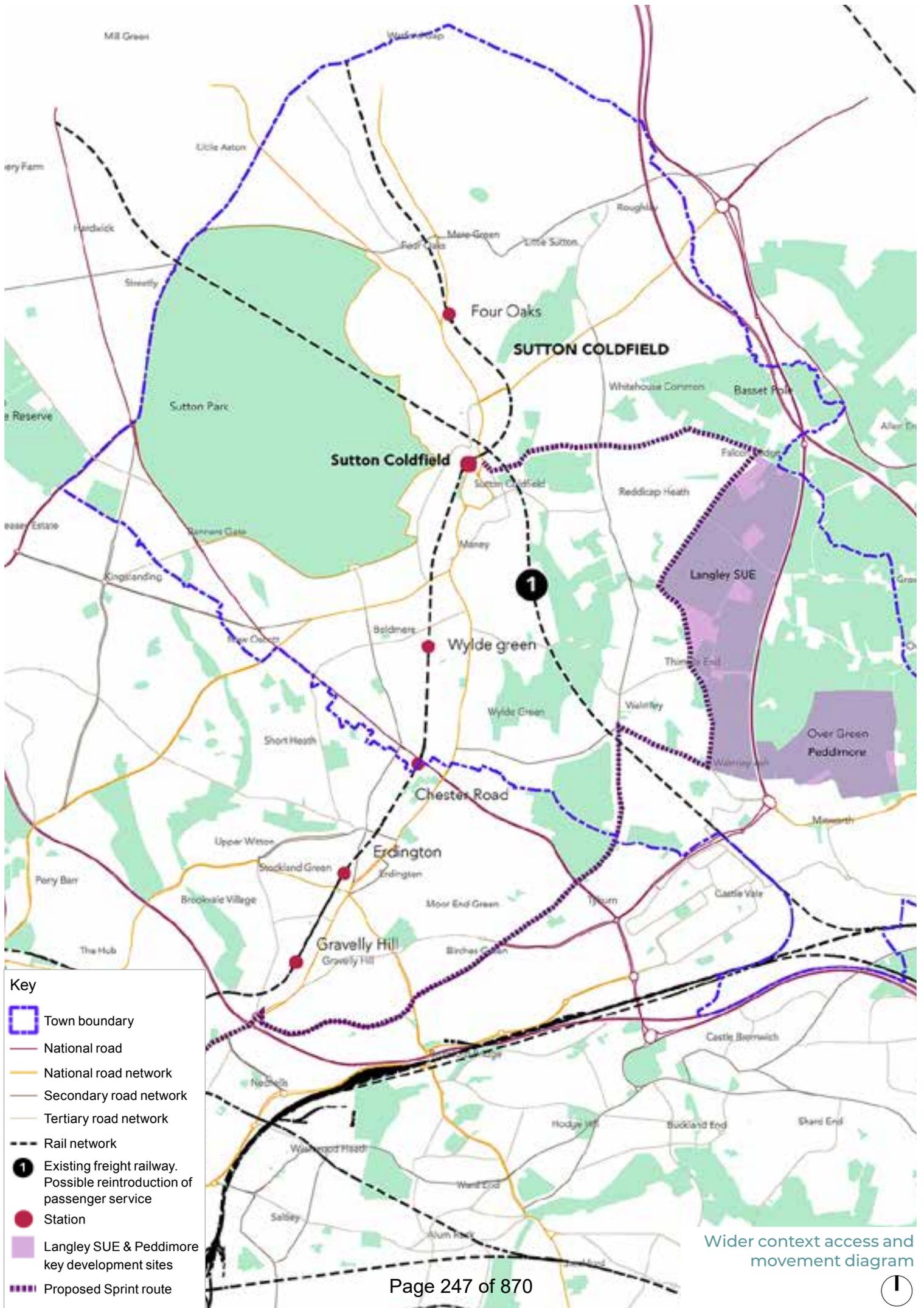
Most of the concern raised during consultation focused on traffic impacts of the proposals and a list of FAQs was prepared to address some of the common questions asked throughout consultation. Where possible, feedback was incorporated in the further development of the masterplan framework and strategy for the town centre. Further details on consultation feedback are provided within Chapter 3.2 Big Moves.

---

**“I completely agree with the proposed Big Moves. They are exactly what Sutton needs to become the heart of north Birmingham.”**

Feedback received during public consultation

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**Key**

- Town boundary
- National road
- National road network
- Secondary road network
- Tertiary road network
- Rail network
- 1 Existing freight railway. Possible reintroduction of passenger service
- Station
- Langley SUE & Peddimore key development sites
- Proposed Sprint route

Wider context access and movement diagram



### 1.3 Policy context

This masterplan document sits in context to several other documents and plans prepared by Birmingham City Council, including:

- the Birmingham Development Plan 2031 (adopted 2017) – which identifies Sutton Coldfield Town Centre for “*significant growth and diversification of the town centre to improve the limited retail and leisure offer*” (Policy GA4) and also states that as a sub-regional centre, Sutton Coldfield “*is capable of accommodating significant additional comparison retail floorspace and some office space*” (Policy TP21).
- GBSLEP Towns and Local Centres Framework (March 2019) - which sets out guidance and criteria for investment into town and local centre regeneration within the region (providing the avenue for funding this masterplan).
- the Urban Centres Framework (adopted 2020) – which provides the strategy for identified urban centres within Birmingham, including Sutton Coldfield, to transform into diverse, well-connected and unique hubs at the heart of local communities.
- Birmingham Connected Green (2013) and White Papers (2014), Birmingham’s 20-year Mobility Action Plan, and the Birmingham Transport Plan (draft issued January 2020) – an ambitious document that sets out the future direction of transport investment and design for the city region, focusing on a sustainable transport system for all.
- Birmingham Walking and Cycling Strategy (January 2020) – which focuses on increasing walking and cycling in Birmingham for transport, leisure and health and subsequently reduce traffic congestion, overall carbon emissions, and improve air quality.
- Emergency Birmingham Transport Plan (May 2020) – which prioritised and accelerated some of the measures within the draft BTP including those which increased space for walking and cycling to support social distancing during the Covid-19 pandemic.
- Conservation Area Appraisal and Management Plan for the High Street Conservation Area (February 2015) – which provides a summary of the heritage issues in Sutton Coldfield that the masterplan should address (the Anchorage Road Conservation Area to the north of the town centre has also been noted). There are also designated, and non-designated heritage assets outside of the conservation areas which have been considered throughout the masterplan as appropriate.
- Draft Birmingham Design Guide SPD – which updates and strengthens design guidance to ensure that all development in the city delivers good quality, context-sensitive place-making and resilient, low and zero carbon places.
- Langley SUE and Peddimore Supplementary Planning Documents (SPD) (both adopted 2019) – which set out guidance to ensure both new developments are high quality and sustainable.

A more comprehensive review of the above documents and plans and how their key objectives apply to the Sutton Coldfield Town Centre Masterplan can be viewed in the Baseline Report. However, it is clear that planning policy context is well-established, providing this masterplan with a firm basis and direction. It is worth noting that some of the above documents propose a set of ‘Big Moves’ which have helped to inform a definitive set of ‘Big Moves’ for Sutton Coldfield Town Centre within Chapter 3.

## Climate Emergency and 'Route To Zero'

In June 2019, Birmingham City Council unanimously voted to declare a climate emergency with a commitment to achieve carbon neutrality by 2030. This is the City Council's 'Route to Zero' (R20). This commitment has been factored into the masterplan to ensure 'business as usual' dramatically changes to reflect the urgency of the environmental situation, now further exacerbated by the impact of the 2020 coronavirus pandemic.

The R20 taskforce was created in Autumn 2019 and brings together Members and officers from the City Council and representatives from the West Midlands Combined Authority, the NHS, higher education, business, faith communities, the third sector, young climate strikers, climate campaigners, and other key partners and stakeholders. The taskforce is currently working to develop recommendations for how everyone in Birmingham can contribute to tackling climate change and benefit from a safer, fairer, and more sustainable city.

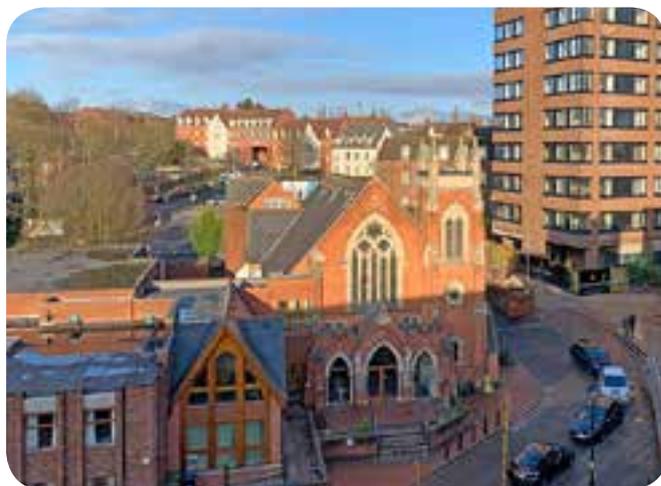
## Covid-19 Economic Recovery Strategy

Birmingham City Council published its Covid-19 Economic Recovery Strategy in March 2021. The Recovery Strategy sets out the overall priorities for the recovery from Covid-19, which are:

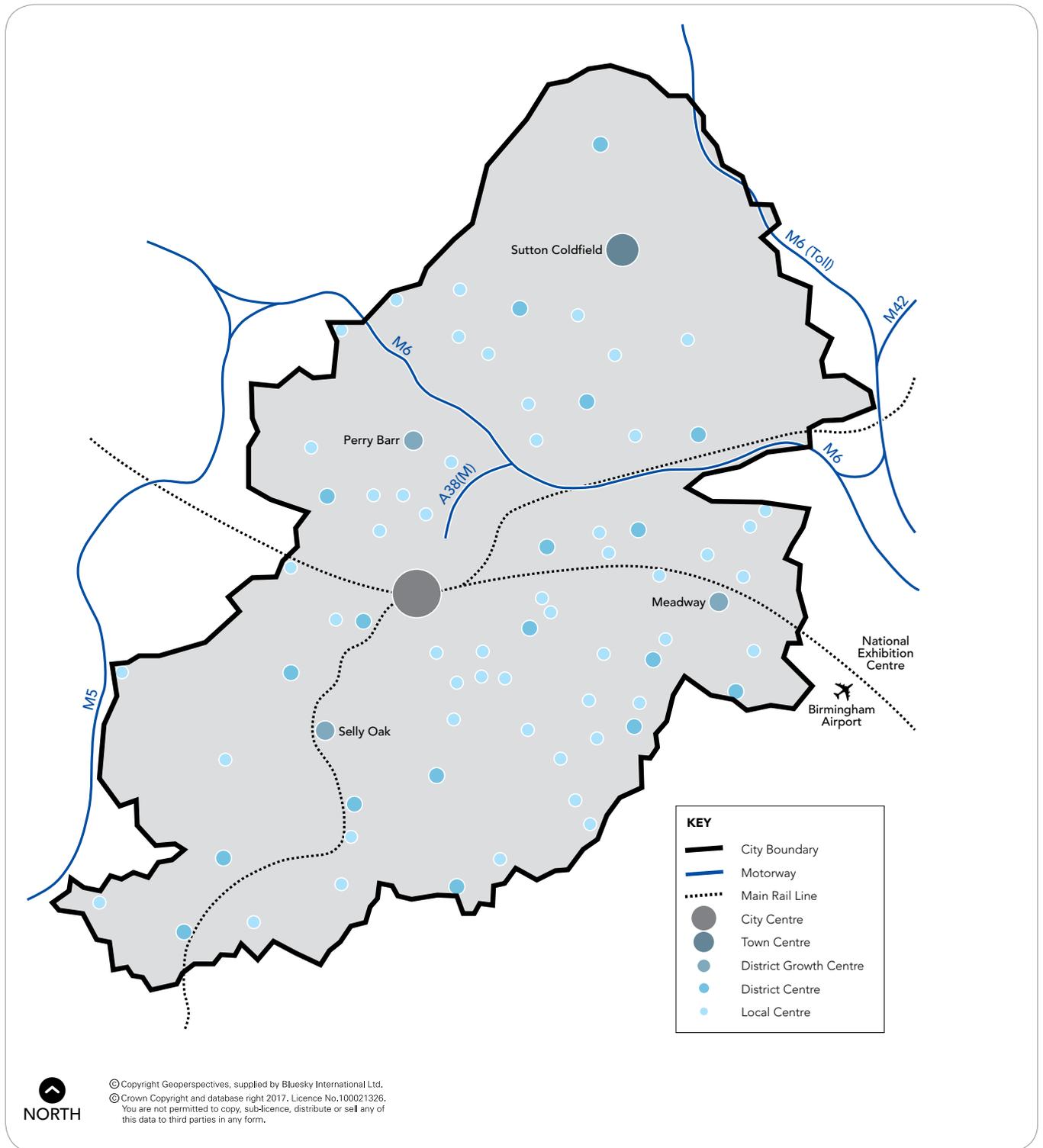
- Creating a more inclusive economy and tackling the inequalities and injustices highlighted by the crisis.
- Taking more radical action to achieve zero carbon emissions and a green and sustainable city.
- Strengthening our public services and creating new services to address needs.
- Building the strength and resilience of our communities, based on the positive response to the crisis.

The strategy contains a detailed intervention plan setting out the key projects and programmes that will deliver these objectives based around the following 4 themes:

- Place development and management.
- Green recovery.
- Support people and businesses – especially protecting jobs and helping people find training and work.
- Unlocking and accelerating infrastructure investment.

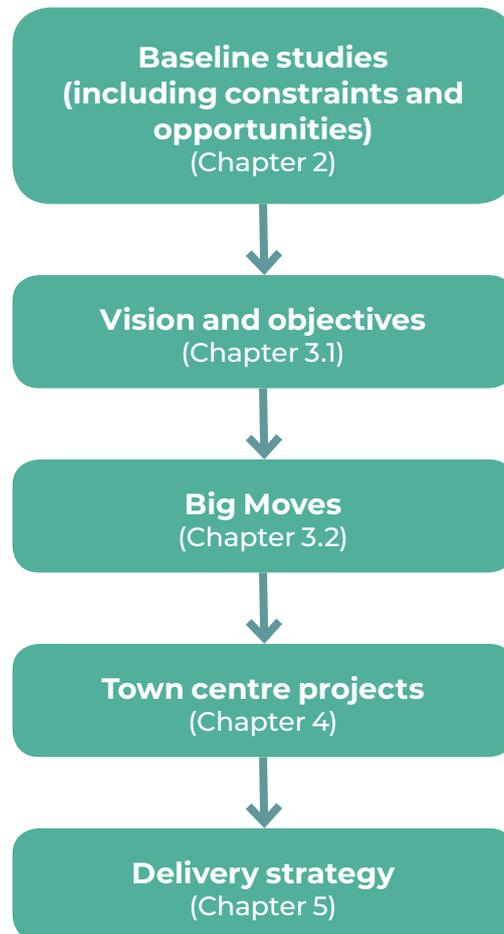


Sutton Coldfield United Reform Church



Hierarchy of centres (Plan 16 extract from the Birmingham Development Plan (2017))

## 1.4 Structure of the masterplan



The objectives identified in Chapter 3.1 have been illustrated as symbols to help signify how Town Centre projects (Chapter 4) align with specific objectives and the town centre Vision overall.

## 2 Understanding Sutton Coldfield

### 2.1 Sutton Coldfield today

Sutton Coldfield, officially the Royal Town of Sutton Coldfield, is a historic town with origins acknowledged within the Domesday Book (1086), with Sutton Park established as a deer park similarly early on. The status of royal town was granted by Henry VIII in 1528. It is located in the West Midlands and is the largest suburban centre within Birmingham City Council's administrative area. It is about 7 miles north east of Birmingham City Centre, very much on the edge of Greater Birmingham, and as such it is close to large areas of open space and green belt. To the north is the cathedral city of Lichfield, and to the east the town of Tamworth.

The town is perceived as having a good quality of life and an attractive natural environment, reflected in its leafy residential streets, higher house prices and relatively more affluent social groups. Despite this Sutton Coldfield has some pockets of relative poverty.

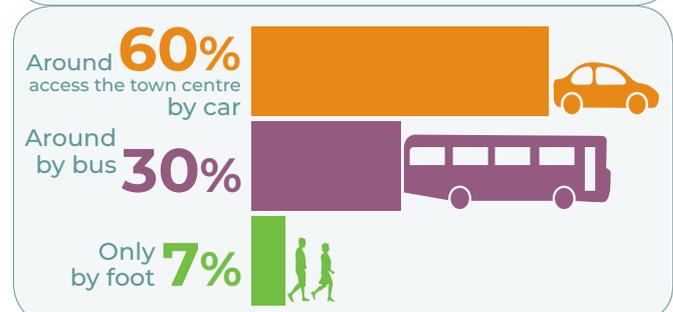
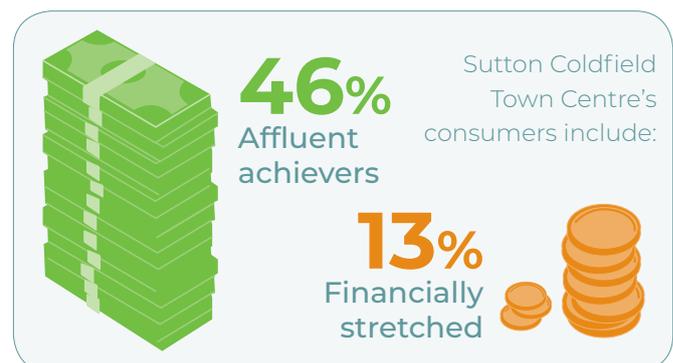
Overall, its resident community is outward looking, creative and aspirational. Unlike many of the larger towns in the conurbation, Sutton Coldfield does not have large areas of industrial land and is overwhelmingly residential in nature.

The town is well connected by road and public transport, with the M6 Toll Motorway and other main routes close by with direct links to Birmingham City Centre. The main railway station is on the (Cross-City) Lichfield to Birmingham line and is a busy commuter service with services into Birmingham New Street typically every 10 minutes. The second 'Sutton Park' railway line, running roughly east-west, is currently used by freight only. Birmingham City Council continues to work with partners to promote the reinstatement of passenger services on the line.

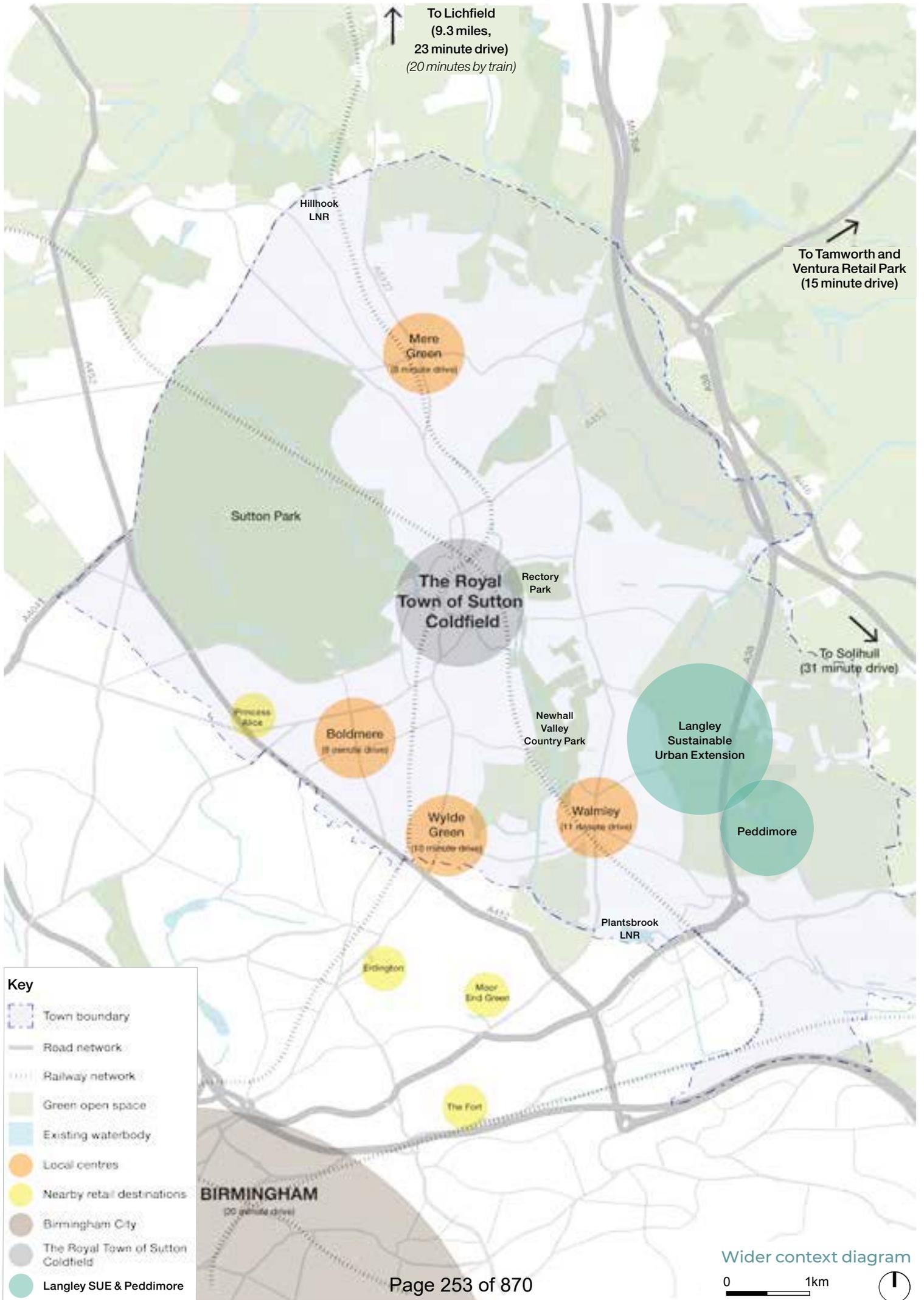
Langley Sustainable Urban Extension (SUE) and the associated Peddimore employment site are within the boundary of the town, in former green belt land, and are set to provide 6,000 new homes and 6,500 new jobs in the local area. Close by, and as a result of its good accessibility, are the major attractions of Drayton Manor theme park and The Belfry Hotel and Resort.

Despite a long list of positive qualities, Sutton Coldfield Town Centre is currently in crisis. It needs swift and firm action and attention to address structural problems in its offer and environment. The problems within the retail sector are well documented, and Sutton Coldfield's reliance on retail and, to a large extent, past glories is no longer providing a broad range of choices for the catchment population. The people who live within easy reach of Sutton Coldfield Town Centre are broadly a mobile and affluent catchment group, able to access a broad range of shops and services in a number of alternative locations, including nearby local centres such as Boldmere and Mere Green.

Sutton Coldfield Town Centre needs to be updated and reinvented for the entire community to be a strong destination for a unique shopping and leisure experience. Improving its relationship with Sutton Park and providing a variety of high quality, centrally-located homes and workplaces would also help to increase overall footfall and subsequently its general vibrancy and ongoing viability as a town centre. The public realm has the potential to be upgraded and made into an attractive, inviting and green environment making it pleasant to move through and spend time.



Information based on consumer survey results (refer Baseline Report for further details)



## 2.2 Character areas

Sutton Coldfield's town centre area falls into six main character areas. These are easily defined due to the nature of the town's growth and the transport network infrastructure, which has inadvertently caused a strong sense of disconnection across the town centre.

### Sutton College

North of the railway, Sutton College dominates the area, a large educational establishment with a distinctly institutional character set back from Lichfield Road. The Police Station, former Court, and Fire Station are opposite and similarly set back on the western side of the road. The public realm environment is focused on vehicle movement with large expanses of road. The former School of Art and the adjacent red brick former Catholic church provide some hint at the area's history, but the tighter grain and more human scale of these buildings have limited impact on the nature and character of the area.

### Station Quarter

The Station Quarter consists of the area immediately around the station, including the station building and Station Street, which is rather featureless with the exception of the Station Pub located opposite the station entrance. The historic station building, built in 1862, features similar characteristics as buildings within the Historic Core, however the eastern entrance facing the town centre is clearly a secondary access.

The area to the north, between High Street and the station is mostly characterised by informal surface parking due to the area being safeguarded for the relief road proposal included in the 2009 SPD, however there are direct pedestrian links in this area connecting the Station and Historic Cores. The Station Street car park was originally identified as the potential location for a bus interchange.



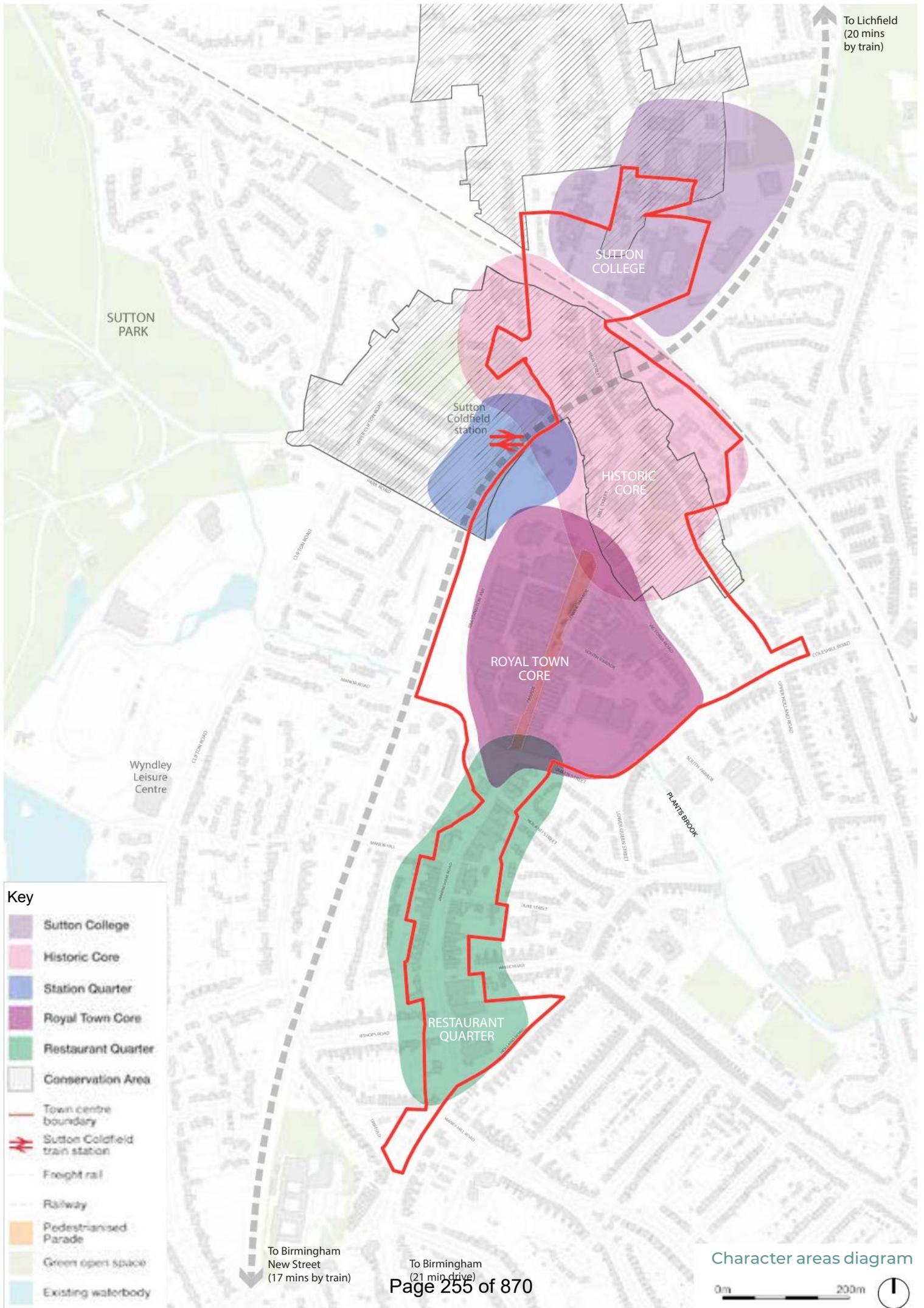
Train services run frequently to Birmingham New Street



Mill Street looking south, down The Parade



The station entrance onto Station Street



**Key**

	Sutton College
	Historic Core
	Station Quarter
	Royal Town Core
	Restaurant Quarter
	Conservation Area
	Town centre boundary
	Sutton Coldfield train station
	Freight rail
	Railway
	Pedestrianised Parade
	Green open space
	Existing waterbody



## Historic Core

Much of the Historic Core falls within the High Street Conservation Area. Sutton Coldfield historically developed around High Street, Mill Street, Coleshill Street and the triangular Vesey Gardens in front of the Holy Trinity Church. King Edward's Square, with its central war memorial, is another distinctive space in front of the Town Hall and former hotel (now apartments). Along these streets, much of the historic feel of the place remains due to a reasonable amount of well-maintained architectural heritage.

Uses within the Historic Core include small-scale commercial and retail units, comprising a range of professional services and independent businesses, a pub, community uses, residential varying from apartments and terrace housing, and the only hotel in the town centre. Main streets feature a consistent building line which meets the pavement creating a good sense of enclosure. Building heights are consistently around three storeys in height, and use of a similar dark reddish brown brick is prevalent throughout.

Fast-moving traffic movement heavily dominates the area with large road widths and oversized junctions. Footpath widths are typically narrow making it a hostile environment for both pedestrians and cyclists. The lack of active ground floor uses along Mill Street also contributes to the poor public realm environment.



Historic architecture on Mill Street with the clock tower in the background



King Edwards Square with war memorial in front of the former hotel (now private apartments)



Corner of Vesey Gardens at the junction of Coleshill and Mill Streets

## Royal Town Core

Effectively enclosed by the ring road, the Royal Town Core area is perhaps what most people may think of as the town centre. It is dominated by the three main shopping centres (Gracechurch Centre, Red Rose Centre, and Newhall Walk), with little else other than retail and their associated parking facilities going on. The Market Village on South Parade provides a unique experience within the town centre, and semi-frequently an outdoor market occupies The Parade which is pedestrianised along its length. The Parade steps down the natural topography to meet Lower Parade, which currently contains the busy bus interchange.

The three main shopping centres vary in architectural style, with the Gracechurch Centre distinctly reflecting the 70's period in which it was built. The Gracechurch Centre has a partly internal arcade which runs parallel to The Parade with no connections to Brassington Avenue. There is a small entrance to the north of the Gracechurch Centre which leads towards the station past the United Reformed Church which is an attractive building but undermined by its relationship with the private carparking facilities within the Gracechurch Centre.

The Red Rose Centre also appears dated and is characterised by its internal courtyard, off The Parade, where access to the popular library, Wilko, and the largely unoccupied Victoria Road car park can be found. Access to the internal courtyard is also available from South Parade via stairs to navigate the changing topography.

Newhall Walk consists of retail frontage along The Parade, including an Aldi at the corner of Queen Street, as well as a 90s-style retail warehouse park with a large surface carpark to the rear. A walkway connects this area with The Parade via a set of stairs. The presence of Plants Brook along Newhall Walk's Victoria Road boundary provides one of the only natural features within the town centre, however there is no signage and indication of its presence apart from continuous railings on both sides and the gap it surrounds.

Enveloping the Royal Town Core, the ring road (Queen Street, Victoria Road and Brassington Avenue) acts as a collar which effectively disconnects the overall town centre both physically and psychologically. The ring road's one-way gyratory system creates an environment which encourages aggressive driving, further affecting the experience of pedestrians and cyclists and likely the attractiveness of the site west of Brassington Avenue as a development opportunity (further exacerbated by the Gracechurch Centre's extensive blank frontage).

The prevalence of large-scale parking, alongside the shopping centres, also impacts on the overall character of the Royal Town Core by sending a message of a car-dominated environment rather than one which is focused on community and public life.



View from the south of Parade at the intersection with Birmingham and Victoria Roads



View of the Gracechurch Centre along The Parade

## Restaurant Quarter, Birmingham Road

Birmingham Road is the southern part of the through route across Sutton Coldfield, and is a busy and wide two-way highway with reasonably sized footpaths particularly on the eastern side. Businesses appear to prosper, and both sides of the street have a mix of services, shops, cafes, restaurants and pubs. There are also residential uses, including large detached houses towards the south, Sutton Cottage Hospital, and the art deco Empire Cinema located at the Holland Road junction. Building heights and character vary from the six storey office block at Duke Street, to the mixed one- and two-storey small shop units at 10-38.

There is limited on-street parking available, and parking on the highway is discouraged through the placement of small concrete bollards which vary in character. The evident lack of parking however contributes to a variety of issues along the street including parking on the highway (some illegal), as well as within bus laybys and on zig-zag lines. This activity creates a poor streetscape environment, particularly where it obstructs the footpath, and can disrupt the flow of traffic. There is also a significant lack of pedestrian crossings with only two signalised crossings along its approximately 450m stretch.

Birmingham Road has the potential to offer an attractive gateway into the heart of the town centre, but this is currently compromised by the dominating nature of the road and traffic. Whilst the area is said to thrive on a Friday and Saturday night, there is little interaction between the Royal Town Core and this area, partly due to the ring road and partly because there is no real trading of uses between the two areas that could enable it.



View of Birmingham Road looking south showing a variety of small businesses



Some buildings along Birmingham Road are small in scale



Birmingham Road hosts a number of cafes and restaurants which create a lively environment on the weekends

## 2.3 Land ownership

Within the core of the town centre, there are a number of significant landowners:

- M&G Investments purchased the Gracechurch Centre in 2013. This included the office building to the northern end, which was subsequently sold on to a residential property developer (now coming to the market as Knight's House).
- Birmingham City Council purchased the Red Rose Centre in 2016. The City Council previously leased space in the car park and the library, though the Council's ownership makes them a key player in future regeneration.
- King Edward's Independent Day School owns Newhall Walk shopping centre and car park on the south eastern corner of the current town centre (including the units on The Parade from Aldi in the south to Waterstones in the north). The lease on the site is owned by Railpen, the rail industry pension fund.
- Aldi own the site west of Brassington Avenue. A previous planning application for a retirement village on the site (by former landowners Pegasus Life) was submitted during 2014. This received consent but has since lapsed without any start. An earlier planning consent from 2004 was started, though the developer and promoter no longer exists.

The limited number of landowners who own substantial areas and key sites within the town centre is an opportunity to bring about strategic change.



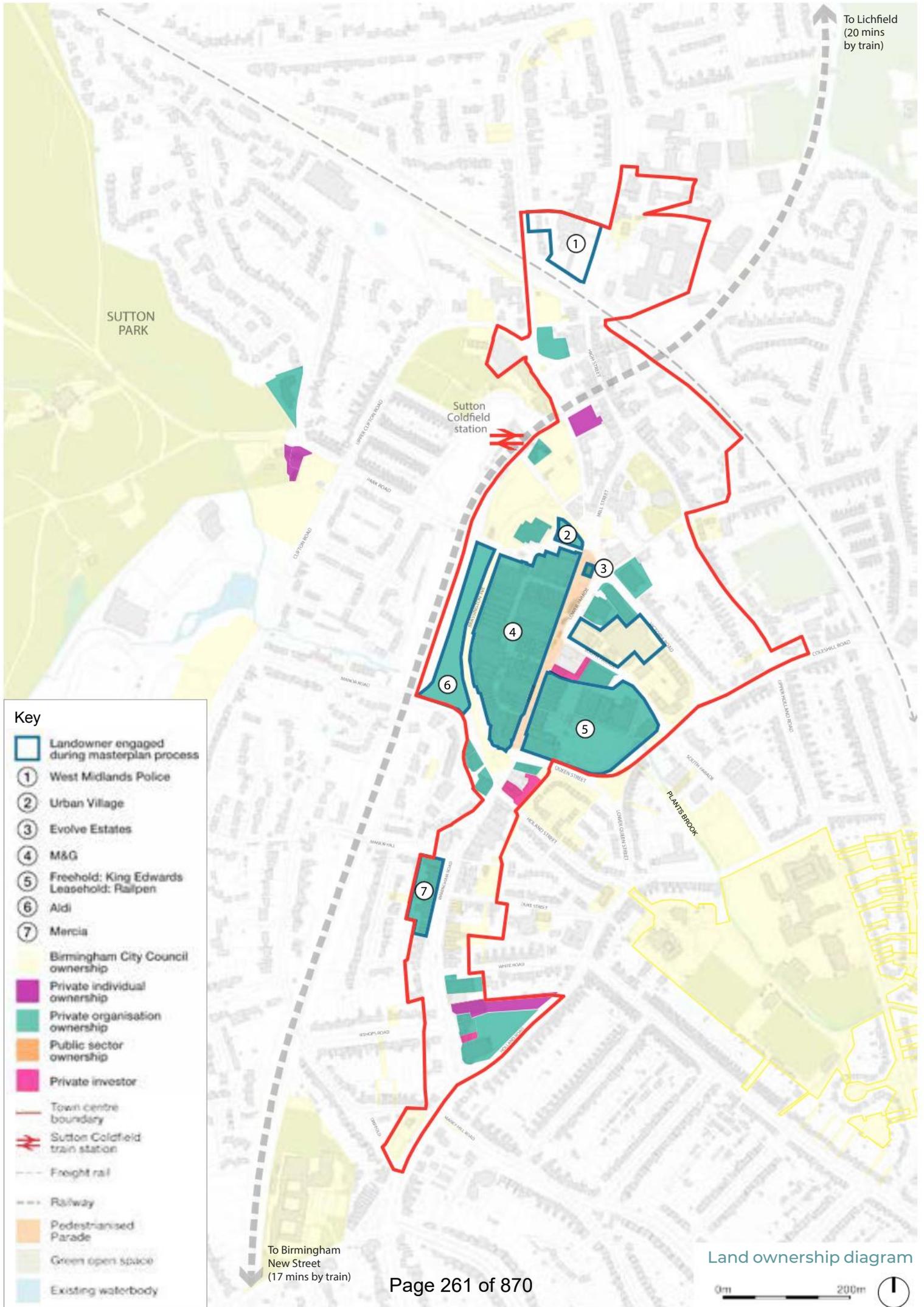
The northern entrance off The Parade into the Gracechurch Centre



View of the Red Rose Centre from South Parade



Warehouse-style retail units to the rear of Newhall Walk



To Lichfield  
(20 mins  
by train)

SUTTON  
PARK

Sutton  
Coldfield  
station

**Key**

- Landowner engaged during masterplan process
- 1 West Midlands Police
- 2 Urban Village
- 3 Evolve Estates
- 4 M&G
- 5 Freehold: King Edwards  
Leasehold: Railpen
- 6 Aldi
- 7 Mercia
- Birmingham City Council ownership
- Private individual ownership
- Private organisation ownership
- Public sector ownership
- Private investor
- Town centre boundary
- ➔ Sutton Coldfield train station
- Freight rail
- Railway
- Pedestrianised Parade
- Green open space
- Existing waterbody

To Birmingham  
New Street  
(17 mins by train)

Land ownership diagram

## 2.4 Constraints

The town centre faces various constraints that hinder its ability to thrive. By identifying these constraints, this masterplan highlights the challenges posed and proposes what could be done to overcome them.

### Transport infrastructure and connectivity

- The ring road severs the Royal Town Core from the rest of the town centre, as well as surrounding areas, creating a poor sense of arrival to the Royal Town Core by all modes of transport.
- The combination of wide carriageways, wide junctions, and narrow footpaths creates an environment which encourages fast-moving traffic, creating an unsafe and unattractive environment for pedestrians and cyclists.
- Pedestrian connectivity is poor generally, including to Sutton Park making the close physical proximity to Sutton Park unapparent.

### Poor public realm

- The public realm is generally low quality, and undermines perceptions of Sutton Coldfield as a place to live or visit.
- Despite the green setting and the proximity of Sutton Park, street trees and landscaping are conspicuously absent from the town centre.
- The general absence or poor provision of street furniture, places to sit, and play features further contributes to the uninviting nature of the public realm and discourages people from spending more time than necessary within the town centre.
- The topography change between Lower Parade and The Parade with its steps and fenced-off landscaping feels like a barrier which physically disconnects the two spaces.

### Retail and the 'big three'

- Retail uses are dominant within the Royal Town Core and Sutton Coldfield is losing its ability to attract visitors for its retail offer alone. Competing centres, including Birmingham City Centre, Tamworth, and Solihull/Touchwood, and destination retail parks (e.g. Ventura) have shown to be more attractive to residents.

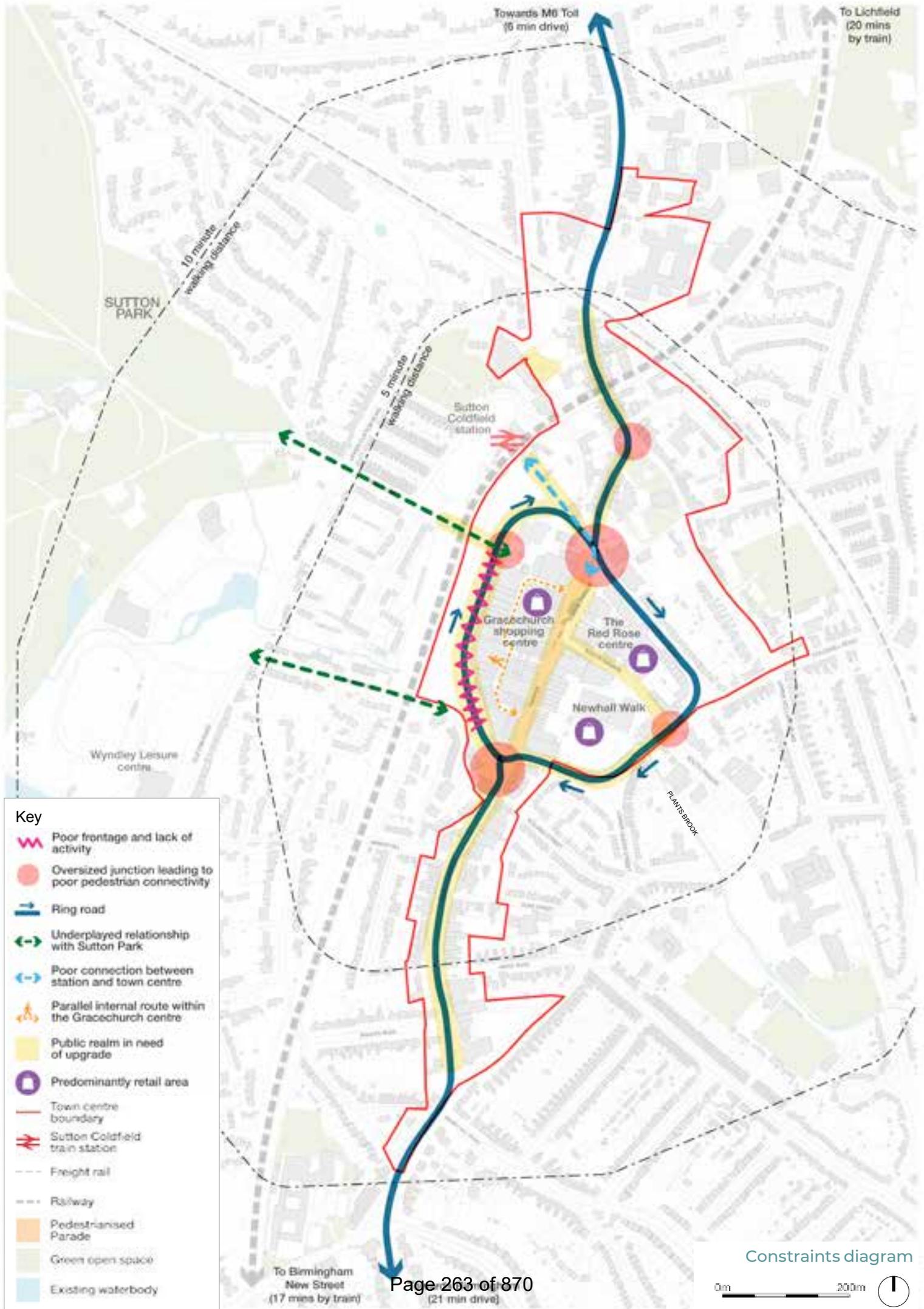
- The town centre suffers from a lack of diversity, despite pockets of restaurants and pubs along Birmingham Road and commercial premises in the Historic Core. The lack of cultural and leisure uses, including visitor accommodation, is distinct.
- Consumer trends now look towards providing 'convenience' and 'experience', both of which Sutton Coldfield fails to provide.
- The remaining retail offer is mismatched with the relatively affluent local residential community.
- The physical make-up of the Royal Town Core is dominated by the 'big three': the Gracechurch Centre, Red Rose Centre, and Newhall Walk. Only the Red Rose Centre is publicly owned limiting the scope of direct intervention by the masterplan.
- The Gracechurch Centre makes up a significant part of the Royal Town Core and its internal mall arrangement running parallel to The Parade is problematic for maintaining active frontage and positive development edges onto both.
- The Brassington Road edge of the Gracechurch Centre provides little activity.
- There is little to no activity after hours along The Parade, despite a comparatively bustling restaurant and pub scene on Birmingham Road.
- The centre has an overreliance on retail which leaves it vulnerable to the impact of restrictions during Covid-19 and the potential longer-term impact on the retail market.

### Lack of identity and heart

- From conversations with stakeholders as well as site visits, Sutton Coldfield clearly lacks a strong identity, as well as a physical 'heart'.
- Due to the design of the ring road, it is hard to distinguish where the town centre starts and ends.

### Non-physical threats

- Due to high volumes of traffic travelling along the ring road, noise and air pollution are at high levels in these areas.
- The declared climate emergency by Birmingham City Council has been an important consideration on proposals for changes and new development within Sutton Coldfield Town Centre.
- The long-term impact of Covid-19 on the health of centres is unknown and requires a proactive approach towards supporting the town centre.



**Key**

-  Poor frontage and lack of activity
-  Oversized junction leading to poor pedestrian connectivity
-  Ring road
-  Underplayed relationship with Sutton Park
-  Poor connection between station and town centre
-  Parallel internal route within the Gracechurch centre
-  Public realm in need of upgrade
-  Predominantly retail area
-  Town centre boundary
-  Sutton Coldfield train station
-  Freight rail
-  Railway
-  Pedestrianised Parade
-  Green open space
-  Existing waterbody

Constraints diagram

## 2.5 Opportunities

Sutton Coldfield benefits from a number of strengths and opportunities which the masterplan should utilise to ensure it enables a distinct and revitalised town centre.

### An enthusiastic and affluent community

- Sutton Coldfield residents are loyal, proactive, and enthusiastic to see positive changes made to ensure the long-term sustainability and viability of their town centre. The majority of residents living within the core catchment are particularly discerning and affluent, at levels considerably above the UK average. As consumers, they tend to be well-educated, well-travelled and have high expectations of service and quality. This suggests that a diversified retail offering which targets high quality, boutique and specialist services, e.g. bakeries, butcheries, delicatessens, health and beauty, etc, could succeed in Sutton Coldfield.
- Sutton Coldfield Library is highly regarded by the community and FOLIO Sutton Coldfield runs a well-attended programme of events. There is an opportunity to build on this strong sense of community by building a new combined purpose-built library and community facility which has a visible and prominent face onto the public realm. It could host a number of different community-focused services including drop-in health service provision to increase accessibility for residents.
- Covid-19 restrictions have resulted in a change to the way people live and work. As a result, many communities are using their local centres more. There could be the opportunity to harness this spending in the town centre but also to create spaces that respond to the new ways of working such as flexible workspaces.

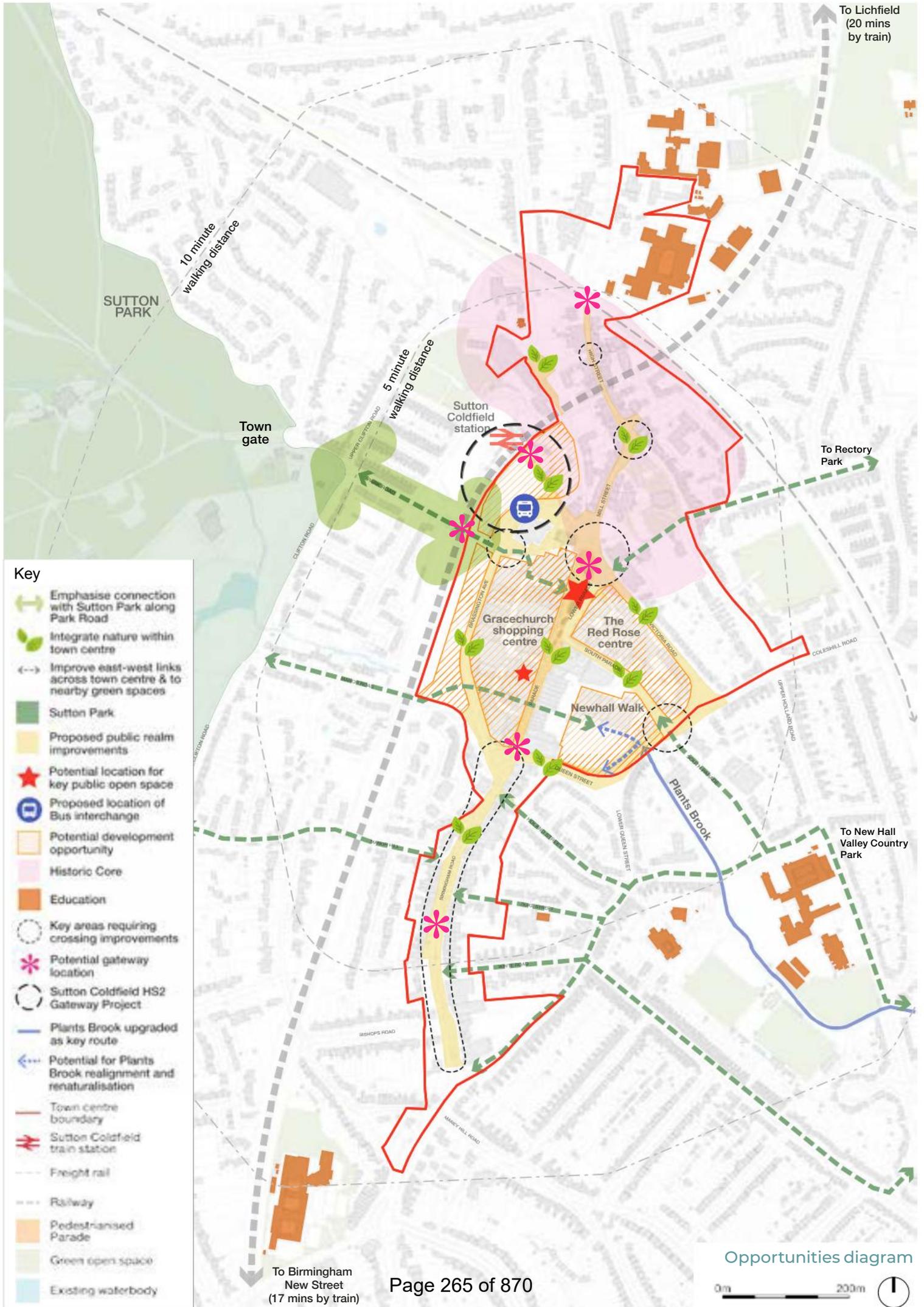
### Nature in the town centre

- Being so close by, and as a destination in its own right, Sutton Park should have an obvious and more visible presence within the town centre to reinforce the proximity of each to the other. This could be achieved by bringing more natural features into the town centre, such as integrating more trees or planting within all streets, alongside street furniture which features natural materials and/or motifs, to convey a strong visual association with the park.

- Plants Brook is a culverted stream which can be seen along the Queen Street edge of Newhall Walk. It is one of few natural features within the town centre and should be celebrated as such. It could be uncovered and realigned to be made into a distinct feature which brings nature and added value to its surroundings, including potential future development at Newhall Walk.
- The need to consider the climate emergency and unpredictable changing weather patterns, which are already bringing hotter temperatures and increased rainfall, insists on the need to design for climate resilience. This includes integrating more trees and Sustainable Urban Drainage Systems (SUDS) for shading and managing increased surface water flooding. These should be considered as key design opportunities to create multi-functional features within the townscape which can provide informal play spaces or pleasant areas for resting and meeting others.

### Creating a people-focused town centre

- With road carriageways overly wide and footpaths being overly narrow in places, there is an opportunity to reclaim part of the carriageway for cycle ways and/or widened footpaths. Widened footpaths would create a safer and more pleasant walking environment as well as provide the space for safe social distancing, street furniture, or businesses to spill-out onto the pavement which may continue to be necessary due to the ongoing pandemic. The presence of street furniture (and trees, refer above) will help to create an attractive people-focused town centre environment which will help to naturally calm traffic and cater for more people to be able to travel without the use of their cars, reducing traffic congestion and improving air quality.
- Improving and tightening road junctions so they are still functional for traffic but are easier to cross for pedestrians will help to create a more integrated town centre. Better crossings will also help to connect residential, working, and school populations to the town centre to help increase the viability of shops and businesses.
- The lack of gateways and visibility of the town centre undermines its importance within the Birmingham region. Gateways, and other landmark features, should be identified and developed to be distinctive to Sutton Coldfield Town Centre,



- Key**
- Emphasise connection with Sutton Park along Park Road
  - Integrate nature within town centre
  - Improve east-west links across town centre & to nearby green spaces
  - Sutton Park
  - Proposed public realm improvements
  - Potential location for key public open space
  - Proposed location of Bus interchange
  - Potential development opportunity
  - Historic Core
  - Education
  - Key areas requiring crossing improvements
  - Potential gateway location
  - Sutton Coldfield HS2 Gateway Project
  - Plants Brook upgraded as key route
  - Potential for Plants Brook realignment and renaturalisation
  - Town centre boundary
  - Sutton Coldfield train station
  - Freight rail
  - Railway
  - Pedestrianised Parade
  - Green open space
  - Existing waterbody

To Birmingham  
New Street  
(17 mins by train)

Opportunities diagram



To Lichfield  
(20 mins  
by train)

To Rectory  
Park

To New Hall  
Valley Country  
Park

SUTTON  
PARK

Town  
gate

Sutton  
Coldfield  
station

Gracechurch  
shopping  
centre

The Red  
Rose  
centre

Newhall  
Walk

Plants  
Brook

10 minute  
walking  
distance

5 minute  
walking  
distance

Upper  
Custon  
Road

Lower  
Custon  
Road

Mill  
Street

Mill  
Street

Grassington  
Ave

Grassington  
Ave

Lower  
Green  
Street

Lower  
Green  
Street

Lower  
Green  
Street

Coleshill  
Road

Upper  
Hall Lane  
Road

Worship  
Road

Worship  
Road

Mansfield  
Road

Mansfield  
Road

and could include interventions within the public realm, built development, public art and signage. These changes will help advertise and announce the town centres presence and offer. Public art could be designed with input from community groups and utilised to communicate Sutton Coldfield's identity and their pride as a community.

- Wayfinding signage will also help to ensure all parts of the town centre and nearby destinations are equally accessible and prominent. Providing signage which shares the distance and travel time will encourage more people to walk and cycle once they know how close everything is.
- A strategic cycle route connects Sutton Park to New Hall Valley Country Park to the east, which is located nearby the proposed Langley SUE and Peddimore developments. Ensuring this link is legible, direct and well signposted will be important in establishing this connection as a key link to and from the town centre.
- With proposals to shift the bus interchange closer to the station, Lower Parade can be relieved of high volumes of through traffic and transformed into an attractive public open space. By rethinking the change in levels between The Parade and Lower Parade, this area could be opened to create an expansive town square and public 'heart' to Sutton Coldfield which could host markets and other community events and festivals.

### Development opportunity sites

- The Red Rose Centre is in public ownership and is therefore a major opportunity for regeneration within the town centre. It is large, prominent, and well-located being within the heart of the Royal Town Core and therefore in excellent proximity to the train station.
- The Gracechurch Centre occupies such a large area within the Royal Town Core that its role within the town centre regeneration should not go understated. A number of constraints (refer previous chapter) hold it back however these should also be seen as opportunities. Its extensive façade along Brassington Avenue should be an opportunity to signpost the town centre with a positive frontage and create activity, with the potential to create direct routes through to The Parade. Its large vacant units should be considered for short-term interventions which could test alternative uses before committing

to more long-term changes. They could provide temporary indoor marketplaces or leisure uses to entice families and young people to visit and spend time within the town centre.

- Newhall Walk is also a prominent site as the interface between the Royal Town Core and adjacent residential communities. Newhall Walk must continue to provide direct and clear connections to South Parade.
- The vacant land along Brassington Avenue is a key site which, if combined with improvements to the streetscape and Gracechurch Centre, would help to create a positive and vibrant extension to the town centre.
- New development should respond to the climate emergency and zero-carbon aims established by Birmingham City Centre. Buildings should consider innovative design and use of materials to ensure long-term flexibility, reduced embodied carbon, and minimum requirements for energy use and future maintenance. Where possible, development should integrate nature-based solutions such as green roofs and walls, and SUDS within landscaping.

### Creating a mixed-use diverse town centre

- Market research and consumer survey findings support the possibility of a diverse range of uses within the town centre. Due to high market value, residential uses are likely to be a good investment for land owners and would benefit the town centre by increasing the immediate catchment for businesses and facilities. New homes could cater both for affluent downsizers as well as young professionals and families who work nearby or in Birmingham City Centre.



Reimagining Sutton Coldfield Library will be an important element of regenerating the town centre

- Potential for local employment growth has been identified in the professional, scientific and technical, and information and communication sectors. Combined with an absence of high grade office space this provides an opportunity. Anecdotal evidence also suggests that existing businesses are unable to find suitable premises to expand into. Frequent rail connections to Birmingham City Centre suggests that Sutton Coldfield would be a suitable satellite location for large businesses, as well as for start-ups seeking to be close by.
- The hotel and commercial leisure market has been growing in the Birmingham City Centre due to increased business and visitor demand. In Sutton Coldfield Town Centre, there is currently only one hotel: the Townhouse on High Street. Being in close proximity to Birmingham City Centre and with Sutton Park on its doorstep, a hotel could be an attractive prospect within the Royal Town Core and would support an increased evening economy.
- A lack of choice for daytime cafe offerings is a major shortfall and opportunity for the town centre, particularly due to the number of businesses and affluent retirees providing a good customer base. With most of the restaurant and pubs located along Birmingham Road, the town centre would benefit from more options located within the Royal Town Core and in close proximity of the station. If culture or leisure uses, such as a new boutique cinema or theatre, were also located centrally within the Royal Town Core, this combination of uses could create a lively evening economy which would in turn make town centre streets safer in the evening.
- Other opportunities are in the health and fitness and family entertainment leisure sectors. The recently opened Gym Sutton Coldfield has been hugely successful. Family entertainment is largely absent from the town centre with stakeholders confirming a lack of attractions for children and young families.
- Potential for linkages with Sutton College and other educational institutions to strengthen the role the town centre plays in supporting the arts, creative and media economy, along with providing opportunities for lifelong learning.

### Funding and potential investment

- Public sector funding to develop the Sutton Coldfield HS2 Gateway proposal has been identified. However, the delivery of the project is currently unfunded. Further funding will need to be secured to deliver the upgrade of the public transport interchange facilities and ensure Sutton Coldfield and its surroundings are well connected.
- The significant development of Langley SUE and Peddimore will potentially attract investment to the town centre, provided connections between the town centre and the new developments are well-established to create a strong relationship for residents, visitors and workers.

### Heritage and the 'Royal' title

- The Historic Core is an attractive concentration of built heritage within Sutton Coldfield and should be celebrated as part of the town centre's identity.
- Sutton Coldfield's 'Royal' title and distinct history, while present within some of the built fabric, could be more effectively communicated as part of a Heritage Centre to create a destination for both residents and visitors.
- The Town Hall is a significant historical and cultural asset within the Historic Core. Ran by proactive charitable trust the venue is used for a mix of activities and events, with the potential for this to be developed further.



The attractive Vesey Gardens is currently undermined by the over-dominance of vehicles within the Historic Core

# 3 Town centre vision, objectives and Big Moves

## 3.1 Vision and objectives

Reinvigorating the town centre by capitalising on Royal Sutton Coldfield’s attractive green and historic assets and high degree of connectivity by: diversifying the town centre, increasing its accessibility, and strengthening its distinctive identity by uncovering its true heart to create a vibrant, sustainable and welcoming place for all.



### Communicating

- Publish and promote Sutton Coldfield’s assets and attractions – the markets, festivals and performances, the magnificent parks, and the evening economy – through a diverse range of communication methods to reach a variety of audiences to increase its appeal and create a sense of pride.
- Ensure City Council and Town Council partners work positively together towards a common vision and clear objectives.
- Establish a clear and cohesive branding strategy to establish a strong visual identity for Sutton Coldfield which is integrated as part of improvements to the public realm.



### Connecting

- Ensure the town centre is accessible to all.
- Connect The Parade, the station, Birmingham Road and Sutton Park better through active street frontages, minimising perceived distances, attractive streetscape and improving the overall built environment.
- Improve and establish strong pedestrian and cycling connections between the town centre, green spaces, public transport hubs, local centres and to destinations within wider Sutton Coldfield, e.g. Langley SUE and Peddimore.
- Overlap the character areas and reduce the barrier effect of the ring road to achieve better pedestrian connectivity across the town centre and to capitalise on the population of office workers and students to service the economy.



### Creativity

- Promote the creativity of Sutton Coldfield’s community and celebrate this where possible, through the town centres buildings, uses and spaces.
- Support existing and new creative uses within Sutton Coldfield, along with the development of new creative industries.
- Link to educational institutions to provide opportunities to strengthen creativity, diversify the economy and support lifelong learning.



## Celebrating

- Harness the existing assets of Sutton Park and the historic town and integrate these with the town centre's identity and experience, in particular by making nature and heritage a distinctive part of the overall built environment.
- Define Sutton Coldfield's identity as a characterful and unique place to live, ensuring local people appreciate its value and are proud to be residents.
- Promote and support local events such as markets and festivals (including arts, food and literature) which allow the community to gather and be celebrated within key areas of public open space.



## Changing

- Change the town centre offer to reflect how people want to live, work, socialise, and spend their free time by shifting the focus from traditional retail and onto the experience-based economy with independent businesses, leisure, cafes, restaurants, and workplace hubs, and provide flexibility to facilitate a more dynamic approach to testing new and temporary uses.
- Change 'business as usual' to ensure the town centre addresses the climate emergency by proactively moving away from carbon-emitting practices and towards design that positively mitigates environmental impacts, including improving air quality, decarbonisation, and use of sustainable energy and materials.
- Change the design of movement corridors to prioritise active travel modes and make walking and cycling safe, attractive and convenient ways to get around.



## Community

- Enhance areas of key public open space to create attractive environments where people can sit, meet and gather, and that can be used to host community events including markets and outdoor performances.
- Invest in community and civic uses, including bringing uses together to create a hub of activity. Support the library as an additional significant community asset and a catalyst for improving community and cultural facilities for the town centre.
- Recognise and promote local community groups who are actively investing their time and energy in Sutton Coldfield and its residents.
- Support the creation of employment opportunities and access to education and training.



## Complementing

- Support the strategic framework for Birmingham City Centre with localised services and housing choices with Sutton Coldfield
- Ensure a diversity of uses which complement each other to encourage linked journeys and prolonged stays within the town centre, making it an attractive place to live, work and visit.
- Create a high quality town centre environment which is proportionate in services, attractions and architecture to its position as the largest suburban centre in Birmingham, including the provision of suitable commercial space for existing companies to grow and stay local, and subsequently creating new opportunities for new businesses.

## 3.2 Big Moves

As an extension of the ‘Big Moves’ set out in many of Birmingham’s policy documents, this masterplan defines the ‘Big Moves’ for Sutton Coldfield Town Centre under three headings in no particular priority, as follows:

### Movement and Transport

- MT1** **Achieve the relief road objectives through alternative means:** enabling public realm enhancements and development opportunities to come forward.
- MT2** **Reduce segregation caused by the ring road:** reducing the speed and impact of cars and refocusing the ring road to help people travel more safely and easily to and across the town centre by all modes of transport.
- MT3** **Improve pedestrian and cycling infrastructure and connectivity across the town centre:** by implementing traffic calming measures across town centre streets and reallocating excessive road carriageway space to cycleways and footpaths where possible, to ensure improved accessibility for all users, and installing well-located cycle parking and regular seating along pedestrian desire lines.
- MT4** **Improve pedestrian environment along Lower and South Parade:** reducing vehicles and enabling improvements to the public realm.
- MT5** **Sutton Coldfield Gateway:** integrating the town centre with the rail station, bus interchange and Sutton Park.
- MT6** **Consolidate parking and promote flexible solutions.**

### Economy and Community

- EC1** **Create a new heart:** providing the community with a distinct area of dedicated public open space which combines the northern Parade and reimagined Lower Parade to enable people to convene and gather for events.
- EC2** **Encourage town centre living:** bringing more residents into the central area to support shops and services.
- EC3** **Diversify the town centre:** creating a better experience, with a broad range of complementary uses and options for activities including more focused retail, community, leisure, creative, cultural, educational, accommodation, and food and beverage.
- EC4** **Encourage and provide a variety of workspaces:** to enable existing businesses to remain and grow locally and to attract new opportunities.
- EC5** **Stimulate key opportunities:** notably the three shopping centres, to meet the wider objectives.

Key

MOVEMENT AND TRANSPORT

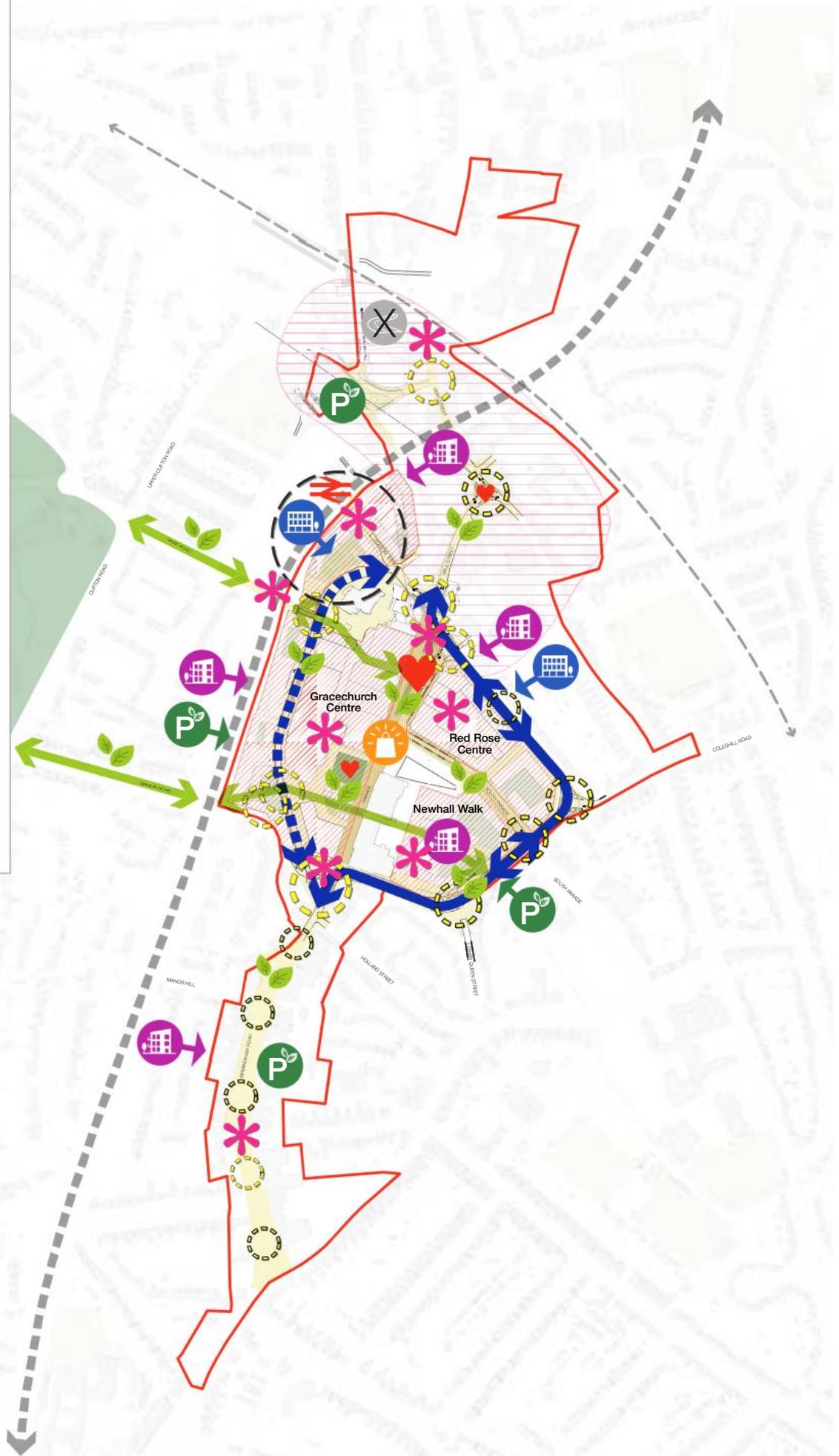
-  MT1: Achieve the relief road objectives alternatively
-  MT2: Reduce segregation caused by the ring road
-  MT3: Improve pedestrian and cycling infrastructure
-  MT4: Improve the environment along Lower/South Parade
-  MT5: Sutton Coldfield Gateway
-  MT6: Consolidate parking and promote flexible solutions

ECONOMY AND COMMUNITY

-  EC1: Create a new heart
-  EC2: Encourage town centre living
-  EC3: Diversify the town centre
-  EC4: Encourage and provide a variety of workspaces
-  EC5: Stimulate key opportunities

BUILT ENVIRONMENT AND IDENTITY

-  BE1: Protect and promote heritage
-  BE2: Upgrade the public realm
-  BE3: Make Sutton Park part of the town centre
-  BE4: Reinforce placemaking and connections
-  Town centre masterplan boundary
-  Sutton Coldfield station
-  Railway line
-  Sutton Park



## Built Environment and Identity

BE1

**Deliver high quality design and placemaking:** applying high quality sustainable architecture and design to new and repurposed buildings, spaces and gateway features complementing historic and other existing assets to create a town centre with an attractive, distinctive identity.

BE2

**Protect and promote heritage:** celebrating the history of Sutton Coldfield as a uniquely 'Royal' town and promoting the historic environment and the reuse of historic buildings to maximise their contribution to the town centres identity and economy, whilst designing enduring new spaces and buildings worthy of becoming future heritage.

BE3

**Upgrade the public realm:** creating a coherent, safe, well connected and resilient public realm of distinctive public spaces and inviting walking and cycling routes with clear wayfinding, use of high quality materials, green infrastructure, street furniture, play features and sustainable drainage to improve the overall attractiveness of the town centre.

BE4

**Make Sutton Park part of the town centre:** promoting the presence of the park by providing information at arrival places and creating attractive and convenient active green routes between the town centre and Sutton Park, New Hall Valley Country Park and Langley; and making the town centre greener by introducing trees and other planting, use of natural materials, opening up Plants Brook, and introducing green roofs and walls to buildings.

## Delivering the Big Moves

The bold and ambitious vision for this masterplan is to capture and capitalise on Sutton Coldfield's great potential and ensure that its many seemingly disparate elements come together harmoniously to create a whole greater than its parts.

Delivery will need to be considered carefully, due to the cost and timeframes involved in achieving such an ambitious masterplan. This framework will enable further detailed studies to be initiated to help facilitate implementation. Individual development proposals will be expected to contribute to achieving the masterplan objectives and delivery of the Big Moves.

All proposals are purposefully high level and designed to enable the regeneration of Sutton town centre. Wider strategies will also need to be kept in mind and co-ordination between different stakeholders will be essential.

The following sections elaborate on the benefits of the 'Big Moves'. Chapter 4 outlines the key projects which will enable the town centre to achieve them, the Vision and objectives over time, establishing an aspirational urban design framework for Sutton Coldfield Town Centre. These projects are brought together into a Delivery Strategy, in Chapter 5, created in collaboration with the Partnership to help illustrate the way forward.

### 3.2.1 Movement and Transport

All movement and transport proposals will be subject to modelling as they are progressed to ensure that all required measures are in place to ensure a safe, reliable transport system in Sutton Coldfield.

MT1

**Achieve the relief road objectives through alternative means:** enabling public realm enhancements and development opportunities to come forward.

Despite good public transport and road network connections, baseline findings confirm that movement and transport within Sutton Coldfield Town Centre need significant improvements. The 2009 SPD recognised this and proposed a new relief road to help solve a number of issues, including the need to respect the historic environment within the Historic Core. This masterplan proposes to solve these issues by reconfiguring the ring road and other town centre streets, as well as reallocating road carriageway space to footpaths and cycleways to rebalance the priority towards people, rather than traffic.

MT2

**Reduce segregation caused by the ring road:** reducing the speed and impact of cars and refocusing the ring road to help people travel more safely and easily to and across the town centre by all modes of transport.

Reconfiguring the ring road to create two-way streets along Victoria Road and Queen Street, could enable traffic to move at much more appropriate speeds for a town centre environment, leading to the re-prioritisation of local roads for local movements at local speeds.

Alongside the potential to allow two-way traffic on the eastern side of the ring road, there is also potential to downgrade Brassington Avenue. This could see its closure to through-traffic (except for buses and access to the Gracechurch Centre carpark and United Reformed Church) to enable the reallocation of road space to benefit people and encourage active frontages and connections. Improving Brassington Avenue will also have a positive impact on the proposed relocation of the bus interchange to the northern end of Brassington Avenue (pending further detailed studies).

Refocusing the ring road includes narrowing the road carriageway, expanding footpaths to include trees and seating, and instating cycle lanes where possible. By reshaping the ring road to create a pleasant and people-friendly environment, the site west of Brassington Avenue will also become more attractive for development. This will be further supported if the Gracechurch Centre opens up its Brassington Avenue frontage to create better permeability towards The Parade, and providing more life and activity to both sides of the street.

MT3

**Improve pedestrian and cycling infrastructure and connectivity across the town centre:** by implementing traffic calming measures across town centre streets and reallocating excessive road carriageway space to cycleways and footpaths where possible, to ensure improved accessibility for all users, and installing well-located cycle parking and regular seating along pedestrian desire lines.

With proposals to tighten up currently oversized road carriageways to create a better balance between cars and people, the opportunity to use that excess space for cycle lanes and additional footpaths must be taken advantage of. This would create a significant improvement to walking, cycling and access for less able-bodied people across the town centre, particularly if complementary infrastructure, such as seating, cycle hire, cycle parks, tree planting, drinking fountains, etc, are also implemented.

Particular attention must be made regarding pedestrian crossings at junctions. Many key junctions across the town centre are similarly oversized and should be significantly improved to address ease of connectivity. The connection with Sutton Park, and therefore at Park Road, will also be integral in helping to better integrate the park with the town centre generally (refer Big Move BEI3).

All of these measures would help to encourage sustainable movement which would consequently improve air quality, health and wellbeing, and Sutton Coldfield's overall carbon footprint.

**MT4**

**Improve pedestrian environment along Lower and South Parade:** reducing vehicles and enabling improvements to the public realm.

By reducing the segregation caused by the ring road and reconfiguring the way traffic flows around it, the need to have general traffic moving through Lower and South Parade would be minimised. These streets can therefore be upgraded into pedestrian priority spaces which still allow essential vehicle movement (including for emergency vehicles), but are designed primarily as spaces for public life and ease of pedestrian and cycle movement.

Lower Parade could be reimagined as an extension of the northern end of The Parade to create a more unified civic space for the town centre which could be a key site for markets and community events (also refer Big Move EC1).

**MT5**

**Sutton Coldfield Gateway:** integrating the town centre with the rail station, bus interchange and Sutton Park.

The Sutton Coldfield HS2 Gateway Project is committed to upgrading the station area into an attractive, improved and well-connected public and sustainable transport interchange. With the proposed location of the bus interchange at the top of Brassington Avenue (pending further detailed studies) to keep it at-grade (i.e. at the same level) and easily accessible from the Royal Town Core, opportunities identified separately to improve the station, and potential future development on both sides of Station Street, Sutton Coldfield Gateway will ensure a lively and welcoming ‘front door’ to the town centre.

Cycle parking facilities will need to be well-integrated within Sutton Coldfield Gateway and streets will need to be designed to be safe and well-connected to encourage sustainable multi-modal journeys.

Further technical studies will need to ensure any design for a relocated bus interchange will sufficiently accommodate current and future bus travel demand.

**MT6**

**Consolidate parking and promote flexible solutions:** within the Birmingham Parking SPD (Nov 2019), Sutton Coldfield has been designated as a ‘Green Travel District’ with a key aim of encouraging modal shift from car use to walking, cycling and public transport.

This masterplan seeks to make accessing the town centre by a range of modes as simple and safe as possible. This means making walking and cycling more appealing and viable for residents, supporting public transport choices, and providing suitable levels of car parking. Innovative solutions to the provision of private car use will be encouraged, including the use of carpools.

By proposing a strategy to consolidate parking within the town centre, certain sites currently used for car parking can be repurposed for development or public open space. Where any new parking is proposed, design should be flexible and well-integrated with trees and landscaping to provide multi-functional spaces for when cars aren’t present.

Disabled parking provision and EV charging points will be required, where appropriate, and be evenly distributed across town centre streets. This can be achieved by reclaiming road carriageway space as proposed throughout the Movement and Transport Big Moves.

#### Public engagement feedback which has informed the Big Moves

“The buses need to be closer not further away from the shopping areas. If people are going to be encouraged to use a bus and purchase goods they don’t want to walk far to catch transport home.”

“In principle ending the one way system has merit, but how it would impact on the church.”

“It feels like the ring road around the centre acts as a mental block and adds a false perception that the centre is different to Birmingham Road.”

“Commit to cycle routes please and cycle storage.”

“Reduce traffic flow. Please seriously consider safety of pedestrians.”



Image: New Civil Engineer

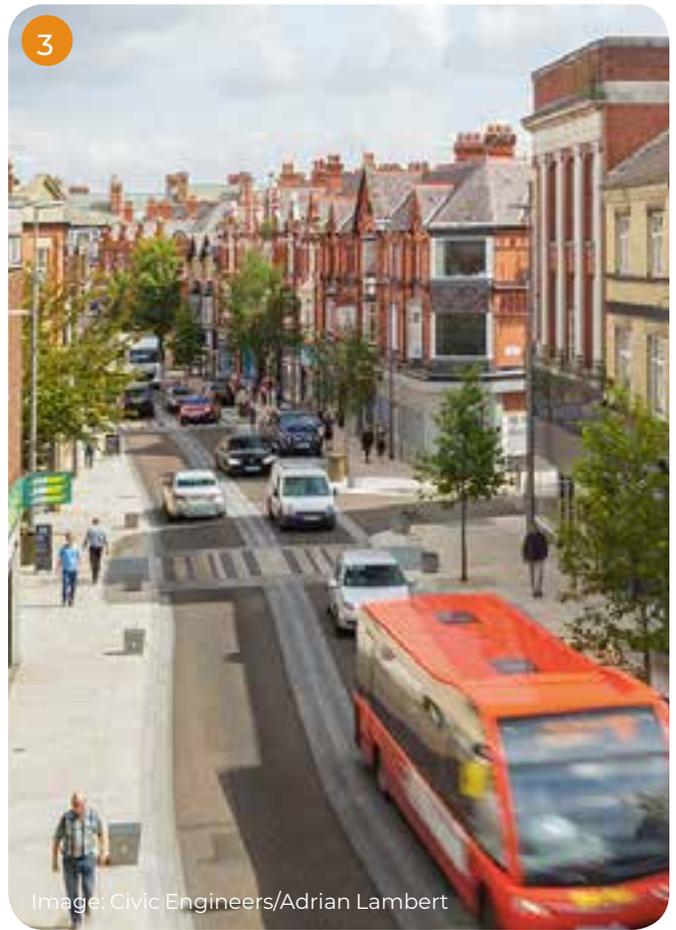


Image: Civic Engineers/Adrian Lambert



Image: Suzanne H. Crowhurst Lennard



- 1 The upgrade of West Croydon bus station was an important part of the town centre's redevelopment
- 2 Trees and landscaping are integrated as part of parking layouts to soften the appearance of parked cars
- 3 Upgrades to the public realm at Stamford New Road, Altrincham, including a visual median to help naturally slow vehicles, still allow for high volumes of traffic
- 4 Wide footpaths and street planting create an inviting and people-focused environment whilst providing integrated space for cycle parking
- 5 Cycle parking infrastructure
- 6 Wide footpaths encourage spill-out activity without disrupting the flow of pedestrians



## 3.2.2 Economy and Community

EC1

**Create a new heart:** providing the community with a distinct area of dedicated public open space which combines the northern Parade and reimagined Lower Parade to enable people to convene and gather for events.

The heart of a town centre is an important focal point for public life and community activity. A new heart for Sutton Coldfield must be developed to provide a key area of public open space to hold such activities which can help bring residents and visitors together at an informal gathering point, as well as a local destination for community events.

As a well-used pedestrianised high street, an upgraded Parade at its wider northern end could provide an ideal setting for the town centre's new heart, particularly alongside Big Move MT4 which proposes to reclaim Lower Parade as an extension of public open space. A more formal square could be provided elsewhere, e.g. potentially within the Gracechurch Centre site, to complement the northern end of The Parade.

EC2

**Encourage town centre living:** bringing more residents into the central area to support shops and services.

Town centre living brings life into centres and enables a sustainable way of life. Sutton Coldfield is a particularly attractive offer for town centre living with strong transport links and connections to Sutton Park. Residential prices are also strong compared to other areas in Birmingham, indicating huge potential to increase the amount of homes within the town centre as part of mixed-use proposals.

Emphasis should be placed on quality with generous internal space standards and access to well-sized private outdoor space, minimising the sense of compromise to quality of life by living in an apartment or urban townhouse. After experiencing life under lockdown, the quality and layout of our homes has become even more important and all homes will need to consider how quiet working spaces can be integrated.

Town centre living in Sutton Coldfield should target a wide range of people, including young professionals,

downsizers, families and older people in need of care. Residential within a mixed-use environment will help shops and services to be supported, and add to the diversification of uses while retail is in decline.

EC3

**Diversify the town centre:** creating a better experience, with a broad range of complementary uses and options for activities including more focused retail, community, creative, cultural, educational, leisure, accommodation, and food and beverage.

Sutton Coldfield Town Centre wants to be a lively and vibrant destination with something for everyone to attract prolonged stays and repeat visits. The town centre offer must therefore be diversified to achieve this to enable people to feel like they can have a 'day out' in Sutton Coldfield, starting with a walk around Sutton Park in the morning, to ending with a nice meal and a movie, possibly with a drink to cap the night off, in the evening.

With a relatively affluent catchment, more specialist and independent retail would be well suited in Sutton Coldfield and complementary to convenience retail. The town centre would also benefit hugely from family and health leisure uses, cultural attractions, community facilities, and more good quality cafes and restaurants. With a creative community and nearby colleges there is potential for more creative, cultural and educational uses in the town centre. This could support the diversification of the local economy into creative and digital industries, as well as providing lifelong education and training opportunities for the community. Overnight accommodation could help to support an evening economy, whilst uses targeted towards younger children will help to attract their parents as well. This masterplan proposes a number of short-term interventions (refer Chapter 4.6) which could help test and/or establish alternative uses within the town centre whilst bringing a sense of excitement and vibrancy.

There are also several cultural and community facilities outside of the masterplan boundary including Sutton Arts Theatre, the Empire Cinema and Wyndley Leisure centre. These facilities can play an important role in attracting visitors and where possible links between these uses and the town centre will be strengthened.

**EC4**

**Encourage and provide a variety of workspaces:** to enable existing businesses to remain and grow locally and to attract new opportunities.

There are significant opportunities in providing more and higher grade workplace accommodation in Sutton Coldfield Town Centre, particularly near or within the Sutton Coldfield Gateway. Prior to the pandemic, the professional, scientific and technical sector was seeing growth for local employment, as well as the information and communication sector. Well-managed workplace hub-style accommodation for start-ups, satellite offices, and drop-in facilities, will still be in demand following the pandemic with working from home becoming more prevalent.

Anecdotal evidence suggests that a number of existing businesses are concerned with their ability to expand within Sutton Coldfield, however maintaining the local business community is viewed as a top priority and development proposals must take this into account.

**ECS**

**Stimulate key opportunities:** notably the three shopping centres, to meet the wider objectives.

This masterplan identifies the key opportunity sites as those within City Council ownership (refer chapter 2.3), as well as the three main shopping centres (including the Red Rose Centre which is also City Council-owned). These sites make up a large proportion of the Royal Town Core and represent some of the most prominent sites within the town centre. Therefore, these sites hold the greatest potential for reasonably delivering the much-needed changes to the town centre, however timing and costs will have implications on delivery and need to be considered at a wider level.

In addition to helping the town centre to diversify its uses, these key sites will also be important for achieving many of the other objectives including enhancing pedestrian connectivity and permeability across the town centre, creating sustainable development, and ensuring the Sutton Coldfield Library continues to be a well-loved asset for the community.



Shared workspace hub with public ground floor cafe, Second Home, Hackney

**Public engagement feedback which has informed the Big Moves**

“We need a better cinema and bowling alley... There is nothing for family entertainment.”

“An area for events is crucial [...] an indoor space to be used all year round, bringing people a reason to visit for more than just shopping and work.”

“Local businesses selling fresh food i.e. vegetables, meat, bread, etc need to be encouraged.”

“Increased residential is important for the town centre renewal.”

“The reason people come to Sutton Coldfield is to shop, but there’s not much choice.”

“It would be nice to see more independent food and clothing shops around town as I am the kind of person that buys into that and likes to support small businesses.”



Image: Bournville Village Trust Telford



Image: Hatch Manchester

- 1 The terraced central civic space in Lightmoor Village, Telford provides an excellent venue of community events
- 2 Indoor food hall with high quality dining options in a casual setting at Mercato delle Erbe, Bologna, Italy
- 3 Mixed-use development at Elephant Park, London
- 4 The Idea Store Whitechapel, is a community facility which combines library and educational space, as well as a café, dance studio, crèche and holistic treatment centre
- 5 Hatch, a pop-up shipping container village for independent traders in Manchester
- 6 The public square in Addington, Cambridge, is surrounded by a mix of retail and residential uses



### 3.2.3 Built Environment and Identity

BE1

**Deliver high quality design and placemaking:** applying high quality sustainable architecture and design to new and repurposed buildings, complementing historic and other assets to create a town centre with an attractive and distinctive identity.

Giving the town centre a strong identity will be supported by complementing its historic assets with strong placemaking in its development opportunities and public realm enhancements, making a place that is distinctly Sutton Coldfield. The height and form of new buildings will respect and add to positive aspects of local character and enhance the town centre through high quality, distinctive architecture. A coherent, bold approach to design of buildings, public realm and gateway features is needed to raise the profile of the town centre.

BE2

**Protect and promote heritage:** celebrating the history of Sutton Coldfield as a uniquely 'Royal' town and protecting and promoting the historic environment and the reuse of historic buildings to maximise their contribution to the town centre's identity and economy, whilst designing enduring new spaces and buildings worthy of becoming future heritage.

Sutton Coldfield has a notable history, visible in the built environment of the historic core, its designated listed and locally-listed buildings and conservation area, Sutton Park and the 'Royal' title. The High Street Conservation Area is established to inform how the area should be protected and enhanced and Big Move MT3 proposes to create an environment which rightfully respects it. These and other historic assets within the town centre should be assessed for their heritage value and contribution to local character, and protected and enhanced by new development. Where buildings are underused, they should be brought back to life and repurposed for contemporary activity, particularly for business uses that complement historic spaces and for community or cultural uses where their significance can be appreciated by a wide audience.

BE3

**Upgrade the public realm:** creating a coherent, safe, well-connected and resilient public realm of distinctive public spaces and inviting routes that integrate walking and cycling routes with clear wayfinding, using high quality materials, green infrastructure, street furniture, play features and sustainable drainage to improve the attractiveness of the town centre.

The public realm environment should be attractive, safe and pleasurable to move through and spend time. It encompasses streets and public spaces, and therefore makes up a significant element of the town centre and how it expresses itself to the world. The Parade is a particularly key space that forms the spine of the town centre and should be a focus of upgrades to create an engaging and lively space for all ages and all levels of accessibility, along with Big Move MT1 new heart public square and newly uncovered Plants Brook. The addition of colour, trees, planting, water features, seating, and elements for play, could all be transformative.

By investing in upgrades to the public realm, it will encourage more walking and cycling, particularly in conjunction with Big Move MT3 to improve infrastructure and connectivity. It will also help to make the town centre a more attractive to visitors, as well as to potential business owners, event organisers, property developers and investors.



A cluster of trees and low-maintenance planting provides a 'mini forest' and pleasant seating area within an urban environment

**BE4**

**Make Sutton Park part of the town centre:** promoting the presence of the park by providing information at arrival places and creating attractive and convenient active green routes between the town centre and Sutton Park, New Hall Valley Country Park and Langley and making the town centre greener by introducing trees and other planting, use of natural materials, opening up of Plants Brook and introducing green roofs and walls to buildings.

Sutton Park is a unique place and major visitor attraction only 5 minutes' walk from the town centre. This relationship should be celebrated and made visible as part of the town centre's identity, through information, improved wayfinding, and new and upgraded connections between town and park.

The value of the park should be harnessed to make nature a significant element within the town centre. Plants Brook, which links to the park, should be opened up where possible within a green corridor and integrated with the public realm as a distinctive feature of the town centre and to provide pleasant green routes towards New Hall Valley and Langley SUE. Greening of the town centre should encompass tree and other planting and sustainable drainage features within public spaces and streets, and take opportunities for buildings to provide green walls and roofs, especially where overlooked from high places such as the elevated railway line.



Public art and playful elements, such as an outdoor table tennis table, can make the built environment engaging to a wide audience

These measures will contribute to the distinctive town centre character, create a more pleasant environment and help to achieve climate resilience against increasing risk of surface water flooding and overheating, whilst providing carbon mitigation measures.



Image: ProLandscape Magazine

A mix of hard and soft landscaping, with integrated SUDS features, provides a multi-functional civic space for events and general public life at Jubilee Square, Leicester

#### Public engagement feedback which has informed the Big Moves

“Informal parking is prevalent along Birmingham Road and it impacts negatively on an area that could be made more attractive for pedestrians and cyclists.”

“The Big Moves recognise the charm of the historic quarter, and the need to join the town up into a cohesive whole with distinct areas of speciality.”

“The green space in Sutton currently is minimal, the pedestrianised area feels like a road.”

“The proposals are welcomed as Sutton Town Centre is not a pleasurable place to visit and shop. I have started to go to Tamworth, Wednesbury, Walsall and Solihull instead as they feel much nicer and offer more variety and choice.”

“[Sutton Park] should be a big part of coming to Sutton, but it feels hidden away with little or no promotion in the centre to get people to go there.”

“Plants Brook should be re-naturalised - could be beautiful asset and great for wildlife.”



- 1 Use of vibrant signage can reinforce civic pride and identity
- 2 A permanent white-line graphic doubles as art and play at Marmalade Lane, Cambridge
- 3 Level changes provide the opportunity to create terraced areas of public open space
- 4 Bold murals painted on a rail bridge reflect the diverse local community in Brixton, London
- 5 Public realm enhancements in Altrincham, Greater Manchester have led to 27% increase in footfall
- 6 Naturalistic planting features in Kings Crescent Estate, London provides informal seating and play
- 7 Supergraphics used in a crossing in Hackney, London



## 4 Town centre projects

The projects described within this chapter demonstrate how the town centre Vision, Objectives and Big Moves will be achieved.

Whilst projects vary in scale and impact on the regeneration of the overall town centre, all projects have been identified to highlight an element of the built environment which would bring benefits to the immediate surroundings as well as to the overall impression and identity of Sutton Coldfield Town Centre. The success of these projects will rely on robust and well-considered details to ensure high quality and enduring results.

Alongside each project (A-Q), organised by Character Area (refer Chapter 2.2), the relevant symbol(s) representing the seven keyword Objectives (Connecting, Complementing, Creativity, Celebrating, Changing, Communicating, Community) will indicate which Objective/s the project meets. Symbols for the Big Moves codes (MT1-6, EC1-5, BE1-4) are also used.

Each project sets out key principles for how they can be achieved allowing for some flexibility to enable external factors, including detailed viability and wider policy context, to inform the development of more detailed proposals following this masterplan. Viability has only been considered at a high level in the production of this masterplan, for example by understanding current market trends and conditions at the time of writing. Suggested heights for development are therefore based on a character and context assessment, rather than on viability.

The Development Principles diagram, on the following page, sets out to illustrate these principles through the use of symbols and indicative site layouts.

A strategy for short term interventions (project Q) to help kick-start the regeneration of Sutton Coldfield Town Centre is outlined in Chapter 4.6.

The Delivery Strategy in Chapter 5 sets out a framework for implementation.

### Symbols indicating Objectives

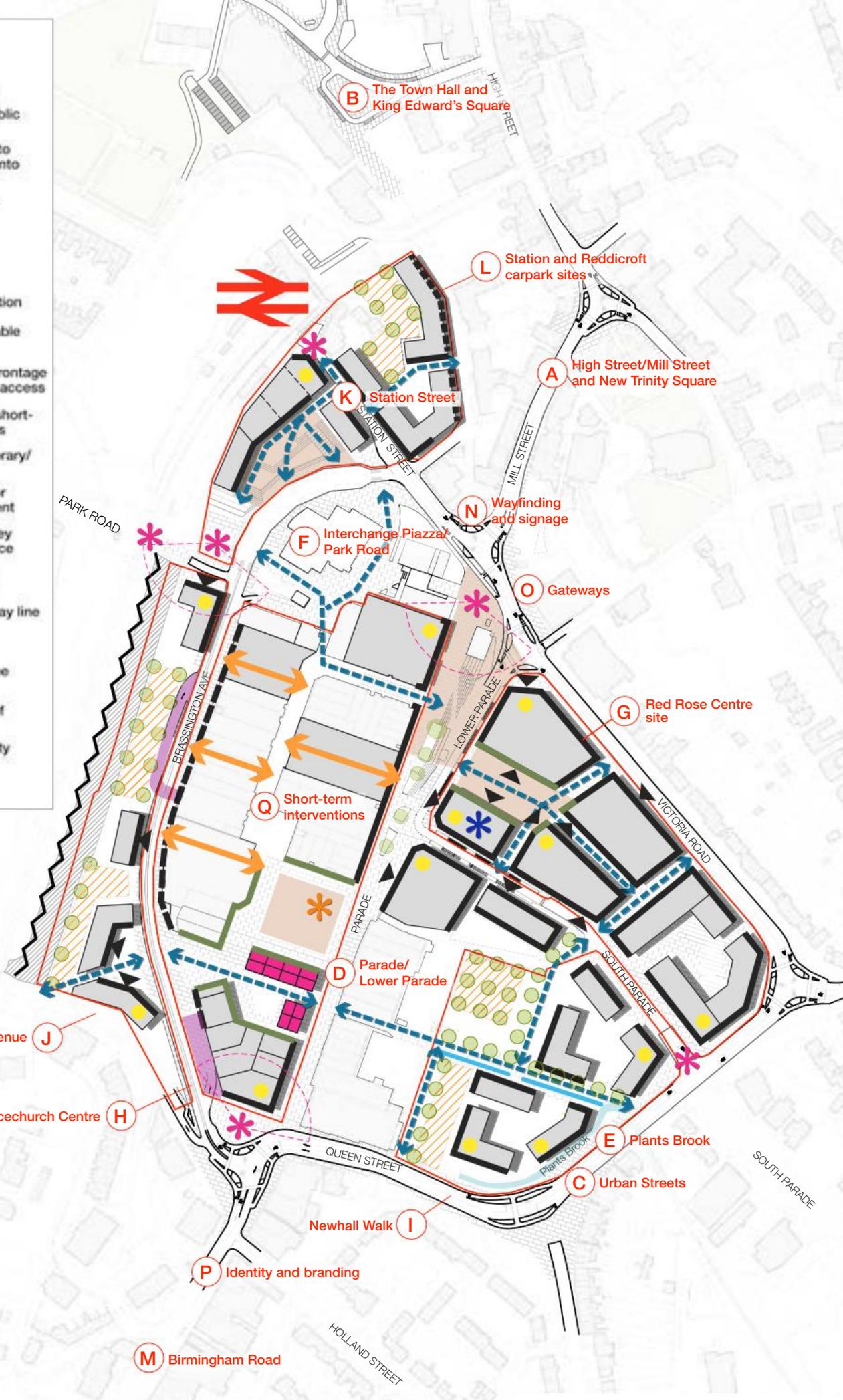


### Symbols indicating Big Moves



Key

- Active frontage
- Consistent building line
- Active frontage onto public open space
- Consider opportunities to create active frontage onto Brassington Avenue
- Highly visible entrances
- Potential to establish through-route
- Reinforce pedestrian connection
- Proposed gateway location
- Landmark location suitable for additional height
- Ability to create active frontage constrained by existing access
- Potential for units with short-term leases, i.e. pop-ups
- Preferred location for library/ community facilities
- Potential key location for integrated play equipment
- Proposed location for key area of public open space
- Indicative parking area
- Noise impact from railway line
- Railway embankment
- Indicative location of tree planting
- Indicative realignment of Plants Brook
- Development opportunity site boundary
- Project reference



Development principles diagram

## 4.1 Historic Core (and Sutton College)

### A High Street/Mill Street and New Trinity Square

High Street and Mill Street currently suffer from an overdominance of vehicles. To overcome this, the movement corridor should be reduced to the minimum amount of space that it needs to function effectively and successfully, whilst the rest of the space is given to civic life, sociability, zero- and low-carbon movement, and town centre enjoyment.

Upgrades to the Historic Core must focus on improving the setting for the retained built heritage and architecture within the High Street Conservation Area, allowing it to fulfil its potential as a historic asset to the town. By reclaiming the road space, pedestrian and cycle movement will become safer and more comfortable, particularly at crossing points where it will encourage better connectivity with Sutton College, the Royal Town Core and other areas within the town centre.

The High Street/Coleshill Street intersection by Vesey Gardens is a key junction where the excess of space would be better utilised to improve the benefit of Vesey Gardens and to provide a new point of focus for the town centre. A new 'Trinity Square' would offer an attractive and inviting space to meet, relax, and enjoy the heritage of Sutton Coldfield Town Centre, adjacent to the serenity and calm of the Gardens themselves.

Materials and street furniture selected for the Historic Core should be inspired by the historic architecture and assets highlighted by the High Street Conservation Area guidance. Arguably, the 'royal' status of Sutton Coldfield should be most visible in this area with Holy Trinity Parish Church and Vesey Gardens, in their formal nature, being highlighted as the heart.

In summary, proposed improvements to High Street and Mill Street are as follows:

- Reduce the road carriageway to the minimal functional width and designate the excess space within the street section to cycle lanes, widened footpaths and improved crossing points.
- Transform the High Street/Coleshill Street intersection by Vesey Gardens into a trafficable square which is designed to slow traffic and provide additional dedicated public open space to expand the amenity surrounding Vesey Gardens, creating a new focal point for the town centre.
- Ensure any improvements to the public realm use materials appropriate to the High Street Conservation Area and to the identity of the Historic Core.



Illustrative sketch of proposed 'Trinity Square'

## B The Town Hall and King Edward’s Square

The Town Hall is an integral heritage asset within the town centre and is currently a venue for community, arts and cultural events, with the potential for this activity to be developed further. Enhancing walking, cycling and access for individuals with impaired mobility to the Town Hall will improve connectivity between it and the railway station, Royal Town Core and Historic Core, encouraging increased movement of people between these areas.

Removing the need for the relief road offers the opportunity to rethink the environment at King Edward’s Square and create a more appropriate setting for the war memorial, while delivering a stronger sense of arrival at the Town Hall. The current Square is identified as a key space within the High Street Conservation Area, and could be remodelled into a contemplative space; the excessive tarmac and scattered parking should be redesigned as a pedestrian priority space. By taking a thoughtful approach to materials, paving could integrate patterning that is related to the memorial or the adjacent Town Hall, which is an attractive example of local built heritage.

Parking could remain part of the function of the square, provided it is integrated alongside trees/ planting and/or well-designed street furniture to create an attractive, contemplative environment where people can feel comfortable to sit and enjoy a quiet moment.



A draft proposal for a refurbished King Edward’s Square

## 4.2 Royal Town Core

### C Urban Streets (Victoria Road/ Queen Street)

The backbone of the improved transport network is to create simple two-way urban streets that accommodate the required vehicular movements to replace the existing one-way urban motorway. Two-way traffic will move at safe, local speeds, i.e. 20mph, around the eastern side of the existing ring road (Victoria Road and Queen Street), where segregated cycle lanes, tree planting, SUDS, and seating will also be integrated.

These urban streets will also provide convenient and inviting street crossings at key locations as well as an attractive environment for future development and the existing residential communities. This two-way street will be wholly reimagined from what is there today, with interventions to keep traffic moving slowly, to improve air quality, and to create more sociable streets.

A new direct and dedicated pedestrian and cycle crossing connecting the two sides of South Parade, across Victoria Road, will be a significant benefit to residents and help to bring people directly to and from the town centre (also refer project E Plants Brook).

A second dedicated crossing is located at the bend of Queen Street, coupled with the proposal to close the top of Lower Queen Street to traffic to prevent rat running following changes to the ring road, and improve the pedestrian environment generally.



Parallel / tiger crossing for pedestrians and cyclists right-of-way in Hackney, London



Indicative section of the reconfigured urban street at the eastern edge of the ring road, where existing road space can be reorganised to accommodate cycle lanes



Visualisation for a reconfigured urban street in Manchester

### D Parade/Lower Parade/ South Parade

This masterplan proposes to create a new heart for Sutton Coldfield. To achieve this, the public realm within The Parade needs to be upgraded and surrounding uses need to provide activity and interaction to create a safe, vibrant and engaged space. With non-essential traffic removed from Lower and South Parade, due to the reconfiguration of the ring road and relocation of the bus interchange, these spaces can be repurposed into key areas of public open space.

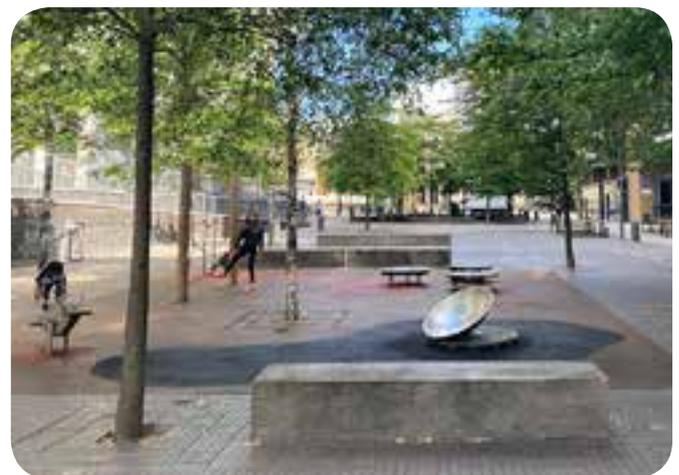
Lower Parade in particular can add to The Parade at its northern end, creating an expanse of safe, inviting and convivial civic space, capable of holding markets and community events. The change in levels marks a medieval mill pool dam and this heritage asset can be celebrated and utilised to create an attractive, landscaped feature to provide informal seating, opportunities for play and a local landmark for meeting and congregating.

The reimagined use of Lower Parade would suitably complement the new community hub and library proposed within the extended Red Rose Centre site (refer project G) as a key grouping of civic and public uses. In addition to considering uses along the Lower Parade, activity within the Gracechurch Centre along The Parade frontage should also lend itself to ‘spilling out’ into the public realm, for example, cafés and restaurants.

South Parade should be upgraded as an extension of enhancements to The Parade/Lower Parade. It is a key connecting route to and from South Parade east of the ring road, as well as further on to Rectory Park, New Hall Country Park and therefore Langley SUE. An improved crossing across Victoria Road (refer project C) will help to facilitate movement and proposed development within the redeveloped Red Rose Centre and Newhall Walk sites (refer projects G and I) will help to achieve a positive minor gateway into the heart of the town centre.



Indicative aerial sketch of the combined Parade / Lower Parade to create a new civic 'heart' for Sutton Coldfield Town Centre



Play elements integrated within public open space

Public realm improvements across The Parade, Lower Parade and South Parade should include:

- Resurfacing on Lower and South Parade to create pedestrian-priority spaces.
- Trees and landscaping to increase the presence of nature, provide shade, and support the relationship with Sutton Park.
- Integrated urban water features, particularly SUDS to ensure climate resilience and potentially along the natural alignment of Plants Brook (also refer project E).
- An upgraded street furniture strategy, including bins for recycling, seating, and elements designed for informal and formal play and interaction – these could be designed to a distinctive theme consistent with Sutton Coldfield’s identity and branding (refer project P).
- Integrating ‘plug-in’ points to increase the functionality of these areas for markets and outdoor events.
- New public realm will include areas of shelter and microclimate that maximises use of public space throughout the year.
- Retention of the former Millpool Dam as a distinctive topographical feature.

A new formal square is also proposed within the redevelopment of the southern section of the Gracechurch Centre (refer project H) which will complement the potentially more informal nature of the northern Parade/Lower Parade civic space.



A vibrant pedestrianised open space with a combination of landscaping, different pavement materials and active uses



Rain garden SUDS can be attractive multi-functional features



Informal play elements within an urban environment

## E Plants Brook

Plants Brook is a culverted and channelised stream that runs across the town centre, connecting Sutton Park and Newhall Country Park. It is currently visible along the Queen Street corner of the Newhall Walk development site, however any opportunities to reinstate Plants Brook as an open watercourse should be explored, where feasible, as a positive element of sustainable development.

In the short-term, the portion visible along Queen Street should be made into a feature by:

- Significantly paring back surrounding vegetation.
- Replacing the continuous railing on both sides with more discreet provision, but which allows people to look down safely onto the Brook.
- Dedicating an area of public open space to the enjoyment of the feature, e.g. with seating within the Newhall Walk site to be shielded from moving traffic and pedestrians.
- Installing education boards which signposts the presence of Plants Brook and indicates where it is flowing to/from.

Further studies should be carried out to understand how Plants Brook could be realigned and resurfaced as part of public realm enhancements, e.g. within Newhall Walk and The Parade (refer projects I and D, respectively), and discussed with the BCC Flood Risk Manager.

As the town centre land form naturally becomes elevated to the west, detailed investigations to ascertain the prevailing water level will need to be carried out. Alternatively, markers and/or water features at ground level could help to illustrate the direction and flow of the Plants Brook running underneath (also refer project N Wayfinding and signage).

South of Queen Street, Plants Brook openly runs behind properties on the western side of South Parade amongst trees and planting. It continues across Upper Holland Street and adjacent to Plantsbrook School until it meets Ebrook Road and the footpath to New Hall Valley Country Park. This portion of Plants Brook should be established as a primary green pedestrian/cycle connection to provide a pleasant, dedicated non-vehicular access to and from the town centre, taking only between 5-10 minutes to walk.



Image: Studio Engleback

Watercolour in Redhill, Surrey successfully reinstated a culverted brook as part of the SUDS and landscaping strategy



An urban rill at More London provides drainage as a multi-functional streetscape feature

## F Interchange Piazza and Park Road

The northern end of Brassington Avenue around its junctions with Park Road and Station Street is key to making better walking and cycling links between the town centre, rail station and Sutton Park. The potential to downgrade Brassington Avenue provides the opportunity to overcome the vehicle dominance between Park Road and Mill Street/High Street. This includes the creation of a new public space around the United Reformed Church and the proposal, subject to further feasibility studies, to relocate the bus interchange at the northern end of Brassington Avenue, providing convenient level access to the Royal Town Core and prioritising pedestrian and cyclist movement through Park Road tunnel towards Sutton Park. Key elements of the project are:

- The public realm surrounding the United Reformed Church can be upgraded significantly into an inviting landscaped Piazza which serves the bus interchange and better stitches Sutton Coldfield Gateway together with The Parade, Lower Parade, and the rest of the town centre. This will also create an improved setting for the popular Church, and make it a more visible feature within the town centre fabric.
- Park Road and the tunnel can be transformed into an attractive gateway feature (also refer project O) to both the town centre and Sutton Park in either direction. As an already charming and leafy street to the west of the tunnel, additional priority should be given to pedestrians and cyclists, including potentially limiting movement within the Park Road tunnel to pedestrians and cyclists only. Additional seating, planting, and graphic wayfinding measures indicating the very near proximity of Sutton Park could be also used to improve the important connection and create a key town centre experience.
- A new direct route is needed at the northern end of the Gracechurch Centre, breaking through the barrier of existing buildings to link the public realm around the Church with Lower Parade, in effect extending Park Road to the heart of the town centre as an attractive pedestrian street and integrating it with the rail station, proposed bus interchange and Sutton Park.

- The new bus interchange should be a fitting arrival place to the town centre, complementing the heritage and townscape values of the rail station, United Reformed Church and Station Street historic buildings with high quality contemporary design and providing a safe, welcoming experience for all public transport users. The proposed interchange should incorporate green infrastructure, low carbon energy use and sustainable drainage.



A painted mural by street artist Jimmy C in Stoney Street, London, brings colour and significance to a through tunnel



Playful features could be added along Park Road to create a strong relationship between Sutton Park and the town centre

## G The Red Rose Centre

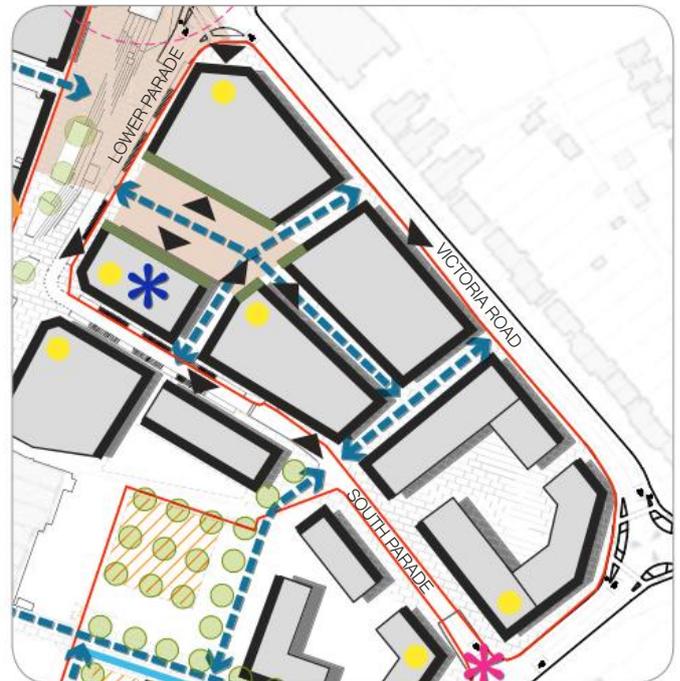
The Red Rose Centre, and its associated Victoria Road Car Park, both owned by the City Council, occupies a large and significant site within the town centre. For the purposes of this masterplan, however, the development opportunity considers the full block up to Victoria Road to encourage an ambitious comprehensive redevelopment which could be transformative for Sutton Coldfield.

Its prominent location within the town centre is fundamental to considering how the site may be reimagined, being at the gateway for people approaching the town centre in all modes of transport. It also fronts onto the reimagined heart of the town centre on Lower Parade (refer project D).

The overall aim for this site will be to create a distinctive, vibrant, daytime and evening destination and workplace that could include independent retailers and creative studio space alongside contemporary new homes to attract people to visit, live and work within the town centre. The site will become a creative hub, including a new contemporary library facility which reinstates the successful Sutton Coldfield Library in its established location within the town centre. As one of the key community and cultural assets, it could provide library services alongside complementary functions, such as an accessible archive and heritage centre and flexible spaces for creative, digital and educational uses. These community and cultural facilities could be supported by other complementary uses such as drop-in council services, health facilities, flexible spaces for hire, or other facilities that can support the needs of the local community.

Other development guidelines for the site include:

- Making a place with a strong character of its own that respects the historic setting, using high quality, contemporary architecture and public realm design and exploring repurposing elements of the existing buildings as part of a sustainable approach contributing to a unique destination.
- Creating new public square(s) well-connected to Lower Parade and South Parade – to open up the site, to maximise active frontages and to form inviting places where people want to spend time – enclosed by buildings of generally 4 to 6 storeys (potentially up to 8 storeys towards the centre of site where this positively contributes to the town centre’s urban character and does not detract from the historic context).



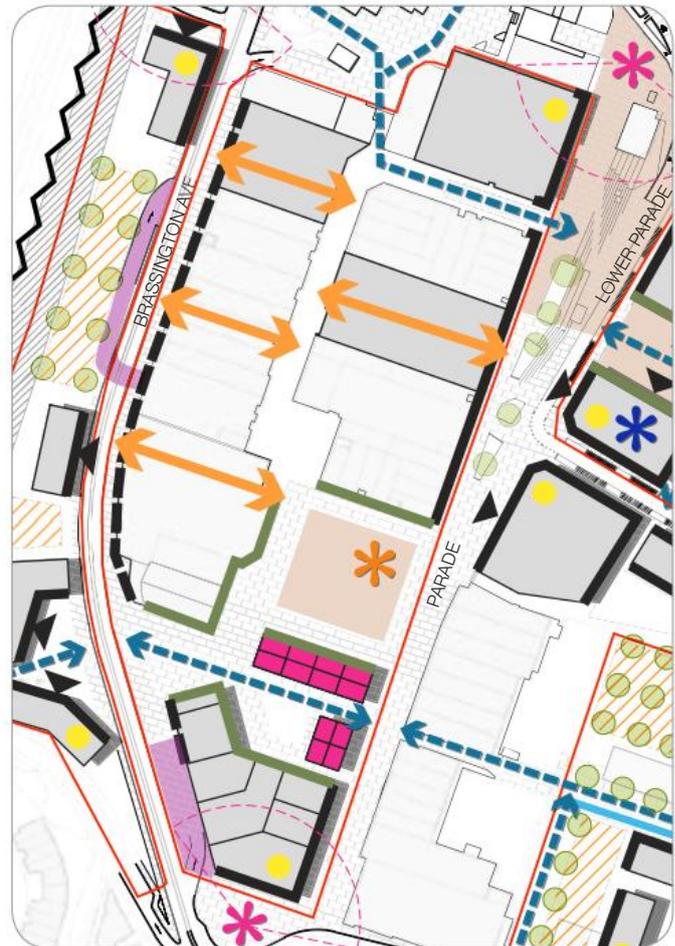
Excerpt from Development guidelines diagram showing an indicative layout for the extended Red Rose Centre site (refer page 41)

- Developing buildings in the west of the site that offer flexible spaces that can be adapted to different uses over time, facilitating a vibrant mix of uses, such as retail and bars/restaurants/cafés, library and other cultural attractions (arts, local heritage), creative studio spaces, potential for cinema or other family leisure uses, offices and/or residential on upper floors.
- Delivering residential buildings in the east providing well-designed homes that offer high levels of amenity including direct access to private outdoor space.
- Designing to encourage sustainable travel, with limited parking for cars.
- Retaining existing retail tenants on site and office tenants within the town centre; BCC also own land at the Sutton Coldfield Gateway close to the rail station where workspace accommodation would be suitable (refer project L) and interconnections between the sites should be explored.
- A phased approach to the delivery of the Red Rose sites redevelopment will be supported where this delivers the overall vision for the site and achieves a high-quality comprehensive scheme.

## H Gracechurch Centre

As such a significant component of the town centre, the Gracechurch Centre has a big role to play in the regeneration of the town centre and fostering a vibrant town centre atmosphere. The Gracechurch Centre should:

- Ensure active frontage and front-door activity along the length of The Parade; for large units that face onto both The Parade and the internal mall, thoroughfare should be encouraged to improve interconnectivity.
- Seek to create activity along the Brassington Avenue frontage with active and front door activity, and through-connections where possible.
- Consolidate the northern end of the shopping centre to the indoor mall area, so that the area to the south can be demolished, opened up and reconfigured to provide a mix of independent retailers focused on boutique and artisanal products and services, e.g. butchery, bakery, delicatessen, cafes/restaurants and bars, etc.
- Provide a new public space, for example an urban square, at the interface between the internal mall, new development to the south of the Gracechurch Centre, and The Parade (refer following 'Gracechurch Square' text).
- Create a direct link between The Parade and Brassington Avenue which connects up with the east-west route through Newhall Walk onward to Queen Street, and the link between Brassington Avenue and Manor Road, via the west of Brassington Avenue site (refer project J).
- Utilise vacant units to enact a meanwhile uses strategy (refer project Q), where large-footprint units could be transformed to create adaptable and innovative spaces which are flexible in size and configuration. This could also provide spaces to test the market for the long-term success of new uses.
- Family leisure activities such as a market arcade, a large soft play centre, an escape room, or climbing facilities could be explored for some of these units as a complementary attraction to retail. The provision of a hotel could also be explored.



Excerpt from Development guidelines diagram showing an indicative layout for the Gracechurch Centre (refer page 41)

- Integrate permanent smaller units which could be used for short-term incubator business opportunities, or for existing stallholders currently situated within the Market Village, to create an exciting, changing environment for residents and visitors.
- Activate the space around the new urban square with restaurants, cafés and flexible retail space to create an active, vibrant and adaptable space to provide a focal point for activity.
- Provide for residential uses above ground floor units at either end of Gracechurch Centre to provide further diversification of uses, at the same time as attracting more people into the town centre.

- There is potential to provide sufficient height (in consideration of character and context) to act as key landmark features within the built environment.
- Other uses such as community, healthcare and leisure will also be encouraged where they support the vitality of the town centre. Non-retail uses will be supported on ground floors where they provide an active frontage and enhance the visitor experience.

### Gracechurch Square

Providing a key area of public open space will help to open up and integrate the Gracechurch Centre site with the town centre as a whole. As the secondary space to the new heart created at the northern end of The Parade/Lower Parade (refer project D), it should:

- Be designed to be multi-functional, with integrated landscape features, seating and formal play equipment.
- Be designed in way to promote use all year through the careful orientation and positioning of buildings and planting, to create a microclimate that provides shelter all year.
- Be able to support the town centre in hosting community events.
- Be activated with all surrounding development being oriented towards the space and provide opportunities for spill-out activity.
- Explore how it can provide a complementary experience within the town centre by referring to the masterplan’s wider objectives, for example with an emphasis on trees, planting and nature to help bring Sutton Park into the town centre (Big Move BEI3) and/or with public art to help reinforce identity (refer project P).



A combination of trees, seating, water and play elements are used within Dalston Square, London, to provide a multi-functional community space



An urban square surrounded by active frontage

## I Newhall Walk

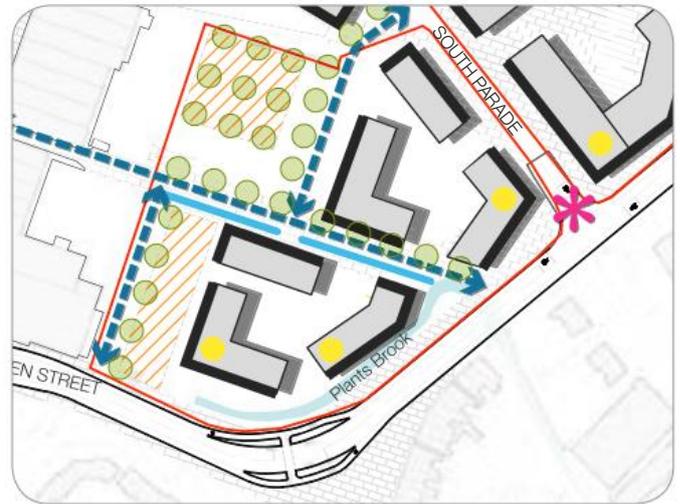
Discussions with landowners confirms that development opportunity at Newhall Walk is likely to be a long-term consideration due to current lease agreements, however the presence of Plants Brook along the Queen Street boundary presents a short-term opportunity (refer project E).

With changes in the way people live, shop and travel, the land could conceivably change use in the longer term. Whilst retaining its well-functioning units along The Parade, the area occupied by the car park and warehouse retail units should be viewed with the potential to densify the town centre residential population as a natural transition between The Parade and residential neighbourhoods in the east.

A range of home types designed to high quality specifications and generous space standards could suit urban family living, as well as young professionals and downsizers. From the lessons learnt during the coronavirus lockdown period, homes must also have direct access to reasonable and proportional private outdoor space and have areas within that are suited to quiet working. Some ground floor units may be suited for commercial or retail/F&B uses where development is next to town centre retail and to provide activity along key routes.

Plants Brook should be realigned where possible (refer to Project E) within a green east-west corridor as a unique town centre feature, as part of a much improved public realm that provides better connection with Parade, Queen Street and South Parade. The key east-west route would benefit from being extended towards Manor Road via the Gracechurch Centre and Brassington Avenue sites (refer projects H and J).

The extent of surface car parking should be reviewed as part of a town centre-wide strategy and the potential explored for undercroft parking taking advantage of changes in ground levels across the site and for rationalising delivers to existing shops.



Excerpt from Development guidelines diagram showing an indicative layout for Newhall Walk (refer page 41)

The overall design of the Newhall Walk site will need to:

- Provide strong, built frontages overlooking key routes and public spaces, including South Parade, Queen Street and the realigned Plants Brook.
- Design buildings that positively add to the town centre character, with heights of 4-5 storeys (possibly more at key landmark locations) appropriate to address Queen Street.
- Provide high quality public realm incorporating Plants Brook, realigned where possible, as an attractive town centre feature incorporating green pedestrian routes (project E) integrated with the improved pedestrian environment along Queen Street and South Parade (refer to project C and D) and well-connected to the Red Rose Centre to the north (refer to project G) including providing regular seating, trees and other planting.

## J Brassington Avenue

The proposition is to downgrade Brassington Avenue in order to prioritise bus movements to the new bus interchange, stimulate development frontage onto the street, and dramatically improve the connection between the town centre and Sutton Park.

Brassington Avenue will operate as a two-way street primarily for buses, whilst maintaining access to the car parks, business servicing, the United Reformed Church and the vacant development site.

A bus gate on the Avenue will ensure that the street delivers the bus priority intended and reduces rat-running through the residential areas around the park. Brassington Avenue will be reinstated as an ‘avenue’ with tree planting lining both sides of the street, alongside SUDS planting, seating, and other public amenities to improve the sense of place and make for an inviting street to walk down.

With no traffic turning from Brassington Avenue into Park Road, the street can be reimagined as a child-friendly walking and cycling route between the town centre and the magnificent park. Vehicles will be using the street further along still, but these measures will calm traffic and create a low-traffic neighbourhood through which people are the priority (also refer project F).



A tree-lined avenue in Glasgow with a generous amount of space given to pedestrians, seating and cycle paths



Indicative section of reconfigured Brassington Avenue



Restricting the bus interchange at the northern end of Brassington Avenue to bus-only traffic will help to create a pedestrian-focused environment

### Site west of Brassington Avenue

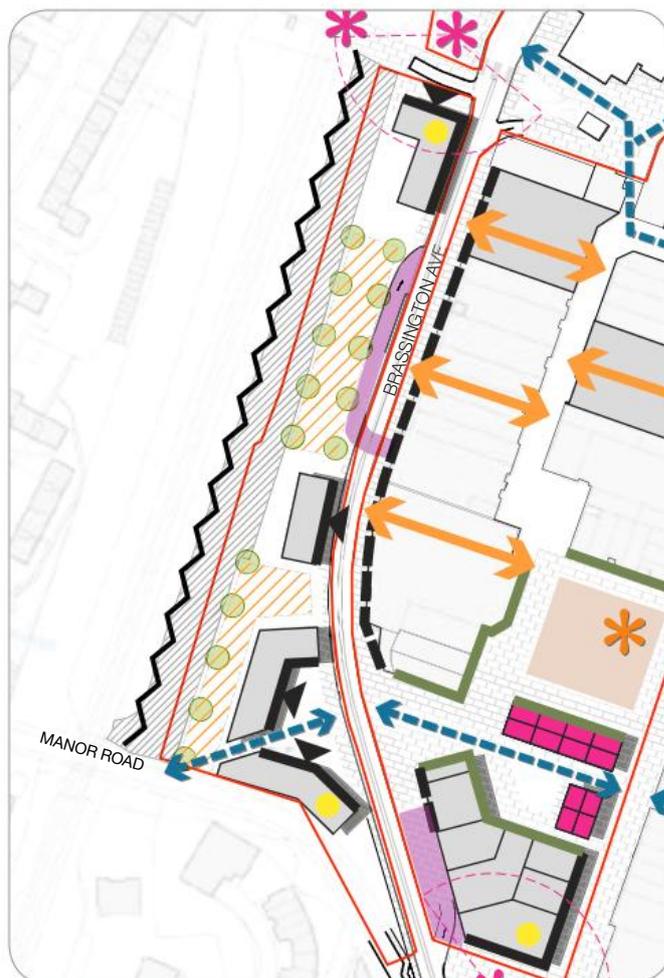
The site to the west of Brassington Avenue, adjacent to the railway line, has been undeveloped and vacant for a significant period of time and represents a key opportunity for town centre development. It faces a number of constraints including the railway line and embankment to the west, the long, blank Gracechurch Centre façade to the east, the exit ramp from the Gracechurch Centre car park, and the culvert carrying Plants Brook from Sutton Park.

With Brassington Avenue transformed, this narrow and elongated site would be an attractive prospect for new residential or commercial development. Providing active frontage along Brassington Avenue will be key to its success, as well as to the site's contribution to the town centre's regeneration as a whole. With new activity provided along an attractive, quiet street, close to public transport facilities, the Gracechurch Centre will also be incentivised to face Brassington Avenue, and help to link Brassington Avenue through to The Parade.

The northern end of the site, at Park Road, will contribute significantly to the ambition to utilise Park Road's connection between the town centre and Sutton Park. Built development here will need to respond to this location's role as a gateway moment through the railway tunnel, contributing to, and reinforcing, this link.

Due to the site's limiting constraints, development can only take on so many forms with buildings potentially needing to be linear, except for at the southern end where an opportunity to front buildings onto an area of public open space could help contribute to development amenity, as well as to the upgraded environment of Brassington Avenue itself.

The relationship between the site and Manor Road must also be considered. Active frontage or use of a green roof, depending on the scale of development, will be necessary to provide a positive edge or attractive view towards the town centre. A direct publicly-accessible connection should also be made, e.g. via steps, between Manor Road and Brassington Avenue to link up with the east-west connection created across the Royal Town Core to Queen Street.



Excerpt from Development guidelines diagram showing an indicative layout for the Brassington Avenue site (refer page 41)

## 4.3 Station Quarter (Sutton Coldfield Gateway)

### K Station Street

Station Street should create a strong sense of arrival into Sutton Coldfield as a key gateway to the town centre and Sutton Park. Improving access to the station will also help deliver the aspiration of linking residents and businesses to HS2. By reimagining Station Street into a distinctive pedestrian priority environment, it would become a more visible and attractive front door to the town centre, with traffic movement limited to taxi pick-up/drop-off and disabled parking. The entrance to the station should be made to be more prominent and inviting, and could include planting, seating, and a dedicated cycle parking area to promote joint sustainable movement journeys.

With The Station Pub and mixed-use development (refer project L) proposed along both sides of Station Street, this area could become a vibrant area of activity which connects with the Interchange Piazza and Park Road (refer project F) and feels well-integrated with the town centre as a whole. By improving this area to be a pedestrian priority zone and providing the type of environment we have come to expect from a transport interchange hub, travelling via public transport will be more attractive, and will consequently make Sutton Coldfield a more sustainable place to live and visit.

The design of projects will respect the setting of nearby historic assets including the locally listed Railway Station, Station pub and 34-36 Station Street.



Image: Civic Engineers/Adrian Lambert

Improvements to Shaw's Road, Altrincham, has positively impacted local businesses including Altrincham Market



Integrated planting and seating could be used along Station Street to provide a visual connection to nearby Sutton Park



MT1

MT3

MT5

EC2

EC3

EC4

EC5

BE1

## L Station Street carpark and Reddicroft carpark sites

The Station Street carpark and Reddicroft carpark sites provide a significant opportunity to improve links between the Historic Core, Station Quarter, and Royal Town Core. Development should provide significant improvements to the Station Quarter and help to embody the area’s role as the Sutton Coldfield Gateway.

### Station Street car park site

New development at the station carpark must consider its role within the public transport interchange. Its adjacency to public transport suggests that commercial and workplace uses would be attractive in this location and could accommodate a relatively significant volume, with ground floor units being suitable for convenience retail or cafes/restaurants typical for a transport interchange environment. It is important, however, that retail in this location does not detract from the primary retail environment within the Royal Town Core.

The Station Street carpark site should also:

- Deliver varied and flexible workspace that provides a potential homes for existing and new employers within Sutton Coldfield as well as supporting home working within the wider community.
- Integrate pedestrian routes which enable direct and convenient connections between the surroundings, particularly to the Interchange Piazza and Park Road (refer Project E).
- As a large site, integrate public open space to create a distinctive environment adjacent to the bus interchange, taking into consideration the natural site topography – for example, a terraced amphitheatre-like arrangement facing south onto Brassington Ave would create an attractive multi-functional public open space.
- Consider how the change in topography could be integrated into the overall design of the site and buildings, particularly to aid access and minimise the need for extensive retaining walls.



Excerpt from Development guidelines diagram showing an indicative site layout for Station Street carpark and Reddicroft carpark sites (refer page 41)



Sergels Torg public square in Stockholm, Sweden, provides an informal ampitheatre amongst a mix of uses provided at different levels

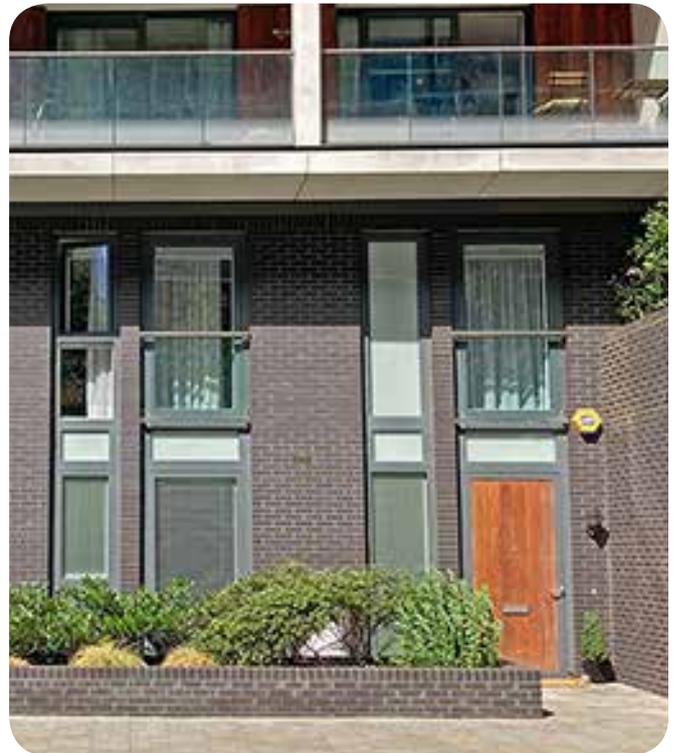
- ensure a consistent building line and active frontage along Station Street (also refer Project K)
- consider how buildings on the site could take advantage of views towards Sutton Park where designed building heights are deemed appropriate to the surrounding site context

### Reddicroft car park site

The northern side of Station Street, adjacent to The Station Pub, would be ideal for residential uses above convenience retail or cafes/restaurants, with similar considerations to the Station Street car park site. With existing high density residential uses along the other side of Reddicroft, it would reinforce this area as a urban neighbourhood with excellent proximity to town centre conveniences. Residential apartments in this location could also help to cross-subsidise commercial development on the Station carpark site, to help ensure the delivery of commercial space, which may be considered a risk in the market.

The Reddicroft carpark site should also:

- Demonstrate sensitivity to the adjacent High Street Conservation Area, e.g. by considering the historic development grain of the Historic Core to help inform site layout.
- Retain and improve the pedestrian and cycle link to Railway Road to the north of the site, as well as provide high quality connections across the site to Reddicroft.
- Ensure a consistent building line and active frontage along Station Street (also refer project K), as well as onto Reddicroft which should provide direct front door access to homes at ground level
- Integrate well-designed semi-public/semi-private open space which could be used communally by residents.
- Integrate some parking on-site at a level which is appropriate to a town centre, station-adjacent location, which is well-designed and reasonably landscaped.



Town centre living with a positive street frontage



## 4.4 Restaurant Quarter

### M Birmingham Road

As a key gateway into the town centre, Birmingham Road should be a positive and vibrant street brimming with energy and experiences. Birmingham Road needs to overcome its feeling of disconnection with the town centre and feel more intuitively integrated as a key Character Area which contributes to the diversity of activity within Sutton Coldfield.

The key junction with Queen Street and Brassington Avenue must be dramatically reduced in size to prioritise the movement of pedestrians, whilst still being able to serve traffic. As an identified gateway moment (refer project O), this junction could become more distinct with a different surface treatment and/or public art within the currently landscaped roundabout.

Across Birmingham Road itself, multiple pedestrian-priority crossings must be introduced to improve general cohesiveness and connectivity between both sides of the street, particularly as Birmingham Road is also home to many residents and businesses, as well as eateries and shops. Zebra crossings, for example, would help to naturally calm traffic. Crossings could also be utilised as a feature within the streetscape by using less traditional graphics. Such interventions would help in Birmingham Road's role as a gateway into the town centre.

Other considerations for Birmingham Road include:

- A general upgrade to footpaths to aid with the overall consistency and presentation of the Restaurant Quarter Character Area.
- Use of positive street furniture elements including seating and additional trees/planting, particularly in areas in front of businesses and to replace bollards and unnecessary road markings/signage.
- Improving and consolidating parking provision so it positively contributes to the overall streetscape and does not disrupt pedestrian movement.

Opportunities to retain and develop active ground floor uses with possible residential provision above could be explored, ensuring a high standard of design and character is retained on this important gateway to the pedestrianised element of the town centre.

Capacity for height and bulk would need to be assessed based on immediate context and viability. Impact on the existing character of Birmingham Road would need to be carefully considered, and setbacks at upper levels could help to retain a human scale at street level. Frontage should be continuous with neighbouring properties to reinforce building lines.



The need for additional pedestrian crossings across Birmingham Road should be used as an opportunity to engage with local artists to create a unique crossing for Sutton Coldfield Town Centre such as this piece by Camille Walala in Southwark, London

## 4.5 Site-wide

### N Wayfinding and signage

Due to the topography and linear nature of the town centre, it is not always obvious where to go. As Sutton Coldfield is inherently walkable and cyclable, and distances within the town centre and nearby facilities and attractions are not significant, a new wayfinding and signage strategy would be extremely beneficial. This should:

- Be clear, coherent and consistent.
- Include simple signposting of key assets, facilities and amenities, including maps, directions, and travel times for both walking and cycling.
- Consider use of supergraphics and bespoke street furniture to indicate directions and routes as well as to announce destinations.
- Incorporate educational or historical information in key locations.
- Indicate dedicated pedestrian- and cycle-only routes.
- Help to promote active travel, e.g. walking and cycling, generally.
- Be supported by a well-connected and high quality pedestrian and cycle network.
- Consider how signage could be interactive and linked to public transport real-time information.
- Reinforce the town centre's identity and branding.
- Be considered in conjunction with gateway features, to help establish and reinforce character areas.

The wayfinding framework established for Birmingham City Centre, 'Interconnect Birmingham', could be a useful starting point and precedent for Sutton Coldfield.

Looking beyond the town centre, wayfinding and signage should include directions to Sutton Park, Wyndley Leisure Centre, Rectory Park, New Hall Valley Country Park, Langley SUE and Peddimore, community facilities on the eastern edge of Sutton Park and along South Parade east, hospitals, nearby local centres such as Beeches Walk, Boldmere Green and Wylde Green, as well as towards Birmingham City Centre itself.

Routes to the nearby green spaces could be presented as 'green routes'. This could be established by adding unique 'green route' markers along key footpath connections, for example as small embedded plaques or by painting a continuous green line. These sorts of features can provide playful elements within a typical street scene, sparking the interests of children as well as providing useful directions. Additional features, such as planting or vertical signage, could also be used to further punctuate these routes.



Small plaques are embedded into the pavement to indicate the directions to the different train stations in Bradford



Wayfinding signage created through the Interconnect Birmingham initiative has been well received by the public



## ○ Gateways

Gateways are important town centre features to help provide definition to the town centre area and to provide a sense of arrival. More formally, they can indicate a change of speed limits and help to signal pedestrian priority by communicating to drivers that they are entering an area focused of people and public activity.

Gateways can be distinctive buildings and/or marked by signage, public art, supergraphics, lighting, and/or landscape features and should be designed to be site-specific, picking up on the characteristics of their location. For example, the rail tunnel over Park Road could be painted on the bridge itself and within the tunnel with supergraphics in a style or with imagery related to nature and Sutton Park. The inside of the tunnel should also be illuminated to help create a safe environment at the same time as helping to create an attractive gateway feature.

Proposed gateway locations are:

- Station Street, at the railway station and bus interchange, to announce the arrival into ‘Sutton Coldfield Gateway’ (refer Project J).
- High Street railway bridge, the town centre’s northern gateway.
- The northern end of The Parade, potentially to include the junction with Mill and Queen Streets.
- Park Road, at the bridge tunnel, and potentially also at the junction with Brassington Avenue, to indicate the transition between Sutton Park and the town centre.
- The southern end of The Parade, potentially to include the junction with Victoria and Birmingham Roads (refer Project L); and.
- Along Birmingham Road, the town centre’s southern gateway.

Unlike wayfinding signage, which tends to be more functional, gateway features provide the opportunity to engage with community organisations, schools, and local artists to help produce creative and significant gateway features that are relevant, attractive and embedded with town centre residents.



Image: Civic Engineers/Adrian Lambert

Gateway sculptures at Stamford New Road, Altrincham, announces the arrival into the town centre



Street art in Cork, Ireland references a local historic landmark

## P Identity and branding

Sutton Coldfield is a well-loved town, with a proactive and passionate community, however its identity feels unclear. With its unique assets, particularly its history, Sutton Park and its Royal title, and the Vision and Objectives set out within this masterplan, there are clear starting points for establishing a strong and distinctive identity which would subsequently inform graphic branding and communication.

Feedback during public consultation insisted that the town be aligned with strong social, economic and environmental sustainability credentials as it seeks to establish its values and create its future heritage. This masterplan supports the idea of sustainability and climate resilience being embedded into the town centre through its Big Moves, and all proposed development and enhancements should be assessed on how they align with an identity associated with environmentally responsible development.

Multiple projects within this masterplan encourage bringing more natural features into the town centre, to soften the urban landscape and raise awareness of the proximity of Sutton Park. This will need to be supported by a general upgrade to park facilities near the Town Gate, but use of consistent wayfinding signage and street furniture could be used to reinforce the relationship.

Sutton Coldfield’s proud history could also be more prevalent. Whilst there are a number of town centre elements (especially within the High Street Conservation Area) that convey the rich heritage and connection with its ‘Royal’ name, upgrades to the public realm across the town centre could incorporate details which help embed heritage in a contemporary and modern way. Suggestions for a Heritage Centre, potentially within or co-located with a new town centre library, would also help the town to proudly display its history, creating a new town centre attraction.

Establishing a common place brand for Sutton Coldfield will help attract residents and visitors and promote the town centre experience. The brand should be clearly visible in co-ordinated marketing and promotional activity both online and in-print, as well on-street on lamp column banners or shop windows.



Identity can be integrated into street furniture as well as town centre banners and signage



## Q Short-term interventions

Whilst the focus of the masterplan is the long-term recovery of Sutton Coldfield, it is equally important to create a strategy that builds on the work already established to help and positively uplift the town centre and make it exciting and relevant for its residents. As Covid-19 will continue to impact on the short- to medium-term future of the country, building confidence into our town centres will be important for the health of our communities.

Short-term initiatives, changes and meanwhile uses could be progressed more quickly than other projects identified within this masterplan. The town's role in the 2022 Commonwealth Games provides an excellent target in which to think about what could be achieved in the short term to inform how Sutton Coldfield can benefit from and support this key event. The expectant success of the Games will also provide essential momentum needed to instigate further initiatives.

Short-term interventions should serve as a means to excite, inspire, reinforce identity, and as an opportunity to create spaces for people to meet. They can also provide a means to test ideas (including road closures) and alternative uses within the town centre without long-term commitment, and should be supported by both City Council and Town Council. Local groups and organisations should be invited to contribute to exploring some of the following ideas to ensure initiatives are co-ordinated and utilise local expertise and insight.

Several of the ideas below already feature in the projects presented within this chapter, however they are all collated here, together with additional suggestions, for ease of reference.

### Proposals for short-term interventions

- A series of workshops between residents and the TCRP could help ensure that short-term initiatives are appropriate and help guide future activity. The workshops would explore how participatory design, art and technology could improve the town centre in a way that is unique to Sutton Coldfield. Successful elements could provide the basis for a next stage of temporary interventions, or more permanent installations as part of a public art strategy (also see below).
- A programme of events including music festivals, food festivals, street performance, cinema, and historical re-enactments, for example, could build on the existing arts and events programme. These could take place both indoors and outdoors, include talks or workshops, and potentially be a part of wider regional activity. Events should be co-ordinated so resources and funding are shared.
- A regular weekly market schedule which involves high-quality producers, artisans and specialist products – in line with aspirations to cater for the relatively affluent catchment as well as to create a more diversified town centre offer generally. It could be accompanied by street food vendors which are accompanied by temporary tables and seating.
- Investigating how large vacant units could be repurposed, particularly within the Gracechurch Centre, to achieve town centre objectives will be essential. These units could also be part of other short-term strategies including using them temporarily as venues or markets (or even as a Heritage Centre), similar to how the art gallery has been occupying the former BHS. If uses cannot be found, public art projects or similar could be used to window dress.

- Sutton Coldfield’s visual identity could be translated into street furniture, including a town centre sign which is as much public art as it is signage.
- A public art strategy should incorporate both still art, e.g. sculptures, as well as interactive pieces which invite people of all ages to engage with. Shopfront windows could be incorporated within the strategy, with businesses invited to create display according to a theme.
- The permanent smaller-scale units proposed for the Gracechurch Centre site (refer Project H) should target start-ups or small independent businesses with some units dedicated to short-term ‘pop-up’ style lets to help test business ideas, e.g. for food or retail, or create a temporary presence for established brands that are popular in nearby local centres or Birmingham City Centre.
- Specialist event operators could be approached to investigate their interest in holding an event in Sutton Coldfield.
- Involvement from and with younger people should be encouraged as much as possible in all short-term interventions. This could involve public art competitions for different age groups, or the weekly market could include facepainting, storytelling or games. A vacant unit within the Gracechurch Centre could also be dedicated to appropriate leisure uses, e.g. soft play, ball pens, table tennis, table football, etc.

The use of social media will be an essential component to the success of short term interventions. The Sutton Coldfield What’s On platform (run by the local BID) could be one medium. Creating new #hashtags (e.g. #LoveSuttonColdfield) to generate an online following behind initiatives will also help built momentum and exposure.



Appear Here units facilitate short-term leases for a range of different businesses



The 'Happy Wall' in Copenhagen, Denmark, invites passersby to flip over small black hinged panels to reveal colour and create pixelated images or messages, whilst the #HappyWall title promotes the use of social media to share photographs



Street art in Dublin, Ireland, provides a burst of bright colour

# 5 Delivery strategy

The following table summarises the Town Centre projects identified within Chapter 4 against their relevant Objectives (refer chapter 3.1) and Big Moves (refer chapter 3.2). It also identifies who would be responsible for delivering the project, including where joint ventures between parties will be required to achieve an optimal result, as well as potential avenues for obtaining funding as the first step to delivery.

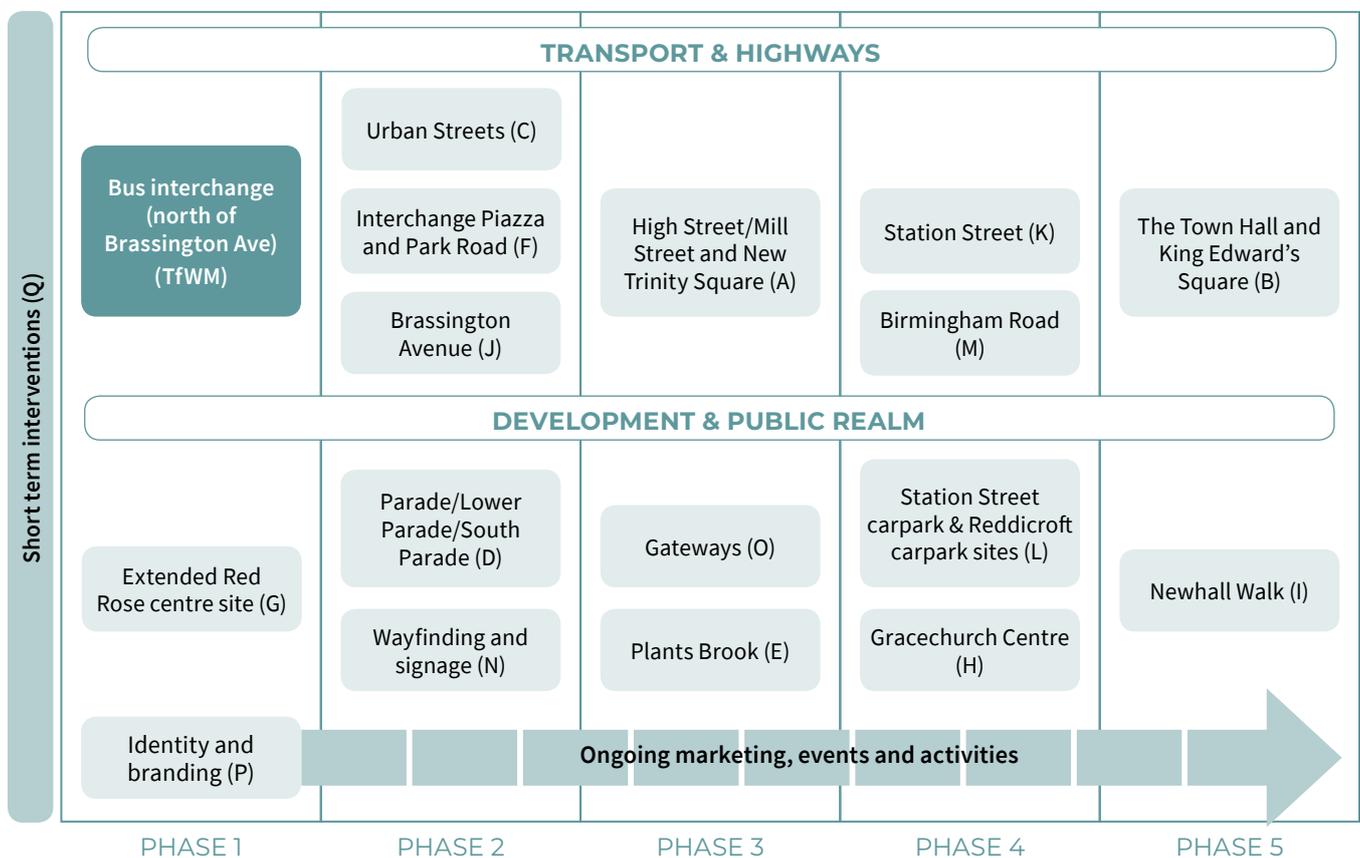
All projects will require further design and technical studies and, in many cases, public consultation throughout the process of moving towards finalising schemes and consequently delivery.

Whilst exact timescales are difficult to predict in this uncertain economic climate, in terms of transforming the town centre into a more positive and healthy environment, project C ‘Urban Streets’ which proposes the reconfiguration of the ring road and in turn public realm improvements, should be seen as a top priority.

The ‘Urban Streets’ project would create a significant impact in leading a step change that will have a number of positive knock-on effects, as well as serve as a catalyst for other projects proposed within this masterplan that should follow closely. These extend to the more significant changes to the primary road network, including project A ‘High Street/Mill Street’, project J ‘Brassington Avenue’ and project D ‘Parade/Lower Parade/South Parade’, where streets and the town centre’s public open spaces will serve to improve the overall town centre environment.

In terms of development opportunities, the Red Rose Centre site (project G) will be a key long-term project as a part City Council-owned site.

Initiating a full strategy regarding short-term interventions (project Q) will also be essential to positively kick-starting the regeneration of Sutton Coldfield Town Centre. Further details on phasing and the relationship between projects can be found in the Interdependency Plan that has been produced to support the masterplans delivery



Indicative phasing timeline for the regeneration of Sutton Coldfield Town Centre

Ref	Project	Objectives	Big Moves	Delivery Partners	Method
<b>Historic Core (and Sutton College)</b>					
A	High Street/ Mill Street and New Trinity Square			BCC RSCTC WMCA	Transport infrastructure funding Capital public realm project
B	The Town Hall and King Edward's Square			BCC RSCTC WMCA Landowners	Capital public realm project CIL Landowner
<b>Royal Town Core</b>					
C	Urban Streets (Victoria Road/ Queen Street)			BCC RSCTC WMCA/TfWM	Transport infrastructure funding Capital public realm project
D	Parade/Lower Parade/South Parade			BCC RSCTC WMCA	Capital public realm project CIL Landowner
E	Plants Brook			BCC RSCTC	Capital public realm project Environmental/ Biodiversity project
F	Interchange Piazza and Park Road			BCC RSCTC WMCA/TfWM GBSLEP	Transport infrastructure funding HS2 funding

**Delivery partner codes:** Birmingham City Council (BCC); Transport for West Midlands (TfWM); RSCTC (Royal Sutton Coldfield Town Council); Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP); Business Improvement District (BID); West Midlands Combined Authority (WMCA)

Royal Town Core (cont.)					
G	The Red Rose Centre			BCC Landowners WMCA	Major project – BCC Planning Landowner
H	Gracechurch Centre			Landowners BCC WMCA	Major project – BCC Planning
I	Newhall Walk			Landowner / leaseholder BCC	Landowner
J	Brassington Avenue			BCC WMCA/TfWM	Transport infrastructure funding HS2 funding
Station Quarter					
K	Station Street (Sutton Coldfield Gateway)			BCC WMCA/TfWM	Capital public realm project CIL Landowner
L	Station Street carpark and Reddicroft carpark sites			Landowners BCC WMCA/TfWM	Landowner BCC Planning

Restaurant Quarter					
M	Birmingham Road			BCC RSCTC TfWM BID Landowners	Capital public realm project Landowner
Site-wide					
N	Wayfinding and signage			BCC RSCTC BID WMCA/TfWM	Capital public realm project Art project RSCTC
O	Gateways			BCC RSCTC WMCA/TfWM BID	Capital public realm project Art project RSCTC
P	Identity and branding			RSCTC BID	Capital public realm project Art project RSCTC
Q	Short-term interventions			BCC RSCTC WMCA GBSLEP BID Landowners Community groups	Capital public realm project Art project RSCTC Landowner



Developed by:



**Birmingham City Council**  
**Sutton Coldfield Town Centre Masterplan SPD**  
**Consultation Summary**

### **1. Introduction**

Birmingham City Council consulted on the Draft Sutton Coldfield Town Centre Masterplan Supplementary Planning Document (SPD) from 20<sup>th</sup> November to the 15<sup>th</sup> January 2021. This statement sets out the engagement strategy, describes the level and type of responses received, the main issues raised and how they have been addressed in the final masterplan. The statement has been prepared in accordance with Birmingham Statement of Community Involvement (SCI).

### **2. Purpose**

The Sutton Coldfield Town Centre Masterplan SPD has been developed to support the transformation of the town centre. This masterplan is the result of strong partnership working with Sutton Coldfield Town Centre Regeneration Partnership, who in October 2019 commissioned the consultants Tibbalds to undertake the work. The consultants undertook public consultation on the 'Big Moves' in February 2020 to guarantee the views of local communities, visitors, businesses, investors and other stakeholders informed the proposals in the masterplan. In order to give the masterplan sufficient weight in decision making the City Council undertook public consultation on the masterplan with the purpose of formally adopting it as an SPD.

### **3. Consultant Frontloading Engagement**

The masterplan has been prepared in collaboration with the Town Centre Regeneration Partnership, which includes the following members: Sutton Coldfield Town Council, Sutton Coldfield Town Centre Business Improvement District, Sutton Coldfield Chamber of Commerce, Greater Birmingham and Solihull Local Enterprise Partnership, Transport for West Midlands, West Midlands Combined Authority and Friends of Sutton Coldfield Library. There has been continuous engagement with landowners within the town centre to ensure the plan reflects their aspirations.

The consultant-led public engagement on the Sutton Coldfield Town Centre Masterplan lasted for four weeks during the period of 13<sup>th</sup> February to 9<sup>th</sup> March 2020. Consultation material consisted of: an explanation of the purpose of the masterplan, what the masterplan focuses on, initial ideas for 'Big Moves' on three themes – transport, economy and community, heritage and environment - including a brief summary of existing conditions, and the key themes and objectives for the future of Sutton Coldfield.

## **Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary**

Public engagement material was published and shared using a variety of methods including:

- Online in a storyboard format and promoted by Town Centre Regeneration Partnership member communication channels;
- Two workshops where members of the community were invited to partake;
- A local business drop-in session;
- Two public exhibitions - one in the Gracechurch Centre and one in the foyer of Sutton Coldfield Library in the Red Rose Centre. Members of the consultant team were available at these exhibitions to answer questions;
- Four separate lunchtime drop-in sessions at nearby local centres including Walmley, Wylde Green, Boldmere and Mere Green;
- Via A4 leaflets which were available for people to take away from all events; and,
- A dedicated email address for members of the public to contact the consultant team with questions or comments throughout the engagement period.

Over the four-week engagement period around 200 people participated in and/or visited the nine organised workshops and drop-in events. Formal responses were sent by 97 people and another 32 people submitted fully or partially filled-out response forms. Overall there were 1,940 views of the dedicated storyboard website. A summary of the engagement undertaken, and the main themes is included in the Consultation Statement.

Following the completion of the masterplan by the consultants the Regeneration Partnership fully endorsed the masterplan at a meeting on the 13th August 2020 and the masterplan was subsequently endorsed by Sutton Coldfield Town Council at a meeting on 19th August 2020.

### **4. Formal Consultation**

Building on this frontloading exercise, formal views were sought on the masterplan as part of the public consultation on the draft SPD. The consultation followed the principles set out in the Birmingham Statement of Community Involvement (SCI) Temporary Amendments due to COVID-19 Restrictions. This consultation took place between 20<sup>th</sup> November and the 15<sup>th</sup> January 2021.

### **5. Engagement Strategy**

An engagement strategy was developed to set out how the public consultation will be conducted on the draft framework, meeting the requirements set out in the SCI.

The draft masterplan was uploaded onto the City Council's website with an opportunity to comment via BeHeard (the City Councils engagement website) through a structured survey. This was publicised through the City Council's social media channels.

Emails and / or letters were sent to all contacts on the Planning and Development Consultation Database, including:

- Residents associations
- Community groups
- Neighbourhood forums

## Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary

- Ward councillors
- Local Members of Parliament
- Local educational institutions
- West Midlands Combined Authority
- Neighbouring local authorities
- Chambers of commerce
- Local Business Improvement Districts (BIDs)
- Greater Birmingham and Solihull Local Enterprise Partnership
- Disability user groups
- Landowners
- Developers and agents

Partners such as the Town Council, BID and Friends of the Sutton Coldfield Library supported with promoting the engagement through their networks and social media channels.

Due to the consultation taking place during Covid-19 restrictions it was not possible to undertake the usual methods of engagement such as public drop-in sessions. In order to ensure there was still an opportunity for interested parties to ask questions and discuss the proposals with officers, two online events were held during the consultation period.

- 3<sup>rd</sup> December 7pm
- 11<sup>th</sup> January 7pm

The structure of these events was a presentation from officers and the consultant team who produced the draft masterplan, followed by the opportunity to ask questions. The events were advertised on the website, on social media and via the notification email sent out to the consultation database. The presentation slides were made available on the Council website.

In addition to the restrictions on events it was also not possible to have physical copies of the masterplan in the local library's and Council offices. In order to overcome any barrier this may present printed copies of the masterplan and response form were posted on request.

### 6. Representation Received

The consultation received responses from 57 people and organisations.

The main points raised during the consultation are summarised below:

- Support for the masterplan and agreement that the town centre needs a strategy for transformation.
- Support for the vision and objections with suggestions for additions around design, heritage, culture and cycling.
- Support for the redevelopment of the Gracechurch Centre and the Red Rose Centre – including support for a new library facility.
- Support for the measures to improve the environmental quality of the town centre, including proposals around celebrating Plants Brook, green infrastructure and improving linkages with Sutton Park.

## Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary

- Support for the proposals that look to reduce the impact of cars on the town centre and improve the cycling and walking experience.
- Support for town centre living and a better mix of uses to diversify away from retail.
- Requests for more details on the historic assets and how these will be complemented.
- Requests for more details on the design of new buildings, heights of buildings and sustainable design. Specific suggestions to changes to design or requests for further information were received for the following sites; the Red Rose Centre, Bus Interchange, Newhall walk, Brassington Avenue and the Gracechurch centre.
- Requests for the masterplan to consider creative, cultural and educational uses.
- Requests for references to safe and secure environments.
- Concerns about the level of detail in the masterplan, especially around the design of highway schemes and the delivery of projects.
- Concerns about the impact of the highway proposals on access via the car into the town centre, congestion and parking.
- Questions over whether the masterplan responds sufficiently to the impacts of Covid19 on the health of centres.
- Questions over whether the masterplan goes far enough to diversify the town centre away from retail.
- Detailed representations from site owners in support of their sites being included in the masterplan and requesting some amendments to the wording on projects.

In response to the representations the following changes have been proposed:

- Further details in the introduction to how Covid19 is impacting on the health of the centre and how the masterplan will support the town centres recovery.
- A proposed new principle on 'Creativity' to ensure the masterplan promotes creative, cultural and educational uses.
- Amended Big Moves on design to better capture elements such as sustainable design, integrated green infrastructure, creating safe environments and the height of buildings.
- Amendments to the existing Big Moves to strengthen the approach towards the historic environment and references to historic assets throughout the document as appropriate.
- Amendments to the Big Move that focusses on diversifying uses within the centre to include support for creative, cultural and educational uses. This is then also reflected in references to other projects – particularly the Red Rose Centre which has been updated to refer to the creation of a cultural and creative hub, that complements the library and community uses already proposed.
- Further details have been added on the design of the proposed public transport interchange to provide more details on how this will deliver an improved experience and encourage the use of sustainable transport.
- Amendments to the wording for the Gracechurch project to clarify the approach towards supporting leisure uses and strengthen the role for residential use at this site.

## **Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary**

- Amendments to the Red Rose Centre project to capture creative uses and strengthen the wording on design. Additional wording has also been added to cover the potential for the site to come forward in phases but with a comprehensive approach to delivering the sites vision.
- Additional wording on design for Newhall Walk.

Further details of the representations and how they have shaped the final masterplan is provided in the following table.

## 7. Overview of representations

### Introduction

Consultee	Representation Summary	Officer Response	Proposed Changes to SPD
Six responses from individuals	Agree that the introduction chapters provide a useful context to the masterplan	Welcome support	No changes required
MDW Projects Limited	The document is well structured, clear and well researched	Welcome support	No changes required
Sutton Residents Group	The document seems to concur with the views of most residents	Welcome support	No changes required
Individual	Support for the proposals that look to improve the image of the town centre, such as the Plants Brook scheme	Welcome support	No changes required
Individual	Document is detailed and easy to understand	Welcome support	No changes required
Individual	Disagree that the introduction chapters provide a useful context to the masterplan, but no reason given	Noted	No changes required
Individual	Criticism that the document focuses on Sutton's Town Centre and doesn't cover the whole of Sutton Coldfield.	The Town Centre is a key priority for Birmingham City Council (BCC) and the Town Council, so it was agreed that a more detailed plan is required to support its transformation. The rest of Sutton Coldfield is covered by other planning policy documents.	No changes required
Individual	Questioning of the linkages between the policy context and the Big Moves	The Big Moves align with the existing and emerging planning policy context.	No changes required
Individual	Questioning of the reference to the sustainable urban extension being sustainable	Langley SUE is allocated in the adopted Birmingham Development Plan which has been through independent examination. BCC is committed to ensuring this a sustainable	No changes required

**Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary**

<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
		development and that public transport opportunities are maximised.	
Two responses from individuals	Questioning of the engagement undertaken and whether the Council will listen to responses	Detailed engagement was undertaken and is evidenced in the Consultation Document that supports the masterplan. Consultation on the SPD was undertaken in line with BCC adopted Statement of Community Involvement	No changes required
Two responses from individuals	Questioning of the research and evidence used to inform the plan.	A detailed Background document was produced to inform the masterplan which evidences the proposals. Where required, further evidence work will be undertaken to establish the detailed designs and delivery of the projects within the masterplan.	No changes required
Individual	General criticism of the City Councils role in Sutton Coldfield Town Centre	This is a joint masterplan that was commissioned by the Regeneration Partnership that is led by the Town Council. All partners support the masterplan and are working together on its delivery.	No changes required
Individual	Concerns about the town centre feeling safe	The masterplan looks to bring people and investment into the centre which will help create a safe and welcoming environment.	Reference to a creating a safe environment has been added to the text for amended Big Move BE3 <b><i>“BE3 Upgrade the public realm: creating a coherent, <u>safe...</u>”</i></b>
Individual	Concerns about how the town centre will be able to retain and attract retailers	BCC understands the challenges facing the retail industry and have measures in place to support businesses. One of the main purposes of the masterplan is to create a town centre that attracts investment and footfall, which will in turn support existing retailers.	No changes required
Individual	Concerns that the masterplan doesn't propose a significant enough redevelopment of the centre to attract	The masterplan proposes large scale redevelopment of both the Gracechurch Centre and the Red Rose Shopping centre in order to	No changes required

**Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary**

<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	the large-scale retailers that are available at other centres.	provide units that meet the needs of modern retail and leisure providers. The masterplan identifies several opportunities that will be attractive to retail brands and by investing in public realm and BCC assets, such as the Red Rose, the ambition is to attract new businesses to the town centre.	
Individual	Concerns that the document proposes to retain the Gracechurch Centre and Red Rose Centre when a complete redevelopment is needed.	The masterplan proposes large scale redevelopment of both the Gracechurch Centre and the Red Rose Shopping centre in order to provide units that meet the needs of modern retail and leisure providers along with bringing other uses in such as residential.	The name of the Red Rose Centre project has been amended to make it clearer the site is being redeveloped and not extended. Project G is now The Red Rose Centre rather than The Extended Red Rose Centre.
Individual	Criticism that the document is too retail focussed and does not place enough emphasis on leisure and hospitality	The masterplan looks to diversify the uses in the town centre whilst still ensuring the retail offer remains attractive and relevant. All the projects identified talk about mixed use developments of retail, leisure, community, commercial and residential.	No changes required
Sutton Coldfield Town Centre BID	Requests for greater recognition of the impact Covid19 has had on businesses, communities and the town centre	Further detail has been added to the masterplan to reference the ongoing impact of Covid19 to ensure it is given enough weight. This includes reference to the City Council’s Covid-19 Recovery Strategy.  Big Move EC3 has been amended to ensure it covers the full variety of mix of uses that will be supported and now includes references to creative uses and education. No further changes are needed to the overall strategy as the approach has always been to encourage a mix of uses, diversify	New section in the Policy Context:  <b><i>Covid-19 Economic Recovery Strategy</i></b>  <i>Birmingham City Council published its Covid-19 Economic Recovery Strategy in March 2021. The Recovery Strategy sets out the overall priorities for the recovery from COVID-19, which are:</i> <ul style="list-style-type: none"> <li>• <i>Creating a more inclusive economy and tackling the</i></li> </ul>

Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary

Consultee	Representation Summary	Officer Response	Proposed Changes to SPD
		<p>retail, provide flexible workspaces and quality of space in the centre in order to attract visitors.</p>	<p><i>inequalities and injustices highlighted by the crisis.</i></p> <ul style="list-style-type: none"> <li>• <i>Taking more radical action to achieve zero carbon emissions and a green and sustainable city.</i></li> <li>• <i>Strengthening our public services and creating new services to address needs.</i></li> <li>• <i>Building the strength and resilience of our communities, based on the positive response to the crisis.</i></li> </ul> <p><i>The strategy contains a detailed intervention plan setting out the key projects and programmes that will deliver these objectives based around the following 4 themes:</i></p> <ul style="list-style-type: none"> <li>• <i>Place development and management</i></li> <li>• <i>Green recovery</i></li> <li>• <i>Supporting people and businesses – especially protecting jobs and helping people find training and work</i></li> <li>• <i>Unlocking and accelerating infrastructure investment”</i></li> </ul>

Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary

Consultee	Representation Summary	Officer Response	Proposed Changes to SPD
			<p>New bullet point under 2.4 Constraints - Retail and the 'big three'.</p> <ul style="list-style-type: none"> <li>• <i>The centre has an overreliance on retail which leaves it vulnerable to the impact of restrictions during covid-19 and the potential longer-term impact on the retail market.</i></li> </ul> <p>New bullet point under 'Non-physical threats'</p> <ul style="list-style-type: none"> <li>• <i>The long-term impact of Covid19 on the health of town centres is unknown and requires a proactive approach towards supporting the town centre.</i></li> </ul> <p>New bullet point under section 2.5 Opportunities 'An enthusiastic and affluent community'</p> <ul style="list-style-type: none"> <li>• <i>Covid19 restrictions have resulted in a change to the way people live and work. As a result, many communities are using their local centres more. There could be the opportunity to harness this spending in the town centre but also to</i></li> </ul>

Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary

Consultee	Representation Summary	Officer Response	Proposed Changes to SPD
			<p><i>create spaces that respond to the new ways of working such as flexible workspaces.</i></p> <p>Amended Big Move EC3 as follows:  <i>Diversify the town centre: creating a better experience, with a broad range of complementary uses and options for activities including more focused retail, community, <u>creative, cultural, educational, leisure, accommodation, and food and beverage...</u></i></p> <p><i>The town centre would also benefit hugely <del>with</del> from family and health leisure uses, cultural attractions, community facilities, and more good quality cafes and restaurants. <u>With a creative community and nearby colleges there is potential for more creative, cultural and educational uses in the town centre. This could support the diversification of the local economy into creative and digital industries, as well as providing lifelong education and training opportunities for the community. Overnight accommodation could help to support an evening economy...</u></i></p>

**Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary**

<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Individual	Concerns that the impact of Covid19 have been ignored	Further detail has been added to the masterplan to reference the ongoing impact of Covid19 to ensure it is given enough weight. Big Move EC3 has been amended to ensure it covers the full variety of mix of uses that will be supported and now includes references to creative uses, health uses and education. No further changes are needed to the overall strategy as the approach has always been to encourage a mix of uses, diversify retail, provide flexible workspaces and quality of space in the centre in order to attract visitors.	See above for proposed changes.
Sutton Vesey Ward Councillor	<p>The masterplan needs to be updated to reflect the impact of Covid19 including the de-canting of economic investment from the City centre to suburbs, greater local / home working and less commuting bringing spending power more locally. Along with the continuing decline in bricks-and-mortar retail and the uncertain future of the hospitality sector especially the restaurant quarter and night-time economy.</p> <p>Context section needs further detail on the influence of 'Sutton College' as a social and economic driver especially for the daytime weekday economy and Sutton Coldfield's historically strong arts, creative and media economy</p>	<p>Further detail has been added to the masterplan to reference the ongoing impact of Covid19 to ensure it is given enough weight and to discuss further what this may mean for Sutton Coldfield. Big Move EC3 has been amended to ensure it covers the full variety of mix of uses that will be supported and now includes references to creative uses and education. No further changes are needed to the overall strategy as the approach has always been to encourage a mix of uses, diversify retail, provide flexible workspaces and quality of space in the centre in order to attract visitors.</p> <p>The masterplan has been updated to emphasis these strengths further.</p>	<p>See above for suggested changes to the context section and Big Move EC3.</p> <p>New bullet point under section 2.5 Opportunities:</p> <ul style="list-style-type: none"> <li>• <i>Potential for linkages with Sutton College and other educational institutions to strengthen the role the town centre plays in supporting the arts, creative and media economy, along with providing opportunities for lifelong learning.</i></li> </ul>
Individual	Agreement that Sutton Park and other green spaces play a crucial role in the centre success. Request for more	The masterplan includes several references to increased links to and the provision of green space being key to the strategy.	No changes required

**Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary**

<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	emphasis on experience and improved open green spaces which can be maintained and managed effectively		
Individual	Request for the provision of networks and upcycling communities to grow a circular economy and flourish innovation and support new start-ups to thrive.	The masterplan includes proposals that would allow for this type of use and activity to flourish, including reference to incubator units for start-up businesses.	No changes required
Sport England	Agree the chapters provide a good context. Would like to see a breakdown of uses in the centre and details on which areas of the centre have vacancy issues.	Welcome support. Detail around the health of the town centre are included in the Background Document that has been published to support the masterplan. Including further detail on the health of the centre in the masterplan is therefore unnecessary and will date the document.	No changes required
Individual	Agree the chapters provide a good context but feel it should be stronger on stating that the plan looks to reduce the impact of cars on the town centre	Welcome support. The document includes a number of proposals that look to ensure the centre is people focussed, opportunities for sustainable transport are maximised and that we make the best use of land whilst ensuring those who need to access the centre via car are able to do so.	No changes required

**Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary**

<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
<p>Council for British Archaeology, West Midlands</p>	<p>References to historic assets need to be made wider and refer to assets outside of the historic core to reflect the fact that there are assets through the town centre.</p> <p>Policy context needs rewording to acknowledge that there are also heritage assets beyond the designated conservation areas and that there are designated and non-designated heritage assets.</p> <p>There is a factual error stating that Sutton Park was a forest.</p> <p>In addition to the Historic Core other character areas include several heritage assets, such as the School of Art and the former Catholic church in the Sutton College area and the railway station and Station pub in the Station Quarter, the former millpool dam (now Lower Parade) in the Royal Town Core and listed buildings in the Restaurant Quarter.</p>	<p>Welcome suggestions and agree to strengthen the documents approach to historic assets. The masterplan has been amended to reflect these points and to correct the factual error. References to heritage assets have been added to individual projects where appropriate.</p>	<p>Additional wording to section 1.3 Policy Context: <i>There are also designated, and none designated heritage assets outside of the conservation areas which have been considered throughout the masterplan as appropriate;</i></p> <p>Factual update to Section 2.1 Sutton Coldfield Today: <i>Sutton Coldfield, officially the Royal Town of Sutton Coldfield, is a historic town with origins acknowledged within the Domesday Book (1086), with Sutton Park established as <del>a royal forest and</del> deer park similarly early on.</i></p> <p>Several projects have had additional information added in regard to historic assets including those suggested by the resposdee.</p>
<p>Individual</p>	<p>Agree the chapters are helpful but has concerns about the impact of more visitors of Sutton Park in terms of anti-social behaviour.</p>	<p>Welcome support. Increased use of the park should help to discourage such behaviour through increased natural surveillance.</p>	<p>No changes required</p>

**Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary**

<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Sutton Coldfield Town Hall	A request to mention how the Town Hall has been ran by the community as a significant cultural asset providing a mix of activities and events.	Welcome suggestion. The masterplan has been amended to include reference to the further activity at the Town Hall.	<p>Additional bullet point under Section 2.5 'Heritage and the 'Royal' title'</p> <ul style="list-style-type: none"> <li><i>The Town Hall is a significant historical and cultural asset within the Historic Core. Ran by proactive charitable trust the venue is used for a mix of activities and events, with the potential for this to be developed further.</i></li> </ul> <p>Wording has also been added to Project B to reference the potential for the Town Hall offer to expand.</p>
Individual	Request that design principles are drawn out more clearly in the document and that these include commitments to ensuring that the town centre is as environmentally friendly as possible and accessible to all.	<p>The masterplan has been updated to provide further details on design through the provision of a Big Move that focusses on the quality of new design.</p> <p>The policy context section has also been updated to include details on design policy to help set the context.</p>	<p>The Big Moves that cover the built environment and identity have been amended to better cover the quality of new design (see pages 37 and 38 of the revised masterplan for the reworked Big Moves)</p> <p>The Policy Context section has been updated to cover the Draft Design SPD.</p>
Natural England	No concerns about the impact on the natural environment and support the masterplan in principle.	Welcome support. The value of green heritage and the importance of green networks is imbedded throughout the document and it is not considered necessary to update the Foreword.	<p>No changes required to the Foreword.</p> <p>No changes required to the map to address this point.</p>

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<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	<p>Request that there is a reference in the Foreword to the area’s green heritage and importance of green networks.</p> <p>Support the inclusion of the opportunity for the areas redevelopment to take advantage of its relationship with Sutton Park, focus on the health and wellbeing of its community, and provide a sustainable and environmentally resilient future.</p> <p>Welcome inclusion of ‘green’ policy documents.</p> <p>Welcomes the inclusion of nature in the town centre as an opportunity.</p> <p>Question why enhanced gateway to New Hall Valley is not identified on the Opportunities Diagram’</p>	<p>On the map the route to Country Park is already shown on diagram, which is considered sufficient to cover this point.</p>	
<p>Chief Constable for West Midlands Police</p>	<p>Welcome the production of a masterplan for the town centre.</p> <p>Requests to be included in on-going discussions around the development of details within the masterplan, pre-apps and planning applications.</p>	<p>Welcome support</p> <p>Request noted. BCC is committed to working with stakeholders on the delivery of the masterplan. WMP are consulted on planning applications and we do not consult on pre-apps (except for specific technical consultees).</p>	<p>No changes required.</p>
<p>Seven Trent and Chief Constable</p>	<p>Questions why the boundary is different to the BDP boundary.</p>	<p>The justification for the boundary is included in the Background Document that was published in support of the masterplan. The difference</p>	<p>No changes required.</p>

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<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
for West Midlands Police		between the designated centre boundary and the masterplan boundary are slight. The masterplan does not propose any changes to the Primary Shopping Area or town Centre Boundary as designated through the BDP.	
M&G (Gracechurch)	Support the production of the masterplan.	Welcome support	No changes required
Aldi	<p>Support the recognition of the land controlled by ALDI at Brassington Avenue as a development opportunity however, it should be recognised in the draft SPD that the Brassington Avenue site can be successfully redeveloped independently, without being tied to any future proposals for the Gracechurch Centre.</p> <p>ALDI is committed to building highly sustainable, energy efficient stores and will be able to make a positive contribution to meeting the sustainability and zero-carbon aims within the masterplan. The section states that, where possible, development should integrate nature-based solutions, such as green roofs and walls, and SUDS within landscaping. The recognition that such measures should be considered where possible is important, as such measures must be considered on a site by site basis and may not be appropriate in all instances.</p>	<p>The masterplan states: "<i>The vacant land along Brassington Avenue is a key site which, if combined with improvements to the streetscape and Gracechurch Centre, would help to create a positive and vibrant extension to the town centre.</i>"</p> <p>This is in recognition that currently the vacant site is not well connected to the rest of the town centre and the existing Gracechurch format creates a dead frontage and a physical barrier. It will only be with the improvements to the vacant site, the road network and the Gracechurch centre that this area will be truly integrated into the town centre. As such the wording is appropriate. The wording does not prevent the vacant site coming forward in advance of Gracechurch but any scheme needs to recognise the potential for an improved frontage on Brassington and linkages through a redeveloped Gracechurch site.</p> <p>As stated, the wording included in the masterplan references 'where possible' in acknowledgement that such measures will be considered at an individual site basis. The masterplan is clear that new development should respond to the climate</p>	No changes required

## Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary

Consultee	Representation Summary	Officer Response	Proposed Changes to SPD
		emergency and zero-carbon aims. BCC therefore expects all proposals to provide solutions that meet this requirement.	

## Vision and Objectives

Consultee	Representation	Officer Response	Proposed Changes to SPD
Fourteen Individuals	Support the vision and objectives	Welcome support	No changes required
Individual	Support the vision and objectives - particularly like the focus on linking up the green spaces to make them feel part of the centre	Welcome support	No changes required
Bordeaux Estates	Support the policies and proposals in the Draft SPD	Welcome support	No changes required
Historic England	Welcomes the town centre vision and objectives in relation to direct and indirect links with the historic environment. We also note the Big Moves Built Environment and Identity aspirations.	Welcome support	No changes required
Natural England	Welcomed and supported. Agree that successful redevelopment should seek to capitalise on the area's green heritage strengths, ensuring green infrastructure connections are integrated and woven throughout. We particularly support the objective to connect green spaces.	Welcome support	No changes required
The Royal Town's Member of Parliament	Believes these plans will help transform our Town Centre, the proposals are achievable and will ensure that Sutton Coldfield Town Centre can meet the needs of residents, local businesses and visitors alike. At its heart the plans must continue to focus	Welcome support	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	on sustainability, protecting our environment and our heritage with a focus on the ways in which we can support businesses and residents within our Town Centre.		
Individual	<p>Support the vision and objectives - particularly welcome the emphasis on reducing the impact of road-users on the town centre to make it more accessible and the library proposal. Suggest the following changes:</p> <ul style="list-style-type: none"> <li>- More consideration of sustainability development e.g. zero carbon building, looking for opportunities for energy generation</li> <li>- Making the town centre accessible for all, e.g. ASD-friendly, dementia-friendly, physical accessibility</li> <li>- Providing for assessment of the impact of developments on diverse communities, those with protected characteristics, etc.</li> </ul>	<p>Welcome support and suggestions.</p> <p>Details on how the proposals incorporate sustainable design will be considered through further work on delivery and the detail design of schemes. BCC is committed to working with developers to maximise sustainable design and the emerging Design SPD provides more guidance on how this can be achieved.</p> <p>The 'Connectivity' objective has been amended to include reference to ensuring the town centre is accessible for all.</p> <p>A high-level Equalities Impact Assessment has been undertaken as part of the SPD consultation process. BCC will undertake further Equalities impact assessment as part of developing their scheme for the Red Rose Centre further and would expect the same for private developers. The regeneration partnership will consider whether an equalities assessment can be introduced to the work undertaken on the delivery of the projects within the masterplan.</p>	<p>The 'Connectivity' objective has been amended to include the following new bullet point:</p> <ul style="list-style-type: none"> <li>• <i>Ensure the town centre is accessible to all.</i></li> </ul>
MDW Projects Limited	Support vision and objectives. It's critical that the town centre cannot stay as it is with the old	Welcome support and agree with the priorities identified.	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	traditional retail, high car dependency and environment - people, history, community and environment must be central to planning.		
Individual	Request cycling is added to the objectives	Agree it's important to highlight cycling. A new objective is not necessary, but the existing objectives have been amended to highlight cycling.	The 'Connecting' objective has been amended to refer cycling: <ul style="list-style-type: none"> <li>• <i>Improve and establish strong <u>pedestrian and cycling connections</u> between the town centre, green spaces, public transport hubs, and to destinations within wider Sutton Coldfield, e.g. Langley SUE and Peddimore</i></li> </ul>
Two Individuals	Not in support the repetition of C suggests form over function.	The objectives were formed following discussions with partners and stakeholders to reflect the shared aspirations for the centre	No changes required
Three individuals	Not in support but no reason given	Noted	No changes required
Individual	Not in support – plan doesn't reflect the community views	Detailed engagement was undertaken as is evidenced in the Consultation Document that supports the masterplan. Consultation on the draft SPD has been undertaken in accordance with BCC adopted SCI.	No changes required
Individual	Not in support – the masterplan is destroying it as a retail hub and there should be no more bars and restaurants.	The masterplan looks to deliver a mix of uses in an attractive environment that will attract visitors to the town centre, which in turn will support the retail sector.	No changes required.

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Individual	Support the vision and objectives but feel there could be more of an emphasis on reshaping the centre to be a place where people want to be, and not just for retail.	The objective 'Changing' captures this point already, stating: <i>Change the town centre offer to reflect how people want to live, work, socialise, and spend their free time by shifting the focus from traditional retail and onto the experience-based economy with independent businesses, leisure, cafes, restaurants, and workplace hubs, and provide flexibility to facilitate a more dynamic approach to testing new and temporary uses</i>	No changes required
Individual	<p>Not in support. Argues the masterplan needs to be started again. States that the Gracechurch Centre and Red Rose centre need to be redeveloped.</p> <p>Argues that the masterplan lacks a plan for cycling infrastructure and questions how much cycling there will be given the geography of the centre.</p> <p>Questions what green and historic assets there are in the centre.</p> <p>Argues the approach towards increasing the accessibility is to outlaw motorist in favour of buses and cyclists.</p> <p>Suggests the following amendments are made:</p> <ol style="list-style-type: none"> <li>1. Start again once there is a proper understanding of what people in Sutton want and not what Birmingham City Council wants</li> <li>2. Secure funding for any project.</li> </ol>	A detailed Background document was produced to inform the masterplan which evidences the proposals within the plan. Detailed engagement was undertaken as is evidenced in the Consultation Document that supports the masterplan. This is a joint masterplan that was commissioned by the Regeneration Partnership that is led by the Town Council. All partners support the masterplan and are working together on its delivery.	No changes required

**Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary**

<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	3. Have a real vision and not just a Birmingham City Council view		
Individual	The 'Vision' is missing the point - there is currently nothing in the centre to attract people. The plan needs more about food and beverage uses, in attractive walkable spaces.	The masterplan looks to address the issues raised in this response. Project M looks to address the issues around Birmingham Road being car dominated and the need for a better quality of environment. The masterplan looks to deliver a mix of uses in an attractive environment that will attract visitors to the town centre.	No changes required.
Sutton Coldfield Town Centre BID	Overall in agreement, but the presentation is somewhat complicated.  The commitment to better walking and cycling is welcome, but there must be learning from this temporary Brassington Avenue cycle route scheme.  Asks if the vision and objectives need to be refined post-Covid19.	Welcome support. Comments about cycle route noted. Further detail has been added to the masterplan to reference the ongoing impact of Covid19 to ensure its given enough weight. Big Move EC3 has been amended to ensure it covers the full variety of mix of uses that will be supported and now includes references to creative uses and education. No further changes are needed to the overall strategy as the approach has always been to encourage a mix of uses, diversify retail, provide flexible workspaces and quality of space in the centre in order to attract visitors	See changes proposed under the Introduction section for updates in regard to Covid-19.
Individual	Sustainability needs to be a priority	The 'Changing' objective includes references to sustainability and several of the projects look to ensure the town centre addresses climate change.	No changes required
Sport England	Support the vision and objectives but states that they need to be sustainable and flexible.	Noted and agree, all proposals within the plan are flexible and sustainable in a recognition of the changing nature of town centres.	No changes required.

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Sutton Residents Group	The objectives should include a provision for creating employment opportunities and personal development	Welcome suggestion the 'Community' objective has been updated to reflect this important issue. A new objective on 'Creativity' has been added which includes a reference to educational uses. Big Move EC3 has also been amended to ensure it covers education and training.	<p>The 'Community' objective has been updated to include the following new bullet point:</p> <ul style="list-style-type: none"> <li>• <i>Support the creation of employment opportunities and access to education and training</i></li> </ul> <p>The new objective on Creativity includes a reference to education.</p> <p>Big Move EC3 has also been amended to include reference on education and training.</p>
Council for British Archaeology, West Midlands	Celebrating: this needs rewording to make it clear that there are also heritage assets beyond the historic core	Concerns noted. The objective has been updated to strengthen the reference to historic environment to make sure it is given appropriate weight and that it's clear that this covers all of the town centre.	<p>The objective has been updated to strengthen the role of the historic environment:</p> <p><i>Harness the existing assets of Sutton Park and the historic town and integrate these with the town centre's identity and experience, in particular by making nature <u>and heritage</u> a distinctive part</i></p>

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
			<i>of the overall built environment</i>
Individual	The retail and leisure facilities in the town centre are unacceptable. Suggests that the ‘reinvigoration’ project should use Touchwood as an example of what should be delivered.	The masterplan proposes large scale redevelopment of both the Gracechurch Centre and the Red Rose Shopping centre in order to provide units that meet the needs of modern retail and leisure providers. BCC will strive for a development that is unique in style and offer to Sutton Coldfield.	No changes required
Sutton Vesey Ward Councillor	<p>There needs to be an additional element to build Sutton as the north Birmingham centre for creative arts, media and digital economy. This is a sustainable growth sector of the future post-Covid economy and Sutton is ideally placed to provide that function. Suggest added another 'C' - Creativity, and wrap up a package of visionary ambitions under this heading.</p> <p>There is a missing dimension too around education and future knowledge economy. The masterplan does not seem to recognise the huge potential of building on the annual flow of students out of this education machine and potentially retaining that skill in the local economy.</p>	Welcome suggestion. The objectives have been updated to include ‘creativity’ and this will include a reference to educational uses. Big Move EC3 has been amended to ensure it covers the full variety of mix of uses that will be supported and now includes references to creative uses and education.	<p>A new objective ‘creativity’ has been added to the objectives:</p> <p><i>Creativity</i></p> <ul style="list-style-type: none"> <li>• <i>Promote the creativity of Sutton Coldfield’s community and celebrate this where possible, through the town centres buildings, uses and spaces.</i></li> <li>• <i>Support existing and new creative uses within Sutton Coldfield, along with the development of new creative industries.</i></li> </ul>

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Consultee	Representation	Officer Response	Proposed Changes to SPD
			<ul style="list-style-type: none"> <li>• <i>Link to educational institutions to provide opportunities to strengthen creativity, diversify the economy and support lifelong learning.</i></li> </ul>
Individual	The Connecting objective should include more explicit references to other parts of Sutton Coldfield (such as the local centres like Boldmere and Mere Green) and other centres (Birmingham, Lichfield, Tamworth).	Suggestion welcomed. The Connectivity objective has been updated to address this point and reflect the need to link the Town Centre with other centres.	Connectivity objective updated as proposed: <i>“Improve and establish strong connections between the town centre, green spaces, public transport hubs, <u>local centres</u> and to destinations within wider Sutton Coldfield, e.g. Langley SUE and Peddimore”</i>
Individual	In Communicating, it is not clear to what extent "Sutton Coldfield" refers to the whole constituency or just to the town centre. This is also an issue in Celebrating.	The masterplan explains that the town centre plays an important role as a sub-regional centre. Therefore, the objectives can be read as being applied to the whole of Sutton Coldfield and beyond.	No changes required
Individual	In Community, there should be more references to 'civic centre' than is implied through the reference to 'investing in the library'. This could include the town council offices, a BCC social services / citizens advisory office, police station 'front desk', health centre all operated out of the same building.	Welcome suggestion. The reference to library has been expanded to cover community uses more widely and cover the potential of creating a hub of community and civic activity within the town centre.	Community <ul style="list-style-type: none"> <li>• <i>Invest in <u>community and civic uses</u>, including bringing uses together to <u>create a hub of</u></i></li> </ul>

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
			<p><i>activity. Support the library as an additional significant community asset, acting as catalysts significant community asset and a catalyst for improving community and cultural facilities for the town centre.</i></p>
<p>Chief Constable for West Midlands Police</p>	<p>Recommends that the Vision and Objectives is amended to require safety and security measures. It is formally requested that a new section is added to the vision as follows:</p> <p>‘Ensure proposals will increase resilience and public safety. Require security measures at and around buildings, spaces, access routes, infrastructure facilities and landscaped areas, are safe, secure and accessible, so that crime and disorder and the fear of crime do not undermine the quality of life or community cohesion.’</p>	<p>Safety is a key factor in how people experience places. However, the suggested text is disproportionate and would not fit well with the positive tone of the vision and objectives.</p> <p>A new Big Move has been included to cover the design of new buildings. This has included a reference to the creation of safe environments.</p>	<p>Reference to safe environments have been included in the revised Built Environment and Identity Big Moves:</p>

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### Big Moves

Consultee	Representation	Big Move	Officer Response	Proposed Changes to SPD
<b>General</b>				
Nine Individuals	Agrees with the Big Moves	All	Welcome support	No changes required
Individual	Supports the Big Moves - agrees the headings of movement and identity are important.	All	Welcome support	No changes required
Chief Constable for West Midlands Police	Welcomes the Big Moves that increase activity in the town centre, increase pedestrian priority areas and road safety measures and introduce uses which could help create a more diverse and spread out evening economy which could, in turn, help to make the town centre streets feel safer in the evening.	All	Welcome support	No changes required
MDW Projects Limited	Support the Big Moves. The Gracechurch and Red Rose should be completely redeveloped. Agree to the plans for changing traffic flows as the traditional car dependence of the area holds it back.	All	Welcomes support	No changes required
Aldi	Building in sufficient flexibility to the masterplan is essential to ensure that the development of key sites is not unduly restricted or delayed.	All	Comments noted	No changes required
Three Individuals	Not is support of the Big Moves (no reasons given)	All	Noted	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Individual	Questions if the order of the Big Moves reflects priority order	All	The masterplan states the Big Moves are not set out in any priority order. All of the Big Moves are connected and closely linked.	No changes required
Individual	Question the funding available to achieve the Big Moves	All	This is a joint masterplan that was commissioned by the Regeneration Partnership that is led by the Town Council. All partners support the masterplan and are working together on its delivery. Further work will be undertaken on the delivery and funding for schemes. A masterplan is needed to ensure priorities are agreed in order to guide investment and support bids for funding.	No changes required
Individual	Agrees they are good ideas but feels the masterplan misses the issue that the centre fails to attract visitors	All	The masterplan looks to deliver a mix of uses in an attractive environment that will attract visitors to the town centre.	No changes required
Natural England	Generally welcome and supports the proposals. However, the nature integration elements as featured here appear somewhat limited. This does not appear to reflect the narrative or environmental ‘big moves’ as provided prior. If possible, it would be useful to understand where key design opportunities to create multi-functional features within the townscape could be located. Such as, integration of green links with semi natural planting.	Big Moves Diagram	<p>Welcome suggestion. The Big Moves diagram has been updated to strengthen the integration of natural features.</p> <p>The new Big Move on design will also draw this element of the masterplan out in more detail.</p> <p>Work on the multi-functional features will be developed further as part of the work undertaken on the delivery of the masterplan and BCC would be happy to work with Natural England on developing this further.</p>	The Big Moves diagram has been updated to extend the green link arrows through Gracechurch Centre to The Parade and then across Newhall Walk where proposing to realign Plants Brook.

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
<b>Movement and transport</b>				
Three Individuals	MT1 – Concerned about the removal of the relief road and how congestion will be addressed	MT1	The Background document sets out clearly why delivering a relief road would not solve the issues around traffic in the town centre. Alternative measures are proposed in the masterplan to address the impact of traffic on the town centres environment.	No changes required
Sutton Coldfield Town Centre BID	Achieving the relief road objectives by other means remains to be proven and needs to reflect that the town centre is on a through route as well as a destination	MT1	The Background document sets out clearly why delivering a relief road would not solve the issues around traffic in the town centre. Alternative measures are proposed in the masterplan to address the impact of traffic on the town centres environment and any changes to the highway system will be further tested through the additional the modelling work.	No changes required
Individual	Questions the opening up of frontages on Brassington Avenue if this is going to be a bus route. Why not direct buses around the town on the other ring road via Queen Street.	MT2	Active frontages are needed to ensure Brassington Avenue is a lively and attractive street, addressing the current limitations of the street at present. Buses will need to travel along Brassington Avenue to be able to access the potential new interchange more efficiently.	No changes required
Sutton Coldfield Town Centre BID	Support for this Big Move depends on what will go on the Brassington Avenue site by the railway line	MT2	Noted. BCC will work with the developers of the site to ensure the proposals within the masterplan are reflected in any forthcoming plans for the site.	No changes required
Individual	Speeding and moving around the centre safely is not an issue. The main issue is traffic volume at peak times and through traffic. Reduce this and if	MT2	Comments noted. It is not possible to remove through traffic. The proposals within the masterplan are supported by a Background document that justifies the approach towards the highway proposals.	No changes required.

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	any movements issues are genuine, they would be resolved.			
Sutton Coldfield Specialist Residents Panel (SRP)	The intention to remove the circulatory noose from the Town Centre is very welcome but key movement junctions need to be technically developed as proof of concept to demonstrate that they function. Ideally these should also include cyclops junctions for cyclists.	MT2	Comments noted. Detailed traffic modelling will be undertaken during further development of any interventions.	No changes required
Aldi	'Big Move MT2' should be amended to allow two-way traffic on Brassington Avenue, to provide easy access to the Brassington Avenue development site from all directions. This would be consistent with the supporting text relating to 'Project J' (p.53 of the draft SPD), which recognises that two-way vehicular access will be maintained to the 'vacant development site'. It is important that the proposed ALDI store is easily accessible given it will be a key anchor retailer for the Town Centre.	MT2	Detailed traffic modelling will be undertaken during further development of any interventions and this will take into consideration the access to all sites. Transport operations will be balanced to accommodate needs of all users of the town centre and the masterplan is clear in its aspiration to address the impact of the ring road on the town centre as a whole.	No changes required
Four individuals and Sutton Coldfield Town Centre BID	Concerns around the delivery of the temporary cycle path on Brassington Avenue and how this will impact on support for other cycle improvements	MT3	Comments noted. BCC and the Town Council will work together to ensure future cycle infrastructure meets the aspirations of the town centre.	No changes required
Individual	Agree to improvement for pedestrians and cycling, providing the latter is not given undue priority.	MT3	Comments noted.	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Individual	Request that proposals do not include speed humps and that consideration is given to the volume of emergency vehicle emanating to and from Good Hope hospital.	MT3	Comments noted. Further detailed work is being undertaken to model the transport proposals and this will include consideration of any emergency transport vehicles where appropriate.	No changes required
Two individuals	Questions how the previously agreed proposal of some buses staying on the Parade fits with the masterplan proposals.	MT5	Through the development of the masterplan the previous proposals for the interchange and how buses operate within the town centre are under review.	No changes required
Individual	The bus stops need to be where the shops are – if you move the buses outside of the shopping area people will go elsewhere.	MT5	Agree that the routes between the bus stops and the shops need to be as desirable and as accessible as possible. A balance needs to be made between the proximity to the shops and the impact bus routes and stops have on the town centre. The operation of bus services also needs to be considered. Through the development of the masterplan the previous proposals for the interchange and how buses operate within the town centre are under review. This review takes into consideration the connectivity between the interchange and the shopping area.	No changes required.
Individual	Questioning of how many people will use the railway station to access HS2.	MT5	The Sutton Coldfield Interchange will become a gateway to HS2, connecting more people within 45 minutes reach of the proposed HS2 rail station at Curzon Street in Birmingham. In addition to improving connections to the HS2 rail service itself, it also provides better connections to jobs	No changes required

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Consultee	Representation	Big Move	Officer Response	Proposed Changes to SPD
			and opportunities that will arise in the vicinity of Curzon Street Station itself.	
Individual	Suggest there should be some specific reference to the proposal to reintroduce a passenger service on the existing freight railway line.	MT5	Welcome suggestion. A reference to this has been included in the context section to ensure its covered.	Additions to page 10: <i>Birmingham City Council continues to work with partners to promote the reinstatement of passenger services on the line.</i>
Individual	It may be that this is too much detail for a masterplan but the transport interchange needs to be an attractive and comfortable, with travel information.	MT5	Project F includes reference to the interchange piazza having additional seating, planting, and graphic wayfinding measures to create a better experience. However further details on the design of the Interchange itself have been included under Project F .	See proposed amendments to Project F.
Individual	Big Move is meaningless without some detail	MT6	Consideration will be given to the development of a car parking strategy to support the delivery of this Big Move.	No changes required.
Three individuals and Aldi	Car parking provision impacts on the decisions people make about what town centre or shopping destination to visit. Grocery shopping relies on close by car parking and if you make accessing food stores difficult you will lose the linked trips. Parking is needed by those who are less mobile.	MT6	It is recognised that some parking will need to be provided however, there is a balance to be made in order to encourage sustainable mode of transport and to ensure the town centre is not car dominated. The approach to parking provision will ensure the town centre is accessible for all. Consideration will be given to the development of a car parking strategy to support the delivery of the masterplan	No changes required
Councillor David Pears	Parking for flats should be higher than then normal BCC and planning guidelines for Sutton Coldfield.	MT6	BCC has an emerging Parking SPD that will provide the policy for car parking. It is not	No changes required

## Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary

Consultee	Representation	Big Move	Officer Response	Proposed Changes to SPD
	Historically and currently Sutton Coldfield is a strong car owning area and around the town centre there are a number of smaller new properties and flats but not enough street parking.		appropriate to have a separate policy document for a different part of the city.	
Sutton Coldfield Town Centre BID	With the government announcement banning the sale of ICE cars in 2030, priority must be given to electric car charging points for the benefits of visitors to the town centre and new residents who may not have off-street parking.	MT6	BCC has a programme of on-street electric charging points which includes a new rapid charging point in Sutton Coldfield. In addition, the emerging BCC Parking SPD includes the necessity for new developments to include Electric Vehicles (EV) charging points. Volumes of EV charging points vary depending on land use. Consideration will be given to the development of a car parking strategy to support the delivery of the masterplan and further detail on these elements can be provided in this strategy.	No changes required
Individual	Whilst the focus on cars must be reduced especially for visitors, some basic parking for residential families etc should be allowed and/or innovative carpools etc explored.	MT6	Parking for residential proposals will be in line with policy requirements. BCC is eager to encourage new ways to manage the need for access to cars, including carpools. MT6 has been updated to refer to such solutions.	MT6 has been updated to refer to solutions such as carpools. <i>Innovative solutions to the provision of private car use will be encouraged, including the use of carpools.</i>
Sport England	There is a need for ensuring there is sufficient charge points for electric cars and bikes. Consideration to should be given to better conveying of bikes on public transport.	MT3 and MT6	Comments noted. See above for comments on the electric cars. BCC will work with developers to encourage the addition of charging points for bikes where appropriate.	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Individual	Request for more cycling facilities	MT1-MT7	The masterplan includes several proposals that will support cycling in the centre and will look to ensure facilities for cyclists are included as part of schemes. The Connection objective has been updated to strengthen the reference to cycling.	The 'Connecting' objective has been amended to refer cycling: <i>Improve and establish strong <u>pedestrian and cycling</u> connections between the town centre, green spaces, public transport hubs, and to destinations within wider Sutton Coldfield, e.g. Langley SUE and Peddimore</i>
Individual	<p>Posed a number of questions about the highway proposals:</p> <ul style="list-style-type: none"> <li>- Why cycle lanes are needed when you rarely see people cycling around Sutton.</li> <li>- If the new bus station will mean a long walk to the parade or shops.</li> <li>- If Station Street is pedestrianised, will there be access to the Station?</li> <li>- Why close the Station car park and Reddicroft car park?</li> <li>- How will anyone commute if they need to park rather than drive to Birmingham etc?</li> </ul>	MT1-MT7	BCC and the Town Council is committed to working with responsible bodies to improve existing cycle infrastructure and make cycling a viable choice for residents and visitors. The rail station is accessible from railway road, where a dedicated rail station car park is available.	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	Criticism of the temporary bike lane introduced on Brassington Avenue.			
Two individuals	Support the transport proposals that address the impact of the car and priorities cycling and walking.	MT1-MT6	Welcome Support	No changes required
Chester Road Baptist Church	The masterplan needs to anticipate an era when car ownership is significantly less common. This will happen with the convergence of self-driving vehicles with 'Uber-style' hail & ride. Public spaces will then need drop-off/ pick-up points (not carparks); homes will need drop-off/pick-up points (not garages/ driveways)	MT1-MT6	Comments noted. Individual proposals will be assessed against the current planning policy for car parking which will be updated to address changes in car ownership and new technology.	No changes required
Individual	Supports the ideas but the document lacks detail	MT1-MT6	Comments noted. Each of the Movement and Transport Big Moves will be developed further and this will include public consultation.	No changes required
Individual	Consideration needs to be given to the implications for pedestrian crossings on the edge of the masterplan area. Car drivers who drive around the town centre need to have their speed managed too, and better/safer. Pedestrian and cycle crossings provided to encourage active travel into the town centre as well as around it	MT1-MT6	Suggestions welcome and will be considered as part of the further development of the highway proposals in the masterplan.	No changes required
Councillor David Pears	Park Road is an important link to the park and for residents living in the estate by the station and Tudor Hill. There is a residents parking scheme so	MT1-MT6	Suggestions noted. Detailed traffic modelling will be undertaken during further development of any interventions and will include consideration	No changes required

**Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary**

<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	effectively only flow on one side at the moment. Any new scheme would need parking bays and may be a one-way providing residents support and importantly capacity has been improved in Clifton Road Upper Clifton Road and Sommerville Road. These roads are part of key route for traffic wishing to avoid town centre and wanting to get to four oaks or even the potential new development in Langley.		of any mitigation needed to limit the impact on residential areas.	
Two Individual	Not in support of the Big Moves they punish drivers and reduce access to the town centre. This will have impacts on the centres health and discriminate against car users.	MT1-MT6	The document includes several proposals that look to ensure the centre is people focussed, opportunities for sustainable transport are maximised and that we make the best use of land whilst ensuring those who need to access the centre via car are able to do so. This is in-keeping with national and local policy. The proposals have been informed by evidence and public engagement.	No changes required
Rt Hon Andrew Mitchell MP	Support the plans for the High Street, Mill Street and new Trinity Square area development as a way of improving road safety within the area and I hope that the plans will encourage better links with Sutton College and the Parade. The interconnectivity aspects of the masterplan are vital to the overall plans.	MT1-MT6	Welcome support	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Aldi	ALDI support 'Big Move MT1 MT3 and MT5 provided that the proposals do not interfere with easy car borne access to the centre.	MT1, MT3 MT5	Welcome support. Detailed traffic modelling will be undertaken during further development of any interventions	No changes required
Individual	There is a failure to be realistic about traffic. The proposals, worthy or not, will increase traffic problems and there is no explanation as to how these will be managed.	MT1-MT6	The proposals in the masterplan have been subject to high level traffic modelling to ensure they are all realistic proposals. The masterplan states clearly that further modelling work will be undertaken to test the highway proposals and understand the impacts on traffic movement. This study has been commissioned and will ensure that any adverse impacts are mitigated.	No changes required
<b>Economy and Community</b>				
Sutton Coldfield Specialist Residents Panel (SRP)	The proposal for a new heart looks feasible as there is distinctly separate building block which appears structurally independent. Also, whilst through routes from Gracechurch to Brassington are stymied by the long service basement, the proposed Manor Road E/W link is a good way to improve access at the entrance to the Parade and improve connectivity to Sutton Park. Question if the landlord M&G been consulted and support this proposal.	EC1	Welcome support. M&G were engaged in the masterplans production and have responded to the SPD consultation. BCC will work with M&G to ensure the vision within the masterplan is delivered.	No changes required
Individual	Question if the Town Council is really on board with this Big Move as their Planning Committee has just objected	EC2	The masterplan has been endorsed by the Town Council.	No changes required.

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	to a proposal to build apartments at the rear of the High Street.			
Rt Hon Andrew Mitchell MP	A range of new homes within the Town Centre designed to high quality specifications and generous space standards to suit urban family living, as well as young professionals and downsizers but must be well designed both externally and internally and must be spacious with shared green spaces and parking provision.	EC2	Welcome support. Big Move EC2 refers to the need for good quality homes that are well layout, with access to outdoor space.	No changes required
Sutton Coldfield Specialist Residents Panel (SRP)	New housing needs to support the town centre, contribute to meeting needs and be sustainable.  If ethical flexible tenure housing with supporting amenities is not achievable then Build to Let and other market housing options could potentially have a harmful impact on the cohesiveness of the local community and should be viewed with caution.	EC2	Big Move EC2 refers to a mixture of housing types. Further detail on delivering models would not be appropriate for the masterplan but any proposals that come forward will be accessed against existing policy on housing need, type and design. It would not be possible to control the delivery model through the masterplan.	No changes required
Sport England	Consideration to increasing heights of buildings in town centres is important. Most European cities have done this for years – for example Berlin, Koln and Bonn.	EC2	Comments noted. The details of building heights will be determined through further work on the design of schemes. A new Big Move has been added and includes reference to the heights of buildings.	The Big Moves on Built Environment and Identity have been updated to cover the design quality and height of buildings in more detail. (see page 37-

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
				38 of the revised masterplan)
Individual	The masterplan doesn't address the issue of more housing increasing pressure on schools.	EC3	The masterplan accords with the Birmingham Development Plan which looked at the provision of housing and school places overall. Sutton Coldfield is well served in terms of school places. However, we are aware that the schools are incredibly popular and oversubscribed. The City Council has expanded schools in the area and are proposing to provide additional secondary places going forwards to meet the increased primary cohorts moving through. Therefore, at the moment there are no plans to propose a new school in Sutton Coldfield Town Centre. Officers in planning will continue to work with colleagues in education to ensure the relationship between additional housing and school places is managed and planned for positively. Education will be consulted on all major applications for residential proposals.	No change required
Sport England	This Big Move is important as allowing sports use within town centres supports a sustainable economy	EC3	Welcome support.	No change required
Sutton Residents Group	Not convinced that Shopping Centres have a future going forward, the Economic Plan may need to be adjusted.	EC3	No changes are needed to the overall strategy. The approach is to encourage a mix of uses, diversify retail, provide flexible workspaces and quality of space in the centre in order to attract visitors.	No change required

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Councillor David Pears	There needs to be a mix of uses and not too many of the same style restaurants type.	EC3	The masterplan encourages a mix of uses to support the vitality of the centre. However, planning itself has limited control on what businesses occupy units. BCC will work with the Regeneration Partnership to encourage a diverse mix and address any issues around prominence from certain uses.	No change required
Individual	National changes to permitted development rights now enable a change of use to residential from retail, commercial, and other uses, which will speed-up the process of diversifying town centres. To ensure the proposed masterplan is not out of date before it is adopted, I recommend it be amended to allow for more residential use.	EC3	Comments noted. No further reference to housing is needed as each of the opportunities within the masterplan encourage a mix of uses and reference housing where it is considered appropriate.	No change required
Aldi	Support the reference to the diversification of the town centre. ALDI sits alongside and complements independent and specialist retail in towns and cities across the UK. The recognition that there will be an ongoing need for convenience retail to serve the town centre is welcomed.	EC3	Welcome support	No changes required
Aldi	EC5 does not make specific reference to the land within ALDI's control at Brassington Avenue. The ability of the Brassington Avenue site to be delivered in the short term will have a positive	EC5	It is not necessary to update Big Move EC5 as requested. This Big Move is about identifying the priorities and sites that provide the largest transformation in terms diversifying the centre uses. It highlights sites that are retail focussed	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	impact on the town centre as a whole. It will provide much needed investment and will start to realise the wider improvements envisaged by the masterplan. 'Big Move EC5' should therefore be amended to specifically reference the immediate opportunity presented by the land within ALDI's control.		and looks to diversify them to better meet the needs of the community. The fact that the Brassington Site is not directly mentioned does not mean it is not considered as a key site. BCC acknowledges the site is very important to the town centres transformation and will work with developers to ensure any forthcoming scheme maximises the potential of the site to play a role in delivering masterplans vision.	
Sutton Coldfield Town Centre BID	All of these Big Moved need to reflect Covid-19. Questions if the workspaces proposed will still be viable.	EC1-EC5	Big Move EC4 talks about a 'variety' of workspace. This flexibility is deliberate to allow the market to deliver workspaces that meet the needs of businesses and to promote the creation of flexible spaces that can be adapted over time.	No changes required
Individual	<p>There are shops that have been vacant for years- why plan for more shops by expanding the half-empty Red Rose centre. Suggest you knock empty shops down if you want more open spaces.</p> <p>Questions if piazzas are necessary given the weather in the UK.</p> <p>Town centres are places for trade. Anything you do that does not facilitate trade kills Sutton's future.</p>	EC1-EC5	<p>The masterplan proposes the redevelopment of the Red Rose centre and Gracechurch to provide a better mix of uses in an improved environment to address the over reliance of retail in the town centre. The masterplan is informed by market evidence and discussions with landowners and businesses, so has supporting the vitality of the town centres economy at its heart. The provision of high-quality public space that allows for people to spend time in the town centre and for events is crucial in creating a town centre that is welcoming to all.</p> <p>Project D and H has been updated to refer to the need to provide shelter in order to maximise the use of public spaces in all weather.</p>	<p>Project D has been updated to refer to the need to provide shelter in order to maximise the use of public spaces in all weather: <u>new public realm will include areas of shelter and microclimate that maximises use of public space throughout the year.</u></p> <p>Project H Gracechurch Square has also been amended to include the following bullet point: <u>be</u></p>

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Consultee	Representation	Big Move	Officer Response	Proposed Changes to SPD
				<p><i>designed in way to promote use all year through the careful orientation and positioning of buildings and planting, to create a microclimate that provides shelter all year.</i></p>
Rob Pocock	Needs enhancing with the two themes (creative/media/digital, and educational). This also leads directly to the need for Sutton to have an identifiable 'creative quarter' in the projects below.	EC1-EC5	Suggestions welcome. Big Move EC3 has been updated to reflect the need to encourage creative and educational uses into the centre.	<p>Big Move EC3 has been updated to reflect the need to encourage creative uses into the centre.</p> <p>Amended Big Move EC3 as follow: <i>Diversify the town centre: creating a better experience, with a broad range of complementary uses and options for activities including more focused retail, community, <u>creative, cultural, educational, leisure, accommodation, and food and beverage...</u></i></p> <p><i>The town centre would also benefit hugely with</i></p>

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Consultee	Representation	Big Move	Officer Response	Proposed Changes to SPD
				<p><i>family and health leisure uses, cultural attractions, community facilities, and more good quality cafes and restaurants. <u>With a creative community and nearby colleges there is potential for more creative, cultural and educational uses in the town centre. This could support the diversification of the local economy into creative and digital industries, as well as providing lifelong education and training opportunities for the community. Overnight accommodation could help to support an evening economy...</u></i></p>
Individual	There is no reference to Sutton Arts Theatre and only a passing reference to the Empire Cinema. Indeed, they seem to be disregarded, with reference to 'a new boutique cinema or theatre ... located centrally within the Royal Town	EC1-EC5	Suggestions welcome. Big Move EC3 has been updated to encourage creative uses into the centre and this includes a reference to supporting linkages to cultural and creative uses outside of the masterplan boundary.	Big Move EC3 has been updated to encourage creative uses into the centre – see above.

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Consultee	Representation	Big Move	Officer Response	Proposed Changes to SPD
	Core'. These assets should be recognised			The following additional sentence has been added to capture uses outside the town centre: <i><u>There are also several cultural and community facilities outside of the masterplan boundary including Sutton Arts Theatre, the Empire Cinema and Wyndley Leisure centre. These facilities can play an important role in attracting visitors and where possible links between these uses and the town centre will be strengthened.</u></i>
Individual	Diversifying the centre of our town and improving accessibility will provide an attractive offer and help to create a vibrant and sustainable town centre for decades to come.	EC1-EC5	Welcome support	No changes required
Sutton Coldfield Specialist Residents Panel (SRP)	The impact of Covid19 seems understated - the move away from traditional City Centre office blocks could offer positive opportunities for commutable suburbs such as Sutton.	EC1-EC5	Further detail has been added to the masterplan to reference the ongoing impact of Covid19 to ensure its given sufficient weight. No further changes are needed to the overall strategy as the approach has always been to encourage a mix of	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	These are KEY issues that should be expanded, and solutions offered. For example, provision of drop-in managed workspaces over stores in Gracechurch Centre linked to Movement Hub.		uses, diversify retail, provide flexible workspaces and quality of space in the centre in order to attract visitors. Big Move EC4 makes direct reference to “flexible workspaces and drop in facilities following a change in work patterns due to the pandemic” which is considered to give enough hooks for proposals to come forward at any of the development opportunity sites identified in the masterplan.	
<b>Built environment and Identity</b>				
N/A	Several representations quoted the Big Move reference as number BE11 for example rather than BE1	BE1-BE4	To avoid future confusion the referencing will be changed to just BE1 – BE4	Referencing will be changed to just BE1 – BE4
Individual	Questioning of the historic assets within the town centre that merit celebrating	BE1	Comments noted. The Background document supporting the masterplan provides further details on the buildings of historic character and the justification for celebrating this through the Historic Core approach.	No changes required
Individual	Environmental design is in the detail, the function of spaces and the local conditions in place whatever the future holds.	BE1	The Big Moves on Built Environment and Identity have been amended to cover the sustainability of new design further in order to ensure this is given enough weight	Big Move BE1-BE4 has been amended to cover design in more detail and provided details on environmental design (see

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Consultee	Representation	Big Move	Officer Response	Proposed Changes to SPD
				pages 37-38 of the revised masterplan)
Council for British Archaeology, West Midlands	<p>This needs rewording and dividing into two separate "Moves", one referring to the historic environment and its contribution to identity, with the emphasis on protecting and promoting (making the most of) what's already there, and the other referring to design quality of new build to ensure that it complements existing heritage assets. The words "future heritage" should be omitted.</p> <p>3.2.3 (p37) The text needs rewording to make it clearer. The first sentence could perhaps say that the rich history of Sutton Coldfield is reflected by its visible heritage assets and its Royal title. "Visible built heritage" is not only within the Historic Core. As noted above, the wording needs to distinguish between the protection and promotion of heritage assets and design quality of new build. Heritage assets of all kinds, whether or not they are statutorily designated need to be protected in accordance with relevant BDP policies.</p>	BE1	<p>Suggestions welcomed. The Big Moves have been amended to cover the design of new buildings and historic environment separately.</p> <p>The suggestion of a historic environment assessment will be given further consideration by the Regeneration Partnership as part of the evidence and delivery work to support the masterplan.</p>	<p>See above for new design Big Move. Historic Big Move has been amended as follows:</p> <p><b>BE2 Protect and promote heritage:</b> <i>celebrating the history of Sutton Coldfield as a uniquely 'Royal' town and protecting and promoting the historic environment and the reuse of historic buildings to maximise their contribution to the town centre's identity and economy, whilst designing enduring new spaces and buildings worthy of becoming future heritage.</i></p> <p>Sutton Coldfield has a notable history, visible in the built environment of the historic core, its designated listed and locally-listed buildings and conservation area, Sutton Park and the 'Royal' title.</p>

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	<p>Recommend that a historic environment assessment be undertaken of the whole of the Masterplan area- this should include all historic buildings, whether or not they are currently statutorily or locally listed, archaeological remains, and the historic townscape.</p>			<p><i>The High Street Conservation Area is established to inform how the area should be protected and enhanced, and Big Move MT3 proposes to create an environment which rightfully respects it.</i></p> <p><i>These and other historic assets within the town centre should be assessed for their heritage value and contribution to local character, and protected and enhanced by new development. Where buildings are underused, they should be brought back to life and repurposed for contemporary activity, particularly for business uses that complement historic spaces and for community or cultural uses where their significance can be</i></p>

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
				<i>appreciated by a wide audience.</i>
Sutton Coldfield Town Centre BID	The town centre has plenty of examples of poorly managed and totally unsuitable trees which make the Parade dark and encroach on buildings.	BEI2	Noted. The details of types and location of street trees will be addressed through the detailed design element and will include consideration of suitability and maintenance	No changes required
Individual	Support the reference to adding colour. Please can we introduce more colour into the town centre, for example, by painting concrete bright colours, such as the car park overlooking Brassington and commission street artists.	BEI2	Welcome support and suggestions	No changes required
Councillor David Pears	Support opening up of Plants Brook and bringing more trees into centre.	BEI2	Welcome support	No changes required
Natural England	Support the statement to 'make Sutton Park part of the town centre: introducing more planting and natural material, reopening Plants Brook, and making the town centre feel like an extension of the park.'	BEI3	Welcome support	No changes required
Individual	Support the proposals and suggests these should be actioned now	BEI1-BEI54	Welcome support. Some of the proposals in the masterplan are underway and work has started on the delivery of the longer-term projects.	No changes required
Individual	Agree with the Big Moves but want to see more emphasis on "green" and sustainable development.	BEI1-BEI4	A Big Moves have been amended to cover the sustainability of new design further in order to ensure this is given enough weight	See changes to Big Moves above.
Councillor David Pears	More detail is needed on the height of buildings in the town centre. Cavensham place is too high and	BEI1-BEI4	The Big Moves have been amended to provide more guidance on building heights. Further detail on the height of buildings will be produced	See changes to Big Moves above.

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	should not be treated as precedent. Views from the park to the town centre need to be protected.		as part of the delivery work undertaken on individual proposals.	
Sutton Coldfield Specialist Residents Panel (SRP)	There are green benefits to adapting existing buildings rather than demolishing wholesale. Sutton has some challenging modern buildings with extensive reinforced concrete frames - especially the multi storey car park elements. Also, over-large service yards to both Gracechurch and Red Rose Centres, which with imagination might be put to better use. The Masterplan should acknowledge these actual physical technical challenges and come up with practical solutions to address.	BEI1-BEI4	Project G the Red Rose has been updated to include reference to the possible re-use of the building if this is appropriate.	Project G has been updated to include a reference to the potential reusing elements of the building.
Rt Hon Andrew Mitchell MP	Support the plans to capitalise on our Town's attractive green and historic assets and high degree of connectivity. Establishing a common place brand for Royal Sutton Coldfield will help promote our town to visitors and support local businesses.	BEI1-BEI4	Welcome support	No changes required
Sutton Coldfield Specialist Residents Panel	There is a commitment in the Masterplan to Net Zero and distinctively Green interventions but a lack of illustrated practical examples.	BEI1-BEI4	The masterplan provides a high-level framework for the town centre. Further detail is being developed on the individual elements and will ensure that green interventions are fully integrated. The Regeneration Partnership is currently reviewing how to engage residents as	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Big Move</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	<p>Request specific opportunities with ideas tailored to public spaces in Sutton Coldfield.</p> <p>There is no references to parklets. More details should be added on scope for widening business sponsorship and integrating with market stalls.</p> <p>References to low maintenance landscape do not inspire confidence as generally low maintenance equals no maintenance.</p>		part of a community forum, to help feed into the delivery of the masterplan.	

**Projects**

<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
<b>General</b>			
Eleven individuals	Support the town centre projects	Support welcomed	No changes required
Individual	Support the projects – would like more detail on what shops will be available	Welcome support. It is not possible to provide more details on the type of retailers that will be available as this is outside the control of planning. Shopping centre owners, including BCC will need to respond to market requirements for retail space. BCC will work	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
		with partners to ensure this a mix of retailers and other uses	
Individual	Support the projects, however, there seem to be lots of concessions to continuing heavy amounts of motorised traffic through the centre. How compatible is this with increasing access for active travel. Reducing and slowing traffic is vital.	Welcome support. The document has several proposals that look to address the impact of cars on the centre and to encourage sustainable modes of transport	No changes required
Individual	Supportive of redeveloping the Red Rose centre / Victoria Car Park, opening up the Plants Brook, introducing housing on Brassington Avenue and Newhall Walk. Retail space should be reduce to a more sustainable and appropriate level, and correspondingly increase housing, to both reduce pressure on the green belt and create additional life and viability.	Welcome support	No changes required
Chester Road Baptist Church	Support the projects - key is to reduce reliance on big retail and developing a centre where you live and connect with people. So more living accommodation/ housing, more leisure, hospitality, and communal spaces.	Welcome support	No changes required
Individual	Not in support (no reasons given)	Noted	No changes required
Individual	Don't support anything councillors do.	Noted.	No changes required
Individual	Don't support – the proposals do not reflect the views of residents	Detailed engagement was undertaken and is evidenced in the Consultation Document that supports the masterplan. Consultation on the SPD	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
		was undertaken in line with BCC adopted Statement of Community Involvement	
Individual	Not in support. There are some good ideas such as small trader start-ups. Too much reference to cafes and restaurants – how many can the centre support. Only large outlets with good parking will thrive. Small 'boutique' and 'artisan' traders is a nice idea but there is lack of footfall to support these. People won't come by bus, together with exorbitant rates and rents will mean there isn't a business case.	The masterplan proposes several uses and the creation of an attractive environment which will transform the town centre. This will allow it to better compete with other centres and to attract footfall and further investment.	No changes required
Individual	The masterplan doesn't do enough to generate a local economy.	BCC recognise that along with a masterplan that tackles the physical elements of the town centre there is a need for other measures that attract people into the centre, such as events. We also recognise the challenges the retail sector faces. What the masterplan will achieve is spaces and opportunities that allow for events and community activity. This in turn will bring people into the centre, supporting businesses.	No changes required
Individual	Do not support more housing in the town centre	There is a demonstrated housing need within Birmingham and housing is proven to be an important factor in bringing footfall and activity into town centres.	No changes required
Individual	In my view ecological networks, use of art, sculpture and vegetation will reinforce the projects.	Suggestions welcomed – the masterplan includes several proposals that reference such measures	No changes required
Individual	All projects should include more cycling facilities	As specific projects are developed further, they will include more detail on how infrastructure for cyclists will be incorporated.	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Individual	Support can only be given if the proposals provide a good level of parking in the town centre	The masterplan proposes a balanced approach to parking to ensure the best use of land and the promotion of sustainable modes of transport, whilst ensuring that the town centre remains accessible by car and that adequate parking is provided to meet the needs of those who need to access it via car. Consideration will be given to the development of a car parking strategy to support the delivery of the masterplan	No changes required
Individual	Its a shame that the suggestions of entertainment activities such as soft play, escape rooms and climbing facilities has such a small mention. Looking at new leisure opportunities is the only way to revitalise the Town Centre.	Agree that increased leisure is important. The wording for project H has been amended to strengthen the wording around leisure uses. Project G includes a reference to family leisure uses such as a cinema. The Gracechurch and Red Rose centres provide the most suitable spaces for leisure uses due to the need for large units. Big Move EC3 talks about attracting leisure uses into the centre and in principle leisure uses would be supported in any location within the town centre.	References to leisure uses has been strengthened in Project H in response to representations also made by the site owner.
Sport England and one individual	Support the projects but further detail is needed on how they will be delivered	Further work will be done on the delivery of each project.	No changes required
Historic England	The different character areas identified help to sensitively stitch key sites back into the town as a whole. The proposals would also assist with forming cohesion between the character areas and improve the experience of the historic environment.	Welcome support. Regarding building heights, the Big Moves on the Built Environment have been reworked to better address the historic environment, design of new buildings and buildings heights. A note has also been added within individual projects were appropriate.	BE1-BE4 have been reworked to better address the historic environment, design of new buildings and buildings heights (see pages 37 – 38 of the revised masterplan)  A note has also been added within individual projects where appropriate.

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	Plan on P.41 indicates several landmark locations at the extended Red Rose Centre, Gracechurch Centre and Newhall Walk sites which are indicated as being 'suitable for additional height'. It is not clear what assessment work has been undertaken to consider the impact of any increase in heights in relation to nearby heritage assets and their setting.		
<b>Project A - High Street/Mill Street and New Trinity Square</b>			
Individual	Good idea but no information about how traffic will be managed approaching the 'trafficable square'.	Detailed traffic modelling will be undertaken during further development of any interventions.	No changes required
Individual	Questions how project A will address the issues of the large junctions, heavy congestion, and narrow footways.	Project A looks to directly address these issues through reducing the road carriageway to the minimal functional width and designating the excess space within the street section to cycle lanes, widening footpaths and improving crossing points.	No changes required.
Sutton Coldfield Town Centre BID	Mill Street is the key route into the town centre from the north. It is a steep hill as well. Question how buses from the north get into the town centre and if everyday cyclists want to climb this road.	Project A will not stop vehicle movements so there will be no change to bus access. Through the provision of safer cycling routes – cyclists of all speed and ability will be able to use the routes.	No changes required
Individual	Support the proposal however, it's naive to think that this will solve Sutton's traffic problems. This is the only way in and out of Sutton from the north and the only way around Sutton centre. The flow of traffic is essential	All movement and transport proposals will be subject to modelling as they are progressed to ensure that all required measures are in place to ensure a safe, reliable transport system in Sutton Coldfield.	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	for clean air as stationery vehicles increases pollution.		
The Royal Town's Member of Parliament	The new 'Trinity Square' proposals offer an attractive space.	Welcome support	No changes required
Individual	Support the proposed creation of a pedestrian-friendly space where currently too much space is occupied by vehicles.	Welcome support	No changes required
<b>Project B - The Town Hall and King Edward's Square</b>			
Individual	Good idea but ignores the fact that closing Brassington will result in increased traffic constantly moving past the Square.	Detailed traffic modelling will be undertaken during further development of any interventions.	No changes required
Individual	Agree this does need redesigning but it is also an ideal location to have a relief road. It would be very possible to have one-way traffic along Anchorage Road and the other direction along High Street, Mill Street and Lichfield Road. This would alleviate traffic problems and make the route safer.	Increased traffic flow would impact upon the heritage aspect of this area of the town centre. Anchorage Road would not be a suitable route for general traffic to travel along.	No changes required
Individual	Support projects B and C	Welcome support	No changes required
Individual	Questions if there needs to be something more in this area to draw people there, in addition to the Town Hall.	Suggestion noted. The project looks to enhance the environment which should in turn invite more activity within the area.	No changes required
Individual	Don't support this project. There is no way the infrastructure will cope with this amount of vehicles along a single	All movement and transport proposals will be subject to modelling as they are progressed to ensure that all required measures are in place to ensure a safe,	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	carriage way with traffic in both directions, most of which is bypassing the Town Centre. It is going to triple the time to make connections between the north and the south of the town. It would make much more sense to move traffic to the unused land on Brassington Avenue.	reliable transport system in Sutton Coldfield.	
The Royal Town's Member of Parliament	Welcome the proposals as delivering a stronger identity at the Town Hall will be important if we are to support the future of this important asset. The Town Hall has cultural significance and should become an even more significant venue. The planned improvements within the building will hopefully be supported by the wider ambitions of the masterplan	Welcome support – text has been amended to strengthen the wording on the Town Hall.	Wording has been added to reference the potential for increased activity at the Town Hall: <i>The Town Hall is an integral heritage asset within the town centre and is currently a venue for community, arts and cultural events, with the <u>potential for this activity to be developed further.</u></i>
Individual	Support the proposed creation of a new public space in this area, with the war memorial as a key focal point	Welcome support	No changes required
<b>Project C - Urban Streets (Victoria Road / Queen Street)</b>			
The Royal Town's Member of Parliament	The proposals will provide an attractive environment for future development and improving air quality locally. The creation of pedestrian-priority spaces and tiered seating as well as the addition of trees and landscaping are very welcome both in terms of the environmental benefits and to improve the feel of the area.	Welcome support	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Individual	Support the project as the current one-way arrangements result in severance and encourages excessive speed and destroy any sense of place.	Welcome support	No changes required
<b>Project D - Parade / Lower Parade / South Parade</b>			
Individual	The plan ignores the fact that some buses will remain on the Parade.	Operations of bus services within the town centre will be explored in full through further development of the Interchange project.	No changes required
Individual	This project is important. There is nothing to encourage parents staying in the town any longer than needed. There is no attractive seating/socialising space. Crossing Lower Parade is a challenge due to the intense bus activity and congestion. However, careful design needed to avoid misuse especially e.g. skateboarders.	Welcome support and comments about the design of space is noted	No changes required
Individual	Support the creation of community space	Welcome support	No changes required
Individual	This needs to be more ambitious. This is all based on existing buildings and configurations. The ideas for improving the public realm are good, but The Red Rose Centre really needs knocking down.	The masterplan proposes the reimagining of this area into a new public space with surrounding buildings being redesigned to provide attractive frontages. The proposals within the masterplan look to deliver the full-scale redevelopment of the Red Rose Centre as part of a comprehensive scheme. The text has been amended to make it clear that the proposal is for the redevelopment of the Red Rose Centre including the car park	Protect G has been renamed to remove the word extended in the projects title. .

## Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary

Consultee	Representation	Officer Response	Proposed Changes to SPD
Individual	Supports the project for open space, integration of play elements and public art. Suggests 'weather proofing' is included for the new heart of the town centre.	Welcome suggestion. The text has been updated to reflect the need to weather proof the public space.	Text amended to include the following: <u>The new public realm will include areas of shelter and microclimate that maximises use of public space throughout the year.</u>
Individual	Support the project with improved public space, greenery, and space for markets and events; also support no access for buses or other traffic, which will enhance safety, ambience and creation of a sense of place.	Welcome support	No changes required
Council for British Archaeology, West Midlands	Parade/Lower Parade/South Parade and extended Red Rose Centre need to ensure retention of the former millpool dam (now Lower Parade) as a distinctive topographic feature. <b>(Also applies to project G)</b>	Welcome suggestion. The text has been updated to include a reference to the project description.	Addition text to projects D: <u>The former millpool dam will be retained as a distinctive topographical feature.</u>  The project cross references to Project G which will ensure the millpool element is addressed through both projects.
<b>Project E - Plants Brook</b>			
Three individuals	Support the opening up of Plantbrook	Welcome support	No changes required
Individual	The wording should be stronger, and the project placed at the centre of the plan.	Agree this is a crucial part of the masterplans vision. Further work on the feasibility of this project will be undertaken to support the delivery of this project.	No changes required
ECOSUTTON	There is not enough water and flow to make it an attractive feature.	Further work on the feasibility of this project will be undertaken to support the delivery of this project.	No changes required
Individual	I support the proposals and recommend it should include naturalised banks and no unsightly	Welcome support. Details on the design of the improvements will be developed as part of further work on the proposal.	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	guardrails that prevent access to the stream		
Individual	Request for more detail on the reactivation of Plants Brook and if it has any implications/potential to the west of Brassington avenue ( <b>also applies to project F</b> )	Details on how Plants Brook will be reactivated will be develop further. It is BCC aspiration that the Plants Brook is a reactivated throughout the whole of the town centre and we will work with developers to understand the feasibility of this. Further work on the feasibility of this project will be undertaken to support the delivery of this project.	No changes required
Individual	Agree with project E and F. On F, the link from the town is crucial. The walk to the park is along a dangerous road and crossing points are not positioned to provide a link. ( <b>Also applies to project F</b> )	Welcome support	No changes required
Seven Trent	Support the proposal to open up the culverted watercourse section of Plants Brook. This will encourage a natural habitat and create an opportunity to make use of this opened section for discharges of surface water run-off from the re-developed area as well as the use of SUDS to control surface water flows entering the brook. It would also be desirable to see any existing surface water flows that currently discharge into our foul / combined sewers to be re-directed into the brook.	Welcome support	No changes required

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Consultee	Representation	Officer Response	Proposed Changes to SPD
<b>Project F - Interchange Piazza and Park Road</b>			
Individual	Park Road needs to be one-way to be effective. Agree the link along here to Sutton Park needs to be improved for pedestrians and cyclists. The interchange needs more thought as to where it would be better located, suggest closer to the railway station.	Welcome support. Work to develop the Interchange is ongoing.	No changes required
Individual	HS2 is a nonstarter	BCC and the Town Council are working in partnership with TfWM to further develop the interchange proposal in line with other interventions within the masterplan.	No changes required
Individual	More detail needs to be provided on how the link between Park Road, Town Gate and the town will be improved for pedestrians and cyclists. Whilst closing to through traffic will help, this will increase traffic on Clifton Road.	All movement and transport proposals will be subject to modelling as they are progressed to ensure that all required measures are in place to ensure a safe, reliable transport system in Sutton Coldfield.	No changes required
Individual	Concerned that any bus interchange should not dominate the appearance of this part of the town centre, but should be of a subtle design, integrated as far as possible with the railway station infrastructure and include provision for cycle parking.	Agree that the design of the interchange is important. Further detail has been added to the project to address the design of the interchange.	<p>A new bullet point has been added to provide more detail on the experience created by the new interchange.</p> <ul style="list-style-type: none"> <li><i>The new bus interchange should be a fitting arrival place to the town centre, complementing the heritage and townscape values of the rail station, United Reform Church and Station Street historic buildings with high quality contemporary design and providing a safe, welcoming experience for all public transport</i></li> </ul>

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
			<i>users. The proposed interchange should incorporate green infrastructure, low carbon energy use and sustainable drainage.</i>
Sutton Coldfield Specialist Residents Panel (SRP)	The lack of funding for the interchange is a concern.  We have previously suggested a more flexible low-cost option linked to Gracechurch.	TfWM is part of the Regeneration Partnership and are committed to the delivery of the masterplan. BCC will work with partners to develop the design and necessary funding processes to ensure the projects delivery.	No changes required
Individual	Support the proposals but have concerns that streets that only allow access for buses do not function as traditional streets, they require a lot of signage, and they encourage bus drivers to behave aggressively. The proposal goes against the philosophy of integration of uses and modes of transport. <b>(also applies to project J)</b>	Changes to the highway which would result in bus only access being provided would be designed in accordance to highway guidance which includes designing a safe environment. Safe designated crossing places would be provided for pedestrians and cyclists to travel across Brassington Avenue.	No changes required
<b>Project G - The extended Red Rose Centre</b>			
Individual	The library should be a visible part of the town centre rather than hidden away. I would like to reduce the number of retail outlets so that the centre is not just a lot of empty shops.	Agree that the library needs to be given more prominence in the town centre and this aspiration will be developed further through the plans for the future of the library. The proposals for the Red Rose look to bring other uses in order to diversify the offer and reduce the dependency on retail.	No changes required
Individual	The current location of the library is not essential. The library could be in a much more convenient place. The library shouldn't be restricted by its	The masterplan proposes that the library forms part of a mixed use offer as part of the redevelopment of the Red Rose. If an alternative location within the town centre comes forward BCC would support this in principle if the proposal delivers a new library that is	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	current location but consider how it could be relocated if appropriate.	in line with the aspirations in the masterplan and supports the overall vision. The masterplan will not restrict the location of the library but rather looks to include it as a positive feature in a proposal.	
Individual	Red Rose should be demolished. The car park is narrow, deeply unpleasant, and dangerous to walk through with children.	Welcome support. The proposals for the Red Rose include the redevelopment of the existing building and the creation of an attractive and safe space. The project has been renamed to make this clearer.	The name of the project has been amended to make it clear the site is being redeveloped and not extended: <i>Project G – <del>the extended</del> Red Rose Centre</i>
Sutton Coldfield Town Centre BID	Question if the objectives for the Red Rose Centre are feasible following Covid19.	The proposals for the Red Rose provide a vision for its redevelopment that includes a mix of uses to diversify away from a reliance in retail to create a vibrant mix use development. This is considered as key in supporting the town centre recover from the impact of Covid19. Further work on the detail around the uses and how the redevelopment will be delivered will be undertaken by BCC to ensure the right approach to the site.	No changes required – the wording has been amended to include a wider mix of creative uses which will further strengthen the sites ability to respond to the challenges of changes in demand for retail space. .
Sutton Vesey Ward Councillor	Space needs to be designated as a 'creative quarter' which would hub and host the creative arts, media and digital economy and post-school educational. Digital and media could include flexible studio space and a start-up hub for digital, media and gaming technologies. Suggest integrating this quarter into the Library as part of a wider knowledge space and the extended Red Rose site.	Welcome suggestion. Further work is being undertaken to determine the type of uses that would be deliverable on the Red Rose site but in principle BCC supports the inclusion of these uses in the Red Rose as part of a vibrant mixed use scheme. The wording has been amended to better reflect the potential for a creative hub at the Red Rose. This also includes reference to educational uses.	Text has been amended to include reference to a creative hub:  <i>The overall aim for this site will be to create a distinctive, vibrant daytime and evening destination <u>alongside contemporary new homes and workplaces</u> <del>space</del> that <u>could include independent retailers and creative studio space alongside contemporary new homes to</u> <del>will</del> attract people to visit, live and work within the town centre.</i>

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Consultee	Representation	Officer Response	Proposed Changes to SPD
			<p><i>The site will become a creative hub, including <del>it should include</del> a new contemporary <del>purpose-built</del> library facility which reinstates the successful Sutton Coldfield Library in its established location within the town centre. As one of the <del>a</del> key community and cultural assets in the town centre, it could provide library services alongside complementary <del>community</del> functions, such as an accessible archive and heritage centre, <u>flexible spaces for creative, digital and educational uses. These community and cultural facilities could be supported by other complementary uses such as drop-in council <del>and health</del> services, health facilities, flexible spaces for hire, <del>and</del> or other facilities that can support the needs of the local community.</u></i></p> <p>One of the bullet points has also been updated to cover this further:</p> <ul style="list-style-type: none"> <li><i>Developing buildings in the west of the site that offer flexible spaces that can be adapted to different uses over time, facilitating a vibrant mix of</i></li> </ul>

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
			<i>uses, such as retail and bars/restaurants/cafés, library and other cultural attractions (arts, local heritage), creative studio spaces, potential for cinema or other family leisure uses, offices and/or residential on upper floors.</i>
Bordeaux Estates	Request to work in collaboration with the Council and other stakeholders to develop and deliver a first phase of the project which does not prejudice the future delivery of the masterplan's ambitions for the remainder of the street block.	The positive response to the proposals and proactive approach is welcomed. The Council will continue conversations with all the relevant landowners as part of working towards a comprehensive scheme. The wording has been amended to reflect the potential for a phased approach and to strengthen the wording towards a comprehensive scheme.	A new bullet point has been added to the project details: <ul style="list-style-type: none"> <li>• <u><i>A phased approach to the delivery of the Red Rose sites redevelopment will be supported where this delivers the overall vision for the site and achieves a high-quality comprehensive scheme.</i></u></li> </ul>
Core Fit	Supports the masterplan but questions if there will be support for existing businesses.	The support for the masterplan is welcomed. We are aware of the challenges many businesses face now and have several measures in place to support such businesses in the short term. The masterplan will play a key role in supporting businesses in the longer term through a better mix of uses and an improved environment, but the plan also includes shorter term measures that will look to bring people into the centre and support current businesses. The text in project G clearly states that BCC will look to retain existing tenants.	No changes required
The Royal Town's	Support the project including the proposals for a new purpose-built	Welcome support	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Member of Parliament	library facility. The library is an important community asset and there is clearly scope for the site to provide other community functions. This should also include a heritage centre to display the archive to all.		
Individual	Support the project but also suggest high quality design of an appropriate scale needs to be emphasised given the proximity of the conservation area and grade I listed, Holy Trinity Church. Also suggest a greater emphasis needs to be given to residential accommodation and town centre living	These features were taken into consideration when the diagram and text for the Red Rose were developed. However, the wording on the design of the Red Rose has been strengthened to highlight the need to take into consideration the surrounding context and historic character.	The wording has been amended as follows: <i>Buildings of generally between 4 and <del>up to</del> 6 or 8 storeys, <u>potentially up to 8 storeys where this does not detract from the historic context and positively contributes to the town centre’s urban character, perhaps towards the centre of site where this positively contributes to the town centre’s urban character and does not detract from the historic context.</u></i>
Individual	The Red Rose Centre extension looks very densely packed. Suggest that two public squares are provided.	Welcome suggestions and agree there is the potential to have further public space in the scheme. The diagram supporting this project has been amended and further detail added to the text as appropriate.	Wording has been amended as follows: <i><u>Creating new public square(s) well-connected to Lower Parade and South Parade – to open up the site, to maximise active frontages and to form inviting places where people want to spend time</u></i>
<b>Project H - Gracechurch Centre</b>			
Individual	This project does not recognise that shopping habits have changed	The details included under Project H refer to the need to develop some of the floorspace for other uses and deliver a diverse mix of attractions. Shopping will still	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
		play a role in the centre and it's important that the Gracechurch is redeveloped to provide flexible retail spaces as part of a mix of uses including leisure, food and residential	
Individual	Gracechurch Centre should be completely redeveloped.	The masterplan proposes the redevelopment of the Gracechurch. The redevelopment of the town centre will be managed to secure a transformation while ensuring the town centre can still operate whilst schemes are delivered.	No changes required
Individual and Sutton Coldfield Town Centre BID	Question how the Brassington Avenue elevation can be achieved and how the activity along the Brassington Avenue frontage of the Gracechurch Centre will work as the wall backs onto storerooms or loading bay	The proposals for active frontages are dependent on the redevelopment of the centre. BCC will work with the owners to work through any practical issue and deliver this vision.	No changes required
Individual	Alternative suggestion that traffic is moved to the unused land between Brassington Avenue and the railway, further away from the town centre, separated by trees and shrubs.	Welcome the suggestion, however this is not considered to be deliverable given land ownership. The highway proposals within the masterplan are deliverable as they include highway land that is in control of BCC.	No changes required.
Individual	Don't write off the need for the big anchor stores. Agree with smaller independent businesses. Family activities are important. Gracechurch feels disconnected to The Parade.	The proposals for Gracechurch look to attract a mix of uses which could include anchor retailers along with independents. The key to the proposal is having a mix and redeveloping the centre to provide flexible spaces.	No changes required
Individual	Questions why the fact that Gracechurch employed their own consultants isn't referenced	The consultants appointed to work on the masterplan engaged with the owners of Gracechurch and were made aware of the proposals developed by the Gracechurch consultants. The masterplan reflects the owners aspirations whilst capturing the wider aspirations for the town centre and as such there is no need to directly reference the consultancy work.	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Individual	There needs to be a way through the Gracechurch Centre to the Brassington Avenue side. It would be much better to have two or three corridors to encourage use of the other side of the Gracechurch Centre.	<p>Agree this is crucial. The diagram includes multiple links through the site and there is a reference to linkages in the supporting text.</p> <p>A cross reference has been included in project F to reinforce the need for strong connections</p>	<p>Additional text has been included to project F to cross reference the need for linkages:</p> <p><u>A new direct route is needed at the northern end of the Gracechurch Centre, breaking through the barrier of existing buildings to link the public realm around the Church with Lower Parade, in effect extending Park Road to the heart of the town centre as an attractive pedestrian street and integrating it with the rail station, proposed bus interchange and Sutton Park.</u></p>
The Royal Town's Member of Parliament	Support the proposals for public-facing units along the Parade and Brassington Avenue. The breaking up of larger retail units to encourage flexible and creative spaces will be essential. Support the possibility of short leases or pop up shops. The plans to offer a mix of independent, boutique and artisanal retailers is welcome. Support the proposals to encourage leisure operators.	Welcome support	No changes required
Individual	Support the proposal but suggest that greater emphasis needs to be given to residential accommodation and town centre living, including living over the shop.	Agree with the suggestion that residential elements could play a key role in the redevelopment of this part of the town centre. The wording has been strengthened slightly to make it clear that any scheme should include residential as part of a mix used offer.	Text amended to encourage residential uses. The reference to hotel has been moved to the section talking about leisure uses: <del>Investigate the potential</del> <u>Provide for a hotel and/or residential uses above ground floor units at either end of</u>

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
			<i>Gracechurch Centre to provide further diversification of uses, at the same time as attracting more people into the town centre.</i>
Sutton Coldfield Specialist Residents Panel (SRP)	<p>The interrelationship between the public realm of the Town and the private shopping precinct is fundamental and needs careful consideration.</p> <p>Request further details on the ideas for repurposing the deep plan stores and more visuals to explain the proposals.</p>	The masterplan is a high-level document and this level of detail would not be appropriate. BCC is alive to the issues around the existing building and the need for connection and will be working with M&G to address these issues through any future development.	No changes required
Sutton Coldfield Specialist Residents Panel (SRP)	<p>The masterplan does not look in detail at the complex issues in improving access through the Centre or address the change in levels. <b>(also applies to project J)</b></p> <p>One option would be a radical move to transform Brassington Avenue, including removal of car ramp as this seems to still encourage cars on Brassington Avenue.</p> <p>More modelling is also required of the Centre parking strategies and whether to retain or adapt the Gracechurch carpark above the shopping centre.</p>	The masterplan is a high-level document and this level of detail would not be appropriate. Further work on the design of the project will be developed and BCC are committed to working with M&G on delivering the vision in the masterplan. Consideration will be given to the development of a car parking strategy to support the delivery of the masterplan.	No changes required

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Consultee	Representation	Officer Response	Proposed Changes to SPD
	<p>Also unclear on the layering of movement for pedestrians, cyclists, buses and cars.</p>		
<p>M&amp;G Gracechurch</p>	<p>M&amp;G welcome the inclusion of the Gracechurch as a key development opportunity and the support for diversification to the northern end of the centre. Also support the inclusion of new public space as part of the site’s redevelopment and improved linkages.</p> <p>Support the notion of protecting existing active frontages along The Parade, but request that the Council maintain a flexible approach to this. It should be noted that there are a number of ways to “create activity”, beyond protecting and establishing new retail uses.</p> <p>M&amp;G question the practicality and value of creating new active frontages along Brassington Avenue. This area has historically suffered from limited footfall and significant investment would be required to activate the rear of the Centre. This would require an expansion of the retail offering of the Centre, which is not viable.</p> <p>Request that references to creating new frontages along Brassington</p>	<p>Welcome support</p> <p>Agree with the statement that active frontages do not have to mean retail uses. The wording in the masterplan states: "Ensure active frontage and front-door activity along the length of The Parade; for large units that face onto both The Parade and the internal mall, thoroughfare should be encouraged to improve interconnectivity". It does not state these uses need to be retail and as such the masterplan provides for a flexible approach to be taken as to what uses provide the active frontages.</p> <p>The masterplan states: “Seek to create activity along the Brassington Avenue frontage with active and front door activity, and through-connections where possible." As the wording already includes "where possible" no further changes are required. BCC would expect any proposal to give full consideration to activating the frontage and if not possible, this should be justified through the planning application process. As stated above active frontages do not need to be retail uses. Also, the activity does not always need to be on ground floor level but could include visible activity on upper floors.</p> <p>The wording is considered flexible enough to allow for all town centre uses to be supported where they comply with the overall vision. The vision in the</p>	<p>The text has been amended to split the points into separate bullet points: <i>Utilise vacant units to enact a meanwhile uses strategy (refer project Q), where large-footprint units could be transformed to create adaptable and innovative spaces which are flexible in size and configuration. <u>This could also provide spaces to test the market for the long-term success of new uses.</u></i></p> <p><i>Family leisure activities such as a market arcade, a large soft play centre, an escape room, or climbing facilities could be explored for some of these units as an <del>alternative and complementary attraction to retail, and to test the market for the long-term success of such uses.</del> <u>The provision of a hotel could also be explored.</u></i></p> <p>The reference to small scale business incubator units has been amended to make it more general in terms of location.</p> <ul style="list-style-type: none"> <li><i>Integrate permanent smaller units <del>adjacent to the new urban square</del> which could be used for short-term</i></li> </ul>

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Consultee	Representation	Officer Response	Proposed Changes to SPD
	<p>Avenue is removed from the Masterplan.</p> <p>The Masterplan indicates that the Council would like to see accommodation provided for a “mix of independent retailers focused on boutique and artisanal products and services”. M&amp;G question whether it would be viable. As such, we request that the Council adopt a more flexible approach to the uses likely to be considered acceptable in this area.</p> <p>M&amp;G welcome the idea of utilising large vacant units for “alternative uses”, including leisure uses; however, question why such changes of use should be short-term interventions, rather than longer-term changes. Request that above guidance is amended to reflect this drive for diversification and complementary uses.</p> <p>M&amp;G do not object to the principle of providing space for “incubator businesses” within the Centre but question the appropriateness and viability of placing such units along the periphery of the square. It is considered that this location may be</p>	<p>document for the Gracechurch looks to deliver a mix of uses including family leisure, services, food and drink, workspaces and residential. The masterplan does not propose creating additional retail floorspace but rather reimagines the floorspace to create a mix of uses with a diverse retail offer that is complemented by other uses.</p> <p>Agree with the arguments that leisure uses should not be considered only as a temporary solution. Wording has been amended to address this issue.</p> <p>Understand the arguments made in response to the proposal for incubator units. The wording has been amended to make the location of incubator units more flexible as these could be located anywhere in the scheme. Wording has also been amended to cover the suggestion of restaurants and cafes facing the new public space, as it is agreed these would help activate this space.</p> <p>The masterplan has been updated to refer to a wider range of uses. A statement on none retail units on ground floor levels being supported where they provide an active frontage has also been included.</p>	<p><i>incubator business opportunities, or for existing stallholders currently situated within the Market Village, to create an exciting, changing environment for residents and visitors</i></p> <ul style="list-style-type: none"> <li>• <u>Activate the space around the new urban square with restaurants, cafés and flexible retail space to create an active, vibrant and adaptable space to provide a focal point for activity.</u></li> </ul> <p>Additional text has been added to cover a wider range of uses:  <u>Other uses such as community, healthcare and leisure will also be encouraged where they support the vitality of the town centre. Non-retail uses will be supported on ground floors where they provide an active frontage and enhance the visitor experience.</u></p> <p>and <del>investigate the potential</del> <u>Provide for a hotel and/or residential uses above ground floor units at either end of Gracechurch Centre to provide further diversification of uses, at the same time as attracting more people into the town centre.</u></p>

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	<p>better suited for restaurant / café uses. And the prime location may impact on the viability of “incubator businesses” in this location.</p> <p>M&amp;G request that the Council apply a flexible approach to potential uses. M&amp;G also request that the Council consider alternative uses (i.e. residential / hotel / community uses) at ground floor level, as well as on upper levels.</p> <p>The masterplan has been included to refer to a wider range of uses. A statement on none retail units on ground floor levels being supported where they provide an active frontage has also been included.</p>		
<b>Project I - Newhall Walk</b>			
Individual	Newhall Walk is awful - warehouse units with the huge surface car park is completely inappropriate. It does however bring footfall to the area. Aldi would be better suited on Brassington Avenue.	BCC recognise the role Newhall Walk provides in terms of larger retail units but propose that in the long term should these unit no longer be in demand that the site is redeveloped for a more appropriate use. Aldi has made representations to the masterplan stating they propose to relocate to Brassington Avenue	No changes required
Individual	Question what will happen to the shops if the car park behind Aldi is to be used for apartments and why anyone would want to live in Sutton	The proposal to increase housing in the centre is based on housing need and demand as demonstrated in the background study to the masterplan. The proposals to Newhall Walk are a later phase of the	No changes required

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Consultee	Representation	Officer Response	Proposed Changes to SPD
	town centre. The office building that has been converted into apartments has difficulty in selling.	masterplan and will depend on the retail uses relocating to other parts of the town centre.	
Individual	Fully support building houses but the masterplan does not cover where cars will park. The plan should be to build a 2-level underground car park, which could be equipped with charging points.	Support for the proposal is welcomed. The design details will be developed further and will include parking arrangements. The site is a town centre location and is therefore very accessible via public transport. We would expect that to be reflected in any scheme and the parking to be minimal.	The text for Project I has been updated to provide more detail on the approach to parking – included underground car parking: <i>The extent of surface car parking should be reviewed as part of a town centre-wide strategy and the potential explored for undercroft parking taking advantage of changes in ground levels across the site and for rationalising deliveries to existing shops.</i>
Sutton Coldfield Town Centre BID	Suggestions that private car ownership within the town centre might reduce are a very long-term hope.	It is recognised that some of the proposals within the masterplan are longer term but Covid19 along with other issues such as tackling climate change have placed an importance in delivering people friendly environments and BCC are committed to addressing the impact of car usage on communities.	No changes required. The text makes reviewing car parking levels in recognition that an evidenced approach will be needed.
Individual	Questions why the plan proposes to build homes on the side of the town centre where it intends to move all the traffic.	Proposals will not come forward if it is shown that changes to the road network would create an environment that is unsuitable for residential living. All schemes will be designed to ensure a high quality of living environment, including mitigating the impact of any pollution from cars.	No changes required
The Royal Town's Member of Parliament	Support the longer-term vision but with parking continuing to be an issue locally the plan must ensure that parking is readily available in the town centre and easily accessible to those that need to drive.	The masterplan proposes a balanced approach to parking to ensure the best use of land and the promotion of sustainable modes of transport, whilst ensuring that the town centre remains accessible by car and that adequate parking is provided to meet the needs of those who need to access it via car.	No changes required. The text makes reviewing car parking levels in recognition that an evidenced approach will be needed.

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
		Consideration will be given to the development of a car parking strategy to support the delivery of the masterplan	
Schools of King Edward VI	Supports the project and welcomes the identification of the site at Newhall Walk as a future development opportunity.	Welcome support	No changes required
Individual	Support the proposals in principle but recommend that a continuous built frontage is needed facing onto Queen Street and greater emphasis needs to be given to residential accommodation and town centre living in this area. Recommend that there should be no large surface car parks, but instead use basement car parks, or multi-level car parks hidden behind built frontages with well-articulated and friendly elevations facing onto Queen St	The text and diagram supporting this project has been amended to make better use of the site, improve linkages and to highlight the potential of Plants Brook. Further design work will be developed to support the delivery of this project.	The text has been amended as follows: <i>Plants Brook should be realigned where possible (refer to project E) within a green east-west corridor as a unique town centre feature, as part of a much improved public realm that provides better connection with Parade, Queen Street and South Parade. The key east-west route would benefit from being extended towards Manor Road via the Gracechurch Centre and Brassington Avenue sites (refer projects H and J). The extent of surface car parking should be reviewed as part of a town centre-wide strategy and the potential explored for undercroft parking taking advantage of changes in ground levels across the site and for rationalising delivers to existing shops-</i>

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
<b>Project J - Brassington Avenue</b>			
Individual	Don't agree residential properties right next to a railway line will be desirable.	All schemes will be designed to ensure a high quality of living environment, including mitigating the impact of any noise from trains.	No changes required
The Royal Town's Member of Parliament	Support the prioritising of buses within Brassington Avenue as part of the new bus interchange. The planting of trees and the addition of seating and other amenities will hopefully transform the area.	Welcome support	No changes required
Individual	Request that if Brassington Avenue is to be pedestrianised (except for buses) then these buses need to be electric.	TfWM are working with operators to 'green' their fleets. This level of detail is not appropriate for the masterplan.	No changes required
Individual	Support the project but do not support tall buildings over 6 storeys high in this location, as building taller than this would appear incongruous in a historic Royal Town setting and may be visible from the conservation area and Sutton Park	Comment noted. Planning permission has previously been granted for taller buildings. It is officers view that the visual impacts on Sutton Park would be minimal, and that with the good design of tall buildings this would not necessarily be negative.	No changes required
Aldi	Wish to highlight the fact that heights in the masterplan are not based on viability.  The 'Development Principles' diagram illustrates a series of identified principles through indicative site layouts. ALDI is concerned that it fails to reflect the current proposals for the site. ALDI wish to see the SPD updated prior to adoption to recognise that the	Noted. Further details on the height of buildings will be developed through the design work on individual projects. There is also the potential to cover this through design codes developed to support the masterplan.  The current details and diagram supporting this project look to maximise the potential of this site whilst reflecting on the known constraints. It is not considered appropriate to update the masterplan to reflect the current proposals by Aldi as this does not	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	<p>site is in their ownership and is subject to an active proposal for retail development.</p> <p>It is important to note that a landmark building can be created without additional height.</p> <p>It is important to note the constraints of the site and the issues around de-culverting Plants Brook. Support the fact the diagram includes buildings over the Plants Brook.</p> <p>ALDI support the recognition that Brassington Avenue will continue to provide vehicular access to the vacant development site. This is essential for development to be brought forward on the site.</p>	<p>have planning permission. It is still BCC aspiration that the site is delivered for a mix of uses and the design is over 1 stories height in order to maximise the potential of the site. BCC is committed to working proactively with Aldi as the site owner and will use the masterplan in a positive way to support these discussions.</p>	
Individual	<p>Agree with J K L but question if more should be said about HS2</p>	<p>Suggestion welcomed. Additional wording has been added to the Station Street (K) text to refer to the HS2 Hub.</p>	<p>Additional wording to the first paragraph in project K has been included to refer to the links to the HS2 within the Station Street project: <i>Improving access to the station will also help deliver the aspiration of linking residents and businesses to HS2.</i></p>
Sutton Coldfield Town Centre BID	<p>Question if the Brassington Avenue site now sold for development</p>	<p>There is a reference to Aldi being the site owner on page 18 of the draft masterplan.</p>	<p>No changes required</p>

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Consultee	Representation	Officer Response	Proposed Changes to SPD
<b>Project K - Station Street</b>			
Individual	Support this sensible project	Welcome support	No changes required
Sutton Vesey Ward Councillor	The Station Quarter should encourage sustainable travel links to the park to encourage less car use.	Welcome this suggestion and BCC, along with partners, will work to promote access the park by rail. Additional wording has been added to Project F to highlight the importance of these links.	Additional wording has been added to Project F: <i>The northern end of Brassington Avenue around its junctions with Park Road and Station Street is key to making better walking and cycling links between the town centre, rail station and Sutton Park</i>
The Royal Town's Member of Parliament	Support the projects. Station Street should create a strong sense of arrival. Suggest that the improved signage and other developments will also incorporate ideas around branding - with a focus on heritage, green spaces and status as a Royal Town. <b>(also applies to project M)</b>	Welcome support	No changes required
Council for British Archaeology, West Midlands	Station Street car park proposals need to respect the setting of the heritage assets: the railway station, the Station pub and 34-36 Station Street <b>(all of these are locally listed) (also applies to project L)</b>	Suggestion welcomed. Additional wording has been added to both projects to ensure the setting of the heritage assets are given appropriate consideration.	Addition wording to projects K: <i>The design of projects will respect the setting of nearby historic assets including the locally listed Railway Station, Station pub and 34-36 Station Street.</i>  Project K includes a cross reference to project L that will ensure this issue is addressed in both projects.
<b>Project L - Station Street carpark and Reddicroft carpark sites</b>			
Individual	Support the creation of a pedestrian friendly street that creates a positive first impression	Welcome support	No changes required

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Individual	Support the creation of well-define streets.	Welcome support	No changes required
Individual	Parking facilities at stations on the cross-city line in Sutton serving residential areas are way too insufficient and so this plan needs to address those problems for people who will drive to a station to then commute into the town.	Consideration will be given to the need for a review of parking provision in the town centre. BCC continues to work with TfWM, WMRE and rail operators to encourage more people to walk and cycle to the rail station and manage parking provision as necessary.	No changes required
Individual	This site would be better used as a school.	<p>At present we are not aware of any need for additional schools. Sutton Coldfield is well served in terms of school places. However, we are aware that the schools are incredibly popular and oversubscribed. The City Council has expanded schools in the area and are proposing to provide additional secondary places going forwards to meet the increased primary cohorts moving through. Therefore, at the moment there are no plans to propose a new school in Sutton Coldfield Town Centre. Officers in planning will continue to work with colleagues in education to ensure the relationship between additional housing and school places is managed and planned for positively.</p> <p>Should a proposal come forward this would be supported in principle in recognition of the need for schools to be in accessible locations and the role education uses can play in supporting the vitality of town centres. Big Move EC3 has been amended to include a reference to education as a use that is supported in the town centre.</p>	See reference to changes to Big Move EC3.

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Individual	Question the demand for restaurants as part of this project when they are encouraged at other sites.	The masterplan is based on market research which showed there was a demand for more restaurants. The masterplan references their inclusion in several schemes and locations in recognition of the fact that more could be accommodated in the centre and a mix of uses should be promoted. This does not mean that each development will have a restaurant offer as this will be for individual landowners and operators to decide.	No changes required
Sutton Coldfield Town Centre BID	Reddicroft car park will be increasingly important going forward if Station Street car park is developed. The office-based business community must have access to parking for staff and clients. Assumptions of building here should not move forward.	Concerns noted. Consideration will be given to the development of a car parking strategy to support the delivery of the masterplan, this will address the need for business car parking against the best use of land and maximising the potential of the town centre. This will be developed with the Regeneration Partnership which includes representation from the BID.	No changes required
Individual	Welcome the incorporation of a semi-permanent performance space such as that shown in project L.	Welcome support	No changes required
<b>Project M – Birmingham Road</b>			
Individual	Agree it needs better connectivity but it's a shame not much else is planned.	Welcome suggestion. The masterplan wording has been updated to be more positive about the potential for investment on Birmingham Road.	Paragraph amended to be more positive about potential on Birmingham Road: <i>While this masterplan does not highlight any key development opportunities along Birmingham Road, this is due to no public land ownership or the absence of large areas within a single landholding, rather than suggesting</i>

Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary

Consultee	Representation	Officer Response	Proposed Changes to SPD
			<p><i>there is no potential. On the contrary, as there are residential uses already, mixed-use residential development, with active ground floor uses, should be actively encouraged particularly where building heights are currently limited to 1-2 storeys. <u>Opportunities to retain and develop active ground floor uses with possible residential provision above could be explored, ensuring a high standard of design and character is retained on this important gateway to the pedestrianised element of the town centre</u></i></p>
Individual	<p>Questions how businesses will survive here with all the new developments proposed in the town centre. Suggest this area needs completely repurposing. Perhaps as an area for a new secondary school. Traffic cannot be reduced along this road as it's the only way in and out from the north.</p>	<p>Birmingham Road plays an important role in the town centre offer and should be enhanced as proposed in the masterplan. It is considered that there will always be a need for an independent offer along Birmingham Road to compliment the core offer and as such it is not considered necessary to consider alternative uses in this location. Should an alternative proposal for Birmingham Road come forward this will be considered against how it supports the vision and proposals in the masterplan.</p>	<p>No changes required</p>
Individual	<p>Support the idea but this is predominantly a residential area; people live over the shops and restaurants, and in recent years there has been a regression in the design of shopfront and signage int this area. A design guide is needed to raise the</p>	<p>There is a current application that if approved and implemented would redevelop the area that is considered to be of poorest visual quality. Where possible the quality of advertising will be controlled and if appropriate enforcement action will be taken. It is not considered that there is imminent need for further design guidance. Further consideration is</p>	<p>No changes required</p>

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<b>Consultee</b>	<b>Representation</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	quality of shopfronts and signage, and to tackle unsightly advertising	been given to the creation of design codes for the masterplan area.	
<b>Project N - Wayfinding and signage</b>			
The Royal Town's Member of Parliament	Improving ease of movement between the Town Hall and the Railway Station, Parade and Historic Core will bring the area together.	Welcome support	No changes required
Individual	Support projects N, O, P, Q	Welcome support	No changes required
Individual	Supports but wants to see proposals for outside of the town centre ( <b>also applies to project O</b> )	Welcome support. The masterplan includes a reference to connecting to areas outside of the town centre. Proposals for all areas of Sutton Coldfield will be supported but go outside the scope of this masterplan.	No changes required
<b>Project P – Identity and branding</b>			
Individual	The red rose should be used as the branding for Sutton Coldfield.	Comments noted. Activity in the town centre is currently marketed by the Town Centre BID and Town Council under the <i>What's On Sutton Coldfield</i> brand.	No changes required
<b>Project Q - Short-term interventions</b>			
Individual	The Town Centre could learn a lot from the Boldmere Community Festivals. In the short-term, larger vacant units should be repurposed for the leisure industry including soft-play, climbing walls, ten-pin bowling, escape rooms etc.	Comments noted. These suggestions will be considered by Regeneration Partnership Members.	No changes required
Individual	Suggestion that there is reference made to Covid19 in relation to the short term interventions	The introduction to this section does include a reference to Covid19 in recognition of the role short	No changes proposed

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Consultee	Representation	Officer Response	Proposed Changes to SPD
		term interventions can play in supporting the centres recovery.	

## Delivery

Consultee	Representation Summary	Officer Response	Proposed Changes to SPD
Six Individuals	Agree with the delivery strategy	Welcome support	No changes required
Individual	Find the diagram useful	Welcome support	No changes required
Individual, Sports England and Sutton Residents Group	Agree with the delivery strategy outlined but the document doesn't include the necessary details on funding or timescales.	Further work is being undertaken on the funding of projects. An independency plan has been produced to support the masterplan and this will be made available as part of the supporting documents online. This will provide more details on timescales, connections between projects and how further work will be developed.	No changes required
Individual	Agree with the strategy if it includes more cycle infrastructure	Details on projects will be developed further and this will include cycle infrastructure	No changes required
Individual	The short-term projects will have limited impact when there are substantial changes needed	It is recognised that some of the town centre needs substantial transformation however there are a number of ways the health of the town centre can be supported in the meantime and it's crucial that the masterplan recognises the importance of these interventions.	No changes required
Individual	Don't support the strategy and argue that the Brassington Avenue cycle path shows BCC are not able to deliver	Comments noted	No changes required
Two individuals	Don't support the strategy (no reason given)	Noted	No changes required
Individual	Don't support the strategy as don't support the masterplan	Noted	No changes required

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<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Individual	Don't support as there is not enough detail for this to be considered a strategy	Further work is being undertaken on the funding of projects. An independency plan has been produced to support the masterplan and this will be made available as part of the supporting documents online. This will provide more details on timescales, connections between projects and how further work will be developed.	No changes required
Individual	Don't support because of the fundamental flaws in the masterplan. There are also no suggested timescales, just phases. Community Groups only seem to be involved in part Q of the delivery strategy whereas they should be fundamental to many other parts of the strategy. No residential groups are being included as partners whereas there should be resident representation.	Further work is being undertaken on the funding of projects and the masterplan will be supported by a detailed delivery strategy. The document provides some details on timescales and these will be refined further. The Regeneration Partnership who are leading on the masterplan's delivery will give further consideration to the role of community groups in the delivery of the masterplan.	No changes required
Individual	Concerned about the lack of detail and question who is going to take responsibility for which element in the masterplan.	Further work is being undertaken on the funding of projects. The masterplan does highlight which partners will be involved in the delivery of each project and this will be developed further through the Regeneration Partnership which is committed to the masterplans delivery. An independency plan has been produced to support the masterplan and this will be made available as part of the supporting documents online. This will provide more details on timescales, connections between projects and how further work will be developed.	No changes required
Individual	Suggest the delivery strategy needs to work out a better way to get around without the car	The document includes several proposals that look to ensure the centre is people focussed and that opportunities for sustainable transport are maximised.	No changes required

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<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Individual	Support the delivery strategy, but requests that the delivery is shared between the public and private sector as the public sector cannot deliver it all	It is agreed that there is a need for a mixture of public and private investment	No changes required
Individual	Support the strategy but wants delivery to happen faster and for bid to be submitted for funding now.	Further work is being undertaken on the funding of projects and the masterplan will be supported by a detailed delivery strategy. The document provides some details on timescales and these will be refined further. Work is already underway on phase one projects	No changes required
Sutton Town Hall	Concerned about the idea of a new theatre being built when work is being done to attract investment into the heritage theatre Sutton Coldfield already has.	All the proposals within the plan look to complement the existing offer and the Town Hall is recognised as a key attraction that needs to be enhanced further.	No changes required
ECOSUTTON	Request that tree planting and green areas start as quickly as possible as they need time to establish and start taking greenhouse gases out of the air.	Measures such as improvements to the natural environment in the centre have been identified as a priority.	No changes required
Sutton Vesey Ward Councillor	The delivery strategy lists the statutory and landowner interests as delivery partner but the big missing element here is the people. Prospects for delivery would be vastly enhanced by the SPD making a commitment to bring together a large pool of community volunteers.  Something like a Sutton Town Action Group (STAG - a symbol of Sutton of course) - independent of the statutory, land and investor interests and local authorities. The SPD should reference	The regeneration partnership is currently reviewing how to engage residents as part of a community forum, to help feed into the delivery of the masterplan.	No changes required

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<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	the merits of a group of this sort that would make both a creative input to the further development of the vision, and an enabling device when implementation stages are reached.		
Sutton Coldfield Specialist Residents Panel (SRP)	<p>Suggestion that a Community Development Trust is established to support the masterplans delivery and a greater role for the community in delivery.</p> <p>Question why some of the timescales of long term and if projects cannot be ran in parallel with each other more.</p> <p>Question how there will be continuity on the masterplans delivery once the consultants commissioned is finished.</p>	<p>The Regeneration Partnership who are leading on the masterplan’s delivery will give further consideration to the role of community groups in the delivery of the masterplan.</p> <p>Given the current economic uncertainty caused by Covid19 it’s important that realistic timescales are included in the masterplan that allow for sufficient detailed work to be undertaken. An independency plan has been produced to support the masterplan and this will be made available as part of the supporting documents online. This will provide more details on timescales, connections between projects and how further work will be developed. The masterplan includes a number of short-term quick win projects and work is already underway on delivering these.</p> <p>Whilst the masterplan was delivered by consultants this was in collaboration with the Regeneration partnership, as such continuity is not an issue. The partnership is committed to the vision in the masterplan and its delivery.</p>	No changes required
Individual	Suggest that we use the lower levels of traffic due to the pandemic to complete project F first, by closing Park Road to through traffic. It could also provide an	Welcome the suggestion but further work is needed on modelling for the transport proposals before they can be implemented.	No changes required

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<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	opportunity to test out plans D and J at a time when it is likely to cause less disruption		
Individual	Suggestion that all planning powers and decisions involving Highways for the area be devolved to the Royal Sutton Coldfield Town Council.	BCC is the local planning authority. The town and city councils have worked together on this masterplan to ensure we have a shared vision and masterplan both Councils endorse.	No changes required
M&G (Gracechurch)	Support the masterplan and the strategy but request that the delivery of the masterplan is flexible in its approach to the uses supported at the Gracechurch in recognition of the challenges town centres face.	The masterplan provides a clear framework to guide and shape development in the town centre but is deliberately flexible in its approach towards uses in order to allow individual proposals to respond to demand, change over time and adapt to the changing economic circumstances.	No changes required
Aldi	Section 5 sets out who would be responsible for delivering the projects. Project J, which relates to Brassington Avenue, is identified as being delivered as an early phase. The way in which Section 5 is worded indicates that it is referring to the physical changes to Brassington Avenue, rather than delivering the development site itself. This is on the basis of Project J being identified under 'Transport and Highways' and not 'Development and Public Realm'. The project is also shown as being delivered by the City Council, West Midlands Combined Authority and Transport for West Midlands, with no reference to the landowner (unlike with other projects). The SPD should be amended to recognise that the aspirations at Brassington	These points are recognised and have been addressed through the updated phasing document that sits alongside this masterplan in the Interdependency Plan.	No changes required – comments have been addressed through the accompanying Interdependency Plan.

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Consultee	Representation Summary	Officer Response	Proposed Changes to SPD
	Avenue relate to both changes to the road network and also delivery of the development site. The SPD should also reflect that the site will be brought forward by ALDI as the landowner and that proposals are actively being developed now. The intention is to submit a full planning application for the site in 2021, with a view to development commencing in 2022/2023		

### Other

Consultee	Representation Summary	Officer Response	Proposed Changes to SPD
Individual	Recommendations for how we transition to zero carbon would be useful.	The masterplan includes several proposals that will support a move towards zero carbon, including increased public transport and sustainable design. As work progresses on Route to Zero the Council will publish further guidance which can be applied to all areas of Birmingham.	No changes required
Sport England	There should be more emphasis on healthy and sustainable lifestyles	The masterplan includes several measures that will support healthy and sustainable lifestyles such as encouraging walking and cycling, addressing the dominance of cars which should reduce air pollution and linking to the park which will promote active lifestyles.	No changes required
individual	There is no mention of public toilets	BCC will support the provision of public toilets through the redevelopment of sites in the town centre.	No changes required

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<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Individual	The plan fails to address integration of the leisure centre into the town centre.	Welcome suggestion. Project N has been updated to include reference to linkages to Wyndley Leisure Centre.	Project N text amended: <i>Looking beyond the town centre, wayfinding and signage should include directions to Sutton Park, <u>Wyndley Leisure Centre</u>, Rectory Park, New Hall Valley Country Park, Langley SUE and Peddimore, community facilities on the eastern edge of Sutton Park and along South Parade east, hospitals, nearby local centres such as Beeches Walk, Boldmere Green and Wylde Green, as well as towards Birmingham City Centre itself.</i>
ECOSUTTON	Solar power canopies and batteries on top of Gracechurch Centre car park to power electric charging points in the car park and contribute electricity to lighting the car park. Connect the public toilet to an anaerobic digestion plant to provide heat, electricity and biogas to the Gracechurch Centre. All developments to have SUDS drainage as part of the planning permission. Allow community groups to smarten up and maintain areas of Sutton Coldfield. Convert vacant units into arts and community uses.	Suggestions welcomed. This level of detail would not be appropriate and will be covered as part of the detailed design work on individual schemes.  These ideas are welcomed and will be fed into the work being undertaken on short term projects and how to activate the town centre. These ideas will be shared with the Regeneration Partnership.	No changes required

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<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
Councillor David Pears	Mobile phone masts to only be considered when they can be used by multiple providers.	It is not considered appropriate to cover telephone masts in the masterplan as the document provides a positive plan for the centres transformation rather than detailed development management policies. It is also not necessary as Paras 113 and 115 (c) from the NPPF provide guidance which will be used to limit the amount of communication masts. Individual schemes would need to be assessed on a case-by-case basis.	No changes required
Chief Constable for West Midlands Police	<p>CCWMP is keen to highlight the requirement in the NPPF for policies and development proposals to support any development required for the police. Therefore, consideration should be given for land or premises for new police building in central Sutton Coldfield to accommodate the continuing police presence.</p> <p>CCWP requests references to safety and security is added throughout the document.</p> <p>The CCWMP recommends that, in addition to consulting directly with the Police, the SPD should require that developments meet the standards set out in the following guidance documents: 'Protecting Crowded Places: Design and Technical Issues'; 'Secured by Design'; and 'Safer Parking, Park Mark' standards.</p>	<p>The masterplan does not propose the loss of any space occupied by the police and WMP already retain a considerable site within the masterplan boundary.</p> <p>The masterplan provides a high-level framework for development focussing on principles. This level of detailed on individual proposals would therefore not be appropriate. The design of schemes will be developed further, and this will include the necessary considerations of safety and security measures. Existing and emerging design policy provides the framework for this to be fully considered on an individual scheme level.</p> <p>The development of schemes and the planning application process involve several stakeholders who will be involved at different stages. As such it is not appropriate to make a specific reference to one stakeholder over another.</p>	No changes required.

**Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary**

<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	<p>The CCWMP suggests the following wording should be added to the Draft SPD: ‘New development should create safe environments that design out crime and build to ‘Secured by Design’ and safer parking standards. Potential threats and their implications must be considered to reduce vulnerability, increase resilience, and ensure public safety and security’</p> <p>The CCWMP requests the introduction of wording as follows: ‘In order to have a successful evening economy it is important that a variety of facilities, appealing to a wide range of age and social groups are offered and that these are provided in such a way to ensure a safe, accessible and inclusive environment and that any anti-social behaviour is discouraged, for example through management, improved lighting and CCTV coverage where appropriate.’</p> <p>The following wording is suggested for inclusion in the SPD: ‘The CCWMP will be consulted about any transport and connectivity proposals to ensure that opportunities to improve safety, both on the transport system itself and in the surrounding environment, are identified and appropriate measures included to promote safe and accessible</p>	<p>The masterplan will be applied alongside existing policy that provides the framework for considering developer contributions.</p>	

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Consultee	Representation Summary	Officer Response	Proposed Changes to SPD
	<p>environments where crime and disorder and the fear of crime do not undermine the quality of life or community cohesion.'</p> <p>The CCWMP requests that the following wording be included within the Draft SPD: 'Measures will be sought to create and maintain environments that design out crime and create safe and accessible environments where crime and the disorder and the fear of crime do not undermine quality of life or community cohesion. The need to design out crime and ensure its continued maintenance in all new developments is a cornerstone to successful sustainable communities.'</p> <p>The following additional wording is requested: 'In appropriate circumstances, favourable consideration will be given to the use of approved 'alternative' materials to replace building materials and artefacts buildings of historic importance to reduce crime and the fear of crime'</p> <p>The scale of growth proposed in the Draft Sutton Coldfield Town Centre Masterplan and the adjacent Langley and Peddimore SPD area will inevitably impact upon Police infrastructure in this locality. PPG</p>		

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<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	recognises that police stations and other community safety facilities are eligible for receipt of developer funding. Our Client therefore formally requests that a requirement for contributions to be made by developers towards Police infrastructure is included within the masterplan to ensure that the growth ambitions in this area can be achieved whilst maintaining a sustainable, safe and secure Town Centre.		
Sutton Coldfield Specialist Residents Panel (SRP)	There is insufficient acknowledgment and references to places of worship in the masterplan that contribute significantly to the cultural heart of the Centre.  It is suggested that design codes are developed for the masterplan.	The document supports a mix of uses and makes several references to community uses of which places of worship would be included.  Further consideration will be given to the creation of design codes to support the masterplan.	No changes required
Individual	One potential challenge will be how best to communicate these changes to residents. The benefits need to be communicated well.	Agree this is crucial and all Regeneration Partnership members will work together to ensure efficient and effective communication on the masterplan's progress	No changes required
Individual	Questions if the masterplan faces up to the challenge to find an alternative substitute for retail.  There is no evidence of any involvement of planning academics from local, or any,	The masterplan is based on background evidence that demonstrates the need and demand for a mixture of uses in the town centre. The masterplan provides a framework for the centres transformation to support this mix of uses in a high-quality environment. A key element to this is creating flexible spaces that respond better to	See proposed additional objection 'creativity', amendments to BIG Move EC3 and the amendments to the Red Rose Centre Project.

**Appendix 2: Sutton Coldfield Town Centre Masterplan Consultation Summary**

<b>Consultee</b>	<b>Representation Summary</b>	<b>Officer Response</b>	<b>Proposed Changes to SPD</b>
	<p>universities. Therefore, the masterplan proposed an out of date strategy.</p> <p>The masterplan fails to answer the questions – what is the purpose of the town centre and is the role sustainable.</p> <p>The masterplan is complacent and takes the assumption that the town will sell itself.</p> <p>The masterplan should consider the town centres role in the in the Region (perhaps the West Midlands Authority) in terms of population, skills, employment, culture, approach to the Green Economy and the Digital Economy.</p> <p>Suggest consideration is given to focussing on further and higher education. Making education the main function of the town with the college as its new Anchor.</p> <p>Lifelong education and training will become a reality for everyone both for personal development and to respond to environmental, technological cultural and social change with confidence.</p>	<p>changes to demand and a move away from retail dominated town centres. The overall strategy is robust and flexible to allow the centre to adapt over time to the challenges identified in this response.</p> <p>Additions have been added to the masterplan to capture creativity further and this also includes references to education and skills. Big Move EC3 has been amended to ensure it covers the full variety of mix of uses that will be supported and now includes references to creative uses and education. This is in recognition of the fact that there is a need for a diversity of uses and that the town centre should play a role in providing spaces that support communities grow</p>	

Title of proposed EIA	Sutton Coldfield Town Centre Masterplan Supplementary Planning Document Adoption
Reference No	EQUA664
EA is in support of	New Policy
Review Frequency	Annually
Date of first review	18/05/2022
Directorate	Inclusive Growth
Division	Planning and Development
Service Area	North West Development Planning
Responsible Officer(s)	<input type="checkbox"/> Charis Blythe
Quality Control Officer(s)	<input type="checkbox"/> Richard Woodland
Accountable Officer(s)	<input type="checkbox"/> Simon Delahunty-Forrest
Purpose of proposal	Adoption of Sutton Coldfeild Town Centre Masterplan as a Supplementary Planning Document
Data sources	Consultation Results; relevant reports/strategies
Please include any other sources of data	NA
ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS	.
Protected characteristic: Age	Service Users / Stakeholders; Wider Community
Age details:	<p>Consultants undertook engagement as part of the masterplans production. To ensure residents of all ages (such as those with work commitments) would have the best possible chance of attending their local consultation events these were ran in the week and on weekends.</p> <p>Consultation ran by the City Council on the masterplan draft SPD was published online and all those on the consultation database were notified. The database includes a wide range of volunteers covering voluntary, ethnic, religious, disability, environmental and businesses groups, statutory bodies and other key stakeholders.</p> <p>In terms of responses to the SPD consultation 57 responses were received with 39 individuals completing the equalities data questions. Out of</p>

these only 3 responses were received by people under the age of 30. Social media was used to promote the consultation with the aim of engaging with younger people who are generally less likely to get involved in planning consultations. Given the age profile of Sutton Coldfield the high level of response from people over 60 was to be expected. The proportion of residents who are 65 and above is 20%, well above the figure for Birmingham at 13% (data from Sutton Coldfield Profile 2015). 18 of the respondees to the masterplan consultation were over 60.

Some issues were raised in response to the consultation around the impact of the proposals on the older generation.

These related to the location of the bus interchange, the topography of the town centre and how easy it will be for those with mobility issues to move between the interchange and the shops. Further work is being undertaken on the location and design of the interchange which will include a review on its accessibility for all user groups. The masterplan actually proposed a location for the interchange that is better located to the town centre heart than originally planned and one of the main reasons for this is how accessible it is to get from the bus stops to the heart of the shops. The masterplan also proposes a number of improved linkages throughout the centre. The objective of Connectivity has been updated to clearly state that the town centre will be accessible for all.

Protected characteristic: Disability

Disability details:

Service Users / Stakeholders; Wider Community

Consultation ran by the City Council on the masterplan draft SPD was published online and all those on the

consultation database were notified. The database includes a wide range of volunteers covering voluntary, ethnic, religious, disability, environmental and businesses groups, statutory bodies and other key stakeholders.

Any requests for support with responding to the consultation were met, including the provision of printed copies of the document in order to ensure that no one was excluded from responding to the consultation. Out of the 39 individuals who provided equalities data 5 individuals responded to confirm they considered themselves to have a disability, 4 people declined to answer and 30 selected no.

There was a request in the masterplan that the town centre is accessible for all. The Connecting objective has therefore been updated to make a direct reference to the town centre being accessible to all to ensure this is clearly stated upfront in the masterplan.

There were a few comments that the proposals which to limit the impact of cars on the town centre unfairly impact on car users and those who need to access the centre by car. The masterplan takes a balanced approach that looks to reduce the impact of the Ring Road and create more people focussed streets. It does not look to make any of the town centre inaccessible but rather ensures the centre is accessible for all. Further modelling work is being undertaken to ensure we understand the full impact of the highway proposals and a car parking strategy will be undertaken.

The masterplan looks to address issues around how accessible the town centre is by including proposals that focus on people friendly environments and tackling the barrier caused by the road network. This will help to deliver a town centre that is accessible to all.

Technical design matters will be addressed through the accordance with other legislation and planning policy (e.g. Access for People with Disabilities SPD and Design Guide)

Protected characteristic: Sex

Service Users / Stakeholders; Wider Community

Gender details:

Consultation ran by the City Council on the masterplan draft SPD was published online and all those on the consultation database were notified. The database includes a wide range of volunteers covering voluntary, ethnic, religious, disability, environmental and businesses groups, statutory bodies and other key stakeholders.

The masterplan looks to transform the town centre, which will help to protect and attract businesses to the centre. Traditionally the retail and service sector is well represented by a female workforce, so ensuring the health of the centre should have a positive impact.

There were no issues raised through the consultation. Out of the equalities data provided 9 were female, 23 male and 7 chose not to answer.

Protected characteristics: Gender Reassignment

Not Applicable

Gender reassignment details:

Protected characteristics: Marriage and Civil Partnership

Not Applicable

Marriage and civil partnership details:

Protected characteristics: Pregnancy and Maternity

Service Users / Stakeholders; Wider Community

Pregnancy and maternity details:

Consultation ran by the City Council on the masterplan draft SPD was published online and all those on the consultation database were notified. The database includes a wide range of volunteers covering voluntary, ethnic, religious, disability, environmental and

businesses groups, statutory bodies and other key stakeholders.

The masterplan looks to focus services and facilities, such as health care, into the town centre within an environment that is accessible to all.

There were a couple of responses to the masterplan who positively welcome the provision of new public space and facilities within the town that will help create a family friendly environment.

Protected characteristics: Race

Race details:

Service Users / Stakeholders; Wider Community

Consultation ran by the City Council on the masterplan draft SPD was published online and all those on the consultation database were notified. The database includes a wide range of volunteers covering voluntary, ethnic, religious, disability, environmental and businesses groups, statutory bodies and other key stakeholders.

The masterplan looks to deliver a town centre that provides services and opportunities for all in an environment that fosters strong community.

There were no issues raised through the consultation. The equalities data suggests that the response to the consultation was not diverse with 33 out of the 39 individuals selecting white British. However, the constituency is less ethnically diverse, than the city as whole with 88% of the working age population being from a White background compared to 59% for Birmingham (data from Sutton Coldfield Profile 2015).

Protected characteristics: Religion or Beliefs

Religion or beliefs details:

Service Users / Stakeholders; Wider Community

Consultation ran by the City Council on the masterplan draft SPD was published online and all those on the consultation database were notified. The database includes a wide range of volunteers covering voluntary, ethnic, religious, disability, environmental and businesses groups, statutory bodies and other key stakeholders.

The masterplan looks to protect and enhance historic buildings in the town centre, and this was positively received during the consultation.

The majority of respondees who completed the equalities data selected Christian (17) followed by no religion at (13). This is considered representative of the demographics of Sutton Coldfield.

Protected characteristics: Sexual Orientation

Service Users / Stakeholders; Wider Community

Sexual orientation details:

Consultation ran by the City Council on the masterplan draft SPD was published online and all those on the consultation database were notified. The database includes a wide range of volunteers covering voluntary, ethnic, religious, disability, environmental and businesses groups, statutory bodies and other key stakeholders.

The masterplan looks to deliver a town centre that provides services and opportunities for all in an environment that fosters strong community.

No issues were raised through the consultation. In response to the equalities data 30 respondees selected heterosexual and 9 selected that they would prefer not to say.

Socio-economic impacts

The health of the town centre impacts on the health of the surrounding areas

economy. Through attracting investment, securing jobs and delivering homes the masterplan will have a positive social-economic impact. There were some concerns raised through the consultation in regards to how the masterplan responds to Covid-19. The strategy is to diversify the town centre away from retail and create a vibrant mix of uses, in an attractive environment to draw people into the centre. The overall strategy in the masterplan has therefore not been amended. However, there are more references in the masterplan to the impact of covid-19 and the City Council's recovery strategy. Further wording has also been added around encouraging creative, cultural and education uses into the centre to further strengthen the approach towards diversification of uses and supporting communities.

Please indicate any actions arising from completing this screening exercise.

The adopted masterplan will be monitored through the existing monitoring framework of the Birmingham Development Plan. Further work is required on individual projects and where these involve the City Council more detailed EAs can be undertaken to assess the impact of proposals within the masterplan on specific groups.

Please indicate whether a full impact assessment is recommended

NO

What data has been collected to facilitate the assessment of this policy/proposal?

The masterplan was completed by consultants and is based on a Background Report which reviewed the economic, social and environmental health of the town centre. Consultation was undertaken by the consultants on the masterplan proposals. Public consultation was then undertaken by the City Council in

on the draft masterplan in line with the Statement of Community Involvement.

## Consultation analysis

The consultant-led public consultation on the Sutton Coldfield Town Centre Masterplan lasted for four weeks during the period of 13th February 2020 to 9th March 2020. There has been continuous engagement with landowners within the town centre to ensure the plan reflects their aspirations. Over the four-week consultation period around 200 people participated in and/or visited the nine organised workshops and drop-in events. Formal responses were sent by 97 people and another 32 people submitted fully or partially filled-in response forms. An overview of the consultation undertaken by the consultants, and the main themes is available on the City Council's website.

The City Council led public consultation on the draft SPD built on this earlier engagement, seeking formal views on the masterplan. The consultation document was published online and all those on the Planning Policy Consultation Database were notified. The City Council social media was used to promote the consultation. Partners such as the Town Council, Business Improvement District (BID) and friends of Sutton Coldfield library also helped to promote the consultation through their networks. Two consultation events were held online to provide an opportunity for interested parties to hear more about the masterplan proposals and ask any questions. These were advertised on our website and through social media.

Overall 57 individuals or organisations formally responded to the consultation (18 written responses and 39 on BeHeard). A number of these were with detailed responses, proposing positive

suggestions for the masterplan's improvement.

The main points raised during the consultation are summarised below:

- Support for the masterplan and agreement that the town centre needs a strategy for transformation
- Support for the vision and objections with suggestions for additions around design, heritage, culture and cycling.
- Support for the redevelopment of the Gracechurch Centre and the Red Rose Centre – including support for a new library facility.
- Support for the measures to improve the environmental quality of the town centre, including proposals around celebrating Plants Brook, green infrastructure and improving linkages with Sutton Park.
- Support for the proposals that look to reduce the impact of cars on the town centre and improve the cycling and walking experience.
- Support for town centre living and a better mix of uses to diversify away from retail.
- Requests for more details on the historic assets and how these will be complemented.
- Requests for more details on the design of new buildings, heights of buildings and sustainable design.
- Requests for the masterplan to consider creative, cultural and educational uses.
- Requests for references to safe and secure environments.
- Concerns about the level of detail in the masterplan, especially around the design of highway schemes and the delivery of projects.
- Concerns about the impact of the highway proposals on access via the car into the town centre, congestion and parking.
- Questions over whether the masterplan responds sufficiently to the impacts of Covid19 on the health of centres.

- Questions over whether the masterplan goes far enough to diversify the town centre away from retail.
- Detailed representations from site owners in support of their sites being included in the masterplan and requesting some amendments to the wording on projects.

Further details on the consultation, responses and how these have influenced the final masterplan are available in the Consultation Summary that support the adoption cabinet report.

Adverse impact on any people with protected characteristics.

No adverse impacts were identified. Further delivery work is needed on the individual proposals which will allow this to be considered further. Detailed modelling work is being undertaken on the transport proposals and any adverse impacts will be mitigated.

Could the policy/proposal be modified to reduce or eliminate any adverse impact?

Not necessary as no adverse impacts were identified. Further delivery work is needed on the individual proposals which will allow this to be considered further. Detailed modelling work is being undertaken on the transport proposals and any adverse impacts will be mitigated.

How will the effect(s) of this policy/proposal on equality be monitored?

As the SPD provides further detail to the Birmingham Development Plan it will be monitored as part of the Annual Monitoring Report. Additional monitoring will be put place to consider the impact of the masterplan of the overall health of the centre.

What data is required in the future? Town centre health indicators, such as footfall counts, number of vacant units, quality of the environment.

Are there any adverse impacts on any particular group(s) No

If yes, please explain your reasons for going ahead. N/A

Initial equality impact assessment of your proposal

Consulted People or Groups

Informed People or Groups

Summary and evidence of findings from your EIA

The masterplan sets out a strategy for the transformation of Sutton Coldfield Town Centre. The masterplan is in line with the Birmingham Development Plan (BDP) policies, which were subject to an Equalities Analysis. The masterplan has been informed by an evidence base, including evidence on the health of the town centre and consultation with communities and other stakeholders. The masterplan identifies opportunities for investment that will allow the centre to adopt to meet the needs of the communities and businesses. There will be positive outcomes for the local population from having a successful centre including new homes, job opportunities, access to services, education and culture and infrastructure delivery such as public transport improvements.

#### QUALITY CONTROL SECTION

Submit to the Quality Control Officer for reviewing? No

Quality Control Officer comments

Decision by Quality Control Officer Proceed for final approval

Submit draft to Accountable Officer? No

Decision by Accountable Officer Approve

Date approved / rejected by the Accountable Officer

Reasons for approval or rejection

Please print and save a PDF copy for your records

Yes

Julie Bach

Person or Group

Content Type: Item

Version: 27.0

Created at 25/03/2021 12:46 PM by  Charis Blythe

Last modified at 19/04/2021 02:35 PM by Workflow on behalf of  Simon Delahunty-Forrest

Close

**Appendix 4 – Sutton Coldfield Town Centre Masterplan SPD Risk Assessment**

Risk No	Risk description	Risk mitigation	Residual / current risk			Additional steps to be taken
			Likelihood	Impact	Prioritisation	
1.	Failure to adopt Sutton Coldfield Town Centre Masterplan. The Masterplan provides a clear vision and strategy for the transformation of the town centre that is key to delivering the growth agenda set out in the adopted Birmingham Development Plan. Without adopting the masterplan there is a risk that development on these sites will not meet the requirements and expectations of the City Council, communities and stakeholders Also without an adopted Masterplan it will be more challenging to unite stakeholders, effectively direct investment and made successful bids for funding which could have a long term impact on the viability and vitality of the town centre.	<p>The report sets out clearly the benefits of adopting the masterplan.</p> <p>The consultation period was undertaken in accordance with the adopted Statement of Community Involvement. The Consultation Summary clearly sets out how the consultation representations have influenced the final masterplan.</p>	<i>Low</i>	<i>Medium</i>	<i>Tolerable</i>	
2	Failure to implement the strategy set out in the masterplan.	The masterplan was commissioned by the Regeneration Partnership which includes the Town Council, City Council, LEP, TfWM, BID and	<i>Medium</i>	<i>Medium</i>	<i>Tolerable</i>	The Regeneration Partnership is committed to developing a delivery

		<p>WMCA. It is therefore well positioned to now lead on the delivery of the masterplan. The consultants who produced the draft masterplan undertook high-level viability and demand work to inform the proposals and projects and as such all of them are proven to be deliverable in principle. The SPD includes a delivery strategy that provides details on how the masterplan will be implemented. Additional work has been commissioned by the Regeneration Partnership on an Interdependency Plan to understand the relationship between projects and this will help inform the further delivery work that the partnership is committed to producing in support of the masterplan. The City Council has also committed to using its site the Red Rose Centre as a catalyst for regeneration and the report includes reference to developing further work on the delivery of this key site.</p>				<p>strategy to support the masterplans implementation.</p> <p>An internal working group has been set up to progress the delivery of the Red Rose Centre. This group is responsible for agreeing a delivery programme for the sites regeneration and ensuring that the development of the site supports the transformation of Sutton Coldfield Town Centre as a whole.</p> <p>Having the masterplan adopted as an SPD will strengthen funding bids and the involvement of key organisations, such as the LEP and WMCA, in the masterplans production means that there is already an agreed shared vision.</p>
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3	The impact of Covid19 on the health of town centres and the long-term changes to shopping, leisure and working patterns is still unknown.	As the masterplan was commissioned before the pandemic consideration was given to whether the strategy needs to be amended to reflect the potential impacts on how centres function. However, as the strategy was already about looking to diversify away from retail, improve the quality of space, provide flexible workspaces and encourage more town centre living, it is considered to be the right strategy to support Sutton Coldfield respond and recover. The masterplan sets out a strong strategy to support the town centre transform but takes a flexible approach – encouraging a mix of uses and not being too prescriptive. This is intentional to allow the town centre to adapt and respond to changes in how people use centres and to meet business’s needs. Further references to the impact of Covid19 have been included in the final masterplan to				Implementation of the masterplan will be monitored by the Regeneration Partnership, and this will include reviewing the strategy to ensure it is supporting the town centre recover from Covid19. Adopting the document as an SPD means it will also be monitored as part of the annual monitoring undertaken on the Birmingham Development Plan.
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		ensure the issue is given sufficient weight.				

**Measures of likelihood/ Impact:**

Description	Likelihood Description	Impact Description
High	Almost certain, is expected to occur in most circumstances. Greater than 80% chance.	Critical impact on the achievement of objectives and overall performance. Critical opportunity to innovate/improve performance missed/wasted. Huge impact on costs and/or reputation. Very difficult to recover from and possibly requiring a long term recovery period.
Significant	Likely, will probably occur in most circumstances. 50% - 80% chance.	Major impact on costs and objectives. Substantial opportunity to innovate/improve performance missed/wasted. Serious impact on output and/or quality and reputation. Medium to long term effect and expensive to recover from.
Medium	Possible, might occur at some time. 20% - 50% chance.	Waste of time and resources. Good opportunity to innovate/improve performance missed/wasted. Moderate impact on operational efficiency, output and quality. Medium term effect which may be expensive to recover from.
Low	Unlikely, but could occur at some time. Less than 20% chance.	Minor loss, delay, inconvenience or interruption. Opportunity to innovate/make minor improvements to performance missed/wasted. Short to medium term effect.

**Prioritisation:**

<b>Severe</b>	Immediate control improvement to be made to enable business goals to be met and service delivery maintained / improved
<b>Material</b>	Close monitoring to be carried out and cost effective control improvements sought to ensure service delivery is maintained
<b>Tolerable</b>	Regular review, low cost control improvements sought if possible



**Strategic Environmental Assessment of the Draft Sutton  
Coldfield Town Centre Masterplan Supplementary Planning  
Document**

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**SEA Screening Opinion Report  
Update March 2021**

## **1. Introduction**

- 1.1 This screening report has been produced to consider whether the Sutton Coldfield Town Centre Masterplan Supplementary Planning Document (SPD) prepared by Birmingham City Council should be subject to a Strategic Environmental Assessment (SEA) in accordance with the European Directive 2001/42/EC (SEA Directive) and associated Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations).
- 1.2 Birmingham City Council (BCC) as a Responsible Authority under the Directive and the associated Regulations must carry out a screening process to determine whether plans or programmes are likely to have significant environmental effects, and hence whether SEA is required under the Directive.

## **2. The requirement for Strategic Environment Assessment**

- 2.1 Strategic Environment Assessment is a requirement of the European Union Directive 2001/42/EC. This Directive sets out the specific types of plans and programmes to which it applies, with Article 3(2) specifying that SEA is mandatory for plans and programmes which are prepared for town and country planning or land use and those which set the framework for future development consent. This was transposed into English Law by the Environmental Assessment of Plans and Programmes Regulations 2004 (SEA Regulations).
- 2.2 Detailed guidance of these regulations can be found in the Government publication 'A practical Guide to the Strategic Environmental Assessment Directive' (ODPM, 2005) and Paragraph 11-008 of the Planning Practice Guidance (PPG) which states that *'Supplementary planning documents do not require a sustainability appraisal but may in exceptional circumstances require a strategic environment if they are likely to have significant environmental effects that have not already been assessed during the preparation of the Local Plan'*.
- 2.3 Sustainability Appraisal (SA) is a separate requirement of the Planning and Compulsory Purchase Act 2004. SA considers the social, environmental and economic impacts of a plan. The Act and the associated Regulations set out the requirement to carry out Sustainability Appraisal on all Development Plan Documents. Development Plan Documents are planning policy documents which set policies for the use of land or allocate sites for development.
- 2.4 Following the 2008 Planning Act, Sustainability Appraisal is no longer required to be carried out for SPD's, as they purely provide further detail on policies in an adopted development plan. They must therefore be consistent with adopted Development Plan Documents which will themselves have been the subject of Sustainability Appraisal.

### **3. The Sutton Coldfield Town Centre Masterplan SPD: Context**

3.1 The Draft Sutton Coldfield Town Centre Masterplan SPD sets out further detail on existing policies contained within the adopted Birmingham Development Plan 2031 (BDP) which is the City's statutory planning framework guiding decisions on all development and regeneration activity to 2031. The BDP sets out how and where new homes, jobs, services and infrastructure will be delivered and the type of places and environments that will be created.

3.2 The Draft SPD sets out a vision for the transformation of Sutton Coldfield Town Centre. The SPD specifically:

- Introduces the town centre and explains the policy and development context;
- Provides a strong vision and set of objectives for the masterplan;
- Outlines the 'big moves' to deliver the vision around three headings: Movement and Transport, Economy and Centres, and Built Environment and Identity;
- Sets out several projects, the delivery of which will secure the town centres transformation; and
- Outlines the approach to the delivery of development and partnerships.

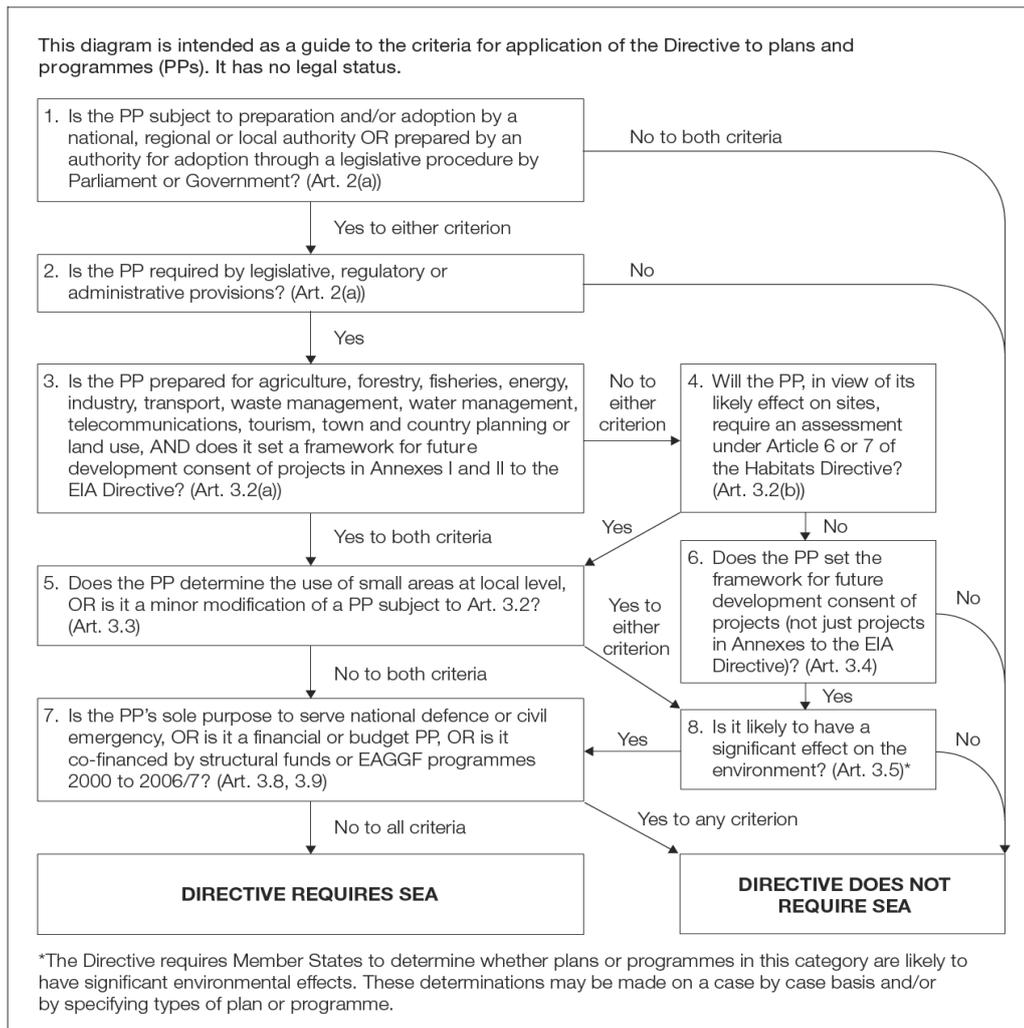
3.3 The SPD is not intended to be a rigid, land use allocation plan as there needs to be flexibility to adapt to changing circumstances within the town centre.

### **4. The Screening Process**

4.1 The process for determining whether or not an SEA is required is called screening. In order to screen, it is necessary to determine if a plan will have significant environmental effects using the criteria set out in Annex II of the SEA Directive and Schedule I of the SEA Regulations.

4.2 The diagram below illustrates where the directive applies and can be used to ascertain whether a full SEA is required for a plan or programme. It is taken from the 2005 ODPM document: A Practical Guide to the Strategic Environmental Assessment Directive.

#### **Figure 2: Application of the SEA Directive to plans and programmes**



4.3 Table 1 below sets out the eight questions detailed in the diagram above and provides responses with regards to the Draft SPD.

**Table 1: Establishing the need for SEA**

Stage	Yes/No	Reason
1. Is the PP (plan or programme) subject to preparation and/or adoption by a national, regional or local authority OR prepared by an authority for adoption through a legislative procedure by Parliament or Government? (Art. 2(a))	Yes	The SPD is being produced by Birmingham City Council.
2. Is the PP required by legislative, regulatory or administrative provisions? (Art. 2(a))	Yes	The Town and Country Planning (Local Planning) (England) Regulations 2012 allows SPD's to contain policy, but it must be justified and must not conflict with the adopted development plan (Reg

		<p>8(3)). SPD policy cannot supersede development plan policy and is merely a material consideration.</p> <p>The SPD once adopted would become a material consideration and will provide locally specific guidance to support BDP policy.</p>
<p>3. Is the PP prepared for agriculture, forestry, fisheries, energy, industry, transport, waste management, water management, telecommunications, tourism, town and country planning or land use, AND does it set a framework for future development consent of projects in Annexes I and II to the EIA Directive? (Art 3.2(a))</p>	No	<p>The SPD is a 'daughter' document of the adopted Birmingham Plan 2031 which sets the planning framework for development.</p> <p>It sets guidance to aid the preparation of projects under Annex II of the EIA Directive. Whilst the SPD is a material consideration to the granting of development consent, rather than directly setting the 'framework' through the introduction of new policies, it sets out a series of requirements for development to adhere to.</p>
<p>4. Will the PP, in view of its likely effect on sites, require an assessment for future development under Article 6 or 7 of the Habitats Directive? (Art. 3.2 (b))</p>	No	<p>The SPD is not anticipated to have a detrimental impact on any European sites; therefore a HRA of the SPD would not be required.</p>
<p>5. Does the PP determine the use of small areas at local level, OR is it a minor modification of a PP subject to Art. 3.2? (Art. 3.3)</p>	Yes	<p>The SPD is being developed to support the delivery of the BDP at a local level. The SPD will set out development principles to encourage appropriate land use change and integration of infrastructure.</p>
<p>6. Does the PP set the framework for future development consent of projects (not just projects in annexes to the EIA Directive)? (Art 3.4)</p>	Yes	<p>The SPD will be used to determine planning applications and will aim to ensure that development is of a high quality and contributes to delivering the BDP. The SPD will need to comply with the existing BDP policies relating to sustainability and the environment, as well as the NPPF.</p> <p>The BDP policies have been subject to SA incorporating SEA throughout its preparation.</p>
	No	N/A

7. Is the PP's sole purpose to serve the national defence or civil emergency, OR is it a financial or budget PP, OR is it co-financed by structural funds or EAGGF programmes 2000 to 2006/7? (Art 3.8, 3.9)		
8. Is it likely to have a significant effect on the environment? (Art. 3.5)	Yes	See sections 5 & 6.

## 5. SEA Screening of Likely Significant Effect

5.1 Table 2 sets out the assessment against the SEA criteria for the Sutton Coldfield Town Centre Masterplan SPD to determine whether it will have a significant effect on the environment. This provides the reasoning behind the conclusions drawn in Question 8 in Table 1 above and Section of this Report. The criteria against which the screening is carried out are taken directly from Annex II of the SEA Directive and Schedule 1 of the Environmental Assessment of Plans and Programmes Regulations (2004).

<b>Criteria (from Annex II of SEA Directive and Schedule I of Regulations)</b>	<b>Birmingham City Council's Response</b>
<b>Characteristics of the plan or programme</b>	
(a) The degree to which the plan or programme sets a framework for projects and other activities, either with regard to the location, nature, size and operating conditions or by allocating resources.	<p>The draft SPD will support the existing policies of the Birmingham Development Plan (BDP), with particular reference to policy GA4. This policy has been subject to a detailed Sustainability Appraisal, incorporating the Strategic Environmental Assessment (SEA) regulation requirements.</p> <p>The draft SPD will provide further guidance for the plan area and will therefore supplement existing policies rather than set the framework.</p>
(b) The degree to which the plan or programme influences other plans and programmes including those in a hierarchy.	The draft SPD will supplement policies contained within the BDP. As such, it is influenced by higher level plans.
(c) The relevance of the plan or programme for the integration of	The draft SPD promotes sustainable development in the plan area with particular

environmental considerations, in particular with a view to promoting sustainable development.	reference to reducing the risk of flooding, introducing more green infrastructure and increasing the levels of sustainable travel. This will be done in line with adopted policies in the BDP, where environmental considerations on the sites were subject to Sustainability Appraisal (see a) above). It will provide guidance rather than specific policy and will therefore not have a significant effect on environmental considerations which have not already been considered.
(d) Environmental problems relevant to the plan or programme.	None
(e) The relevance of the plan or programme for the implementation of Community (EU) legislation on the environment (for example, plans and programmes linked to waste management or water protection).	None
<b>Characteristics of the effects and of the area likely to be affected</b>	
(a) The probability, duration, frequency and reversibility of the effects.	<p>The guidance set out in the SPD will promote sustainable development and be in general conformity with the BDP. It is therefore unlikely that any significant environmental effects will arise from the SPD which have not been considered as part of the production of the BDP, which met the requirements of the SEA.</p> <p>Future major development will be required to go through a separate approval process (i.e, planning applications subject to Environmental Impact Assessments). This will provide an opportunity for any significant environmental impacts to be identified and the effects mitigated.</p>
(b) The cumulative nature of the effects	Significant environmental effects are unlikely to arise from the SPD. It is therefore unlikely that any cumulative impacts will arise. Future major development will be required to go through a separate approval process (i.e, planning applications subject to Environmental Impact Assessments). This will provide an opportunity

	for any significant environmental impacts to be identified and the effects mitigated.
(c) The trans-boundary nature of the effects	The masterplan is not expected to have significant trans-boundary effects. If effects are likely to arise the City Council will ensure they are appropriately addressed through the planning application process.
(d) The risks to human health or the environment (for example, due to accidents)	There are no significant risks of health hazards arising directly from the SPD. If these effects were likely to arise, the City Council will, through the planning application process, ensure such issues are appropriately addressed, including ecology, water quality, and flood risk assessments.
(e) The magnitude and spatial extent of the effects (geographical area and size of the population likely to be affected)	<p>Sutton Coldfield Town Centre is located to the north of Birmingham and is the largest suburban town centre in the City.</p> <p>It extends from the High Street (A5127) in the north to Birmingham Road to the south, incorporating the train station and Town Hall to the north-west and bounded by Victoria Road and Queen Street to the east and the railway line to the west. Sutton Coldfield has an estimated population of 94,935.</p> <p>The policies in the SPD will be in general conformity with the BDP. Therefore, it is considered that any effects not previously considered as part of the BDP will be limited in magnitude.</p>
(f) The value and vulnerability of the area likely to be affected due to:	<ul style="list-style-type: none"> <li>i) Nationally and locally listed heritage assets and conservation areas;</li> <li>ii) SSSI Impact Risk Zone for Sutton Park, Plants Brook Wildlife Corridor, Cross City Line Wildlife Corridor and Flood Zone 2;</li> <li>iii) None.</li> </ul> <p>These destinations would have been taken into consideration as part of the SEA undertaken for the BDP. The masterplan does not propose development beyond the scale of growth</p>
<ul style="list-style-type: none"> <li>i) Special natural characteristics or cultural heritage;</li> <li>ii) Exceeded environmental quality standards or limit values;</li> <li>iii) Intensive land-use.</li> </ul>	

	allocated in the BDP. Impact on the natural environment and statutorily listed buildings are considered in the SPD, in line with the policies contained within BDP. Furthermore, the SPD does not replace other statutory considerations, such as the Planning (Listed Buildings and Conservation Areas) Act 1990.
(g) The effects on areas or landscapes which have recognised national, Community or international protection status.	No significant effects are considered to arise from the masterplan.

## 6. Determination of Significant Effects

### 6.1 Biodiversity, Flora and Fauna

The Sutton Coldfield Town Centre boundary doesn't have any recorded protected species within the SPD area.

6.2 The SPD supports the delivery of blue and green infrastructure that will have a positive impact upon improving biodiversity through the creation of new habitat and through the enhancement and naturalisation of the Plants Brook. The SPD looks to increase the level of green infrastructure in the centre which should support the biodiversity of Sutton Park.

### 6.3 Population and Human Health

The SPD supports measures within new development that would be anticipated to be beneficial to the mental and physical health and wellbeing of residents, in particular the requirements to improve green infrastructure and air quality and creating inclusive communities by supporting facilities and services in a accessible location and improved pedestrian and cycle routes.

### 6.4 Soil, Water and Air

The SPD covers land that is not anticipated to be contaminated through industrial uses in the past. The SPD looks to enhance and naturalise the Plants Brook watercourse that runs through the town centre.

6.5 The SPD highlights the importance of the incorporation of SuDS within new development both to support a reduction in surface water flooding, but also to improve water quality and to create new biodiversity habitat.

### 6.6 Climatic Factors

The SPD supports the BDPs requirements for new development to reduce Birmingham's contribution towards the causes of climate change. This includes the enhancement of green infrastructure and incorporating SuDS. The approach within the SPD will support the delivery of Policy TP2 – Adapting to Climate Change which also considers how the design of development can have a positive impact in the adaptation and mitigation of climate change by addressing issues such as overheating of buildings and resilience to extreme weather conditions.

#### 6.7 Material assets

The SPD proposes enhancements to infrastructure such as public transport interchanges, pedestrian and cycle routes and road layouts.

#### 6.10 Cultural heritage (Inc. architectural and archaeological)

There is not anticipated to be any significant effects due to the need for conformity to BDP Policy TP25 'Tourism and cultural facilities'. BDP Policy PG3 ensures that all new development will be expected to demonstrate high design quality, contributing to a strong sense of place and local distinctiveness. The SPD will therefore help to ensure new development is in accordance with the BDP requirements. The historic environment consists of archaeological remains, historic buildings, townscapes and landscapes. BDP Policy TP12 seeks to manage new development in ways which will make a positive contribution to its character.

#### 6.11 Landscape

The protection, enhancement and management of the character and appearance of the landscape and townscape and its distinctiveness and special qualities depend on design, layout and extent of development. The SPD will establish the overriding development principles which will be used to guide the future layout and design of new development.

### **7. Consultation**

7.1 It is necessary to consult the three statutory environmental bodies (known as Consultation Bodies for SEA): Environment Agency, Historic England and Natural England in order to confirm if a SEA is required or not for the SPD. This was done in November 2020 and all the statutory environmental bodies agreed with the SEA screening conclusion.

### **8. Conclusion and Screening Recommendation**

8.1 This screening report has explored the potential effects of the proposed Sutton Coldfield Town Centre Masterplan SPD with a view to determining whether an environmental assessment is required under the SEA Directive. Guidance in the draft SPD, including requirements for development, is consistent with the relevant Birmingham Development Plan policies. The SPD is a 'daughter' document to the adopted BDP and these policies and allocations have been subject to full SA.

8.2 The screening report has explored the potential effects of the proposed SPD, with a view to determining whether an environmental assessment is required under the SEA Directive. It is recommended that the SPD does not require a SEA to be undertaken. In accordance with topics cited in Annex 1(f) of the SEA directive there will not be any significant detrimental environmental impacts as a result of the Sutton Coldfield Town

Centre SPD. The place making principles will support the delivery of significant environmental infrastructure, to improve the existing urban form, and support connectivity to other areas of the city.

- 8.3 The SPD provides a framework to support the delivery of development; consistent with the policies set out in the BDP. Planning applications which could have an impact on the environment will have to be supported by EIA to ensure that the proposals are acceptable.



Appendix 6: Ward Member consultation

[Adoption of Sutton Coldfield Town Centre Masterplan Supplementary Planning Document ]

SUBJECT	WARD	CONSULTATION	COUNCILLOR RESPONSE	RESPONSE
Adoption of Sutton Coldfield Town Centre Masterplan Supplementary Planning Document	Sutton Trinity	<p>Email dated 15<sup>th</sup> April 2021 requesting comments by 21<sup>st</sup> April 2021.</p> <p>Regular briefing notes have been provided to all Sutton Coldfield Cllrs throughout the masterplans production.</p>	Cllr Pears – no comments received to date.	





## Sutton Coldfield Town Centre Supplementary Planning Document (SPD) Adoption Statement

In accordance with the Town and Country Planning (Local Development) (England) Regulation 2012 (as amended), notice is given that Birmingham City Council formally adopted the Sutton Coldfield Town Centre Masterplan SPD on the xxth May 2021.

The Sutton Coldfield Town Centre Masterplan SPD provides policy and guidance to several policies in the adopted Birmingham Development Plan 2017. The SPD will be used as a material consideration in the determination of planning applications.

Copies of the SPD, along with all supporting documentation, including the Statement of Consultation summarising the main issues raised during the formal consultation period and how these were addressed, and a copy of this Adoption Statement, can be viewed and downloaded from the Council's website at:

<https://www.birmingham.gov.uk/xxxx>

Please note: In line with the amended Birmingham City Council Statement of Community Involvement – 'Temporary Amendments due to Covid-19 Restrictions,' (September 2020) there is a temporary suspension of hard copies of the documents being available to view at Council offices and libraries until COVID-19 restrictions have been lifted. Instead, provision will be made to distribute hard copies of consultation documents by post on request for those with specific requirements or who cannot access any documents electronically.

Any person aggrieved by the decision to adopt the SPD may apply to the High Court for leave to apply for judicial review of the decision to adopt the document. Any such application must be made promptly and, in any event, not later than six weeks after the day on which it was published on the website.

If you require any further information please contact the North West Development Planning Team:

Telephone: 0121 303 5804 Email: [planningandregenerationenquiries@birmingham.gov.uk](mailto:planningandregenerationenquiries@birmingham.gov.uk) Post: North West Planning and Development Team, PO Box 28, Birmingham, B1 1TU

May 2021



# Birmingham City Council

## Report to Cabinet

18<sup>th</sup> May 2021



<b>Subject:</b>	DIGBETH PUBLIC REALM IMPROVEMENTS: FULL BUSINESS CASE
<b>Report of:</b>	ACTING DIRECTOR, INCLUSIVE GROWTH
<b>Relevant Cabinet Member:</b>	Councillor Ian Ward, Leader of the Council Councillor Waseem Zaffar – Transport and Environment Councillor Tristan Chatfield, Finance and Resources
<b>Relevant O &amp; S Chair(s):</b>	Councillor Shabrana Hussain, Economy and Skills Councillor Sir Albert Bore, Resources
<b>Report author:</b>	James Betjemann, Head of Enterprise Zone and Curzon Development, Telephone No: 0121 303 4174 Email Address: james.betjemann@birmingham.gov.uk

Are specific wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):	Ladywood, Nechells, Bordesley & Highgate	
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference:	005491/2021	
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

### 1 Executive Summary

- 1.1 The Digbeth High Street Public Realm Improvement Scheme aims to attract investment and maximise the potential of the Curzon area. Proposals support and protect the current creative arts and heritage sites, as well as future regeneration proposals, recognising the role of Digbeth High Street as a place to work, live and visit.

- 1.2 Digbeth High Street's urban realm will be transformed, creating an attractive, vibrant, pedestrian friendly destination including safe and attractive walking routes, parks and other outdoor spaces. The total estimated capital cost of the scheme is £16.512m, resourced from £16.240m Greater Birmingham and Solihull Local Enterprise Partnership Enterprise Zone funding, (including £0.792m of previously approved development funding) and £0.272m section 106 contributions.
- 1.3 The public realm scheme is an integral part of the wider Metro Birmingham Eastside Extension (BEE), which consists of 1.7km of twin track running from Bull Street to a new terminus at High Street, Deritend. Wider highway improvements on the high street support the creation of a sustainable transport corridor, which will primarily allow for the movement of Metro, buses and Bus Rapid Transit (Sprint). Improved transportation will enhance connectivity with the wider city centre and Curzon Street Station, reduce car dominance and attract and contribute towards additional investment in Birmingham's Eastside.
- 1.4 The design and construction of the Digbeth Public Realm scheme is incorporated into the wider BEE scheme. A Full Business Case (FBC) for the BEE scheme was approved by Cabinet on 21<sup>st</sup> July 2020. The City Council will enter into single contractor negotiations with the WMCA to deliver the Public Realm Improvements. The scope and specification of the works will be set out in an agreement between both parties before works commence.
- 1.5 On 24 June 2020 the Greater Birmingham and Solihull Local Enterprise Partnership (GBSLEP) approved a capital grant of £0.792m towards development of the scheme. Following the subsequent submission and independent appraisal of a Green Book compliant Full Business Case (FBC), GBSLEP approved a further capital grant of £15.720m for the Digbeth Public Realm enhancements on 25 March 2021. Following that approval, the City Council has secured section 106 contributions of £0.272m towards the capital cost of the project and as such, the value of the grant has reduced to £15.448m, as detailed within the GBSLEP offer letter attached at Appendix 2.

## **2 Recommendations**

- 2.1 Approves the Full Business Case for the Digbeth Public Realm Scheme (attached at Appendix 1) at a total estimated capital cost of £16.512m, resourced from £16.240m Greater Birmingham and Solihull Local Enterprise Partnership Enterprise Zone funding, (including £0.792m of previously approved development funding) and £0.272m section 106 contributions.
- 2.2 Accepts a capital grant from the GBSLEP for up to £15.448m to deliver the Digbeth Public Realm scheme and delegates authority to the Acting Director of Inclusive Growth to enter into a Funding Agreement, subject to the terms and conditions set out in the offer letter being acceptable to the Council.

- 2.3 In its role as Accountable Body for the GBSLEP, approves City Council Prudential Borrowing of up to £15.448m to fund the delivery of the Digbeth Public Realm scheme.
- 2.4 Under Standing Order Part D2.5, approves the commencement of single contractor negotiations by the Head of Curzon and Enterprise Zone with the West Midlands Combined Authority (WMCA) who are responsible for the delivery of the Midland Metro, for the value of up to £15.720m to undertake the full design and delivery of public realm enhancements, subject to the following conditions; funding is to;
- 2.4.1 produce detailed design to discharge the Transport and Works Act (TWAO) landscape condition;
- 2.4.2 construct the agreed design within the capped grant as per the GBSLEP FBC and Funding Agreement.
- 2.5 Delegates the authority to award the contract for the full design and delivery of the public realm enhancements following the successful completion of the negotiations to the Acting Director, Inclusive Growth, the Assistant Director, Development and Commercial (or their delegate), the Interim Chief Finance Officer (or their delegate) and the City Solicitor (or their delegate).
- 2.6 Notes that following implementation of the scheme, the City Council will be responsible for the ongoing maintenance of the highway, public realm and new areas of planting and that the works result in an estimated net annual saving to the Council of £0.004m. Further details are shown within Section 7.3.
- 2.7 Authorises the City Solicitor to negotiate, execute, seal and complete all necessary documents in connection with the above recommendations.

### **3 Background**

- 3.1 In July 2015, the City Council approved the Curzon HS2 Masterplan, which sets out a comprehensive vision for the Eastside and Digbeth areas of Birmingham in light of the major opportunities for growth afforded by the forthcoming HS2 link. The Masterplan highlights the importance of Deritend High Street and its potential to become an environment that is more pedestrian focused and acts as a link between the Curzon area and the city centre, in particular the Smithfield development area.
- 3.2 In October 2016, the WMCA applied to the Department for Transport (DfT) for a Transport and Works Act Order (TWAO) for the Metro BEE scheme. This is the proposed extension of the tram line to serve Digbeth and the planned HS2 station at Curzon Street, running for 1.7km from the existing Metro line at Bull Street, via Albert Street, New Canal Street, Meriden Street and Digbeth High Street in the vicinity of the Custard Factory. The extension will provide four new tram stops serving the eastern side of the city centre and create a direct light rail connection between Birmingham New Street, and the new HS2 station at Curzon Street.

- 3.3 The BEE preliminary design proposed a centrally running tram alignment through the Digbeth/Deritend area with two traffic lanes retained in each direction, either side of the central tram alignment. Footway widths would remain similar to existing, with few enhancements to the public realm or the pedestrian environment.
- 3.4 In January 2017, the City Council commissioned WMCA to prepare a feasibility study exploring the potential to deliver the Curzon HS2 Masterplan vision for Digbeth through the coordination of the Metro BEE with public realm improvements. The study was jointly funded by the GBSLEP EZ and WMCA. The feasibility study was prepared by the Midland Metro Alliance (MMA), TfWM's delivery partner, alongside the engineering and design work being undertaken to develop the BEE Metro scheme, with the goal of seeking an optimised traffic solution that aligned the movement of vehicles, Metro and people, and addressed any conflicting priorities.
- 3.5 Following an initial stakeholder workshop during May 2017, MMA prepared design options for consideration which were presented to City Council officers and key stakeholders at a further event in February 2018. Stakeholders selected a preferred option which includes trams running two-way on the southern side of Digbeth (closest to the Coach Station) and a single carriageway (one lane in each direction) and wide public realm on the northern side. The proposal included a 'bus and hackney carriage only' restriction on one part of the road to remove through traffic while still allowing local access for servicing.
- 3.6 Cabinet approved the BEE and Digbeth Public Realm Improvements Project Definition Document (PDD) on 26<sup>th</sup> June 2018. Following the report approval, preliminary public realm designs were developed by WMCA/TfWM for the preferred southern tram alignment. Designs received an Approval in Principle from the City Council on the 30<sup>th</sup> September 2019. Public consultation was undertaken in March 2020 on the preliminary designs, confirming 78% support for the proposals. Further details of the consultation can be found in Section 5 and Annex S4 of the FBC. The designs subsequently informed an Outline Business Case (OBC) to the GBSLEP, receiving approval from GBSLEP's Board in July 2020.
- 3.7 Following approval of the OBC, GBSLEP EZ development funding of £0.792m was released and utilised by WMCA to develop the designs to RIBA Stage 3 and inform a Green Book Compliant Full Business Case (FBC) to the GBSLEP. The FBC demonstrates a Benefit Cost Ratio of 2.14 over a 30-year consideration period, this represents high value for money in terms of the benefits for the project.
- 3.8 Following an independent appraisal of the FBC, GBSLEP Board approval was received on 25 March 2021. Subsequent to that approval, the City Council has secured section 106 contributions of £0.272m towards the capital cost of the project and as such, the value of the grant has reduced to £15.448m, as detailed within the GBSLEP grant offer letter at Appendix 2.

- 3.9 It is proposed that the City Council will enter single contractor negotiations and conclude the award of a contract to the WMCA to deliver the Digbeth Public Realm Improvements scheme at a cost of up to £15.720m in accordance with the procurement strategy in 7.4. The full scope and specification of the works will be set out in a contract between both parties agreed during the single contractor negotiations and approved before the works commence.
- 3.10 The BEE Transport and Works Act Order was made, with Secretary of State approval obtained by WMCA on 15<sup>th</sup> January 2020 for the construction and operation of BEE, with an FBC subsequently presented to WMCA's Board on 14<sup>th</sup> February 2020, devolving funding to deliver the extension.
- 3.11 The GBSLEP EZ capital grant will enable the transformation of Digbeth High Street and allow for the integration of enhanced urban realm with the new Metro BEE, creating an attractive, vibrant and pedestrian friendly destination. Proposals are detailed in the FBC (Appendix 1), and are summarised below;
- A high-quality urban realm will ensure that the role of Digbeth as a place is duly acknowledged with distinct flexible spaces created across Digbeth High Street providing areas of seating and spill out space. Diverse and robust shrub planting, grasses and a variety of tree species will provide all-year round interest, maximising the ecological, environmental and aesthetic value of the scheme.
  - The number of traffic lanes on Digbeth High Street will be reduced to one lane in each direction and a 'bus, cycle and hackney carriage only' restriction will also be introduced in both directions; eastbound between Floodgate Street and Gibb Street and westbound between Chapel House Street and the Digbeth High Street/Meriden St Junction. This will prevent through traffic from using the street whilst still allowing for access and servicing by general traffic.
  - A high quality easily accessible multi-modal interchange will be introduced closer to Digbeth Coach Station including Metro, bus and Sprint and a segregated tramway to the southern side of Digbeth High Street.
  - Turning movements will be altered including road closures and banned turns and changes to the direction of flow of traffic onto and off Digbeth High Street for some sideroads to discourage through traffic whilst still allowing access for servicing
- 3.12 It is proposed to implement the public realm scheme at the same time as BEE Metro. BEE will be delivered in five separate sections, with Bull Street (Section 1) and Digbeth/Deritend (Section 5) to be delivered in the first phase prior to the Commonwealth Games in 2022. The operation of Metro services will happen at a later date, co-ordinating with HS2 construction.

- 3.13 This project will also cover the cost of tie-ins to existing carriageway beyond the Metro BEE scheme, i.e. to the west of Meriden Street up to the gyratory at Moat Lane, and to the east of Adderley Street towards Camp Hill. However, these areas are not funded as part of the current scheme. However, it is expected that public realm measures towards Moat Lane will be incorporated into the emerging Beorma phase 2 scheme and Smithfield redevelopment proposals, with funding provided via a Section 278 agreement with the developer and discussions are ongoing to explore the potential for Metro to deliver these additional works. Public realm measures towards Camp Hill will be dependent on redevelopment proposals coming forward in that area as well.
- 3.14 Proposals complement a similar scheme for Moor Street/Moor Street Queensway which restricts overall traffic movement through this area.
- 3.15 The public realm scheme will take into account the proposals for a Sprint route from Birmingham to the airport, which will run along Digbeth High Street. The scheme will also include the necessary re-signing for general traffic, car parks and local delivery routes. The signing strategy will be developed in conjunction with other adjacent schemes including Moor Street Queensway and the emerging Clean Air Zone (CAZ) proposals.
- 3.16 Although cyclists will not be prohibited from Digbeth High Street, they will be encouraged to use adjacent roads away from the tram tracks and busy bus corridor. As a part of another project being developed by the Council, Bradford Street, a parallel road to the south of Digbeth High Street; will provide a segregated cycle way to complement the high-quality public transport corridor along Digbeth High Street. The EZ funding does not include any allocation for cycling measures beyond signing and lining to encourage route choice.

#### **4 Options Considered and Recommended Proposal**

- 4.1 The project modifies the existing BEE project by altering the tram alignment and highway layout to provide an enhanced public realm along Digbeth High Street. The BEE scheme is fully approved and funded.
- 4.2 Engagement with stakeholders in 2017 and 2018, concluded that the options with the most significant public realm enhancements performed the best against the criteria set for the scheme and also aligned with the Council's vision for Digbeth. Three potential tramway alignment options were considered during stakeholder engagement, these are summarised below:
- 4.2.1 **Central tram alignment** – the existing TWAO approved BEE alignment. However, this fails to allow additional public realm works to be delivered. Exacerbates the current problems through additional severance alongside the highway. Stakeholder aspirations would not be met with this option.
- 4.2.2 **Northern tram alignment** – cannot be delivered for engineering reasons. Increases land and property requirements with additional demolition.

Difficult to service properties on the northern side of Digbeth/Deritend, many of which have no off-street loading.

4.2.3 **Southern tram alignment** – allows additional public realm in line with stakeholder aspirations. Provides integrated multi-modal interchange (tram/coach/sprint). Maintains access to properties.

4.3 The Southern alignment was chosen as the preferred option as it had the best score in the stakeholder sifting workshops. This option provides the opportunity to create a high-quality public transport corridor, including a multi-modal interchange, and avoids some additional demolition.

## **5 Consultation**

5.1 Initial stakeholder engagement on the project option development was conducted through an interactive workshop in 2018 by the City Council and WMCA where feedback was obtained from stakeholders to inform and shape the emerging project designs.

5.2 A public consultation exercise was launched on Monday 2<sup>nd</sup> March 2020. The City Council, along with its partners, used a number of different channels of communication to inform the public, stakeholders, partners and Ward Councillors of the consultation including; existing stakeholder networks, email and other electronic communication, leaflets delivered to residents and commercial properties within the proximity of the scheme, social media activity e.g. Twitter; and Facebook, survey and consultation details were added to Beheard, the Council's online consultation portal and 2 public drop-in events were held at the Custard Factory on 3<sup>rd</sup> and 10<sup>th</sup> March 2020. The consultation was originally planned to run for 4 weeks until Friday 27<sup>th</sup> March 2020, with 4 public consultation sessions scheduled during this period. However, in light of the Covid-19 outbreak, the Council extended the consultation for a further 2 weeks until Friday 9<sup>th</sup> April to allow more time for people to respond.

5.3 78% of the respondents confirmed that they were in agreement with the principles of the proposals. Comments included, "*Digbeth has suffered for years through a lack of connectivity with the city centre*" and "*Anything that takes back public space from motorists and distributed it to everyone else is welcome*".

5.4 A consultation analysis report is shown within Annex S4 of the FBC.

5.5 The Council continues to engage with Digbeth stakeholders via the quarterly Digbeth Landowner Forum. Regular and ongoing engagement with Digbeth businesses and stakeholders regarding the programme and construction works is being led by the MMA's Stakeholder Engagement team.

## **6 Risk Management**

6.1 A risk register is included within Annex 6 of the attached FBC (see Appendix 1) which highlights the scheme's strategic risks. The top three risks and mitigations are set out in Table 1 below.

**Table 1**

Risk	Mitigation
Main works budget increases	Cost increases are the responsibility of the MMA. BCC and GBSLEP's contribution to the scheme to be fixed and agreed. Target Costs have been robustly developed based on the successful delivery of other Midland Metro extensions and appropriate allowance for risk made within costs.
BEE programme slippage	Programme development is at an advanced stage with final detailed designs developed for construction start in April 2021. Ongoing partnership working with MMA to mitigate remaining risk.
Unidentified ground constraints - There is a risk that the ground conditions/utilities encountered are not as anticipated	Detailed surveys have been undertaken. Enabling works for utilities have commenced and as yet have not identified any issues.

## 7 Compliance Issues:

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

7.1.1 The proposals set out in this report will support the City Council's key policies and priorities as set out in the City Council Plan and Budget 2021 – 25 (as updated in February 2021):

- *An entrepreneurial city to learn, work and invest in.*
- *An aspirational city to grow up in.*
- *Birmingham is a fulfilling city to age well in.*
- *A great city to live in.*
- *A city whose residents gain most from hosting the 2022 Commonwealth Games.*
- *A city that takes a leading role in tackling climate change.*

7.1.2 In addition to the alignment with the Council's priorities, plans and strategies identified, the scheme also aligns to the following Council policies and the city's role as Host City for the 2022 Commonwealth Games:

- **Draft Birmingham Transport Plan 2031 (2020)** – The project is aligned with the developing themes of the Draft Birmingham Transport Plan and will support the “*creation of a network of pedestrian streets and public spaces integrated with public transport service*” through delivering the BEE mixed with a high-quality urban realm which focuses on pedestrian connectivity as well as reducing the number of cars on Digbeth High Street through reallocating road space to more sustainable forms of

transport including active travel. The reallocation of road space on Digbeth High Street to sustainable transport as part of the public realm and BEE projects will also help to reduce the number of single occupancy private vehicles within the city centre, complementing the implementation of a Clean Air Zone (CAZ), by helping the City Council towards achieving compliance with the European Union (EU) annual legal Limit Values for nitrogen dioxide (NO<sub>2</sub>).

- **Emergency Birmingham Transport Plan (EBTP)** – The scheme will help address the short, medium, and longer-term measures set out in the EBTP including maximising improvements to walking and cycling and ensuring public spaces are safe and accessible for everyone and support social distancing and Covid-19 recovery.
- **Birmingham Development Plan (BDP) 2031** – The project will help to deliver the following objectives:
  - To provide high quality connections throughout the city and with other places including encouraging the increased use of public transport, walking and cycling;
  - To create a more sustainable city that minimises its carbon footprint and waste, and promotes brownfield regeneration while allowing the city to grow;
  - To encourage better health and well-being through the provision of new and existing recreation, sport and leisure facilities linked to good quality public open space;
  - To protect and enhance the city’s heritage assets and historic environment;
- **Big City Plan (BCP) (2011)** – The project will help to deliver upon the aspirations set out within the BCP by creating sustainable connections to key growth areas in the city core and encouraging further investment and subsequent footfall to new and existing sites within the vicinity of Digbeth High Street.
- **Route to Zero Commitment** - The scheme supports the additional Climate Change Commitments agreed by Cabinet on 30th July 2019 following the motion on Climate Emergency passed at the full City Council meeting of 11th June 2019, including the aspiration for the City Council to be net zero-carbon by 2030.

#### 7.1.3 Birmingham Business Charter for Social Responsibility (BBC4SR):

WMCA is an accredited signatory to the BBC4SR and will be required to produce commitments from their supply chain proportionate to the value of this contract agreed prior to the award approval. The final actions will be negotiated to support disadvantaged groups in the

locality of the works which will be monitored and managed throughout the contract period and initial proposals include:

- Local Employment – local people will be employed for the duration of the Digbeth Public Realm scheme. Currently 92% of the site labour working on WMCA schemes live within the West Midlands and this is forecasted to continue during the delivery of the Digbeth scheme. The focus will be to continue to ensure the workforce includes those not in employment, education or training (NEETS). It is proposed that 7 NEETS will be employed for this scheme with a minimum of 2 apprentices.
- Improved Skills for Local People – 4 local schools and 1 local college will be supported by the project through the delivery of career roadshows and sector-based work academies.
- Partners in Communities – Donations will be made to local charities, in particular for rough sleeping. Funding has also been allocated to allow all staff 8hrs per year of volunteer time.
- A Fair Level of Pay – Staff working on the project will be required to be paid the Real Living Wage or above in accordance with the Council's policy.

## 7.2 Legal Implications

- 7.2.1 The City Council carries out transportation, highways and infrastructure Works under the relevant primary legislation including the Town and Country Planning Act 1990, Highways Act 1980, Road Traffic Regulation Act 1984, Traffic Management Act 2004, Transport Act 2000, and other related regulations, instructions, directives, and general guidance.
- 7.2.2 WMCA has powers to construct the Metro under the Transport and Works Act 1992.
- 7.2.3 Bus lane enforcement cameras are installed in accordance with the 'Provisional Guidance on bus lane (including tramway) enforcement in England outside London' (2005, revised 2008) and 'A Code of Practice for Bus Lane Camera Enforcement' (March 2007) and the 'Surveillance Camera Code of Practice' (June 2013).
- 7.2.4 The Local Government Finance Act 2012 supports the development of Enterprise Zones by enabling Local Authorities to borrow for capital schemes against projected growth in business rates income. The Act allows the City Council, on behalf of the GBSLEP, to retain 100% of business rates income from within the Enterprise Zone.
- 7.2.5 The City Council has under Section 1 Localism Act 2011, a general power of competence under which it can procure services from third parties which

will or are likely to benefit the authority, its area or persons resident or present in its area.

- 7.2.6 The Legal team have confirmed that the use of the section 106 funding to cover maintenance costs alongside the provision of the enhanced public realm would be in line with the terms and conditions of the relevant section 106 agreements.

## 7.3 Financial Implications

### Capital Costs

- 7.3.1 The estimated capital cost of the Digbeth Public Realm is £16.512m, resourced from £16.240m GBSLEP EZ funding, (including £0.792m of previously approved development funding) and £0.272m section 106 contributions. Capital costs have been developed by the Midland Metro Alliance (MMA) and have been subject to an independent appraisal through the MMA's auditor, Turner and Townsend.
- 7.3.2 On 24 June 2020 the GBSLEP approved a capital grant of £0.792m towards development of the scheme. Following the subsequent submission and independent appraisal of a Green Book compliant FBC, GBSLEP approved a further capital grant of £15.720m on 25 March 2021. Following that approval, the City Council has secured section 106 contributions of £0.272m towards the capital cost of the project and as such, the value of the grant has reduced to £15.448m .
- 7.3.3 Within the GBSLEP EZ all business rates are collected by the City Council and any net uplift is allocated to the GBSLEP for a period to 31 March 2046. The GBSLEP decide how and where these funds are deployed, making the investment decisions in line with the EZ Investment Plan, subject to the City Council in its Accountable Body role ensuring compliance with the financial governance principles. This project is included with the current approved EZ Investment Plan and therefore falls within the existing approved budget, with EZ financial modelling indicating the cost is considered affordable based on the expected income levels that the EZ will generate.
- 7.3.4 In its Accountable Body role, the City Council will undertake additional prudential borrowing of £15.448m to support delivery of the Digbeth Public Realm Improvement Scheme generated through the uplift in business rates within the EZ. There are financial risks associated with the Accountable Body role, the main one being failure of the EZ to deliver sufficient business rates uplift to cover the level of borrowing and up-front revenue expenditure incurred by the City Council. These risks have and will continue to be managed primarily through detailed financial modelling and by receiving, for independent examination/approval, detailed individual business cases for project expenditure.

## **Revenue Costs**

- 7.3.5 An assessment of the maintenance costs for the scheme has identified a net saving of £0.004m p.a. (a saving of £0.046m p.a. for basic highways assets removed from the network offset by costs of £0.032m p.a. for enhanced highways assets and £0.010m p.a. for soft landscaping). This compares to an equivalent annual cost of £0.034m included in the GBSLEP FBC attached at Appendix 1, (based on a £1.000m cost over a 30-year period).
- 7.3.6 A further benefit has been derived from the identification of section 106 funding totalling £0.340m to cover the cost of the enhanced assets of £0.032m p.a. for circa 11 years. The Council's Legal team have confirmed that the use of the section 106 funding to cover maintenance costs alongside the provision of the enhanced public realm would be in line with the terms and conditions of the relevant section 106 agreements.
- 7.3.7 Additionally, the scheme proposes the removal of existing litter bins across Digbeth High Street which will be replaced with the City Council approved Glasdon Jubilee bin, resulting in no additional cost to the scheme.

## **7.4 Procurement Implications**

- 7.4.1 The proposed procurement route is to commence single contractor negotiations with the WMCA, who are responsible for the delivery of the Midland Metro. This arrangement includes robust contract management and assurance arrangements, providing opportunity for the Council to work with the contractor and designer to deliver the expected works at the agreed cost.
- 7.4.2 The WMCA undertook a procurement exercise compliant to the Public Contracts Regulations 2015 to implement a 10-year programme of tram system enhancement works across the West Midlands and awarded an alliance contract to the Midland Metro Alliance (MMA), consortium of private sector suppliers. The MMA is a partnership and not a contracting entity therefore in order to access the arrangement a contract for the works is required to be entered into with the WMCA. To be compliant with the Council's Constitution and Procurement Governance Arrangements, the proposed procurement route is to enter into single contractor negotiations with the WMCA.
- 7.4.3 Informal discussions have taken place with the WMCA for the provision of the works to support Council decision-making on the chosen procurement route that indicated an estimated cost of £15.7m. These discussions have resulted in an indicative proposal that informs the recommended procurement option to enter into single contractor negotiations to conclude

the award of a contract for the works. The indicative cost includes all the costs to the Council.

- 7.4.4 The justification for entering into single contractor negotiations is for practical and logistical considerations, WMCA is the sole supplier that deliver the works and realise the benefits. The works will complement the WMCA scheme. Given the scale of works in Digbeth, tendering for a separate contract to deliver the public realm element and Metro schemes as two separate work packages, but in parallel timeframes, would bring about significant challenges in terms of the co-ordination of works. Therefore, in order to maximise efficient delivery ahead of the Commonwealth Games, minimise disruption and ensure that the joint scheme benefits are fully realised, it is proposed that the public realm and Metro schemes are designed and implemented together. The proposed contract will include robust contract management and assurance arrangements, providing opportunity for the Council to work with the WMCA for the contractor and designer to deliver the expected works at the agreed cost.
- 7.4.5 The Interim Chief Finance Officer and the City Solicitor have certified in writing their approval to enter into single contractor negotiations with the WMCA for the works.

## 7.5 **Human Resources Implications**

- 7.5.1 All activity identified within this report will be managed by existing Council employees. The scheme's Project Management sits within the EZ delivery team and is resourced under the EZ programme.

## 7.6 **Public Sector Equality Duty**

- 7.6.1 The Digbeth Public Realm project forms part of the wider WMCA led BEE. As such, equality follows WMCA's Equality Impact Assessment (EIA) in Appendix 3. Due regard and consideration has been given to this EIA for the report recommendations and no adverse implications are expected for any of the protected characteristics and groups. Designs will look to incorporate features for the benefit of particular groups where appropriate in compliance with the Equality Act 2010.

## 8 **Appendices**

- 8.1 Appendix 1 – Digbeth FBC – approved on 25 March 2021
- 8.1.1 Annex S4 – Public consultation report
- 8.1.2 Annex 6 – risk register
- 8.2 Appendix 2 – GBSLEP offer letter
- 8.3 Appendix 3 – WMCA Equality Impact Assessment

## **9 Background Documents**

- 9.1 Report to Cabinet, Metro Birmingham Eastside Extension (BEE) and Digbeth Public Realm Improvements Project Definition Document (PDD), 26th June 2018
- 9.2 Curzon Masterplan 2014
- 9.3 Curzon Investment Plan 2016
- 9.4 EZ Investment Plan 2019

## Greater Birmingham and Solihull Local Enterprise Partnership Limited (GBSLEP)

### Business Case

<b>Project Name</b>	<b>Digbeth Public Realm Phase 1</b>
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About the Applicant	
<b>Name of the lead organisation (applicant)</b>	Birmingham City Council
<b>Name of the project manager / main contact</b>	Hannah Willetts
<b>Contact number</b>	0121 303 4174 / 0121 303 3988
<b>Contact email</b>	<a href="mailto:Hannah.willetts@birmingham.gov.uk">Hannah.willetts@birmingham.gov.uk</a>
<b>Senior Responsible Owner</b>	Ian MacLeod

About the Project	
<b>Location of the project</b>	Digbeth, Birmingham
<b>Postcode</b>	B5 6DD
<b>Project start date</b>	Construction works scheduled to commence on 22 <sup>nd</sup> April 2021
<b>Project completion date</b>	Public realm scheduled to be complete with handover 21 <sup>st</sup> April 2022 All construction complete on full BEE with handover on 30 <sup>th</sup> September 2024
<b>Project longstop date</b>	The outcomes from the public realm elements of the project will begin to be delivered immediately following completion
<b>Total project capital cost</b>	£17,512,000 (total project cost including previous years development expenditure and future maintenance)
<b>Total GBSLEP loan funding contribution requested</b>	N/A
<b>Total GBSLEP grant funding contribution requested</b>	£15,720,000
<b>Are you seeking to apply for development costs as part of your application?</b>	No. £792,000 already applied for in OBC process. <i>If 'yes', please state here the amount requested and complete Section C- Development Costs. Eligibility criteria apply</i>
<b>Current gateway stage</b>	<b>Full Business Case (FBC)</b>

## Contents

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## A. Introduction

This document provides a template for an Outline Business Case (OBC) and Full Business Case (FBC) in support of The Greater Birmingham and Solihull Local Enterprise Partnership Limited's (GBSLEP) investment in a project. The business case acts as the application for funding from the GBSLEP, continuing on from the Expression of Interest.

The main purpose of the document is to understand the proposed project sufficiently to assess and make an informed decision on whether the GBSLEP should provide funding or not. The Business Case should provide assurance to the GBSLEP that the project:

- provides strategic fit and is supported by a compelling case for change;
- will maximise public value to society through the selection of the optimal combination of components, products and related activities;
- is commercially viable and attractive to the supply side;
- is affordable and is fundable over time; and
- can be delivered successfully by the organisation and its partners.

This template should be completed following the principles laid out in HM Treasury's Green Book: Appraisal and Evaluation in Central Government, Business Case Guidance for Projects and supplementary guidance. Links to these documents and further guidance is included in Appendix B – Resources, at the end of this document.

The amount of work and detail put in to the Business Case should be **proportionate** to the scale of the project or programme and the expenditure involved.

Once completed the business case will be reviewed by the GBSLEP Executive and will be assessed by an Independent Technical Evaluator. Please submit completed Business Case templates in Microsoft Word format and include a scan of the **signed** original in PDF format.

The applicant is responsible for costs and charges incurred as a result of preparing the OBC; eligible costs for preparation of the FBC may be claimed as part of the development funding should the OBC application be successful (NB *eligibility criteria and application are outlined in Section C*).

## B. Project Overview

### B.1 Summary of the Project (300 words max)

*Be specific about what the project will do and achieve (who, what, where, how, when).*

The project will deliver a world class urban public realm in Digbeth through façade to façade reconstruction of Digbeth High Street. It will be delivered by West Midlands Combined Authority (WMCA) as Phase 1 of the Birmingham Eastside Extension (BEE) of the West Midlands Metro via the Midland Metro Alliance (MMA) prior to the commencement of the 2022 Commonwealth Games.

To encourage further investment and maximise the potential of the Curzon area, improvements to the quality of the public realm is needed, including safe and attractive walking and cycling routes, parks and other multi-use outdoor spaces. To maximise the positive impacts created by HS2, local connections and environments will be required to be attractive to new and existing residents, businesses, and visitors.

The BEE will be a catalyst for growth and regeneration in the area, necessitating redevelopment of the High Street's urban realm to incorporate highways, bus, sprint and tram lanes, cycle paths and pedestrian areas.

The enhanced urban realm along Digbeth High Street, integrated with the new Metro BEE, will create an attractive, vibrant and pedestrian friendly destination:

- Creating an individual identity that supports and protects the current creative arts and heritage sites, as well as future regeneration proposal;
- Reducing car dominance to create an integrated, efficient and reliable sustainable transport corridor; and
- Recognising the role of Digbeth High Street as a place to work, live and visit as well as a link, allowing access to those road users who need it.

This grant will facilitate design changes to the layout of the tram extension along Digbeth High Street to allow for the enhanced public realm. This scheme meets stakeholder expectations and provides a significantly enhanced environment for pedestrians and tram users. This project is in line with, and is a named scheme within, the Enterprise Zone Investment Plan 2019.

**B.2 Is the project expected to be going through another assurance process (by another LEP or funding body)?**

*If yes, please give details.*

No

**B.3 What is the current position of the project and what has changed between the submission of the Expression of Interest and OBC or between OBC and FBC? (dependent on which stage this template is being completed)**

*Provide a summary of any changes to objectives, scope, funding sources and financial costs, expected outputs and outcomes, timescales, risks and stakeholder relations.*

An Outline Business Case (OBC) for the scheme was submitted to GBSLEP and has undergone review through the GBSLEP approval process for an OBC, including a review by the Independent Technical Expert (ITE)<sup>1</sup>. Since the submission of the OBC and its subsequent approval to proceed to the FBC stage,

<sup>1</sup> Digbeth Public Realm Phase 1 OBC, AECOM, 15<sup>th</sup> April 2020

the Transport and Works Act Order (TWAO)<sup>2</sup> and associated funding package for the West Midlands Metro Birmingham Eastside Extension (BEE) has been confirmed by WMCA<sup>3</sup>. This means that the BEE scheme can proceed to be built under the design authorised by the TWAO.

The Full Business Case (FBC) submission therefore reflects the current situation of the scheme:

- Further design details completed in November 2020 with greater emphasis on the scheme definition, including the amenities provided and the public realm improvements such as the materials palette and urban design features.
- Updated and emerging policy documents such as Birmingham Transport and the ongoing reallocation of road space within Birmingham City Centre (Traffic Cells Initiative).
- Digbeth High Street Consultation Report prepared by Birmingham City Council (BCC) has also been finalised.
- Revised scheme costs based on the updated designs and material costs.
- Updated programme in-line with progression of the scheme to the subsequent stage of scheme development.

The FBC submission therefore does not change the principles of the project, which remain in accordance with the OBC submission.

The scheme design consistent with the design presented at the OBC stage develops Digbeth High Street into a high-quality public transport corridor which will primarily allow for movement of public transport (metro, buses and Bus Rapid Transit (SPRINT), whilst still maintaining the access and servicing by all modes within the area. The scheme will also create a high-quality urban realm to enhance the road user experience including pedestrians. As a part of another project being developed by BCC, Bradford Street- a parallel road to the south of Digbeth High Street; will provide for a segregated cycle way to complement the high-quality public transport corridor along Digbeth High Street. To deliver the high-quality public transport corridor the design includes:

- segregated tramway to the southern side of Digbeth High Street;
- highway with reduced carriageway width to the northern side of Digbeth High Street. The number of lanes on Digbeth High Street are reduced to one lane in each direction and a 'bus, cycle and hackney carriage only' restriction will also be introduced in both directions; eastbound between Floodgate Street and Gib Street and westbound between Chapel House Street and the Digbeth High Street/Meriden St Junction. This will prevent through traffic from using the street whilst still allowing for access and servicing by general traffic;
- altered turning movements, including road closures and banned turns and changes to the direction of flow of traffic onto and off Digbeth High Street for some side roads to discourage through traffic whilst still allowing for access and servicing;
- a high-quality, easily accessible multi-modal interchange closer to Digbeth Coach Station; and
- a high-quality urban realm to ensure that role of Digbeth as a place is duly acknowledged.

The design for the scheme is presented in **Figure 1**. A larger scale plan is included in **Appendix S1**.

<sup>2</sup> <https://metroalliance.co.uk/wp-content/uploads/2020/01/BEE-DfT-Decision-Letter.pdf.pagespeed.ce.66q07cyW0d.pdf>

<sup>3</sup> <https://governance.wmca.org.uk/ieDecisionDetails.aspx?ID=696>

**Figure 1: DHS Public Realm Latest Design**

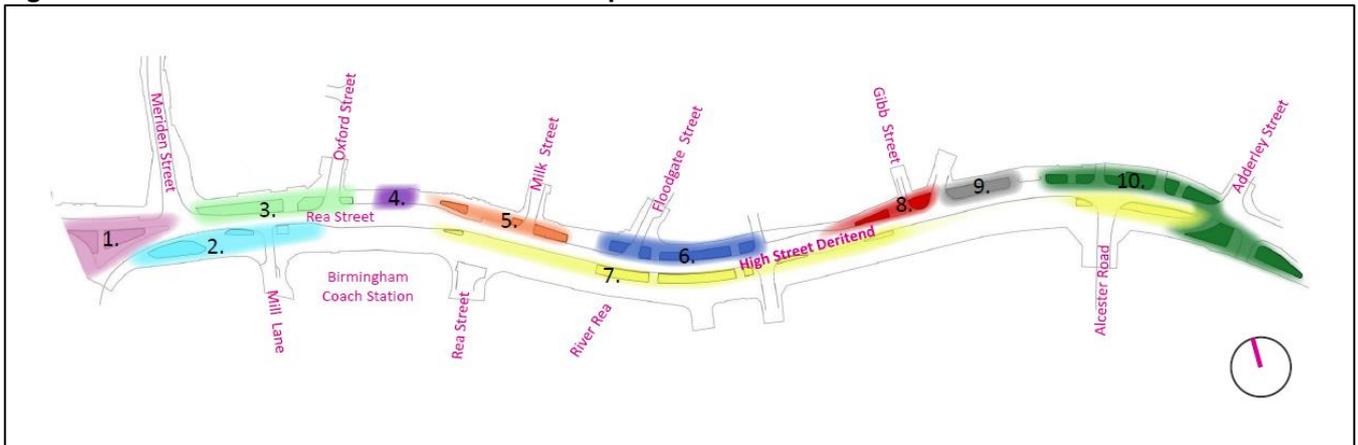


Source: Midland Metro Alliance (2020)

The proposals complement similar plans being developed for Moor Street/Moor Street Queensway which look to restrict overall traffic movement through this area. Subject to funding being granted by GBSLEP, its proposed implementation will be by 2021/2022 and be ready in time for the Commonwealth Games.

The MMA Urban Realm Options Report: Digbeth High Street (2020) (**Appendix S2**) builds on the Urban Design Strategy previously submitted to the local planning authority for comments by “...fragmenting the linearity of the High Street into smaller character areas”. Each character area is perceived to have a distinctive cultural, aesthetic or social association which is reflected in the design and development of the scheme. **Figure 2** depicts these 10 unique character zones along the length of Digbeth High Street.

**Figure 2: DHS Urban Realm Character Zone Proposals**



**Source: Midland Metro Alliance (2020)**

It is suggested that these zones should be used to drive the strategy for public art as well as to underpin the types of surfacing materials and finishes to be used at break-out spaces within the urban realm. More detail on how the urban design will deliver upon the character for each zone is detailed in **Appendix S2**.

3D CGI Visuals at different viewpoints of what the project will look like once completed are included within **Appendix S1**. This includes a map which displays the viewpoint location.

Initial stakeholder engagement on the project option development was conducted through an interactive workshop on Wednesday 28<sup>th</sup> 2018 by Birmingham City Council and Midland Metro Alliance where feedback could be obtained from stakeholders and taken away to integrate into the project designs. A report for this was completed and is included in **Appendix S3**.

Public consultation was launched on Monday 2<sup>nd</sup> March 2020 and was originally planned to run for 4 weeks until Friday 27<sup>th</sup> March 2020, with 4 public consultation sessions scheduled during this period. In light of the Covid-19 outbreak, the council extended the consultation for a further 2 weeks until Friday 9<sup>th</sup> April to allow more time for people to respond. The consultation response report completed by BCC is included in **Appendix S4**.

From the consultation, 77.95% of the respondents confirmed that they were in agreement with the principles of the proposals. Comments included, “Digbeth has suffered for years through a lack of connectivity with the city centre” and “Anything that takes back public space from motorists and distributed it to everyone else is welcome”.

**B.4 List any other organisations involved in project delivery and their roles (add lines if required)**

Partner Name	Role
West Midlands Combined Authority	Delivery of the project via the Midland Metro Alliance Martin Gallacher – Project Director
West Midlands Combined Authority	Delivery of Sprint scheme Angela Hosford – Head of Sprint

**B.5 Revision History**

<b>Version Number</b>	<b>File Name</b>	<b>Date submitted</b>	<b>Summary of changes made compared to previous draft version</b> <i>(please refer to previously received feedback and how issues have been addressed)</i>
1	Digbeth High Street FBC v1.0	18/12/2020	Initial FBC submission

## 1. Strategic Case

The Strategic Case for the project provides the need for intervention, setting out the problem or opportunity, fit with local, regional and national policy, including the GBSLEP Strategic Economic Plan and Local and National Industrial Strategy to provide the 'case for change'. The Strategic Case is typically almost complete at OBC stage for the project, demonstrating a clear and evidenced narrative for proceeding with the development of the project. This should be updated at FBC.

### 1.1 Aims and objectives

#### 1.1.1 Project aim

The project aims to attract investment and maximise the potential of the Curzon area. To achieve this, improvements to the quality of the urban realm, including safe and attractive walking and cycling routes, parks and other outdoor spaces are needed. In order to maximise the impact of HS2, there is a need to ensure that multi-modal connections and environments are able to attract and contribute towards additional investment in Birmingham Eastside, including Digbeth High Street.

The project itself focuses on Digbeth High Street which is currently dominated by obtrusive barriers to pedestrian movement such as few crossing points and six lanes of traffic. This is a key investment priority for unlocking growth within the Birmingham Eastside area. There are major growth sites which exist in the vicinity of the scheme, including major growth proposals at Smithfield and the Rea Valley Urban Quarter, significant development along the Bradford Street Corridor, and key proposals in the heart of Digbeth to the north. Many sites along the High Street itself are underutilised and have not benefited from the natural growth of the city core, leaving pockets of activity isolated and with relatively low footfall in comparison to the city core.

The integration of the West Midland Metro Eastside Extension creates an important catalyst in the regeneration process, necessitating redevelopment of Digbeth High Street's urban realm, including highways, bus and tram lanes, cycle paths and pedestrian areas.

The project is fully in line with and is a named scheme with the Enterprise Zone Investment Plan 2019 and aligns with BCC's recent and newly adopted transport plan which propose significant reallocation of road space and reduction in private car use.

A vision and set of objectives were developed for the project, which led to the development of a series of options and the selection of the preferred option, as discussed below.

#### **Vision**

*To transform the urban realm of Digbeth High Street into an attractive, vibrant and pedestrian friendly destination by:*

- *Creating an individual identity that supports and protects the current creative arts and heritage as well as future regeneration proposals;*
- *Reducing car dominance, to create an integrated, efficient and reliable sustainable transport corridor; and*
- *Recognising the role of Digbeth High Street as a place to work, live and visit as well as a link allowing access to those road users who need it."*

To meet the project aims and objectives (refer to section 1.1.2), the preferred option for the public realm, which includes a southern tram alignment and northern pedestrian boulevard, along with a Public Transport corridor on Digbeth High Street, was agreed to be taken forward. The original TWAO reference

scheme was discarded at the sifting stage in the stakeholder process as it failed to meet the current stakeholder requirements.

The main advantage of this option is the creation of a bold and attractive public realm connection between the city core and Digbeth's surrounding regeneration areas. This is discussed in the Outline Design Report (2018) (**Appendix S5**) produced by MMA. It also creates a more efficient transport system on the southern side of the street, with a multi-modal hub situated adjacent to the coach station (tram and bus stops), and better service and emergency vehicle access to the northern facades.

### 1.1.2 Investment objectives

*Provide details on the project's objectives, ensuring they fit the 'SMART' criteria (Specific, Measurable, Achievable, Relevant and Time-constrained). Add lines as required.*

Objective	Quantity / Scope	By when
<ul style="list-style-type: none"> <li>• To create a strong identity and character for Digbeth High Street's urban realm and its surrounding quarter.</li> <li>• To improve the current harmonious street furniture.</li> <li>• Conserve the industrial architectural heritage.</li> <li>• Enhance the Pedestrian Realm.</li> </ul>	<p>An accessible and integrated public realm that will connect the wider Digbeth area with the city core and integrate forthcoming local growth sites. Once HS2 is delivered, the public realm will help make best use of the added footfall and investment brought by HS2 and the Midland Metro which will encourage local growth sites to prosper and further private investment to be forthcoming.</p>	<p>Benefits start on completion of BEE Metro construction of Phase 1 (2022), full benefits on opening of Metro extension</p>
<ul style="list-style-type: none"> <li>• Improve cycle access and cycle parking along the corridor.</li> <li>• To provide an integrated, reliable and sustainable transport corridor.</li> <li>• Reduce car traffic volumes along the High Street.</li> <li>• Enhance road safety.</li> <li>• Improve the personal security of people along the High Street.</li> <li>• Provide car parking and access to the High Street's frontages.</li> <li>• Enhance the quality of the physical Environment.</li> </ul>	<p>Reallocation of road space is at the centre of the project. The public realm preferred option reduces the number of lanes on Digbeth High Street to one in each direction. It will also create a more efficient public transport system to the southern side of the street, with a multimodal hub located at Digbeth Coach Station (tram and bus stops). A bus gate will be introduced in each direction which will prevent through traffic from using the highway whilst allowing access to local traffic at the same time, following the wider transport policies developed by BCC.</p>	<p>Benefits start on completion of BEE Metro construction of Phase 1 (2022), full benefits on opening of Metro extension</p>
<ul style="list-style-type: none"> <li>• Create a high-quality open space network.</li> <li>• Conserve and develop local animations at different times of the day/year.</li> </ul>	<p>The project will help to deliver upon the aspirations set out within the Big City Plan (BCP) by creating sustainable connections to key growth areas in the city core and encouraging further expansion eastwards through the development of new residential and commercial sites. The public realm will provide an attractive and aesthetic backdrop to live, work and play whilst also delivering the functionality to</p>	<p>Benefits start on completion of BEE Metro construction of Phase 1 (2022), full benefits on opening of Metro extension</p>

promote sustainable travel into the city centre through both public transport and for private vehicle users who require it.	
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### 1.1.3 Alignment with GBSLEP strategic objectives

*Describe how the project supports the delivery of GBSLEP's [Strategic Economic Plan 2016-2030](#) and relevant sector delivery plans, including sector-specific investment criteria.*

The Digbeth High Street project will support the delivery of the GBSLEP Strategic Economic Plan to achieve its core objectives and strategic prioritise in relation to the “Place” pillar. Birmingham City Council has plans in place for the transformation of Birmingham city centre, as discussed in Section 1.2.3 below. This includes the Enterprise Zone Investment Plan, with the Curzon Enterprise Zone covering Digbeth High Street and extending to the HS2 Curzon Street Station.

This project will also improve connectivity between Digbeth High Street, HS2 and the city centre, encouraging business relocation, access to jobs and related economic activity. These improvements will complement the public realm improvements delivered through the HS2 Curzon Station Enhanced Public Realm Project to enhance the overall public realm in the wider area. This will encourage pedestrian activity in the area and between the interchange and the city centre and quarters including Eastside making these more attractive places to live, work, visit and invest in and increasing the transformational opportunity presented by HS2.

In particular, the project will impact the following key areas of focus:

- *Harness the transformation opportunity presented by HS2*
  - Through the delivery of the Curzon HS2 Masterplan for Growth as set out in the Enterprise Zone Investment Plan.
- *Enhance connectivity and mobility*
  - Through reducing severance (leading to a lack of connectivity and mobility in Digbeth) due to the “urban motorway” look and feel of Digbeth High Street.
- *Deliver major growth and regeneration opportunities*
  - Key to maximising the impact of HS2 will be ensuring local connections and environments are of the highest quality. This will help to attract investment and maximise the potential of the Curzon and Digbeth area, linking to proposed and future developments including Smithfield, Connaught Square, Irish Centre, Lunar Rise and Beorma, through improvements to the quality of the public realm including safe and attractive walking and cycling routes, parks and other outdoor spaces.
- *Develop thriving local and town centres*
  - The project will create a high quality of pedestrian public open spaces and new character for the Digbeth area.
- *Enhance and harness the potential of our cultural and creative assets*
  - The project will integrate existing traditional processions and festivals, as well as street animation, in relation to the area’s cultural context, its significant creative assets and everyday life both during weekdays and weekends.

## 1.2 Project context

### 1.2.1 PESTLE analysis

*Outline the current situation in terms of relevant Political, Economic, Social, Technological, Legal and Environmental factors; confirm what the drivers for change are, and why the change needs to happen now.*

<p>Political</p>	<p>By its nature, the renewal of urban realm within the highway boundary is often undertaken by the public sector to stimulate development and act as a catalyst for growth and to stimulate development. On its own, the market has continued to fail to deliver any significant improvement or enhancement of the Digbeth area due to the fragmented ownership of frontages, co-ordination failure between private sector agents, and the lack of stimulus to deliver an overall development.</p> <p>Digbeth and the Eastside area is earmarked within the Big City Plan and Birmingham Development Plan as an area expected to accommodate expansion of the city core as well as a key centre to benefit from the regeneration opportunities presented by HS2 and the Midland Metro. The public realm project has been highlighted as a key delivery project within the Birmingham Enterprise Zone Investment Plan and has the full backing of key governing bodies and partners.</p> <p>Birmingham Eastside Metro Extension is fully committed, with the Transport and Works Act Orders and funding fully approved providing the basis for the enhanced public realm provided through this project.</p>
<p>Economic</p>	<p>The above underpins the strategy of the Curzon HS2 Masterplan for growth, and the transformation of Digbeth High Street will enable wider development of key sites and the creation of new commercial floorspace and jobs that underpin the Enterprise Zone’s financial model. In particular, public realm enhancements will encourage private sector development to come forward sooner, at higher densities and at a higher level of quality than in the counterfactual scenario.</p> <p>The current market failure was evidenced in the West Midlands Metro Eastside Extension public enquiry<sup>4</sup>, at which TfWM noted “There is a perceptible air of neglect and dereliction in the area with a large number of opportunity sites not being used to their full potential, a number of sites being used for ad-hoc surface parking, storage uses and builders merchants, with some limited areas of growth and regeneration, such as around the Custard Factory and Millenium Point, close to the area’s boundaries”. This is reflected in the Land Use Chapter of the BEE Environmental Statement<sup>5</sup> and can also be perceived from the Land Use Technical Plans in <b>Appendix S6</b>.</p> <p>There are many planned developments and infrastructure plans in the area, as shown in Figure 3 in Section 1.2.4. Each of these contribute to economic change in the area, with this project adding to the impetus and impact of those development.</p>
<p>Social</p>	<p>Through the creation of the public realm along Digbeth High Street, social benefits in terms of place making, user experience and pedestrian connectivity for local growth sites and the new BEE scheme will be improved.</p> <p><b>Physical Activity:</b> Improvements to the public realm along Digbeth High Street will improve pedestrian connectivity with Birmingham Eastside and the city core. The public realm also acts as a key frontage and interchange point between forthcoming and proposed residential and commercial developments within the Digbeth area. This</p>

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[https://www.twainquiry.co.uk/uploads/1/0/3/0/103043522/app\\_p1\\_1\\_bee\\_scheme\\_development\\_peter\\_adams.pdf](https://www.twainquiry.co.uk/uploads/1/0/3/0/103043522/app_p1_1_bee_scheme_development_peter_adams.pdf)

5 <https://www.metroalliance.co.uk/wp-content/uploads/2016/10/Volume-1-Main-Statement-Final.pdf>

	<p>is therefore anticipated to provide direct walking links and a pleasant user environment which will encourage short journeys to be undertaken by foot with consequential health benefits.</p> <p><b>Journey quality:</b> Integration of the public realm with the Midland Metro BEE scheme and wider bus services will provide a high-quality multi-modal interchange for passengers traveling into the City Core and further afield. The integration of bus gates in each direction and the limit of through traffic will make for a more pleasant walking environment and better waiting area for public transport.</p> <p><b>Security:</b> The widening of the public realm to the northern section of the High Street along with segregation from vehicles via green infrastructure creates a greater sense of security. Improved legibility and line of sight through the removal of designated road crossing and barriers creates a more enjoyable walking environment, provides natural surveillance and generates greater user confidence. Planting strategies will consider avoiding the creation of concealed ‘trouble-spots’ and CCTV and other safety requirements will be integrated into the design for the footways and bus / tram shelters.</p> <p><b>Severance:</b> The public realm preferred option reduces the number of lanes on Digbeth High Street to one in each direction. A bus gate will also be introduced in both directions; eastbound between Floodgate Street and Gib Street and westbound between Chapel House Street and the junction with Digbeth High Street/Meriden Street, which will reduce the level of through general traffic. The design prioritises pedestrian and public transport movement along Digbeth High Street, improving accessibility to the area.</p> <p>At present, the high traffic flow and multiple lanes of traffic on Digbeth High Street act as an impedance to pedestrian activity and a barrier to free movement across the High Street. The scheme will prevent through traffic from using the highway while allowing access to local traffic, encourage and facilitating pedestrian movement, and will follow the wider transport policies developed by BCC to promote sustainable travel in the city centre.</p> <p><b>Access to Services:</b> The public realm will create greater access to job and services within the city core through short, convenient and pleasant walking trips and integration with the BEE scheme for residents with no or little access to a private vehicle. Connections to wider services will be available via BEE and local bus services as well as regional and national train services from both HS2 and local rail stations.</p>
Technological	The public realm will present an opportunity to integrate way-finding and real-time information for onward travel into the city centre and the wider Digbeth area via rail, Midland Metro, and local bus and Sprint networks.
Legal	The BEE scheme was authorised through TWAO orders by the Secretary of State on 15th January 2020. Although the Digbeth Public Realm scheme has changed the

	<p>tram alignment from the TWAO scheme (Reference Case), the extents of the design are within the limit of land to be acquired or used (LLAU) and therefore does not require an amendment to the TWAO.</p> <p>Delivery of the scheme will be under agreements between WMCA and BCC. This will be similar to the agreement based on the principles set up for the delivery of Centenary Square Extension. The agreement will need to document the arrangements for ongoing collaborative working to progress the scheme to procurement and delivery. All parties are committed to work together to reduce the overall cost of the project.</p>
Environmental	<p>Birmingham is required to reduce levels of NO<sub>2</sub> in the air to a maximum average of 40µg/m<sup>3</sup> as soon as possible. Improvements to local connectivity through walking and public transport measures are key to support this target towards a cleaner city. Improvements to public realm will also encourage short trips to be undertaken by walking.</p> <p>As part of Birmingham’s response to the requirement to reduce levels of NO<sub>2</sub>, a Clean Air Zone (CAZ) is being introduced inside the Birmingham Inner Ring Road. The area covered by this scheme lies inside the CAZ area, and as such any measures to facilitate the use of transport modes other than the private car should be encouraged.</p> <p>Birmingham City Council declared a ‘Climate Emergency’ on 11th June 2019. By facilitating interchange between transport modes and providing an improved environment for pedestrians, this scheme is compatible with the objectives of reducing the use of private travel which contributes to climate change.</p>

### 1.2.2 Organisational context

*Outline the applicant organisation’s strategic objectives and how the project aligns with these. Reference how the project relates to any organisational strategic documents here and if required provide a link or append the document.*

The applicant for the project is Birmingham City Council. The Digbeth High Street Public Realm scheme is proposed to be delivered alongside the Birmingham Eastside Extension (BEE) Midland Metro. This scheme will therefore be delivered by West Midlands Combined Authority (WMCA) via the Midland Metro Alliance (MMA).

This section outlines the organisational objectives of the applicant i.e. BCC, with the policy objectives of other partners and relevant BCC documents set out in Section 1.2.3. BCC’s corporate priorities are articulated within the **City Council Plan and Budget 2021 – 25 (as updated in February 2021)**:

The Council Plan sets out Birmingham City Council priorities for investment between 2021 and 2025, focusing on encouraging investment and business growth, creating employment opportunities, improving education and opportunities for young people, improving the health of local communities, and improving the local environment. The project aligns with the following expected Council Plan outcomes:

- An entrepreneurial city to learn, work and invest in.
- An aspirational city to grow up in.
- A great city to live in.
- A city whose residents gain most from hosting the 2022 Commonwealth Games.
- A city that takes a leading role in tackling climate change.

### 1.2.3 Policy context

*Outline how the project fits with national, sub-regional and local policy and investment plans and strategies, such as West Midlands Industrial Strategy, West Midlands Combined Authority or a neighbouring LEP's Strategic Economic Plans, or Midlands Connect. Provide a referenced excerpt or link to the key relevant sections in such document.*

#### **National Policies**

##### ***National Planning Policy Framework, (2019)<sup>7</sup>***

The adopted National Planning Policy Framework (NPPF) sets out the Government's planning policies for England and how they should be applied. It provides a framework within which locally prepared plans for housing and other developments can be produced. It also seeks to promote the incorporation and development of sustainable transport both as integrated and standalone development projects.

The NPPF places major importance on achieving sustainable development by meeting the needs of the present without compromising the ability of future generations to meet their own needs. The interdependent pillars of sustainable development are:

- **Economic Pillar** - *"to help build a strong, responsive and competitive economy, by ensuring that sufficient land of the right types is available in the right places and at the right time to support growth, innovation and improved productivity; and by identifying and coordinating the provision of infrastructure";*
- **Social Pillar** – *"to support strong, vibrant and healthy communities, by ensuring that a sufficient number and range of homes can provide to meet the needs of the present and future generations; and by fostering a well-designed and safe built environment, with accessible services and open spaces that reflect current and future needs and support communities' health, social and cultural well-being";* and
- **Environmental Pillar** – *"to contribute to protecting and enhancing our natural, built and historic environment; including making effective use of land, helping to improve biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy".*

In particular, the NPPF states that *"...transport issues should be considered from the earliest stage of plan making"* to ensure that:

- *"opportunities to promote walking, cycling and public transport use are pursued";* and,
- *"patterns of movement, streets, parking and other transport considerations are integral to the design of schemes and contribute to making high quality places".*

The project is able to meet each sustainability pillar and the objectives by helping to build on the footfall created by BEE and help funnel investment into the Eastside and Digbeth area, creating sustainable access to new and existing jobs, leisure and educational facilities whilst ensuring detrimental impacts to the environment are minimised through the removal of private vehicles, and the promotion of active travel.

<sup>7</sup> National Planning Policy Framework, Ministry of Housing, Communities and Local Government, 2019.

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/810197/NPPF\\_Feb\\_2019\\_revised.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/810197/NPPF_Feb_2019_revised.pdf)

### ***Transport Investment Strategy, DfT (2017)<sup>8</sup>***

The adopted Transport Investment Strategy (TIS) is a vital part of the government's industrial strategy and plan for Britain. The TIS sets out how the UK respond realistically and pragmatically to existing and future transport challenges and putting the travelling public at the heart of the choices it makes.

The TIS contains four key objectives:

- *“To create a more reliable, less congested, and better-connected transport network that works for the users who rely on it”;*
- *“Build a stronger, more balanced economy by enhancing productivity and responding to local growth priorities”.*
- *“Enhance our global competitiveness by making Britain a more attractive place to trade and invest”;*  
and
- *“Support the creation of new housing”.*

The Digbeth High Street Public Realm along with the BEE scheme will create a less congested section of the local network connecting to Birmingham city centre by reallocating road space to more sustainable transport modes.

Priority given to the tram and no barriers to pedestrian movement will create more reliable and favourable methods of transport, connecting Digbeth to key growth areas within the city centre as well as to more strategic forms of transport such as HS2 and New Street Station. This provides greater social and economic opportunities for local communities who would otherwise find it more difficult to access these opportunities.

Forthcoming and planned developments are shown in **Figure 3** in Section 1.2.4 and include Smithfield, Lunar Rise, Beorma and Connaught Square.

### **Regional Policies**

#### ***Strategic Economic Plan, GBSLEP, (2016-2030)<sup>9</sup>***

The adopted Strategic Economic Plan (SEP) sets out the vision and strategy for *“...delivering smarter, more sustainable and more inclusive growth for the benefit of our area, the wider West Midlands City region and the UK as a whole”*. The SEP also identifies their contribution to the delivery of the ambitious growth targets set by the West Midlands Combined Authority (WMCA).

The strategic vision for the SEP is for *“...Greater Birmingham to be a top global city region that drives the Midlands Engine and is the major driver of the UK economy outside London – harnessing our strengths and assets for the benefit of our area and the wider UK economy”*.

The SEP sets out to support the development of masterplans for key sites, including the Birmingham Curzon HS2 Masterplan which sets out what will be done to maximise the regeneration and connectivity

<sup>8</sup> Transport Investment Strategy, DfT, 2017.

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/918490/Transport\\_investment\\_strategy.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/918490/Transport_investment_strategy.pdf)

<sup>9</sup> Strategic Economic Plan, GBSLEP, 2016-2030. <https://gbslep.co.uk/wp-content/uploads/2017/06/SEP-2016-30.pdf>

potential of HS2 in the city centre. As part of this, Eastside and Digbeth are highlighted as key areas with high regeneration potential. Improved integration of the BEE with Digbeth Coach Station will improve the connectivity to areas earmarked for growth and regeneration which are included on the Midland Metro Network, including Eastside and Digbeth.

Digbeth High Street Public Realm will work towards achieving the SEP mission “...to create jobs and grow the economy – and, in doing so, to raise the quality of life for all of those that lives and work here” by improving the quality of the urban environment as well as acting as part of a wider catalyst for investment and growth in the local area.

The Public Realm project will contribute towards specific strategic objectives set out within the SEP, additional to those discussed as part of the ‘Place’ pillar in section 1.1.3 of this FBC, including:

- *Increase private sector investment, including overseas investment:*
  - by ensuring the public realm project both enables and caters for increased footfall as a result of integration with the BEE scheme and the wider HS2 network, Digbeth and Eastside will prove to be an attractive location to invest from both local and overseas private sector sources.
- *Enable more inclusive growth that delivers benefits more widely and reduces unemployment – particularly in parts of Birmingham and North Solihull with high rates.*
  - by providing a more sophisticated and accessible connection between key growth sites such as the city core and the Digbeth area, as part of a wider sustainable transport network, will provide more economic and social opportunities for people living within Digbeth and Eastside.

### ***Enterprise Zone Invest Plan, (2019)***

The Enterprise Zone Investment Plan (EZIP) is the next step in driving conditions for economic success, building on the £598m of private investment since its establishment in 2011. The EZIP focuses on the period from 2019 – 2028 and sets out a phased programme of investment for major schemes and infrastructure.

The investments plan aims to accelerate development across the Enterprise Zone which strongly focuses on the benefits that HS2 will bring in 2026 and the contribution to delivering expansion of the Midland Metro Tram Network.

*“The EZ is focused on early intervention in infrastructure to accelerate growth and unlocking development to deliver the vision of the Big City Plan (BCP) and the GBSLEP priorities for growing the economy and creating jobs”.*

The EZIP highlights the key areas for investment as being:

- *Strategic site investment;*
- *Infrastructure; and,*
- *Business Support.*

The key infrastructure investment will focus on:

- *“New transport schemes such as Metro, Sprint, rail and cycling;*
- *New education, community and healthy facilities;*
- *New and faster digital technologies to improve communications;*
- *Improving the public realm to provide safe and attractive routes for walking and cycling and enhanced public spaces”.*

With nearly £1 billion of planned investment, GBSLEP and BCC aim to unlock the delivery of 1.1 million sq m of new commercial floorspace, create over 71,000 new jobs and contribute £2.3 billion GVA per annum (p.a.) to the economy. Ensuring that both residents and businesses share in the benefits that will be generated, will be of paramount importance.

The Digbeth High Street Public Realm project has been highlighted as a key project to be delivered within the document programme period. The EZIP (2019) includes an indicative allocation of £15.5 million for the Digbeth High Street project. The project will provide the opportunity to deliver safe and attractive routes for walking and cycling. It will also facilitate additional private investment in strategic sites by adding value to the BEE scheme through facilitating and enabling the added footfall it will bring.

***Midlands Connect Strategy, Powering the Midlands Engine, GBSLEP, (2017)<sup>10</sup>***

The Midlands Connect Strategy sets out proposals to drive economic growth, create more and better jobs, and create more trade and investment in the Midlands region through new and improved transport infrastructure. It identifies key priorities for improving regional and national connectivity across the Midlands and the UK.

The document sets out a rolling 25-year programme of strategic road and rail improvements which are split into 5 year 'blocks' consistent with expected road and rail investment periods and the implementation of HS2. This is to create "...*much needed certainty to businesses, communities and investors whilst also improving quality of life, improving skills and enhancing access to new opportunities – both within the Midlands and beyond*".

The specific priorities from the strategy include;

- ***Regionally Connected: Powering the Midlands Engine*** – *Transforming East to West connectivity will widen access to markets, supply chains and labour markets releasing the full potential across the whole region – from the Welsh borders to the Lincolnshire coast;*
- ***UK Connected: The Midlands transport networks power the UK economy*** – *Strategic road and rail networks that bring the country's economic regions closer together boosting productivity, access to markets and international gateways;*
- ***HS2 Connected: Getting the Midlands HS2 ready*** – *Investing in complementary connectivity will spread the growth unlocked by HS2 across the Midlands and the country as a whole;*
- ***Ensuring connectivity of the region with HS2 and the regeneration potential it has on local communities; and,***
- ***Global connectivity, linking the West Midlands and the rest of the world.***

The Digbeth High Street Public Realm project will improve the connectivity of Digbeth to HS2 via better access to the Midland Metro and improved desire lines to the HS2 Curzon Street Station itself. HS2 Curzon Street Station will in turn improve Birmingham's connectivity to key national hubs and airports. This connectivity to HS2 will help maximise its potential regeneration and investment benefits for Digbeth and the Eastside area.

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<sup>10</sup> Midlands Connect Strategy: Powering the Midlands Engine, Midlands Connect. (2017).  
<https://www.midlandsconnect.uk/media/1224/midlands-connect-strategy-march-2017.pdf>

### ***Strategic Economic Plan, WMCA, (2016)***<sup>11</sup>

The Strategic Economic Plan (SEP) sets out the vision and strategy for a smarter, more sustainable and more inclusive growth for the benefit of the West Midlands. *“Using the momentum of HS2 to improve connectivity within the area and exploiting the strengths of the UK Central Growth Corridor through Birmingham, Solihull and Coventry – and between the West Midlands and national and international markets”* is part of the SEP’s vision.

The SEP recognises Birmingham city centre as the regional hub and a natural focal point for growth and investment. It emphasises the importance of harnessing the transformational opportunities presented by HS2 and identified both HS2 stations (Curzon Street and UK Central) as creating new areas of regeneration, housing and business growth.

The Digbeth High Street Public Realm project will improve the connectivity of Digbeth to HS2 via better access to the Midland Metro and providing improved desire lines to the HS2 Curzon Street Station itself. This improved connectivity to HS2 will help maximise the potential regeneration and investment benefits for Digbeth and the Eastside area.

### ***Movement for Growth: West Midlands Strategic Transport Plan, WMCA, (2016)***<sup>12</sup>

The Movement for Growth document sets out the WMCA plan for growth and the long term-approach for transport. The Digbeth High Street Public Realm project will directly support the delivery of the objectives set out in the report including:

- *Use transport improvements to enhance the public realm and attractiveness of our centres;*
- *Ensure that walking and cycling are safe and attractive option for many journeys, especially short journeys.*

The project will also indirectly support the following objective:

- *Introduce a fully integrated rail and rapid transit network that connects our main centres with quick, frequent services, and which is connected into wider local bus networks through high quality multi-modal interchanges;*
  - This will be achieved through creating an environment which will enhance pedestrian mobility and their ability to use the Midland Metro system and its connections to other nearby transport modes such as HS2 and Birmingham New Street Station.

### **Local Policies**

#### ***Draft Birmingham Transport Plan 2031 (2020)***<sup>13</sup>

The emerging Birmingham Transport Plan sets out what the city needs to do to directly meet future transport demand. The vision for the Transport Plan is:

<sup>11</sup> Strategic Economic Plan, West Midlands Combined Authority. (2016).

<https://www.wmca.org.uk/media/1382/full-sep-document.pdf>

<sup>12</sup> Movement for Growth: West Midlands Strategic Transport Plan, West Midlands Combined Authority. (2016).

<https://www.tfwm.org.uk/media/1099/movement-for-growth.pdf>

<sup>13</sup> Draft Birmingham Transport Plan, Birmingham City Council. (2020).

[https://www.birmingham.gov.uk/downloads/file/14861/birmingham\\_transport\\_strategy](https://www.birmingham.gov.uk/downloads/file/14861/birmingham_transport_strategy)

*“The vision for Birmingham’s transport is for sustainable, green, inclusive, go anywhere network. Safe and healthy environments will make active travel – walking and cycling – the first choice for people making short journeys.*

*A fully integrated, high quality public transport system will be the go-to choice for longer trips.*

*A smart, innovative, carbon neutral and low emission network will support sustainable and inclusive economic growth, tackle climate change and promote the health and well-being of Birmingham’s citizens”.*

The vision will be secured through the following four ‘Big Moves’:

- *Reallocating road space*
- *Transforming the city centre*
- *Prioritising active travel in local neighbourhoods*
- *Managing demand through parking measures.*

The reallocation of road space on Digbeth High Street to sustainable transport as part of the public realm and BEE projects will help to reduce the number of single occupancy private vehicles within the city centre.

The project will support the “*creation of a network of pedestrian streets and public spaces integrated with public transport service*” through delivering the BEE mixed with a high-quality urban realm which focuses on pedestrian connectivity as well as reducing the number of cars on Digbeth High Street through reallocating road space to more sustainable forms of transport including active travel.

### ***Route to Zero Taskforce (2019)***

The Route to Zero (R20) Taskforce was created in autumn 2019 and brings together Members and officers from the council and representatives from the West Midlands Combined Authority, the NHS, higher education, the business community, faith communities, young climate strikers, climate campaigners, and other key partners and stakeholders.

Between January and February 2020 the council ran an online survey to understand the barriers the people of Birmingham face in helping to tackle the climate change, and to seek people's views and ideas for how different people can take action.

The vision for the public realm on the high street is being developed to contribute to the city’s environmental and route to zero agendas – a series of positive changes are being made to the high street environment to change the way people move and to create an attractive, green, liveable neighbourhood, helping to reduce carbon emissions and limit the climate crisis

A linear parkway promenade along the northern façade of the high street will include;

- 4100m<sup>2</sup> of planted areas and an area of 1040m<sup>2</sup> of mown grass
- A diverse and robust mix of planting, grasses and a variety of tree species which will provide all-year round interest and a rich habitat for wildlife,
- 78 trees are proposed along the length of the high street.
- Planting species have been selected to be low maintenance, drought tolerant and to cope with temporary water logging.
- A rain garden is being considered – this will help to slow waterflow into proprietary systems from the northern urban realm area.

### **Big City Plan (2011)<sup>14</sup>**

The Big City Plan (BCP) City Centre Masterplan is being produced as a non-statutory planning and regeneration framework for Birmingham's city centre. The key principles are embedded in the Council's Core Strategy (Birmingham Development Plan) which is the statutory planning document that provides the vision and direction for future development across the whole city.

The BCP highlights Eastside as an opportunity for mixed use development "...including office, residential, learning and leisure space" as well as building upon the arrival of HS2 to act as a significant catalyst for regeneration.

BCC has set itself an ambitious target for a "...60% reduction in the city's carbon dioxide emissions by 2026" through "...improving public transport, promoting a network of pedestrian and cycle routes".

The project will help to deliver upon the aspirations set out within the BCP by creating sustainable connections to key growth areas in the city core and encouraging further investment and subsequent footfall to new and existing sites within the vicinity of Digbeth High Street.

The Digbeth High Street Public Realm and BEE will, together, contribute towards the increased provision of a sustainable multi-modal transport network which works towards reducing car dependency and carbon emissions within the city.

### **Birmingham Development Plan 2031 (2017)<sup>15</sup>**

The Birmingham Development Plan (BDP) 2031 was adopted by Birmingham City Council on 10<sup>th</sup> January 2017. This document sets out a spatial vision and strategy for the sustainable growth of Birmingham for the period 2011 to 2031 and guides decisions on planning, development and regeneration.

The adoption of the BDP resulted in changes to the statutory development plan which included replacing the majority of policies in the Birmingham Unitary Development Plan 2005.

The vision is for Birmingham, by 2031, "...will be renowned as an enterprising, innovative and green City that has delivered sustainable growth meeting the needs of its population and strengthening its global competitiveness"

To deliver the vision, the BDP sets out the following objectives:

- *To develop Birmingham as a City of sustainable neighbourhoods that are safe, diverse and inclusive with locally distinctive character;*
- *To make provision for a significant increase in the City's population;*
- *To create prosperous, successful and enterprising economy with benefits felt by all;*
- *To promote Birmingham's national and international role;*
- *To provide high quality connections throughout the City and with other places including encouraging the increased use of public transport, walking and cycling;*

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<sup>14</sup> Birmingham Big City Plan, Birmingham City Council. (2011).

[https://www.birmingham.gov.uk/downloads/download/214/big\\_city\\_plan](https://www.birmingham.gov.uk/downloads/download/214/big_city_plan)

<sup>15</sup> Birmingham Development Plan, Birmingham City Council. (2017).

[https://www.birmingham.gov.uk/downloads/file/5433/adopted\\_birmingham\\_development\\_plan\\_2031](https://www.birmingham.gov.uk/downloads/file/5433/adopted_birmingham_development_plan_2031)

- *To create a more sustainable City that minimises its carbon footprint and waste, and promotes brownfield regeneration while allowing the City to grow;*
- *To strengthen Birmingham's quality institutions and role as a learning City and extend the education infrastructure securing significant school places;*
- *To encourage better health and well-being through the provision of new and existing recreation, sport and leisure facilities linked to good quality public open space;*
- *To protect and enhance the City's heritage assets and historic environment;*
- *To conserve and enhance the Birmingham's natural environments, allowing biodiversity and wildlife to flourish;*
- *To ensure that the City has the infrastructure in place to support its future growth and prosperity.*

The BDP sets out diverse set of policies to help guide new development. Those policies which the Digbeth High Street Public Realm project will help to deliver upon are outlined below.

*Policy PG1: Overall levels of growth* - The project will help to improve connectivity and mobility which will support and attract new investment opportunities within the Eastside area, helping to contribute to wider growth aspirations.

*Policy PG3: Place making* - The project in essence will provide a high-quality urban realm to reduce vehicular traffic along Digbeth High Street and promote active travel. High quality design and materials will add to the positive ambience created from the reallocation of road space.

*Policy GA1.3 The Quarters – Eastside* - The project will help to build upon the positive impact resulting from HS2 by creating an attractive and well-connected pedestrian environment, allowing for greater footfall in the area and potential growth and investment.

*Policy TP1: Reducing the City's carbon footprint* - The Digbeth High Street Public Realm and BEE will, together, contribute towards the increased provision of a sustainable multi-modal transport network which works towards reducing car dependency and carbon emissions within the city.

*Policy TP19: Core employment areas* - The project will contribute towards the physical and economic regeneration of Digbeth and Eastside by creating an attractive and well-connected multi-modal environment which will encourage private investment and growth.

*Policy TP21: The network and hierarchy of centres* - The project will help to enhance Digbeth and the wider city centre as a preferred location for retail, office and leisure developments as set out within the policy, by attracting and encouraging greater footfall and passing trade.

*Policy TP23: Small shops and independent retailing* - Digbeth has a multitude of independent and niche shops which helps to create a unique local identity. Increased attractiveness of the local area and the enhanced pedestrian connectivity as a result of the project will help encourage greater footfall in the area, allowing for continued growth of Digbeth's niche shopping scene.

*Policy TP27: Sustainable neighbourhoods* - The public realm will provide a sustainable form of infrastructure and connection to new and potential growth sites in the city centre such as Bullring, Smithfields and HS2. This will benefit the local community by providing better and cheaper access to employment, leisure facilities, and education.

*Policy TP38: A sustainable transport network* - The BEE scheme along with the integration of Digbeth High Street Public Realm will significantly contribute towards Birmingham's development of a "...high quality, integrated transport system, where the most sustainable mode choices also offer the most convenient means of travel". The two will offer a convenient, affordable and efficient method of travel into Birmingham city centre via a more sustainable means than the private vehicle.

*Policy TP39: Walking* - The project will deliver a safe and pleasant walking environment which will improve pedestrian safety and prioritise it as a primary method of travel over the private vehicle. It will incorporate all routes with high desire lines linking to key growth areas in the city, such as Bull Ring, HS2 and the surrounding Digbeth area.

*Policy TP40: Cycling* – The committed Bradford Street cycle infrastructure scheme will be incorporated adjacent to the public realm project on Digbeth High Street and will provide supplementary segregated cycle provision into the city centre from Digbeth.

*Policy TP41: Public Transport* - The Digbeth High Street Public Realm will be delivered along with the BEE scheme and will help to increase its usage through improved footfall and reallocation of road space from private car.

#### **Smithfield Masterplan (2016) <sup>16</sup>**

The Smithfield masterplan helps to deliver on the overarching vision of the Big City Plan as the next phase of major investment in the city centre. The master plan builds on the work of the Birmingham Smithfield Visioning Document which was launched in March 2015, and defines the big moves and defines the principles that will deliver the highest quality sustainable place for the future.

In 2017, the wholesale markets were reallocated to the provision of new facilities which provided the opportunity to realise the “...*transformational potential*” for the area.

The vision for Smithfield “...*will be of a sustainable, green and inclusive place that has people at the heart of a zero-carbon development. It will drive opportunities for the city’s economy creating new cultural and leisure attractions, vibrant retail markets and space for start-ups, small businesses and entrepreneurs. It will be a distinctive place, that reflects the area’s rich history with high quality architecture, a network of green infrastructure, public spaces and squares and a dynamic new residential neighbourhood that is reconnected to the wider city through new streets, public transport and pedestrian and cycle routes*”

The Midland Metro is expected to integrate itself with the Smithfield site. The development will also deliver improvements to accessibility and “...*reconnect the site to the wider city*” through improved public transport and active travel.

The Digbeth High Street Public Realm will help to integrate the site further with its surrounding, especially with the wider Digbeth area by providing high quality pedestrian connectivity to other key sites, both local and further afield via access to BEE.

#### **Draft Rea Valley Urban Quarter SPD (2019)<sup>17</sup>**

The Southern Gateway of the BDP was renamed the Rea Valley Urban Quarter to create a focus on the transformation of the River Rea to create a unique waterside development, comprising parts of Digbeth, Southside, Cheapside and Highgate.

The public consultation on the draft SPD closed in July 2019.

The vision of the SPD is “...*through the creation of a series of distinctive neighbourhoods, the Rea Valley Urban Quarter will become a diverse and vibrant place to live, work and spend leisure time.*”

<sup>16</sup> Smithfield Masterplan, Birmingham City Council. (2016).

[https://www.birmingham.gov.uk/downloads/file/4439/birmingham\\_smithfield\\_masterplan](https://www.birmingham.gov.uk/downloads/file/4439/birmingham_smithfield_masterplan)

<sup>17</sup> Rea Valley Urban Quarter, Draft Supplementary Planning Document, Birmingham City Council. (2019).

[https://www.birminghambeheard.org.uk/economy/rea-valley-spd/supporting\\_documents/Rea%20Valley%20SPDMay19.pdf](https://www.birminghambeheard.org.uk/economy/rea-valley-spd/supporting_documents/Rea%20Valley%20SPDMay19.pdf)

*With the River Rea at its heart, rich in biodiversity, promoting the health and wellbeing of residents and visitors alike. A variety of new and innovative housing types will attract a truly diverse community, which will benefit from a range of services and facilities and a dynamic mix of employment spaces”.*

The northern section of the Rea Valley development area is adjacent to Digbeth High Street and where the public realm will be delivered. The public realm will help the Rea Valley area integrate with the wider Digbeth area and its adjacent developments through the creation of an attractive and unique walking environment with improved connections and desire lines.

### **Digbeth, Deritend and Bordesley High Streets Conservation Area (2009)<sup>18</sup>**

This document has been produced in accordance with national guidance contained in PPG15: Planning and the Historic Environment (1994). This document sets out the basis for the development control process within the conservation area. A number of listed buildings are identified within the study area. The document states that:

*“The Council is urged to build on this success and to focus on the distinctive ‘gritty’ character of the Digbeth area as a major asset in the creation of a diverse and vibrant city centre.”*

### **Summary**

The sections above demonstrate how the Digbeth High Street Public Realm scheme fits with and incorporates aspects of national, sub-regional and local policy and investment plans and strategies. In particular, the proposed Digbeth High Street Scheme aligns with the local policies which aim to reduce through traffic in the Digbeth area and encourage the use of road space by more sustainable modes of travel.

### **1.2.4 Links to other projects**

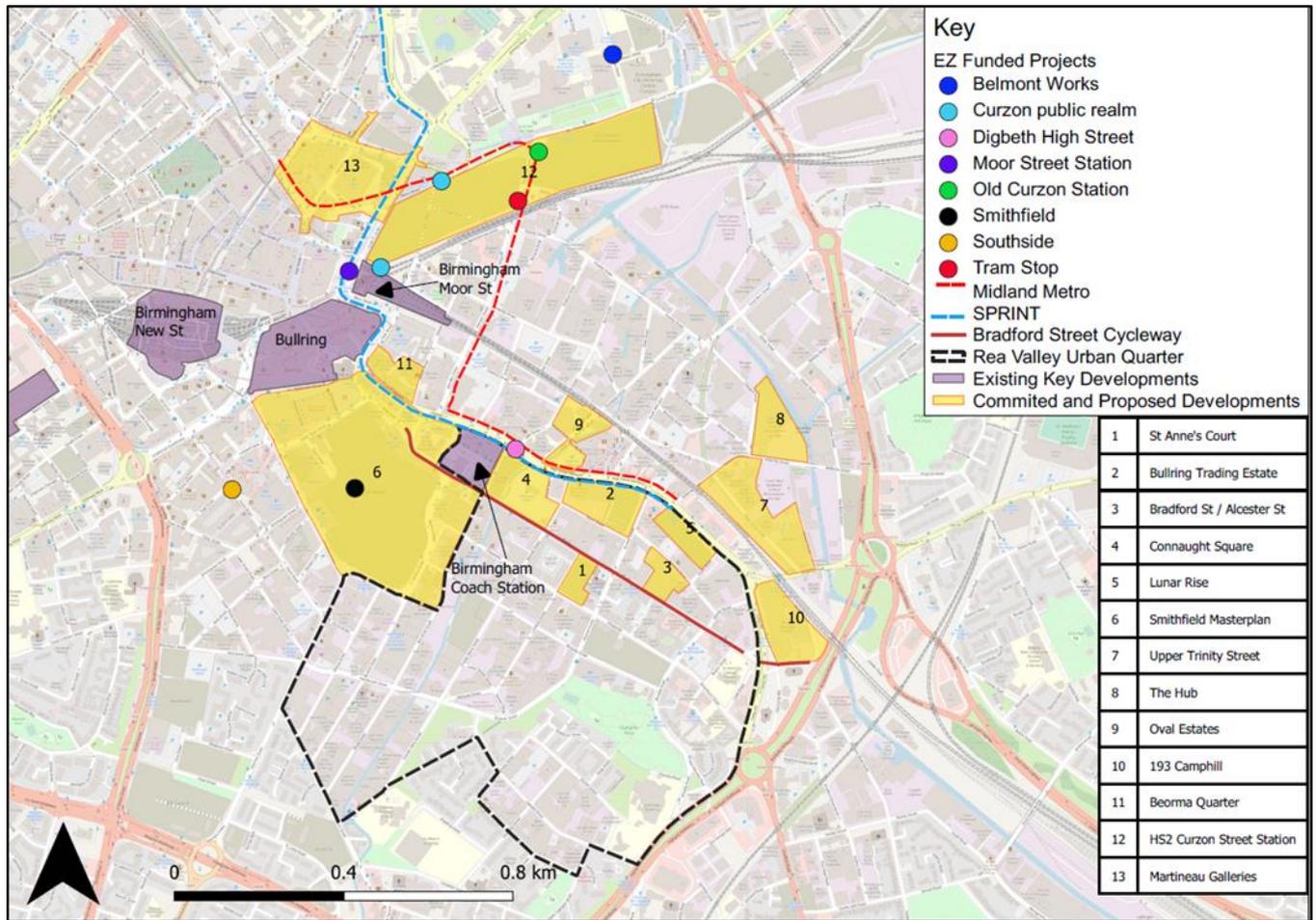
*Does the project link with other GBSLEP, other LEP, WMCA or Local Authority supported projects? If so, how?*

Other projects located close to the Digbeth High Street scheme area are identified within **Figure 3** and described in greater detail overleaf..

<sup>18</sup> BCC, Digbeth, Deritend and Bordesley High Streets Conservation Area, 2009.

[https://www.birmingham.gov.uk/downloads/download/226/digbeth\\_deritend\\_and\\_bordesley\\_high\\_streets](https://www.birmingham.gov.uk/downloads/download/226/digbeth_deritend_and_bordesley_high_streets)

Figure 3: Digbeth High Street Local Development Context



Organisation	Map Ref	Project	Description
	1	St Anne's Court	St Anne's court is a committed 1.19-acre site which will deliver 170n residential units made up of one, two and three-bedroom apartments, a small number of exclusive penthouse suites, as well as a communal rooftop terrace. The development will contribute towards the wider delivery of the Rea Valley SPD.
	2	Bull Ring Trading Estate	The Bull Ring Trading estate is a proposed development that will deliver 7, 6 to 30 storey buildings providing 928 new residential apartments, 720 sq. m internal amenity space, 996 sq. m flexible amenity and retail /leisure floorspace. The public realm will help to integrate the development to other nearby developments and wider transport infrastructure.
	3	Bradford St/ Alcester St	This a committed development which will comprise of 130 residential units. The development street is situated on the junction of Bradford St/Alcester St and will contribute towards the wider delivery of the Rea Valley SPD.
	4	Connaught Square	Connaught Square is a committed development fronting onto Digbeth High Street. It will deliver 770 new apartments and over 42,000 sq. ft of commercial space. It will play a key role in the expansion of the city centre into Digbeth, providing high-specification housing, flexible business space and amenities.

			The public realm will help to integrate the development to other nearby developments and wider transport infrastructure.
Birmingham City Council	5	Lunar Rise	Lunar Rise is a 517 mixed 1 and 2 bedroom apartment development in Digbeth. The design comprises of 3 separate buildings with two 10 storey blocks facing Digbeth High Street. The project will include retail and commercial space at ground floor and create a new focal point for a re-animated street scene. Digbeth public realm will fully integrate with the Lunar Rise development, providing a better sense of place for new residents and better active travel connections to the city centre.
	6	Birmingham Smithfield Development	The Birmingham Smithfield development represents one of the largest city centre development sites in the country with more than £500m of investment. The improvements to the public realm and connectivity will provide direct walking links to the development and is compatible with the possibility of future Metro extensions to the development.
	7	Upper Trinity	The Upper Trinity development is proposed to deliver up to 1,000 new homes with a mix of private sale and build to rent apartments. It included 6,000 sq. m of mixed creative, retail, leisure and workspace as well as a proposed 133-bedroom hotel. The development will be situated on Upper Trinity Street, north of Digbeth High Street. The public realm project will help to integrate and connect the development with the city core and the wider Digbeth area.
	8	The Hub	The Hub is a proposed mixed-use development comprising of 800 residential units and 7,000 sq. m of commercial space including new retail, office and assembly space. It will be situated on the current National Express bus garage which will be vacated for a new purpose-built facility to house its next generation of electric vehicles.
	9	Oval Estates	Oval Real Estates have submitted a hybrid planning application for 42 acres of Digbeth that provides a framework and long-term vision for the area that is centred around the iconic Custard Factory. Up to 350,000 sq. m of commercial space and 1850 homes will be provided alongside shops, restaurant, cafés and additional leisure facilities, creating 16,000 new jobs.
	10	193 Camphill	The 193 Camphill redevelopment is a proposed development which aims to provide 480 homes, a hotel and flexible business / commercial floorspace of 1,480 sqm in 7 new blocks ranging from 3 to 26 storeys, together with car parking, landscaping and associated works.
	11	Beorma Quarter	Beorma Quarter is a proposed mixed use development comprising demolition and retention of some buildings and facades on Digbeth High Street and the construction of 3 new blocks including a 30 storey tower to provide retail, business space, residential apartments and live-work units. This development will integrate well with the Digbeth High Street public realm scheme as it is situated at the beginning of the high street. The Digbeth High Street Public Realm scheme will

			therefore help to facilitate the development of the Beorma Quarter and help accommodate the increased footfall it will bring.
	13	Martineau Galleries	The proposed redevelopment of Martineau Galleries will include the demolition of all buildings and structures within the existing site to accommodate a mixed-use development of up to 255,000 sq m of floorspace, including commercial, residential, retail, leisure and food beverages uses. The public realm project will help to improve BEE tram patronage which itself is already proposed to link to the Martineau Galleries site with a tram stop on Bull Street.
		Bradford Street Cycle Scheme	BCC are committed to include measures for cyclists as part of the transformation of Digbeth and to integrate with HS2 Curzon Street Station and the proposed new Smithfield development and the BEE Metro scheme. To achieve this, there will be a delivery of new cycle provision along Bradford Street which connects to existing cycle facilities as well as future facilities. This will run adjacent to parts of the Digbeth High Street Public Realm and will create an addition to the multi-modal offer the public realm and BEE scheme will bring.
		Rea Valley Urban Quarter	The Rea Valley Urban Quarter will capitalise on the growth that will be brought about the Birmingham Smithfield development. The vision is for well connected, liveable mixed-use neighbourhoods providing high quality residential environments alongside employment opportunities and amenities. The northern section of the quarter runs alongside Digbeth High Street and will therefore integrate with the wider Digbeth area through the public realm scheme.
HS2	12	HS2 / HS2 Curzon Street Station	To achieve the maximum regeneration benefits of HS2, full integration and connectivity to the new HS2 Curzon Street Station will be required. This will be facilitated through the Midland Metro BEE providing a direct connection to Digbeth. The public realm will facilitate better pedestrian access to BEE and, consequently, to HS2.
West Midlands Combined Authority		Midland Metro Birmingham Eastside Extension (BEE)	The BEE will be delivered simultaneously with this project. The public realm will provide better pedestrian access to the Midland Metro and will facilitate expected increase in footfall that BEE will deliver.
		SPRINT	SPRINT is a bus priority corridor that will link Walsall to Solihull and Birmingham Airport via Birmingham city centre, along the A34 and A45. SPRINT will support the region's economic growth and expanding population, and will combat congestion by offering reliable, connected and sustainable public transport. SPRINT directly integrates with the Digbeth High Street scheme as it will travel along the High Street and will be served by SPRINT stops at the public transport interchange

## 1.3 Project benefits

### 1.3.1 Logic model

*Provide a logic model for how the desired change will be achieved through the outcomes and impacts of the project. A separate appendix including the model can be referred to.*

Based upon the objectives of the scheme, a logic map has been prepared in support of this application and is presented in the Digbeth High Street Full Business Case – Monitoring and Evaluation Plan which is appended to this Business Case **Appendix S7**. The logic map outlines the objectives for the scheme and links inputs/outputs with the outcomes that can be derived from the scheme.

### 1.3.2 Evidence of what works

*Confirm how the project draws on what has worked in the past or in other similar contexts.*

The effect of public realm interventions can be considerable and is reflected by significant positive impacts on individuals, communities, local economies and land values. Using Jan Gehl measurement of human experience of place, the Place Making: The Value of the Public Realm report (CBRE, 2017) demonstrates the value of public realm interventions in financial terms, through the impact on land value, rents and capital values. The study identifies that public realm can generate an uplift in value by a “change of image”, “creation of a destination”, “versatility of public realm” and the stimulus a public realm can have “as part of a wider redevelopment project”. The paper argues that public realm intervention “dramatically improves the economic competitiveness of an urban area”.

Digbeth High Street Public Realm will create a better-quality environment that helps ensure that the BEE Midland Metro will be fully accessible for all users. The reallocation of road space to prioritise walking and the BEE associated with the scheme will improve safety, and the added openness of the public realm and increased footfall associated with the Digbeth High Street scheme will enhance the perception of safety and security.

Well-designed public realm provides a safe, spacious and attractive environment which provides a pleasant walking environment for pedestrians. Due to its strategic location alongside the BEE Midland Metro, the proposed Digbeth High Street Public Realm has the potential to be adapted for other uses such as street markets, events and pop up facilities. Digbeth already has an established scene of alternative pubs and bars, craft retail stores, and unique leisure facilities. The adaptation of the public realm to provide these uses would fit seamlessly with the identify into what Digbeth has now become known for.

The scheme will also result in creation of a high-quality multi-modal interchange along the section of Digbeth High Street by Digbeth Coach Station. Guidance produced by Campaign for Better Transport outlines ways that high quality interchanges can influence travel choices, facilitate easier access to networks and support new retail and housing development.

Transport for London’s Interchange Best Practice outlines four key best practice themes which include:

- **Efficiency** – Efficient movement of people and modes will help create an effective multi-modal interchange. Clear permeability through the interchange with clearly defined movements between services will help make an efficient interchange.
- **Usability** – Accessible design of the interchange that meets the requirements set out in the Equality Act 2010 for all users will help passenger’s perception of personal security making the

area more usable. Good quality lighting and CCTV will remove the perception of a hostile environment and increase the usability of the interchange.

- **Understanding** – Integrated wayfinding and real-time information of different modes along with good permeability through the interchange will help passenger's experience and quality of journey.
- **Quality** – Urban realm plays an important role in place-making and perception of safety. Creation of a high-quality interchange environment and the feeling of a sense of place for passengers arriving at the interchange for the first time will leave a lasting perception and experience.

### 1.3.3 Equality impact

*Outline how the project would affect the social well-being of the relevant area and how it could be modified to further improve this. Attach a relevant assessment if conducted.*

The Digbeth High Street Public Realm scheme will create a better-quality environment and will help to ensure that the BEE Midland Metro will be fully accessible for all users, including those with mobility impairments. It will be based upon best practice that is compliant with the 2010 Equality Act, meeting the requirements for mobility impaired users.

The public realm will help to reallocate roads space to pedestrians, including disadvantaged groups who do not have access to a private vehicle to be able to access employment, leisure and retail facilities at key sites within Birmingham city centre as well as potentially further afield by connecting to strategic transport hubs such as HS2 Curzon Street and Birmingham New Street.

The revised public realm provides wider pedestrian areas without street furniture or clutter to disrupt movement. Crossing points are laid out with tactile paving and are designed to be suitable for all users. The combination of the wider paved areas, reduction in traffic flow, and modern layout without clutter will make it easier for all users to navigate and move through the area.

The Environmental Impact Assessment for the BEE route considered the socio-economic impact of BEE<sup>19</sup>. The impact of construction and operation of BEE were considered along the entire route of BEE.

No long-term impacts of construction were identified for Digbeth High Street. Short-term impacts were noted as:

- Disruption to business resources along High Street Deritend: Negligible effect, not significant
- Temporary land take due to Adderley Street construction compound: Moderate adverse effect. Significant

Long-term impacts of operation for Digbeth High Street were noted as:

- Support for economic development / regeneration of Digbeth and Eastside: Major beneficial effect. Significant
- Improved accessibility through reduced journey times: Major beneficial effect. Significant.

The EIA also noted cumulative benefits through increased economic activity at Beorma Quarter and Smithfield.

### 1.3.4 Environmental impact

<sup>19</sup> [https://www.metroalliance.co.uk/wp-content/uploads/2016/10/Volume-1-Main-Statement-Final.pdf.pagespeed.ce.spZII\\_uYIQ.pdf](https://www.metroalliance.co.uk/wp-content/uploads/2016/10/Volume-1-Main-Statement-Final.pdf.pagespeed.ce.spZII_uYIQ.pdf)

*Outline what impact the project will have on the environment. If an Environmental Impact Assessment has been undertaken, append it and summarise the proposed risks, issues and mitigation measures here. Describe the metrics and measures included in the design and operation in order to reduce carbon emissions or other environmental safeguards.*

As part of the Transport and Works Act Order (TWAO) process for Birmingham Eastside Extension, an Environmental Impact Assessment (EIA)<sup>20</sup> was carried out to identify the likely significant environmental effects (both adverse and beneficial) of BEE during both the construction and operation phases. An EIA or the Reference Case was carried out based on the legislative requirements set out in the European Union EIA Directive 85/337/EEC and the Transport and Works (Applications and Objections Procedure) (England and Wales) Rules 2006 first in 2016 and then updated post the submission of the TWAO application in 2017. **Appendix S8** shows the summary of environmental impacts included in the EIA.

In conclusion no significantly adverse effects related to BEE operation in the section of Digbeth High Street were forecast other than:

- Land Use and Land Take - Corner of Meriden Street and High Street Deritend (1578m<sup>2</sup>); and
- Noise and Vibrations - Indirect noise impacts due to changes in road traffic noise affecting dwellings and other sensitive receptors. In the short term, this applies to 55 receptors during the daytime and 39 at night. In the long-term, this applies to 413 receptors during the daytime and 43 receptors at night. Please note that this was assessed for the entire proposed BEE route and less than a third of it forms the Digbeth High Street section of BEE.

All other effects covered within the EIA were assessed to have either no adverse significant effect; or moderate to major beneficial significant effect.

EIA formed the evidence base for the Public Inquiry and the TWAO order and deemed Planning Permission signed by the Secretary of State on 15<sup>th</sup> January 2020.

Subsequent to the EIA update in 2017, the Reference Case has been evolved to include Digbeth High Street Public Realm proposals including the introduction of Bus Gate, developing Digbeth High Street as a high-quality public transport corridor and enhanced urban realm in the area. This will further result in the transformation of Birmingham City Centre by contributing to reducing car use inside the Inner Ring Road, in line with BCC's transport policies.

## 1.4 Constraints and dependencies

### 1.4.1 Constraints and barriers to change

The public realm will be delivered alongside the construction of the BEE scheme. Project delivery will be dependent on the timescales of construction of the BEE Midland Metro. The BEE scheme is fully approved and funded and will be commencing construction in April 20201.

The delivery of BEE has an interdependency with the delivery of HS2, particularly HS2 Curzon Street Station. A phased delivery of BEE has therefore been agreed between partners, with the Digbeth High Street Public Realm works and section 1 ( Bull Street to Moor Street Queensway section) programmed to

<sup>20</sup> <https://www.metroalliance.co.uk/wp-content/uploads/2017/10/BEE-A13-5-Update-to-Environmental-Statement.pdf.pagespeed.ce.R038TJWJ8jq.pdf>

be delivered by 2022 ahead of the Commonwealth Games, with the remainder of the route to be completed in line with the HS2 construction schedule.

Based on this, the public realm project is strongly supported by the local government and its partners. The Commonwealth Games provides an extremely strong impetus to deliver the project within time and budget. All parties are committed to delivering the scheme and there are no further barriers once the final approvals and funding agreements are in place.

### 1.4.2 Dependencies

*Confirm how the project's success depends on factors outside its control, be that internal to the organisation, across implementing partners or in the external environment.*

There are several dependencies that are required to be completed for the scheme to be implemented and gain the proposed benefits:

- Continued delivery of BEE subject to any changes in the delivery schedule of HS2;
- Agreement of the finalised public realm design and its affects, if any, on delivery timescales;
- Approval of the FBC by the GBSLEP and ratified by BCC;
- Delivery Agreement with WMCA with appropriate risk allocation and change management; and,
- Impacts on construction activity due to restrictions as a result of public health issues, such as the Covid-19 pandemic

Midland Metro Alliance, West Midlands Combined Authority and Birmingham City Council are continuing to work collaboratively on delivering the committed BEE scheme along with the integrated Digbeth High Street Public Realm.

### 1.4.3 If there are specific constraints on the project's start / end dates, please state these below

	Date	Details
Project cannot start before	April 2021	Funding via GBSLEP grant to be confirmed and ratified by BCC
Project must be completed by	2022	Elements of the BEE will need to be completed by the Commonwealth Games in 2022. This includes the integrated Digbeth High Street Public Realm project.

## 2. Economic Case

The Economic Case assesses options considered to identify all their potential impacts – both beneficial and adverse – and summarises the resulting value for money. The level of appraisal included will be determined based on the project type. This Case considers impacts on the economy, environment and society using monetised information, qualitative and quantitative assessment. At OBC it is expected that the Economic Case will be 75% complete. The FBC will therefore revisit and update the Economic Case in relation to the shortlisted options and based on finalised scope and target costs of the preferred option to be delivered subject to approval of the business case.

### 2.1 Critical success factors

*Explain what criteria have been used for selecting the option that would achieve project objectives. A sample list of critical success factors is included in **Appendix 1**; add more project-specific factors as required.*

The Critical Success Factors for the project remain the same as identified in the Outline Business Case. These are as below:

**CSF1 - Regeneration:** The scheme must support the regeneration of the Digbeth area, creating an identity that supports the existing creative arts and heritage and unlocks local growth to maximise the potential of the Curzon area improvement and the impact of HS2.

**CSF2 - Acceptability:** The scheme design must improve the pedestrian facilities of Digbeth High Street, reducing current severance levels, and should transform it into a sustainable transport corridor connecting with the city core.

**CSF3- Value for Money:** The scheme should deliver a favourable Benefit Cost Ratio and represent value for money.

**CSF4 - Deliverability:** The scheme must be delivered in line with the project programme, to guarantee completion in advance of the 2022 Commonwealth Games.

### 2.2 Options appraisal – longlist

#### 2.2.1 Longlist of options

*Use **Appendix 2** to list a wide range of possible ways (options) that have been considered for delivering project objectives (an alternative template can be used providing it satisfies this as minimum criteria). The longlist should reflect a range of solutions in terms of size, scope, location, costs, outputs and outcomes, and include the “do nothing / do minimum” and “do maximum” options. Describe each option’s advantages and disadvantages in terms of project’s critical success factors.*

The identification, sifting and shortlisting of options for this scheme was the subject of a rigorous design process supported by stakeholder consultation and stakeholder workshops to discuss the options. A detailed report of this process is included as **Appendix S5**.

This first stage of this process was a stakeholder workshop with attendees drawn from a range of stakeholders affected by the scheme:

- Operators: National Express, TfWM bus operations, Tram operations

- Local Authority: Highways, planning, project development, transportation planning
- Business including Zellig, Oval and Seven Capital

The options were considered in three sequences: Moor Street to Meriden Street, Meriden Street to Adderley Street, and Adderley Street to Coventry Road. The BEE Metro route runs in the second of these sequences, from Meriden Street to Adderley Street. The two sequences either side are considered and included in the design to ensure a coherent road layout in the area.

Proposals have been considered from two perspectives – Urban Realm and traffic circulation. The options considered, and the results of the analysis are outlined below.

### **Urban realm**

Options were considered for each sequence.

#### *Sequence 1: Moor Street to Meriden Street*

This sequence is currently dominated by the gyratory system. Three options were considered:

- Option 1 – Pedestrianise the south section of the gyratory (Moat Lane)
- Option 2 – Pedestrianise the north section of the gyratory (B4100)
- Option 3 – Retain the north section of the gyratory for two-way general traffic, and the south section of the gyratory for two-way public transport (buses and taxis)

In discussions with the stakeholders, Option 1 was taken forward for further consideration. The primary reason for this was to integrate this section with the proposed Smithfield Development. The Smithfield Masterplan redefines the road network in the area resulting in removal of Moat Lane for use vehicular traffic.

#### *Sequence 2: Meriden Street to Adderley Street*

Again, three options were developed

- Option 1 – Central tram alignment, similar to TWAO scheme but with single traffic lane in each direction and widened pavements
- Option 2 – Northern tram alignment incorporated in a public realm northern boulevard, and single traffic lane in each direction
- Option 3 – Southern tram alignment with northern public realm boulevard, and single traffic lane in each direction

All three options were taken forward for further consideration.

#### *Sequence 3: Adderley Street to Coventry Road*

Three options were proposed to tie in with the three options considered for Sequence 2

- Central green axis with single traffic lanes in each direction and widened pavements
- Widened northern pavement and public realm with single traffic lanes in each direction and southern green public open space
- Widened southern pavement with single traffic lanes in each direction with northern green public open space

All three options were taken forward for further consideration.

## Traffic circulation

Seven options were considered, as outlined below. Further details are included in **Appendix S5**.

- Option 1: Tram only on Digbeth High Street. All vehicles use Bradford Street
- Option 2: Upgrade existing facilities on Digbeth High Street
- Option 3: TWAO reference scheme; 2 traffic lanes in each direction
- Option 4: Public transport only on Digbeth High Street
- Option 5: Bus priority on Bradford Street
- Option 6a: Digbeth High Street / Bradford Street gyratory (clockwise)
- Option 6b: Digbeth High Street / Bradford Street gyratory (anti-clockwise)

Options 1, 2 and 3 were discarded as not meeting stakeholder requirements for Digbeth High Street with the remaining 4 options taken forward.

### 2.2.2 Options shortlisting

*Describe the process and methodology of shortlisting the options, providing a clear justification for why the discarded options were ruled out. Include who was involved in this process and how the decision was endorsed.*

The identification, sifting and shortlisting of options for this scheme was the subject of a rigorous design process supported by stakeholder consultation and stakeholder workshops to discuss the options. A detailed report of this process is included as **Appendix S5**.

Following the initial workshop, which produced the outputs discussed in section 2.2.1 above, a second workshop was held with a smaller stakeholder group of operator and local authority attendees to score and shortlist the options.

This workshop considered three urban realm carriageway layouts and the four traffic circulation proposals selected in the longlisting process.

Urban realm layouts:

- Northern promenade with integrated tramway
- Central promenade (similar to TWAO layout)
- Northern promenade with southern tramway
- Traffic circulation layouts: Public transport corridor
- Bus priority
- Gyratory (clockwise)
- Gyratory (anticlockwise)

These options were combined into 10 potential schemes and subjected to a scoring process using the following criteria. Scores for each option were weighted across the seven categories according to the weights shown in brackets:

- Strategic Fit (20%)
- Impact on Urban Realm (20%)
- Impact on Transport Network Users (20%)
- Impact on businesses and residents (12.5%)
- Acceptability (12.5%)
- Deliverability (7.5%)
- Environmental Impact (7.5%)

The options considered were developed from the shortlisted options and are summarised below, with more information included in **Appendix S5**.

**Urban Realm**

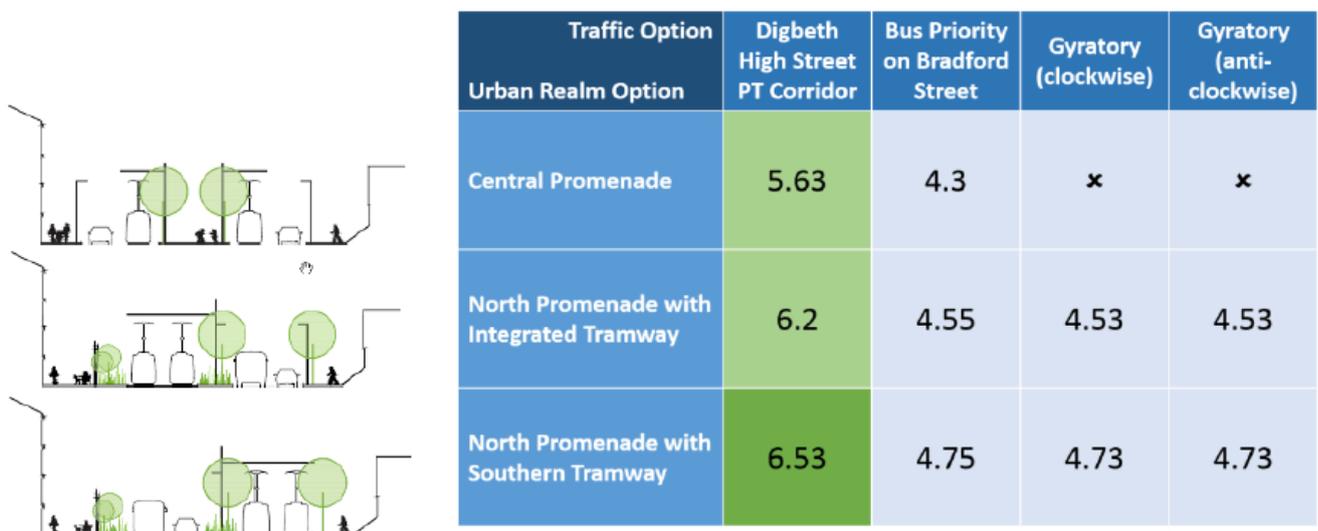
	Option 1: Central Promenade	Option 2: North promenade with integrated tramway	Option 3: North promenade with southern tramway
Sequence 1: Moor Street to Meriden Street	2-way traffic on Digbeth High Street. Moat Lane pedestrianised.	2-way traffic on Digbeth High Street. Moat Lane pedestrianised.	2-way traffic on Digbeth High Street. Moat Lane pedestrianised.
Sequence 2: Meriden Street to Adderley Street	Central tramway, widened pavements for pedestrians	Widened northern pavement adjacent to tramway	Widened northern pavement with tramway on southern side
Sequence 3: Adderley Street to Coventry Road	Central pedestrian space with widened pavements	Northern public space, widened southern pavement	Widened northern pavement with landscaped southern promenade
Principal advantage	Creation of dedicated central pedestrian promenade integrated with tramway	Creation of high level urban open space linked with principal cultural and economic activities	Strong urban realm connection between city core and Digbeth's surrounding regeneration areas. Both sides of the High Street benefits from pedestrian friendly spaces linked to economic and cultural activities. Strong intermodal connection with National Express Coach Station.
Principal disadvantage	Promenade not wide enough for pedestrian circulation around tram stop High level of pedestrian crossings across carriageway. Risk that pedestrians not linked to economic and cultural activities along High Street	Development and activity encouraged on northern side of High Street, potentially at the expense of the southern side. Tramway frequently needs to be crossed by vehicular access to car parks and premises. Design does not optimise the potential intermodal connectivity by linking to National Express Coach Station.	Significant changes to property access routes and arrangements

All options have one lane for general traffic in each direction.

**Traffic circulation**

	Digbeth High Street/Moat Lane	High Street Deritend	Bradford Street
Option 1: Public Transport (PT) corridor on Digbeth High Street	2-way traffic on Digbeth High Street. Moat Lane pedestrianised.	One lane in each direction. Bus gate between Floodgate Street and Gibb Street (eastbound) and Chapel House Street and the Digbeth High Street/Meriden Street junction (westbound)	No changes from present
Option 2: Bus priority on Bradford Street	2-way traffic on Digbeth High Street. Moat Lane pedestrianised.	One lane in each direction, some turning movements prohibited.	Bus lane in either direction, one traffic lane eastbound. Parking provision removed.
Option 3a: Clockwise gyratory	2-way traffic on Digbeth High Street. Moat Lane pedestrianised.	Outbound (eastbound) traffic only	Inbound (westbound) traffic only. Potential to retain parking.
Option 3b: Anti-clockwise gyratory	2-way traffic on Digbeth High Street. Moat Lane pedestrianised.	Inbound (westbound) traffic only	Outbound (eastbound) traffic only. Potential to retain parking.

The scores are given in **Figure 4** below. Urban Realm Option 1, the Central Promenade, is incompatible with the gyratory traffic proposals and so was not scored when combined with these options.



**Figure 4: Overview of shortlisted options and workshop scores**

The scores in **Figure 4** show that the Digbeth High Street PT corridor is the preferred Traffic Circulation Option, and scores highest with the southern tramway Urban Realm Option. The carriageway layout for this option is illustrated in **Figure 5** below with the traffic circulation layout shown in **Figure 6**

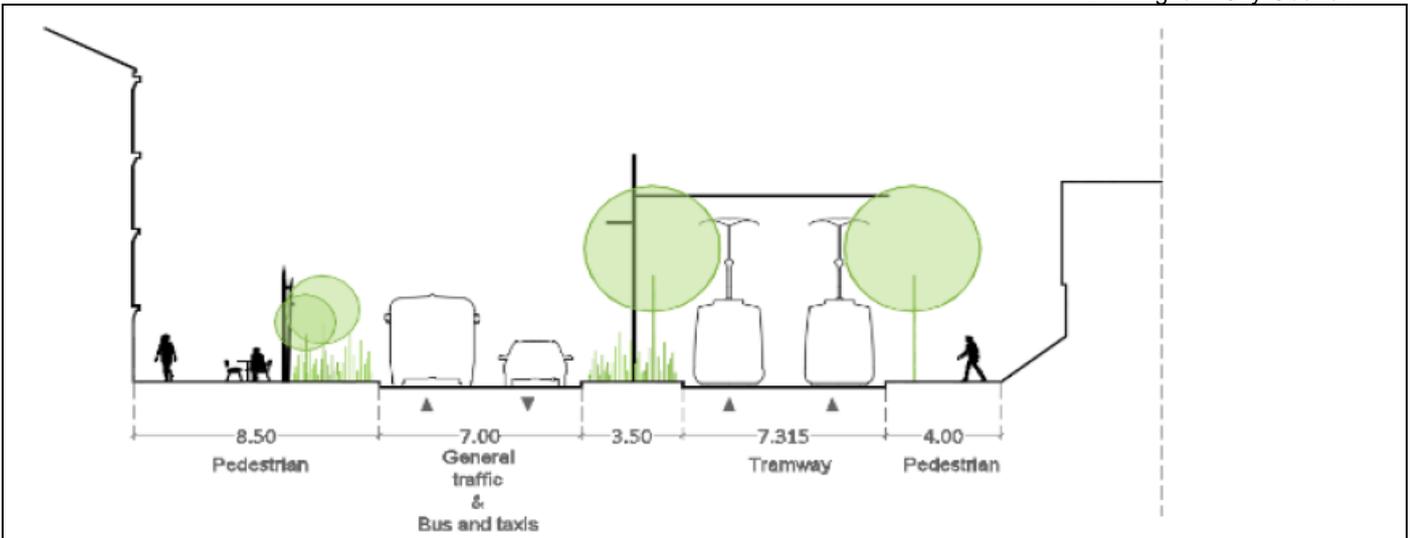


Figure 5:: Carrieway layout of preferred option

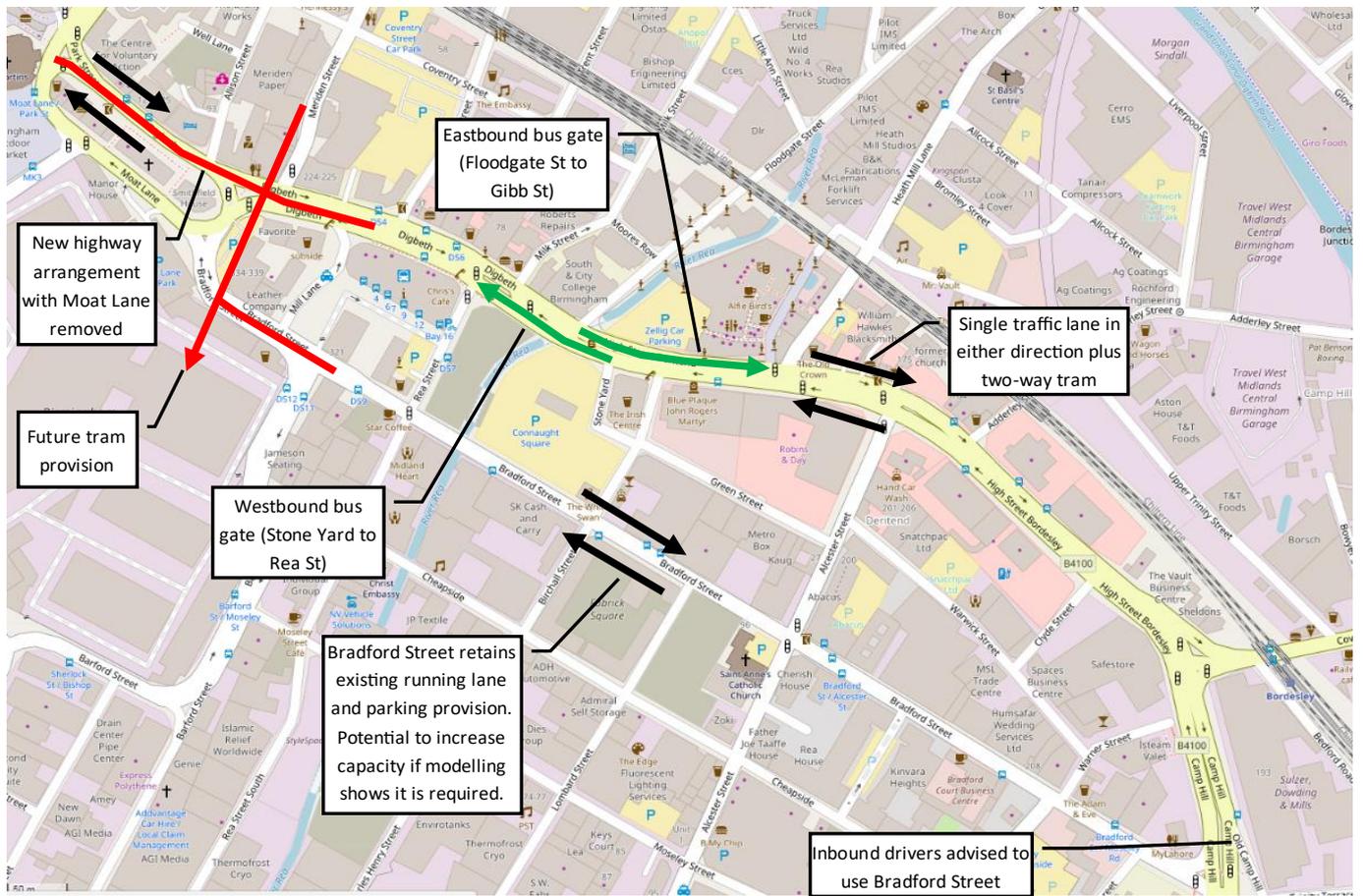


Figure 6: Traffic circulation layout of preferred option

The choice of the preferred option was confirmed through a further stakeholder workshop involving the wider stakeholder group involved in the initial option identification stage.

Two additional stakeholder engagement events were held to confirm the fine details of the preferred option prior to detailed design:

- More detailed engagement with key businesses in the area including Oval, Zellig, Irish Centre, Hammersons

- Multi-Modal interchange workshop to work out the details around the interchange between tram, sprint and the coach station.

## 2.3 Options appraisal – short list

### 2.3.1 Cost-benefit analysis

*Provide a cost-benefit analysis for each shortlisted option, ensuring that:*

- *both capital and operating costs are included;*
- *these costs cover the entire benefit realisation period;*
- *appropriate discounting techniques are applied; and*
- *optimism bias is shown in the calculation of both costs and benefits.*

**Appendix 3** provides a template to detail the cost-benefit analysis (CBA) of shortlisted options. Alternative templates that satisfy this as minimum criteria can be used.

*The analysis must follow the standard appraisal practice for the type of intervention, such as DfT or MHCLG.*

The project modifies the existing Birmingham Eastside Metro Extension (BEE) project by altering the tram alignment and highway layout to provide an enhanced public realm along Digbeth High Street. The BEE scheme is fully approved and funded, and therefore acts as the **reference case** for the economic assessment. This is a change from the OBC, where the current situation was used as the reference case, as at that point BEE had not been fully approved and funded.

From the stakeholder sifting workshop, it was clear that the options with the PT corridor performed the best against the criteria set for the scheme. There were three potential tramway alignment options that could be used, which were considered in the stakeholder workshop process. A summary of the comments from the stakeholder workshop is given in **Appendix E1** and summarised below.

**Central alignment** – doesn't allow additional public realm works to be delivered. Exacerbates the current problems through additional severance alongside the highway. Stakeholder aspirations would not be met with this option.

**Northern alignment** – cannot be delivered for engineering reasons. Increases land and property requirements with additional demolition. Difficult to service properties on the northern side of Digbeth / Deritend, many of which have no off-street loading

**Southern alignment** – allows additional public realm in line with stakeholder aspirations. Provides integrated multi-modal interchange (tram/coach/sprint). Maintains access to properties.

As covered in the OBC, the costs and benefits between the options were similar meaning the utility of using a quantified economic appraisal as a tool to differentiate between the options was considered limited and therefore a broader approach to justifying the preferred option was considered more appropriate. The Southern alignment was chosen as the preferred option as it has the best score in the sifting workshop. This option provides the opportunity to create a high-quality public transport corridor, including a multi-modal interchange, and avoids some additional demolition. It is also a favourable option with regards to impacts on access and servicing due to fewer side roads.

This business case considers the preferred option – southern tram alignment and northern pedestrian boulevard, with a PT corridor on Digbeth High Street – against the TWAO scheme. It should be noted that the TWAO scheme was discarded at the sifting stage in the stakeholder process, as it fails to meet

current stakeholder requirements. However, if the preferred scheme is unable to move forward, the TWAO scheme remains the funded and authorised scheme to be delivered.

The latest cost estimates for the scheme, drawing on the latest design and showing the additional costs compared to the TWAO scheme, are discussed in section 2.4.2 below and in the Financial Case section of this Business Case.

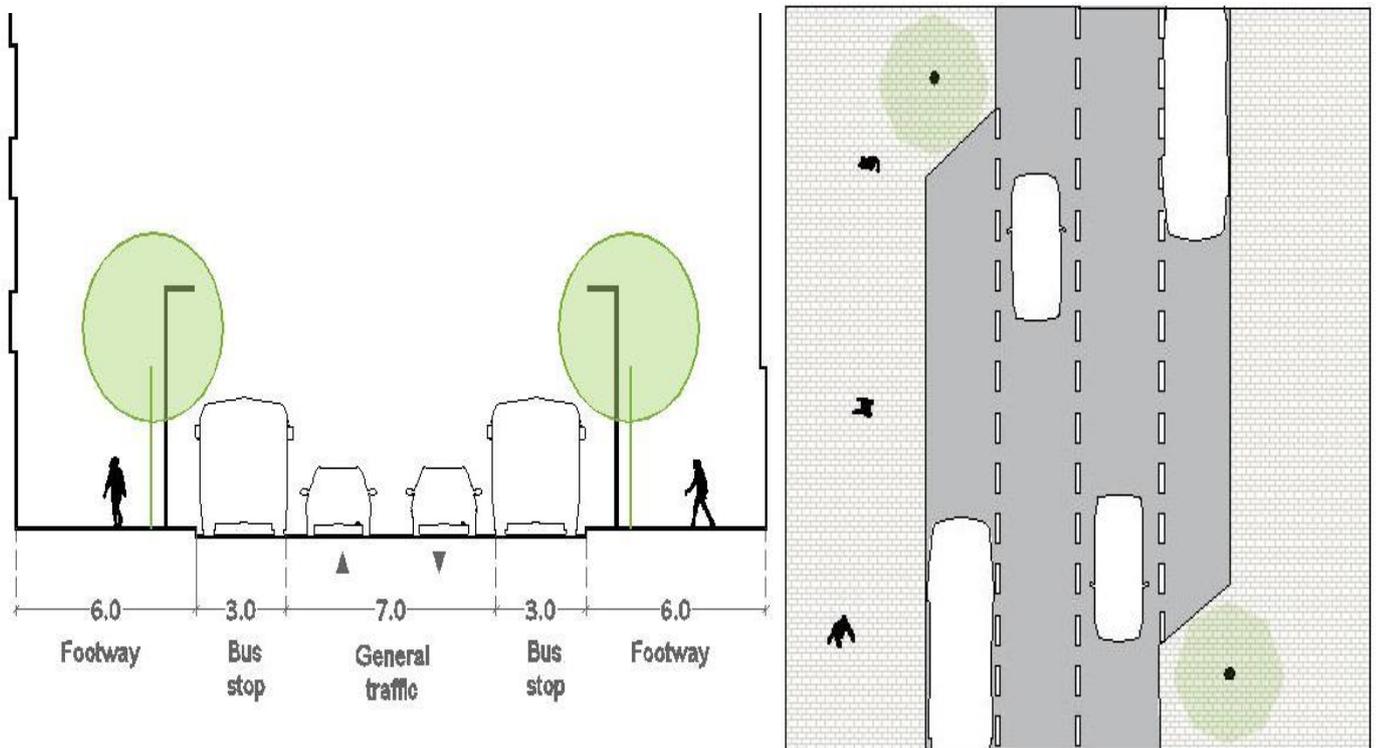
The additional capital cost of the scheme over and above the TWAO scheme, as requested in grant from GBSLEP, is £15.720m. This sum reflects the costs of the additional works described in this business case.

In terms of monetizable benefits, the three schemes are also similar. However, the southern alignment provides the best opportunity to maximise the public realm benefits, which are the primary outputs of the scheme.

All three options provide similar traffic benefits, with the southern alignment having a slightly improved public transport provision through the multi-modal interchange.

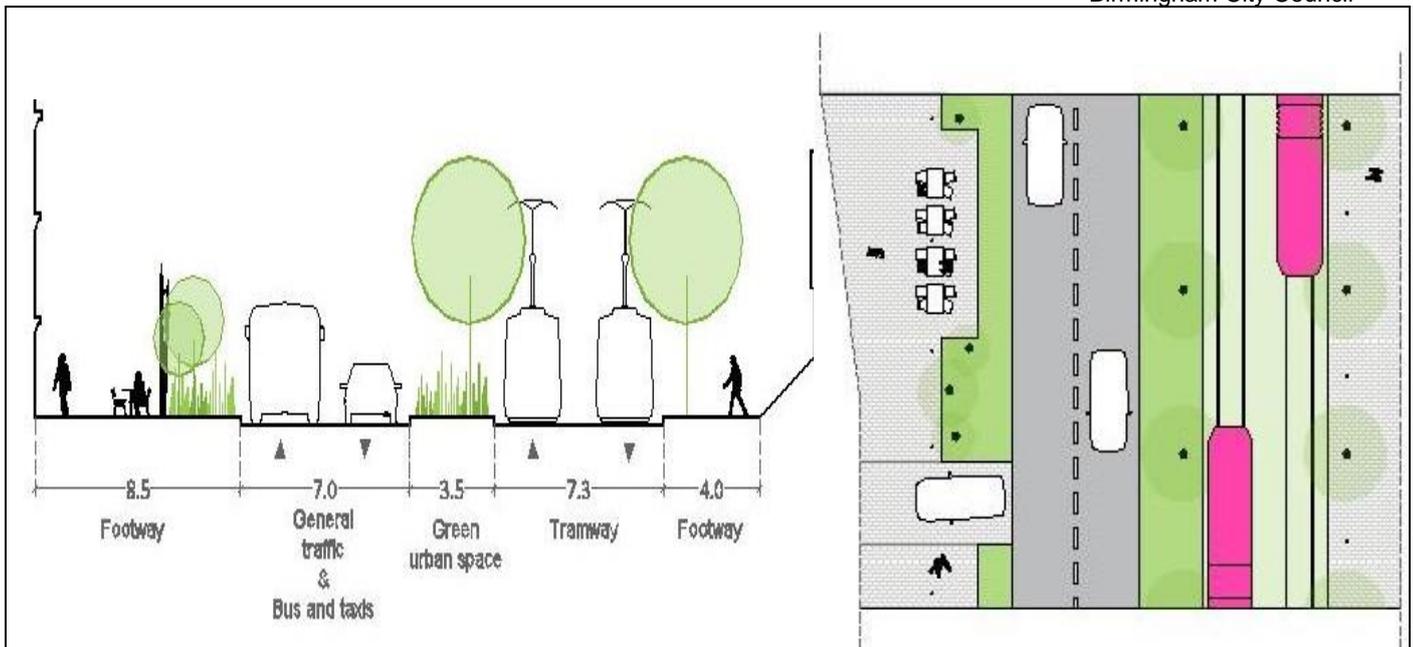
The calculated benefits for the southern alignment scheme, discounted in line with TAG guidance, are £40.8m. The discounted cost for the scheme is £11.16m. This gives a BCR of 3.66.

As all three options have similar costs and benefits, the BCR for other options would not vary by a large amount and would all fall in the High Value for Money category according to DfT guidance<sup>21</sup>. The preferred scheme's public realm proposals for the three sequences of Digbeth High Street are shown in **Figure 7**, **Figure 8** and **Figure 9** below:

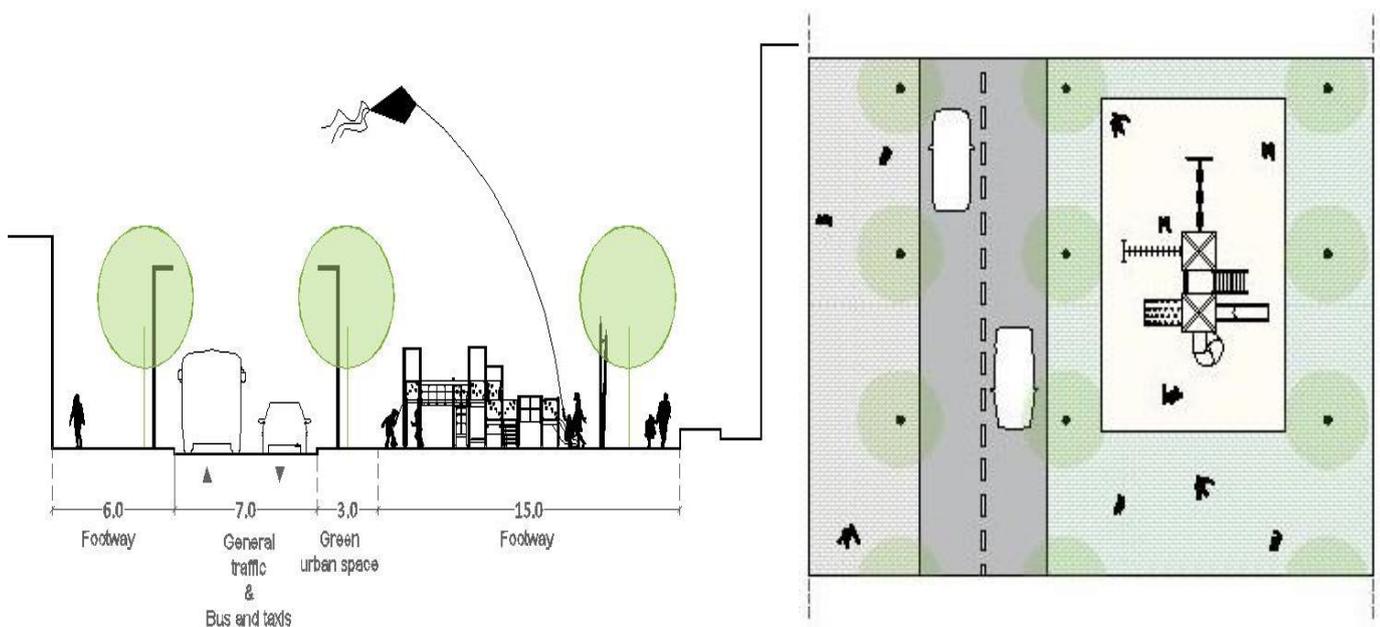


**Figure 7: Sequence 1: Park Street – Meriden Street layout**

<sup>21</sup> <https://www.gov.uk/government/publications/dft-value-for-money-framework>



**Figure 8: Sequence 2: Meriden Street – Adderley Street layout**



**Figure 9: Sequence 3: East of Adderley Street layout**

### 2.3.2 Assumptions

*Describe assumptions underpinning the above analysis, including the rationale for the proposed benefit realisation period, optimism bias and any contingency.*

Key assumptions in the above analysis are:

- Traffic impacts of the schemes are similar, with the reduction in available traffic lanes compared to the TWAO scheme (2 to 1 in each direction) not causing additional congestion in the light of wider changes to the city centre transport network
- Construction costs between the options are similar, but greater than the TWAO scheme
- Pedestrian flows unchanged from surveys

Appraisal assumptions are

- Realisation period of 60 years
- Optimism bias at 3%
- Risk Allowance included in the costs using a contingency allowance of 15%.

The detailed assumptions for appraisal inputs remain unchanged from the OBC, other than the change in reference case, and are explained below for completeness

### Pedestrian flows

The number of pedestrians using Digbeth High Street for the appraisal period has been estimated using the following three sources:

1. Current pedestrian demand: from pedestrian surveys undertaken on Thursday 28/11/19 and Saturday 20/11/19;
2. Pedestrian demand generated by future residential and commercial developments in the scheme area; and
3. Scheme induced pedestrian flows: pedestrian demand that would be attracted by the scheme.

#### *Current demand*

Pedestrian and cycle surveys took place on Thursday 28/11/2019 and Saturday 30/11/2019 from 07:00 to 22:00 to reflect pedestrian and cycling traffic conditions along Digbeth High Street during a neutral weekday and Saturday. The surveys collected data at four locations on the High Street and captured pedestrian movements both longitudinal (along the High Street) and transversal (crossing the High Street).

For the calculation of pedestrian demand, the weekday (Thursday 28/11) counts were used. Annualisation factors to convert them from daily to annual pedestrian flows are included in Transport for London's (TfL) ABC calculator therefore only weekday data was used for the core assessment. Further details of the ABC tool are included in section 2.4.2 below.

The total daily counts on Saturday 30/11 were significantly higher than those on Thursday 28/11, ranging from +80% to +150% depending on the site. The main reason for this was the football match played during the afternoon at St Andrew's, home to Birmingham City FC, located to the east of Digbeth High Street.

While it is difficult to determine whether on non-match weekend days the pedestrian flows are higher or lower than weekdays, it is considered that the approach taken provides a conservative approach to pedestrian benefits. The annualisation factors used are lower than 365, therefore implying that weekend flows are lower than weekday flows on average. However, this does not allow for the increased pedestrian flows on days with a home football match. Therefore, these benefits are not captured in this approach.

#### *Development-related demand*

It was assumed that the Reference Case pedestrian demand for Digbeth High Street would be a combination of the existing demand, as surveyed in November 2019, and additional demand generated by the planned developments to be completed in the surrounding area. Information regarding these developments (land uses, location and planning status) was provided by Birmingham City Council.

Trip generation rates were obtained from TRICS v7.6.3, a UK-wide database, to estimate the daily number of pedestrian trips that these developments would generate when complete, based on the

number of residential units and the commercial floorspace. Given the specificity of the trip rates in the TRICS database, the following assumptions were made for each land use:

- Residential: 100% flats privately owned
- Commercial: 65% offices, 15% local shops, 10% convenience store, 10% pub/restaurant

Once the total number of daily pedestrian trips were estimated for each development, a second assumption was made to estimate the proportion of those trips that would use Digbeth High Street and therefore would benefit from the public realm scheme. These proportions took into account whether the development was located on the High Street, and the distance to it, and ranged from 5% to 100%.

The last assumption regarding development-related pedestrian demand involves the delivery schedule for these developments. After consulting with BCC, 2027 was used as the horizon year with 100% of the planned developments and their walking trips, in place. A linear interpolation was applied between the base year (2019) and the horizon year (2027) to calculate the development-induced pedestrian trips for the 2022 opening year.

The development-related pedestrian flows were added to the 2019 survey flows to obtain the reference case pedestrian flows in Digbeth High Street.

#### *Scheme induced pedestrian flows*

It is assumed that the public realm improvements to Digbeth High Street will considerably reduce severance for pedestrians and will substantially increase the attractiveness of the street as a route. This would mean an increased footfall, as pedestrians currently avoiding Digbeth High Street and using alternative routes could use the improved facilities.

While this seems reasonable to assume, the quantification of this additional pedestrian volume directly caused by the improvements in the scheme may be challenging. A conservative assumption of zero scheme-induced demand has been used.

#### Willingness to pay

The willingness to pay values used for the ABC assessment are those provided by the ABC spreadsheet, which are in 2014 prices and values.

However, as this is a TfL tool the willingness to pay values have been calculated for London. In order to adapt this tool to the local context of the scheme, an assumption has been made to adjust the values for Birmingham. This simple assumption applies a reduction factor to the London willingness to pay figures based on the relation between median hourly pay in London and Birmingham. Using official statistical data from the Annual Survey of Hours and Earnings (Office for National Statistics, 2018) this factor has been calculated as 0.74. This means that the willingness to pay values that have been applied are 74% of the default values in the TfL tool.

The willingness to pay values used for the UCL severance assessment are provided by the UCL tool and are based on surveys undertaken in London in 2017. Following the same approach as for the ABC tool calculations, the reduction factor of 0.74 was also applied for this assessment to adjust it to the local context of the scheme. Further details of the UCL tool are in section 2.4.3 below.

### **2.3.3 Qualitative benefits**

*Describe qualitative benefits of each shortlisted option, including impact on social value. What evidence is available that these benefits will be realised?*

The primary unquantified benefit is the contribution to the wider vision of regeneration and use of public space throughout Birmingham city centre. Whilst the BEE scheme on its own makes a significant contribution to this vision, the additional public realm and public transport benefits offered through this scheme further adds to the benefits.

This could give rise to significant wider economic benefits through the regeneration of the High Street and the wider Eastside. The improvement to the public realm and pedestrian and public transport facilities, together with the change in character of the area, could increase footfall in the area and act as a catalyst for further investment and local business activity.

Construction of the BEE provides a one-off opportunity to significantly contribute to the urban environment along Digbeth High Street. The Southern alignment option provides the maximum contribution to stakeholder expectations from the scheme and makes the maximum contribution to the vision of BCC to transform Birmingham city centre.

The scheme could also have additional impacts which could be monetised following DfT's TAG guidance if the data was available:

- Mode shift to public transport providing additional fare income
- Mode shift to active modes (walking and cycling) providing health benefits
- Air quality and greenhouse gases
- Accidents, as a result of improved pedestrian facilities improving safety conditions on Digbeth High Street, reducing the risk of accidents and their potential severity. This benefit would be additional to the reduction in accident rates expected as traffic volumes reduce

#### 2.3.4 Digital Infrastructure

*Demonstrate how you have evaluated the potential positive or negative impact of new technology (5G/digital) on the short, medium, and long-term benefits of the project.*

The project is for the provision of public realm and street furniture. Birmingham already has 5G, and it is expected that usage of this technology will grow and evolve in time. However, it is not anticipated that 5G or other new technology will have a significant impact on how pedestrians perceive their walking environment. Therefore, it is considered that there will be no impact from new technology on the benefits from this scheme.

### 2.4 Options appraisal – preferred option

#### 2.4.1 Scope of work

*Provide a description of the preferred option in terms of what it will deliver, over what time period, and what the output acceptance criteria will be.*

The scheme explained in this business case is for the amendment of the Birmingham Eastside Extension (BEE) tram route along Digbeth High Street from Meriden Street to its terminus at High Street Deritend. As originally planned, and authorised in the TWAO, the tram alignment runs through a widened central reservation, leaving two lanes of traffic on either side.

The proposed scheme moves the tram alignment to the southern side of the carriageway, which then permits the introduction of the following related public realm and traffic management features:

- Façade to façade public realm treatment;
- Enhanced public realm in the wide public space on the northern side of the carriageway;
- One lane of traffic retained in each direction;

- Wider public space on both northern and southern sides of the carriageway;
- Improved street furniture;
- Traffic management on side roads; and
- Digbeth High Street multi-modal interchange.

Alongside the realignment of the tram tracks and improvements to public realm, it is proposed to alter the highway use of Digbeth High Street, making it into a public transport priority corridor, changing junction access arrangements and removing through traffic. This is achieved through the introduction of a bus gate along Digbeth High Street.

In addition to the wider public space and enhanced public realm, pedestrians would benefit from only having two lanes of traffic to cross, down from four in the TWAO scheme. The realignment of the tram track means that pedestrian crossings can cross both lanes of traffic at once, rather than the staggered double crossings that are required in the TWAO scheme with the central tram alignment. The removal of through traffic will make this crossing significantly easier to achieve.

In addition to the outputs of the scheme, additional work is required as a result of moving the tram alignment from the centre of the carriageway to the southern side, including the moving of utilities and tie-ins with the highway at both ends of the scheme.

The combined effect of the realignment, transport changes and public realm will be to create a welcoming and pleasant place for people movement, contributing to Digbeth's arts, creative and cultural activities.

#### 2.4.2 Value for money

*Explain how your preferred option represents value for money, referencing the Net Present Value (NPV) and Benefit Cost Ratio (BCR) measures. If the preferred option is not the one with highest BCR, explain how unquantified benefits justify the cost.*

The appraisal process quantified the main impacts of the scheme. This included pedestrian benefits and highway assessment. The process used here is the same as in the OBC, with updates to benefits and costs as a result of the further design and scheme definition work undertaken since the OBC was submitted.

##### Pedestrian benefits

The scheme benefits to pedestrians have been assessed using Transport for London's Ambience Benefits Calculator (ABC). The calculation is based on the willingness of users to pay for improved facilities.

The ABC tool assigns a value to different improvements of the public realm, such as crossing facilities, pavement widths, street security and signage. The value difference between the reference case and the scheme option is then multiplied by the number of users to estimate the total benefit of the scheme.

The ABC tool is included in TfL's Business Case Development Manual (BCDM) for estimating the user benefits accruing from public realm improvements, contributing to the ambience or journey quality, as defined in TAG.

For this assessment, a series of parameters have been selected from the available attributes in the ABC tool, based on the impacts that the scheme will have on the journey quality for pedestrians. The attributes used for the estimation of benefits are:

- Road speed limit;
- Directness of signalised ('green man') crossings;
- Proximity of signalised ('green man') crossings;
- Availability of dedicated crossing facilities;
- Pavement clutter;
- Graffiti and fly-posting;
- Value of entirely traffic free route;
- Seating; and
- Planting and public art.

These attributes have been assessed comparing the Reference Case (TWAO scheme) and Do Something scenario (preferred option including the public realm improvements). Some attributes apply to continuous sections of the street, while others apply to specific locations, such as the crossing facilities.

For the assessment of attributes applying to continuous sections, Digbeth High Street has been divided into three sections:

- Section A: Meriden Street to Rea Street
- Section B: Rea Street to Alcester Street
- Section C: Alcester Street to Coventry Road

The ABC tool applies a willingness to pay value for each of the qualitative scores of the attributes. The difference in value between the Reference Case and the Do Something scenario, together with the number of pedestrians benefiting from the improvement is used to calculate the monetary value of the benefit.

Assumptions have been made regarding the adaptation of the willingness to pay values to the local context (noting that average incomes and hence willingness to pay values are higher, on average, in London than in Birmingham). Using the Annual Survey of Hours and Earnings published by the Office for National Statistics, the median hourly pay in Birmingham is 74% of that in London. Therefore, the willingness to pay values used have been factored down to 74% of the London value.

The number of pedestrians affected by each assessed improvement has been calculated for the reference case and for the Do Something scenario. Pedestrian flows are based on 2019 surveys with additional development related flows calculated for 2022 and 2027. It is assumed that after 2027 the flows do not change.

The combined benefit generated for each attribute produces a total monetised figure for the year assessed. An opening year of 2022 and a future year of 2027 have been appraised. The appraisal period has been set as 2022-2081 using the standard 60-year appraisal period approach defined in DfT's TAG guidelines. The benefits for each year between 2022 and 2027 have been calculated as a linear interpolation of the benefits between these two years.

The ABC tool calculates the benefits in 2014 prices and values. The economic appraisal benefits for each year in the 2022-2081 appraisal period have been rebased and discounted to a 2010 base year.

The table below shows the benefits of the preferred scheme for the opening year and for the entirety of the appraisal period.

2022 Opening year benefits	2027 Future year benefits	Appraisal period benefits
£790,396	£939,183	£40,850,274

All values rebased and discounted to 2010

### Highway assessment

As an urban realm improvement scheme, the objectives of this project are not centred on directly reducing congestion, improving journey times for private vehicles or increasing road capacity. In fact, the scheme includes a reduction of the number of lanes of Digbeth High Street in both directions and establishes a bus gate on the central section. This will impact on private vehicles through a reduction in overall capacity in the area and changing the routing of vehicles through the scheme area.

The scheme provides for one traffic lane for east-west through traffic in each direction, provided on Bradford Street. Access to properties is still provided on the High Street although through traffic is restricted by the presence of the bus gate. In contrast, the reference case TWAO scheme provides two lanes in each direction on the High Street in addition to the lane on Bradford Street.

The Birmingham Transport Plan proposes the introduction of 'traffic cells' and a significant reduction in through traffic inside the Birmingham Inner Ring Road. Closer to the city centre, the Moor Street Queensway Bus Gate (introduced in December 2020) restricts through movements from using Digbeth High Street. In the context of Digbeth High Street, this will alter its purpose from a major through route to the city centre, to an access route to local properties and the Bull Ring car parks on the east side of the city. In this context, the provision of two lanes is considered excessive and one lane is sufficient for the anticipated traffic volumes. By using Digbeth High Street as a public transport corridor, Bradford Street will provide for any traffic accessing the two car parks.

Birmingham City Council maintains a traffic model for Birmingham. There are presently no forecasts available that fully incorporate the vision of the Birmingham Transport Plan including the cells measures. Therefore, any use of the model will overestimate the volume of traffic in Birmingham city centre as a whole, and on the Digbeth High Street in particular. This would result in an inaccurate assessment of the impact of the scheme.

With the expectation that one lane of general traffic provides sufficient capacity for the vision set out in the Birmingham Transport Plan (BTP), the reduction of traffic lanes from two to one as a consequence of this scheme is not considered to impact on traffic flow or delays to general traffic. In addition, the assessment of the impacts of this policy should be undertaken when considering the BTP and traffic cells measures, as not through this scheme. Assigning any highway disbenefits solely to the public realm scheme which is the subject of this business case would not be appropriate.

Overall, it is anticipated that this scheme will have no impact on the traffic conditions in the area, and any assessment using the available tools will overestimate the level of traffic in the area and therefore provide an inaccurate assessment of benefits.

### Present Value of Benefits

The present value of benefits for this scheme is the pedestrian benefits, calculated at £40.850m.

### Present Value of Costs

**Appendix E2** shows the detailed cost estimates for construction of the BEE scheme along Digbeth High Street. Two costings are shown – the TWAO scheme (reference case), and the current preferred scheme (do something). The difference in cost between the two schemes is equal to the grant requested from GBSLEP.

The increase in cost for the Do Something scheme is primarily as a result of the extended scope of works and the enhanced quality of finish applied. The TWAO reference case scheme assumed a kerb-to-kerb carriageway treatment, whereas the do something scheme takes a façade-to-façade approach, applying a high quality public realm finish to the carriageway and public space.

There are a number of items where costs assumed for the TWAO scheme are no longer applicable, such as bridge strengthening works where the scope of work has been reduced. This change in cost has been included in the costing as a saving, so that the grant requested is only for the change in overall cost compared to the TWAO scheme.

The cost difference between the two schemes is £15.720m in 2020 prices.

For appraisal purposes, the project cost includes £0.792m in design and development costs already incurred, and £1m of local authority maintenance costs.

This gives a total cost for the project, is £17.512m. This has been rebased and discounted to 2010 following DfT's TAG guidance. An optimism bias of 3% has been applied to the cost, also following TAG guidance. Since no impacts on road users are included, neither are the indirect tax impacts generated by these users. Also, no impact on public transport providers through increased usage and fare income, has been included.

The broad transport budget was calculated as £11.16m (2010 prices, 2010 PV)

<b>Public Accounts (PA) Table</b>		
	<b>ALL MODES TOTAL</b>	
<b><u>Local Government Funding</u></b>		
Revenue	597,455	
Operating Costs		
Investment Costs	10,570,632	
Developer and Other Contributions		
Grant/Subsidy Payments		
<b>NET IMPACT</b>	11,168,087	(7)
<b><u>Central Government Funding: Transport</u></b>		
Revenue		
Operating costs		
Investment Costs		
Developer and Other Contributions		
Grant/Subsidy Payments		
<b>NET IMPACT</b>		(8)
<b><u>Central Government Funding: Non-Transport</u></b>		
Indirect Tax Revenues		(9)
<b>TOTALS</b>		
<b><u>Broad Transport Budget</u></b>	11,168,087	(10) = (7) + (8)
<b><u>Wider Public Finances</u></b>		(11) = (9)
Notes: Costs appear as positive numbers, while revenues and 'Developer and Other Contributions' appear as negative numbers.		
All entries are discounted present values in 2010 prices and values.		

**Value for money**

The approach taken here distinguishes between the impacts of the public realm improvements, the impacts of the BEE extension, and the wider transport policy of BCC. While the public realm project is

made possible and linked to these other projects, for the purposes of this business case only the benefits and costs directly attributable to the public realm scheme have been included.

Due to the large scale of changes to traffic policies and anticipated traffic volumes in the city centre, and the limitations of the available traffic model, it has not been possible to estimate the impacts of the public realm scheme on road users, although as explained above, these are expected to be minimal.

As such, the BCR calculation and value for money appraisal presented here compares the cost of the public realm scheme with its direct outputs, excluding any highway impacts. The BCR for this approach is shown below

	Value (£million)
Total Present Value of Benefits (PVB)	£40.85
Total Present Value of Costs (PVC)	£11.16
Total BCR	3.66
All monetary values rebased and discounted to 2010	

The BCR for the scheme based on an appraisal of 60 years is calculated at 3.66 which is categorised as high value for money in DfT guidance.

As per section 2.4.3 this has been recalculated based on an appraisal period of 30 years. The BCR remains high at **2.14** which remains high value for money.

### 2.4.3 Sensitivity analysis

*Describe what sensitivity tests have been applied to the cost-benefit analysis and how they impacted the BCR.*

The sensitivity tests applied to the cost-benefit analysis undertaken in this FBC fall into the following two categories:

- Inclusion of pedestrian severance, as in the OBC
- Varying key inputs and assumptions to 'stress test' the BCR

#### Pedestrian severance

University College London (UCL) have developed a tool that calculates the severance levels for pedestrians at different locations along a road and that can be used to estimate the monetary value of improvements to pedestrian facilities that reduce severance.

This approach is not included in DfT's TAG guidance, and therefore severance benefits calculated using the UCL tool are used as a sensitivity test and are not included in the main BCR and VfM assessment.

For the severance assessment, five locations along Digbeth High Street have been selected, coinciding with sections between road crossings:

1. West of Mill Lane
2. West of Rea Street/Milk Street
3. Floodgate Street
4. Gibb Street/Heath Mill Lane
5. West of Coventry Road

The severance tool can be used to calculate a Severance Index at these locations, which is obtained as an interpolation of the severance index at the nearest crossing and the maximum severance index for the road characteristics of each mid-block section. The individual severance indices are assigned based on four factors:

- Existence of central reservation (yes/no)
- Traffic density (low/medium/high)
- Traffic speed (10/20/30/40mph)
- Lanes per direction (1/2/3)

The severance indices have been calculated for the five locations listed above, both in the Reference Case and the Do Something scenarios. The severance indices change between the Reference Case and Do Something scenarios as a result of:

- The introduction of new crossings in the Do Something scenario;
- The change in location of current crossings in both scenarios; and
- A significant change to the characteristics of the road (fewer lanes and reduced traffic volumes) in the Do Something scenario.

Each severance index is linked to a willingness to pay value. The difference in value between Do Minimum and Do Something gives the monetary benefit per walking trip for each of the five locations assessed. This benefit and the number of pedestrians benefiting from it are used to calculate the total severance benefit.

The values of the willingness to pay included in the tool have been adapted to reflect the use in Birmingham.

The number of pedestrians affected by the severance improvements to each High Street location has been calculated for the reference case and for the Do Something scenario.

The combined benefit generated for each attribute produces a total monetised figure for the year assessed. An opening year of 2022 and a future year of 2027 have been appraised. The appraisal period has been set as 2022-2081 using the standard 60-year appraisal period defined in DfT's TAG guidelines. The benefits for each year between 2022 and 2027 have been calculated as a linear interpolation of the benefits for these two years.

The UCL severance tool calculates the benefits in 2017 prices and values. It has been assumed that the pedestrian benefits remain constant (in real prices) after 2027. The economic appraisal benefits for each year in the 2022-2081 appraisal period have been rebased and discounted to a 2010 base year.

The table below shows the benefits for the opening year and for the entirety of the appraisal period

<b>2022 Opening year benefits</b>	<b>2027 Future year benefits</b>	<b>Appraisal period benefits</b>
£976,825	£1,164,729	£50,650,612
All values rebased and discounted to 2010		

These results show that the severance impacts, which are not explicitly captured by the TfL Ambience Benefit Calculator could have a significant magnitude, being even greater than the ABC benefit.

These benefits are not included in the BCR or VfM as the severance assessment is not included in either TfL's BCDM or DfT's TAG. However, it has been included as a sensitivity test to provide an indicative value of the potential benefits to pedestrians that this scheme will have.

### 'Stress Tests'

To ensure the benefits from the scheme can still be obtained in a range of circumstances, a range of sensitivity tests were undertaken to test how the BCR is affected. These include the tests carried out in the OBC; a test which varied cost assumptions and an additional test varying the TAG GDP growth assumptions, as required under current DfT guidance. The tests undertaken, and the impact on the BCR, are shown in the table below. This shows that the BCR remains at a high level in all tests.

Test (Values in £000s)	PVB	PVC	BCR	BCR change
Central case	40,850	11,168	3.66	0
TAG GDP sensitivity test	35,176	11,168	3.15	-14%
Pedestrian flow benefits decrease by 15%	34,722	11,168	3.11	-15%
Pedestrian flow benefits decrease by 25%	30,638	11,168	2.74	-25%
Construction costs increase 10%	40,850	12,231	3.34	-9%
Optimism bias increase to 15%	40,850	12,469	3.28	-10%
<b>Appraisal period reduced to 30 years</b>	<b>23,855</b>	<b>11,168</b>	<b>2.14</b>	<b>-42%</b>

#### 2.4.4 Associated issues and risks

*Outline the key issues and risks to project delivery and benefit realisation.*

Delivery of this project is through construction as part of the BEE Metro scheme. Design and construction is led by Midland Metro Alliance (MMA), with full engagement from Birmingham City Council (BCC).

Key risks for the delivery of this project include:

- Construction delays due to Covid-19
- Delays to utility works
- Impacts on utility or construction schedule as a result of design changes
- Delays obtaining consents and approvals, including traffic management
- Changes to market conditions, pricing and resource availability as a result of Brexit or Covid-19
- Unplanned works discovered during construction (ground conditions, basements, structures)

These risks will be managed by MMA by undertaking advance work and detailed design as early as possible. Ongoing work with partners and stakeholders, including BCC and WMCA, is ensuring that all parties interests are aligned on the preferred option.

Engagement with statutory undertakers has been ongoing. All known utilities works have been identified, scheduled and planned in the programme to reduce the risk associated with utility works.

A full risk register is included as **Appendix 6**, taken from the BEE construction risk register

#### 2.4.5 Proposed outputs and outcomes

*In the table below insert a summary of the proposed outputs and outcomes that are expected to be achieved as a result of the project. Add further rows to the tables as required.*

Provide a detailed profile of forecast outputs and outcomes in **Appendix 4**. This appendix includes definitions for a series of set outputs that the GBSLEP monitors performance against.

Provide a clear description of the project Beneficiaries linked to each outcome i.e. who will benefit from the outcome

### Proposed outputs

Output	Output description	Output quantity	Beneficiaries	Method of independent verification	Delivered by date
1	High-quality pedestrian urban realm	19,700sqm	Pedestrians	Construction outputs	April 2022
2	Multi-modal public transport interchange	1	Public transport users	Construction outputs	Initial benefits from BEE Phase 1 construction in 2022, full benefits on BEE opening
3	Enhanced pedestrian routes		Pedestrians and public transport users	Pedestrian flows	April 2022
4	Bus gate	1	Public transport users	Construction outputs	April 2022
4	Widened footways	Approx. 1.2km	Pedestrians	Construction outputs	April 2022

### Proposed outcomes

Outcome	Outcome description	Outcome quantity	Beneficiaries	Method of independent verification	Delivered by date
1	Catalyst for growth in Birmingham Eastside		Residents, business owners	Business survey	1 year after construction
2	Supporting business through increased footfall		Business owners	Business survey, footfall	1 year after construction
3	More attractive environment for pedestrians		Pedestrians	Footfall	1 year after construction
4	Improved journey times for buses		Public transport users	Timetables	1 year after construction
5	Improved air quality on Digbeth High Street		Pedestrians, residents	Air quality measurements	1 year after construction

## 3. Commercial Case

The Commercial Case provides evidence of the commercial viability of a project and the procurement strategy that will be used to engage the market – providers, developers and suppliers to deliver the project. The OBC should be based on pre-procurement discussions and the FBC should document the final outcome of the procurement process.

### 3.1 Procurement

#### 3.1.1 Procurement scope

*Outline what procurement needs to be or has been undertaken if private development partners or suppliers are required to deliver project outputs. The procurement scope includes design development to detailed design stage, advance works and the construction of the scheme.*

In order to maximise efficient delivery ahead of the Commonwealth Games, minimise disruption and ensure that the joint scheme benefits are fully realised, it is desirable for the public realm and Metro schemes to be designed and implemented together as a single package of works.

The delivery arrangements of BEE is through Midlands Metro Alliance (MMA); which is an alliance formed by WMCA (The owner); Designer (Design JV) and the Contractor (Colas Rail and its partners). A phased delivery of BEE is currently planned between 2020 and 2024, with advance works commencing in 2020. The scheme is a part of section 5 of BEE, which is programmed to be delivered ahead of Commonwealth Games.

The proposed scheme requires significant changes to the BEE reference design (TWAO scheme) to convert it from centre-running to southern-running along the Digbeth High Street carriageway. Grant funding for the project is requested to cover the additional design and construction costs, over and above the Reference Case (TWAO Scheme). This additional funding request is for £15.720million.

#### 3.1.2 Procurement strategy

*Describe the project procurement strategy, including: regulatory / mandatory / best practice standards incorporated; process to be undertaken; evaluation criteria; and the contractor selection timetable. Outline how the procurement would contribute to regional carbon emissions reduction targets.*

The project is being delivered by the Midland Metro Alliance, which is a partnership between the WMCA, the design consortium of Egis, Tony Gee and Pell Frischmann and a contractor Colas Rail (supported by their sub Alliance Partners Colas Ltd.; Barhale; Thomas Vale; and Auctus Management Group). The MMA partnership was procured in 2016 to implement a 10-year programme of tram system enhancement works that should enable social and economic regeneration and deliver local jobs and training. The contract to MMA was awarded following an OJEU procurement process.

Since the OBC submission the Owner, WMCA, considered the alternatives to use designers procured through available Framework agreements to assess if these will secure better value for money. A procurement options appraisal exercise was undertaken to determine the most effective route to market. The options assessed included continuing to use the MMA partnership, carrying out a full OJEU tender process or a further competition exercise using a collaborative framework agreement. Having assessed the options, a decision was made to progress to the next stages of design and construction with Midland Metro Alliance, using a revised commercial model offering a further better value for money to the Owner.

### 3.1.3 Evidence of demand or market interest

*Describe any private sector negotiations or discussions undertaken as part of testing the development or supplier market.*

Alternatives to MMA, such as using designers procured through available Framework agreements, were also considered to assess if these may secure better value for money. Discussions have indicated that other locally based and suitably qualified design organisations are able, and willing, to undertake this work.

When reviewing all available options, WMCA decided to proceed with using the MMA as the design and construction partner for the extension.

### 3.1.4 Third party services

*Detail any third-party services that will be used to deliver the project (legal, finance, any other consultancies).*

The project will be handled with MMA and WMCA resources, using standard procurement and contract management arrangements. Birmingham City Council has a role, as the local highway authority, in overseeing the utility works and traffic management associated with both the utility and main construction works.

Birmingham City Council also has a role in overseeing the expenditure of this grant and will work with WMCA and MMA to do so.

The scheme will be subject to legal requirements, including:

- A Grant Agreement – a funding agreement will be required between GBSLEP and BCC.
- A Contract – The proposed procurement route is to commence single contractor negotiations with the WMCA, who are responsible for the delivery of the Midland Metro. This arrangement includes robust contract management and assurance arrangements, providing opportunity for the Council to work with the contractor and designer to deliver the expected works at the agreed cost. The justification for entering into single contractor negotiations is for practical and logistical considerations, WMCA is the sole supplier that deliver the works and realise the benefits. The works will complement the WMCA scheme. Given the scale of works in Digbeth, tendering for a separate contract to deliver the public realm element and Metro schemes as two separate work packages, but in parallel timeframes, would bring about significant challenges in terms of the co-ordination of works. Therefore, in order to maximise efficient delivery ahead of the Commonwealth Games, minimise disruption and ensure that the joint scheme benefits are fully realised, it is proposed that the public realm and Metro schemes are designed and implemented together. The proposed contract will include robust contract management and assurance arrangements, providing opportunity for the Council to work with the WMCA for the contractor and designer to deliver the expected works at the agreed cost.
- Maintenance – arrangements to ensure the long-term maintenance of the enhanced public realm created will be the responsibility of BCC.

## 3.2 Contract management and risk allocation (FBC stage only)

### 3.2.1 Contract management arrangements

*Describe contract management and assurance arrangements. Provide evidence of how the procured contractor/supplier provides value for money.*

The project is being delivered by the Midland Metro Alliance, which brings together the designer, contractor and owner in one organisation with shared objectives. This arrangement includes robust contract management and assurance arrangements, providing opportunity for the owner to work with the contractor and designer to deliver the expected works at the agreed cost.

Procurement of the MMA members was undertaken in a previous exercise, and the MMA was subsequently confirmed as WMCA's partner to deliver the BEE.

As the Owner, the Contract management will be undertaken by WMCA. WMCA will be responsible for ensuring the contractor arm within MMA (Colas Rail, supported by their sub Alliance Partners Colas Ltd.; Barhale; Thomas Vale; and Auctus Management Group)) delivers the scheme as designed and as per the Target Cost agreed with the Owner.

**BCC, as the applicant of funding for this project, will enter into a contract with the WMCA for the delivery of the works and funded to ensure the project is delivered as intended and provides value for money.**

### 3.2.2 Contract milestones

*Include contract milestones such as internal or external decisions and approvals and completion dates of project phases.*

This scheme will be delivered as part of the BEE Metro Extension construction work. Key Contract Milestones are summarised below with a full programme for BEE presented in **Appendix C1**.

- TWAO Order approved – Completed (January 2020)
- FBC Agreed Completed (February 2020)
- Commence Utility Diversions (Phase 1 - Section 1 and 5<sup>22</sup>) – On-Going
- Phase 1 Target Cost 2 approval March 2021
- Commencement of Section 5 works April 2021
- Planning Conditions Approval Phase 1 June 2021
- Section 5 Handover to WMCA April 2022;
- Full BEE scheme handover (All 5 sections) September 2024

### 3.2.3 Risk allocation

*Summarise key risks relating to the management of delivery contract(s) and who has been involved in identifying these risks. Include details on the transfer or sharing of risks with the contractor, risk owners, and mitigation / contingency arrangements (these should be fully detailed in the Risk Register in **Appendix 6**).*

The risk register at **Appendix 6** shows the primary risks identified at this time. This is a live document that will be kept updated as the project progresses.

The risk register highlights 17 risks. Key risks are:

- BEE cancelled or delayed;

<sup>22</sup> Section 1 - Birmingham City Centre ; Section 5 – Digbeth High Street

- Funding not available; and
- Delays to construction activity.

Other key risks are associated with:

- Budgets and funding levels;
- Changes to designs;
- Interface and information; and
- Construction.

The project budget includes an allowance for risk and uncertainties.

The full BEE risk register is included as **Appendix C2**

### 3.3 Accountancy treatment and service requirements (FBC stage only)

#### 3.3.1 Assets

*Describe long-term future of assets, including approach to a change of circumstances (e.g. organisation / asset changes purpose or ceases trading).*

The tramway assets from the construction of the scheme will be owned by the West Midlands Combined Authority through their Transport for West Midlands arm, which is the public transport authority for the West Midlands.

Public realm assets would be owned by Birmingham City Council, with maintenance costs covered from BCC's ongoing revenue budgets.

#### 3.3.2 Operational service considerations

*Outline any operational service considerations and their sustainability. If there are any personnel implications (including TUPE), then please describe how they will be addressed here.*

Existing services on the Midland Metro are operated by Midland Metro Limited, a company fully owned by the West Midlands Combined Authority, through a 15-year operation and maintenance contract that started on 24<sup>th</sup> June 2018. The operation and maintenance of the new services on the BEE would be included in the contract for BEE.

## 4. Financial Case

The purpose of the Financial Case is to demonstrate the affordability and funding of the preferred option, including the support of stakeholders and customers, as required. This should include the capital and revenue costs and the consequential costs of the project.

### 4.1 Project budget

*Insert additional future years into the table; name each contributing funder and add lines as required. GBSLEP allocates funding to be drawn down by projects for specific financial years (April to March) against agreed, eligible and evidenced, defrayed costs.*

*Include a detailed breakdown of costs that relates to the below project budget as an appendix.*

*Loans are offered on commercial terms. The rate of interest charged, security and other conditions are determined independently in accordance with investment industry standards, taking into account that the GBSLEP's funding programme's primary objective is to enable or accelerate development of priority projects. The maximum repayment term is three years.*

*Further information on and the application for development funding is included at Section D.*

*Provide a detailed proposed funding profile by populating **Appendix 5**. This will be indicative at OBC and should be finalised at FBC stage.*

#### **Capital Costs**

**Appendix E2** shows the detailed cost estimates for construction of the BEE scheme along Digbeth High Street. Two costings are shown – the TWAO scheme (reference case), and the current preferred scheme (do something). The difference in cost between the two schemes is equal to the grant requested from GBSLEP.

The increase in cost between the reference case and do something scenario is primarily as a result of the extended scope of works and the enhanced quality of finish applied. The TWAO reference case scheme assumed a kerb-to-kerb carriageway treatment, whereas the do something scheme takes a façade-to-façade approach and applies a high-quality public realm finish to the carriageway and public space.

There are a number of items where costs assumed for the TWAO scheme are no longer applicable, such as bridge strengthening works where the scope of work has been reduced. This change in cost has been included in the costing as a saving, so that the grant requested is only for the change in overall cost compared to the TWAO scheme.

The cost difference between the two schemes is £15.720m in 2020 prices. The basis for this cost estimation is discussed below.

Following a rigorous selection process WMCA let the Midland Metro Alliance (MMA) contract in 2016, with a single contractor and designer for a period of up to 10 years for the West Midlands Metro extensions work. In this "Midland Metro Alliance" the designer, contractor and WMCA work as an integrated team to develop and deliver the programme under a contractual framework where their commercial interests align with actual project outcomes.

Unlike traditional forms of construction contract which seek to defend positions, the Programme Alliance Agreement (PAA) is very different insofar as it is principle based, placing obligations on the parties to act

in good faith and committing to Best for Project decision-making on the basis that this will deliver the best outcome for all parties.

Other key features of the PAA include shared risk, no claim, no blame and creating a collaborative, self-governing environment in which a high performing, innovative team will thrive. The consequences of failure are dealt with through the commercial model. Owner's rights are reserved to exceptional circumstances i.e. changes in law, breaches in statutory duty and wilful neglect.

The commercial model works in tandem with the PAA, linking the commercial interests of all the parties to best-for-project outcomes, encouraging all the participants to work as an integrated team to identify and mitigate/eliminate risk and innovate to achieve outstanding results.

The commercial model addresses development of target costs for each project on an open book basis, compensation of the Non-Owner Participants (NOPs), manages change, sharing of pain/gain, key results areas (KRAs) and programme wide insurances. Taking each of these in turn:

- Target costs are developed jointly on an open book basis and include reasonable estimates of the actual costs to deliver the works including owner's direct costs, design costs, construction costs, contingencies and NOP's fee (overhead and profit);
- As the members collectively assume all risks, scope variations under the Alliance are limited to material change where the client has for instance requested an extra facility that could not have been contemplated at the outset;
- Sharing of pain gain is be limited to the NOP's fee ensuring all parties are equitably incentivized to perform beyond the expectation of the target cost;
- Key Results Areas are developed to incentivise participant performance in areas critical to the project; and
- Project insurance is an essential element of the Alliancing form of contracting. Under Pure Alliancing, as no liability arises between the parties, normal insurances cannot be triggered and therefore cannot be called upon to protect the partners against internal claims. This is overcome by WMCA taking out an all-encompassing project insurance policy.

The Alliance contract was signed on 1 July 2016. The Designer is a consortium led by Egis Rail, supported by Pell Frischmann and Tony Gee and Partners. The Contractor is a sub-Alliance led by Colas Rail and including Colas Ltd, Thomas Vale, Barhale and Auctus Training.

It is worthy of note that both Designer and Contractor were intimately involved in the design and construction of the Besancon "tramway autremont" that was pointed to by the Department for Transport in the "Green Light for Light Rail" document as an exemplar for quality coupled with value for money via innovation. The aim of the Midland Metro Alliance is to harness this experience to set new standards for delivery going forward.

The Alliance has its own procurement function, with further legal and procurement support available in the alliance partners through which contracts are placed, including the WMCA. The Alliance has also engaged an Independent Programme Assurance Adviser to independently monitor the performance of the Alliance.

The Alliance partners look to self-deliver where possible, limiting the number of sub-contracts required. Part of the approval process for placing orders within the main delivery partner is to confirm that there are no conflicts of interest, and sub-contracts placed are reported to senior management within the Alliance in order to monitor them.

The construction of the Birmingham Eastside Extension relies upon some existing utility services being altered, diverted or protected in order to facilitate construction.

In preparing this business case, WMCA has carried out, through the MMA, a thorough estimate of the costs for implementing the project in order to ensure it provides a comprehensive, robust and reliable basis for the consideration of the Financial and Value for Money (Economic) Cases. This has considered all the major elements of the Metro and Digbeth High Street projects, including trackwork and associated infrastructure, utilities diversions, land acquisition and tram purchase.

The estimated cost is based upon a strong cost library using cost data from other Midland Metro Alliance schemes, informed by their recent experience in production of costs for the Centenary Square and Wolverhampton City Centre extensions as well as the out-turn costs of the Bilston Road Track Replacement Phase 2 project.

The costs for the Digbeth High Street project have been derived by effectively comparing two prices, a base scheme compliant with the approved Urban Design Strategy<sup>23</sup> contained within the Environmental Statement submitted with the Transport and Works Act Order application for the tramway, and an enhanced scheme compliant with the Digbeth High Street design vision.

### Revenue Implications

PM in the process of liaising with maintenance teams and to add in further information asap.

### Taxation

There should be no adverse VAT implications for the City Council in this scheme as the maintenance of the highways is a statutory function of the city council such that any VAT paid to contractors is reclaimable.

	Previous years	2019/20	2020/21	2021/22	2022/23	Future years	Total
<b>Capital funding (£000s)</b>							
Local authority							
Other public sector							
Private sector							
Third sector							
GBSLEP Loan funding requested							
GBSLEP Grant funding requested				15,720			15,720
GBSLEP Development funding previously requested ( <i>eligibility applies</i> )	130	323	339				792
Funding source to be established							
<b>Total capital cost</b>	<b>130</b>	<b>323</b>	<b>339</b>	<b>15,720</b>			<b>16,512</b>
<b>Revenue funding for project delivery (£000s)</b>							
Local authority						1,000	1,000

<sup>23</sup> <https://www.metroalliance.co.uk/wp-content/uploads/2016/10/Urban-Design-Strategy-FINAL2.pdf>

Other public sector							
Private sector							
Third sector							
Funding source to be established							
<b>Total revenue cost for delivery</b>							
<b>Revenue consequences for benefit realisation (£000s)</b>							
Local authority							
Other public sector							
Private sector							
Third sector							
<b>Total revenue consequences for benefit realisation</b>							
<b>Total project cost</b>	<b>130</b>	<b>323</b>	<b>339</b>	<b>15,700</b>		<b>1,000</b>	<b>17,512</b>

## 4.2 Affordability

### 4.2.1 Options for financing the project

*Outline what other means of financing the project have been explored, including which funding sources have been considered / approached and why they were discarded.*

The scheme requires capital funding to be allocated from a source of public funding. Use of the GBSLEP Growth Fund has been chosen as the most suitable source of funding for this scheme.

**Approach to Optimism bias and the provision of contingency is as follows:**

- Optimism bias at 3%
- Risk Allowance included in the costs using a contingency allowance of 15%.

### 4.2.2 Match funding

*Confirm which sources of match funding included in section 4.1 have been secured (attach evidence). For funding that is not yet secure, provide details on the strategy and timeline for securing it.*

Birmingham City Council will be providing the maintenance funding for the project, currently estimated at up to £1.00m. This funding will be allocated from BCC's revenue budget.

The Do Minimum scheme is funded from WMCA and DfT resources, approved by WMCA Board on 14 February 2020<sup>24</sup>

<sup>24</sup> <https://governance.wmca.org.uk/ieDecisionDetails.aspx?ID=696>

#### 4.2.3 Grant versus loan

*If capital grant funding is applied for, explain why loan funding is not deemed suitable.*

A loan would not be suitable for this project as there is no way in which the project could make repayments.

#### 4.2.4 Loan arrangements

*If loan is applied for, outline the proposed repayment arrangements and timescales.*

N/A

#### 4.2.5 Availability of GBSLEP funding

*How would the project proceed if GBSLEP funds are not available?*

There are no other sources of funding available. A loan would not be appropriate as there is no way in which the project could make repayments.

In the absence of GBSLEP funding, the scheme would proceed with the TWAO authorised layout, comprising a central tram alignment within the existing highway boundaries, which will result in abortive design costs, delays to the overall programme and a considerable reputational risks to BCC, WMCA.

### 4.3 Due diligence

#### 4.3.1 Applicant organisation's financial status *(GBSLEP to advise if information is required)*

*Provide full accounts for the last three financial years, as well as current financial forecasts.*

#### 4.3.2 Partners' financial status *(GBSLEP to advise if information is required)*

*Provide full accounts for the last three financial years, as well as current financial forecasts.*

#### 4.3.3 Independent assurance

*Outline any independent assurance that will be place for the project, such as gateway or key stage reviews throughout delivery.*

BCC is the statutory local authority and its financial status is subject to Government oversight. Financial management of the project will be exercised within the terms of BCC's Financial Control Standards for major Projects (November 2018). These standards have been established to ensure that such projects are managed by a Project Board through a process of outline and full Business Cases, regular monitoring of delivery issues and the preparation of Project Highlight reports and a post-implementation review together with early warnings of potential problems, a procedure for change requests, and control over the use of contingency sums.

All capital expenditure is also subject to the Council's constitution and financial procedures, including financial regulations, contract standing orders, executive decision-making, and monitoring. The Enterprise Zone Programme, including this project, reports to the Capital Project Board, which has responsibility for the delivery of all projects above £20m or a strategic project under £20m and is chaired by the Leader of the Council. The membership also includes the Chief Executive, S151 Officer and Cabinet Member for Resources. Given the value of the scheme the Capital Project Board may delegate this authority.

Following FBC approval, BCC and WMCA will develop a funding agreement that will set out the key principles for the responsibility and management for how funding will be managed, including departures, changes and overruns.

BCC will ensure that project assurance is in place to provide independent and impartial confirmation that the project is on track and to confirm that the project is applying relevant practices and procedures and that the business rationale for the scheme remains aligned with the organisational strategy.

#### 4.4 Financial risks

##### 4.4.1 Cost overruns

*Outline the arrangements for any cost overruns in the project. Any grant approved by GBSLEP will be a maximum capped amount and the applicant will be responsible for any expenditure above that amount.*

The cost for the scheme has been calculated by Midland Metro Alliance (MMA) under the arrangements for defining and agreeing project costs. Expenditure will be managed by MMA, to meet the agreed Target Cost.

The amount requested from GBSLEP will not increase in the event of cost overruns on the project. Any cost overruns will be the responsibility of MMA/WMCA and managed through pain/gain agreements between WMCA and MMA.

##### 4.4.2 State Aid

*State how the project complies with State Aid regulations without contravening the State Aid legislation. Outline what advice (e.g. legal advice) has been received to confirm that any grant funding approved does not amount to unlawful State Aid.*

*Any project activity GBSLEP funds must meet public sector financial rules and comply with the rules governing State aid. Grants found to be in contravention of State Aid rules must be repaid with interest, so it is in your interest to ensure that any project you bring forward for consideration complies with these regulations.*

In relation to State Aid, it is anticipated that the scheme will provide a 'no aid' position based on the delivery of a scheme providing public goods which will not benefit selective undertakings or distort or threaten to distort competition. In addition, it can be considered to be non-economic in relation to the Commission's guidance on the notion of State Aid. As such there are not expected to be State Aid issues.

Additionally, there are no state aid issues due to the EU compliant procurements WMCA have undertaken, i.e. for Midland Metro Alliance, 3rd Generation Trams and the in-house operation of Midland Metro Limited. This has been also been confirmed by WMCA's Legal Team.

## 5. Management Case

The purpose of the Management Case is to demonstrate that the preferred option is capable of being delivered successfully, in accordance with recognised best practice. It tests project planning, the governance structure, risk management, communications and stakeholder management, benefits realisation and monitoring and evaluation. The Management Case should be over halfway complete at OBC stage; at FBC, in addition to updating all questions the Monitoring and Evaluation plan and processes need to be finalised.

### 5.1 Project planning

#### 5.1.1 Project development and statutory requirements (*OBC stage only*)

*List the key project development milestones, including local authority consents or statutory approvals needed for the project to proceed. Indicate which have been obtained and the timeline for obtaining the rest. Add / delete lines as appropriate. Confirm what LA/CA governance needs to be factored into the decision making.*

This project is being delivered alongside the BEE metro extension and will be managed by the Midland Metro Alliance as part of the metro construction works.

Description	Planned / actual date	Provide Details
Concept study	<i>Completed as a part of the current stages</i>	
Feasibility		
Preliminary design		
Detailed design	<i>April 2021</i>	<i>2D designs have been completed and 3D designs being finalised at the time of FBC, with programmed completion in April 2021.</i>
Quantified risk assessment	<i>October 2020</i>	<i>Target Cost, including allowance for risk submitted to WMCA.</i>
Environmental appraisal	<i>October 2017</i>	<i>For the full BEE scheme. EIA used as supporting evidence for the TWAO application, the order for which has now been granted by the Secretary of State (SoS).</i>
Planning application	<i>October 2017</i>	<i>TWAO order and deemed planning consent confirmed by SoS in January 2020</i>
Statutory approvals / planning permission	<i>January 2020</i>	<i>TWAO order and deemed planning consent confirmed by SoS in January 2020</i>
Consultations with key stakeholders	<i>Public Consultation (March 2020)</i>	<i>Extensive Stakeholder consultation during development of the scheme options (2017/2018). Public Consultation for Digbeth High Street scheme completed in March 2020. On-going consultation during further stages of scheme development and construction.</i>
Internal or external funder strategic /outline business case		<i>Completed</i>

Internal or external funder full business case with benefit-cost ratio or established value for money case	February 2020	Approved by WMCA Board 14/02/20 <sup>25</sup>
Quotes for work to be undertaken	October 2020	Target Costs developed by MMA for WMCA
Compulsory Purchase Order powers	January 2020	TWAO order and deemed planning consent confirmed by SoS in January 2020
Major statutory instruments (e.g. Transport and Works Act Orders, Side Road Orders, Development Consent Orders)	January 2020	TWAO order confirmed by SoS January 2020 Planning conditions as part of the TWAO in the process of being discharged
Known environmental impacts (e.g. SSSIs, Heritage sites, Ancient Monuments)	October 2017	Assessed as a part of the EIA for BEE TWAO supporting evidence
Equality Impact assessment		Covered as a part of WMCA Governance
Other – describe		

### 5.1.2 Project delivery plan

At OBC, outline project delivery plan; at FBC, append a detailed programme and summarise key milestones here (add lines as appropriate).

The full BEE programme is shown at **Appendix C1**.

BEE project delivery is divided into three phases. Phase 1 includes the city section (Section 1) and Digbeth High Street (Section 5).

Task	Start Date	Completion Date
TWAO Order approved		January 2020
BEE scheme FBC Agreed		February 2020
Utility diversions, section 5	23/09/20	19/05/21
Phase 1 Target Cost 2 Approval		March 2021
Commencement of Section 5 works	23/04/21	
Planning Conditions Approval Phase 1		June 2021
Section 5 Handover to WMCA		April 2022
Full BEE scheme handover		September 2024

### 5.1.3 Critical path

Outline the key review and go / no-go decision points and what would happen at each point.

WMCA Board have already approved expenditure on the BEE, authorising expenditure. Cost estimates have been submitted to WMCA and have formed the basis of financial case.

Birmingham City Council to approve FBC and expenditure on public realm works following approval of grant by GBSLEP.

<sup>25</sup> <https://governance.wmca.org.uk/ieDecisionDetails.aspx?ID=696>

## 5.2 Organisation

### 5.2.1 Track record

*Outline your organisation's and the identified project team's track record of delivering similar projects. Include skills / experience of key staff involved in the project.*

BCC has experience of successfully supporting the delivery of a wide range of major regeneration, redevelopment and public realm projects of a similar or larger scale and value across the city including in a city centre context such as Arena Central, Snow Hill, Centenary Square and Axis. In all cases BCC has provided expertise in supporting services including compulsory purchase, planning, urban design, and transportation. This experience has provided evidence of what has worked in the past in order to provide the most appropriate context for development of the proposed project.

WMCA has successfully delivered two extensions of the Midland Metro including Birmingham city centre Extension and the recent Centenary Square extension.

### 5.2.2 Use of external consultants

*List key consultants (individuals and organisations) involved and outline their track record.*

The Midland Metro Alliance uses external organisations to carry out the majority of their work, including:

- Egis
- Tony Gee
- Pell Frischmann
- Colas Rail
- Colas
- Barhale
- Bouygues
- Auctus

These are experienced companies who have completed many projects of a similar nature.

### 5.2.3 Succession arrangements

*Outline the arrangements in place to ensure continuity of resource and retention of organisational memory including project record management approach.*

Construction records will be stored in accordance with the retention policies of MMA and WMCA. Information required for maintenance purposes will be passed to Midland Metro Ltd and Birmingham City Council as appropriate.

All delivery partner organisations, including BCC, WMCA and MMA, have succession planning as a part of their organisational business models ensuring that continuity of resources is maintained throughout the lifecycle of project design, construction, handover and operation.

## 5.3 Governance

### 5.3.1 Project management

*Outline the proposed project management structure including roles and responsibilities.*

The Digbeth Public Realm element of the scheme will be managed by BCC, with the project delivery managed by MMA and subject to contractual arrangements.

Project management will continue to be managed in accordance with BCC's methodology and will be tailored to meet corporate governance and project management policies and standards. The BCC project team will:

- Provide guidance and direction to the project to ensure that the project remains within scope and delivers the required outputs and project benefits within the agreed budget and schedule;
- Monitor the development of solutions and proposals at all stages to ensure they meet the organisation's needs and progress towards targets;
- Evaluate the impact of solutions and proposals on the Council and stakeholders; and
- Ensure risks are being tracked and mitigated as effectively as possible.

The BCC Project Manager (Hannah Willetts) will:

- Ensure that the project proceeds with the agreed scope, time and cost, managing quality, risk and benefits;
- Be responsible for the project producing a result capable of achieving the benefits defined in the business case;
- Be responsible for finalising service contracts and issuing instructions and receiving highlight reports from service providers;
- Make reports to external funders as required;
- Co-ordinate the interface, communication and information exchanged expeditiously between different teams and organisations involved in the delivery of the project; and
- Provide regular reports to the Project Board to keep senior management routinely informed of project status and all developments that impact on the project success.

The BCC and MMA teams will work together to deliver the project to the agreed scope and cost.

The project is appropriately resourced through internal and external sources with the appropriate skills and capacity. The delivery programme has been developed as part of the BEE design and delivery programme.

### 5.3.2 Project governance

*Provide details on the proposed project governance and assurance, including:*

- *decision levels;*
- *escalation arrangements;*
- *project board composition and terms of reference; and*
- *project board members' relevant experience (if not included at 5.2.1).*

The project will be delivered and managed on a day-to-day basis by the Midland Metro Alliance, subject to MMA and WMCA governance arrangements, described later in this section.

Overall governance of the project sits within BCC. The project will be monitored by BCC, as funding applicant, in accordance with their governance procedures. The overall governance is led by the Enterprise Zone and Curzon Project Delivery Board which exists to; provide strategic direction and make decisions in the best interests of the project (subject to BCC and GBSLEP assurance requirements); review and approve all products/documentation; monitor benefit realisation and risks and report to the Corporate Leadership Team. This is supplemented by the BCC BEE Group which co-ordinates and manages immediate issues.

The Project Board for the Curzon Enhanced Public Realm project is the Enterprise Zone and Curzon Project Delivery Board, which comprises the following individuals and will oversee day to day management of the project:

1. Phil Edwards – Assistant Director, Transport Connectivity

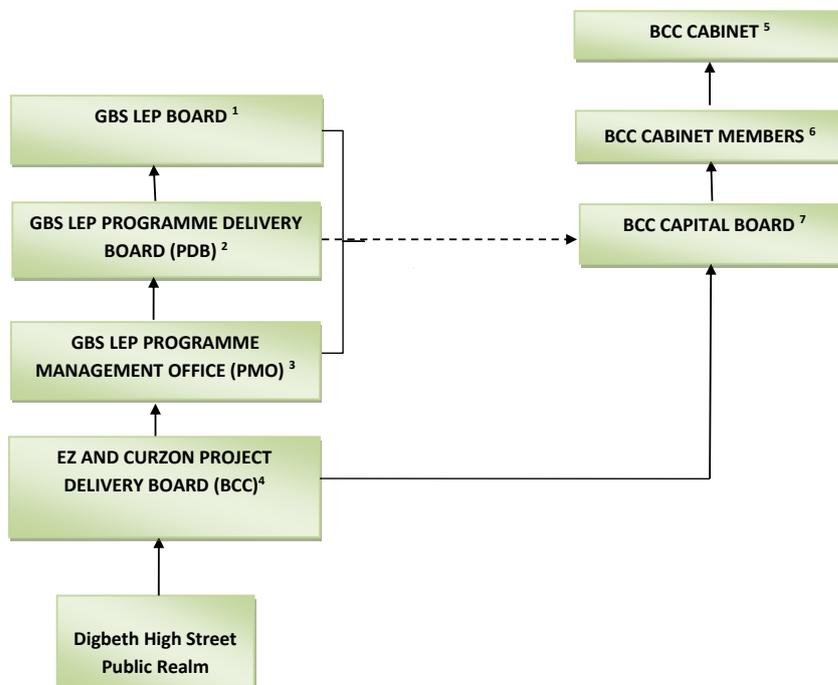
2. James Betjemann – Head of EZ and Curzon Delivery
3. Alison Jarrett – Assistant Director, Finance
4. Kam Sin – Finance Manager
5. Gary Woodward, City Centre Development Planning Manager
6. Jane Smith – EZ Programme Manager
7. Simon Garrad, Head of Project Delivery.

In addition, the project will report on a monthly basis to the BCC Capital Board, which oversees the delivery of all major BCC projects and comprises of;

1. Leader - BCC
2. Cabinet Member, – BCC Finance and Resources
3. Chief Executive – BCC
4. Section 151 Officer - BCC

Under the grant arrangements BCC will reporting and seek approvals via GBSLEP/BCC governance processes is shown in the **Figure 10** below.

### **BCC and GBSLEP Approvals and Reporting**



<sup>1</sup> GBSLEP Board – approve projects above £10m

<sup>2</sup> PDB – approve projects between £3m and £10m, with delegated approval to GBS LEP Director for projects up to £3m

<sup>3</sup> PMO – assure and monitor projects

<sup>4</sup> EZCPDB - objective of the Delivery Board is to monitor and oversee the development and delivery of EZ and Curzon business cases and projects managed by the Inclusive Growth Directorate.

<sup>5</sup> BCC Cabinet – approve projects above £1m

<sup>6</sup> BCC Cabinet Members – approve projects between £200,000 and £1m

<sup>7</sup> BCC Capital Board – approve and monitor projects above £20m.

**Figure 10 – BCC and GBSLEP approvals and reporting**

### **BCC BEE Board**

Group meets on a monthly basis and is an important opportunity to raise key issues re. Digbeth public realm / metro extension with senior staff at BCC / TfWM and MMA.

The BEE Project Board has the following members;

- Chair – Phil Edwards (BCC)
- Michael Anderson (Metro Director TfWM)
- Marilyn Grazette (BEE Project Sponsor TfWM)

- Martin Gallacher (BEE Project Director MMA)
- James Betjemann (Head of Enterprise Zone and Curzon Development)
- Mel Jones (Head of Transport Planning & Network Strategy)
- Stuart Rawlins (Head of Major Transport Projects)
- Nicholas Jackson (Area Planning Manager – City Centre)
- Gary Woodward (Development Planning Manager)
- Nigel Tammo (Metro Project Officer)
- Hannah Willetts (Enterprise Zone Programme Officer)

### *Purpose*

The Board monitors the overall programme delivery, performance & risk of BEE.

The Board provides a forum to discuss and address issues escalated from project teams in order to mitigate against cost and programme impacts.

Under the BCC governance structure set out above TfWM and MMA will deliver the project using the well-established project management systems set out in the following paragraphs.

### **West Midlands Combined Authority Governance Structure**

The purpose of establishing a governance framework for the Metro Programme is to:

- Provide assurance to WMCA and partners of the effectiveness and efficiency of the Metro Programme;
- Provide a basis for the implementation of high-level working arrangements and practices; and
- Formalise reporting structures which allow the performance of the Metro Programme to be monitored and measured.

The Governance Structure is in line with the requirements of the Department for Transport (DfT) for the delivery of major capital projects to which it contributes funding. It also aligns with guidance from the Office of Government Commerce (OGC).

The programme team structure is a matrix-managed project-focussed structure based upon structures utilised in the delivery of other major programmes in the transport sector and other alliances, developed for the specific programme management circumstances of the MMA.

The WMCA/TfWM governance arrangements set out for the Metro Programme have been established under the WMCA governance arrangements developed since the WMCA came into being in June 2016. These outline how WMCA operates, how decisions are made and the procedures to be followed in order to ensure that TfWM operates efficiently, effectively and in a transparent and accountable manner.

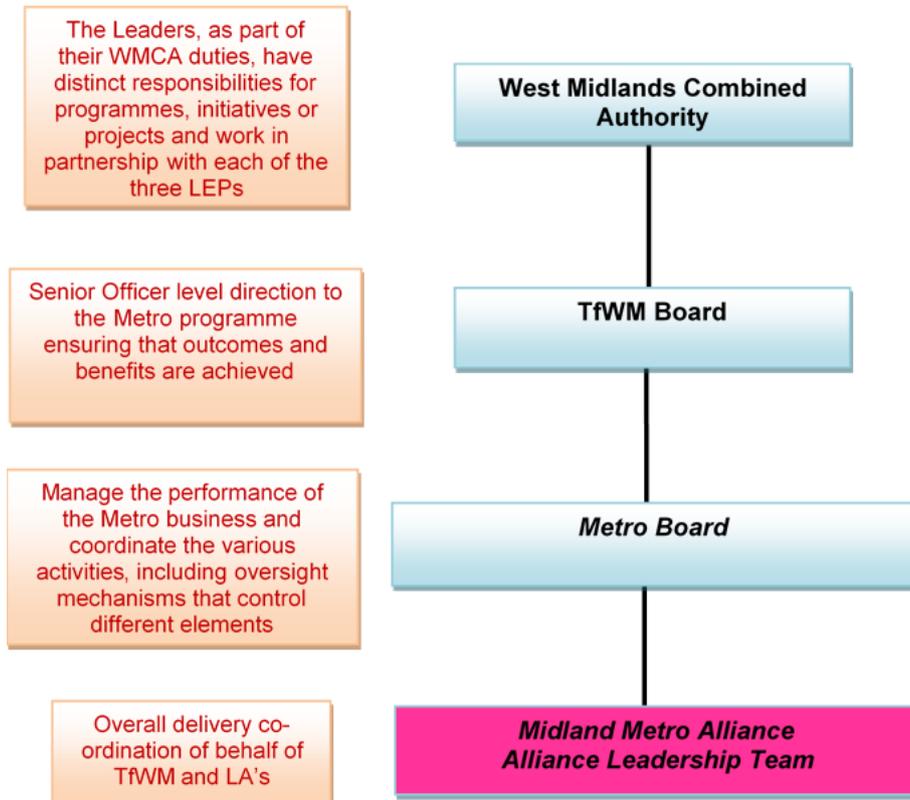
The MMA Governance and Programme Team Structures address the following:

- Leadership
- Organisation
- Resource management
- Monitoring and control
- Quality management
- Engagement
- Risk and issues management
- Specifications
- Benefits realisation

All of the above must be carried out in an environment which allows for predictable outcomes that provide certainty for executive management in a changing political and economic climate.

Set out below is the overall Governance structure for the Metro within WMCA and how each of the groups report into existing structures. The Metro Board is the primary means to manage the performance of the Metro business and to coordinate the various activities and oversight mechanisms that control different

elements of the business. The Metro Board has accountability to monitor the delivery of Metro Operations, progression of Metro’s strategic aims through delivery of business plan objectives and delivery of the Metro Development programme. The WMCA governance structure is shown in the figure below.



**Figure 11 WMCA governance structure**

Further details of the WMCA’s governance are set out in the WMCA Assurance Framework<sup>26</sup>.

To ensure that the development of the Metro extension projects are taken forward with relevant input and authority from local authority stakeholders a series of Project Boards have been established, including one which consists of senior officer representatives from WMCA, the Transportation and Planning officers from the relevant local authority and the Midland Metro Alliance. Due to diary constraints for these senior officers, the three Metro extension projects in Birmingham and Solihull are covered by a single Project Board which meets monthly and feeds into the Metro Board.

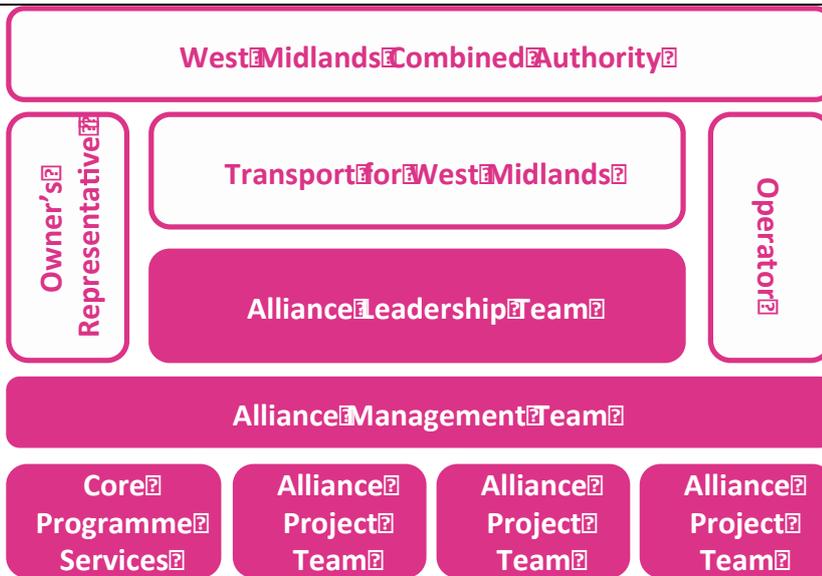
WMCA’s Senior Responsible Officer for the project is Metro Programme Director Peter Cushing.

**Midland Metro Alliance Governance Structure**

The Midland Metro Alliance has a strong project team with a co-located team of owner, designer, contractor and non-owner participant staff bringing together world-wide expertise in a truly collaborative environment. This team has the skills and experience to deliver all aspects of the development and delivery of this project. The MMA has a robust, programme managed by a delivery focused organisation with support from correct resources, skills and leadership.

The MMA governance structure is illustrated in the figure below.

<sup>26</sup> [https://www.wmca.org.uk/media/2937/wmca-assurance-framework\\_v1\\_sept-16.pdf](https://www.wmca.org.uk/media/2937/wmca-assurance-framework_v1_sept-16.pdf)



**Figure 12 MMA governance structure**

Given the scale of the currently planned West Midlands Metro network expansion, WMCA has assembled an experienced project team with world-wide expertise in light rail to deliver infrastructure for the programme via the Midland Metro Alliance.

To ensure success, this is made up of a mixture of project managers and technical and operational light rail experts together with a strong team of supporting consultants, advisors and contractor staff within the Midland Metro Alliance covering all aspects of the development and delivery of this project.

The current team roles and responsibilities are set out in the Project Implementation Plan provided at **Appendix M1**.

Copies of the documents referred to therein are contained within the MMA’s Bentley ProjectWise system and can be provided on request.

A copy of the Project Organization Chart is included at **Appendix M2**.

### 5.3.3 Change management

*Outline the proposed change management strategy for the project, including escalation procedures and thresholds.*

Initial change management and escalation will be handled within MMA and their delivery arrangements. Changes to scope or cost will be referred to WMCA (as tramway owner) and BCC and handled through the project governance arrangements set out above.

## 5.4 Stakeholder management

### 5.4.1 Stakeholder engagement

*Outline how the stakeholders will be involved and managed. Append a stakeholder management plan if available.*

Midland Metro Alliance has a fully developed stakeholder management plan, led by the stakeholder liaison officer, Amy Walker.

Key stakeholders along the route of BEE and wider organisations have been identified and mapped into the stakeholder plan, identifying stakeholders as high, medium and low priority based on how much they are affected by the project.

Stakeholder engagement will be ongoing throughout construction and mobilisation, and the stakeholder management plan and stakeholder mapping will be updated as required.

In addition to the MMA stakeholder engagement, Birmingham City Council maintain the Digbeth Landowner Forum and Eastside Coordination Group which exist to bring together a range of interests in the area affected by the scheme.

### **Digbeth Landowner Forum**

Group meets on a quarterly basis and provides a regular forum to update and consult key Digbeth stakeholders / landowners on the Digbeth public realm proposals.

Membership of the DLF comprises of representatives of the following (note list is not exhaustive and others may be added as and when necessary):

- Birmingham City Council
- Homes England
- Canals & Rivers Trust
- HS2
- Gooch Estate
- Stoford Developments
- Oval Estates
- Cole Waterhouse
- The Hub
- Beorma (Salhia)
- Court Collaboration

#### *Purpose*

- To bring together key landowner and developer interests to support growth and development in the area.
- To provide an interface between BCC, landowners and developers for raising issues and identifying solutions to problems affecting the area.

### **Eastside Coordination Group**

Group meets on a 2-weekly basis.

This group is established to coordinate the delivery and associated mitigations of road closures and other traffic changes relating to the construction activity taking place in the Eastside area of Birmingham City Centre to minimise disruption and keep the city moving.

The initial focus of the group is on the impacts of the following schemes:

- A45 SPRINT
- Metro BEE (Birmingham Eastside Extension)
- HS2
- Moor Street Queensway
- Private developments including – Smithfield, Connaught Square, Irish Centre, Beorma

#### *Membership*

- Luke Keen (Traffic Manager)– Chairs
- Mel Jones (Head of Transport Planning & Network Strategy)
- BCC Transportation

- BCC Planning
- TfWM Network Coordination
- TfWM Resilience
- TfWM Metro
- TfWM SPRINT

Private developers / HS2 / consultants / MMA attend for specific agenda items as and when necessary.

#### 5.4.2 Partnership arrangements

*Outline key roles and responsibilities of all partner organisations in the project, where not covered in commercial case or above.*

As discussed above, the project will be delivered as a partnership between:

- Birmingham City Council, as the applicant;
- WMCA, responsible for delivery of the BEE Metro Extension; and
- Midland Metro Alliance, delivery partner for WMCA.

#### 5.4.3 Communications and marketing plan

*At OBC, outline your proposed approach to project communications and marketing. At FBC, append a full communications plan and summarise it here.*

BCC has developed a Marketing and Promotion Strategy to raise the profile for the wider Curzon Street Enterprise Zone that will enable the city to compete nationally and internationally. It is aligned to the City Council's Capital Investment Strategy which sets out a framework for targeting investment and as such will act as a key delivery mechanism, alongside other interventions such as the emerging Business and Skills Support Programme.

The Marketing and Promotion Strategy is focused on a proactive and co-ordinated approach to investment promotion, that will enable the Enterprise Zone to:

- Identify and assess credible investment opportunities;
- Promote investment opportunities to key overseas markets;
- Support investors and facilitate investment deals in the EZ;
- Increase levels of economic growth and good quality development across the EZ; and
- Be proactive in engaging and targeting potential investors.

For the construction and delivery of the project, communications and marketing will be covered by the MMA communication programme. This programme, including communications with stakeholders, residents, businesses and drivers through the area, is managed by MMA for WMCA.

#### 5.5 Monitoring and evaluation

*At OBC, outline the proposed approach to project monitoring and evaluation. At FBC, append a detailed plan for monitoring and evaluating project outputs and outcomes, including assigned responsibilities and budgeted costs. Note the GBSLEP will be collecting monitoring information until at least March 2025.*

A draft Monitoring and Evaluation plan is included as **Appendix S7**.

This recommends the monitoring of the following three items, which will allow the evaluation of the benefits of the scheme:

1. Completion of construction and progress against programme;

2. Amount of footfall along the northern promenade; and
3. Expenditure against budget.

## 5.6 Risk management

Append a fully assessed Risk Register to include RAG rating, risk owner, mitigation and contingency arrangements (minimum requirements in template at in **Appendix 6**).

Further guidance on risk management is provided in the HMT Orange Book, available at <https://www.gov.uk/government/publications/orange-book>.

Within the project governance structure there are two levels of risk management:

- Risks to construction and programme will be managed by MMA and their contractors in accordance with MMA's policies and processes.
- Risks to funding, completion and delivery will be managed by BCC, working with WMCA as appropriate.

Responsibility for construction of the project lies with MMA.

WMCA and MMA have a joint programme wide risk management culture and have adopted best practice in the identification, evaluation and effective management of risks using cloud-based HARM software. The fundamental approach adopted by MMA in implementing this commitment is that risks should not be viewed as an add-on to the project management procedure but rather, risk management must be embedded into the project management procedure.

The MMA risk management strategy requires a thorough assessment of risks with the objective of mitigating the risks and enhancing potential benefits by implementing action plans.

The risk management process is depicted below:



**Figure 13 MMA risk management strategy**

A proactive risk management procedure is in operation which ensures that:

- Risks are continuously identified through use of structured workshops;
- Risk owners are assigned; and
- Mitigation measures are developed and implemented.

To monitor the effectiveness of the control measures, monthly reviews are conducted to check the status of each risk and modify the mitigation actions.

As part of the risk management strategy, appropriate consideration has been given to how risks are allocated and managed between WMCA and MMA. The guiding principle behind this risk allocation is to ensure that risks are allocated to the party who is best able to effectively manage that risk. Active Risk Manager (ARM) software is used by MMA to manage and analyse risks on a project and programme level.

At key stages of the project, risks are quantified to determine risk contingencies using quantified risk analysis and informing the consideration of appropriate optimism bias levels in relation to the appraisal. This allows realistic anticipated final costs to be determined and allows effective control of costs.

The Risk Register for this project is included as **Appendix 6**. The full BEE scheme risk register is included as **Appendix C2**.

## C. Declarations

### C1. Document Confidentiality Statement

*Please confirm whether any information in this Business Case is commercially sensitive and considered exempt from release under Section 41 of the Freedom of Information Act 2000. If so, please provide details.*

### C2. Declarations

Has any director/partner ever been disqualified from being a company director under the Company Directors Disqualification Act (1986) or ever been the proprietor, partner or director of a business that has been subject to an investigation (completed, current or pending) undertaken under the Companies, Financial Services or Banking Acts?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	---

Has any director/partner ever been bankrupt or subject to an arrangement with creditors or ever been the proprietor, partner or director of a business subject to any formal insolvency procedure such as receivership, liquidation, or administration, or subject to an arrangement with its creditors	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
---	---

Has any director/partner ever been the proprietor, partner or director of a business that has been requested to repay a grant under any government scheme?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	---

If the answer is “yes” to any of these questions please give details on a separate document of the person(s) and business(es) and details of the circumstances. This does not necessarily affect your chances of being awarded GBSLEP funding.

### C3. Senior Responsible Owner Declaration

As Senior Responsible Owner for Digbeth Public Realm Phase 1 I hereby submit this request for Enterprise Zone Investment Plan 2019 Funding Allocation allocation on behalf of Birmingham City Council and confirm that I have the necessary authority to do so.

In making this application, I agree that the information provided by me in this application is to the best of my knowledge correct. I understand that if I give information that is incorrect or incomplete, funding may be withheld or reclaimed and action taken against me. Any expenditure defrayed in advance of project approval is at risk of not being reimbursed and all spend must be compliant with the Grant Conditions and State Aid requirements.

I understand that this application does not form or imply any agreement to provide funding.

I am content for information supplied here to be stored electronically, shared with the GBSLEP Independent Technical Evaluator, and other parties who may be involved in considering the business

### C3. Senior Responsible Owner Declaration

case to allow enquiries on this application enabling the GBSLEP to satisfy themselves of its completeness and accuracy.

I understand that a copy of the main Business Case document will be made available on the GBSLEP website. The Business Case supporting appendices will not be uploaded onto the website. Redactions to the main Business Case document will only be acceptable where they fall within a category for exemption. *Where scheme promoters consider information to fall within the categories for exemption, they should provide a separate version of the main Business Case document, which highlights the proposed Business Case redactions.*

I understand that any offer may be publicised by means of a press release giving brief details of the project and the grant amount.

<b>Name: Rebecca Hellard</b>	<b>Signed:</b>
<b>Position: Interim Chief Finance Officer</b>	
<b>Date</b>	

### C4. Section 151 Officer/Chief Financial Officer Declaration

As Section 151 Officer (or Chief Financial Officer) for Digbeth Public Realm Phase 1 I hereby agree that this request for Enterprise Zone Investment Plan 2019 Funding Allocation allocation on behalf of Birmingham City Council is financially compliant and confirm that I have the necessary authority to do so.

I declare that the project cost estimates quoted in this application are accurate to the best of my knowledge and that Birmingham City Council:

- has allocated sufficient budget to deliver this project on the basis of its proposed funding contribution;
- has undertaken a risk assessment which identifies all substantial project risks known at the time of Business Case submission and this is included within the cost estimate;
- accepts responsibility for meeting any costs over and above the GBSLEP contribution requested, including potential cost overruns and the underwriting of any funding contributions expected from third parties;
- accepts responsibility for meeting any ongoing revenue requirements in relation to the project;
- accepts that no further increase in GBSLEP funding will be considered beyond the maximum contribution requested;
- confirms that the authority has the necessary governance / assurance arrangements in place and the project has met our assurance guidelines; and
- funding is compliant with central government guidance; and
- confirms that the procurement strategy for the project is legally compliant and is likely to achieve the best value for money outcome.

<b>Name: Rebecca Hellard</b>	<b>Signed:</b>
<b>Position: Interim Chief Finance Officer</b>	

<b>Date</b>	
-------------	--

## D. Development Costs

Only complete this section if you wish to apply for a funding contribution towards the development costs of this project. The application for a funding contribution towards development costs will only be progressed if the OBC is assessed to meet the required criteria to proceed through to FBC. Applications are assessed on a risk basis and typically provided to public sector organisations only.

**If the project is unsuccessful with its application for funding, the development funding will be required to be repaid.**

<b>Total Development Costs for this project</b> ( <i>up to and including FBC submission</i> )	
<b>GBSLEP funds contribution sought towards the Total Development Costs</b>	<i>Typically, up to 10% of the total GBSLEP funding requested</i>

**Please describe and provide a financial breakdown of the Development Work to be undertaken.**  
*Please include specifically what the GBSLEP funds will be used for, key milestones towards the production of the FBC, and governance arrangements, including any local gateway processes, change control and risk management for the delivery of the FBC.*

**Full Business Case submission date**

By signing below, you certify that the above information is true and accurate.

Should your application for Development Costs be granted, you agree that the GBSLEP funding will be defrayed to you on the following conditions:

- The GBSLEP funds will be defrayed as an interest-free, repayable grant. The funding will be defrayed as capital and should only be used for expenditure that can be capitalised.
- The funding will be defrayed from your projected total capital allocation to your project.
- Upon full approval, the balance of the total capital allocation to your scheme will be defrayed in accordance with the processes described in the GBSLEP Assurance Framework, i.e. quarterly in arrears on production of actual expenditure.
- After your submission of the FBC, should approval for the project not be granted, you will return all previously received funding towards Development Costs to GBSLEP in full.
- You will include GBSLEP in the process for any decisions to be made regarding the scope, cost or timeframe for this project.

- You will provide regular update reports to GBSLEP on progress with the development of the FBC for the project, commencing from the date you sign this letter and at a frequency to be agreed.

Sign:	Sign:
Name:	Name:
Position:	Position:
Date:	Date:
<b>Senior Responsible Owner</b>	<b>Chief Financial Officer</b>

## E. Appendices

### List of Appendices

#### **I. Reference**

- a. Definitions and acronyms
- b. Additional resources

#### **II. Templates**

1. State Aid Form
2. LGF Branding Guidelines
3. Midlands Engine Brand Guidelines
4. Output and Outcome Forecast Profile
5. Funding Profile
6. Risk Register

#### **III. Further appendices as applicable**

- Logic Model
- Project map 1 (location)
- Project map 2 (site plan)
- Feasibility studies
- Relevant organisational strategic documents
- Industry-relevant stage reports and plans
- Environmental Impact Assessment
- Distributional impact appraisal
- Confirmation of match funding (conditional or full)
- Statement of financial viability
- Detailed cost plans
- Consultation reports
- Project programme
- Communications plan
- Monitoring & Evaluation plan
- Organisation organogram
- Project organogram
- Procurement contract (at FBC)
- Letters of support / Memoranda of Understanding from project stakeholders

## Appendix A – Definitions and acronyms

BCR	Benefit - Cost Ratio
BEIS	Department for Business, Energy and Industrial Strategy
Benefits	Positive economic, social and environmental impacts expected to be realised as a result of the project being delivered. This is in addition to what is considered business as usual
CBA	Cost - Benefit Analysis
Delivery Plan	A detailed, typically sector specific, plan to support the delivery of the GBSLEP Strategic Economic Plan
DfT	Department for Transport
Eoi	Expression of Interest
FBC	Full Business Case
GVA	Gross Value Added
HMT	Her Majesty's Treasury
LIS	Local Industrial Strategy
MHCLG	Ministry for Housing, Communities and Local Government
NPV	Net Present Value
OBC	Outline Business Case
Optimism Bias	The proven tendency for appraisers to be too optimistic about project costs, duration and benefits delivery, which require adjustments to correct for
Outcomes	<p>Direct outcomes are the short- and intermediate-term effects or changes that occur or will occur as a direct result of the project activity.</p> <p>An indirect outcome is the intermediate to long-term effect or changes of a project, i.e. the longer term consequence of the project. They may be expected to follow the project activity, but cannot be guaranteed due to a range of factors.</p>
Outputs	Outputs are usually pre-defined (e.g. a target) and can be accurately measured (e.g. a number). Outputs are sometimes referred to as deliverables – they are the direct, immediate-term, quantifiable results associated with a project.
QRA	Quantitative Risk Assessment
SEP	Strategic Economic Plan
SOC	Strategic Outline Case
SRO	Senior Responsible Owner
WebTag	DfT's Transport Appraisal Guidance that provides information on the role of transport modelling and appraisal

## Appendix B – Resources

GBSLEP Strategic Economic Plan

<https://gbslep.co.uk/resources/reports/strategic-economic-plan-2016-30>

GBSLEP Assurance Framework

<https://gbslep.co.uk/resources/reports/assurance-framework>

GBSLEP Towns and Local Centres Framework

<https://gbslep.co.uk/what-we-do/place/develop-thriving-towns-local-centres>

Investing in Culture: Enhancing Opportunities across the GBSLEP Region

<https://gbslep.co.uk/cultural-investments-gbslep>

West Midlands Local Industrial Strategy

<https://www.wmca.org.uk/what-we-do/industrial-strategy/>

HM Treasury Green Book: Central Government Guidance on Appraisal and Evaluation

<https://www.gov.uk/government/publications/the-green-book-appraisal-and-evaluation-in-central-government>

HM Treasury Green Book: Guide to Developing the Project Business Case

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/749086/Project\\_Business\\_Case\\_2018.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/749086/Project_Business_Case_2018.pdf)

Department for Communities and Local Government: Appraisal Guide

<https://www.gov.uk/government/publications/department-for-communities-and-local-government-appraisal-guide>

Department for Transport: Transport analysis guidance

<https://www.gov.uk/guidance/transport-analysis-guidance-webtag>

HM Treasury Magenta Book: Guidance for Evaluation

<https://www.gov.uk/government/publications/the-magenta-book>

HM Treasury Orange Book: Management of Risk – Principles and Concepts

<https://www.gov.uk/government/publications/orange-book>

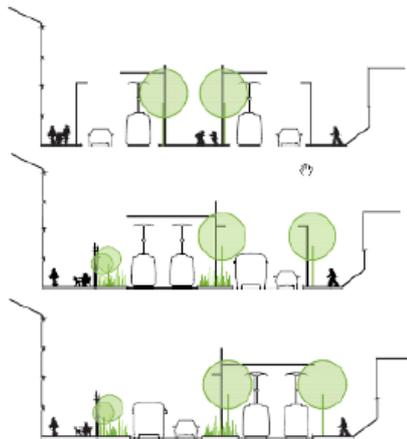
Management of Risk in Government: Framework

<https://www.gov.uk/government/publications/management-of-risk-in-government-framework>

## Appendix 1: Options appraisal - Critical Success Factors

Key Critical Success Factors	Description
<b>Regeneration</b>	<ul style="list-style-type: none"> <li>• Supports the regeneration of the Digbeth area</li> <li>• Creates an identity that supports the existing creative arts and heritage</li> <li>• Unlocks local growth to maximise the potential of Curzon area and HS2</li> </ul>
<b>Acceptability</b>	<ul style="list-style-type: none"> <li>• Improves the pedestrian facilities of Digbeth High Street</li> <li>• Reduces current severance levels</li> <li>• Creates a sustainable transport corridor connection with the city core</li> <li>• Meets stakeholder expectations</li> </ul>
<b>Value for money</b>	<ul style="list-style-type: none"> <li>• Delivers a favourable Benefit Cost Ratio</li> </ul>
<b>Deliverability</b>	<ul style="list-style-type: none"> <li>• Delivered prior to the 2022 Commonwealth Games</li> </ul>

## Appendix 2: Options appraisal - longlist of options



Traffic Option Urban Realm Option	Digbeth High Street PT Corridor	Bus Priority on Bradford Street	Gyratory (clockwise)	Gyratory (anti- clockwise)
Central Promenade	5.63	4.3	x	x
North Promenade with Integrated Tramway	6.2	4.55	4.53	4.53
North Promenade with Southern Tramway	6.53	4.75	4.73	4.73

### What ways and options have been considered for delivering the objectives?

Briefly outline the different ways forward and options to address the problem / opportunity.

<b>Reference Case (mandatory)</b> (the position in terms of required outcomes and benefits that would occur if the project did not proceed)	<b>Description</b> Construction of BEE to TWAO design: central alignment, 2 traffic lanes in each direction and no public realm
	<b>Main Advantages</b> Approved and funded. Can be delivered before Commonwealth Games.
	<b>Main disadvantages</b> Does not meet stakeholder requirements or the regeneration and acceptability critical success factors.
	<b>Conclusions</b> Option does not meet stakeholder requirements and was discounted at an early stage in optioneering.
<b>Option 1</b>	<b>Description</b> Central Promenade with PT corridor
	<b>Main Advantages</b> Aids development of the area. Can be delivered before Commonwealth Games. Acceptable to stakeholders.
	<b>Main disadvantages</b> Does not encourage regeneration as greatly as some other options. Is less acceptable than some other options
	<b>Conclusions</b> Option performs well and taken forward to shortlist
<b>Option 2</b>	<b>Description</b> North promenade and integrated tramway with PT corridor.
	<b>Main Advantages</b> Aids development of the area. Can be delivered before Commonwealth Games. Acceptable to stakeholders.
	<b>Main disadvantages</b>

	Does not encourage regeneration as greatly as some other options. Is less acceptable than some other options. Significant change to reference case design
	<b>Conclusions</b> Option performs well and taken forward to shortlist
<b>Option 3</b>	<b>Description</b> North promenade and south tramway with PT corridor.
	<b>Main Advantages</b> Encourages regeneration and is acceptable to stakeholders. Can be delivered before Commonwealth Games
	<b>Main disadvantages</b> Significant change from reference case design.
	<b>Conclusions</b> Preferred option. Taken forward to shortlist
<b>Option 4</b>	<b>Description</b> Central Promenade with bus priority
	<b>Main Advantages</b> Similar to reference case design. Can be delivered before Commonwealth Games
	<b>Main disadvantages</b> Fails to support regeneration. Does not meet acceptability requirements for stakeholders
	<b>Conclusions</b> Discounted. Not taken forward to shortlist.
<b>Option 5</b>	<b>Description</b> North promenade and integrated tramway with bus priority
	<b>Main Advantages</b> Aids regeneration to a certain extent. Can be delivered before Commonwealth Games
	<b>Main disadvantages</b> Significant change from reference case design. Does not meet acceptability requirements for stakeholders.
	<b>Conclusions</b> Discounted. Not taken forward to shortlist.
<b>Option 6</b>	<b>Description</b> North promenade and south tramway with bus priority
	<b>Main Advantages</b> Aids regeneration to a certain extent. Can be delivered before Commonwealth Games
	<b>Main disadvantages</b> Significant change from reference case design. Does not meet acceptability requirements for stakeholders.
	<b>Conclusions</b> Discounted. Not taken forward to shortlist.
<b>Option 7</b>	<b>Description</b> North promenade and integrated tramway with gyratory
	<b>Main Advantages</b>

	Aids regeneration to a certain extent. Can be delivered before Commonwealth Games
	<p><b>Main disadvantages</b> Significant change from reference case design. Does not meet acceptability requirements for stakeholders.</p>
	<p><b>Conclusions</b> Discounted. Not taken forward to shortlist.</p>
<b>Option 8</b>	<p><b>Description</b> North promenade and south tramway with gyratory</p>
	<p><b>Main Advantages</b> Aids regeneration to a certain extent. Can be delivered before Commonwealth Games</p>
	<p><b>Main disadvantages</b> Significant change from reference case design. Does not meet acceptability requirements for stakeholders.</p>
	<p><b>Conclusions</b> Discounted. Not taken forward to shortlist.</p>

### Appendix 3: Options appraisal - cost-benefit analysis (CBA) of shortlisted options

	Reference Case (Do Nothing)	Option 1: Central corridor	Option 2: Central corridor	Option 3: Southern corridor
<b>Brief description of the option</b>	TWAO scheme	Central Promenade with PT corridor	North promenade and integrated tramway with PT corridor	North promenade and south tramway with PT corridor
<i>Capital costs (excluding VAT)</i>				
<i>Revenue costs</i>				
Total costs	0			£17,512,000
Discounted costs (Present Value of Costs) (1)				£11,168,087
Significant unmonetisable costs				
Total benefits	0			
Discounted benefits (Present Value of Benefits) (2)	0			£40,850,274
Significant unmonetisable benefits				
Net Present Value (=2-1)	0			£29,682,187
Benefit-cost ratio (=2/1)	0			3.66





## **Greater Birmingham and Solihull Local Enterprise Partnership**

### **Application for Local Growth Funding**

#### **Full Business Case – Digbeth Public Realm Phase 1**

#### **Appendix S4 – Public Consultation Report**

## **Digbeth High Street Public Realm Consultation Analysis Report**

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# 1 Consultation Process

## 1.1 Project background

The Eastside area of Birmingham city centre, including Moor Street Queensway and Digbeth High Street, will be transformed over the coming years.

Major transport investment through Metro extension, new Sprint routes and the arrival of HS2 will see significant improvements to public transport and enhanced public realm, while new developments such as Smithfield will change how this area is used. This will all contribute to the vision for a sustainable, green, inclusive, go-anywhere network set out in the draft Birmingham Transport Plan.

Birmingham City Council and the West Midlands Combined Authority are bringing forward enhancements to Digbeth High Street. We want to create an attractive, pedestrian-friendly space, with major improvements to public transport, and reduction in traffic.

The design has been developed following stakeholder workshops during 2017/2018.

### **The proposals include:**

- Two way Metro running on the southern side of Digbeth (closest to the coach station).
- A wide area of attractive public space. Areas of planting, potentially including a green tram track section, have been proposed. Subject to sufficient space (utilities etc.), efforts will also be made to include new trees.
- One lane in each direction for general traffic on the northern side.
- Removal of some turning movements for traffic onto and off Digbeth, and at junctions on nearby side roads and changes to the direction of traffic flows on some of the surrounding roads.
- A 'bus, cycle and hackney carriage only' restriction on one part of the road to remove through traffic while allowing access for local servicing. Provision for loading will be from some designated bays and certain side streets.

These proposals complement similar plans being developed for Moor Street/Moor Street Queensway which look to restrict overall traffic movement through this area.

Subject to securing funding from the Greater Birmingham and Solihull Local Enterprise Partnership's Enterprise Zone it's proposed to implement most of the scheme during 2021/2022, to be ready in time for the Commonwealth Games. Work on the Metro services will happen at a later date, co-ordinating with HS2 construction.

## 1.2 Publicising the consultation

The consultation was launched on Monday 2 March 2020 and was originally planned to run for 4 weeks until Friday 27 March 2020, with 4 public consultation sessions scheduled during this period.

However, in light of government guidance on the escalating Covid-19 outbreak, the Council made a decision to cancel the final 2 public consultation sessions. As a result, the consultation period was extended for a further 2 weeks until Friday 9 April to allow more time for people to respond.

Birmingham City Council, along with its partners, used a number of different channels of communication to inform the public in regards to the Digbeth High Street Scheme consultation. This included:

- Existing stakeholder networks;
- Existing email and other electronic communications (corporate BCC);
- Leaflets delivered to residents and commercial properties within the proximity of the scheme. See Figure 1 for location plan;
- Social media activity e.g. Twitter; and Facebook
- A survey and consultation details were added to Beheard, the Council's online consultation portal
- 2 public drop-in events (3 and 10 March 2020)

### 1.3 Response channels

Where contact was made through a channel other than BeHeard, we encouraged people to also complete the questionnaire online.

Two public drop-in events were held on Tuesday 3 March 2020 between 3pm and 6pm and Tuesday 10 March 2020 between 3pm and 6pm at the Custard Factory, Gibb Street, B94AA.

#### 1.3.1 Online – BeHeard

All publicity directed citizens to BeHeard at

[www.birminghambeheard.org.uk/economy/digbeth-high-street/](http://www.birminghambeheard.org.uk/economy/digbeth-high-street/)

The following documents were available to view or download on the BeHeard site:

- The leaflet that went out to residents and businesses; and
- Traffic movements plan
- Respondents were asked to submit their feedback about the proposals through the online questionnaire, including closed and open questions and providing the opportunity for respondents to give additional comments.

#### 1.3.2 Email correspondence

All email correspondence sent to [PlanningandRegenerationEnquiries@birmingham.gov.uk](mailto:PlanningandRegenerationEnquiries@birmingham.gov.uk) were logged, acknowledged and responded to where appropriate.

#### 1.3.3 Public drop in session

Two face to face drop-in sessions were held in the Digbeth area. The event attracted different levels of interest. Overwhelmingly, feedback at both events confirmed wide support for the proposals.

**Table 1: Time, location and number of attendees for each of the public consultation events**

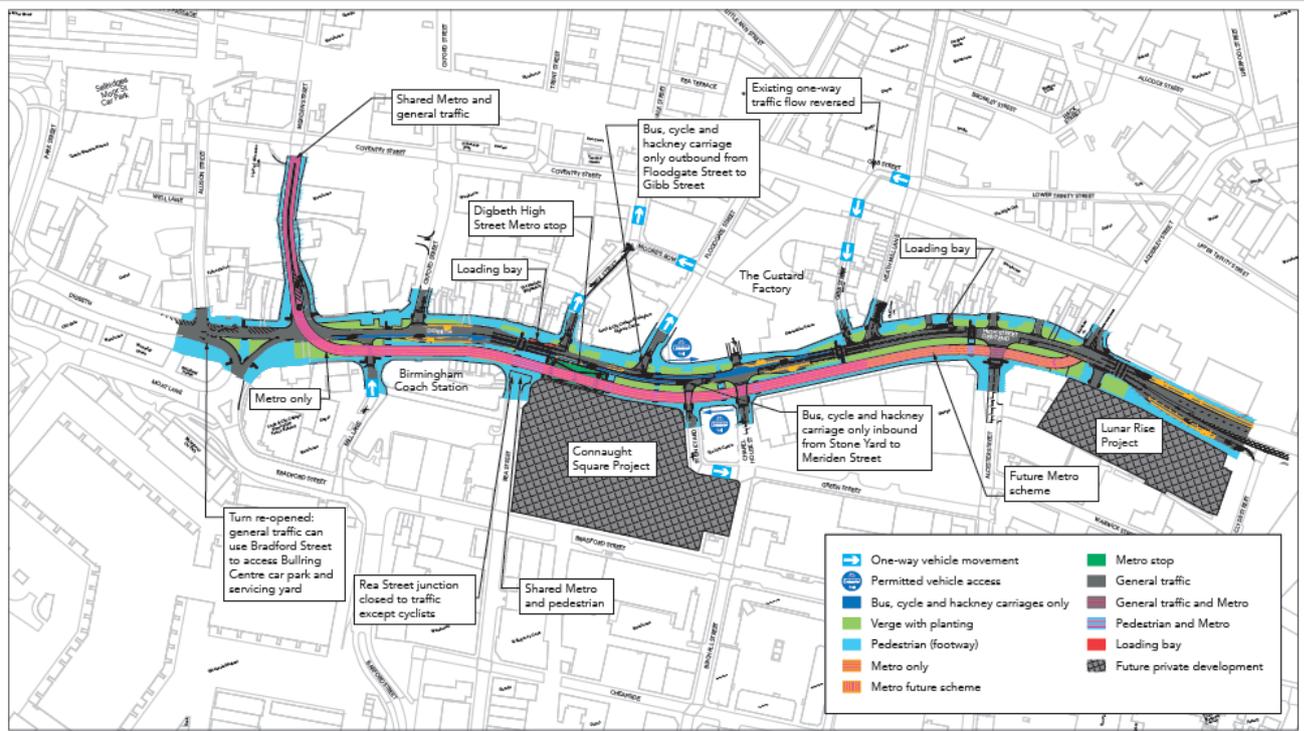
Location	Event date	No. of attendees
Custard Factory, Gibb Street	Tuesday 3 March 2020 between 3pm and 6pm	Approx. 25
Custard Factory, Gibb Street	Tuesday 10 March 2020 between 3pm and 6pm	Approx. 25
	<b>Total</b>	<b>50</b>

#### 1.3.4 Stakeholder Communication

Emails were sent to key stakeholders inviting them to give their views on the proposals via BeHeard. Attached to the email was:

- Consultation leaflet containing proposed public realm scheme plan and a traffic movements plan: For consultation leaflet plan see Figure 1.

Figure 1:



## **2 Methodology**

### **2.1 Confidentiality**

All responses to the survey were used solely for the consultation and will be kept confidential.

The purpose of the public consultation was to invite comments on the public realm proposals for Digbeth High Street. Following the end of the consultation period, the proposals are now to be reviewed taking account of the representations received, which will inform the detailed design stage. Any comments used during this stage will be kept anonymous and individuals will not be identified.

The respondent's personal data was held by Birmingham City Council as the data controller. The survey was conducted in accordance with the Data Protection Act 2018 and General Data Protection Regulations (GDPR).

### **2.2 Consultation Survey**

The survey on BeHeard was a mixture of qualitative and quantitative questions, with the qualitative questions requesting people's comments in order to explain their views and give suggestions.

### **2.3 Analysis of Consultation Responses**

#### **2.3.1 Quantitative Analysis**

The analysis was conducted on all responses to the quantitative questions. Percentage figures have been rounded to the nearest whole number for the majority of questions and, as a result, not all responses totals may equal 100%.

#### **2.3.2 Qualitative Analysis**

Each of the qualitative responses was read, analysed, and assigned to a theme or themes relevant to the question asked.

### 3 BeHeard Responses

#### 3.1 About you

##### 3.1.1 Q3. Are you responding to this consultation as an individual or on behalf of a business / organisation?

The majority of respondents to the survey confirmed they were responding as an individual (91.34%) with a small proportion of responses from businesses / organisations (8.66%).



**Fig x: Responses to the consultation as an individual or on behalf of a business / organisation**

Option	Total	Percent
Individual	106	91.34%
Business/organisation	11	8.66%
Not Answered	0	0%

##### 3.1.2 Q5. Does your business / organisation make and / or receive deliveries

91.34% of respondents did not answer this question, they were responding as an individual so it did not apply.

In terms of the remainder of respondents, 5.51% confirmed their business / organisation do make or receive deliveries and 3.15% confirmed that their organisation / business does not make and / or receive deliveries.

###### Deliveries

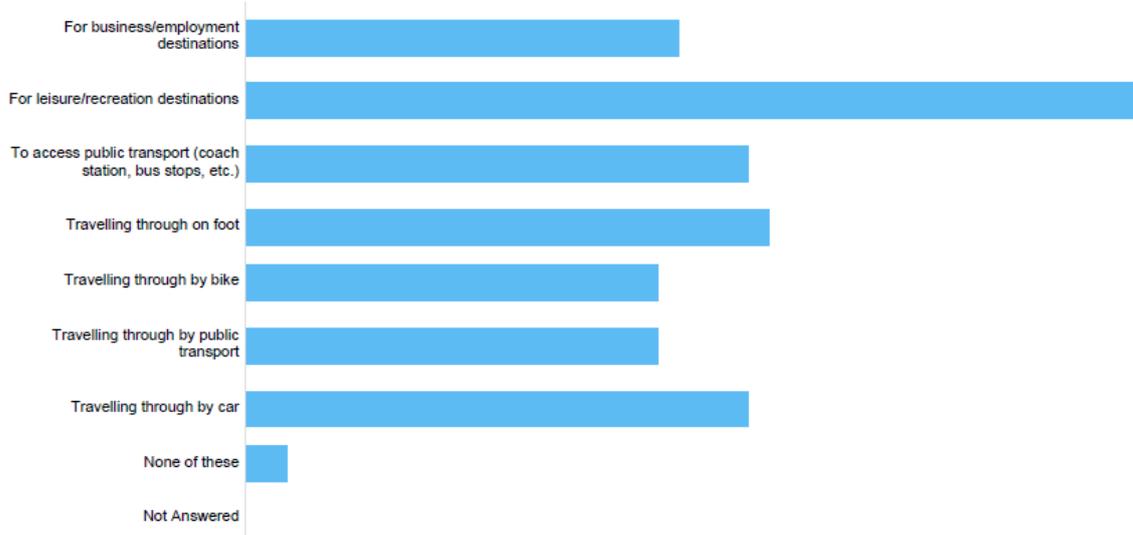


**Fig x: Does your business / organisation make and / or receive deliveries**

Option	Total	Percent
Yes	7	5.51%
No	4	3.15%
Not Answered	116	91.34%

### 3.1.3 Q9. Why do you currently travel into Digbeth High Street?

127 responses were received to the BeHeard survey, all respondents answered to this question. It was possible to provide multiple answers. 70.08% of respondents said that they use the high street for leisure / recreation destinations, 40.94% travel through on foot, 39.37% to access public transport (coach station, bus stops etc) and the same figure travel through by car. 33.86% use the high street for business / employment destinations, 32.28% travel through by bike and the same figure travel through on public transport.



**Fig x: Why do respondents currently travel into Digbeth High Street**

Option	Total	Percent
For business/employment destinations	43	33.86%
For leisure/recreation destinations	89	70.08%
To access public transport (coach station, bus stops, etc.)	50	39.37%
Travelling through on foot	52	40.94%
Travelling through by bike	41	32.28%
Travelling through by public transport	41	32.28%
Travelling through by car	50	39.37%
None of these	4	3.15%
Not Answered	0	0%

## 3.2 Responses to the scheme

### 3.2.1 Response findings

All 127 respondents provided an answer to this question, out of which a large majority of 77.95% confirmed that they agree with the principles of the proposal, the remaining 22.05% were not in favour of the proposals.



Figure X: Do you agree with the principles of the proposal?

Option	Total	Percent
Yes	99	77.95%
No	28	22.05%
Not Answered	0	0%

Position	Themes
Positive	<ul style="list-style-type: none"> <li>This is much needed and is to be commended. We need to widen the city core and Digbeth is a key element of this. Digbeth has suffered for years through a lack of connectivity with the city centre.</li> <li>The plans are great and need the go ahead ASAP.</li> <li>Desperately needed</li> <li>This is exactly what's needed.</li> <li>These proposals seem likely to further improve the character of the area, and will promote the use of sustainable transport modes</li> <li>I think this is a great idea, it has the potential to be a vibrant flourishing community but still has a reputation as being quite dinghy in places.</li> </ul>
Suggestions/ Improvements	<ul style="list-style-type: none"> <li>Need for segregated cycling infrastructure</li> <li>Transport improvements are required prior to public realm enhancements</li> <li>Additional green space</li> </ul>

	<ul style="list-style-type: none"> <li>• Consideration given to Uber Taxis</li> <li>• Further consideration given to business loading facilities in some areas</li> </ul>
Negative	<ul style="list-style-type: none"> <li>• Negative impact on businesses.</li> <li>• Cause congestion elsewhere</li> <li>• Plans are detrimental to the motorist</li> <li>• Discriminating against people that can not walk or use public transport</li> </ul>

### 3.2.2 Example comments

#### Supportive of the scheme

The majority of the respondents (almost 80%) expressed support for the scheme. Respondent's comments included:

*"Anything that takes back public space from motorists and distributes it to everyone else is welcome".*

*"Really support the ambition of the proposals, particularly taking the carriageway down to a single carriageway, which will really help people cross the road and widen the footways".*

*"Public and active travel options, and a reduction or removal of private motor vehicles, are crucial to make the area safer, cleaner and more welcoming for visitors".*

*"This is much needed and is to be commended. We need to widen the city core and Digbeth is a key element of this. Digbeth has suffered for years through a lack of connectivity with the city centre. We need to encourage more people into the area and build critical mass which then has positive effects on safety, retail, leisure and so on".*

*"These principles address all that is wrong with the High Street".*

*"This is essential if the City is going to become more liveable".*

*These proposals seem likely to further improve the character of the area, and will promote the use of sustainable transport modes*

#### Propose suggestions and express reservation

Reservations and proposes suggestions to improve the public realm scheme included.

*"I agree with the principals, however, cyclists should not be sharing with buses and taxis. There should be a segregated lane(s) for cyclists"*

*"I would be more encouraged by the plan if there was any work already being carried out on the metro line to Digbeth and as this plan is set to be rolled out in 2021-2022".*

*"Sounds good in principle if you also maintain the surrounding area as part of this".*

*"Would be nice to attract some streetfood vendors and cool, non-chain bars and restaurants".*

*"Green areas must be maintained".*

*While improvements to public transport and more space for pedestrians is great we need to protect local businesses that rely on deliveries and customers being able to access their premises.*

*Generally support the plans, but they need to be a little more ambitious. Digbeth High Street needs to have a unique and strong identity and be a statement pedestrian and public transport link between the city core and Digbeth and Deritend.*

Against the scheme

A small number of respondents responded negatively to the proposed scheme. Respondent's comments included:

*"you need to leave a route open for people to get into the city centre, you are killing the city centre with these reducing traffic ideas, an alternative like park and ride or something similar is needed".*

*"Constant obstacles put in the way of traffic by Birmingham city council without much realistic alternatives in place. We should be able to drive around the city easily".*

*"You are discriminating against people who for one reason or another can't use public transport. The areas leading in to the city are unsafe to walk through. Not because of the amount of cars. I'd gladly walk from Erdington to the city centre if there was a police presence on every street I would have to walk through".*

**3.2.3 BCC's Response to Common Responses**

<b>Common Response</b>	<b>BCC Response</b>
<p>Concern at lack of segregated cycle infrastructure on Digbeth High Street</p>	<p>Detailed work has been undertaken by Birmingham City Council and the Midland Metro Design team to assess options for the inclusion of formal cycle facilities on Digbeth High Street.</p> <p>This work has concluded that formal cycle facilities can not be implemented without compromising the benefits for pedestrians / public realm and affecting the level of service for buses and their passengers and Metro passengers on Digbeth High Street.</p> <p>As an alternative, Bradford Street has been identified and recommended as a suitable alternative for a dedicated cycle facility. Bradford Street runs parallel to Digbeth High Street, is relatively wide at around 15m and is a direct route towards the city centre.</p> <p>The aspiration for a cycling facility on Bradford Street is set out within the <i>Birmingham Walking and Cycling Strategy 2020</i>, which is identified as a <i>Last Mile Regional Priority Route</i>. Birmingham City Council are in the process of undertaking further design and development in regards to the Bradford Street proposal.</p>

<p>Scheme is detrimental to the motorist</p>	<p>The scheme is in line with Birmingham City Council's wider transport vision for a sustainable, green, inclusive, go anywhere network. Safe and healthy environments will make active travel – walking and cycling – the first choice for people making short journeys. A fully integrated, high quality public transport system will be the go-to choice for longer trips. A smart, innovative, carbon neutral and low emission network will support sustainable and inclusive economic growth, tackle climate change and promote the health and well-being of Birmingham's citizens”</p> <p>The reallocation of road space on Digbeth high street to sustainable transport as part of the public realm and BEE projects will help to reduce the number of single occupancy private vehicles within the city centre.</p>
<p>Why can't the public transport be provided first – you risk killing city businesses without this in place</p>	<p>The Metro is interdependent on construction of HS2 whjch isn't due for completion until approx. 2026</p> <p>However, there was an agreed need to deliver the public realm benefits ahead of the metro to facilitate wider development plans in the Digbeth area and in time for the Commonwealth Games.</p>
<p>The scheme will lead to more congestion in the area or move congestion to other parts of the city</p>	<p>The scheme is part of Birmingham City Council's wider plans to reduce the number of single occupancy private vehicles within the city centre, encourage active travel – walking and cycling and to provide a fully integrated public transport system for longer trips.</p>
<p>Safety concerns – including how will anti-social behaviour be managed in green areas? General safety concerns raised regarding safety on public transport and walking into the city</p>	<p>The public realm will be designed to improve walking and to create an attractive environment along the high street, encouraging further regeneration, with increased numbers of people living and working in the area thus discouraging opportunities for anti-social behaviour.</p> <p>Planting strategies will consider avoiding creation of concealed 'trouble-spots'/hiding places and ease of maintenance. CCTV and other safety requirements will be integrated into the design for the footways and bus/tram shelters etc.</p>
<p>There is a need to enforce turning bans</p>	<p>The Council will look to discourage the need to make the manoeuvre by promoting the alternative routes</p>

	and where possible, will redesign junction to make the manoeuvre difficult.
Why are you only allowing Hackney Carriages to use who of high street and not Uber Taxis?	Not all of the High Street will be unavailable for private hire vehicles to access, as the proposed bus lanes are not the full length. However, the ability to legally drop off/pick up within the existing dual carriageway is already limited and limitations will continue to be necessary within the proposed scheme in order to minimise impact upon buses. The BCC Policy on bus lanes and private hire vehicles remains the same – only Hackney Carriages are allowed to use them.
Green space seems to be a low priority	Planting and green space is a key part of the proposals but the scheme also needs to maintain sufficient paved areas for walking and frontage access.
How will I now service my business	This is dependent upon where your business is located. Birmingham City Council will review how you access/service your business now and then discuss how the scheme would change that where appropriate. It may require you/your customers to access via a different route.
Opposed to recent CPZ	A separate consultation exercise was undertaken for the Digbeth CPZ and all comments were considered by the City Council's Parking Services team.

## 4 Key Stakeholder Responses

### 4.1 Responses to the scheme

Emails were sent on Monday 2 March to the key stakeholders listed in the table below inviting them to give their views on the proposals.

Below table gives detail about all major stakeholders who has been contacted in this period. And there responses key themes of those who participated and registers there response.

Key Stakeholders/Organisation	Response key theme
<b>Emergency Services</b> West Midlands Police  West Midlands Fire Services  West Midlands Ambulance Services  St Johns Ambulance	No Response  Queries raised regarding bus gate and reversal of one-way, response provided.  No Response  No Response
<b>National Express</b>	Queries raised regarding Sprint stops and Rea Street, response provided.
<b>Network Rail</b>	No Response
<b>TfWM</b>	In principle support the scheme, questions raised regarding wayfinding strategy, cycling and Sprint. Highlighted points to consider during construction period. Response provided.
<b>Traffic Management</b>	In principle support the scheme, highlighted points to consider as part of detailed design process including signing, exemptions and road markings. Working with the Traffic Management teams through the detailed design process.
<b>Businesses / Developers</b>  Balfour Betty  Court Collaboration  Oval Estates  Salhia Investments  Stoford Estates	No Response  In principle support scheme – questions raised regarding bus gate, working with developer via the detailed design process.  In principle support scheme – questions raised regarding displaced traffic, servicing and loading for businesses, cycling and private hire vehicles. Discussions taken place with Oval Estates regarding their concerns.  In principle support scheme  No response

<b>Groups / Organisations</b>	
Access Brum	No Response
Aston University	No Response
Bike West Midlands Network	Concern raised around cycling facilities. Attendance at the Cycling Forum to discuss issues.
Birmingham City University	In principle support the scheme, question regarding servicing. Contact made with BCU representative.
Birmingham Guide Dogs	No Response
Canals & Rivers Trust	No Response
Changing Our Lives	No Response
Cycling UK	No Response
Deaf Plus	No Response
Digbeth BID	No Response
Focus Birmingham	No Response
FTA	No Response
Historic England	No Response
HS2	No Response
JC Decaux	No Response
Lenchs Trust	No Response
Living streets Birmingham	No Response
Midland Mencap	No Response
NFBUK	No Response
NHS	No Response
Pushbikes	Concern raised around cycling facilities. Attendance at the Cycling Forum to discuss issues.
Sport England	No Response
Sustainable Travel West Midlands	In general supportive of proposals but raised questions around reinstatement of right turn on Moat Lane Gyratory, cycling dock hire and wider regeneration of Digbeth
Sustrans	No Response
Wheels for Wellbeing	No Response





## **Greater Birmingham and Solihull Local Enterprise Partnership**

### **Application for Local Growth Funding**

#### **Full Business Case – Digbeth Public Realm Phase 1**

#### **Appendix 6 – Risk Register**

# Greater Birmingham & Solihull Local Enterprise Partnership

## Business Case Appendix 6 - Risk Register



**Project name:** Digbeth Public Realm Phase 1

**Applicant:** Birmingham City Council

Projects applying for funding with the Greater Birmingham & Solihull Local Enterprise Partnership are required to provide a risk register which records the outcome of project risk assessments undertaken as part of Business Case development and submission.

Enter information on pertinent project risks on the risk register tab. Information on the scoring approach used is included below. For the Probability (of the risk being realised) and Impact (if the risk is realised) columns for each respective risk, enter the score (1-5) that best describes the risk. The Overall Score will be automatically calculated based on these. Once the Counter Measures (mitigation or contingency) are included the risk should be scored again to show how the approach will reduce the Probability and/or Impact.

For guidance around the principles and concepts of risk management, please refer to HM Treasury's The Orange Book, which is available at <https://www.gov.uk/government/publications/orange-book>

Risk Assessment			Impact Rating Descriptions		
Score	Probability	Impact Rating	Financial	Timescale	Quality / Benefits
5	Almost certainly will occur (>75%)	Very High	More than 10% over budget	> 6 weeks	Will not be met
4	More likely to occur than not (51-75%)	High	6-9% over budget	4-6 weeks	Major impact by over 10%
3	Fairly likely to occur (26%-50%)	Medium	3-6% over budget	2-4 weeks	Moderate impact of 5-10%
2	Unlikely to occur (6-25%)	Low	1-3 % over budget	1-2 weeks	Minor impact of less than 5%
1	Extremely unlikely (0-5%)	Very Low	< 1% or on budget	< 5 days	No impact

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Updated by: WE

Risk Identification and Assessment (pre-mitigation)								Risk Mitigation (residual risk)							
Ref	Risk Cause	Risk Event	Risk (effect)	Proximity	Probability 1-5	Impact 1-5	Overall Score	Counter Measures (threat / opportunity response) - Underway and / or Planned	Probability 1-5	Impact 1-5	Overall Score	Action Date	Risk Owner	Risk Actionee	Current Status
1	Main works budget increases	Target Cost 2 for main works highlights need for additional resources	Budget is exceeded		3	2	6	Cost increases are the responsibility of Midland Metro Alliance. BCC and GBSLEP's contribution to the scheme to be fixed and agreed. Target Costs 1 have been robustly developed based on the successful delivery of other Midland Metro extensions and appropriate allowance for risk made within costs.	1	1	1		BCC	Hannah Willetts	Active
2	Business Case not approved	GBSLEP does not approve the FBC	Funding not available		2	4	8	Green Book Full Business Case being developed by specialist consultant. The scheme design and cost are still inline with the OBC. There is a strong strategic case and political support for the project and the scheme has high benefit to cost ratio in support of the investment.	1	1	1		BCC	Hannah Willetts	Active
3	Plant and resources	Extensive construction works taking place in the wider Birmingham city region. There is a risk that there may be a lack of availability within the market for construction plan and sufficiently qualified human resources to undertake the project	Scheme delayed or costs increase		3	5	15	MMA contractors are aware of requirement and committed to supplying plant and resources	1	5	5		MMA	Midland Metro Alliance	Active
4	Politicians	Failure to engage Councillors and Cabinet Members leading to a high volume of queries resulting in a delay in obtaining cabinet approval	Scheme delayed		1	3	3	Early consultation and ongoing engagement with Councillors and Cabinet Members. Briefing sessions with Cabinet Members following design maturity	1	3	3		BCC/MMA	Hannah Willetts	Active
5	Deadlock	Programme delay due to a deadlock in agreeing the final detailed contractual arrangements, including responsibility for cost overruns	Scheme delayed		2	3	6	It is proposed that the cost for the Digbeth Public Realm is fixed between BCC and WMCA.	1	2	2		BCC/MMA	Hannah Willetts	Active
6	BEE Programme	Slippage in BEE's construction programme may require additional legal, commercial and planning resources from both BCC and MMA	Scheme delayed or costs increase		2	3	6	Programme development is at an advanced stage with final detailed designs developed for construction start in April 2021. Ongoing partnership working with MMA to mitigate remaining risk.	1	2	2		MMA	Midland Metro Alliance	Active
7	Unidentified ground constraints	There is a risk that the ground conditions encountered are not as anticipated	Scheme delayed or costs increase		1	3	3	Detailed surveys have been undertaken. Enabling works for utilities due to commence prior to main construction works	1	2	2		MMA	Midland Metro Alliance	Active
8	No Deal Brexit	May impact on ability to recruit qualified staff and acquire the necessary materials for construction	Scheme delayed or costs increase		2	4	8	MMA has extensive no deal Brexit contingencies in place.	2	1	2		MMA	Midland Metro Alliance	Active
9	Unchartered services	There is a threat that previously unidentified utilities services may be encountered during construction works, causing a delay to delivery	Scheme delayed		1	3	3	The enabling works currently underway have not identified any location of services across the site, so the likelihood of this risk is minimised.	1	2	2		MMA	Midland Metro Alliance	Active

10	Adverse weather	There is a threat that adverse weather conditions may impact on the ability to carry out works, causing a delay to delivery	Scheme delayed or costs increase		3	4	12	An allowance is built in to the construction programme for exceptional weather	3	1	3	MMA	Midland Metro Alliance	Active
11	Failure to engage stakeholders	Failure to fully engage stakeholders could result in high numbers of queries and objections resulting in a delay to the programme	Scheme delayed or costs increase		2	2	4	MMA have dedicated engagement team in place and measures are already in place to engage stakeholders on a regular basis. This will continue throughout the project.	1	1	1	BCC/MMA	Hannah Willetts	Active
12	Unidentified third party ownerships	Unidentified land ownerships delay delivery and impact on ability to complete the works	Scheme delayed		2	3	6	All land required for development has been identified through the legislative process (TWA0) and any issues have been resolved through appropriate compensation agreements. Therefore the risk is minimal	1	1	1	MMA	Midland Metro Alliance	Active
13	Co-ordination with other schemes	Failure in co-ordination with other schemes including HS2, CAZ, Moor Stret, Sprint, One Station	Scheme delayed, costs increase, benefits reduced		2	2	4	Detailed design has been developed and is well understood. Stakeholders have been fully involved in ongoing process and discussions.	1	2	2	MMA	Midland Metro Alliance	Active
14	Revenue implications of scheme are unaffordable	Agreed design / maintenance costs exceed available budgets	Project outcomes are not fully delivered		4	3	12	Work is underway to identify additional funding (including S106) to meet revenue implications	1	3	3	BCC	Hannah Willetts	Active



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Hannah.Willets@birmingham.gov.uk (sent via email only)

05<sup>th</sup> May 2021

Dear Hannah

### **Enterprise Zone Project Delivery Funding – Digbeth High Street Public Realm, Phase One**

Following the findings of the Independent Technical Evaluation (ITE) and approval by the GBSLEP Programme Delivery Board on 25<sup>th</sup> March 2021, this letter confirms that your request for Enterprise Zone funding has received approval. This approval is based on the evidence provided in the Full Business Case submitted on 18 December 2020. This letter is to confirm that approval.

As part of the approval, the Digbeth High Street Public Realm, Phase One project has been allocated a maximum funding contribution of up to **£15,448,000** (fifteen million four hundred and forty-eight thousand pounds) of Enterprise Zone (EZ) funding towards a total project cost of £17,512,000. This is in addition to the previously awarded £792,000 for the development of the Full Business Case. The funding will be paid as capital grant in accordance with the GBSLEP Assurance Framework process. Birmingham City Council as the grant recipient, is solely responsible for meeting any expenditure over this maximum amount.

This capital grant funding is subject to the satisfactory approval of the project by the GBSLEP Supervisory Board which is anticipated within two weeks of this letter, and satisfactorily providing any additional or outstanding information highlighted in the ITE.

The award of £15,448,000 will be provided under the terms and conditions detailed in the Service Level Agreement (SLA), by separate cover. Acceptance by Birmingham City Council of the award is acceptance of those terms and conditions.

### **Outputs**

The SLA will also highlight the outputs and outcomes proposed in your approved Full Business Case and the monitoring and evaluation period proposed. These can be summarised as:

<b>Output Description</b>	<b>Output Quantity</b>
Enhanced Public Realm	19,700sqm
Multi-Modal Public Transport Interchange	1
Enhanced Pedestrian Routes	1
Bus Gate	1
Widened Footways	Circa. 12,000m

Table 1.0 Digbeth Public Realm Phase One, Project Outputs

Outcome Description	Outcome Quantity / Verification	Outcome Delivery Date
Catalyst for growth in Birmingham Eastside	Verification via Business Surveys.	April 2023
More attractive environment for pedestrians	Verification via Business Surveys. Comparison of footfall levels pre and post scheme.	April 2023
Supporting business (increased footfall)	Comparison of footfall levels pre and post scheme.	April 2023
Improved journey times for buses	Comparison of timetables pre and post scheme.	April 2023
Improved air quality on Digbeth High Street	Air quality monitoring and comparisons in the scheme area over time.	April 2023

Table 2.0 Digbeth Public Realm Phase One, Project Outcomes

## Key Milestones

Key milestones from within the Full Business Case will be agreed within the SLA and any variance from these key milestones should be discussed with GBSLEP and will be subject to a change control process.

## Funding profile

The agreed maximum funding allocation and claims profile for the delivery of the project is detailed below. All funding is allocated to 2022/23 financial years onwards and is considered fixed by the GBSLEP. Therefore, any potential variance from this profile should be discussed with GBSLEP and will be subject to a change control process.

£000's	2017-19	2019/20	2020/21	2021/22	2022/23	2023 +	Total
<b>Expenditure:</b>							
Fees	130	323	318	21			<b>792</b>
Utilities							
Works					15,720	1,000	<b>16,720</b>
<b>Total</b>	<b>130</b>	<b>323</b>	<b>339</b>		<b>15,720</b>		<b>17,512</b>
<b>Funding:</b>							
EZ GBS Secured	130	323	339				<b>792</b>
EZ GBS Requested					15,448		<b>15,448</b>
BCC Section 106					272	1,000	<b>1,272</b>
Private Sector							
<b>Total</b>	<b>130</b>	<b>323</b>	<b>339</b>		<b>15,448</b>	<b>1,272</b>	<b>17,512</b>

Table 3.0 Digbeth Public Realm Phase One, FBC Financial Profile

## Conditions

This grant award is subject to you satisfying the conditions as set out in the independent technical evaluation referred to above and will be included in the Conditions Precedent of the Service Level Agreement to ensure compliance prior to any expenditure being funded by the EZ programme. This letter confirms this requirement.

## **Publicity requirements**

As part of the funding conditions, you will be required to acknowledge GBSLEP and Enterprise Zone funding within all publicity materials. Please can you confirm your communications lead by 14 April 2021, so that we can provide a full briefing on these marketing and publicity requirements.

## **Monitoring and reporting**

From acceptance of this offer, you will be required to continue to report on progress through regular Project Management Reports. Saboor Arif, Project Champion, will act as the principal point of contact for the project.

Yours sincerely

Ed Watson  
GBSLEP Interim Chief Executive

cc. Christian Cadwallader, Interim Programme Consultant  
cc. Saboor Arif, Project Champion  
cc. James Betjemann, Birmingham City Council





### FULL EQUALITY IMPACT ASSESSMENT (Draft)

An Equality Impact Assessment (EIA) is a review of a new or existing policy/service/function/scheme/strategy which establishes whether the policy/service/function/scheme/strategy has a differential impact on specific equality groups. It involves anticipating consequences of actions on different sections of the community and making sure that any negative consequences are eliminated or minimised. Ultimately, an EIA aims at improving Centro's work, by promoting equality and ensuring that the proposed or existing policy/service/function/scheme/strategy promote equality and do not discriminate (either directly or indirectly) against staff and service users.

<b>DIRECTORATE</b>		Metro	
<b>DIRECTOR RESPONSIBLE FOR OVERLOOKING ASSESSMENT</b>		Michael Anderson	
<b>PERSON RESPONSIBLE FOR CONDUCTING ASSESSMENT</b>		Adam Williams	
<b>NAME OR TITLE</b>	<b>IS IT A:</b>	<b>IS IT:</b>	
Midland Metro Birmingham Eastside Extension	<b>POLICY</b>	<b><u>NEW</u></b>	
	<b>FUNCTION</b>	<b>EXISTING</b>	
	<b><u>PROJECT/SCHEME</u></b>		
	<b>OBJECTIVE</b>		
	Please highlight as appropriate	Please highlight as appropriate	
<b>DATE OF COMPLETION</b>		March 2020	
<b>DATE DUE FOR REVIEW</b>		Monitor throughout development/ implementation and review once construction	

	has been completed and prior to tram operation
<b>PERSON RESPONSIBLE FOR ARRANGING REVIEW AND MONITORING</b>	Adam Williams
<b>DIRECTOR RESPONSIBLE</b>	Michael Anderson
<b>SIGNATURE</b>	<b>DATE</b> March 2020

## **A. ABOUT THE POLICY/SERVICE/FUNCTION/SCHEME/STRATEGY**

### **1) What is its main aim/purpose and outcome?**

The construction and operation of 1.7km of on street twin-tracked tramway starting from the BCCE at Bull Street/Corporation Street junction providing a new link to the proposed HS2 station at Curzon Street and terminating at High Street Deirntend to the east of Birmingham City Centre. The BEE route will run through the Digbeth and the Eastside areas. BCC has longstanding plans for further investment and regeneration of Digbeth and the Eastside areas and they involve maximising the benefits arising from improved connectivity and investment in HS2 and associated commercial, retail and residential developments.

The objectives of the scheme are to a) provide connectivity to the new HS2 Curzon street station, and b) to extend Metro to Digbeth and the south of the city forming a cross city route. The BEE will provide connectivity between HS2 and the centre of Birmingham as well as direct links to New Street and Snow Hill Stations via BCCE. The BEE will also improve links to the wider transport network in and around Birmingham City Centre, as well as linking to the city centres railway stations and also provide interchange with bus, Sprint and coach services as well as adding to the network of Metro route sin operation and those being developed.

The BEE comprises four street level tram stops: Albert Street, New Canal Street, Meriden Street and High Street Deritend.

The BEE will comprise the following additional elements:

- Earthworks, track laying and other associated infrastructure such as track drainage and alterations to existing highway drainage;
- Highway alterations, repaving of highways and possible footpaths;
- Modifications to highway signaling;
- Construction laydown areas;

- Installation of tram signaling and electrical equipment including substations etc;
- Ducts, chambers and cabinets for low voltage and communication cables;
- Hard landscaping works;
- Accommodation works
- Installation of parallel feeders and
- Hard/soft landscaping along the BEE alignment

The Scheme construction will take place in 2020 to 2021 and the tram route will be operational in 2022.

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## 2) Who is intended to benefit?

All current future and potential tram users through better integration and improved transport links This BEE alignment delivers a number of benefits:

- Transport benefits – to connect HS2 Curzon Street Station with the wider Birmingham City Centre area; to maximise interchange opportunities with existing railway stations at New Street and Snow Hill, and the coach station in Digbeth whilst minimising impacts to other road users, including local bus services; providing for future rapid public transport connections to East Birmingham via Bordesley Green and Chelmsley Wood; a direct link to the Eastside area, , South and City College Birmingham, areas along Line 1 and the BCCE alignment to New Street, Moor Street and Snow Hill Rail Stations; improved journey quality
- Economic benefits – to link key developments in the Eastside and Digbeth areas with Birmingham City Centre and the wider region, facilitating the growth proposed in the Big City Plan and Birmingham Curzon HS2 Masterplan and also having the potential to provide assistance in jobs created and economic growth, and also increasing access to employment and leisure; maximising the benefits arising from improved connectivity and investment in HS2 and associated commercial, retail and residential developments by connecting HS2 Curzon Street Station with the wider Birmingham City Centre area; to help to improve business efficiency in the area; to encourage interaction between Birmingham businesses and stimulate growth; enabling businesses to access important national and international markets, supporting growth within the Birmingham City Centre Enterprise Zone and reinforcing the economic momentum of the area
- Social benefits – BEE provides access to existing and proposed facilities, benefiting users of public transport as well as encouraging modal shift from cars to Midland Metro, helping reduce congestion and bringing opportunities for improving walking and cycling; to provide new and improved public transport links for the Eastside and Digbeth areas; to provide high-quality public transport links between key population, education and employment centres in the city and wider region in order to open up access to the jobs created in the

Birmingham City Centre Enterprise Zone.

- Environmental benefits – creation of an environmentally sustainable route between the city centre and Eastside / Digbeth, and an integrated approach to improve the streetscape; and
- Passenger benefits – improved connectivity within and to the city centre, HS2 and existing and proposed developments serving key locations improving journey times between Eastside and Birmingham City Centre.

Other benefits include:

- Expanded Metro network in the city centre offering wider journey choices
  - Four new Metro stops and improved Metro links to other areas of the West Midlands
  - The ability to / improved interchange with bus, HS2, Sprint, coach and rail
  - New jobs and add to the economy of Birmingham and the Region
  - Support BCC regeneration initiatives
  - Supports future Metro expansion in the Region
- 

### **3) List the main activities involved**

Details included above (see question 1)

## **B. EQUALITY RELEVANCE/IMPACT**

### **4. Does the policy/service/function/scheme/strategy affect the public directly or indirectly? In what ways?**

There will be a direct impact. Both during the construction of the extension and once the extension is in operation.

### **5. What information is available on the equality impact of this policy/service/function/scheme/strategy?**

The tram extension would result in greater connectivity. It would be of particular benefit to people with mobility difficulties, and people with disabilities especially since the extended tram will continue to meet key accessibility standards in line with existing Metro routes. However, disruption during the construction process and changes to the pedestrian environment could potentially have a temporary negative impact on some protected characteristics, especially people with disabilities, older age groups and parents with young children. It is therefore vital that any tram route and pedestrian access design meets key accessibility

standards and that any negative impact as a result of disruption during the construction period is mitigated. The construction of the BEE will be subject to a Code of Construction Practice which will stipulate standards and practices.

**6. Have you consulted interested parties (including representatives from the protected characteristics) who will/may be affected by the policy/service/function/scheme/strategy? What were the outcomes of the consultation? If you haven't conducted consultation, who are you planning to consult and why?**

Public consultation took place on a number of occasions – twice in 2014 on the route options and in April/May 2016 as part of the Transport and Works Act (TWAO) process. For all consultations brochures were sent to a range of stakeholders including different community groups across the protected characteristics which included a questionnaire; this was also available on Centro's website. There were also social media tweets and facebook messages, and press articles. There was also engagement with key stakeholders affected.

Key consultation outcomes (with equality relevance) include:

- First 2014 consultation specifically for the route from Bull Street to the HS2 station: High levels of support for linking Metro to the Eastside/HS2 station with over 90% of respondents expressing support for the scheme. Of the two route options offered, Option two (along Lower Bull Street crossing Dale End, with a tramstop at Albert Street, before reaching Moor Street Queensway) received more positive comments due to the directness of the route, cost and a lesser impact on existing modes of transport and offering the potential for redevelopment within the city centre.
- Second 2014 consultation specifically for the route from the HS2 station to the terminus: 94% of respondents stated their support for BEE with 74% preferring Option 2 (New Canal Street into Meriden Street, turning onto High Street Digbeth then continuing along High Street Digbeth) due to better location for access and connectivity between the city centre and Digbeth, links with Birmingham Coach Station, regeneration and redevelopment, integration with/impact upon other modes regarding congestion and a more suitable existing built environment.
- TWAO consultation April May 2016: 91% of respondents supported the scheme as a means to improve regeneration and connectivity. Some concerns were raised regarding cycle integration and suggestions were made on route alignment. Engagement sessions were also held with BCC, HS2, operators and other key stakeholders.

Many respondents to the consultation highlighted particular groups and issues which should be considered in taking the extension forward, such as the requirements of cyclists and particular groups, such as those who are disabled, elderly or travelling with small children. Dialogue has also been taking place with

cyclists via Birmingham City Council and also with BCC regarding pedestrian access along the length of the route.

Example feedback: “If you move stops this may have a negative impact on people with disabilities”; “having to walk with a stick, it would be nice to get from A to B – but if we can get to C, even better”; “There will need to be a stop near the coach station for easy access for disabled people”. As part of the work on stop location geometrical, stakeholder, economic, operation constraints have been considered and the best acceptable solution in light of all these differing considerations.

**7. Is further research needed (i.e. consultations, working groups, surveys, data) to properly assess impact on the different protected characteristics? If yes, how will it be undertaken and by when?**

Face-to-face consultations and ongoing interactions/communication needed with disability groups, to ensure key accessibility requirements are met throughout design. The Midland Metro Alliance meet regularly with Access Birmingham and the Pocklington Trust to discuss the needs of disabled and visually impaired passengers and redestrians.

**8. What measures does, or could, the policy/service/function/scheme or strategy include to help promote equality of opportunity for and/or foster good relations between people who share a protected characteristic?**

The tram extension would result in greater connectivity and integration would be of particular benefit to people with mobility difficulties and people with disabilities especially since the extended tram, as part of the wider Metro network will continue to meet key accessibility standards.

This project will continue to provide improvements to accessibility in a range of ways:

- Information provision, through enhanced provision of audio visual RTI information, accessible totems, improved and accessible signage
- Improved guidance paths and tactile paving and signage at stops and in the areas immediately adjacent to the route, in line with key accessibility standards
- Introduction of Help Points and adequate CCTV coverage to improve safety and security
- Provision for fully accessible shelters
- Ensuring that pedestrian crossing are fully accessible and positioned in such a way that makes it easy and safe for people with disabilities to cross the tram tracks
- Ensure an interim cycle route along Digbeth High Street until a permanent route is provided by BCC prior to the tram becoming operational
- Adequate colour contrast for all aspects of the project

- The construction process is bound to cause some disruption for passengers – temporary pedestrian access would still need to be accessible for all and very well signposted and widely communicated to a range of users, including disability groups and cyclists.

DRAFT

9. Do you think that the policy/service/function/scheme/strategy in the way it is planned and delivered will have a negative, positive or no impact on any of the equality target groups (please tick as appropriate)?

PROTECTED CHARACTERISTIC	POSITIVE IMPACT	NEGATIVE IMPACT	NO OR NEUTRAL IMPACT	REASONS	EVIDENCE/ AVAILABLE DATA (feedback from consultations, reports, surveys, databases, focus groups, complaints, user feedback, national and regional statistics)
GENERAL (for all protected characteristics)	√			<p><u>Positive</u></p> <p>The project:</p> <ul style="list-style-type: none"> <li>-Offers improved access to services including other modes of transport</li> <li>-Supports wider regeneration of Birmingham City Centre and employment generation</li> <li>-Reduction of journey times resulting in increase in labour supply and improved access to employment opportunities</li> <li>-Improved journey quality</li> <li>-Improved reliability for commuting and other users</li> </ul>	<p>Key consultation outcomes (with equality relevance) include:</p> <ul style="list-style-type: none"> <li>• First 2014 consultation specifically for the route from Bull Street to the HS2 station: High levels of support for linking Metro to the Eastside/HS2 station with over 90% of respondents expressing support for the scheme. Of the two route options offered, Option two (along Lower Bull Street crossing Dale End, with a tramstop at Albert Street, before reaching Moor Street Queensway) received more positive comments due to the directness of the route, cost and a lesser impact on existing modes of</li> </ul>

			<p>This BEE alignment delivers a number of benefits:</p> <ul style="list-style-type: none"> <li>• Transport benefits – to connect HS2 Curzon Street Station with the wider Birmingham City Centre area; to maximise interchange opportunities with existing railway stations at New Street and Snow Hill, and the coach station in Digbeth whilst minimising impacts to other road users, including local bus services; providing for future rapid public transport connections to East Birmingham via Bordesley Green and Chelmsley Wood; a direct link to the Eastside area, South and City College Birmingham, areas along Line 1 and the BCCE alignment to New Street, Moor Street and Snow Hill Rail Stations; improved journey quality</li> <li>• Economic benefits – to link key developments in the</li> </ul>	<p>transport and offering the potential for redevelopment within the city centre.</p> <ul style="list-style-type: none"> <li>• Second 2014 consultation specifically for the route from the HS2 station to the terminus: 94% of respondents stated their support for BEE with 74% preferring Option 2 (New Canal Street into Meriden Street, turning onto High Street Digbeth then continuing along High Street Digbeth) due to better location for access and connectivity between the city centre and Digbeth, links with Birmingham Coach Station, regeneration and redevelopment, integration with/impact upon other modes regarding congestion and a more suitable existing built environment.</li> <li>• TWAO consultation in April / May 2016: 91% of respondents supported the scheme as a means to improve regeneration and connectivity. Some concerns were raised regarding cycle integration and suggestions</li> </ul>
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			<p>Eastside and Digbeth areas with Birmingham City Centre and the wider region, facilitating the growth proposed in the Big City Plan and Birmingham Curzon HS2 Masterplan and also having the potential to provide assistance in jobs created and economic growth, and also increasing access to employment and leisure; maximising the benefits arising from improved connectivity and investment in HS2 and associated commercial, retail and residential developments by connecting HS2 Curzon Street Station with the wider Birmingham City Centre area; to help to improve business efficiency in the area; to encourage interaction between Birmingham businesses and stimulate growth; enabling businesses to access important national and</p>	<p>were made on route alignment. Engagement sessions were also held with BCC, HS2, operators and other key stakeholders.</p>
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				<p>international markets, supporting growth within the Birmingham City Centre Enterprise Zone and reinforcing the economic momentum of the area</p> <ul style="list-style-type: none"> <li>• Social benefits – BEE provides access to existing and proposed facilities, benefiting users of public transport as well as encouraging modal shift from cars to Midland Metro, helping reduce congestion and bringing opportunities for improving walking and cycling; to provide new and improved public transport links for the Eastside and Digbeth areas; to provide high-quality public transport links between key population, education and employment centres in the city and wider region in order to open up access to the jobs created in the Birmingham City Centre Enterprise Zone.</li> </ul>	
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				<ul style="list-style-type: none"> <li>• Environmental benefits – creation of an environmentally sustainable route between the city centre and Eastside / Digbeth, and an integrated approach to improve the streetscape; and</li> <li>• Passenger benefits – improved connectivity within and to the city centre, HS2 and existing and proposed developments serving key locations improving journey times between Eastside and Birmingham City Centre.</li> </ul> <p>Other benefits include:</p> <ul style="list-style-type: none"> <li>- Expanded Metro network in the city centre offering wider journey choices</li> <li>- Four new Metro stops and improved Metro links to other areas of the West Midlands- The ability to / improved interchange with bus, HS2, Sprint coach and rail</li> <li>-New jobs and add to the</li> </ul>	
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				<p>economy of Birmingham and the Region</p> <ul style="list-style-type: none"> <li>-Support BCC regeneration initiatives</li> <li>-Supports future Metro expansion in the Region</li> </ul>	
<b>AGE</b>	√			<p>As above, but also improved accessibility is likely to be of particular benefit for older age groups.</p>	<p>Many respondents to the consultation highlighted particular groups and issues which should be considered in taking the extension forward, such as the requirements of cyclists and particular groups, such as those who are disabled, elderly or travelling with small children.</p> <p>Example feedback: “If you move stops this may have a negative impact on people with disabilities”; “having to walk with a stick, it would be nice to get from A to B – but if we can get to C, even better”; “There will need to be a stop near the coach station for easy access for disabled people”.</p> <p>As part of the work on stop location geometrical, stakeholder, economic, operation constraints have been considered and the best acceptable</p>

					<p>solution in light of all these differing conderations.</p> <p>Midland Metro Alliance has also set up an apprenticeship scheme to benefit younger people by giving them experience of working in the construction sector.</p> <p>The construction of the BEE will be subject to a Code of Construction Practice which will stipulate standards and practices.</p>
<b>DISABILITY</b>	√	√		<p><u>Positive</u></p> <p>As above, but also improved accessibility is likely to be of particular benefit for people with disabilities</p> <p><u>Negative</u></p> <ul style="list-style-type: none"> <li>• Disruption during construction period and miscommunication of changes may have a negative impact on disabled customers</li> </ul>	<p>Many respondents to the consultation highlighted particular groups and issues which should be considered in taking the extension forward, such as the requirements of cyclists and particular groups, such as those who are disabled, elderly or travelling with small children.</p> <p>Example feedback: “If you move stops this may have a negative impact on people with disabilities”; “having to walk with a stick, it would be nice to get from A to B – but if we can get to C, even better”; “There will need to be a stop near the coach station for easy access</p>

				<ul style="list-style-type: none"> <li>• Should the infrastructure/stops not meet key accessibility standards, disabled customers may be negatively affected</li> <li>• Current city centre infrastructure, though reasonably accessible, could be further improved to enhance accessibility (colour contrast, paving etc)</li> </ul>	<p>for disabled people” As part of the work on stop location geometrical, stakeholder, economic, operation constraints have been considered and the best acceptable solution in light of all these differing conderations.</p> <p>The construction of the BEE will be subject to a Code of Construction Practice which will stipulate standards and practices.</p> <p>During a recent site tour of the new BCC tram stops disabled users were happy with the infrastructure and its accessibility, but noted that elements such as paving and colour contrast could be further enhanced to improve their journey experience. The Midland Metro Alliance meet regularly with Access Birmingham and the Pockilngton Trust to discuss the needs of disabled and visually impaired passengers and redestrians.</p>
<b>GENDER (including gender reassignment)</b>			√		Same applies as in general

<b>PREGNANCY AND MATERNITY</b>			√		Same applies as in general
<b>RACE</b>			√		Same applies as in general

<b>RELIGION/ BELIEF</b>			√		Same applies as in general
<b>SEXUAL ORIENTATION</b>			√		Same applies as in general

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**If you have found no negative impact and have provided evidence the assessment is complete. If you have found some negative impact in regards to one or more of the protected characteristics, proceed to questions 10 and 11**

**10. If adverse/negative impact is noted to any of the listed protected characteristics, can it be justified, i.e. on the grounds of promoting equality of opportunity for any other group/s?**

No

### 11. ACTION PLAN

**What practical actions can be taken to reduce/remove any adverse/negative impact?**

Issues to be addressed	Actions required	Responsible officer	Timescales	Reporting mechanisms e.g. through Gateway process	How would you measure impact/outcomes in practice
Platform/infrastructure accessibility	Ensure design in line with current accessibility	Adam Williams	Throughout design	EqIA/consultation with disabled stakeholders	Accessibility of design/no complaints

	<p>standards</p> <p>Also see question 8 for additional safety and information related elements that would enhance accessibility and the travel experience of passengers</p> <p>Liaise with equality/disability groups to get their input/feedback</p>	<p>Adam Williams /Anna Sirmoglou</p>	<p>Throughout design</p>	<p>EqlA/consultation with disabled stakeholders</p>	<p>Key points incorporated where possible into design</p>
<p>Accessibility of routes from/to metro stops and any pedestrian routes</p>	<p>Liaise with Birmingham City Council, HS2 and other stakeholders to ensure key accessibility standards are met</p> <p>Communicate all changes widely to the public as well as to key disability groups</p>	<p>Adam Williams /Anna Sirmoglou</p>	<p>Throughout design</p> <p>Prior to implementation</p>	<p>Gateway/consultation with disabled stakeholders</p>	<p>No accidents and/or complaints/fully accessible design</p>

	in the area				
Disruption during the construction period	Ensure safe and accessible temporary solutions are offered	Adam Williams	Throughout design and implementation	EIA	No accidents and or complaints/ Fully accessible solutions
	Ensure the public is fully aware of any temporary solutions and liaise with disability groups to raise awareness of temporary solutions	Adam Williams /Anna Sirmoglou	Prior to implementation		

**Director Signature:**.....

# Birmingham City Council

## Report to Cabinet

18 May 2021



**Subject:** **ADOPTION OF THE BIRMINGHAM LOCAL ENFORCEMENT PLAN**

**Report of:** **Acting Director, Inclusive Growth**

**Relevant Cabinet Member:** **Councillor Ian Ward, Leader**

**Relevant O &S Chair(s):** **Councillor Shabrana Hussain, Economy and Skills**

**Report author:** Mark Franklin, Principal Enforcement Officer  
Telephone No: 0121 464 3513  
Email Address: [mark.franklin@birmingham.gov.uk](mailto:mark.franklin@birmingham.gov.uk)

Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – all Wards affected
Is this a key decision? If relevant, add Forward Plan Reference: 008443/2021	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

### 1 Executive Summary

- 1.1 Provides Cabinet with an update on the outcomes of the public consultation into the Birmingham Local Enforcement Plan (BLEP) carried out during October and November 2020 (attached at Appendix 1)
- 1.2 Seeks authority from Cabinet to adopt the BLEP (attached at Appendix 2).

## 2 Recommendations

- 2.1 That Cabinet adopts the Birmingham Local Enforcement Plan as a document which describes the purposes of Birmingham City Council's planning enforcement service and how it will be delivered.

## 3 Background

- 3.1 The National Planning Policy Framework suggests that Local Planning Authorities should consider publishing a Local Enforcement Plan to manage enforcement proactively, in a way that is appropriate to their area.
- 3.2 The BLEP relates to Birmingham City Council's planning enforcement service and describes the purposes of the service and how it will be delivered.
- 3.3 The BLEP explains the Council's policy and procedure for dealing with reports of alleged breaches of planning control and handling planning enforcement issues. It identifies local priorities for enforcement action so that the Council's enforcement resources are put to the best use in dealing with breaches of planning control. The BLEP has been designed to meet the current needs of the city rather than producing an "off the shelf" version similar to other Local Planning Authorities.
- 3.4 Although planning enforcement is discretionary and not a mandatory function of Local Planning Authorities, it is commonly recognised the Council must act reasonably when exercising a discretion ("the Wednesbury Principle") and that the integrity of the Development Management process depends on the Council's commitment to take effective action against unauthorised development.
- 3.5 The BLEP will therefore ensure that officers, councillors and the general public will be aware of the approach to planning enforcement and provides greater certainty for all parties engaged in the development process.
- 3.6 The BLEP was consulted on publicly from the 5<sup>th</sup> October 2020 to 16<sup>th</sup> November 2020 seeking views from the public and stakeholders. The consultation statement attached as Appendix 1 details the comments received and how the BLEP addresses them. The stand out issue was the perception of the service and what it can and cannot do. The BLEP addresses in detail the planning enforcement process which is bound by legislation and government guidance, but as a result of the consultation a decision has been made to publicise the achievements and statistics of the service in order to inform the public of the work being carried out.

## 4 Options Considered and Recommended Proposal

- 4.1 **Option 1 – Do not adopt the BLEP** - Should the Council not adopt the BLEP, there will be a lack of strategic policy for comprehensive planning enforcement action specific to the needs of the city. The current enforcement charter will continue to be used to manage the enforcement process.
- 4.2 **Option 2 – Adopt the BLEP** – The BLEP would give greater clarity and assurances for delivery of the planning enforcement function. Without this, there will be a lack of direction for planning enforcement decisions within the city.

#### 4.3 **Recommended Proposal – Adopt the BLEP.**

### **5 Consultation**

5.1 The consultation has followed the principles set out in the Birmingham Statement of Community Involvement Temporary Amendments due to COVID-19 Restrictions. The draft BLEP has been published online and all those on the Planning Policy Consultation database, including all Birmingham City Council elected members, have been notified. The database includes a wide range of consultees covering voluntary, ethnic, religious, disability, environmental and business groups, statutory bodies, agencies and other key stakeholders. All feedback and comments received have been taken into consideration in formulating the final version of the BLEP which is presented at Appendix 2 to Cabinet for adoption alongside a summary of the comments received.

### **6 Risk Management**

6.1 Three risks were identified: Effective planning service; Protection of the amenity of occupiers/residents and Protection of the historic environment. All three are considered low risk with the adoption of the BLEP. See risk register at Appendix 4.

### **7 Compliance Issues:**

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

7.1.1 The BLEP will support the delivery of the Birmingham Development Plan 2031. The BLEP is consistent with the Council Plan 2018-2022 (as updated in 2019) and in particular, the outcome; Birmingham is an Entrepreneurial City to learn, work and invest by providing a framework for planning enforcement.

#### **7.2 Financial Implications**

7.2.1 Public consultation and preparation of the BLEP has been carried out using existing Planning and Development staff resources whose costs are funded from existing approved Inclusive Growth revenue budgets.

7.2.2 There are no additional financial implications arising from the adoption and operation of the BLEP, as planning enforcement action will be undertaken by existing Planning and Development staff.

#### **7.3 Legal Implications**

7.3.1 The drafting of the BLEP has been informed by paragraph 58 of the National Planning Policy Framework, and Planning Practice Guidance as well as the requirements of the Birmingham Development Plan which is fundamental in guiding decisions relating to breaches of planning control. In addition, Part

VII of the Town and Country Planning Act (T&CPA) 1990 (as amended) provides the statutory basis for planning enforcement matters

#### **7.4 Procurement Implications**

7.4.1 N/A

#### **7.5 Human Resources Implications**

7.5.1 N/A

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

7.6.1 An Equality Analysis screening has been undertaken and is attached at Appendix 3. The initial assessment has not identified that the BLEP will have any specific impact on protected characteristics defined under the Equalities Act 2010, and therefore a full equalities impact assessment is not required.

7.6.2 The Equality Analysis will be updated following a review of the consultation feedback and will inform the preparation of the final BLEP.

### **8 Appendices**

8.1 Appendix 1 – Consultation Statement

8.2 Appendix 2 – Birmingham Local Enforcement Plan

8.3 Appendix 3 – Equality Analysis

8.4 Appendix 4 – Risk Register

### **9 Background Documents**

9.1 The Birmingham Development Plan (BDP) 2031 - adopted 10 January 2017 by Birmingham City Council

9.2 Statement of Community Involvement Temporary Amendments due to COVID-19 Restrictions – Birmingham City Council July 2020

**Birmingham City Council**  
**Birmingham Local Enforcement Plan**  
**Consultation Statement**

## **1. Introduction**

Birmingham City Council consulted on the Draft Birmingham Local Enforcement Plan (BLEP) in October and November 2020. This statement describes the level and type of responses received, the main issues raised and how they have been addressed in the final BLEP. The statement has been prepared in accordance with the Birmingham Statement of Community Involvement.

## **2. Purpose**

The National Planning Policy Framework suggests that Local Planning Authorities should consider publishing a Local Enforcement Plan to manage enforcement proactively, in a way that is appropriate to their area.

The Birmingham Local Enforcement Plan (BLEP) relates to Birmingham City Council's planning enforcement service and describes the purposes of the service and how it will be delivered.

The BLEP explains the Council's policy and procedure for dealing with reports of alleged breaches of planning control and handling planning enforcement issues. It identifies local priorities for enforcement action so that the Council's enforcement resources are put to the best use in dealing with breaches of planning control. The BLEP has been designed to meet the current needs of the city rather than producing an "off the shelf" version similar to other Local Planning Authorities.

Although planning enforcement is discretionary and not a mandatory function of Local Planning Authorities, it is commonly recognised that the integrity of the Development Management process depends on the Council's commitment to take effective action against unauthorised development.

The BLEP will therefore ensure that officers, councillors and the general public will be aware of the approach to planning enforcement and provides greater certainty for all parties engaged in the development process.

Public consultation on the draft BLEP was carried out for six weeks, from 5th October 2020 to 16th November 2020, when views were sought from stakeholders and the public.

## **3. Consultation Results**

Public consultation on the draft BLEP was carried out for six weeks, from 5th October 2020 to 16th November 2020, when views were sought from stakeholders and the public.

It was decided to consult every person/organisation on the Planning Policy Consultation database. They were notified either by email or posted letter. The Council's website made reference to the consultation via the Planning pages and included a copy of the draft BLEP. The consultation was uploaded to BeHeard and a specific email address was created for comments to be received (blep@birmingham.gov.uk)

Six organisations and six individuals responded to the consultation, generating approximately 48 individual comments.

## 3. Consultation responses

Theme:	Main issues raised:	How these are addressed in the BLEP:
General Comments	<p>HMO properties in Selly Oak</p> <p>Proceeding with building works when permission has been refused</p> <p>Undertaking building works that are outside Permitted Development Rights</p> <p>Incursions onto public land</p> <p>Failure to adhere to enforcement orders</p> <p>Deleterious impact on community relations when breaches occur and are not dealt with expeditiously and forcefully</p> <p>Zero tolerance</p> <p>Enforcement is default option</p> <p>All enforcement orders are pursued</p> <p>Actions should be publicised</p> <p>Work together with other departments</p>	<p>The growth of HMOs is addressed in the section 'Challenges'.</p> <p>The BLEP states that the City Council will not condone wilful breaches of planning control and will exercise its discretion to take enforcement action.</p> <p>The BLEP states that the City Council will not condone wilful breaches of planning control and will exercise its discretion to take enforcement action.</p> <p>The issue would be passed to the Directorate responsible for the land.</p> <p>Explained under 'What happens when we take formal action'</p> <p>Explained under 'Enforcement action is discretionary'</p> <p>Explained under 'Enforcement action is discretionary'</p> <p>Explained under 'Enforcement action is discretionary'</p> <p>Explained under 'What happens when we take formal action'</p> <p>As a result of this consultation actions will be publicised</p> <p>Happens automatically as part of the investigation process</p>

	<p>Presumption in favour of preserving the local character</p> <p>Monitoring should take place</p> <p>Financial penalties should be applied</p> <p>The objective “to preserve significant buildings in conservation areas” should cover all aspects of the conservation area, not just significant buildings.</p> <p>The plan is reactive and does not set out how enforcement will be managed proactively. It does not address resourcing.</p> <p>Significant structures should be included i.e. there are 54 listed structures along the 56km canal network.</p> <p>No mention of supported and exempt accommodation.</p>	<p>Explained under ‘Enforcement action is discretionary’</p> <p>Monitoring takes place as part of the investigation. See ‘What you can expect if you report an alleged breach of planning’</p> <p>Fines can only be imposed by the Courts. See ‘What happens when we take formal action’.</p> <p>This objective does go on to state that <u>any</u> development in a conservation area should maintain or improve the special character.</p> <p>Planning enforcement, by its very nature is a reactive service. The purpose of the plan is to set out a framework for the planning enforcement service, which does include proactive compliance. It is not an appropriate document to discuss staffing resources.</p> <p>The objective will be amended to include “and structures”.</p> <p>A paragraph will be added to the BLEP to explain this challenge.</p>
<p>General Comments about Government Guidance and Legislation</p>	<p>Formal action should always be taken (Proportionality, Discretionary, Expediency, Public Interest).</p> <p>The public should be able to appeal the Council’s decision. (No third party right of appeal)</p> <p>We should be able to take formal action at any time (Time Barred).</p>	<p>All of these matters are discussed in the BLEP and are set by legislation and government guidance. Birmingham City Council is unable to deviate from legal requirement. Nor should it go against Government guidance as that would open the risk of a costs award against the Council.</p>

	A number of proposals about the Advert Regulations were put forward and noted.	
General Questions	<p>Number of prosecutions?</p> <p>Can public see report on numbers sent to Planning Committee?</p> <p>Who is Head of Enforcement?</p> <p>How to report a breach?</p>	<p>A report can be run on the number of prosecutions and will be included in the bi-annual report to planning committee. It will also form part of the 'numbers' made public.</p> <p>'Numbers' will be reported publicly, as a result of this consultation.</p> <p>James Wagstaff</p> <p>Complete the planning enforcement complaint form found online at <a href="http://www.birmingham.gov.uk/planning">www.birmingham.gov.uk/planning</a></p>
Enforcement Presence	<p>Why does enforcement seem ineffective?</p> <p>Publicise positive actions.</p>	The decision to publicise the positive work of the enforcement team as a result of this consultation will help to change public perspective.
Prioritisation	<p>Priority 3 cases will not be treated less favourably.</p> <p>Remove words "where possible" from Priority Aim.</p> <p>Contact with complainant should be made within 7 days for priority 3 to let them know what is happening.</p> <p>An update on the complaint should be sent within 30 days.</p>	<p>Priority 3 cases will be investigated and decided in line with current legislation and government guidance as described in the BLEP</p> <p>The BLEP has been amended (priority table) to remove the words "where possible" from Priority Aim</p> <p>The BLEP states (priority table) that first contact with a complainant for priority 3 cases is 3 days. They will be notified of the contact details of the investigating officer</p> <p>The BLEP states (priority table) an update will be received within 30 days for Priority 3 cases</p>

	There should be a realistic target for completion of assessments.	The priority table details these targets.
Communication	Notify a complainant immediately which priority their case is allocated to.	The BLEP will be a part of the complaint form so a complainant will be able to see the priority list and therefore know which types of complaint are allocated to the 3 priorities.
Non enforcement matters	Data protection. Affordable Housing. Section 106 agreements. Neighbourhood Plans. Safety of advertisements. Article 4 Policy.	Noted. Not necessary to include these in the BLEP as other documents/departments are more appropriate to deal with these matters.
Live cases	A question was asked about a live case in Selly Oak.	Members of the public can request to be added as a complainant to a live enforcement case so that they are notified of the outcome.
Harm	Definition of harm  Cumulative harm: Article 4 Driveways Schemes of planting	The BLEP contains a section titled 'What is harm'?  Each enforcement case is judged on its own merits. A number of factors are considered, including cumulative harm, when making a planning judgement



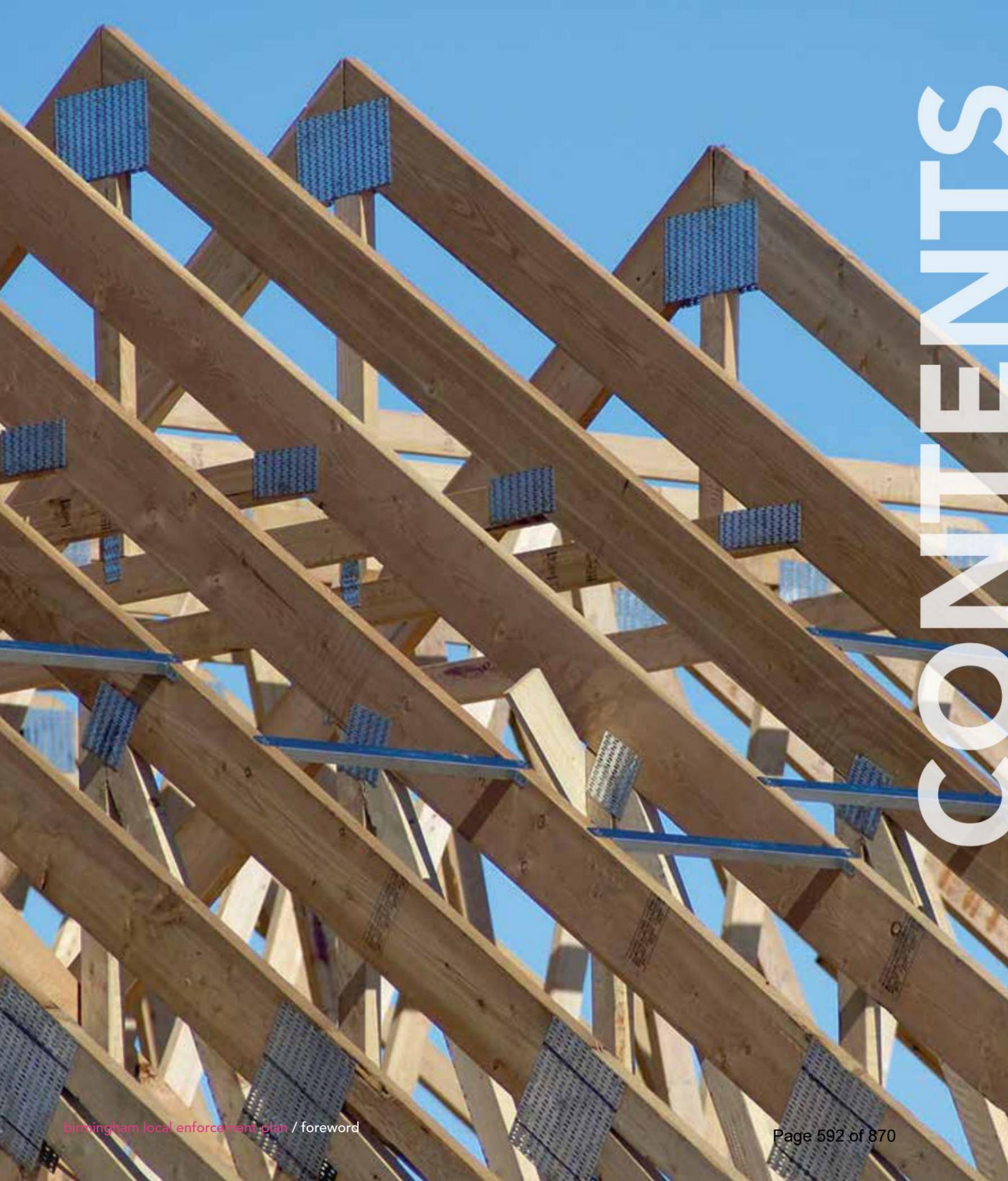


Birmingham

Local Enforcement Plan  
(Planning Enforcement)

May 2021





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# FOREWORD

## Foreword

The Birmingham Local Enforcement Plan sets out our vision and a strategy for an effective and efficient planning enforcement service.

The City faces a number of challenges that will need to be addressed if we are to achieve our ambition for Birmingham to be renowned as an enterprising, innovative and green City.

The population is projected to grow by an additional 156,000 people by 2031, requiring new homes and jobs to be created, as well as quality environments in order for residents, workers, businesses and visitors to thrive.

The Birmingham Local Enforcement Plan has a central role in how we address these challenges. The Plan sets out a framework that will provide a planning enforcement service which is clear, consistent, proportionate and transparent. It is recognised that establishing effective controls over unauthorised development not only assists in conserving the natural and built environment, but also enhances the quality of life for those who live, work and visit.

**Councillor Ian Ward**

Leader,  
Birmingham City Council



# Introduction

This Birmingham Local Enforcement Plan (BLEP) relates to Birmingham City Council’s planning enforcement service and describes the purposes of the service and how it will be delivered.

Although planning enforcement is discretionary and not a mandatory function of Local Planning Authorities, it is commonly recognised that the integrity of the Development Management process depends on the Council’s commitment to take effective action against unauthorised development.

The BLEP explains the Council’s policy and procedure for dealing with reports of alleged breaches of planning control and handling planning enforcement issues. It identifies local priorities for enforcement action so that the Council’s enforcement resources are put to the best use in dealing with breaches of planning control.

The BLEP will therefore ensure that officers, councillors and the general public will be aware of the approach to planning enforcement and provides greater certainty for all parties engaged in the development process.

### Purpose of planning enforcement

The purpose of planning enforcement is to ensure that development is undertaken in accordance with regulations and planning permissions and, where it is undertaken without permission, to ensure that harmful development is dealt with effectively.

Development requiring planning permission includes:

- Most types of building works.
- Engineering works.
- Material changes of use to land including buildings.

Planning Enforcement cannot take action if there is no breach of planning control, or the dispute concerns boundary disputes, covenants, deeds or civil issues.

### Legislation and policy

The Town and Country Planning Act (T&CPA) 1990 (as amended) provides the statutory basis for most planning enforcement matters, including trees. Tree enforcement is also governed by the Town and Country Planning (Tree Preservation) (England) Regulations 2012. The statutory powers for Listed Building enforcement are provided principally by the Planning (Listed Buildings and Conservation Areas) Act 1990.

The Birmingham Development Plan (BDP) was adopted by Birmingham City Council on 10 January 2017. It sets out the City’s vision and strategy for the sustainable growth of the City for the period up to 2031. It is the City’s key statutory strategic planning document, guiding decisions on all development and regeneration activity to 2031 and is therefore fundamental in guiding decisions relating to breaches of planning control.

The BDP conforms to the National Planning Policy Framework (‘the Framework’) which was first introduced in March 2012 and updated in February 2019. Paragraph 58 of the Framework states that:

“Effective enforcement is important as a means of maintaining public confidence in the planning system. Enforcement action is discretionary, and local planning authorities should act proportionately in responding to suspected breaches of planning control. Local planning authorities should consider publishing a local enforcement plan to manage enforcement proactively, in a way that is appropriate to their area. This should set out how they will monitor the implementation of planning permissions, investigate alleged cases of unauthorised development and take action where it is appropriate.” (NPPF)

In addition to the Framework the Planning Practice Guidance document titled “Ensuring effective enforcement” provides national guidance in responding to suspected breaches of planning control. (Planning Practice Guidance)

In preparing this plan the City Council has followed the National Planning Policy Framework and the Planning Practice Guidance.

# INTRODUCTION



# CHALLENGES

Accommodating the City's increasing population and ensuring that economic growth is delivered in a sustainable and inclusive way, meeting the objectives of the Council's priorities, is a key challenge for the City.

Growth must be managed in the most positive, effective and sustainable way possible to ensure that development is guided to the right location, is of a high standard, fit for purpose and that inappropriate development is deterred.

The conversion and reuse of existing buildings for housing can help to meet the changing housing needs of the city. There has been a significant trend for this form of housing in the private rented market in Birmingham in recent years. This trend has emerged in part due to the accommodation needs of the city's substantial student population, but also to cater for transient populations and to address a general need for low cost accommodation for young professionals unable to afford home ownership. The impact of Houses in Multiple Occupation (HMO) growth is a challenge in Birmingham. In order to manage the growth of HMOs in the City, the Council made a decision to introduce a city-wide Article 4 Direction which means a planning application must be submitted for proposals to convert family houses (C3 Use Class) to small Houses in Multiple Occupation (HMOs) (C4 Use Class). The direction came into force on 8 June 2020.

Similar to the growth in HMOs, are the challenges around properties owned or managed by Registered Social Landlords (RSLs). The use of a property by an RSL means it cannot be classed as a HMO and is therefore not subjected to the city-wide Article 4 Direction. However, the council is committed to taking enforcement action where appropriate.

Birmingham has 1,500 Listed Buildings ranging from Grade I (buildings of exceptional quality), Grade II\* (particularly important buildings) and Grade II (majority of Listed Buildings of special interest). Listed Buildings are considered nationally important and have extra legal protection within the planning system. Challenges occur when historic fabric is removed to accommodate the demand for new uses and more accommodation and floor space, or poor quality alterations and adaptations take place that compromise these buildings.

Privately owned buildings and land left to deteriorate can cause significant harm to the amenity of the local area, blots on the urban landscape or the urban street. When this happens they not only become wasting assets in their own right, but they degrade the quality of the surrounding environment too. One of the challenges is to reduce the number of these sites.

In light of these challenges and within the constraints of existing resources, the objectives will be:

- To ensure that the distribution and concentrations of HMOs across the City can be managed.
- To protect and enhance the City's heritage assets and historic environment.
- To preserve significant buildings and structures in Conservation Areas and ensure that any development maintains or improves the special character of those areas.
- To protect the amenity of occupiers and nearby residents/ occupiers.

# PRINCIPLES

## The principles of good enforcement

The integrity of the planning system and the service for the Birmingham City area depends on the City Council's readiness to take enforcement action when it is appropriate to do so. Planning laws and policies are designed to control the development and use of land and buildings in the public interest; they are not meant to protect the private interests of one person against the activities of another.

The City Council is committed to providing an effective planning enforcement service. In order to undertake effective investigations, it is essential that there is co-operation between the City Council departments and other agencies, such as the Police, Environment Agency, HMRC and the Health and Safety Executive. The City Council will continue to develop these relationships in the future in order to make best use of all our available resources.

The City Council will not condone wilful breaches of planning control and will exercise its discretion to take enforcement action if it is considered expedient to do so.

The City Council will investigate all reports about alleged breaches of planning control, except those reported anonymously, to determine whether a breach has as a matter of fact occurred, and if it has, will then determine the most appropriate course of action,

mindful to the basic principles of enforcement:

- Proportionality - enforcement action will be proportionate to the risks and seriousness of any breach, including any actual or potential harm caused by the breach.
- Helpfulness - where it should be possible for breaches of control to be quickly remedied, officers will give owners/developers a chance to quickly rectify matters. All correspondence will identify the officer dealing with the matter and give contact details. Officers will not tolerate abusive language or aggressive behaviour.
- Targeting of enforcement action - focusing enforcement action on the most serious risks and recognise that it is not possible to prioritise all issues of non-compliance or to take action against breaches causing no significant harm.

- Consistency of enforcement approach - consistency does not mean uniformity, however a similar approach will be taken in similar circumstances with the appropriate exercise of individual discretion and professional judgement.
- Transparency of how enforcement operates and what can be expected - where non-compliance has been identified, officers will explain what must be done to remedy the breach, clearly explain the reasoning behind their decision, give reasonable timescales for compliance and provide clear instructions of what will happen if they do not comply.
- Accountability for our actions - members of the public and businesses will know what to expect when an officer visits and how to raise any complaints they may have, and we will report back on our performance.

### What is a breach of planning control?

Planning enforcement aims to enforce against planning breaches, which is described in the Town and Country Planning Act 1990 ("the 1990 Act") as;

"carrying out development without the required planning permission; or failing to comply with any condition or limitation subject to which planning permission has been granted' (s.171A).

Section 55 of the 1990 Act defines development as;

"the carrying out of building, mining, engineering or other operations in, on, or over land, or the making of any material change of use of any building or other land."

This could involve such matters as the unauthorised erection of a building or an extension to a

building, a material change of use of land or a building, or the display of unauthorised advertisements. Other breaches of planning control may consist of the following:

Unauthorised works to Listed Buildings - most works to Listed Buildings require consent and it is a criminal offence to carry out works without such consent. Prosecution proceedings can be instigated under Section 9 of the Planning (Listed Buildings and Conservation Areas) Act 1990. Alternatively, the Act also gives local planning authorities the power to serve Listed Building Enforcement Notices to which there is a right of appeal.

Unauthorised works to trees subject of a Tree Preservation Order (TPO) or in a Conservation Area - it is an offence to carry out unauthorised work to trees protected by a Tree Preservation Order. Where works are proposed to trees in

a Conservation Area, the Local Planning Authority should be notified, and permission obtained in advance. In both instances the Council has the power to prosecute offenders and require the planting of replacement trees.

Unauthorised demolition of a building which is located within a Conservation Area - It is a criminal offence to demolish a building, which is located in a Conservation Area, without consent.

Breaches of Planning Conditions - A breach of condition notice can be served where there is a failure to comply with any condition imposed on the grant of planning permission. There is no right of appeal against a breach of condition notice.

Untidy land where it affects the amenity of the area - where land or premises have become an eyesore, the Local Planning Authority has the power to serve a notice under section 215 of the Town and Country Planning Act, requiring steps to be taken to remedy the condition of land. There is a right of appeal to the Magistrates Court.

Deliberate concealment of unauthorised building works or changes of use - where a person deliberately conceals unauthorised

development, the deception may not come to light until after the time limits for taking enforcement action (Section 171B of the Town and Country Planning Act 1990) have expired. A Planning Enforcement Order enables the council to take action in relation to an apparent breach of planning control notwithstanding that the time limits may have expired.

Not building in accordance with the approved plans that form part of a planning permission - In some cases this can result in the whole development being deemed as unauthorised.

Unauthorised engineering operations, such as raising of ground levels or earth bunds - these matters may involve engagement with the Environment Agency.

**Enforcement action is discretionary**

Once a breach of planning control has been identified, the extent of the breach must be assessed to establish what, if any, action should be taken to remedy the breach and whether it is considered expedient to do so. It is at the City Council's discretion to use enforcement powers.

In accordance with section 172 of the 1990 Act 'expediency' is assessed with reference to national and local planning policies and to any other material considerations (e.g. amenity, design).

If it is likely that the unauthorised development would have been approved, had planning permission been initially applied for, taking formal enforcement action would be unlikely. Taking enforcement action must be in the public interest. Enforcement action will not be taken simply because a breach has occurred.

Expediency test - In cases where it has been established that a breach of planning control has occurred at the initial stage, the Planning Enforcement Officer will undertake an assessment of expediency to determine which next course of action should be taken.

An expediency test will usually involve the Planning Enforcement Officer assessing:

- Whether the breach is in accordance with the policies of the Local Plan.
- The breach against any other material planning considerations.

- Whether had a planning application been submitted before the development occurred, permission would likely to have been granted.
- Whether the breach unacceptably affects public amenity.
- Whether the breach unacceptably affects any existing land, use or buildings which merit protection in the public interest.
- Whether action would be proportionate with the breach to which it relates.
- Whether action would be in the public interest.

**What is harm?**

Significant harm that results from a breach in planning control could concern residential amenity or highway safety issues. Examples of significant harm could include noise nuisance, loss of daylight or privacy, or danger from increased traffic flows.

The following are NOT examples of harm:

- Loss of value to a neighbouring property.
- Competition to another business.

- Loss of an individual's view or trespass onto someone else's land.

It may be possible to address issues such as these by way of civil action, although this is a matter for the individual to pursue and is not an area where the City Council would be involved.

This means that the City Council may not take formal enforcement action in all cases where a breach of planning control has been identified. It is part of the normal duties/responsibilities of the investigating Enforcement Officer with the Head of Enforcement and/or the Principal Enforcement Officer and Area Planning Officers to ensure decisions not to pursue formal enforcement action can be properly justified having regard to the Local Enforcement Plan and the Birmingham Development Plan (BDP).

There is no right to appeal the City Council decision not to take enforcement action. However, if someone is dissatisfied with the decision making, they can proceed to follow the City Council's Corporate Complaints Procedure, details of which are towards the end of the document.





## Using the BLEP and our enforcement powers

Enforcement plays a pivotal role within the planning system and maintaining its integrity. The Birmingham Local Enforcement Plan identifies and sets out the challenges that affect development pressures within the City and also sets out a clear direction in the face of these challenges whilst complimenting the priorities of the Birmingham Development Plan 2032. It will be important to utilise the tools that are in place under legislation to tackle these challenges which will assist in the delivery of the overall vision for Birmingham.

### Formal action

The City Council has a range of formal powers under the Town and Country Planning Act 1990 that it can use to remedy breaches of planning control. The more common forms of enforcement action are:

- The service of a Planning Contravention Notice (PCN) - Section 171(c) enables the service of a notice requiring persons to provide information in relation to land or activities on land where a breach of planning control is suspected. This is usually carried out very early in an investigation where further information is required.
- The service of a Request for Information (RFI) - Section 330 enables a notice to be served requesting details to be provided of any owners, occupiers or any other persons with an interest in the land. This is usually served prior to a formal enforcement action being taken.

- The service of an Enforcement Notice - Section 172 enables the service of a notice which requires specific steps to be undertaken to remedy the breach of planning control.
- The service of a Breach of Condition Notice (BCN) - Section 187(a) enables the service of a notice to secure compliance with conditions imposed on a planning permission.
- The service of a Section 215 Notice - Section 215 of the Town and Country Planning Act 1990 (the Act) provides a local planning authority (LPA) with the power, in certain circumstances, to take steps requiring land to be cleaned up when its condition adversely affects the amenity of the area. If it appears that the amenity of part of their area is being adversely affected by the condition of neighbouring land and buildings, they may serve a notice on the owner requiring that the situation be remedied.

These notices set out the steps that need to be taken, and the time within which they must be carried out. LPAs also have powers under Section 219 to undertake the clean-up works themselves and to recover the costs from the landowner.

- The service of a Stop Notice (SN) or a Temporary Stop Notice (TSN) - Section 183 and Section 171(e) enables the service of a notice requiring the cessation of unauthorised activities. A Stop Notice may only be served in conjunction with an Enforcement Notice referred to above. SN and TSN action are reserved for much more serious breaches that are causing serious harm to amenity.
- In addition to the above further action is available by way of the service of Injunctions, the taking of direct action to remedy a breach or to instigate prosecution proceedings for non-compliance where it is deemed necessary to do so. As above, this action would only be taken in very severe cases.

- The City Council will always look to recover costs from an offender where evidence suggests offenders have profited from the illegal works, as a deterrent and to remedy the breach. We may place a charge on the land to aid future recovery or seek confiscation under the Proceeds of Crime Act 2002.

### Power of entry onto land

Section 196(a) of the Act 1990, the Planning (Listed Buildings and Conservation Area) Act 1990 and Part 8 of the Anti-Social Behaviour Order Act 2003 gives Officers of Planning and Regeneration the power to enter land and/or premises at all reasonable hours in order to undertake his/her official duties. Wilful obstruction of a person exercising a right of entry is an offence. The above does not allow the admission to any building used as a dwelling house to be demanded as a right by virtue of the legislations unless twenty-four hours prior notice of the intended entry has been given to the

occupier of the building. Failure to comply with the City Council's request can lead to a request to the Courts for a warrant to enter.

### What happens when we take formal enforcement action?

A formal Enforcement Notice will be served on the owner of the property along with any other party with a legal interest in the land or building in question. The Enforcement Notice will specify what action is required to remedy the breach and will give a period for compliance.

The recipient of the Enforcement Notice has a minimum of 28 days to appeal against the notice to the Planning Inspectorate. Where an appeal is lodged, we can take no further action until the appeal has been decided. It is not unusual for the appeal process to take several months.

We will always vigorously defend any appeal but if it is allowed (i.e. if the appellant wins), we can take no further action. If it is dismissed however, the Enforcement Notice will take effect, although the Inspector can amend its requirements, including the period for compliance.

It is a criminal offence not to comply with an Enforcement Notice once the compliance period has passed. If the notice is not complied with the Council will consider prosecution. However, such action does require evidence to prove the offence is being committed by a named individual or company 'beyond reasonable doubt'. Collecting this evidence can sometimes be a lengthy and time-consuming exercise and in some cases pre-trial delays may be unavoidable.

The City Council will comply with the provisions of the Police and Criminal Evidence Act 1984 when interviewing persons suspected of a criminal offence and with the Criminal Procedures and Investigations Act 1996 and Section 222 of the Local Government Act 1972, when carrying out prosecutions.

**What can you expect if you report an alleged breach of planning control?**

We will investigate all alleged breaches (unless considered vexatious or anonymous) of planning control reported to the City Council via the online complaints form.

- Always keep your personal details confidential, unless required to disclose as part of court proceedings.
- Register your complaint where possible within 3 working days and provide you with an acknowledgement and reference number with a named officer as the main point of contact.
- Keep you informed of the progress of the case and of any decisions made about whether the City Council is to take action and if any, what action will be taken, and the likely timescales involved.
- Actively pursue your complaint where it is in the public interest to do so.
- In cases where there may be a technical breach of planning control, but the harm caused is not sufficient to warrant formal action we will notify you of the reason for not taking formal action and close the case.
- Where appropriate, we will negotiate with those responsible for any breach of planning control, allowing them the opportunity to resolve the matters of concern before serving a formal notice unless the breach is so serious it warrants immediate action or where negotiations become protracted with no real likelihood of successful resolution.

Your complaint will be:

- Given a priority based on the City Council's published priority table which is contained in this Plan.
- Investigated and a site inspection undertaken in line with the published timescales, where possible, contained in this Plan.
- Pursued until such a time that the matter is satisfactorily resolved, regularising the breach or if the development is found to be lawful or until a decision is taken that it is no longer expedient to pursue the matter.
- If a formal notice is served and not complied with, the case to which your complaint relates may be pursued through to the Magistrates Court or higher court where necessary.
- Where prosecutions are pursued, in the more severe cases, the Council will consider the use of Confiscation Orders under the Proceeds of Crime Act 2002 to recoup the financial benefit gained from the breach of planning control.

Anonymous complaints will not be investigated because there is no way for the Council to ascertain further detail about the alleged breach and whether the complaint may be malicious. All complainants are required to provide their full name, a postal address and where possible an email address. Fundamentally this approach aims to ensure that public resources are not spent unnecessarily

investigating hoax or malicious complaints. This information is also essential as the Council may need to contact the complainant prior to any site inspection being carried out to seek further information or clarification regarding the details of the alleged breach and to obtain feedback from the complainant as the case progresses. All details provided by a complainant will always remain totally confidential, unless the information is required for use as evidence in court. If this does happen, the Council will make all reasonable efforts to check with the complainant before disclosing any information.

The City Council recognises that, on occasion, a complainant may feel that a complaint has not been resolved to their satisfaction. However, in a minority of cases members of the public pursue their complaints in a way that is unreasonable. The Council will not continue to register and open cases for the same reported breach of planning control if no breach has been found on previous investigations. Equally, we reserve the right not to investigate complaints raised due to recipients of notices being unhappy with action that the City Council is taking against them.



**How will we prioritise your complaint?**

In order to make the best use of the resources available to the City Council it is important to prioritise the complaints received in accordance with the seriousness of the alleged breach. This will initially be decided by the City Council following receipt of the complaint but may be subject to change following a site inspection or when further information comes to light.

**Priority categories**

To make the most effective use of resources, all incoming enforcement cases are prioritised when registered, based on information provided by the complainant, and an assessment of any planning history. This will determine the time frame for making an initial site visit and will be affected mainly by the assessment of the type and extent of the harm caused. There are three enforcement priorities:

**Priority 1**

Where irreversible harm is likely to be caused if the Council do not act immediately.

*Example:* Unauthorised works to Listed Buildings; unauthorised felling/pruning of protected trees.

**Priority 2**

Where there is significant public concern or where there is (or is the potential for) significant harm to be caused to residential amenity in the surrounding area.

*Example:* Breaches of planning conditions specifically identified to meet expressed public concerns, such as hours of operation; unauthorised uses/activities which are causing significant harm, such as; HMO's, illegal advertisements, particularly larger scale advertising on hoardings.

**Priority 3**

Smaller scale infringements which do not result in significant, immediate or irreversible harm.

*Example:* Single storey rear extensions and rear dormer windows, unauthorised building of walls/fences; unauthorised installation of satellite dishes.

Complaints will not be registered if they do not concern breaches of planning control. Matters that are not breaches of planning control include:

- Internal works to a non-Listed Building.
- Boundary/ownership disputes.
- Party Wall Act issues.
- Opposition to business competition.
- Non-material planning considerations such as loss of property value or loss of view.
- Obstruction of a highway or public right of way (PROW).
- Parking of vehicles on the highway or on grass verges.
- Parking caravans on residential driveways or within the curtilage of domestic properties if they are incidental to the enjoyment of the property.
- Running a business from home where the residential use remains the primary use and there is no adverse impact on residential amenity.
- Land ownership disputes or trespass issues.

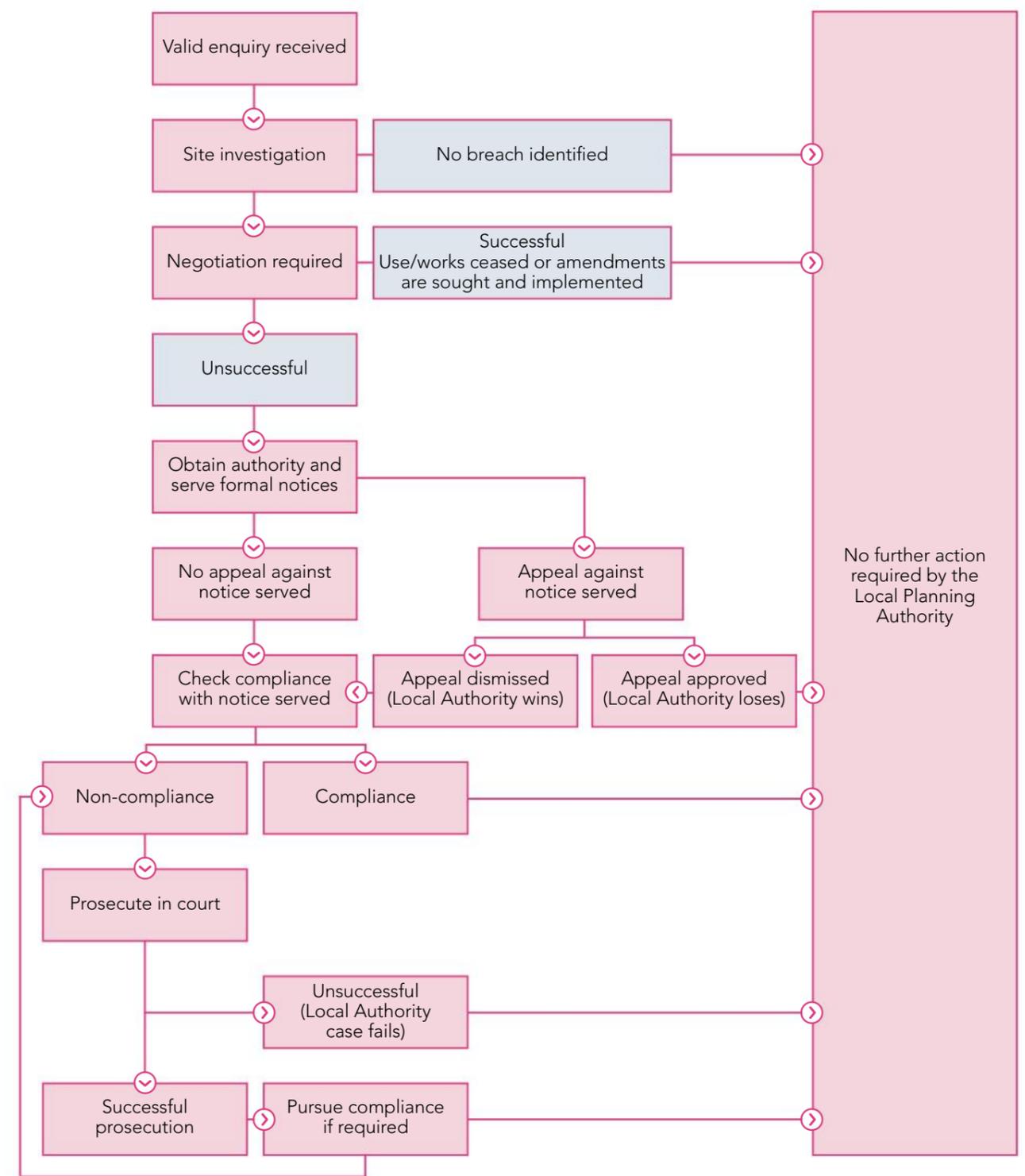
- Covenants imposed on property deeds.
- Any works that are deemed to be 'permitted development' under The Town and Country Planning (General Permitted Development) (England) Order 2015 and or substituted.
- Advertisements that are not subject to deemed or express consent requirements under the Town and Country Planning (Control of Advertisements) (England) Regulations 2007 and as such are excluded from direct control.
- Dangerous structures or other health and safety issues such as those that fall within the remit of the Health and Safety Executive (HSE).
- High hedge disputes (evergreen hedges) - however, these are dealt with by Planning and Regeneration and are investigated by the City Council Arboriculturist Officers.
- Dangerous and defective structures are dealt with under the Building Act by Building Control officers.
- Failure to comply with a Section 106 agreement.

Aim	Priority		
	1	2	3
Register and allocate to case officer	Immediate background/history check	Within 3 working days	Within 3 working days
Site visit (date following registration)	Within 1 working day	Within 10 working days	Within 30 working days
Where possible contact complainant with case assessment and commence negotiations (date following initial visit)*	Within 5 working days of the site visit	Within 20 working days	Within 30 working days
Commence legal action or resolve	As soon as possible if irreversible	Within 10 weeks	Within 10 weeks

\* Complainant can contact officer for update

# PROCESS

## How the process works



**Acknowledgment**

You will receive an acknowledgement letter following the registration of your complaint. This provides you with the name and contact details of the enforcement officer who will be investigating your enquiry.

**Site inspection**

In most cases the enforcement officer will visit the site within 10 working days following the despatch of the acknowledgement letter, to obtain detailed factual information about the alleged breach and take photographs.

Where a more serious breach has been alleged, such as works to Listed Buildings/buildings within a Conservation Area or works to protected trees, the site will usually be visited within 3 working days following the despatch of the acknowledgement letter.

**How long is the process likely to take?**

Dealing with enforcement cases can be a lengthy and complex process. The different types of enforcement cases vary considerably as does the time taken for their resolution. It is for this reason that it is not possible to give a standard time for dealing with enforcement cases in full.

The Enforcement Officer will endeavour to provide you with updates when key events take place in a case, such as the serving of an Enforcement Notice. However, should you wish to enquire about the enforcement case, you can contact the investigating officer for an update.

**What happens if an allegation is made against you?**

If a complaint is received that affects you then the first thing that will happen is either you will be contacted in writing asking you to contact us within 7 days or the site in question will be visited by an

enforcement officer. The purpose of this visit is to establish the facts of the case and whether there is any basis to the allegations made. The officer will, where necessary take measurements and photographs of the development or activity taking place. This site inspection may be undertaken without any prior notification.

If there is a breach of planning control you will be advised of the details of the breach and what steps need to be taken to either rectify the breach or regularise the situation. You may be served with a Planning Contravention Notice (see above) which will ask further questions pertaining to the alleged unauthorised development.

You will be given a reasonable period of time (subject to the nature of the breach) to resolve any breach(es) of planning control. If compliance is not secured through negotiations or the submission of a retrospective planning application, formal action may be instigated.

**No evidence of a breach**

Following a site inspection it may be found that there is no breach of planning control because for example the unauthorised use has ceased, or the development is permitted development.

**The development is immune from enforcement action and thus lawful**

Section 171B of the 1990 Act restricts the Council's ability to take enforcement action after certain periods of time have elapsed. These time periods are dependent on the type of breach. In these instances, development without planning permission becomes immune from enforcement action.

- For building, engineering, mining or other operations, action cannot be taken after four years beginning with the date on which operations were substantially completed.

- For a change of use of a building to a single dwelling house, action cannot be taken after four years beginning with the date of the breach.
- For any other breach, action cannot be taken after ten years beginning with the date of the breach, including a continuous breach of planning conditions.
- It should be noted that there is no time limit in respect of Listed Buildings and in this regard enforcement action can be taken at any time.
- Time limits also do not apply when there is evidence of deliberate concealment.

**Negotiations take place to find a solution**

In accordance with Government guidance the priority is to try and resolve any breaches of planning control through negotiation.

Only when such negotiations fail to secure a solution should formal action be considered. The Council will however try to avoid negotiations becoming protracted where there is a need to make the development acceptable or where there is a requirement for a particular use to cease.

**Invite a retrospective application**

The submission of a retrospective application may be appropriate where it is considered that there is a reasonable likelihood that planning permission may be granted in line with local and national planning policies or where a development may be made acceptable by way of the imposition of conditions.

Minor or technical breaches of planning control may not be pursued if a retrospective application has been requested and not submitted or where it is not considered expedient to do so.

**There is a breach of planning control, but it is not considered expedient to pursue**

Just because a breach may exist does not automatically mean that formal action will follow. Enforcement powers are discretionary and minor technical breaches may not be considered expedient to pursue as they may be de minimis for example too minor to warrant the time and expense involved in pursuing them.

**How to report an alleged breach of planning control**

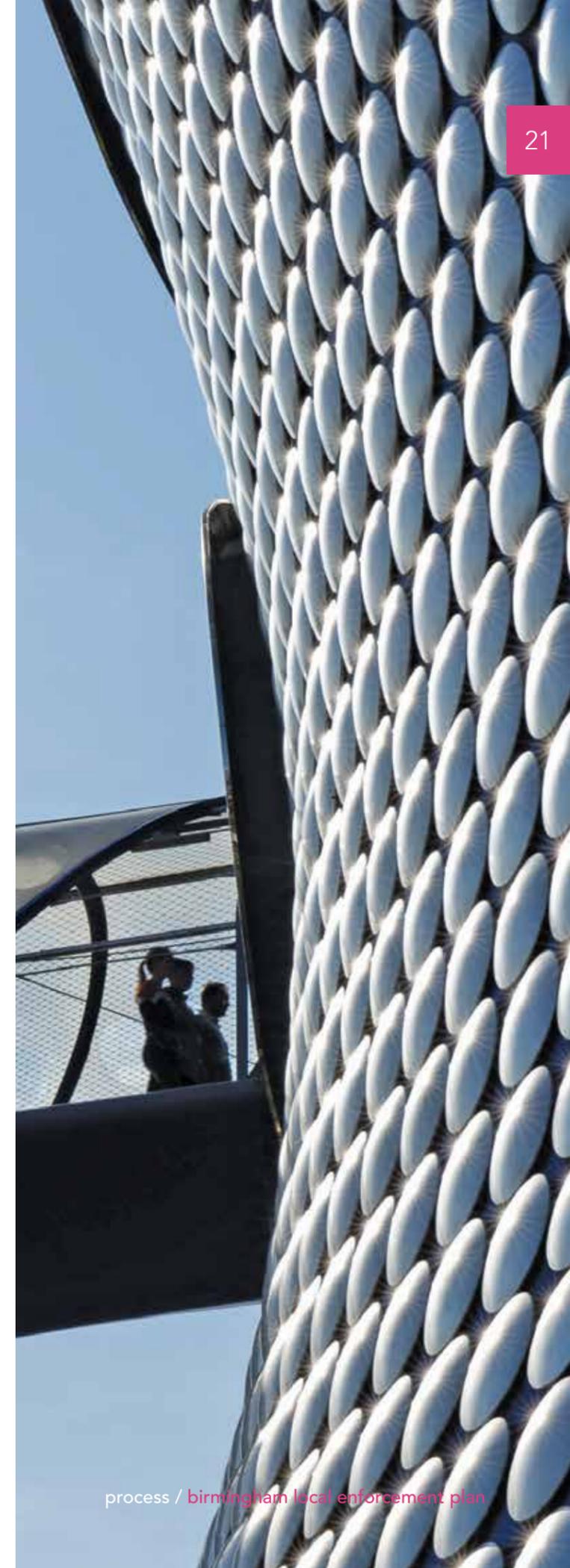
The City Council registers approx. 1800 cases per year. In order that your complaint can be dealt with as soon as possible it is important that you provide us with as much information as you can.

You can submit your enquiry via:

[https://www.birmingham.gov.uk/info/20160/planning\\_applications/23/planning\\_complaints\\_enforcement](https://www.birmingham.gov.uk/info/20160/planning_applications/23/planning_complaints_enforcement)

**Confidentiality**

The name and address of the person making the enquiry, or any other information allowing an enquirer to be identified, will be kept confidential and not made public. The identity of an enquirer would only be disclosed if they appear as a witness in court or we use their evidence in court.



To ensure that we are meeting the standards that we set ourselves, we will:

- Report the number of enforcement complaints received, the number of cases closed and the number of outstanding cases to Planning Committee members on a biannual basis.
- Report the outcome of all enforcement appeals to members of the Planning Committee.
- Report the outcome of all enforcement court proceedings to members of the Planning Committee on a biannual basis.

We do not intend to publicise details of individual enforcement cases under investigation, as, until our investigations are complete, it is not possible to confirm the status of an alleged breach of planning control. It would therefore be inappropriate and potentially unfair to publicise the details of an individual, business, site or operation which ultimately may be found not to have breached planning controls. However, any formal notice served on a property will be revealed in a Land Charges Search and, if a specific question is asked for example as part of a request for information under the Freedom of Information Act or Environmental Information Regulations, we may have to reveal that there is an ongoing investigation.

### Proactive compliance

In addition to the service's role in reacting to complaints regarding alleged unauthorised developments or breaches of condition, the City Council is committed to carrying out some proactive monitoring of large-scale developments to ensure compliance with conditions, planning permissions and other consents where it is appropriate.

It should be noted that it is the responsibility of individual developers to comply with the conditions imposed on any planning permission or consent or

with any terms identified in legal agreements, such as Section 106 agreements. However, failure to comply can affect not only the quality of the environment in the City or the amenity of neighbouring properties but also undermine the reasons and justification for granting planning permission or other consents in the first instance.

Proactive monitoring will encourage and enable compliance with conditions to ensure that large scale development remains acceptable in planning policy terms whilst maintaining an attractive, high quality environment. By carrying out proactive compliance monitoring in this way the number of retrospective enforcement complaints received can be managed.

### Benefits of proactive compliance

The benefits of proactive compliance can be felt by the City Council, community and the development industry. By being proactive, the City Council can be aware of identified sites and can try and prevent major problems occurring. For the community, this means that the City Council can be confident that requirements and conditions within agreements and permissions or consent will be complied with ensuring a high quality of built development, while being efficient with our resources and reducing any

potential harm caused as a result of the development. For the development industry, there are benefits in raising the profile and need to comply with requirements and conditions to ensure future conveyance requests and solicitors queries can be dealt with. A clear process of compliance can only aid these future requests.

### Complaints about the service

If you are unhappy about the level of service you have received from the Planning Enforcement Team or how the process has been managed then you may firstly discuss your concerns with the Head of Enforcement. Additionally, you can take the matter further through the Council's Corporate Complaints Procedure. If you remain unhappy then you may write to the Local Government Ombudsman who may investigate your complaint. However, please note that the Local Government Ombudsman will only investigate to establish if the City Council is guilty of maladministration. The Local Government Ombudsman does not have powers to make the City Council take formal enforcement action when it has previously decided not to.

This is the link to the Council's complaints and comments service: [www.birmingham.gov.uk/yourviews](http://www.birmingham.gov.uk/yourviews)

The website allows you to submit an on-line complaint or, alternatively, you can contact Planning's Customer Service co-ordinator to raise your concerns. The Customer Service Co-ordinator can be contacted by:

Email: [planningcustomerservice@birmingham.gov.uk](mailto:planningcustomerservice@birmingham.gov.uk)

Or by writing to:  
Planning and Regeneration,  
Customer Service Co-ordinator,  
Planning and Regeneration,  
Birmingham City Council,  
1 Lancaster Circus,  
Birmingham,  
B1 1TU.

If someone is not satisfied with the response they receive, they can take their complaint to the Local Government Ombudsman. The Ombudsmen is unlikely to consider a complaint unless it has already been fully investigated by the City Council.

The Local Government Ombudsman can be contacted at:

Local Government Ombudsman,  
PO Box 4771,  
Coventry,  
CV4 0EH.

[www.lgo.org.uk](http://www.lgo.org.uk)

Telephone: 0300 061 0614  
(Monday to Friday 8.30am to 5pm)

### Other contacts and sources of advice

City Councillors are an important source of local knowledge and advice and may be contacted and lobbied. However, it is important to bear in mind that they operate under a formal code of conduct.

A planning committee can be the most visible part, of the way decisions within the Council are made. Lobbying is a normal part of the planning process.

Those that may be affected by a planning or enforcement decision, will often seek to influence it through their Ward member or a member of the planning committee. It is essential for the proper operation of the planning system that local concerns are adequately aired.

Members that sit on the Planning Committee cannot be seen to have predetermined views before taking a decision and often cannot comment otherwise they would not be able to participate in discussions or vote at Committee.

### IMPORTANT

Planning permission and building regulations approval (building control) are different, being two separate pieces of legislation of which you may require both, only one or none at all. This guide relates to planning permission ONLY.

If you are unsure whether you require building regulations approval then you should contact Acivico Building Consultancy on (0121) 675 7006 or email them at: [building.consultancy@acivico.co.uk](mailto:building.consultancy@acivico.co.uk)

You may also find that your Member of Parliament may have information or knowledge of development that has taken place. Other sources of advice and guidance include private planning consultants and Planning Aid who may be able to provide you with free, professional and Independent planning advice.

Finally, the planning enforcement services at Birmingham City Council only has powers to enforce certain breaches of planning regulations.

It may be that other organisations, such as the Environment Agency, Birmingham City Council Regulatory Services, Private rented Sector Licensing or the Health and Safety Executive have additional or more appropriate powers to enforce against any alleged unauthorised development or activity.

Where appropriate we will refer reported breaches to the appropriate organisation.

## Contact

Planning and Development  
Inclusive Growth Directorate  
Birmingham City Council

**E-mail:**  
[blep@birmingham.gov.uk](mailto:blep@birmingham.gov.uk)

**Web:**  
[www.birmingham.gov.uk](http://www.birmingham.gov.uk)

**Telephone:**  
Mark Franklin  
(0121) 464 3513

**Post:**  
PO Box 28  
Birmingham  
B1 1TU

The City Council will communicate this document in a suitable way to all audiences. In addition to the online and printed documents, requests for the document in alternative formats will be considered on a case by case basis including large print, another language and typetalk.

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Birmingham City Council, Planning and Development, Inclusive Growth Directorate.

# Birmingham Local Enforcement Plan (Planning Enforcement)

May 2021





Title of proposed EIA Public Consultation on the draft Birmingham Local Enforcement Plan (BLEP)

Reference No EQUA527

EA is in support of New Policy

Review Frequency Annually

Date of first review 30/06/2021

Directorate Inclusive Growth

Division Planning and Development

Service Area Planning Enforcement

Responsible Officer(s) Martin Dando

Quality Control Officer(s) Richard Woodland

Accountable Officer(s) Uyen-Phan Han

Purpose of proposal Evaluate consultation document for draft BLEP

Data sources Consultation Results; relevant reports/strategies; relevant research

Please include any other sources of data

#### ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS

**Protected characteristic: Age** Wider Community

Age details:

The BLEP relates to Birmingham City Council's planning enforcement service and describes the purposes of the service and how it will be delivered. There is no reference to the characteristic age in the document because it is relevant to all age groups. The document has a positive impact. It identifies local priorities for enforcement action so that the Council's enforcement resources are put to the best use in dealing with breaches of planning control.

The BLEP will therefore ensure that officers, councillors and the general public will be aware of the approach to planning enforcement and provides greater certainty for all parties engaged in the development process.

The BLEP itself and its consultation are in line with the City Council's Equality objectives in creating a City that is fair and prosperous through ensuring that all local people are engaged in council decision making in a democratic way.

Following consultation, changes were made to the document but are deemed not to have an effect on that particular characteristic.

**Protected characteristic: Disability** Wider Community

Disability details:

The BLEP relates to Birmingham City Council's planning enforcement service and describes the purposes of the service and how it will be delivered. There is no reference to the characteristic disability in the document because it is relevant to all abilities. The document has a positive impact. It identifies local priorities for enforcement action so that the Council's enforcement resources are put to the best use in dealing with breaches of planning control.

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**Protected characteristic: Sex** Wider Community

Gender details:

The BLEP relates to Birmingham City Council's planning enforcement service and describes the purposes of the service and how it will be delivered. There is no reference to the characteristic gender in the document because it is relevant to all genders. The document has a positive impact. It identifies local priorities for enforcement action so that the Council's enforcement resources are put to the best use in dealing with breaches of planning control.

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**Protected characteristics: Gender Reassignment** Not Applicable

**Protected characteristics: Marriage and Civil Partnership** Not Applicable

**Protected characteristics: Pregnancy and Maternity** Wider Community

Pregnancy and maternity details:

The BLEP relates to Birmingham City Council's planning enforcement service and describes the purposes of the service and how it will be delivered. There is no reference to the characteristic pregnancy and maternity in the document because it is relevant to all. The document has a positive impact. It identifies local priorities for enforcement action so that the Council's enforcement resources are put to the best use in dealing with breaches of planning control.

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**Protected characteristics: Race** Wider Community

Race details:

The BLEP relates to Birmingham City Council's planning enforcement service and describes the purposes of the service and how it will be delivered. There is no reference to the characteristic race in the document because it is relevant to all races. The document has a positive impact. It identifies local priorities for enforcement action so that the Council's enforcement resources are put to the best use in dealing with breaches of planning control.

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Following consultation, changes were made to the document but are deemed not to have an effect on that particular characteristic.

**Protected characteristics: Religion or Beliefs** Wider Community

Religion or beliefs details:

The BLEP relates to Birmingham City Council's planning enforcement service and describes the purposes of the service and how it will be delivered. There is no reference to the characteristic religion or beliefs in the document because it is relevant to all religions and beliefs. The document

has a positive impact. It identifies local priorities for enforcement action so that the Council's enforcement resources are put to the best use in dealing with breaches of planning control.

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The BLEP itself and its consultation are in line with the City Council's Equality objectives in creating a City that is fair and prosperous through ensuring that all local people are engaged in council decision making in a democratic way.

Following consultation, changes were made to the document but are deemed not to have an effect on that particular characteristic.

**Protected characteristics: Sexual Orientation** Wider Community

Sexual orientation details:

The BLEP relates to Birmingham City Council's planning enforcement service and describes the purposes of the service and how it will be delivered. There is no reference to the characteristic sexual orientation in the document because it is relevant to all. The document has a positive impact. It identifies local priorities for enforcement action so that the Council's enforcement resources are put to the best use in dealing with breaches of planning control.

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The BLEP itself and its consultation are in line with the City Council's Equality objectives in creating a City that is fair and prosperous through ensuring that all local people are engaged in council decision making in a democratic way.

Following consultation, changes were made to the document but are deemed not to have an effect on that particular characteristic.

**Socio-economic impacts**

Please indicate any actions arising from completing this screening exercise.

The BLEP was subject to public consultation for 6 weeks. The comments have been analysed and have resulted in some amendments proposed to the document. The consultation results will be reported to Cabinet on adoption of the BLEP. The changes proposed to the document are deemed not to have an effect on any characteristic.

Please indicate whether a full impact assessment is recommended      NO

**What data has been collected to facilitate the assessment of this policy/proposal?**

The drafting of the BLEP has been informed by the National Planning Policy Framework and Planning Practice Guidance as well as the requirements of the Birmingham Development Plan which is fundamental in guiding decisions relating to breaches of planning control. In addition the Town and Country Planning Act (T&CPA) 1990 (as amended) provides the statutory basis for most planning enforcement matters. Amendments have been made following comments made during the consultation which took place in late 2020.

**Consultation analysis**

Consultation has been carried out on this draft document. The responses have been analysed and used to make appropriate amendments to the BLEP accordingly. The result of the consultation and consequent final version of the BLEP has now been subject to further equality screening and analysis. However none of the consequent changes are deemed to have an equalities impact on any of the protected characteristics.

**Adverse impact on any people with protected characteristics.**

The draft version of the BLEP was not deemed to have any adverse impacts on any people with protected characteristics. Through the consultation process, the BLEP was amended and strengthened but was deemed not to have any further adverse impact on any people with protected characteristics.

**Could the policy/proposal be modified to reduce or eliminate any adverse impact?**

The BLEP was modified following consultation but none of the changes were deemed to have any adverse impacts on those with protected characteristics.

**How will the effect(s) of this policy/proposal on equality be monitored?**

The BLEP contains a final chapter about monitoring to ensure that the effects of the BLEP on consultation and engagement will achieve the principles identified within it. The Council is committed to constant monitoring and review of the principles and ensure that the consultation database is continually updated to ensure new groups are captured in future consultation exercises.

**What data is required in the future?**

Data will be collected as part of the monitoring of the BLEP and is set out within the monitoring section of the document. This includes the number of individuals/groups participating in consultations with the protected characteristics and how much participants value their involvement in the process.

**Are there any adverse impacts on any particular group(s)**      No

If yes, please explain your reasons for going ahead.

Initial equality impact assessment of your proposal

Consulted People or Groups

Informed People or Groups

**Summary and evidence of findings from your EIA**

A full assessment is not required at this stage for this document and consultation. The results of the public consultation and any lessons learnt have been used to update this Equalities Analysis and inform the final version of the BLEP when it is brought forward for adoption by the City Council.

QUALITY CONTROL SECTION

Submit to the Quality Control Officer for reviewing? No

Quality Control Officer comments

Approved following further information provided on consultation plan - external consultation was carried out with local community groups, residents associations, business groups, public sector partners, agents and other stakeholders. The results have been assessed with no potential for adverse impacts on protected groups being identified.

Decision by Quality Control Officer Proceed for final approval

Submit draft to Accountable Officer? No

Decision by Accountable Officer Approve

Date approved / rejected by the Accountable Officer 01/07/2020

Reasons for approval or rejection

Agree with summary. Approve.

Please print and save a PDF copy for your records Yes

Julie Bach

Person or Group

Content Type: Item

Version: 41.0

Created at 17/06/2020 11:49 AM by Martin Dando

Last modified at 15/01/2021 02:55 PM by Uyen-Phan Han

**Appendix 4 – Risk Assessment**

Risk No	Risk description	Risk mitigation	Residual / current risk			Additional steps to be taken
			Likelihood	Impact	Prioritisation	
1.	<p><i>Effective planning service</i></p> <p>The document helps the Council to provide an effective service by setting out transparently the policy and procedure for dealing with reports of alleged breaches of planning control and handling of planning enforcement issues.</p>	<p>A planning enforcement charter is already in place which describes how planning enforcement matters are handled. This document goes into greater depth.</p>	Low	Low	Tolerable	Seeking adoption of this document through Cabinet
2.	<p><i>Protection of the amenity of occupiers/ residents</i></p> <p>Privately owned buildings and land left to deteriorate can cause significant harm to the amenity of the local area, blots on the urban landscape or the urban street. This document makes it an objective to protect the amenity of occupiers/residents by reducing the number of these sites.</p>	<p>This is a key objective of the Birmingham Local Enforcement Plan. The current planning enforcement charter does not have key objectives or priorities. However, the matter would be dealt with as a matter of course</p>	Low	Low	Tolerable	Seeking adoption of this document through Cabinet
3.	<p><i>Protection of the historic environment</i></p>	<p>This is a key objective of the Birmingham Local Enforcement Plan. The current planning</p>	Low	Low	Tolerable	Seeking adoption of this document through Cabinet

	<p>Birmingham is rich with heritage assets, historic environments and conservation areas. This document makes it an objective to protect and enhance the City's heritage assets and historic environment. And to preserve significant buildings in Conservation Areas and ensure that any development maintains or improves the special character of those areas.</p>	<p>enforcement charter does not have key objectives or priorities. However, the matter would be dealt with as a matter of course</p>				
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**Measures of likelihood/ Impact:**

Description	Likelihood Description	Impact Description
High	Almost certain, is expected to occur in most circumstances. Greater than 80% chance.	Critical impact on the achievement of objectives and overall performance. Critical opportunity to innovate/improve performance missed/wasted. Huge impact on costs and/or reputation. Very difficult to recover from and possibly requiring a long term recovery period.
Significant	Likely, will probably occur in most circumstances. 50% - 80% chance.	Major impact on costs and objectives. Substantial opportunity to innovate/improve performance missed/wasted. Serious impact on output and/or quality and reputation. Medium to long term effect and expensive to recover from.
Medium	Possible, might occur at some time. 20% - 50% chance.	Waste of time and resources. Good opportunity to innovate/improve performance missed/wasted. Moderate impact on operational efficiency, output and quality. Medium term effect which may be expensive to recover from.
Low	Unlikely, but could occur at some time. Less than 20% chance.	Minor loss, delay, inconvenience or interruption. Opportunity to innovate/make minor improvements to performance missed/wasted. Short to medium term effect.

**Prioritisation:**

<b>Severe</b>	Immediate control improvement to be made to enable business goals to be met and service delivery maintained / improved
<b>Material</b>	Close monitoring to be carried out and cost effective control improvements sought to ensure service delivery is maintained
<b>Tolerable</b>	Regular review, low cost control improvements sought if possible

# Birmingham City Council

## Report to Cabinet

18<sup>th</sup> May 2021



**Subject:** HOMELESSNESS REDUCTION NEW BURDENS  
GRANT FUNDING ACCEPTANCE AND EXPENDITURE

**Report of:** Acting - Director of Neighbourhoods

**Relevant Cabinet Member:** Councillor Sharon Thompson, Homes and Neighbourhoods

**Relevant O &S Chair(s):** Councillor Penny Holbrook, Housing and Neighbourhoods

**Report author:** Debbie Parkes, Acting Senior Service Manager  
Housing Option (Homelessness)

Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 0086812021		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential :		

### 1 Executive Summary

- 1.1 This report requests Cabinet to accept the Council's Homelessness Reduction Act New Burdens Grant of £2,496,359 for the financial year 2021/22 allocated by the Ministry of Housing, Communities and Local Government (MHCLG).
- 1.2 This report sets out how the Council intends to utilise this revenue funding which focuses upon homeless prevention activities.
- 1.3 Delegated authority is also sought for the Acting Assistant Director, Housing

following consultation with the Cabinet Member for Homes and Neighbourhoods to use any unallocated Grant during the year or make further adjustments as necessary to ensure full utilisation of this grant.

## **2 Recommendations**

2.1 Cabinet is recommended to:-

2.1.1 Authorise the acceptance of the Homelessness Reduction Act 2017 New Burdens Grant of £2,496,359 for the financial year 2021-2022.

2.1.2 Authorise the expenditure programme set out in 7.3.2 which focuses upon homeless prevention activities.

2.1.3 Delegate authority to the Acting Assistant Director, Housing following consultation with the Cabinet Member for Homes and Neighbourhoods, to use any unallocated Grant as permitted under any grant conditions to make further adjustments as necessary to ensure full utilisation of this grant.

2.1.4 Authorises the City Solicitor (or their delegate) to negotiate and complete any agreements to give effect to the above decisions.

## **3 Background**

3.1 The Council's allocation of the Homelessness Reduction Act (HRA) New Burdens Grant was confirmed by the MHCLG on 21 December 2020 for the financial year of 2021-22 of £2,496,359. The funding is intended to meet new burdens incurred by Local Authorities as a result of the ongoing implementation of the Homeless Reduction Act (HRA) 2017.

3.2 The key provisions of the HRA came into force between April 2018 and October 2018. The HRA places new duties and increased demand upon English local housing authorities (LHAs) and it represents the most significant change to homelessness legislation since the Housing (Homeless Persons) Act 1977. This grant has been provided to help LHAs meet these legal responsibilities introduced as part of the HRA.

3.3 The HRA provisions significantly extend the Council's legal obligations to prevent and relieve homelessness. The new duties require an extensive assessment of need and more intensive casework over an extended period. The increase in homeless prevention activities and retention of skilled staff and services is crucial for the Council to meet its expanded legal obligations and Council priorities.

3.4 In addition, this legislation applies to a much wider cohort of service users. Within this context, many households have complex needs, and specialist services are required for rough sleepers and domestic abuse victims, hence the expenditure proposals in section 7.

- 3.5 In December 2020, the MHCLG confirmed that for the financial year 2021-22, *“In 2021-22 we have given local authorities more control and flexibility in managing homelessness pressures and supporting those who are at risk of homelessness”*.
- 3.6 The HRA provides everyone who is homeless (or at risk of homelessness) with access to assistance, irrespective of their ‘priority need’ status. There is also a much greater emphasis on prevention work, which is now enshrined within a statutory framework.
- 3.7 It is proposed that this grant allocation for financial year of 2021-22 is utilised to focus upon prevention and early intervention. This will help to support front-line homelessness pressures and provide capacity to increase the supply of, and access to, the various forms of accommodation, especially privately rented units. As court evictions are lifted in 2021, we understand we will see an increase in household facing homelessness.

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

- 4.1 The options that have been considered are:

4.1.1 Do nothing:

This option would risk the Council not meeting its statutory duties to those threatened with homelessness and those who are experiencing homelessness including those placed in Temporary Accommodation under the Homeless provisions of the Housing Act 1996 (as amended).

This option is not recommended.

4.1.2 Accept Grant Allocation:

This is the fourth year of this grant allocation and is provided in recognition of the additional statutory homeless responsibly placed upon the Housing Options Service.

This option is recommended.

- 4.2 There are no equalities implications arising as a result of this report.

#### **5 Consultation**

- 5.1 Consultation has been embedded in Birmingham’s Homeless Prevention Strategy 2017+ with the Homelessness Partnership Board. This focuses on preventing people from becoming homeless in the first place and supporting those who are homeless to build a more positive future.

## **6 Risk Management**

- 6.1 If the grant is not accepted and revenue expenditure approved, there is a risk the duty upon the Council will not be fully met due to the limited capacity of prevention resources. This will result in those who are homeless, or at risk of becoming homeless, not receiving an appropriate level of assistance. In addition, there is a therefore the risk that they may have to make a homeless approach the following negative outcomes:
- 6.2 Increased temporary accommodation costs
- 6.3 Increased rough sleeping in Birmingham
- 6.4 Reduce early intervention support to limit the impact of homelessness, help people to recover from homelessness, and prevent becoming trapped in a cycle of homelessness.

## **7 Compliance Issues:**

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

**7.1.1** This report supports the delivery of one the Council Priorities as set out in the Birmingham City Council Plan 2018 – 2022.

**Birmingham is a great city to live in.** We will work with partners to tackle rough sleeping and homelessness. We will have the appropriate housing to meet the needs of our citizens.

### **7.2 Legal Implications**

7.2.1 The Homelessness Reduction Act 2017 amends the Housing Act 1996 Part VII and it places new duties on English LHAs. It came in to force in April 2018, although the MHCLG introduced one of the more significant provisions in October 2018. The Act requires local authorities to carry out additional duties to prevent and relieve homelessness and to intervene earlier when it is likely that an applicant will become homeless with 56 days.

### **7.3 Financial Implications**

7.3.1 The 2021/22 Housing Options budget reflects the grant as per the annual budget report and MTFP agreed by Council in February 2021. A specific income line for £2,496,359 has been included with corresponding expenditure budget. This report is required to formally accept the grant funds into the council and set out proposed use.

7.3.2 The revenue expenditure and income is outlined in the table below amounting to £2,496,359

<b>Budget required:</b>	<b>2021-22</b>
Private Rented Sector Access and retention (deposits and rent arrears)	500,000
Additional Visiting Officer Capacity	100,000
Family Mediation	20,000
Sanctuary/Security Measures	200,000
Early Intervention Fund	450,000
Webchat	100,000
Domestic Abuse Hub	450,000
Officer/Partners Training	200,000
Rough Sleeper and Singles Hub, Statutory Homelessness Support	150,000
Hospital Discharge, Statutory Homelessness Support	100,000
Offenders Hub, Statutory Homelessness Support	100,000
Contact Centre, support for increasing evictions	100,000
Homeless Finance and Monitoring Officer	10,000
Contingency	16,359
<b>Total</b>	<b>£2,496,359</b>

7.3.3 There are no capital implications arising from this report.

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

7.4.1 Current and newly procured services will be utilised following City Council procurement processes.

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

7.5.1 The recruitment process for the visiting officer resource will be undertaken in accordance with the Council's Recruitment and Selection policy.

## **7.6 Public Sector Equality Duty**

7.6.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

7.6.2 An initial equality assessment has been carried out in **Appendix 1**.

7.6.3 This New Burdens Grant will benefit vulnerable customers by offering household's more options to prevent their homelessness, support them to remain in their own homes or help the Council to manage and support households in Temporary Accommodation.

## **8 Background Documents**

8.1 MHCLG grant allocation

### **List of appendices accompanying this report:**

Appendix 1 – Equality Assessment

Title of proposed EIA	Homelessness Reduction New Burdens Grant
Reference No	EQUA668
EA is in support of	Amended Service
Review Frequency	Annually
Date of first review	01/03/2022
Directorate	Neighbourhoods
Division	Housing
Service Area	Housing Options and Private Rented Sector
Responsible Officer(s)	<input type="checkbox"/> Debbie Parkes
Quality Control Officer(s)	<input type="checkbox"/> Leroy Pearce
Accountable Officer(s)	<input type="checkbox"/> Julie Griffin
Purpose of proposal	To obtain Cabinet approval to accept the Homelessness reduction Act, New Burdens Grant for the financial year 2021/2022 allocated by Ministry of Communities and Local Government (MHCLG)
Data sources	relevant reports/strategies
Please include any other sources of data	Birmingham Homeless Prevention Strategy 2017 Domestic Abuse Prevention Strategy 2018-2023 Council Plan 2018-2022 Housing Birmingham Partnership Strategy Housing Reduction Act 2017

#### ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS

Protected characteristic: Age

Age details:

Service Users / Stakeholders

No negative impact of this proposal has been identified. The acceptance of this grant will strengthen the assistance and provision of tools to prevent people threatened with homelessness or who are homeless having to access Temporary Accommodation due to a housing crisis.

The homeless duties are provided to all people at any stage of life.

The impact of homelessness begins at birth.

Impact begins at birth:

- Babies are more likely to be low birth weight, miss immunisations, not be registered with a GP

Children are more likely to experience:

- Learning and developmental difficulties, enduring mental ill health

Families are more vulnerable to:

- Family breakdown, domestic abuse, maternal mental ill health

Capacity of parent/s to effectively parent is significantly reduced

Closely linked with complex and chaotic life experiences:-

- Mental ill health, substance misuse problems, prison/ care system experience

Adverse Childhood Experiences (ACES) are part of most street homeless people's life histories

Severe health inequalities, poorer health and wellbeing, and lower life expectancy

Homelessness households experience lower life expectancy than the general population

This grant will facilitate supporting older people and especially those that are homeless after hospital discharge

Protected characteristic: Disability

Disability details:

Service Users / Stakeholders

No negative impact of this proposal has been identified.

15% of all households owed a homelessness duty in England had a support need of physical ill health or disability

Appropriate regard and provision is embedded in service delivery to ensure accessibility for people of particular need

We work closely with the Hospital discharge pathway to ensure people who have additional needs around their mental, physical and emotional health and may need extra support to make a sustained recovery into stable housing and onward to a positive and healthy future.

Protected characteristic: Sex

Gender details:

Service Users / Stakeholders

No negative impact of this proposal has been identified. The acceptance of this grant will strengthen the assistance available to prevent people who are homeless or threatened with homelessness irrespective of gender identity.

The majority of rough sleepers are males over 25 years old.

The majority of Domestic Abuse is perpetrated by men against women.

Male violence accounts for the vast majority of harm and deaths through domestic abuse.

Single female parents with dependent children were the largest group owed a prevention duty, comprising 26.6 of households.

Protected characteristics: Gender Reassignment

Gender reassignment details:

Service Users / Stakeholders

No negative impact of this proposal has been identified. The acceptance of this grant will strengthen the assistance available to prevent people who are homeless or threatened with homelessness irrespective of gender identity.

Homelessness amongst trans people is disproportionately high. Stonewall Housing has seen an increase in trans people accessing their services from 8% in 2014-15 to 23% in 2017-18.

Services and staff must let people self-identify and being mindful of how language can make people feel unsafe or unwelcome. There are many possible gender identities, e.g. trans man, trans woman, non-binary or gender fluid. Good practice is to let people self-identify and avoid asking unnecessary personal questions.

We also work to assure accommodation provided is safe.

Protected characteristics: Marriage and Civil Partnership

Marriage and civil partnership details:

Not Applicable

Page 622 of 870 No negative impact of this proposal has been identified.

Protected characteristics: Pregnancy and Maternity	Not Applicable
Pregnancy and maternity details:	No negative impact of this proposal has been identified.
	A pregnant woman might be reasonably be expected to have priority need for accommodation under the main homelessness duty. Earlier identification and intervention to prevent homelessness is critical to ensure every child has the best start.
Protected characteristics: Race	Service Users / Stakeholders
Race details:	No negative impact of this proposal has been identified.
	Homeownership, access to social housing and the quality of housing varies widely between ethnic groups.
	Overcrowding affects ethnic minority households disproportionately.
Protected characteristics: Religion or Beliefs	Not Applicable
Religion or beliefs details:	No negative impact of this proposal has been identified.
Protected characteristics: Sexual Orientation	Not Applicable
Sexual orientation details:	No negative impact of this proposal has been identified.
Socio-economic impacts	
Please indicate any actions arising from completing this screening exercise.	
Please indicate whether a full impact assessment is recommended	NO
What data has been collected to facilitate the assessment of this policy/proposal?	<a href="http://www.ethnicity-facts-figures.service.gov.uk">www.ethnicity-facts-figures.service.gov.uk</a> <a href="https://www.gov.uk/government/collections/homelessness-statistics">https://www.gov.uk/government/collections/homelessness-statistics</a>
Consultation analysis	
Adverse impact on any people with protected characteristics.	
Could the policy/proposal be modified to reduce or eliminate any adverse impact? No	
How will the effect(s) of this policy/proposal on equality be monitored?	
What data is required in the future?	
Are there any adverse impacts on any particular group(s)	No
If yes, please explain your reasons for going ahead.	No
Initial equality impact assessment of your proposal	
Consulted People or Groups	
Informed People or Groups	
Summary and evidence of findings from your EIA	This grant will provide an opportunity to intervene, prevent and tackle homelessness for the people of Birmingham by developing an effective tailored response to individual needs and protected characteristics.

QUALITY CONTORL SECTION

Submit to the Quality Control Officer for reviewing?

No

Quality Control Officer comments

Equalities have been considered. I pass to the Accountable Officer for final approval.

Decision by Quality Control Officer

Proceed for final approval

Submit draft to Accountable Officer?

No

Decision by Accountable Officer

Approve

Date approved / rejected by the Accountable Officer

Reasons for approval or rejection

Please print and save a PDF copy for your records

Yes

Julie Bach

Person or Group

Content Type: Item

Version: 42.0

Created at 30/03/2021 05:30 PM by  Debbie Parkes

Last modified at 06/04/2021 10:01 AM by Workflow on behalf of  Leroy Pearce

Close

# Birmingham City Council

## Report to Cabinet

18 May 2021



**Subject:** Selective Licensing – Private Rented Sector

**Report of:** Robert James, Acting Director, Neighbourhoods

**Relevant Cabinet Member:** Councillor Sharon Thompson, Homes and Neighbourhoods

**Relevant O &S Chair(s):** Councillor Penny Holbrook, Housing and Neighbourhoods  
Councillor Sir Albert Bore, Resources

**Report author:** Deborah Moseley, Acting Senior Service Manager, Housing Options and Private Rented Service  
Telephone No: 0776 692 3825  
Email Address: Deborah.Moseley@birmingham.gov.uk

Are specific wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s): Acocks Green, Alum Rock, Aston, Balsall Heath, Birchfield, Bordesley Green, Bordesley & Highgate, Bournbrook & Selly Park, Edgbaston, Gravelly Hill, Handsworth, Heartlands, Holyhead, Ladywood, Lozells, North Edgbaston, Small Heath, Soho & Jewellery Quarter, South Yardley, Sparkbrook & Balsall Heath, Sparkhill, Stockland Green, Tyseley & Hay Mills, Ward End, Yardley West & Stechford.		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 008852/2021		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

### 1 Executive Summary

1.1 A report in respect of selective licensing was submitted to Cabinet on 15 December 2020. Appendix 4 includes the Housing Conditions Plus (HCP) Data Methodology which was submitted as part of that report. This outlined how data had been collated and analysed. A geography data model was used with Lower Super Output Areas (LSOAs) to build the data up to ward level. Within the methodology there was a caveat which identified some LSOAs could be part of

more than one ward. As part of the preparation for consultation, a further independent review of the data was undertaken. This included apportioning the LSOAs to reflect the geographical boundary of each ward which provided an improved reflection of each ward's housing tenure.

- 1.2 This report reflects the revised wards that meet one or more of the conditions for selective licensing and therefore, where it is proposed consultation should be undertaken. In essence, three wards have now been removed from the initial list contained in the previous Cabinet Report dated 15<sup>th</sup> December 2020. These are, **Brandwood & Kings Heath, Hall Green North and Weoley & Selly Oak Wards.**
- 1.3 Analysis of the data was also compared by ward and 25 of the 69 wards have met the conditions due to high levels of deprivation and/or crime. This represents 36% of the City.

## **2. Recommendations**

- 2.1 Cabinet approves that the conditions for selective licensing based on deprivation and crime have been met (for the below 25 wards) and that consultation should now take place regarding the pursuance of a selective licensing scheme in the stated wards; Acocks Green, Alum Rock, Aston, Balsall Heath, Birchfield, Bordesley Green, Bordesley & Highgate, Bournbrook & Selly Park, Edgbaston, Gravelly Hill, Handsworth, Heartlands, Holyhead, Ladywood, Lozells, North Edgbaston, Small Heath, Soho & Jewellery Quarter, South Yardley, Sparkbrook & Balsall Heath, Sparkhill, Stockland Green, Tyseley & Hay Mills, Ward End, Yardley West & Stechford
- 2.2 Following the outcome of the consultation a further report will be submitted to Cabinet providing a detailed analysis of the feedback received during the consultation process and making further recommendations as appropriate.

## **3 Background**

- 3.1 The private rented sector is the second largest housing sector after owner occupation in the City. Within the Council's Housing Strategy there is a commitment to tackle issues within this sector. A selective licensing scheme (SLS) is one of the tools available to improve standards and ensure that all privately rented properties meet a minimum housing standard, which gives the tenant a stable home and helps with building stable communities.
- 3.2 The Housing Act 2004 (Section 80) ("the Act") allows local authorities to designate the whole or any part or parts of their area as subject to selective licensing. The introduction of selective licensing means that all private rented accommodation which is let or occupied is done so under a license, including non-licensable Houses in Multiple Occupation (HMOs).
- 3.3 There are specific conditions set out in the legislation that must be met before a selective licensing scheme can be considered. A Selective Licensing (SL) designation may be made if the area to which it relates satisfies one or more of

six conditions. Where the designation is to be based on property conditions, migration, deprivation or crime, the local authority may only make a designation if the area has a high proportion of property in the private rented sector e.g. 19% or more. In addition, Similar neighbourhoods need to be considered across a local authority area or within a region.

3.4 A local housing authority must apply to the Secretary of State for confirmation of any scheme which would cover more than 20% of their geographical area or that would affect more than 20% of privately rented homes in the local authority area. Selective licensing in the private rented sector. A Guide for local authorities (March 2015) <https://www.gov.uk/government/publications/selective-licensing-in-the-private-rented-sector-a-guide-for-local-authorities> (Appendix 1) referred to as “the Guidance” in this report refers to the fact that a selective licensing designation may be made if the area to which it relates satisfies one or more of six conditions detailed in the Act, namely:

- Low housing demand (or is likely to become such an area)
- A significant and persistent problem caused by anti-social behavior – attributable to the private rented sector
- Poor property conditions
- High levels of migration
- High level of deprivation
- High levels of crime

3.5 When considering whether to make a selective licensing designation, a local housing authority must first identify the objective or objectives that a designation will help it achieve (i.e. it must identify which of the above conditions are said to apply) and what it expects the designation to achieve. It must also consider whether there are any other courses of action available to it that would achieve the same objective or objectives as the proposed scheme without the need for the designation to be made. The Guidance provides that it is only where there is no practical and beneficial alternative to a designation that a scheme should be made. The Guidance states that selective licensing is not a tool that can be used in isolation and should only be used where existing measures alone are not sufficient to tackle the underlying housing problems of a specific area. Any such scheme must;

- be done in conjunction with other activities to resolve issues in the private rented sector
- be consistent with other related strategies e.g. Housing Strategy, Homelessness Prevention Strategy, Empty Properties Strategy etc.
- have clear objectives of what the scheme will achieve – “only where there is no practical or beneficial alternative to a designation should a scheme be made “
- be the subject of a full consultation (of at least 10 weeks if the designation does not require the confirmation of the Secretary of State) and the results must be published.

3.6 If the local housing authority decides there is no practical and beneficial alternative to the scheme, it must only make the designation if it is satisfied that the scheme will significantly assist it in achieving its objective or objectives, with other actions the local housing authority may be taking.

#### **4.0 Related Strategies and their consistency with a Selective Licensing Scheme.**

The guidance requires that any SLS must be consistent with other related strategies. The following information evidences that a SLS would be consistent with the Council's related strategies.

##### **4.1 Council Plan 2018 - 2022**

The Council Plan sets out six outcomes that the Council seeks to achieve;

- Birmingham, an entrepreneurial city to learn, work and invest in
- Birmingham, an aspirational city to grow up in
- Birmingham, a fulfilling city to age well in
- Birmingham, a great, clean and green city to live in
- Birmingham, a city whose residents gain the most from hosting the Commonwealth Games; and
- Birmingham a city that takes a leading role in tackling climate change.

A SLS is a one of the tools available to improve standards in the PRS. Such a scheme would fit within the fourth outcome, 'Birmingham is a great, clean and green city to live in'. Specifically, the implementation of a SLS will contribute to priority 2 of the 6 priorities to achieve this outcome, as follows:

##### **4.2 Priority 2**

We will have the appropriate housing to meet the needs of our citizens. A selective licensing scheme will ensure that all privately rented properties meet a minimum housing standard, which gives the tenant a stable home and helps with building stable communities. Tenants would be confident that homes meet the minimum energy saving requirements which would contribute to the green city aspiration.

A SLS will also contribute to alleviating fuel poverty as measures to improve standards will ensure that heating appliances are properly checked, maintained and working efficiently. Improvements in the housing standards should also make properties more secure which should assist with minimising crime, particularly burglary.

**4.3 Priority 3** - We will work with partners to tackle rough sleeping and homelessness. The availability of and living in improved housing conditions should contribute to the reduction in homelessness.

#### **4.4. Homelessness Prevention Strategy**

Since March 2018, the number of customers being made homeless from the PRS had increased. There are a variety of reasons for this, including disrepair. By ensuring that landlords meet a set housing standard it would be expected that there would be a reduction of homeless applications for this reason.

#### **4.5 Empty Properties Strategy**

The Council's Empty Property Strategy aims to bring privately owned properties back into use. Empty properties adversely affect the lives of people in the vicinity. They attract vandalism and ASB. In addition, they have a negative impact on the surrounding living environment and drive down house values. In the financial year 2019/2020 the target of bringing empty properties back into use was exceeded by two properties.

There is great demand for family accommodation in the city and most of the empty properties are houses. Bringing these properties back into use will contribute to the supply of family accommodation. A SLS will assist with ensuring that the standards are maintained and reduce the likelihood of housing related crime. It will also help with the stability of households from which they can improve their life outcomes.

#### **5.0 Data Gathering and Analysis Housing Conditions Plus**

In 2018, an initial analysis of housing data based on Census 2011 was carried out to identify if a SLS could be implemented in Birmingham. The 2011 census showed that the PRS was 68,000 properties. Local intelligence was indicating that the PRS had grown much larger and to obtain a more accurate picture of the sector further analysis was required.

The council's Insight programme was commissioned to carry out the data analytics. The case brief is called Housing Conditions Plus (Appendix 2). It provides a more up to date and better understanding of the residential housing market in the City and will be the baseline evidence for any proposal for SL. The data can also be used to aid partnership working on housing issues.

The data used was obtained from various sources both internal and external to the Council. Due process has been followed to ensure Data Protection Act compliance including a Data Protection Impact Assessment (DPIA) (Appendix 3). The methodology of how the data was collated and analysed can be found in Appendix 4. Primarily the data was built up by using Lower Super Output Areas (LSOAs). These are parts of the city which are smaller than wards and larger than single postcode areas, allowing for accurate comparison. They allow for improved reporting of small area statistics in England and Wales. Birmingham is made up of 639 LSOAs, of which 290 have a percentage of PRS equal to or greater than 20%.

The total number of residential properties in Birmingham across all tenures is estimated to be 468,048, of which the PRS is now estimated at 104,941 properties, which include 6121 HMOs. That is an increase of more than 50% since the 2011 census. It is the second largest tenure after owner occupation and represents 22.14% of housing tenure. Given the demand for housing in the City it is becoming the main route to suitable accommodation for households who are homeless or on limited income.

In considering whether to designate an area for selective licensing on the grounds of Property Conditions, Migration, Deprivation or Crime, the Council need to demonstrate that the area(s) have a high proportion of property in the private rented sector. The Government stated that nationally the private rented sector makes up 19% of the total housing stock in England (as at March 2014) and that if the number of privately rented properties in an area exceeds 19%, the area can be considered as having a high proportion of privately rented properties.

Insight undertook an analysis of the housing sector in Birmingham by tenure and produced dashboards of data against the six statutory criteria. This demonstrates those area which have PRS properties of more than 20%. The dashboards are interactive and provide the analysis of the data by constituency and ward. Appendix 4 provides the methodology used to create the dashboards. The ward data has been used to identify if the conditions for selective licensing have been met, given it's the locality area with which residents usually identify. Appendix 5 shows the percentage of the PRS by ward.

Each of the six criteria for SL was assessed against the housing tenure information. For four of the conditions, it has not been possible to demonstrate that the criteria was met. These are:

- **ASB - attributable to the private rented sector.** Analysis of the council's data on ASB shows that the reports are not primarily from the private rented sector. There was insufficient data to demonstrate that this condition would be met.
  
- **High levels of migration** - the data shows that net migration in the city has increased by 0.85% but it is not possible to assign with any accuracy across the constituencies.
  
- **Poor Housing conditions** - a requirement is that the Council has carried out a review of housing conditions under section 3(1) of the Housing Act 2004. This is one of the priorities in the Council Plan 2018 - 2022.
  
- **Low Housing Demand** - across all the constituencies and wards there has been an increase in the sale of houses from 2015 – 2018, which indicates that there is not low housing demand in the City. Another indicator of housing demand is the number of housing applicants on the Council's Housing Register. Following a review of the Council's Allocation Scheme in 2017, there has been a steady increase in the number of applications years on year.

## 5.1 Crime

The data relating to Crime was taken from the West Midlands Police open crime data base. The crime ranking for England is **179.41** and for Birmingham **203.7**. Any ward with a ranking greater than 203.7, can be interpreted as experiencing high levels of Crime.

The Guidance states that when assessing if an area suffers from a high level of crime, the local authority may wish to have regard to whether the area has displayed a noticeable increase in crime over a relatively short period, whether the crime rate in the area is significantly higher than in other parts of the local authority area or that the crime rate is higher than the national average. The Crime rankings across the 69 wards have been considered.

Appendix 5 shows the wards where the PRS is 20% or more and the crime ranking in relation to England and Birmingham average ranking. Ladywood is far above at 692.00 compared to 179.41 for England and 203.7 for Birmingham.

Residents of the City have frequently contacted the Council about various type of unacceptable behaviour in their locality. These behaviours include noise nuisance, accumulation and dumping of rubbish and public disorder, amongst others. There is an assumption that these behaviours are due to the high number of PRS in their locality, especially in areas where there is a high number of HMOs and that the properties are poorly managed by the landlords/agents. The data seems to bear out the assumptions made by residents in some of the wards when compared against the Birmingham average ranking.

## 5.2 Deprivation

In deciding whether to make a designation because the local authority considers the area suffers from a high level of deprivation, the Guidance recommends that the local housing authority should consider the following factors when comparing to other similar neighbourhoods in the local authority area or within the region:

- the employment status of adults
- the average income of households
- the availability and ease of access to education, training and other services for households
- the health of households
- levels of crime
- housing conditions
- the physical environment

All the above factors are combined in the Combined Index of Multiple Deprivation which is used to assess the level of deprivation in Birmingham. A ranking score was used to compare the deprivation levels of Birmingham compared to the national average. A rank of 1 means that the area is the most deprived. The average rank for England is 16,422 and for Birmingham it is 7,752.

Appendix 5 shows the wards that meet the conditions for Crime or Deprivation or both. These total 25 wards which is 36% of the 69.

In June 2016, Birmingham Child Poverty Commission, published an independent report (Appendix 6) on deprivation and its impact.

[https://www.birmingham.gov.uk/downloads/file/7881/child\\_poverty\\_commission\\_report](https://www.birmingham.gov.uk/downloads/file/7881/child_poverty_commission_report)

It detailed how the significant levels of deprivation and poverty in the city, impact on the growth, development and aspirations of residents, especially young people. Given the shortage of social housing, vulnerable households and those on limited income are having to rely on private sector housing.

A SLS would mean that private sector landlords would have to adhere to any licence standards. This could include ensuring that there is adequate space heating, making properties secure, ensuring space standards are adequate, taking reasonable steps to prevent or reduce unacceptable behaviour by tenants and persons visiting the property, provision of adequate refuse disposal and maintaining in good order outbuildings and gardens. In addition, a landlord/managing agent would need to be a 'fit and proper person' and competent to manage the property.

During the period of the licence, there could be an inspection of properties to ensure that the licence is being adhered to and complaints would also be investigated. Where it was identified that licensing conditions were not being adhered to, enforcement action could be taken. It is anticipated that a SLS will aid in alleviating some of the elements that cause deprivation and enable households to have stability of accommodation and communities.

## **6.0 Alternative Options**

The Guidance states that an SL must be done in conjunction with other activities to resolve issues in the PRS. Below are the existing activities that the Council currently undertakes to improve standards in the PRS.

### **6.1 HMO Licensing**

Prior to 2018, HMO licensing only applied to properties with three storeys or more. The removal of this condition saw an increase of approximately 500 licensable HMOs.

The Council currently enforces a statutory licensing scheme for certain types of House in Multiple Occupation where a property is;

- rented to 5 or more people who form two or more households and
- tenants share toilet, bathroom and/or kitchen facilities

There are currently 2,432 licensed properties on our published HMO licensing register. This doesn't include any exempt accommodation as they are excluded from licensing under the legislation.

Recent data estimates that there are 6,160 HMOs in the city. It is suspected that some of these HMOs may not meet the criteria as a Licensable HMO, therefore the enforcement action that can be taken against licensable HMOs will not apply. The council is working through this new data to ensure all HMOs that are licensable have one. However, a SLS scheme would mean all HMOs would require a licence, excluding those classed as exempt.

## **6.2 Civil Penalties**

The Housing and Planning Act 2016 section 126 and Schedule 9 amended the Housing Act 2004 and introduced the ability for Local Housing Authorities to impose financial penalties (civil penalties) of up to £30,000 per offence.

Civil Penalties are an alternative to prosecution for the following offences under the Housing Act 2004:

- failure to comply with an Improvement Notice (Section 30);
- offences in relation to licensing of Houses in Multiple Occupation (Section 72);
- offences in relation to licensing of houses under Housing Act 2004 Part 3, (Section 95);
- offences of contravention of an Overcrowding Notice, (Section 139(7));
- failure to comply with management regulations in respect of HMOs. (Section 234);

The Council seeks to impose Civil Penalties in accordance with its Enforcement Policy for the Regulation of Housing Standards and the Licensing of Houses in Multiple Occupation.

Following the implementation of the revised policy, the Council served its first civil penalty in April 2019. In the financial year 2019/2020, final notices totalling £26,221. were issued.

Legal Services are currently reviewing the recovery of debt policy in relation to civil penalties for those landlords who do not pay the charge in a timely manner.

## **6.3 Private Tenancy Enforcement**

There is a specialist Private Tenancy Team that provides specialist advice on renting in the private rented sector. They will intervene to prevent unlawful eviction and harassment and pursue, in appropriate cases, criminal prosecutions for offences under the Protection from Eviction Act 1977 and other relevant legislation. The Team, through education and encouragement, promotes good practice. In 2019/2020 the team dealt with more than 2,500 requests for assistance.

## **6.4 Empty Properties**

It is estimated that there are approximately 10,000 empty properties in Birmingham. The majority of these are family accommodation which if brought back into use would add to the supply of family accommodation; a valuable contribution to the housing crisis in the city and it could contribute to reducing the number of households in temporary accommodation, especially Bed and Breakfast.

Bringing these properties back into use will reduce the likelihood of nuisance, blight, devaluation of homes and crime in the local community. In 2020/2021 the target of bringing 263 properties back into use was exceeded, 305 properties were brought back into use.

## **6.5 Controlling Migration Team**

The city has a proud history of welcoming migrants. It is recognised that migrants often must rely on accommodation at the lower rental of the private sector market. The Team's aim is to support migrant communities in Birmingham to ensure that they and the local communities understand the help and support in relation to housing that is available to them. They will also tackle rogue and criminal landlords, thereby improving poor housing conditions.

The team operates in a multi-agency framework comprising and working with the West Midlands Police, West Midlands Fire Service, the Gang Masters and Labour authority, MPs and Councillors, local resident groups and other Council departments, principally Waste Management.

## **6.6 Article 4 Direction**

Planning legislation allows certain types of development to take place without planning approval; known as 'permitted development rights'. Article 4 of the Town and Country Planning (General Permitted Development) (England) Order 2015 allows local authorities to remove certain permitted development rights. The City Council made a decision to introduce a city-wide Article 4 Direction which came into force on Monday 08 June 2020.

The Direction means that throughout the city a planning application must be submitted for proposals to convert family houses (C3 use class) to small Houses in Multiple Occupation (HMOs) accommodating between 3 and 6 people (C4 use class).

Small HMOs that were created using permitted development rights before Monday 8 June 2020 can continue to operate without the need for a planning application.

Sui Generis HMOs (7 or more people) are not permitted development and continue to require planning permission.

In gathering evidence for the Article 4 Direction, the City Council undertook an exercise to identify and map the distribution of HMOs across the city utilising Council Tax data, planning consents and HMOs licensing records and declared C4 HMOs. During the 12 month period before the Article 4 Direction came into force, the City Council asked landlords and owners of HMOs to declare their small HMOs, so that as accurate a record as possible could be made of HMOs which were created using the permitted development rights that were removed by the city-wide Article 4 Direction.

It should be noted that certain properties are not classified as HMOs under national legislation, such as those managed by Registered Social Landlords, and therefore the Article 4 Direction does not apply to such properties.

Once the Development Management in Birmingham Development Plan Document is formally adopted in late 2021, a new policy will be implemented which will mean that the development of new HMOs will only be permitted where they will not form more than 10% of residential properties within a 100 metre radius of the application site, where it will not result in a family dwelling being sandwiched between two HMOs or non-family residential uses, and where it will not lead to a continuous frontage of three or more HMOs or non-family residential uses.

The Article 4 Direction does not change which properties need an HMO licence, which are properties occupied by five or more people who form two or more households, as set out in paragraph 6.1.

## **6.7 Additional Licensing**

The Housing Act 2004 allows for additional licensing to help deal with the problems associated with HMOs that are not already covered by mandatory licensing and would be an extension only applicable to smaller HMOs and would not cover the majority of the PRS sector.

It relates to properties where 3 to 4 people who are not related share accommodation e.g. smaller privately rented houses, flats or substandard conversions.

With the introduction of Article 4 there are opportunities to address issues with smaller HMO's through the planning route.

## **7.0 Options Considered and Recommended Proposal**

- 7.1 The body of the report details the alternative options that are in place to improve standards in the private rented sector and it shows that singularly or collectively they are insufficient to adequately improve standards within the private rented sector.
- 7.2 Housing and related data has been analysed and assessed against the six criteria for selective licensing. There is insufficient data to assess the condition for selective licensing due to ASB attributable to the PRS, Migration, Low Housing Demand and Property Conditions. However, the data indicates that 25 of the 69 wards meet the conditions due to deprivation and/or crime.

- 7.3 The Guidance states that a local authority must apply to the Secretary of State for confirmation of any scheme that would cover more than 20% of their geographical area or would affect more than 20% of privately rented homes in the local authority area.
- 7.4 In each of the 25 wards identified, the private rented sector is greater than 20% and combined they represent 36% of the local authority area. Consequently, any proposed scheme will have to be submitted to the Secretary of State for confirmation.
- 7.5 This report is seeking Cabinet's agreement that the conditions for selective licensing based on Deprivation and Crime have been met and that consultation should now take place regarding the pursuance of a selective licensing scheme in the stated wards.
- 7.6 If Cabinet agrees that consultation in respect of such a scheme should be pursued, agreement should also be given to meet the requirements and financial implications as set out below.

## **8. Consultation**

- 8.1 Section 80 (9) of the Housing Act 2004 states that, when considering designating an area as subject to selective licensing the council must take reasonable steps to consult persons who are likely to be affected by the designation e.g. local residents, landlords, businesses within the proposed designation etc. and all representation must be considered. The consultation period should be for a period of at least 10 weeks and the local authority is required to conduct a full consultation.
- 8.2 Any consultation undertaken will be compliant with the requirements as set out in the Housing Act 2004. In addition, guidance from MHCLG and practice from other councils who have undertaken consultation on SLS will be noted.
- 8.3 A SLS working party has been established, consisting of representatives from the West Midlands Police, Birmingham Social Housing Partnership (BSHP), West Midlands Fire Service, Housing Strategy and Legal Services.
- 8.4 If the recommendation is agreed to consult on a possible SLS based on Crime and Deprivation in the named wards, a robust consultation programme will be implemented. This will include promoting it via the Council's website, virtual meetings, roadshows, ward forums etc.

## 9. Risk Management

- 9.1 Implementing a SLS is human resource intensive. The administration of the scheme can be fully covered by resulting licence fees and be self-financing. However, costs related to enforcement for landlords who do not have a licence cannot be recovered via SL fee. If a scheme is implemented the main risk is that there is a low take up by landlords, which would increase the cost of compliance and recovery of enforcement costs.
- 9.2 The scheme could also be susceptible to legal challenge if, for example, there was a challenge as to whether the criteria were met.
- 9.3 It is also noted that any SL scheme would require the approval of the Secretary of State. The approval system is concerned with ensuring that the local housing authority has carried out the requirements imposed on it through the legislation before seeking to make the designation and can sufficiently demonstrate, where a scheme will impact on a large geographical area or number of privately rented properties, that there is robust evidence to support the reasons for making the designation.

## 10. Compliance Issues

### 10.1 How are the recommended decisions consistent with the council's policies, plans and strategies?

10.1.1 The Council's vision is to be a City of growth where every child, citizen and place matters – It wants to make a positive difference, every day, to people's lives. This aim underpins everything we do, whether that's setting our priorities, making decisions or delivering services. There are eight outcomes to achieve that vision.

Outcome 4 - Birmingham is a great, clean and green city: A SLS is one of the tools available to improve standards in the PRS. Such a scheme would contribute to priority 2 of this outcome.

A scheme will also be consistent with the council's Homelessness Prevention and Empty Properties Strategies as it would bring about improvements in the PRS, help to sustain and stabilise communities, thereby contributing to the reduction in approaches to the council for homelessness assistance.

### Legal Implications

10.2.1 The legal framework in respect of selective licensing is set out in Section 79-100 of the Housing Act 2004. It allows the local authority to introduce selective licensing of privately rented homes across the whole or part of the local authority area, if the area to which it relates satisfies one or more of the conditions stipulated in the legislation. In considering whether to designate an area, Guidance provides that the local authority must first identify the objective or objectives that a designation will help it achieve. Secondly, it must also consider whether there are any other courses of action available to it that would achieve the same objective or objectives

without the need for the designation to be made. Only where there is no practical and beneficial alternative to a designation should a scheme be made.

- 10.2.2 If the local housing authority decides there is no practical and beneficial alternative to the scheme, it must only make the designation if it is satisfied that the scheme will significantly assist it in achieving its objective or objectives, with other actions the local housing authority may be taking. The local housing authority will have to show how such a designation will be part of the overall strategic borough wide approach and how it fits with existing policies.
- 10.2.3 When considering designating an area as subject to a selective licensing scheme, the local housing authority must conduct a full consultation. They must take reasonable steps to consult persons who are likely to be affected by the designation and consider any representations made in accordance with the consultation (Section 80 (9) of the Act). Such consultation should be over a period of at least 10 weeks. Once the consultation has been completed the results should be published and made available to the local community.
- 10.2.4 An Application to the Secretary of State for confirmation of Selective Licensing designations must be made where the designation is for more than 20% of the local authority's geographical area or affects more than 20% of privately rented homes in the area. Documents and information in support of a designation must be provided. The final decision whether to confirm or refuse to confirm a designation will be made. There is no appeal against the Secretary of State's decision, although it can be subject to judicial review.

### **10.3 Financial Implications**

A one-off budget allocation of £0.150m has been provided in 2021/22 to fund robust consultation. If a scheme is introduced it is expected to be self-financing over the licence period and recover costs through the charging policy and fee setting mechanism. Detailed financial modelling needs to be undertaken. Consideration will need to be given to the profile of income and expenditure over the licence period potentially managed through the use of a specific reserve. The proposed fee structure and level of fees will form part of the consultation.

### **10.4 Procurement Implications**

- 10.4.1 Consulting on the proposal to implement a SLS requires a dedicated and specific skill set. There are not the current resources within the Private Rented Service Team to conduct such robust consultation and continue with business as usual. Consequently, a procurement exercise will need to be undertaken to contract a specialist in this type of consultation.
- 10.4.2 Benchmarking with other local authorities who have implemented a SLS and mindful that Birmingham is the largest local authority, it is estimated that the cost of consultation will be approximately £150,000.

10.4.3 The introduction of a scheme will have implications for the IT used to administer the scheme. An assessment of current IT used will be made to find out if it can easily incorporate the additional processing and storage requirements. Any requirement for a new scheme will need to go through procurement.

## **10.5 Human Resources Implications**

10.5.1 Funds have already been set aside to employ a project lead to oversee the governance and implementation.

10.5.2 If a selective licensing scheme is introduced it is expected that it will be self-financing through the fee charging mechanism. Any recruitment will be done in accordance with the council's recruitment and selection procedure.

## **10.6 Public Sector Equality Duty**

An initial equality impact assessment has been completed (See appendix 8) At the consultation stage a full equality impact assessment will be undertaken. It is anticipated that the introduction of any scheme will likely bring about benefits to groups with protected characteristics (as described within the Equality Act 2010). For example, improvements in management standards due to ability to enforce standards across the 25 wards will benefit vulnerable people (including the elderly and/or disabled) and households' dependant on this type of accommodation.

## **11 Appendices**

Appendix 1 – A Guide for local authorities (March 2015) – see link in report

Appendix 2 – Housing Conditions Plus User Brief

Appendix 3 – Data Protection Impact Assessment

Appendix 4 - Data Methodology

Appendix 5 - Wards with Deprivation and Crime Rankings

Appendix 6 – Birmingham Child Poverty Commission Report – see link in report

Appendix 7 – Risk Assessment

Appendix 8 – Equality Assessment

Appendix 9 – Environment and Sustainability Assessment.





Department for  
Communities and  
Local Government

# Selective licensing in the private rented sector

A Guide for local authorities



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March, 2015

ISBN: 978-1-4098-4591-1

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# Introduction

The Government values the private rented sector and wants to see a strong, healthy and vibrant market. Its aim is a bigger and better private rented sector that offers security, stability and decency. We are increasing the supply of private rented sector housing through the £1 billion Build to Rent fund and a £3.5 billion Private Rented Sector Guarantee scheme to underpin investment in the private rented sector. We are also educating tenants so that they understand their rights, and their responsibilities. We want landlords to treat their tenants as valued customers, not just someone who they can extract rent from without providing any kind of service.

The Government is keen to ensure that the sector is encouraged to meet, in a professional way and with decent quality accommodation, the demands placed upon it by the housing needs of the wide range of tenants it services. It strongly supports voluntary arrangements such as accreditation and landlords' forums.

Currently local authorities have powers to introduce selective licensing of privately rented homes in order to tackle problems in their areas, or any part or parts of them, caused by low housing demand and/or significant anti-social behaviour. Local residents, landlords and tenants (and any other person likely to be affected by the selective licensing designation) must be consulted prior to the introduction of a licensing scheme. Landlords who rent out properties in an area that is subject to selective licensing are required to obtain a licence from the local authority for each of their properties.

With effect from 1 April, a new General Approval will come into force. Local authorities will be required to obtain confirmation from the Secretary of State for any selective licensing scheme which would cover more than 20% of their geographical area or would affect more than 20% of privately rented homes in the local authority area. Additional criteria for making a scheme are also now in force. A designation may be made to combat problems in an area experiencing poor property conditions, an influx of migration, a high level of deprivation or high levels of crime.

Together these new rules will enable local authorities to make effective licensing schemes to address specific problems arising in particular areas.

This (non-statutory) guidance explains the criteria for making a selective licensing scheme and discusses the type of evidence needed to support a designation. It sets out what a local authority would expect a scheme to deliver in terms of the economic and social conditions of the designated area and how during the period of the designation this will be evaluated. It also explains the processes that need to be complied with before a designation can be brought into force. This Guidance applies to both designations made under the General Approval 2015 and those which require confirmation by the Secretary of State.

## Overview

1. Part 3 of the Housing Act 2004 (the Act) sets out the scheme for licensing private rented properties<sup>1</sup> in a local housing authority area. Under section 80 of the Act a local housing authority can designate the whole or any part or parts of its area as subject to selective licensing. Where a selective licensing designation is made it applies to privately rented property in the area. Subject to certain exemptions specified in the Selective licensing of Houses (Specified Exemptions)(England) Order 2006<sup>2</sup>, all properties in the private rented sector which are let or occupied under a licence, are required to be licensed by the local housing authority, unless the property is a House in Multiple Occupation and is required to be licensed under Part 2 of the Act<sup>3</sup>. With effect from 1 April 2015 a local housing authority will now need to apply to the Secretary of State for Communities and Local Government (Secretary of State) for confirmation of any scheme which would cover more than 20% of their geographical area or that would affect more than 20% of privately rented homes in the local authority area.
2. Under the new arrangements if a local housing authority makes a designation that covers 20% or less of its geographical area or privately rented properties, the scheme will not need to be submitted to the Secretary of State, provided the authority has consulted for at least 10 weeks on the proposed designation. However, if the local housing authority makes one or more designations that are in force partly concurrent to an existing scheme, and cumulatively all the designations cover more than 20% of the area or the private rented stock, those new designations will need to be submitted to the Secretary of State for approval. Likewise if the local housing authority makes two or more designations at the same time, each of which account for less than 20% of the area or private rented stock, but cumulatively account for more than 20% of either, all of the schemes will need to be submitted to the Secretary of State for confirmation.
3. In deciding the number of privately rented properties a scheme would apply to the local housing authority may want to consider data it holds on sector, including housing benefit and council tax records.

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<sup>1</sup> Private rented properties do not include accommodation where the tenancy is granted by a non-profit registered provider of social housing or a profit-making registered provider of social housing, within the meaning of Part 2 of the Housing and Regeneration Act 2008.

<sup>2</sup> SI 2006/370

<sup>3</sup> Housing Act 2004 Section 85 (1)(a).

## Conditions applying to Selective licensing

4. A selective licensing designation may be made if the area to which it relates satisfies one or more of the following conditions. The area is one experiencing:
  - low housing demand (or is likely to become such an area)<sup>4</sup>;
  - a significant and persistent problem caused by anti-social behavior<sup>5</sup>;
  - poor property conditions<sup>6</sup>;
  - high levels of migration<sup>7</sup>;
  - high level of deprivation<sup>8</sup>;
  - high levels of crime<sup>9</sup>.
5. In considering whether to designate an area for selective licensing on the grounds above on property conditions, migration, deprivation and crime the local housing authority may only make a designation if the area has a high proportion of property in the private rented sector<sup>10</sup>. Nationally the private rented sector currently makes up 19% of the total housing stock in England<sup>11</sup>. The actual number of privately rented properties in a given area may be more or less than this, and if it is more than 19%, the area can be considered as having a high proportion of privately rented properties. 19% is the figure as of March 2014. This figure will vary from time to time, so local authorities are strongly advised to consult the latest available English Housing Survey when considering whether an area has a high proportion of privately rented properties.
6. When considering whether to make a selective licensing designation a local housing authority must first identify the objective or objectives that a designation will help it achieve. In other words it must identify whether the area is suffering problems that are caused by or attributable to any of the criteria for making the designation and what it expects the designation to achieve - for example, an improvement in property conditions in the designated area.
7. Secondly, it must also consider whether there are any other courses of action available to it that would achieve the same objective or objectives as the proposed scheme without the need for the designation to be made. For example, if the area is suffering from poor property conditions, is a programme of renewal a viable alternative to making the designation? In areas with Anti-Social Behaviour,

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<sup>4</sup> Housing Act 2004 Section 80(3)

<sup>5</sup> Housing Act 2004, Section 80(6)

<sup>6</sup> The Selective Licensing of Houses (Additional Conditions)(England) Order 2015 – Article 4

<sup>7</sup> The Selective Licensing of Houses (Additional Conditions)(England) Order 2015 – Article 5

<sup>8</sup> The Selective Licensing of Houses (Additional Conditions)(England) Order 2015 – Article 6

<sup>9</sup> The Selective Licensing of Houses (Additional Conditions)(England) Order 2015 – Article 7

<sup>10</sup> The Selective Licensing of Houses (Additional Conditions)(England) Order 2015 - Article 3 (1) (a)

<sup>11</sup> English Housing Survey 2013/2014

where landlords are not taking appropriate action, could an education programme or a voluntary accreditation scheme achieve the same objective as a selective licensing designation?

8. If the problems of anti-social behavior are only associated with a small number of properties a local housing authority should consider making a Special Interim Management Order, rather than a selective licensing designation covering properties with regard to anti-social behaviour (see Annex below).
9. Only where there is no practical and beneficial alternative to a designation should a scheme be made.
10. If the local housing authority decides there is no practical and beneficial alternative to the scheme, it must only make the designation if it is satisfied that the scheme will significantly assist it in achieving its objective or objectives, with other actions the local housing authority may be taking.
11. Any designation made must:
  - ensure that the exercise of the power is consistent with their overall housing strategy<sup>12</sup>; and
  - seek to adopt a co-ordinated approach in connection with dealing with homelessness, empty properties and anti-social behaviour affecting the private rented sector as regards combining licensing with other action taken by them or others.<sup>13</sup>

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<sup>12</sup> Housing Act 2004, Sections 81(2)

<sup>13</sup> Housing Act 2004, Sections 81(3)

# **Making a scheme – identifying the factors affecting an area, assessing impacts of schemes and measuring their outcomes**

## **Introduction:**

12. Before proposing a designation and embarking on a consultation the local housing authority must identify the problems affecting the area to which the designation will apply and provide evidence to support the existence of the problems. It must also decide what other measures it, or other persons together with the local housing authority, will take together with the selective licensing scheme to eliminate or mitigate those problems and how they will work together. The local housing authority must also assess what outcomes will be delivered through the making of a scheme and taking the other measures<sup>14</sup>.

## **Low Housing Demand**

13. When deciding if an area is suffering from, or likely to become, an area of low housing demand, it is recommended that local housing authorities consider the following factors:

- The value of residential premises in the area, in comparison to the value of similar premises in other areas which the authority considers to be comparable (whether in terms of type of housing, local amenities, availability of transport).
- The turnover of occupiers of residential premises (in both rented and owner occupied properties).
- The number of residential premises which are available to buy or rent, and the length of time for which they remain unoccupied.
- The general appearance of the locality and the number of boarded up shops and properties.

14. The scheme should state how it will help address the problems associated with low demand in the designated area, for example, through imposing conditions relating to the management of properties. It must identify how the scheme will work in combination with other specified measures that the local housing authority is taking to combat those problems.

15. The outcome of the scheme should be a reduction in or elimination of the blight of low demand which has led to improvements of the social and economic conditions of the sector, which are identifiable.

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<sup>14</sup> It should be noted that in making a selective licensing designation, the local housing authority must also take other measures to help address the problems. A scheme cannot be made unless those other measures are to be introduced (or continued in force).

## Anti-Social Behaviour

16. In deciding whether an area suffers from anti-social behavior, it is recommended that local housing authorities consider whether private sector landlords in the designated area are not effectively managing their properties so as to combat incidences of anti-social behaviour caused by their tenants or people visiting their properties and in particular the area suffers from anti-social behaviour as a result of this failure or because that failure significantly contributes to that problem.
17. In considering whether the area is suffering from anti-social behaviour which a landlord should address regard must be had as to whether the behaviour is being conducted within the curtilage of the rented property or in its' immediate vicinity and includes acts of (but not limited to):
- intimidation and harassment of tenants or neighbours;
  - noise, rowdy and nuisance behaviour affecting persons living in or visiting the vicinity;
  - animal related problems;
  - vehicle related nuisance;
  - anti-social drinking or prostitution;
  - illegal drug taking or dealing;
  - graffiti and fly posting;
  - and litter and waste within the curtilage of the property.
18. The scheme should state what measures will be taken to address the problems associated with anti-social behaviour, for example by including conditions in licences requiring landlords to take action to deal with such behaviour, to ensure that properties are not let to persons with a known record of anti-social behaviour and relating to the use of the property. It should also make clear how the measures taken in the scheme when combined with other specified measures will work together to combat the problems caused by anti-social behaviour.
19. The outcome of the scheme should be a reduction in, or elimination, of anti-social behaviour (caused by tenants in the private sector) in the designated area.

## Poor property conditions

20. Local housing authorities can address poor property conditions through their powers in Part 1 of the Act, which are extensive. As mentioned below a local housing authority should not use its Part 3 powers (selective licensing) where it is appropriate to tackle small numbers of properties which are in disrepair directly and immediately under Part 1. There may, however, be circumstances in which a significant number of properties in the private rented sector are in poor condition and are adversely affecting the character of the area and/ or the health and safety of their occupants. In that case, as part of wider strategy to tackle housing conditions, the local housing authority may consider it appropriate to make a selective licensing scheme so that it can prioritise enforcement action under Part 1 of the Act, whilst ensuring through licence conditions under Part 3 that the properties are properly managed to prevent further deterioration.
21. It is recommended that local housing authorities consider the following factors to help determine whether there are poor property conditions in their area:
- The age and visual appearance of properties in the area and that a high proportion of those properties are in the private rented sector<sup>15</sup> ;
  - Whether following a review of housing conditions under section 3(1) of the Act<sup>16</sup>, the authority considers a significant number of properties in the private rented sector need to be inspected in order to determine whether any of those properties contain category 1 or 2 hazards. In this context “significant” means more than a small number, although it does not have to be a majority of the private rented stock in the sector. It would not be appropriate to make a scheme if only a few individual properties needed attention.
22. The scheme should state what action the authority intends to take under Part 1 of the Act if it identifies there are serious deficiencies with properties, including the timescale for taking the appropriate action and its enforcement plan for non-compliance with improvement notices or prohibition orders it serves.
23. The outcome of the designation would be a general improvement of property conditions in the designated area within the lifetime of the designation.

## High levels of migration

24. Migration refers to the movement of people from one area to another. It includes migration within a country and is not restricted to migration from overseas. A selective licensing designation can be made, as part of wider strategy, to preserve or improve the economic conditions of the area to which migrants have moved and ensure people (including migrants) occupying private rented

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<sup>15</sup> The proportion of properties is a statutory requirement- see The Selective Licensing of Houses (Additional Conditions)(England) Order 2015- Article 3 (1) (a)

<sup>16</sup> It is a prerequisite to making a scheme that such a review has been carried out. The Selective Licensing of Houses (Additional Conditions)(England) Order 2015 – Article 4 (a)

properties do not live in poorly managed housing or unacceptable conditions.

25. In considering whether an area is experiencing, or has experienced, high levels of migration: the local housing authority will want to consider whether the area has experienced a relatively large increase in the size of the population over a relatively short period of time. In assessing this, the local housing authority should consider whether net migration into the designated area has increased the population of the area. We suggest a population increase of around 15% or more over a 12 month period would be indicative that the area has or is experiencing a high level of migration into it.
26. The designated area must contain a high proportion of privately rented properties with a significant number of migrants to the area occupying them. In assessing whether the area is experiencing or has experienced significant migration the local housing authority will want to have regard to such information it holds on households in the area; any significant increase in the call for, or in the provision of, local authority services in the area; any increase in local authority or police intervention in the area and any changes to the socio- economic character of the area.
27. The scheme should state what actions the local housing authority intends to take to ensure the preservation or improvements to the social or economic conditions of the area. It should also state what it would put in place through licensing, to ensure proper standards of management of privately rented properties in the area are maintained, and to prevent properties becoming overcrowded.
28. The outcome of the designation should be to preserve or improve the economic or social conditions of the area during the lifetime of the designation and ensure that a proper standard of management of privately rented property is maintained and that properties do not become overcrowded.

## **High levels of deprivation**

29. A local housing authority may make a designation if the area is experiencing a high level of deprivation. It must, however, be clear that by making the scheme it will, together with other measures as part of a wider strategy, improve housing conditions in the private rented sector in that area.
30. In deciding whether to make a designation because the local authority considers the area suffers from a high level of deprivation we recommend that the local housing authority considers the following factors when compared to other similar neighbourhoods in the local authority area or within the region:
  - the employment status of adults;
  - the average income of households;
  - the health of households;
  - the availability and ease of access to education, training and other services

for households;

- housing conditions;
- the physical environment;
- levels of crime.

31. Although it is a matter for the local housing authority to determine, whether having regard to the above factors, the area is one that is suffering from a high level of deprivation, the local housing authority may only make a designation if a high proportion of housing in the area is in the private rented sector.
32. The scheme should state what actions the local housing authority intends to take to combat housing problems associated with the deprivation; including, for example, through licence conditions to ensure properties are managed properly, and can contribute to an improvement in the well-being of the occupants and wider community.
33. The outcome of the designation should be (together with other measures) a reduction of the problems with housing in the private rented sector contributing to the high level of deprivation.

## **High levels of crime**

34. In considering whether an area suffers from a high level of crime the local housing authority may wish to have regard to whether the area has displayed a noticeable increase in crime over a relatively short period, such as in the previous 12 months; whether the crime rate in the area is significantly higher than in other parts of the local authority area or that the crime rate is higher than the national average. In particular the local housing authority may want to consider whether the impact of crime in the area affects the local community and the extent to which a selective licensing scheme can address the problems.
35. The licensing scheme must be part of a wider strategy to address crime in the designated area and can only be made if a high proportion of properties in that area are in the private rented sector. In particular the local housing authority should consider:
- whether the criminal activities impact on some people living in privately rented accommodation as well as others living in the areas and businesses therein;
  - the nature of the criminal activity, e.g. theft, burglary, arson, criminal damage, graffiti;
  - whether some of the criminal activity is the responsibility of some people living in privately rented accommodation.

36. The scheme should show what measures the local housing authority will be able to take through licensing (and such other measures as are being taken), to reduce criminal activity in the area, such as by imposing conditions in licences to ensure properties are safe from intruders.
37. The outcome of the designation (together with the other measures) should lead to a reduction in crime in the area.

## Selective licensing as part of the overall housing strategy

38. Selective licensing is not a tool that can be used in isolation. The local housing authority will have to show how such a designation will be part of the overall strategic borough wide approach<sup>17</sup>, and how it fits with existing policies on:

- Homelessness
- Empty Homes
- Regeneration
- Anti-social behaviour associated with privately renting tenants

39. Local housing authorities must also ensure that selective licensing complements other measures. It should only be used where existing measures alone are not sufficient to tackle the underlying housing problems of a specific area. Local authorities should also carefully consider any potential negative economic impact that licensing may have on their area – particularly the risk of increased costs to landlords who are already fully compliant with their obligations. These additional costs can reduce further investment and are frequently passed on to tenants through higher rents.

40. The selective licensing scheme must be consistent with the overall housing strategy and co-ordinated with procedures for homelessness, empty properties, anti-social behaviour in the private rented sector, and housing market renewal activity.

41. Local housing authorities will also have to demonstrate the role of other partners (if any), such as the Police or Social Services, in ensuring the designation reaches its goal.

42. The local housing authority must show:

- it has considered whether there are any other courses of action available to them that might provide an effective method of achieving the objectives that the designation is intended to achieve, and;
- how the making of the designation will significantly assist the local housing authority in achieving its' objectives (whether or not in conjunction with those other measures).

43. It is important for local housing authorities to demonstrate how licensing will work in conjunction with existing initiatives (such as landlord accreditation) and partnerships. Licensing in itself is not a stand-alone tool, and local housing authorities should take account of this. For example, landlords will need adequate

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<sup>17</sup> Housing Act 2004, Section 81

support to help them deal with problem tenants. Local housing authorities should ensure that their schemes are adequately resourced and include services such as active outreach support programmes to engage with landlords and tenants who need their assistance.

44. It is also important for local housing authorities to consider some of the possible effects of making a designation, and to include any risk assessment they may have carried out. For example, has there been an assessment of the likelihood of possible displacement of unprofessional landlords to other areas within the local authority's jurisdiction, or to neighbouring local authorities.

## Consultation requirements

45. Section 80 (9) of the Act states that when considering designating an area the local housing authority must:

- take reasonable steps to consult persons who are likely to be affected by the designation, and,
- consider any representations made in accordance with the consultation.

46. Local housing authorities will be required to conduct a full consultation. This should include consultation of local residents, including tenants, landlords and where appropriate their managing agents and other members of the community who live or operate businesses or provide services within the proposed designation. It should also include local residents and those who operate businesses or provide services in the surrounding area outside of the proposed designation that will be affected. Local housing authorities should ensure that the consultation is widely publicised using various channels of communication.

47. If the designation does not require the confirmation of the Secretary of State because of its extent the local housing authority must consult on the proposed scheme for at least 10 weeks. We recommend that if the scheme requires confirmation the local housing authority should aim to consult for at least 10 weeks unless there are special reasons for not doing so.

48. The consultation should be informative, clear and to the point, so the proposal is readily understood. It should inform local residents, landlords, letting agents and businesses about the proposed designation, giving the reasons for proposing it, why alternative remedies are insufficient, demonstrating how it will tackle specific problems together with other specified measures, and describing the proposed outcome of the designation. It should also set out the proposed fee structure and level of fees the authority is minded to charge (if any). Consultees should be invited to give their views, and these should all be considered and responded to.

49. Once the consultation has been completed the results should then be published and made available to the local community. This should be in the form of a summary of the responses received and should demonstrate how these have either been acted on or not, giving reasons.

## Application to the Secretary of State for Confirmation

50. Applications for confirmation of Selective licensing designations should be submitted to the Department for Communities and Local Government and should use the following structure.

- Introduction. This should cover the strategic significance of the proposed area and provide a detailed description of the proposed area (including the number and types of properties affected, and a map of the area).
- An explanation of whether the designation is for more than 20% of the local authority's geographical area; or affects more than 20% of privately rented homes in the area and how this was calculated or where the scheme is for less than 20% of the area or homes, how it together with other schemes affects more than 20% cumulatively.
- Where the designation would cover over 20% of the area or 20% of properties the application should set out what the rationale for adopting a large scale scheme is.
- Current position with regards to tackling:
  - low housing demand;
  - anti-social behaviour;
  - poor property conditions;
  - an influx of migration;
  - a high level of deprivation;
  - high levels of crime;

demonstrating how the area would benefit from the combination of existing policies and selective licensing.

- Conclusion, addressing the relevant issues that were raised in the stakeholder consultation and details as to what the long term impact of the scheme will be on the proposed area.

51. In addition the local housing authority must include with the application:

- A copy of the consultation document and the published summary of the responses;
- Details of the fees that will be charged;

- A copy of the Designation and minutes of the Council meeting resolving to make the designation;
- A copy of the local housing authority's strategy to ensure compliance with the scheme and enforcement against those who do not comply. It must also supply the level of compliance with other licensing schemes it operates, including mandatory House of Multiple Occupation licensing.

52. Applications should be e-mailed to: [selectivelicensing@communities.gsi.gov.uk](mailto:selectivelicensing@communities.gsi.gov.uk)

Hard copies should be sent to:

The Department for Communities and Local Government  
 Private Sector Property  
 Fry Building  
 2 Marsham Street  
 London SW1P 4DF

## **Department's role in the confirmation process**

53. The Secretary of State's role in confirmation will be exercised by officials in the Private Sector Property Division and the final decision whether to confirm or refuse to confirm the designation will be made by a senior official of the division.
54. The decision will be in writing and where appropriate, will give reasons where the Secretary of State declines to give consent. There is no appeal against the Secretary of State's decision, although it can be subject to judicial review.
55. We aim to make a decision in relation to an application within 8 weeks from receipt, but processing applications may take longer if we have not been given all the information required, or we require further information or research, or if the case is complex.
56. We may request further information relating to the application and supporting documentation, including clarification of matters which are unclear and we may seek further evidence of certain matters. If we do not have sufficient information to make a decision we will let you know.
57. The role of the Secretary of State is not about second-guessing the local housing authority's reasons for making the decision. As this guidance makes clear local housing authorities will know their local housing market conditions better than the Department. The approval system is concerned with ensuring that the local housing authority has carried out the requirements imposed on it through the legislation before making the designation and can sufficiently demonstrate,

where a scheme will impact on a large geographical area or number of privately rented properties, that there is robust evidence to support the reasons for making the designation.

58. There is no presumption towards refusal or acceptance. All applications will be considered impartially on a case by case basis balancing the views and interest of all parties and we will consider representations in support of the application from Government Departments and agencies, such as the Home Office.
59. However, the Secretary of State will take into account in deciding whether to confirm a scheme, the robustness of the proposed measures to ensure compliance<sup>18</sup>. In particular, the Secretary of State will expect to be assured there are systems in place to monitor compliance, and enforcement measures are in place where there is non-compliance. He will also take account when considering confirmation of a new scheme whether there has been sufficient compliance with other licensing schemes operating in the local housing authority area.
60. It is important that licensing schemes that exist are robustly enforced and if a local housing authority is unable to show compliance this will cast doubt on its ability to ensure compliance with the application scheme.

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<sup>18</sup> A local housing authority that has designated an area subject to selective licensing is under a general duty to ensure the scheme is complied with: Housing Act 2004, section 79 (5)(a)

## Duration and Notification of a Selective licensing Scheme

61. Where a designation does not require confirmation, it cannot come into force until three months after it is made. Where it requires confirmation, it cannot come into force until three months after it has been confirmed by the Secretary of State<sup>19</sup>.

62. A designation may be made for up to 5 years<sup>20</sup>.

63. Section 83 of the Act requires local housing authorities to publish a notice of the designation once it has been confirmed. A local housing authority must:

- publish a notice within the designated area within seven days of the designation being confirmed.
- notify all those consulted on the proposed designation within two weeks of the designation being confirmed.

64. Further information on the publication requirements relating to additional and selective licensing designations can be found in Statutory Instrument No. 373 “The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006” which can be found on the Office of Public Sector Information website [www.opsi.gov.uk](http://www.opsi.gov.uk).

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<sup>19</sup> Housing Act 2004, section 82 (3) and (7)

<sup>20</sup> Housing Act 2004, section 84 (2)

## **Local Authority Review of a Selective licensing Scheme**

65. Sections 84 of the Act require local housing authorities to:

- Review the operation of a designation made by them from time to time, and;
- If following a review they consider it appropriate to do so, they may revoke the designation.

66. Selective licensing is not intended to be an end in itself. It is a means to an end. It is about improving management standards in the private sector in areas where those standards are sorely needed to be improved, for the benefit of occupiers and the wider community. Therefore after making a designation local housing authorities must continue to monitor designations to show that they are achieving the desired effect. For example, if a selective licensing designation is deemed to have worked, and the problems of low demand and/or anti-social behaviour have been resolved in an area, the local housing authority may consider that the designation is no longer needed and should be revised or revoked. Alternatively, if a designation is failing to tackle the issues it is meant to address, the local housing authority may consider that the designation should be revised or revoked and alternative measures considered addressing the issues. The Government recognises that licensing may have to be a long term strategy and that it will not provide instant solutions. It also appreciates that, if in the initial phase there has been little improvement in an area, this does not necessarily mean that a designation is a failure.

### **Renewal of a Selective licensing Scheme which requires confirmation**

67. When considering whether a local housing authority should renew a selective licensing scheme which requires confirmation by the Secretary of State, consideration will be given as to whether the existing schemes have met or not met their objectives, and whether they were properly made. The Secretary of State will only confirm a renewal if he is satisfied there is a continuing need for a scheme in the area and the consultation and other processes have been gone through.

68. Any existing scheme that covers more than 20% of the geographical area of the authority or 20% of private rented homes in the area will require confirmation on any proposed renewal as will any scheme which covers less than 20% but cumulatively with other schemes would include more than 20% of the area of stock.

# Annex

## Special Interim Management Order

It will not be appropriate to make a selective licensing designation to address isolated individual problems of anti-social behaviour which nevertheless seriously impact upon the local community. In such cases local housing authorities should consider making a Special Interim Management Order (SIMO) under part 4 of the Act<sup>21</sup>.

A Special Interim Management Order transfers the management of a residential property to the local housing authority for a period of up to twelve months and can only be made if approved by the First Tier Tribunal (Residential Property). The tribunal may not authorise a Special Interim Management Order in respect of a property unless, in the case of non-Houses of Multiple Occupation, there is **anti-social behaviour** emanating from the property, the landlord is failing to take appropriate action to deal with the problem, and, that it is necessary to make the order to protect the health, safety or welfare of persons occupying, visiting or engaged in lawful activities in the locality of the house.

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<sup>21</sup> The criteria for making such an order is set out in SI 2006/369- The Housing (Interim Management Orders) (Prescribed Circumstances) (England) Order 2006

# **Housing Conditions Plus**

## **Use Case Brief**

**Perminder Sandhu**

**Insight Programme – Data Science Lead**

**14 July 2020**

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## Introduction

### Insight Programme – Background and Context

The Council Plan clearly articulates an ambition to “make much better use of customer insight and business intelligence to ensure we make informed decisions and deploy all our resources appropriately”. The ambition is to move to a way of working where information duplication is minimised, where there is single truth of what information is telling us, where information can be viewed and managed across departmental and organisational boundaries allowing a single view of the citizen or any other entity as they interact with public services.

This was articulated in the Information Management Strategy 2018 the vision of which was to:

“Make the council an information led and evidence based, organisation working with sound and reliable data for the benefit of its residents.”

The Insight Programme, which started in June 2019 and is due to complete December 2021 is delivering the vision of the Information Management strategy 2018 to introduce new and improved Information Management and data analytics capabilities and a functional team that will:

- Work iteratively with the business to improve data quality
- Provide visibility of all of our data and enable us to draw quickly on this data, cross directorate for the benefit of our stakeholders and citizens
- Have the right governance, standards and frameworks in place to ensure legal and ethical compliance
- Provide the tools (self-service) and assistance as required to make much better use of customer insight and business intelligence to improve service efficiency and service delivery.

### Housing Conditions Plus Use Case – Background and Context

The Government values the private rented sector and wants to see a strong, healthy and vibrant market. Its aim is a bigger and better private rented sector that offers security, stability and decency<sup>1</sup>. The Government is keen to ensure that the sector is encouraged to meet, in a professional way and with decent quality accommodation, the demands placed upon it by the housing needs of the wide range of tenants it services.

Currently local authorities have powers to introduce selective licensing of privately rented homes in order to tackle problems in their areas, or any part or parts of them, caused by low housing demand and/or significant anti-social behaviour. Local residents, landlords and tenants (and any other person likely to be affected by the selective licensing designation) must be consulted prior to the introduction of a licensing scheme. Landlords who rent out properties in an area that is subject to selective licensing are required to obtain a licence from the local authority for each of their properties.

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<sup>1</sup> Selective licensing in the private rented sector: A Guide for local authorities, Department for Communities and Local Government, Queen’s Printer and Controller of Her Majesty’s Stationery Office, March 2015, pps 4.

With effect from 1 April 2015, a new General Approval came into force. Local authorities are required to obtain confirmation from the Secretary of State for any selective licensing scheme which would cover more than 20% of their geographical area or would affect more than 20% of privately rented homes in the local authority area. Additional criteria for making a scheme are also now in force. A designation may be made to combat problems in an area experiencing poor property conditions, an influx of migration, a high level of deprivation or high levels of crime.

Together these new rules will enable local authorities to make effective licensing schemes to address specific problems arising in particular areas.

## 1. Use Case Summary

The Use Case will be conducted from 22 June to 30 September 2020 and deliver the Minimum Viable Product (MVP) of a dashboard enabling Birmingham City Council Housing Directorate to profile all tenures of Housing within Birmingham, including but not limited to, Private Sector Rented (PSR), Public Sector (Local Authority, Housing Association, Charity...), and Owner Occupied, against 6 statutory criteria sufficient to determine if Selective Licensing can be applied.

### 1.1. Objectives

Before proposing a designation and embarking on a consultation the local housing authority must identify the problems affecting the area to which the designation will apply and provide evidence to support the existence of the problems<sup>2</sup>. It must also decide what other measures it, or other persons together with the local housing authority, will take together with the selective licensing scheme to eliminate or mitigate those problems and how they will work together. The local housing authority must also assess what outcomes will be delivered through the making of a scheme and taking the other measures<sup>3</sup>.

Based on the guidance from the Ministry of Housing, Communities and Local Government (MHCLG), Local Authorities may designate a selective licensing area on any one or more of the following statutory criteria:

#### 1. Low housing demand

To meet the statutory requirements for designating a scheme on the grounds of low housing demand under s80(3) and (4) of the Housing Act 2004 (the Act) the council must be satisfied of the following before making the designation:

- that the area is, or is likely to become, an area of low housing demand
- that making a designation will, when combined with other measures taken in the area by the local housing authority, or by other persons together with the local housing authority, contribute to the improvement of the social or economic conditions in the area.

In deciding the above a LA must consider (among other matters):

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<sup>2</sup> Selective licensing in the private rented sector: A Guide for local authorities, Department for Communities and Local Government, Queen's Printer and Controller of Her Majesty's Stationery Office, March 2015, pps 8-13.

<sup>3</sup> It should be noted that in making a selective licensing designation, the local housing authority must also take other measures to help address the problems. A scheme cannot be made unless those other measures are to be introduced (or continued in force).

- the value of residential premises in the area, in comparison to the value of similar premises in other areas which the authority considers to be comparable (whether in terms of types of housing, local amenities, availability of transport or otherwise);
- the turnover of occupiers of residential premises;
- the number of residential premises which are available to buy or rent and the length of time for which they remain unoccupied.

## **2. Significant and persistent Anti-Social Behaviour (ASB)**

Section 80(6) of the Act sets out the statutory criteria a LA needs to be satisfied to designate an area for selective licensing on the grounds of ASB before making a designation. This requires demonstrating that there is:

- a significant and persistent problem caused by ASB within the area to be designated
- that some or all private sector landlords in the area are failing to act to combat the problem that it would be appropriate for them to take, and
- that making the designation when combined with other measures taken in the area by the LA or others together with the LA will lead to a reduction or the elimination of the problem.

## **3. Poor housing conditions**

To satisfy the statutory requirements for designating an area for selective licensing on the grounds of poor property conditions the council must show before making the designation:

- that the area contains a high proportion of properties in the PRS, in relation to the total number of properties in the area;
- that the properties referred to in the PRS are occupied either under assured tenancies or licences to occupy;
- that having carried out a review of housing conditions under section 3(1) of the Act, the local housing authority considers it would be appropriate for a significant number of the properties in the private rented sector to be inspected, with a view to determining whether any category 1 or category 2 hazards exist on the premises<sup>4</sup>;
- that the LA intends to carry out such inspections as referred to above, with a view to carrying out any necessary enforcement action; and
- that making a designation will, when combined with other measures taken in the area by the LA, or by other persons together with the LA, including any licence conditions imposed under section 90 of the Act, contribute to an improvement in general housing conditions in the area.

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<sup>4</sup> See sections 4 to 7 of the Housing Act 2004 (c.34).

#### **4. High levels of migration**

To satisfy the statutory requirements for approving a scheme on the grounds of high levels of migration the council must show before making the designation that the designated area:

- contains a high proportion of properties in the private rented sector, in relation to the total number of properties in the area;
- that the properties in the PRS in the area are occupied either under assured tenancies or licences to occupy
- has or is recently experienced or is experiencing an influx of migration into it;
- that a significant number of the properties in the private rented sector in the area are occupied by those migrants referred to above; and
- that making a designation will, when combined with other measures taken in the area by the LA, or by other persons together with the LA, contribute to:
  - the preservation or improvement of the social or economic conditions in the area; and
  - ensuring that the properties in the private rented sector in the area are properly managed, and, that overcrowding is prevented.

#### **5. Deprivation**

To satisfy the statutory requirements for approving a scheme on the grounds of deprivation, the council must show before making the designation the designated area:

- contains a high proportion of properties in the private rented sector, in relation to the total number of properties in the area;
- that the properties in the PRS in the area are occupied either under assured tenancies or licences to occupy
- is suffering from a high level of deprivation, which affects a significant number of the occupiers of properties in the private rented sector and
- that making a designation will, when combined with other measures taken in the area by the LA, or by other persons together with the LA, contribute to a reduction in the level of deprivation in the area.
- In determining whether an area is suffering from a high level of deprivation, the LA may have regard to the following factors in relation to the area:
  - the employment status of adults;
  - the average income of households;
  - the health of households;

- the availability and ease of access to education, training and other services for households;
- housing conditions;
- the physical environment; and
- levels of crime.

## 6. Crime

To satisfy the statutory requirements for designating an area for selective licensing on the grounds of high crime, the council must demonstrate before making the designation that the designated area

- contains a high proportion of properties in the private rented sector, in relation to the total number of properties in the area;
- that the properties in the private rented sector in the area are occupied either under assured tenancies or licences to occupy;
- suffers from high levels of crime;
- that the criminal activity affects those living in the properties in the private rented sector, or other households and businesses in the area; and
- that making a designation will, when combined with other measures taken in the area taken by the LA other persons together with the LA or by the police, contribute to a reduction in the levels of crime in the area, for the benefit of those living in the area.

### 1.2. Deliverables

The Use Case will deliver the MVP of a dashboard (Figure 1) enabling Birmingham City Council Housing Directorate to profile all tenures of Housing within Birmingham, including but not limited to, Private Sector Rented (PSR), Public Sector (Local Authority, Housing Association, Charity...), and Owner Occupied, against 6 statutory criteria sufficient to determine if Selective Licensing can be applied.

The dashboard will incorporate anonymous BCC data and Open Data, and will be reviewed iteratively with the business according to an agreed Project Plan (Appendix 1). On completion of the MVP and once accepted by the business a User Guide (Appendix 2) will be provided but no on-going support or maintenance.

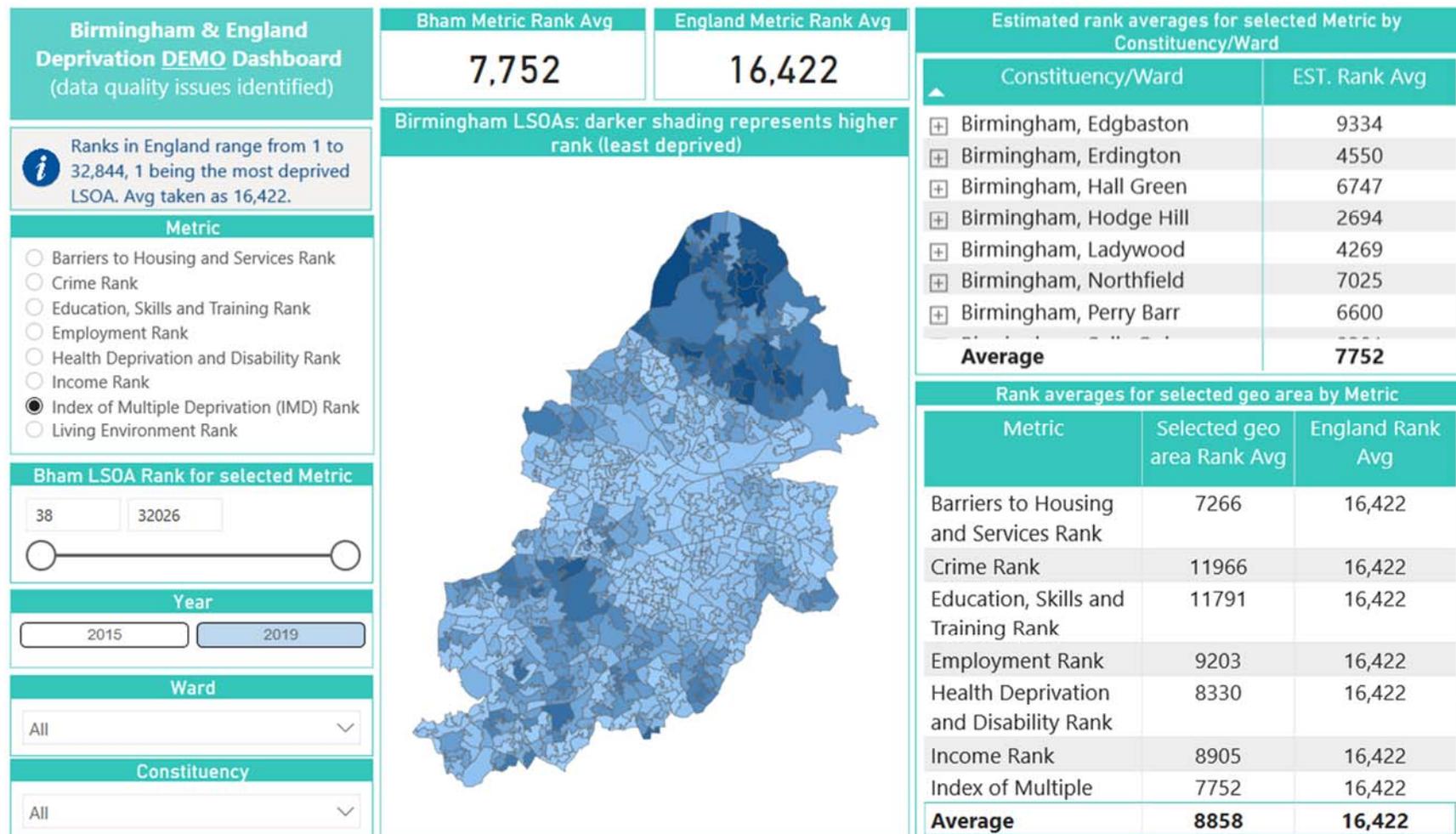


Figure 1: Example MVP Dashboard

## 1.1. Outcomes

The specific outcomes will be determined against MHCLG guidance:

1. Demonstrate the statutory criteria has been met in relation to the condition of Low Housing Demand as set out in part 3 of the Housing Act 2004 addressing each limb and providing evidence and analysis.

2. Demonstrate the statutory criteria has been met in relation to the condition of Significant and Persistent Anti-Social Behaviour (ASB) as set out in part 3 of the Housing Act 2004 addressing each limb and providing evidence and analysis.
3. Demonstrate the statutory criteria has been met in relation to the condition of Poor Housing Conditions as set out in part 3 of the Housing Act 2004 addressing each limb and providing evidence and analysis.
4. Demonstrate how each of the statutory criteria has been met in relation to each of High Levels of Migration as set out in the Selective Licensing of Houses (Additional Conditions) (England) Order 2015/977 addressing each limb and providing evidence and analysis.
5. Demonstrate how each of the statutory criteria has been met in relation to each of High Levels of Deprivation as set out in the Selective Licensing of Houses (Additional Conditions) (England) Order 2015/977 addressing each limb and providing evidence and analysis.
6. Demonstrate how each of the statutory criteria has been met in relation to each of High Levels of Crime as set out in the Selective Licensing of Houses (Additional Conditions) (England) Order 2015/977 addressing each limb and providing evidence and analysis.

## 2. Recommendations

As the Use Case MVP will be provided to the business with no support or maintenance, and if proven valuable to the business, Birmingham City Council Housing Directorate should consider commissioning a Production version of the dashboard with full support and maintenance from ITD.

# Appendices

## Appendix 1: Use Case Project Plan

Task Name	Task Assigned to	RAG	Feb-20				Mar-20				Apr-20				May-20				Jun-20				Jul-20				Aug-20				Sep-20									
			07/02/2020	14/02/2020	21/02/2020	28/02/2020	06/03/2020	13/03/2020	20/03/2020	27/03/2020	03/04/2020	10/04/2020	17/04/2020	24/04/2020	01/05/2020	08/05/2020	15/05/2020	22/05/2020	29/05/2020	05/06/2020	12/06/2020	19/06/2020	26/06/2020	03/07/2020	10/07/2020	17/07/2020	24/07/2020	31/07/2020	07/08/2020	14/08/2020	21/08/2020	28/08/2020	04/09/2020	11/09/2020	18/09/2020	25/09/2020				
<b>Discovery</b>																																								
Requirements gathering	NB/PS																																							
Bi-monthly meetings in place to provide updates to business	SS																																							
Data Requirements specification (5 days)	PS/BCU																																							
Working DPIA	DPO																																							
Data Collection (15 days)	PS/BCU																																							
Locate anonymised data	PS																																							
BCC data (Northgate) use approved	PS/DM																																							
LLPG data uploaded to insights space	BI Team																																							
Data Sharing Agreements in place with partners	DM																																							
Feedback to business	PS/DM																																							
<b>Design</b>																																								
Technical Data Infrastructure	PS/SS																																							
Security Approval	PS/SS																																							
Secure Infrastructure Resource	PS/SS																																							
Open Data Available	PS/SS																																							
BCC Data (Anonymised)	PS/SS																																							
PoV Workshop 1 (Set up services)	PS/SS																																							
PoV Workshop 2 (Build PoV)	PS/SS																																							
PoV Build Completed	PS/SS																																							
Data analysis (30 days)	PS/BCU																																							
Data processing (75 days)	PS/BCU																																							
Feedback to business	PS/DM/SS																																							
<b>Alpha</b>																																								
Data analysis output	PS/BCU																																							
<b>Delivery</b>																																								
BCU resource identified	PS/ART																																							
Agree output format with business	PS/BCU																																							
Review workshops (data analysis output)	PS/BCU																																							
Review 1 Low Housing Demand	PS/BCU																																							
Review 2 Significant and Persistent Anti-Social Behaviour	PS/BCU																																							
Review 3 Poor Housing Conditions	PS/BCU																																							
Review 4 High Levels of Migration	PS/BCU																																							
Review 5 High Levels of Deprivation	PS/BCU																																							
Review 6 High Levels of Crime	PS/BCU																																							
Feedback to business	PS/DM/SS																																							
<b>Beta</b>																																								
Review workshops (data analysis output)	PS/BCU																																							
Review 1 Low Housing Demand	PS/BCU																																							
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Review 3 Poor Housing Conditions	PS/BCU																																							
Review 4 High Levels of Migration	PS/BCU																																							
Review 5 High Levels of Deprivation	PS/BCU																																							
Review 6 High Levels of Crime	PS/BCU																																							
Feedback to business	PS/DM/SS																																							
Analysis complete	PS/BCU																																							
Documentation complete	PS/BCU																																							
Beta MVP delivered	PS/BCU																																							
<b>Live</b>																																								
Analysis complete	PS/BCU																																							
Documentation complete	PS/BCU																																							
Live MVP delivered	PS/BCU																																							
Training and development	PS/SS																																							
Communications/ Case Study	PS/SS																																							
Benefits Realisation	PS/SS																																							
Final documentation (5 days)	PS/DM																																							
Final sign off by business and handover (1 day)	PS/DM																																							

Appendix 2: User Guide: To be delivered



Simplify,  
Standardise  
& Share



## APPENDIX 3

# Data Protection Impact Assessment (DPIA) Full DPIA Template

## Document Scope

This form only needs completing if the project/programme involves the processing of '[personal data](#)': Any information relating to an identified or identifiable natural person.

This form is used following the completion of a **DPIA Screening Question Template** where **ANY** of the answers to the 10 Screening Questions have been answered **YES**.

This document should be accompanied by the **Birmingham City Council DPIA Procedure** which can be used as "**Guidance Notes**" for completing DPIA's.

Where possible, drop-down boxes are used to simplify the process, when completing this document please (*where possible*) add links to documents or embed supporting documents to save replication or duplication.

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## DPIA Background

A DPIA (Data Protection Impact Assessment) is a process designed to help you systematically **analyse, identify and minimise the data protection risks of a project or plan**. It is a key part of Birmingham City Council's accountability obligations under the GDPR and Data Protection Act 2018, and when completed correctly helps the Council assess and demonstrate how we comply with all of our data protection obligations.

This procedure is **mandatory** and applies to all employees, councillors, agency staff, contractors or any other persons who are designing or planning to implement changes to processes, or introduce or change systems that involve processing personal or confidential data.

DPIA's must be completed as part of the Council's Information Governance Framework, the standard for managing information in the Council and is aimed at **all** staff.

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Responsibility for DPIA's falls under the role of "Information Asset Owners" which are typically Head of Service or AD's, the main person undertaking DPIA's (Screening/Full) will typically be a Project Manager or Programme Manager, supported by a Business Analyst where required and in exceptional cases supported by the Council's Data Protection Officer.

An effective DPIA will allow the Council to identify and fix problems at an early project stage, reducing the associated costs and damage to reputation which might otherwise occur.

The Birmingham City Council Information Governance Framework states that each Assistant Director and/or Head of Service are Information Asset Owners who are accountable for information assets within their business unit. The Information Asset Owner (IAO) is accountable for how it is held, used and shared and assesses risks to the information.

The Senior Information Risk Owner (SIRO) is overall responsible for managing information risk in the Council, ensuring information governance compliance with legislation and Council policies and provides a focal point for managing information risks.

The Caldicott Guardian is responsible for ensuring that all personal/patient identifiable information handled by social care services and public health respectively, are compliant with existing law and standards and they act to safeguard the rights of service users.

The Data Protection Officer will review the assessment. In certain circumstances your project may require the Council's Data Protection Officer to provide advice, criteria which you may need to seek DPO advice on would include: -

- Clarity for a borderline data retention matter (example – what retention period to apply for Child to Adult transitions).
- When a 3<sup>rd</sup> Party has not clearly identified the cloud storage location or country in which the data resides (example – data resides in non-EU with no Adequacy decision).
- You are unable to fully quantify a risk or provide mitigation.

This will be then be approved by an Assistant Director and/or Head of Service (as the IAO), Senior Information Risk Owner (SIRO), and Caldicott Guardian as appropriate. The basis for sharing must be established and the data protection principles covered.

Any legally binding 'contracts' that include indemnity clauses must be approved by Legal Services. This includes data processing schedules/agreements with suppliers/providers when commissioning services, as well as a sharing agreement that has indemnity clauses included.

***Carrying out a DPIA is a continual process, not a one-time or "Tick Box" exercise.***

## When is a DPIA Appropriate?

A DPIA is required whenever a change to a "System" or "Process" is ***"likely to result in a high risk to individuals"***.

DPIAs will be applied to new projects and data sharing arrangements, because this allows greater scope for influencing how the project will be implemented.

A DPIA can also be useful when planning changes to an existing system

The main purpose of the DPIA is to ensure that privacy risks are minimised while allowing the aims of the project to be met. Conducting a DPIA is a **legal requirement** of the GDPR in certain limited circumstances where there is a high risk to privacy but carrying out an effective DPIA should also benefit the people affected by a project and the organisation carrying out the project.

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## Project Details

Project Details		
Detail	Name/Reference Number	Notes
Project Name	Housing Conditions Plus Use Case	
Directorate	Information, Technology and Digital Services	
Initial Business Review Reference	TBC	
High Level Business Requirements Reference	None	
High Level Business Case Number	None	

## Data Controller Details

Data Controller Details		
		Date of Last Update
Data Controller Details	Birmingham City Council, 10 Woodcock Street, Birmingham, B7 4BL.	15/04/2020

## RACI Matrix

Document RACI						
Name	Role	R	A	C	I	Organisation
Surita Solanki	Project Manager	/				BCC
Nathan Thomas	Business Analyst		/			BCC
Nicola Bryant	Programme Manager		/			BCC
Peter Bishop	SIRO				/	BCC
Julie Griffin	Information Asset Owner				/	BCC
Deborah Moseley	Risk Owner/Lead			/		BCC
Malkiat Thiarai	Data Protection Officer			/		BCC
Jacqui Kennedy	Director				/	BCC
	Caldicott Guardian					

## Revision Control

Revision Table/Change History					
Version	Date	Author / Editor / Reviewer	Details of Change	Approved By	Date of Approval
0.1	15/04/2020	Perminder Sandhu	Created - Version 0.1		
0.2	28/07/2020	Perminder Sandhu	Data Sources Updated		
0.3	19/08/2020	Surita Solanki (editor)	Data retention updated		

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## Full DPIA

The template follows the process that is used in the ICO [Data Protection Impact Assessment Guidance](#).

### Step 1: Describe the Desired Outcome

Project Objective		
1	<b>What does the Project aim to achieve?</b>	<ul style="list-style-type: none"> <li>Apply Data Science (DS) to profile Housing across Birmingham against 6 criteria sufficient to determine if Selective Licensing may be required, and based on a Cloud platform capability.</li> </ul>
2	<b>Why do you want it?</b>	<ul style="list-style-type: none"> <li>Profile all tenures of Housing within Birmingham, including but not limited to, Private Sector Rented (PSR), Public Sector (Local Authority, Housing Association, Charity...), and Owner Occupied, against 6 statutory criteria; Low Housing Demand, Significant and Persistent Anti-Social Behaviour (ASB), Poor Housing Conditions, High Levels of Migration, High Levels of Deprivation, High Levels of Crime.</li> </ul>
3	<b>When do you want it for?</b> (When will processing of the data commence)	<ul style="list-style-type: none"> <li>May 2020</li> </ul>
4	<b>When was the need for a full DPIA identified?</b>	Date of screening 15/04/2020

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*Step 2: Describe the Processing (Link to Data Flow Diagram/Document)*

The nature of the processing			
<b>1</b>	<b>What Types of Data will be collected? (Tick Boxes Provided)</b>	Name <input type="checkbox"/>	
		Personal phone number <input type="checkbox"/>	
		Languages <input type="checkbox"/>	
		National ID card details <input type="checkbox"/>	
		Social security number or other national identifiers <input type="checkbox"/>	
		Sex <input checked="" type="checkbox"/>	
		Work permit (foreign employees) <input type="checkbox"/>	
		Bank account <input type="checkbox"/>	
		CV/résumé/work experience <input type="checkbox"/>	
		Evaluation/annual appraisal <input type="checkbox"/>	
		Sick days <input type="checkbox"/>	
		Video images from security cameras <input type="checkbox"/>	
		Data re monitoring of internet use <input type="checkbox"/>	
		Electronic identification data: IP address, log-in data, cookies, ... <input type="checkbox"/>	
		Data on retirement/pension <input type="checkbox"/>	
		Working conditions <input type="checkbox"/>	
		Family composition: information on partner, children, ... <input checked="" type="checkbox"/>	
		Political opinions <input type="checkbox"/>	
		Home address (postcode only) <input checked="" type="checkbox"/>	
		Work phone number <input type="checkbox"/>	
		Place of birth <input checked="" type="checkbox"/>	
		Passport details copy of passport <input type="checkbox"/>	
		Driver's license details Copy of driver's license <input type="checkbox"/>	
		Religion <input type="checkbox"/>	
		Insurances <input type="checkbox"/>	
		Credit card details <input type="checkbox"/>	
		(Labour) union membership <input type="checkbox"/>	
		Registered work hours/badging log <input type="checkbox"/>	
		Personal health/medical info <input checked="" type="checkbox"/>	
		Biometrics (finger print, retinal scan) <input type="checkbox"/>	
Data re monitoring of work e-mail use <input type="checkbox"/>			
Electronic localization data: cell phone, GPS, ... <input type="checkbox"/>			
Date of entry into service <input type="checkbox"/>			
Sound recordings (e.g. recorded telephone conversations, ...) <input type="checkbox"/>			
Leisure time activities and interests: hobbies, sports, ... <input type="checkbox"/>			
Data of sex life or sexual orientation <input type="checkbox"/>			
Personal e-mail address <input type="checkbox"/>			
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		<table border="1"> <tr><td>Birthday/age</td><td><input checked="" type="checkbox"/></td></tr> <tr><td>Nationality</td><td><input checked="" type="checkbox"/></td></tr> <tr><td>Copy of ID card</td><td><input type="checkbox"/></td></tr> <tr><td>Personal information about spouse/partner/children</td><td><input type="checkbox"/></td></tr> <tr><td>Marital status</td><td><input type="checkbox"/></td></tr> <tr><td>Wage/salary</td><td><input checked="" type="checkbox"/></td></tr> <tr><td>Education level/diplomas</td><td><input checked="" type="checkbox"/></td></tr> <tr><td>Training during employment</td><td><input type="checkbox"/></td></tr> <tr><td>Leave/holidays</td><td><input type="checkbox"/></td></tr> <tr><td>Criminal convictions/offences</td><td><input type="checkbox"/></td></tr> <tr><td>Pictures/images</td><td><input type="checkbox"/></td></tr> <tr><td>Data re monitoring of private e-mail use</td><td><input type="checkbox"/></td></tr> <tr><td>Function grid</td><td><input type="checkbox"/></td></tr> <tr><td>Place of work</td><td><input type="checkbox"/></td></tr> <tr><td>Physical data: height, weight, and so on</td><td><input type="checkbox"/></td></tr> <tr><td>Data revealing racial or ethnic origin</td><td><input checked="" type="checkbox"/></td></tr> <tr><td>Memberships</td><td><input type="checkbox"/></td></tr> <tr><td>Other (Not Listed) Please provide detail below: -</td><td><input type="checkbox"/></td></tr> </table>	Birthday/age	<input checked="" type="checkbox"/>	Nationality	<input checked="" type="checkbox"/>	Copy of ID card	<input type="checkbox"/>	Personal information about spouse/partner/children	<input type="checkbox"/>	Marital status	<input type="checkbox"/>	Wage/salary	<input checked="" type="checkbox"/>	Education level/diplomas	<input checked="" type="checkbox"/>	Training during employment	<input type="checkbox"/>	Leave/holidays	<input type="checkbox"/>	Criminal convictions/offences	<input type="checkbox"/>	Pictures/images	<input type="checkbox"/>	Data re monitoring of private e-mail use	<input type="checkbox"/>	Function grid	<input type="checkbox"/>	Place of work	<input type="checkbox"/>	Physical data: height, weight, and so on	<input type="checkbox"/>	Data revealing racial or ethnic origin	<input checked="" type="checkbox"/>	Memberships	<input type="checkbox"/>	Other (Not Listed) Please provide detail below: -	<input type="checkbox"/>
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Memberships	<input type="checkbox"/>																																					
Other (Not Listed) Please provide detail below: -	<input type="checkbox"/>																																					
<b>2</b>	<b>How will you collect the data?</b>	<ul style="list-style-type: none"> <li>• Extract from existing BCC LOB systems.</li> <li>• Open Data from various sources.</li> </ul>																																				
<b>3</b>	<b>How will you use the data?</b>	<ul style="list-style-type: none"> <li>• Apply advanced data analytics techniques, tools and technologies including: <ul style="list-style-type: none"> <li>○ Data Visualisation <ul style="list-style-type: none"> <li>▪ Mapping of geospatial data</li> </ul> </li> <li>○ Descriptive Analysis <ul style="list-style-type: none"> <li>▪ Profile of current criteria status</li> </ul> </li> <li>○ Diagnostic Analysis <ul style="list-style-type: none"> <li>▪ Assist decision making against criteria</li> </ul> </li> <li>○ Predictive Analytics <ul style="list-style-type: none"> <li>▪ Identifying potential future trends</li> </ul> </li> <li>○ Machine Learning <ul style="list-style-type: none"> <li>▪ Assisting predictive analytics</li> </ul> </li> </ul> </li> </ul>																																				
<b>4</b>	<b>How will you store data?</b>	<ul style="list-style-type: none"> <li>• Utilising both on-premise and Cloud facilities: <ul style="list-style-type: none"> <li>○ Fully encrypted in transit and at rest within a secure MS Azure data warehouse in the UK with full access rights management and audit trail.</li> <li>○ Fully encrypted in transit and at rest within a secure BCC Oracle database in the UK with full access rights management and audit trail.</li> </ul> </li> </ul>																																				
<b>5</b>	<b>How will you erase or delete data in the</b>	<ul style="list-style-type: none"> <li>• Only anonymised data will be used.</li> </ul>																																				

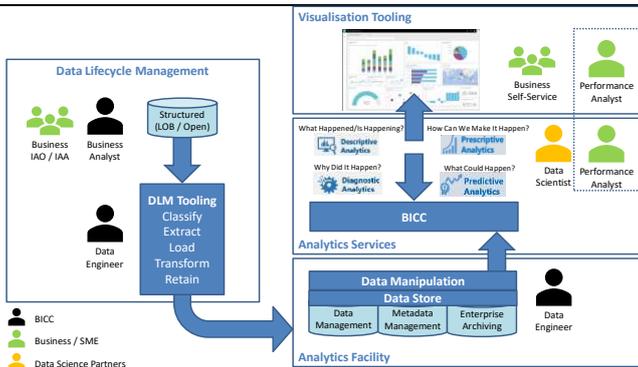
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	event of a Subject Access Request?																																															
6	What is the source of the data?	<ul style="list-style-type: none"> <li>• BCC Systems               <ul style="list-style-type: none"> <li>• Abritas</li> </ul> </li> </ul> <p><b>Table: HOUSING_ABRITAS</b> Shows data from Abritas system.</p> <table border="1"> <thead> <tr> <th>Column Name</th> <th>Comments</th> </tr> </thead> <tbody> <tr> <td>ROW_ID</td> <td>AUTOGENERATED</td> </tr> <tr> <td>POSTCODE</td> <td>ORIGINAL DATA</td> </tr> <tr> <td>APPLICATION_START_DATE</td> <td>ORIGINAL DATA</td> </tr> <tr> <td>APPLICATION_END_DATE</td> <td>ORIGINAL DATA</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>•</li> <li>• Housing Homeless</li> </ul> <p><b>Table: HOUSING_HOMELESS</b> Shows data related to housing for homeless people.</p> <table border="1"> <thead> <tr> <th>Column Name</th> <th>Comments</th> </tr> </thead> <tbody> <tr> <td>ROW_ID</td> <td>AUTOGENERATED</td> </tr> <tr> <td>CONTACT_POSTCODE</td> <td>ORIGINAL DATA</td> </tr> <tr> <td>HOMELESS_OPTION</td> <td>ORIGINAL DATA</td> </tr> <tr> <td>HOMELESS_REASON</td> <td>ORIGINAL DATA</td> </tr> <tr> <td>TENANCY_TYPE</td> <td>ORIGINAL DATA</td> </tr> <tr> <td>TENANCY_START_DATE</td> <td>ORIGINAL DATA</td> </tr> <tr> <td>TENANCY_END_DATE</td> <td>ORIGINAL DATA</td> </tr> <tr> <td>TENANCY_POSTCODE</td> <td>ORIGINAL DATA</td> </tr> <tr> <td>WARD</td> <td>ORIGINAL DATA</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>•</li> <li>• RBIS Revenues</li> </ul> <p><b>Table: RBIS_REVENUES_CTPAYER</b> Row count: 371,792</p> <table border="1"> <thead> <tr> <th>Column Name</th> <th>Comments</th> </tr> </thead> <tbody> <tr> <td>SOURCE_ID</td> <td>AUTO GENERATED</td> </tr> <tr> <td>POSTCODE</td> <td>ORIGINAL DATA</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>•</li> </ul> <p><b>Table: RBIS_REVENUES_OCCUPIER</b> Row count: 563,821</p> <table border="1"> <thead> <tr> <th>Column Name</th> <th>Comments</th> </tr> </thead> <tbody> <tr> <td>SOURCE_ID</td> <td>AUTO GENERATED</td> </tr> <tr> <td>POSTCODE</td> <td>ORIGINAL DATA</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>•</li> </ul> <p><b>Table: RBIS_REVENUES_EVENTS</b> Row Count: 388,118</p> <table border="1"> <thead> <tr> <th>Column Name</th> <th>Comments</th> </tr> </thead> <tbody> <tr> <td>SOURCE_ID</td> <td>AUTO GENERATED</td> </tr> </tbody> </table>	Column Name	Comments	ROW_ID	AUTOGENERATED	POSTCODE	ORIGINAL DATA	APPLICATION_START_DATE	ORIGINAL DATA	APPLICATION_END_DATE	ORIGINAL DATA	Column Name	Comments	ROW_ID	AUTOGENERATED	CONTACT_POSTCODE	ORIGINAL DATA	HOMELESS_OPTION	ORIGINAL DATA	HOMELESS_REASON	ORIGINAL DATA	TENANCY_TYPE	ORIGINAL DATA	TENANCY_START_DATE	ORIGINAL DATA	TENANCY_END_DATE	ORIGINAL DATA	TENANCY_POSTCODE	ORIGINAL DATA	WARD	ORIGINAL DATA	Column Name	Comments	SOURCE_ID	AUTO GENERATED	POSTCODE	ORIGINAL DATA	Column Name	Comments	SOURCE_ID	AUTO GENERATED	POSTCODE	ORIGINAL DATA	Column Name	Comments	SOURCE_ID	AUTO GENERATED
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	POSTCODE	ORIGINAL DATA
	RESPONSIBILITY_TYPE	ORIGINAL DATA
	CURRENT_BAND	ORIGINAL DATA
	CURRENT_BAND_TYPE	ORIGINAL DATA
	COUNCIL_PROPERTY_IND	ORIGINAL DATA
	CROWN_ESTATE_IND	ORIGINAL DATA
	MULTIPLE_OCCUPATION_CLASS	ORIGINAL DATA
	CURRENT_DISC_IND	ORIGINAL DATA
	CURRENT_DISC_TYPE_DESC	ORIGINAL DATA
	•	
	• RBIS Benefits	
	<b>TABLE: RBIS_BENEFITS_PERSON</b>	
	<b>Row Count: 449,760</b>	
	Column Name	Comments
	SOURCE_ID	AUTO GENERATED
	POSTCODE	ORIGINAL DATA
	•	
	<b>TABLE: RBIS_BENEFITS_EVENTS</b>	
	<b>Row count : 266,608</b>	
	Column Name	Comments
	SOURCE_ID	AUTO GENERATED
	CLAIM_TYPE	ORIGINAL DATA
	CLAIM_START_DATE	ORIGINAL DATA
	CLAIM_END_DATE	ORIGINAL DATA
	• Open Data	
	• Crime	
	• <a href="https://data.police.uk/data/">https://data.police.uk/data/</a>	
	• Monthly crime, stop and search, and outcomes data. Available from December 2016 to November 2019 for West Midlands Police.	
	• Deprivation	
	• <a href="https://www.gov.uk/government/statistics/english-indices-of-deprivation-2019">https://www.gov.uk/government/statistics/english-indices-of-deprivation-2019</a>	
	• 2019 deprivation, deprivation domains and sub-domains data, based on 2011 LSOA grouping.	
	• Migration	
	• <a href="https://www.gov.uk/government/collections/migration-statistics">https://www.gov.uk/government/collections/migration-statistics</a>	

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		<ul style="list-style-type: none"> <li>○ <a href="https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration">https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration</a></li> <li>○ Statistics on migration from Home Office and ONS from 2011.</li> <li>• Land Registry             <ul style="list-style-type: none"> <li>○ <a href="https://use-land-property-data.service.gov.uk/">https://use-land-property-data.service.gov.uk/</a></li> <li>○ Datasets about all registered land and property in England and Wales from 1995.</li> </ul> </li> </ul>
7	Will the data be shared, if so who with?	Yes Birmingham City University (BCU)
8	If 'Yes', who will you share it with? (3 <sup>rd</sup> Parties, Agencies, Other Departments)	<ul style="list-style-type: none"> <li>• BCU in accordance with the Data Science Collaboration Agreement and Data Sharing Agreement.</li> </ul>
9	Do you have a data flow schematic? (Data Flow)	Yes
10	If you have a data flow schematic, please insert here	
11	How long will you keep the data for? (retention)	<ul style="list-style-type: none"> <li>• The Data Minimisation Principle will be applied and wherever possible any Personal Data will be anonymised and retained until 1<sup>st</sup> December 2020 for historic and research purposes.</li> <li>• Where Personal Data cannot be anonymised any data retained will be for the relevant period stipulated in the BCC Data Retention Policy and Schedule.</li> </ul>
12	Are you using any new technologies? (New to Market or New to BCC)	Yes

The scope of the processing		
1	<b>What is the nature of the personal data?</b>	<ul style="list-style-type: none"> <li>Potential personal data provided by Directorates related to and allowing profiling of all tenures of Housing within Birmingham, including but not limited to, Private Sector Rented (PSR), Public Sector (Local Authority, Housing Association, Charity...), and Owner Occupied.</li> <li></li> </ul>
2	<b>Does the data include any special category or criminal offence data?</b> <a href="#">(Link to Special Category Data Description)</a>	Yes
3	<b>How much data will be collected (Estimated Number of records)?</b>	<ul style="list-style-type: none"> <li>10 TB total data based on combined file sizes of collated data.</li> </ul>
4	<b>How much data will be processed?</b>	<ul style="list-style-type: none"> <li>Up to 1 TB data based on combined file sizes of transformed data.</li> </ul>
5	<b>How often will data be collected?</b>	<ul style="list-style-type: none"> <li>Once only from each LOB system</li> </ul>
6	<b>How often will data be used? (Frequency of Processing)</b>	<ul style="list-style-type: none"> <li>Daily</li> </ul>
7	<b>How long can the data be kept for? (Corporate Retention Schedule - CRS Reference #)</b>	<ul style="list-style-type: none"> <li>Wherever possible any Personal Data will be anonymised and retained indefinitely for historic and research purposes.</li> <li>Where Personal Data cannot be anonymised any data retained will be for the relevant period stipulated in the BCC Corporate Retention Policy and Schedule.</li> </ul>
8	<b>What geographical area does the data cover?</b>	<ul style="list-style-type: none"> <li>Birmingham City Council Metropolitan District (2020).</li> </ul>

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Context of the processing		
1	<b>What is the Source of the Data?</b>	<ul style="list-style-type: none"> <li>BCC LOB Systems</li> <li>Open Data</li> </ul>
2	<b>What is the nature of your relationship with the individuals (Data Subjects)?</b>	<ul style="list-style-type: none"> <li>Local Authority.</li> </ul>
3	<b>How much control will Data Subjects have?</b>	<ul style="list-style-type: none"> <li>No Personal Identifiable Data is being used but Data subjects Rights are maintained if any Personal Identifiable Data is used.</li> </ul>
4	<b>Would Data Subjects expect you to use their data in this way?</b>	<ul style="list-style-type: none"> <li>Yes, citizens would expect BCC to use data to improve Housing conditions within Birmingham across all tenures.</li> </ul>
5	<b>Do they include children or other vulnerable groups?</b>	Yes
6	<b>Are there prior concerns over this type of processing or security flaws?</b>	<ul style="list-style-type: none"> <li>Ethical concerns relating to combining data.</li> </ul>
7	<b>Is it novel in any way?</b>	Yes
8	<b>What is the current state of technology in this area?</b>	<ul style="list-style-type: none"> <li>Profiling of region-wide characteristics is well established in Public Health and other fields.</li> </ul>
9	<b>Are there any current issues of public concern that you should factor in?</b>	<ul style="list-style-type: none"> <li>Potential Ethical considerations.</li> </ul>
10	<b>Are you signed up to any approved code of conduct or certification scheme (once any have been approved)?</b>	<ul style="list-style-type: none"> <li>No</li> </ul>

The purposes of the processing		
1	<b>What do you want to achieve? (Intended Outcome)</b>	<ul style="list-style-type: none"> <li>Demonstrate how each of the statutory criteria has been met in relation to each of the conditions as set out in part 3 of the Housing Act 2004 or if</li> </ul>

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		applying under housing conditions, migration, deprivation or crime the criteria set out in the Selective Licensing of Houses (Additional Conditions) (England) Order 2015/977 addressing each limb and providing evidence and analysis.
2	<b>What is the intended effect on individuals?</b>	<ul style="list-style-type: none"> <li>Potentially improved Housing conditions for Birmingham citizens across all tenures.</li> </ul>
3	<b>What are the benefits of the processing – for BCC, and more broadly?</b>	<ul style="list-style-type: none"> <li>Profile Housing across Birmingham against 6 criteria sufficient to determine if Selective Licensing may be required.</li> <li>Potentially more efficient reporting of the Local Authority Housing Statistics for BCC: (<a href="https://www.gov.uk/government/statistical-data-sets/local-authority-housing-statistics-data-returns-for-2018-to-2019">https://www.gov.uk/government/statistical-data-sets/local-authority-housing-statistics-data-returns-for-2018-to-2019</a>)</li> </ul>

### Step 3: Consultation Process

Consultation		
1	<b>Is consultation needed?</b>	Yes
2	<b>If 'No', why?</b>	
3	<b>Who have you consulted with?</b>	Internal <ul style="list-style-type: none"> <li>Lisa Morgan, Information Solicitor</li> <li>Malkiat Thiarai, Data Protection Officer</li> </ul> External <ul style="list-style-type: none"> <li>Brendan Collins, Policy Advisor, MHCLG</li> </ul>
4	<b>How many have you consulted with?</b>	Internal <ul style="list-style-type: none"> <li>2</li> </ul> External <ul style="list-style-type: none"> <li>1</li> </ul>
5	<b>How did you carry out consultation?</b>	<ul style="list-style-type: none"> <li>Meetings</li> </ul>
6	<b>When did you carry out the consultation?</b>	<ul style="list-style-type: none"> <li>January 2020</li> </ul>

### NB

You can use consultation at any stage of the DPIA process.

<https://ico.org.uk/for-organisations/guide-to-data-protection/guide-to-the-general-data-protection-regulation-gdpr/accountability-and-governance/data-protection-officers/>

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In exceptional cases Birmingham City Council may need to seek the advice of the ICO (*but not before consulting or escalating to the Information Governance Team and the Data Protection Officer*).

*Step 4: Assess necessity and proportionality*

The purposes of the processing		
<b>1</b>	<b>What is your <u>lawful basis</u> for processing?</b>	<p>Public Interest“The Government review of Selective Licensing ‘An Independent Review of the Use and Effectiveness of Selective Licensing’ page 43 gives guidance on the use of pooled data from across BCC and other organisations to evidence the size of the private rented sector and associated issues.6.5 Section 237 of the Act states: Use of information obtained for certain other statutory purposes (1)A local housing authority may use any information to which this section applies—(a)for any purpose connected with the exercise of any of the authority’s functions under any of Parts 1 to 4 in relation to any premises, or(b)for the purpose of investigating whether any offence has been committed under any of those Parts in relation to any premises.(2)This section applies to any information which has been obtained by the authority in the exercise of functions under— (a)section 134 of the Social Security Administration Act 1992 (c. 5)(housing benefit), or(b)Part 1 of the Local Government Finance Act 1992 (c. 14) (council tax).[3] The Secretary of State may by regulations amend this section so as to change the list of purposes for which a local housing authority in England may use information to which it applies.] 6.6 It is notable that 2(a) and (b) above cover housing benefit and council tax. One local authority in which Universal Credit was rolled out in 2016 explained that the impact of no longer being able to obtain housing benefit data as a source of intelligence to inform their scheme was negatively affecting its effectiveness. Since universal credit replaces housing benefit, amending legislation to allow authorities access to this information in support of a licensing designation would seem appropriate.”</p>

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2	Does the processing actually achieve your <a href="#">purpose</a> ?	<ul style="list-style-type: none"> <li>Yes. It allows profiling of Housing across Birmingham against 6 criteria sufficient to determine if Selective Licensing may be required.</li> </ul>
3	Is there another way to achieve the same outcome?	<ul style="list-style-type: none"> <li>No</li> </ul>
4	How will you prevent function creep?	<ul style="list-style-type: none"> <li>The Housing Conditions Plus Use Case is reported to the Insight Programme Governance Board.</li> <li>The Government review of Selective Licensing 'An Independent Review of the Use and Effectiveness of Selective Licensing' gives clear scope guidance.</li> </ul>
5	How will you ensure data quality and data minimisation?	<ul style="list-style-type: none"> <li>By working closely with the relevant IAO and business subject experts.</li> </ul>
6	What information will you give individuals?	<ul style="list-style-type: none"> <li>Update BCC Privacy Notice on BCC website.</li> </ul>
7	How will you help to support <a href="#">Data Subjects Access Rights</a> ? <ol style="list-style-type: none"> <li>The Right to be Informed</li> <li>The Right of Access</li> <li>The Right to Rectification</li> <li>The Right to Erasure</li> <li>The Right to Restrict Processing</li> <li>The Right to Data Portability</li> <li>The Right to Object</li> <li>Rights in relation to automated decision making and profiling</li> </ol>	<ul style="list-style-type: none"> <li>Only anonymised data is used, but in cases where Personal Data may be used all Data Subject rights are maintained except Right to Erasure, and Right to Data Portability, which do not apply for the lawful basis of Public Interest.</li> </ul>
8	What measures do you take to ensure processors comply?	<ul style="list-style-type: none"> <li>Data Sharing Agreement.</li> </ul>
9	How do you safeguard any international transfers?	<ul style="list-style-type: none"> <li>No international transfers planned or expected.</li> <li>All data encrypted, secured with role-based Access Rights Management, and full audit trail.</li> </ul>

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*Step 5: Identify and assess risks*

Describe source of risk and nature of potential impact on individuals. Include associated compliance and corporate risks as necessary. ( <i>Review BCC Risk Management Framework – BCC Intranet</i> )		Likelihood of harm Remote, possible or probable	Severity of harm Minimal, significant or severe	Overall risk Low, medium or high
<b>1</b>	Risks of harm and/or distress to individuals	Remote	Minimal	Low
<b>2</b>	Risk of sanction for non-compliance and/or statutory obligations	Remote	Minimal	Low
<b>3</b>	Risk to Service Delivery and/or Business Operations	Remote	Minimal	Low
<b>4</b>	Risk to Reputation	Remote	Minimal	Low
<b>5</b>	Risk to Personal Safety	Remote	Minimal	Low
<b>6</b>	Risk to Commercial or Economic Interest	Remote	Minimal	Low
<b>7</b>	Risk of Financial Loss	Remote	Minimal	Low
<b>8</b>	Any other risk  Click here to enter text.			

*Step 6: Identify measures to reduce risk*

Identify additional measures you could take to reduce or eliminate risks identified as medium or high risk in step 5			Effect on risk	Residual risk	Measure approved
	Risk	Options to reduce or eliminate risk	Eliminated, reduced, accepted	Low, medium, high	Yes/no
1					
2					

### Step 7: Sign off and record outcomes

In certain circumstances your project may require the Council's Data Protection Officer to provide advice, criteria which you may need to seek DPO advice on would include: -

- Clarity for a borderline data retention matter (example – what retention period to apply for Child to Adult transitions).
- When a 3<sup>rd</sup> Party has not clearly identified the cloud storage location or country in which the data resides (example – data resides in non-EU with no Adequacy decision).
- You are unable to fully quantify a risk or provide mitigation.

In the first instance you should consult with the Business Analyst supporting your DPIA, then look to specialists available in the Information Assurance Team also your Information Asset Owner and finally the Council's Data protection Officer.

Item	Name/date	Notes
Measures approved by:		Integrate actions back into project plan, with date and responsibility for completion
Residual risks approved by:		If accepting any residual high risk, consult the ICO before going ahead
DPO advice provided:		DPO should advise on compliance, step 7 measures and whether processing can proceed
Summary of DPO advice:		
DPO advice accepted or overruled by:		If overruled, you must explain your reasons
Comments:		
Consultation responses reviewed by:		If your decision departs from individuals' views, you must explain your reasons

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Comments:

This DPIA will kept  
under review by:

The DPO should also review  
ongoing compliance with  
DPIA

Review Frequency:



# HCP Data Methodology

## Data Sources

Council-held data as well as publicly available data (open data) were used to perform an analysis of the housing conditions in Birmingham local authority area. The analysis was performed against different criteria that affect living conditions such as crime, anti-social behaviour (ASB) and deprivation.

Council-held data were extracted from Birmingham City Council's (BCC) data warehouses and open data were downloaded from web sources. These data were used to create data models and drive interactive dashboards in a Business Intelligence software.

Details about the data sources are presented in Table 1 and 2 below. The Dashboard section also provides information about which data sources are used in each dashboard.

## LSOAs

In order to effectively compare different geographical areas in Birmingham with each other, as well as with other geographical areas in England, the statistical Lower-layer Super Output Areas (LSOAs) were used. LSOAs were produced by the Office for National Statistics (ONS) for the reporting of small area statistics and are areas designed to be of a similar population size, with an average of approximately 1,500 residents or 650 households<sup>1</sup>. There are 32,844 LSOAs in England and 639 in the Birmingham LA area. Some of the datasets that were used for the analysis already contained data aggregated at LSOA level. For datasets that contained data at street or postcode level, aggregations were performed to calculate the values for the LSOA level.

## Geography data model

A geography data model was created to relate LSOAs to higher level geographical areas such as wards and parliamentary constituencies, based on the ONS Postcode Directory (ONSPD) dataset. The ONSPD dataset relates postcodes with different geographical areas (including wards and constituencies) and therefore, the resulting data model can provide LSOA to ward and parliamentary constituency lookups.

By using the geography data model, the data at LSOA level can be aggregated up to ward and constituency levels. However, there's a minor caveat; as seen in Figure 1 below, the LSOA boundaries do not match exactly with the ward boundaries which means that an LSOA can be part of one, two, or more wards. Therefore, when performing aggregations for a metric from LSOA to ward or constituency levels, the value of the metric for the LSOA is included as whole in the calculation of the aggregated value for all wards/constituencies to which the LSOA belongs partially. A more specific example is provided in the following section.

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<sup>1</sup> MHCLG Indices of Multiple Deprivation Notes

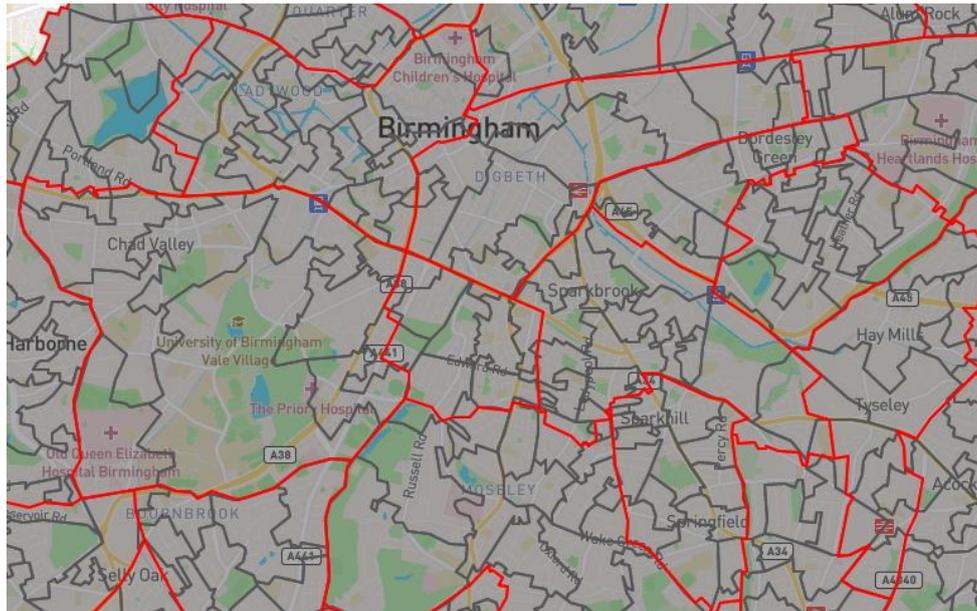


Figure 1. LSOA boundaries (black outline) do not match perfectly with ward boundaries (red outline)

### Aggregation of LSOA data

As discussed in the previous section, the LSOA boundaries do not match exactly with the ward boundaries which means that an LSOA can be part of one, two, or more wards. Therefore, when performing aggregations for a metric from LSOA to ward levels, the value of the metric for the LSOA is going to be included as whole in the calculation of the aggregated value for all wards to which the LSOA belongs partially. This can lead to higher values of aggregated calculations (sums, averages), especially for wards that have several LSOAs which are partially inside other wards.

To mitigate this issue, the following method for calculating aggregates was used. The method considers the fact that each postcode is associated with only one geographical area (e.g. LSOA, ward, constituency), and calculates a ratio for each combination of ward and LSOA, based on the number of postcodes of an LSOA belonging to a ward. More specifically, the ratio is calculated in 2 steps as follows:

1. First, the total number of postcodes per LSOA is calculated.
2. Then, for each ward-LSOA pair, the count of postcodes of the LSOA that belong to the ward is calculated and divided by the total number of postcodes of that LSOA to find the ratio.

This ratio represents the proportion of an LSOA that belongs to a ward. For LSOAs that belong to only one ward this ratio is 1 (all the LSOA's postcodes are inside one and only one ward). Then this ratio can be multiplied with the metric value and the result can be used in the aggregated calculations to provide more accurate values.

An example for calculating the sum of PRS houses for Bordesley Green ward using LSOA house counts is presented in Figure 2 below:

	A	B	C	D	E	F	G
1	Ward	LSOA	Rank Avg	Ratio description	Ratio	PRS Houses	PRS Houses (calc)
2	Bordesley Green	Birmingham 139B	2792 2 / 16 LSOA postcodes in Bordesley Green	0.125	173	22	
3	Bordesley Green	Birmingham 139C	2253 6 / 23 LSOA postcodes in Bordesley Green	0.260869565	133	35	
4	Bordesley Green	Birmingham 070A	2067 7 / 34 LSOA postcodes in Bordesley Green	0.205882353	275	57	
5	Bordesley Green	Birmingham 139D	3094 15 / 21 LSOA postcodes in Bordesley Green	0.714285714	198	142	
6	Bordesley Green	Birmingham 139E	894 66 / 67 LSOA postcodes in Bordesley Green	0.985074627	109	108	
7	Bordesley Green	Birmingham 139F	1050 17 / 17 LSOA postcodes in Bordesley Green	1	170	170	
8	Bordesley Green	Birmingham 063E	2304 16 / 34 LSOA postcodes in Bordesley Green	0.470588235	203	96	
9	Bordesley Green	Birmingham 139H	1234 31 / 33 LSOA postcodes in Bordesley Green	0.939393939	193	182	
10	Bordesley Green	Birmingham 071B	604 28 / 62 LSOA postcodes in Bordesley Green	0.451612903	110	50	
11	Bordesley Green	Birmingham 071E	70 63 / 63 LSOA postcodes in Bordesley Green	1	115	115	
12	Bordesley Green	Birmingham 070E	1691 40 / 40 LSOA postcodes in Bordesley Green	1	212	212	
13					<b>1891</b>	<b>1189</b>	

Figure 2 LSOA-Ward aggregation example for Bordesley Green ward

Using the previous methodology, the count of houses for the LSOA in line 2 of the table (Birmingham 139B) is used as a whole, and all 173 houses are included in the sum of the LSOA although only 2 out of its total 16 postcodes are located inside Bordesley Green. With the new methodology, the count of houses is calculated by multiplying the ratio ( $2/16 = 0.125$ ) with the total houses of that LSOA (173) and only 22 houses of this LSOA are included in the sum of houses for Bordesley Green ward. So, the sum of houses using the new method (Column G of the table) is much lower than the sum of houses using the old method (Column F).

Note: Although this methodology is more accurate and will provide lower counts of houses for most wards, it does not greatly affect the wards' percentage of PRS houses. This is because the percentage of PRS is calculated as PRS houses / Total houses and both the sum of PRS houses and the sum of total houses will be multiplied with the same ratio.

### National averages calculation

For the purposes of the analysis, the values for deprivation and crime in Birmingham area were compared with the national average. Following is a description of the methodology used to calculate the national average values for deprivation and crime in England.

#### Deprivation

The "MHCLG Indices of Multiple Deprivation in England" dataset ranks all the LSOAs in England from 1 to 32,844 based on their score in seven domains of deprivation. The LSOA with rank 1 is the most deprived and the LSOA with rank 32,844 is the least deprived<sup>2</sup>. The national average was calculated as the middle value of the rank which is 16,422. Therefore, an LSOA with rank less than 16,422 is more deprived than the national average and one with rank higher than 16,422 is less deprived.

#### Crime

To compare the crime rate of Birmingham areas with the national average, the average crime count per LSOA was used. Datasets that contain crime data for all the police forces in England were downloaded from the UK police website for the years 2018 and 2019. The datasets were aggregated and the total number of crimes per crime category for each year was calculated. Then, the total number of crimes for each crime category is divided by the total number of LSOAs in England (32,844) to calculate the average number of crimes for each category per LSOA. The averages are calculated separately for each year (2018 and 2019). When comparing an area in Birmingham with the national average, the number of crimes for that area is divided by the number of LSOAs within the area to calculate the area's average number of crimes per LSOA.

<sup>2</sup> MHCLG Indices of Multiple Deprivation Notes

## Tenure types

Housing stock in the UK can be categorised in four different tenure types: Owner-occupied, Private Rented Sector (PRS), Housing Association (HA) and Local Authority Housing (LAH). Another important category of houses that was used in the analysis is the Houses in Multiple Occupation (HMO), which is a subset of PRS. Following is the methodology that was used to calculate the counts of houses for the different tenure types at LSOA level.

### HMO, LAH and HA calculation

Datasets with information about HMO, LAH and HA houses at property level were used to calculate the number of houses for each of these three tenure types per LSOA. Using the geography data model, the data were aggregated at LSOA level and then the calculated results were merged in a single dataset. In addition, BCC provided a dataset with the total houses per LSOA that was created using data from Local Land and Property Gazetteer (LLPG) database.

### PRS calculation

The number of PRS houses was calculated by extrapolation in 2 steps:

1. First, a growth rate of the PRS houses in Birmingham area was estimated based on a publicly available dataset that contains the number of private rented dwellings having tenancies with secured deposits for the period 2010 to 2017. Based on 2010-2017 values, the values for the years 2018 to 2020 were predicted by extrapolation and the growth rate of private rented tenancies with secure deposits from 2011 to 2020 was calculated.
2. Then, the estimated count of PRS houses per LSOA for 2020 were estimated by multiplying the growth rate calculated in the previous step, with the total number of PRS houses per LSOA recorded in the 2011 census dataset.

For 5 (out of 639) LSOAs, the sum of LAH, HA and estimated PRS houses was higher than the total houses per LSOA given by the "LLPG Total Houses" dataset (i.e.  $LAH + HA + PRS > \text{total houses}$ ). This means that the estimated value of PRS houses in these LSOAs is too high. To mitigate this issue, the number of PRS houses for these five LSOAs was capped to the maximum possible based on the total of properties minus the LAH and HA (i.e.  $PRS = \text{total houses} - LAH - HA$ ).

### Owner-Occupied calculation

Given the count of houses per LSOA for 3 out of 4 tenure types (PRS, LAH, HA), as well as the total number of houses per LSOA, the count of owner-occupied houses was calculated as the difference of the total houses minus the sum of the counts for the other three tenure types, i.e.  $\text{Owner-Occupied} = \text{total houses} - (PRS + LAH + HA)$ .

Table 1: Open Data

Dataset Description	Year	Source and Licence
<p>MHCLG Indices of Multiple Deprivation for England: the dataset contains the ranks and deciles for the Index of Multiple Deprivation (IMD) and seven domains at LSOA level. The seven domains are: Income, Employment, Education Skills and Training, Health Deprivation and Disability, Crime, Barriers to Housing and Services, and Living Environment.</p> <p>The IMD is an overall relative measure of deprivation constructed by combining the seven domains of deprivation according to weights.</p>	At 2015 and at 2019	<p>URL: <a href="https://www.gov.uk/government/collections/english-indices-of-deprivation">https://www.gov.uk/government/collections/english-indices-of-deprivation</a></p> <p>Licence: Open Government License v3.0*</p>
<p>ONS Mean house prices by LSOA (HPSSA dataset 47): this dataset is part of the House Price Statistics for Small Areas (HPSSAs) release, produced by ONS. They are calculated using open data from the HM Land Registry, a source of comprehensive record level administrative data on property transactions.</p> <p>The dataset contains the mean price paid for residential properties sold and registered in a given period of four consecutive quarters. <i>We extracted attributes labelled as "Dec 2017", "Dec 2018" and "Dec 2019", accounting for the 4 quarters of years 2017, 2018, and 2019.</i></p>	2017 to 2019	<p>URL: <a href="https://www.ons.gov.uk/peoplepopulationandcommunity/housing/datasets/meanpricepaidbylowerlayersuperoutputareahpssadataset47">https://www.ons.gov.uk/peoplepopulationandcommunity/housing/datasets/meanpricepaidbylowerlayersuperoutputareahpssadataset47</a> (Source: Office for National Statistics)</p> <p>Licence: Open Government Licence v3.0*</p>
<p>ONS Residential property sales by LSOA (HPSSA dataset 41): this dataset is part of the House Price Statistics for Small Areas (HPSSAs) release, produced by ONS.</p> <p>The dataset contains the number of residential properties sold and registered in a given period of four consecutive quarters. <i>We extracted attributes labelled as "Dec 2017", "Dec 2018" and "Dec 2019",</i></p>	2017 to 2019	<p>URL: <a href="https://www.ons.gov.uk/peoplepopulationandcommunity/housing/datasets/numberofresidentialpropertysalesbylowerlayersuperoutputareahpssadataset41">https://www.ons.gov.uk/peoplepopulationandcommunity/housing/datasets/numberofresidentialpropertysalesbylowerlayersuperoutputareahpssadataset41</a> (Source: Office for National Statistics)</p> <p>Licence: Open Government Licence v3.0*</p>

<i>accounting for the 4 quarters of years 2017, 2018, and 2019.</i>		
<p>Police Crime: this dataset contains individual crime and anti-social behaviour (ASB) incidents, including street-level location information.</p> <p><i>This dataset was aggregated at LSOA level to allow comparisons of LSOA figures in Birmingham with averages of LSOAs in England.</i></p>	2018 to 2019	<p>URL: <a href="https://data.police.uk/data/">https://data.police.uk/data/</a></p> <p>Licence: Open Government Licence v3.0*</p>
<p>VOA Council tax stock of properties (table CTSOP4.1) this dataset contains number of properties and property build period at LSOA level.</p> <p>The counts are calculated from domestic property data for England and Wales extracted from the Valuation Office Agency's (VOA) administrative database.</p>	At 31st March 2019	<p>URL: <a href="https://www.gov.uk/government/statistics/council-tax-stock-of-properties-2019">https://www.gov.uk/government/statistics/council-tax-stock-of-properties-2019</a></p> <p>Licence: Open Government Licence v3.0*</p>
<p>ONS Number of tenancies with secured deposits, England: this dataset contains the number of privately rented dwellings that have tenancies with secured deposits held. It is at region, local authority, and LSOA levels in England.</p>	2010 to 2017	<p>URL: <a href="https://www.ons.gov.uk/peoplepopulationandcommunity/housing/datasets/numberoftenancieswithsecureddepositsengland">https://www.ons.gov.uk/peoplepopulationandcommunity/housing/datasets/numberoftenancieswithsecureddepositsengland</a> (Source: Office for National Statistics)</p> <p>Licence: Open Government Licence v3.0*</p>
<p>ONS Local area migration indicators, UK: this dataset includes migration flows and population estimates at local authority level.</p> <p><i>The dataset used was published in August 2020 and contains estimates for 2009 to 2018.</i></p>	2009 to 2018	<p>URL: <a href="https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/migrationwithintheuk/datasets/localareamigrationindicatorsunitedkingdom">https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/migrationwithintheuk/datasets/localareamigrationindicatorsunitedkingdom</a> (Source: Office for National Statistics)</p> <p>Licence: Open Government Licence v3.0*</p>
<p>ONS Population projections: this dataset includes migration and population projections at local authority level. Projections are 2018-based.</p> <p><i>The dataset used was published in March 2020 and only projections for 2019 and 2020 were extracted from it.</i></p>	2019 to 2020	<p>URL: <a href="https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationprojections/datasets/componentsofchangebirthsdeathsandmigrationforregionsandlocalauthoritiesinenglandtable5">https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationprojections/datasets/componentsofchangebirthsdeathsandmigrationforregionsandlocalauthoritiesinenglandtable5</a> (Source: Office for National Statistics)</p>

		<p>Licence: Open Government Licence v3.0*</p>
<p>ONS Postcode directory: This dataset includes lookups between postcodes, LSOA, wards, constituencies, and other geographical levels.</p>	<p>At May 2020</p>	<p>URL: <a href="https://geoportal.statistics.gov.uk/data-sets/ons-postcode-directory-may-2020">https://geoportal.statistics.gov.uk/data-sets/ons-postcode-directory-may-2020</a></p> <p>Licences:</p> <ul style="list-style-type: none"> <li>. Contains OS data © Crown copyright and database right 2020</li> <li>. Contains Royal Mail data © Royal Mail copyright and database right 2020</li> <li>. Source: Office for National Statistics licensed under the Open Government Licence v3.0*</li> </ul>
<p>ONS Lower Layer Super Output Areas (LSOA) December 2011 Boundaries: the dataset contains the digital vector boundaries for LSOAs as at 31 December 2011 in England.</p> <p><i>These boundaries are used in every map of the dashboards.</i></p>	<p>Set on 2011, still up-to-date at August 2020.</p>	<p>URL: <a href="https://geoportal.statistics.gov.uk/data-sets/lower-layer-super-output-areas-december-2011-boundaries-ew-bgc">https://geoportal.statistics.gov.uk/data-sets/lower-layer-super-output-areas-december-2011-boundaries-ew-bgc</a></p> <p>Licences:</p> <ul style="list-style-type: none"> <li>. Office for National Statistics licensed under the Open Government Licence v3.0*</li> <li>. Contains OS data © Crown copyright and database right 2020</li> </ul>

\*Open Government License v3.0:

<http://www.nationalarchives.gov.uk/doc/open-government-licence/version/3/>

Table 2: Council Data

Dataset Description	Year	Source
HMOs: This dataset contains information about the HMOs in Birmingham at property level as at August 2020.	August 2020	BCC data warehouse
LAH: This dataset contains information about the houses owned by BCC at property level as at August 2020.	August 2020	BCC data warehouse
HA: This dataset contains information about Housing Association properties in Birmingham at property level as at August 2020.	August 2020	BCC data warehouse
LLPG Total Houses: This dataset is based on Local Land and Property Gazetteer (LLPG) data and contains the number of residential properties in Birmingham per LSOA for August 2020.	August 2020	LLPG
<p>PRS and Owner Occupied: This dataset contains the number of PRS and Owner-occupied houses in Birmingham per LSOA for August 2020.</p> <p><i>The attributes of this dataset were calculated by extrapolation. See Tenure types section below for the methodology that was used.</i></p>	August 2020	Calculated dataset (cf. Tenure types section above)
<p>CRM Tickets: This dataset contains tickets as recorded in BCC's Customer Relationships Management (CRM) system for the years 2018 and 2019.</p> <p><i>The dataset was filtered for ticket categories relevant to ASB, animal related problems, graffiti, flyposting, noise nuisance, illegal drug taking or dealing.</i></p>	2018 to 2019	BCC CRM (extracted from BCC Data Warehouse)

## Dashboards

Four dashboards were built based on housing conditions criteria. They offer an overview of the living conditions across Birmingham using BCC and open data.

### Dashboard pages

The four dashboards contain a total of seven pages:

- Deprivation (one page):
  - **Deprivation**: comparison of the Index of Multiple Deprivation and its domains between Birmingham and England; information about Birmingham tenure types.
- Crime\_ASB (two pages):
  - **Crime**: comparison of the police recorded crimes between Birmingham and England LSOAs; information about Birmingham tenure types.
  - **CRM\_ASB**: comparison of the ASB-related tickets recorded by BCC between an area that can be selected and the Birmingham LSOA average; information about Birmingham tenure types.
- Housing\_Demand-Profile-Conditions (three pages):
  - **Housing\_Demand**: comparison of the number of residential properties sales and mean price paid for residential properties between Birmingham wards, constituencies, and LSOAs; information about Birmingham tenure types.
  - **Housing\_Profile**: distribution of Birmingham tenure types that can be visualised on a map and broken down by constituencies, wards, and LSOAs.
  - **Housing\_Conditions**: distribution of properties age bands in Birmingham LSOAs; information about Birmingham tenure types.
- Population Migration (one page):
  - **Population\_Migration**: evolution of Birmingham population and migration (internal and international) between 2009 and 2020 (at LA level).

### Relation between dashboard pages and datasets

Below are lists of datasets used in each page of the dashboards. These datasets refer to the ones described in the “Table 1: Open Data” and “Table 2: Council Data” sections.

All pages use (with the exception of Population\_Migration page):

- Open data: “ONS Postcode directory” and “ONS Lower Layer Super Output Areas (LSOA) December 2011 Boundaries”. They are referred as “Geo data”
- Council data: “LLPG Total Houses”, “HMOs”, “LAH”, “HA”, “PRS and Owner Occupied”. They are referred as “Birmingham Tenure Profile”

The **Deprivation** page uses:

- Open data: “MHCLG Indices of Multiple Deprivation for England”, “Geo data”.
- Council data: “Birmingham Tenure Profile”

The **Crime** page uses:

- Open data: “Police Crime”, “Geo data”
- Council data: “Birmingham Tenure Profile”

The **CRM\_ASB** page uses:

- Open data: "Geo data"
- Council data: "CRM Tickets", "Birmingham Tenure Profile"

The **Housing Demand** page uses:

- Open data: "ONS Mean house prices by LSOA (HPSSA dataset 47)", "ONS Residential property sales by LSOA (HPSSA dataset 41)", "Geo data"
- Council data: "Birmingham Tenure Profile"

The **Housing\_Profile** page uses:

- Open data: "Geo data"
- Council data: "Birmingham Tenure Profile"

The **Housing\_Conditions** page uses:

- Open data: "VOA Council Tax stock of properties", "Geo data"
- Council data: "Birmingham Tenure Profile"

The **Population\_Migration** page uses:

- Open data: "ONS Local area migration indicators, UK", "ONS Population projections"

No	Area	% PRS	Deprivation Ranking B'ham 7752	Crime Ranking B'ham 203.7
1	Acocks Green Ward	26.00	4778	181.00
2	Allens Cross Ward	12.28	8147	194.00
3	Alum Rock Ward	24.00	1935	209.00
4	Aston Ward	25.67	2264	222.00
5	Balsall Heath West Ward	23.59	1616	206.00
6	Bartley Green Ward	11.09	5333	181.00
7	Billesley Ward	15.46	7016	127.00
8	Birchfield Ward	25.52	2909	261.00
9	Bordesley Green Ward	28.67	1641	254.00
10	Bordesley & Highgate Ward	31.82	3850	590.00
11	Brandwood & Kings Heath Ward	21.24	11108	174.00
12	Bournbrook & Selly Park Ward	49.28	13528	204.00
13	Bournville & Cotteridge Ward	19.05	11,009	171.00
14	Bromford & Hodge Hill Ward	15.66	4794	159.00
15	Edgbaston Ward	25.51	13015	287.00
16	Castle Vale Ward	12.77	2156	215.00
17	Druids Heath & Monyhull Ward	11.98	5374	180.00
18	Erdington Ward	25.16	7864	175.00
19	Frankley Great Park Ward	10.27	3273	248.00
20	Garretts Green Ward	12.44	3374	186.00
21	Glebe Farm & Tile Cross Ward	17.59	2230	201.00
22	Gravelly Hill Ward	34.13	2092	284.00
23	Hall Green North Ward	20.37	8954	133.00
24	Hall Green South Ward	19	15949	80.00
25	Handsworth Ward	27.07	2927	267.00
26	Handsworth Wood Ward	23.87	8441	170.00
27	Harborne Ward	29.77	10774	203.00
28	Heartlands Ward	25.36	2028	199.00
29	Highters Heath Ward	15.33	8755	145.00
30	Holyhead Ward	34.26	3650	215.00
31	Kings Norton North Ward	12.03	8129	142.00
32	Kings Norton South Ward	10.7	4634	209.00
33	Kingstanding Ward	17.74	5538	178.00
34	Longbridge & West Heath Ward	14.44	9003	157.00
35	Ladywood Ward	38.63	8687	692.00
36	Lozells Ward	20.15	4526	260.00
37	Moseley Ward	35.54	7884	151.00
38	Nechells Ward	9.13	3478	484.00
39	Newtown Ward	12.63	3437	345.00
40	North Edgbaston Ward	47.47	6167	251.00
41	Northfield Ward	15.45	9429	180.00
42	Oscott Ward	18.97	9581	135.00
43	Perry Barr Ward	21.61	10,490	152.00
44	Perry Common Ward	14.10	3900	153.00
45	Pype Hayes Ward	17.05	5726	215.00



# Birmingham **Child Poverty** Commission

*A fairer start for all our children and young people*

An independent report



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# Foreword

**In the spring of 2015, Birmingham City Council invited me to chair the independent Birmingham Child Poverty Commission. We have been privileged to undertake this enormously ambitious task of looking at the causes of child poverty in the city and what can be done to reduce and, ultimately, reverse them.**

More than 1.1 million people call Birmingham home and the city contains huge potential. With almost 250,000 of Birmingham's residents under the age of 15 and more than 500,000 are under the age of 30, it is clear that the future of the city depends on what we do now. The youth and diversity of Birmingham is widely envied but with significant deprivation and fettered aspiration this potential runs the risk of going to waste. The children and young people of Birmingham deserve better.

The City Council, in setting up this Commission, have made their ambitions and their priorities clear: they recognise the potential in the city and that that potential is bound in its children and young people. However, more needs to be done. Too often the challenges children and young people face is considered to be the sole purview of the Council's Children, Young People and Families Service. It is undeniable that the service has a huge role to play, but the vast array of statutory and non-statutory services also need to recognise and respond to their responsibilities to children and young people.

There is some fantastic work being done across Birmingham to support and develop children and young people to get out of poverty and to get on. But too often these services are disparate and lacking a co-ordinated approach. The private, voluntary, educational and wider public sector within Birmingham all need to demonstrate their determination and commitment to play their part in addressing these challenges.

With 37% of the city's children and young people living in poverty, this report is not intended as a 'how to' guide to solving child poverty in the city: the recommendations do not contain a silver bullet. The recommendations we have made provide tangible starting points for the city in its long-term task to reduce levels of child poverty and increase prosperity and aspiration amongst our young people. We propose a clear strategy of raising aspiration, mitigating the impact of existing poverty, shared responsibility across the city, and breaking the cycle of poverty.

Our recommendations are certainly ambitious, but they are eminently achievable and all will have a significant and positive impact on the children and young people in the city who are currently living in poverty.

I am hugely grateful to the Commissioners for their expertise and commitment to the this work, and collectively we are immensely appreciative to the people, young and less young, of Birmingham who have generously shared their stories, enriched our insights and shaped our recommendations. Thank you.

Herein the Commission presents its findings and recommendations: the hard work to implement them must now begin. It is in everyone's interests to consign child poverty in Birmingham to the past.

A handwritten signature in black ink that reads "Matthew". The letters are cursive and fluid, with a large initial 'M'.

**Matthew Reed**

Independent Chair of Birmingham Child Poverty Commission  
and Chief Executive of The Children's Society

# Methodology and Themes

There are many contributing factors that result in a child growing up in poverty. These range from the income in the family home – either through low paid employment or entitlements to benefits – to educational outcomes and housing. Some of these drivers sit at the level of central Government, namely entitlement to benefits and Tax Credits. Some are able to be addressed at the local level, such as access to safe and suitable accommodation, support with employment and skills and raising aspiration through education and lifelong learning for parents.

This report seeks to develop local policy recommendations for change that can be adopted by Birmingham City Council and partners across the city to tackle the level of child poverty in the city. The Commission therefore chose to focus on five themes, around which this report is structured:

1. Health
2. Housing
3. In-work poverty
4. Economy and worklessness
5. Education and lifelong learning

This report is based on:

- A survey of 200 parents of children aged under 18 living in Birmingham.
- Evidence and consultation sessions held across the city (see appendix A).
- Fair Schools<sup>ii</sup> consultation sessions in local schools – 3 primary schools, 2 secondary schools and 1 Pupil Referral unit – hearing the views of 336 young people in group discussions with further small group interviews with 72 children and young people.
- In-depth interviews with families living in Birmingham.

## Child poverty: definition

The causes and impacts of child poverty are complex. Throughout this report we have used the accepted measurement of child poverty, namely that children are said to live in relative income poverty if they live in households with income below 60% of the household median. This relative child poverty measure recognises that it is not enough that children's basic needs are met, but they also have the resources necessary for them to participate in the same activities as their peers. While this measurement relates to absolute poverty, we have included substantial commentary throughout the report on the impact of subjective poverty.

## Ethics: Protecting participant identities

Some biographical details of the families and children who have contributed to this report have been changed to ensure anonymity. The case studies presented in this report are based on the data collected from in depth interviews with our case study families. However, certain biographical information has been altered in order to protect participant identities.

# The Birmingham Context

Birmingham is England's second city; home to more than 1.1 million people.

It is a diverse, vibrant and young city with more than 22% of its residents aged under 15 and 46% of residents under the age of 30. Over 4 in 10 residents are from an ethnic group other than White British.

This diversity brings with it rich language skills where school-age pupils speak more than 100 languages, in addition to English. Birmingham has huge strengths and huge potential. The city's young people – its future leaders - need to be supported out of poverty and encouraged to raise their aspirations to meet this potential.

## Recommendation

**An annual or biennial 'Best of Birmingham' event should be introduced by July 2017 to showcase and celebrate outstanding children, young people and the adults that support them.**

While there is a more equal distribution across the income scale in Birmingham than exists nationally, average earnings are still more than 10% below the national average.

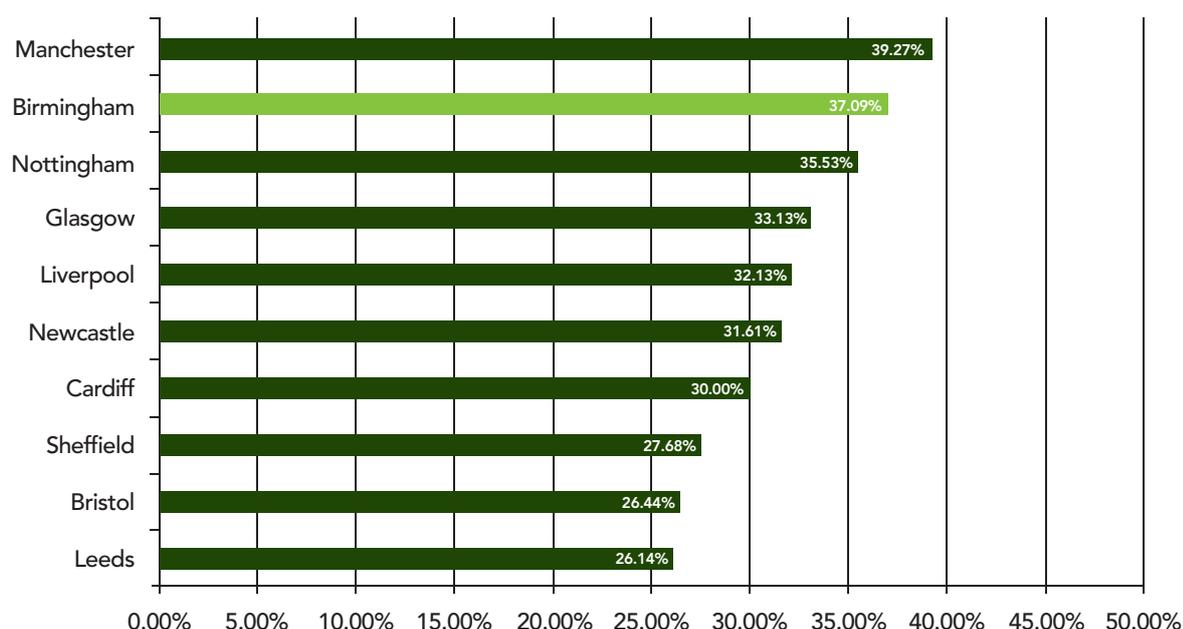
Child poverty in the city is too high. In Birmingham there are over 100,000 children living in poverty, the equivalent of 37% of all children in the city (after housing costs). This is the second highest rate of child poverty across the UK's core cities.

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**In Birmingham there  
are over 100,000 children  
living in poverty**

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## Percentage of children living in poverty



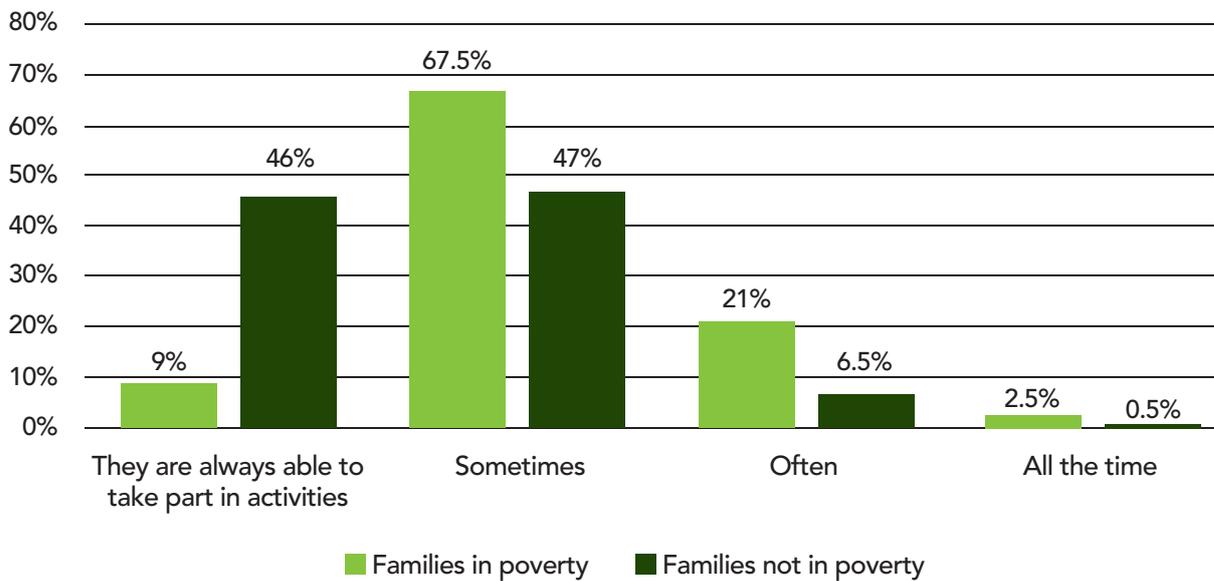
Source: **End Child Poverty, October 2014**

The challenges of tackling child poverty in the city and making a difference to children growing up with the disadvantages that life in poverty brings are varied and complex.

- Nearly half of Birmingham's children live in the 10% most deprived areas in the country – with nearly 8,000 living in the 1% most deprived areas.
- Almost 3 in 10 (29.8%) households with children in Birmingham are living in lone parent households, against an England and Wales average of 25%.
- Birmingham Ladywood Constituency has the third highest level of child poverty in the UK among parliamentary constituencies with 47% of children living in poverty after housing costs<sup>iii</sup>.

Children living in poverty struggle to make the most of the city they call home – prohibited by the cost of transport, the financial means of their parents and the cost of family activities. A survey we conducted of Birmingham families found that almost half of parents (46%) not in poverty (as defined by the Government's relative low income line<sup>iv</sup>) say their children are always able to take part in activities irrespective of costs, compared to less than one in ten (9%) of families in poverty.

## How often are your children unable to take part in activities because of cost?



Source: Survey of Birmingham parents n=200, p value = 0.000

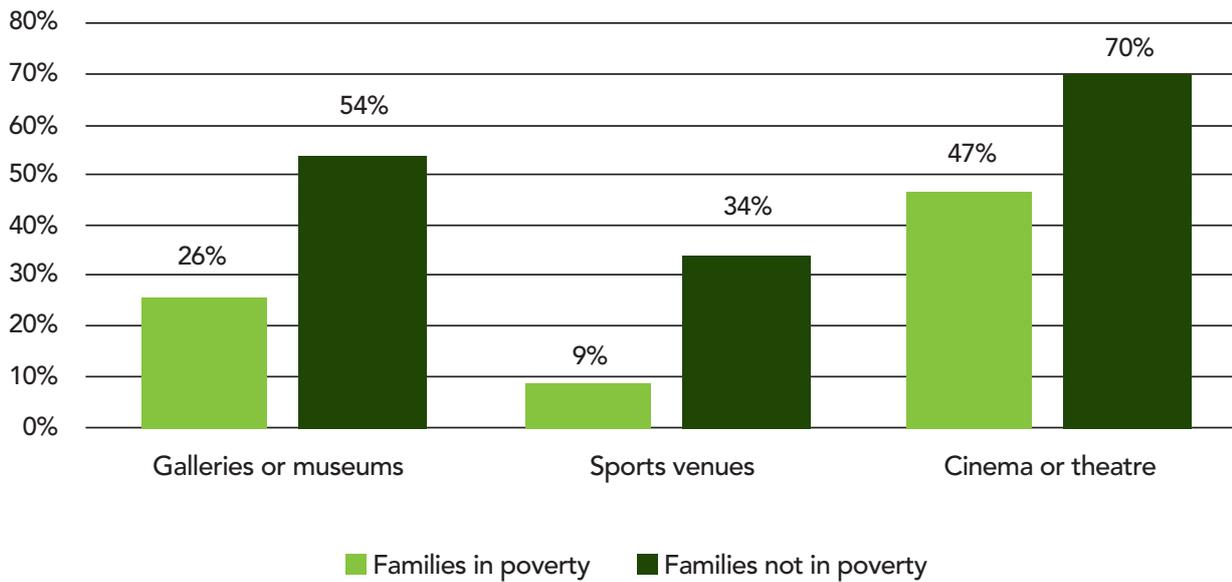
Accessing the assets of the city is challenging for parents in poverty – survey results indicated that over half of families (55%) who are not in poverty have accessed the city’s galleries and museums, compared to just a quarter (25%) of families in poverty. 72% of those families in poverty find the cost of public transport in Birmingham affects how often they travel, compared to just 38% of those not in poverty. This means families in poverty are almost twice as likely to have difficulties in accessing public transport than those not in poverty.

During Commission engagement sessions with young people, an overwhelming issue being fed back to Commissioners was the lack of social and leisure activities available to young people, they emphasised the importance of having youth centres and affordable transport so they could visit different parts of the city. They stated that not being able to visit places outside their immediate areas limited their opportunities and experiences while also hindering development and social networks. It was suggested that young people should be involved in the design of solutions and make them aware of opportunities to help improve social mobility.

### Recommendation

By April 2017, Birmingham City Council should explore the potential for subsidised transport for young people within city localities, using Merseytravel’s ‘My ticket’ scheme as a model.

## Places families are able to access in the city



Source: Survey of Birmingham parents n=200, p value = 0.004

## Over half (54%) of parents in poverty believe their children will have a worse life than their own

The Birmingham Child Poverty Commission want to ensure children growing up in Birmingham feel positive about their future and are able to achieve in the city. Unfortunately, many parents and children today feel their economic circumstances and the daily poverty they face holds them back and disadvantages them. Parents living in poverty are more pessimistic about their children's future; with over half (54%) of parents in poverty believing their children will have a worse life than their own, compared to just 30% of those parents not in poverty. Young people are aware of the limitations poverty places on them and their peers – speaking of how not being able to visit places outside their immediate area limits their opportunities and experiences.

*“There’s lots of gangs around where I live and it’s easy to get into a gang if you have nothing to do”*

Secondary age school girl

Birmingham City Council and its partners have told us they want to go further in tackling child poverty in the city and highlighting the assets the city has to offer its young people. The drivers and causes of child poverty are complex and preventing child poverty cannot be tackled by one organisation alone. The task must be shared by the city as a whole, working with central Government, to improve the life chances of children in Birmingham. As the elected representative body, Birmingham City Council must continue to provide the coordination and leadership – demonstrated by the instigation of this Commission – to meet this challenge.

## Recommendation

**By September 2016, there should be a named Cabinet Member with responsibility for poverty.**

## Theme One: Health

The health and wellbeing of children in Birmingham is vital to supporting them out of poverty, having healthy lifestyles and actively contributing to the life of the city. Unfortunately, infant and child mortality rates in Birmingham are poorer than the England average and life expectancy across the city is extremely variable.

Since the Health and Social Care Act 2012 local areas have a statutory duty through their local Health and Wellbeing Board to collectively tackle health inequalities across the local area. The primary mechanism for this is through a joint Health and Wellbeing Strategy, informed by a local profile of need – the Joint Strategic Needs Assessment. This strategy in turn informs local authority, clinical commissioning groups and NHS England commissioning plans. The Commission would recommend this commitment to public health is further integrated into decisions taken by Birmingham City Council through a proactive assessment of public health implications.

Supporting children to have active and healthy lives will improve their wellbeing and health outcomes when they become an adult.

## Recommendation

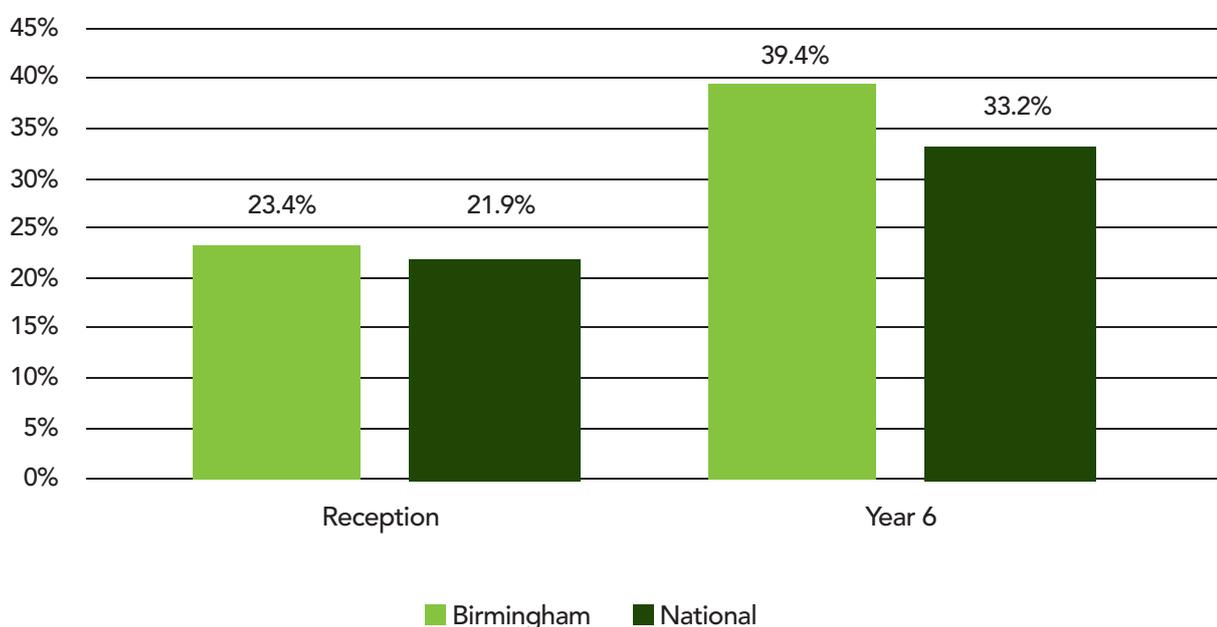
**By January 2017, all Birmingham City Council approved strategies should include a mandatory section on the public health and health inequality implications of the issue under consideration.**

# Childhood obesity

In 2014/15 almost a quarter of reception-aged children in Birmingham were either overweight or obese, slightly above the national average. This difference between Birmingham and the national average increases further by the time children reach Year 6 (age 11), with 4 in 10 children of this age measured as either overweight or obese – remaining stubbornly high over the years. The 2014/15 figure is an increase on previous years and approaching the high of 2011/12<sup>v</sup>.

This suggests tackling obesity at primary school is a critical time to intervene to encourage healthy lifestyles in the city's children.

## Percentage of obese children in Birmingham



Source: 2014/15 figures taken from the Birmingham Child Poverty Needs Assessment 2015

It is welcomed that the current Birmingham Health and Wellbeing Strategy has set targets to reduce childhood obesity, seeking to reduce the proportion of children overweight in Reception to 22.6% and those overweight in Year 6 to 33.9%<sup>vi</sup>. The Commission endorses this focus on childhood obesity.

Obesity prevalence for children living in the most deprived areas is more acute than for their peers living in least deprived areas, with obesity prevalence among reception year children in deprived areas reaching 12%, compared to 5.7% among those living in the least deprived areas. In Year 6 these figures were 26.8% and 11.2% respectively.

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# Obesity prevalence for children living in the most deprived areas is more acute than for their peers living in least deprived areas

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## Recommendations

By January 2018, there should be a planning restriction in place preventing new fast food outlets within 250 metres of schools.

A targeted obesity programme in primary school to reduce the rise in childhood obesity should be in place by September 2017.

## Child and adolescent mental health

There is evidence that being born into poverty can increase the risk of mental health problems in children and young people, which in turn can have long-term consequences for their educational outcomes and social relationships.

The Children and Young People's Mental Health Coalition highlighted that 'being born into poverty puts children at greater risk of mental health problems and, for many, this will lead to negative consequences through their lives'<sup>vii</sup>.

The most recent assessment of mental health of children and young people across the country dates back to 2004 estimates that 1 in 10 children and young people aged 5 – 16 had a clinically diagnosed mental disorder<sup>viii</sup>. If this data was applied to the Birmingham population this would mean 28,000 children were in need of mental health support, although the prevalence is likely to be much higher due to a range of factors including improvements in diagnoses.

Based on data The Children's Society collected from Birmingham Children's Hospital NHS Foundation Trust, 3,270 Tier 3 referrals were received by the Trust in 2014-15. This equates to 3.4% of the Trust's local population if we equate one referral per child aged 10 to 17<sup>ix</sup>. The same study of 34 providers across England estimates the national average to be 4%.

There has been welcome investment in child and adolescent mental health services in recent years, tailored to local need through Transformation Plans, however waiting times for referrals into Birmingham's CAMHS (Children's & Adolescent Mental Health Services) community service over the past years have unfortunately increased.

<b>Period</b>	<b>Waiting time (weeks)</b>
<b>2013</b>	
Average of Referral to Assessment	6.0
Average of Assessment to Treatment	3.4
Average of Referral to Treatment	9.2
<b>2014</b>	
Average of Referral to Assessment	5.8
Average of Assessment to Treatment	6.4
Average of Referral to Treatment	11.8
<b>2015</b>	
Average of Referral to Assessment	7.8
Average of Assessment to Treatment	7.8
Average of Referral to Treatment	15.3

Source: Birmingham City Council, March 2016

Supporting children who do not meet the threshold for CAMHS but do need support to cope with their mental health needs is an increasing challenge. Evidence gathered through a visit to Oasis Academy highlighted that whilst the school did not have a high number of students with formal SEND (Special Educational Needs & Disability) status, many pupils without a formal Educational Healthcare Plan had severe needs. The school had employed a private Education Psychologist to work with these children, although these assessments of need were not recognised by Birmingham City Council and so did not contribute towards the development of a formal statement for the children.

## Forward Thinking Birmingham

A new 0-25 mental health service was launched in Birmingham in April 2016. This service has been jointly provided between Birmingham Children's Hospital, Worcestershire Health and Care Trust, Beacon UK, The Children's Society, and the Priory Group. This new service will ensure consistent support for children and young people between 0-25, without the need for patients to move to a new team when they reach 16 or 18. There is also a brand new city centre hub to provide advice and support.

## Recommendations

By March 2017, an audit should be completed on the number of schools that have access to counselling support and do a cost analysis of providing outreach counselling service to schools with the highest proportion of pupils in receipt of pupil premium.

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The new city centre hub Pause should be advertised in services accessed by children and families, including the School Health Advisory Services and children's centres.

# Theme Two: Housing

Access to appropriate housing that is high quality, affordable and adequately sized for families is of the utmost importance to children, as is living in a home that is warm and safe. Living in a home that is cold and damp can have serious consequences for the health and wellbeing of children and young people<sup>x</sup>.

## Overcrowded accommodation and entitlement to support

The number of people in the household can have a direct impact on the experiences of children and young people growing up in poverty, meaning children are unable to sleep and do not have a quiet place to do their homework. Young people described the effects of living in overcrowded housing, which ranged from sharing bedrooms with siblings, not having any privacy and being unable to invite friends round.

Birmingham has been identified as having the highest concentration of overcrowded properties in the West Midlands. As of March 2016, there were 8,330 applicants on the housing register in overcrowded accommodation. The quality of housing has an impact on a number of outcomes for children and young people, particularly their physical and mental health<sup>xi</sup>. This is shown to be a result of the number of people living in the accommodation, the ability to adequately heat it, and the type of accommodation itself<sup>xii</sup>.

Research by the Chartered Institute of Housing<sup>xiii</sup> in 2013, which looked at tenure and access to accommodation, found that 655,000 households in England are overcrowded with half being in London and the West Midlands.

The housing situation in Birmingham will be further complicated by the changes in the Welfare Reform and Work Act 2016. The measures as set out in the Act will see the Benefit Cap outside of London reduced from £26,000 to £20,000. This reduction, which will primarily affect low-income households with higher rents (particularly those renting in the private rented sector), comes from reductions in Housing Benefit making it more difficult for families with children to afford appropriate housing solutions. Analysis undertaken by Birmingham City Council's Benefits Service has identified that households with children will be significantly impacted by the changes.

## Case study: Michelle

Michelle is 38 years old and lives with her husband and four children in a four bedroom house in a deprived area of Birmingham. Her husband works full time as a caretaker, money is tight but they just about manage.

Michelle has recently been diagnosed with a debilitating condition that affects her mental and physical health – which she sees as inextricably linked. As a result, she finds it difficult to carry out household chores and childcare duties and instead relies on her children and husband to do these things. She finds it difficult to leave the house and mostly stays at home.

As a result of her ill health, Michelle has not been able to work for the past four years. Before she worked as a support worker and she loved her job. Now her family have to rely on her husband's small wage. In order to cope Michelle has to count every last penny; she is meticulous with her budget and rarely deviates from it. If her husband accidentally buys branded food, instead of the supermarket's own brand, she has to account for the extra few pounds and take it off some other expenditure. They manage, but only just. Michelle knows that going back to work would relieve their financial difficulties, however her mental and physical ill health currently make this impossible.

Michelle finds it difficult to get a same day appointment at her GP surgery as she is rarely considered an emergency, and is instead offered an appointment for the following week. Michelle finds this frustrating as her illness is unpredictable, she doesn't know how she will feel from one day to next and just wishes she could speak to someone on the days she reaches out. It would make a huge difference to Michelle if she could see the same doctor at each appointment; having to explain her problems over and over again gets her down. She finds navigating GP surgery appointments stressful and would appreciate the opportunity to speak on the phone with the doctor, or for there to be a local support group that she could attend, to speak to other people in similar situations. Despite being offered counselling when she first became depressed seven years ago, Michelle has not been any offered anything since.

*Percentage of households by number of children in Birmingham affected by the Benefit Cap*

Capped Household	Number of Children in Household				
	0	1 or 2	3	4	5 or more
Couples Household	1%	19%	34%	26%	20%
Single Household	19%	12%	38%	20%	11%

The freezing of Housing Benefit for the next four years further compounds this. Research by Shelter predicts that 80% of working households in England claiming support to help meet rental costs in the private sector will be affected by the four-year housing benefit freeze. The cash shortfall will affect families living in places not traditionally associated with high rents, such as Birmingham, as well as expensive postcodes in London and the South East. The study shows that the monthly gap between private rents and Local Housing Allowance on two-bed homes in the cheapest areas of each local area will be significant in growth areas such as Manchester (£240), Bristol (£236), and Birmingham (£107).

The city has seen an increase in the number of households seeking help for issues to do with homelessness in the last year. This is a situation that can be seen across the country, and can in many instances affect vulnerable young people who are on their own. There are also over a 6,500 families placed in temporary accommodation, which can be insecure and expensive.

As of March 2016 there were 8,330 applicants on the housing register in overcrowded accommodation. Some of these families may have presented to the local authority as homeless and have received temporary accommodation and others may need a larger home due to their family growing or children getting older and being unable to share a bedroom.

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**As of March 2016 there were 8,330 applicants on the housing register in overcrowded accommodation.**

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## Number of families in overcrowded accommodation in Birmingham

Register Type	Overcrowded
General Needs	5,214
Transfer	2,109
Homeless	1,007
<b>Total</b>	<b>8,330</b>

Source: Birmingham City Council, March 2016

There are a high number of people registered as homeless who are in employment and should be supported by the council to find a stable solution to their housing needs. The latest data from Birmingham City Council shows that 20% of those in temporary accommodation or change homes during one year are in employment. This means that these families are in periods of fluctuating stability with regards to their accommodation, which can make it harder to maintain employment. It can also mean that children have to change schools, which has the potential to disrupt their education.

### Main applicant for housing by employment status

Employment status	Total
In Employment	263
Not in Employment	1,049
<b>Total</b>	<b>1,312</b>

Source: Birmingham City Council, March 2016

## Recommendation

By June 2017, Registered Social Landlords should commit to introducing a minimum of three-year tenancies, allowing for greater stability for tenants and landlords. By September 2017 this information should be made available for families on Birmingham City Council's website.

## Recommendations

By April 2019, Birmingham City Council should adopt a policy that no low-income family with children under 18 can be declared intentionally homeless.

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By January 2018, Birmingham City Council should undertake a formal review of their housing standards enforcement, with a view to introducing a landlord accreditation scheme such as that in operation in Newham.

## Case study: Anna

Anna is 13 years old and lives with her mum, dad and sister in a three bedroom house in a deprived area of Birmingham. Her mum works part time as a care worker and looks after the children and home, and her dad does shift work in a factory. Anna thinks of herself as 'not posh' but not really hard up either. With the bargains that her dad finds second hand online, she can just about afford to have the things that allow her to join in – and fit in – with her peers.

At home, Anna and her sister have a small bedroom each, and her parents share a room. On the whole she is content where she lives. She is happy to have a bedroom of her own and she appreciates having the privacy and space, however small. She likes her local area – she has lots of friends nearby and there are family members living just round the corner. They know everyone on their road and enjoy welcoming new residents and helping them settle in. This really matters; perhaps without quite knowing it, Anna is busy creating and expanding her social networks and through these, her social capital, both widely recognised as important protective factors in mitigating against the effects of poverty.

A couple of weeks ago Anna's mum was told she would have to pay 'bedroom tax' on one of the rooms in the house. Apparently it has been deemed an extra room, although to Anna its necessity is clear, as her sister needs her own space to study for school exams and in Anna's bedroom space is already tight. Household finances are managed with total precision and there is currently no room for manoeuvre in the budget.

No-one in the family knows what is going to happen with the payment for the 'extra' room. What is clear is that their options are severely limited, and that they will struggle immensely to do what it takes to keep their modest home, where they are settled and supported and managing – despite the odds – to contribute to their local community.

## Theme Three: In-work poverty

Worklessness is unquestionably a key driver of child poverty. However, the most recent Households Below Average Income (HBAI) statistics outlines how almost a two-thirds of children (62%) nationally live in households where at least one parent is in work. This suggests that while families are moving into work, they aren't moving out of poverty, with the UK currently having one of the highest rates of low pay in the developed world: over 20% of full-time employees earn less than two-thirds of the pay of the median full-time worker compared to 16% in the OECD as a whole.

One of the key ways that families are able to return to work is through the availability of affordable childcare. This has been recognised by the Government who have recently extended free childcare to 30 hours a week, in an effort to make it easier for these parents to work and fulfil their commitment to make work pay.

There has been a substantial rise in the numbers of 3 and 4 year olds benefitting from funded early education places in Birmingham since 2010, with take-up increasing from 85% in 2010 to 94% in 2014.

While the take-up of the disadvantaged 2 year old offer has significantly improved from 49% in the summer term of 2015 to 57% in the spring term of 2016, learning from increasing the 3 and 4 year old offer should be applied to improve this figure further. Birmingham still remains below the England average of 58%, but is now performing better than the West Midlands average of 56%<sup>xv</sup>.

The most recent Childcare Sufficiency Strategy for Birmingham sets out that issues with childcare are causing some problems in relation to work or study but overall these are manageable. Satisfaction rates with childcare are very high and very few parents/carers highlight specific improvement suggestions for the childcare that they use. This suggests that there are few structural gaps in the childcare market. The main issue that has prevented families from taking up childcare arrangements has been the cost, with a third of parents (32%) stating that this was a barrier to access for them. The focus group with the Big Lottery Fund found that jobs do not fit with families due to the lack of flexible hours – but that if parents do not take the job they could find their benefits sanctioned.

The cost of childcare can mean that if parents return to work that they are not always significantly better off. This is further complicated by the rates of pay that are available in the city. Average earnings in Birmingham are more than 10% below the national average. However, there is a more equal distribution across the income scale than exists nationally.

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**There has been a substantial rise in the numbers of 3 and 4 year olds benefitting from funded early education places in Birmingham since 2010**

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The Living Wage Commission, chaired by the former Bishop of Birmingham, Dr John Sentamu, has found that almost a quarter of workers in the West Midlands are not paid enough to live on, whereas one in five workers in Birmingham (18%) are paid below the living wage. This is the agreed amount for a socially acceptable standard of living and quality of life for residents, and Birmingham City Council is one of 75 local employers in the city that have formally committed to paying the living wage. This figure, it should be noted, is broadly comparable to figures in the rest of the country, apart from London and the South East where rates of low pay are considerably better than the national average.

In 2012, the council introduced the Birmingham Living Wage. This saw 3,000 council employees paid the Birmingham Living Wage that July, at the rate set independently by the Living Wage Foundation. Following the annual review of the Living Wage rate, a further 400 employees became eligible in 2013/14 along with another 400 agency workers, meaning that approximately 2,800 staff have benefited. The Birmingham Business Charter for Social Responsibility also introduced a requirement for contractors to pay the Living Wage to those employees working on Birmingham contracts. This is a situation that will be further improved by the recent announcement that local authority employees will be paid at least the Birmingham Living Wage of £8.25 from April 2016. It is also important to note this rate is significantly better than other local authorities in the West Midlands.

At the beginning of April 2016, the Government introduced the National Minimum Wage (NMW). This means that if you are working, aged 25 or over and not in the first year of an apprenticeship, you are legally entitled to at least £7.20 per hour. The regions with the largest number of minimum wage jobs are the North West, which has 184,000, and the West Midlands, with 140,000. The introduction of the NMW in 2016 will see 220,000 people in the West Midlands receive this new, higher wage<sup>xvi</sup>. The introduction of the new higher minimum wage however needs to consider alongside reductions to in-work support, as deductions from benefits mean that low-income families with children will keep very little gains in earnings. Birmingham City Council and its partners therefore needs to continue to make the case to Government to retain in-work support for families, alongside becoming the first Living Wage City.

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**Birmingham City Council is one of 75  
local employers in the city that have  
formally committed to paying the  
living wage**

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## Recommendations

Birmingham City Council should use its powers as a commissioner and champion of Birmingham to work with local businesses and the Living Wage Foundation to make Birmingham the first Living Wage City where all employers pay this minimum amount, by January 2019.

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By December 2016, Birmingham City Council should work with JobCentrePlus and employment support providers to ensure that parents of two year olds taking up funded early education are specifically targeted with employment and skills support that encourages starting work or training, and that wrap-around childcare is sufficiently affordable and flexible to enable those parents to sustain and increase their employment opportunities.

It is interesting to note that the Social Mobility Index that has been published by the Child Poverty and Social Mobility Commission has found that Birmingham has levels of social mobility that are close to the national average, whereas other cities such as Norwich, Nottingham and Derby are performing significantly worse. The city is also doing better than many other local authorities in the region.

## Case study: Karen

Karen is 42 years old and lives in a deprived area of Birmingham in a housing association property where she has lived for the past six years. Karen is a single parent and has three children, two girls aged ten and sixteen and a twelve year old boy. She works part time as a cleaner, money is scarce and at the moment she is struggling to make ends meet.

Five years ago Karen was diagnosed with a debilitating condition that causes widespread pain all over her body. Due to her ill health Karen found it difficult to carry out even the smallest of everyday activities, and to fulfil her duties in her job as a cleaner. As a result she was unable to work for three years. Over time she was able to return to work and for the past two years she has been working part time.

Karen enjoys working, and although the extra monthly income is modest, it does give her family a bit more financial security. However, she has recently suffered a series of financial setbacks. Each month Karen receives working tax credit, child tax credits and child benefit. A few months ago she was told that her working tax credit had been overpaid and that in order to repay it would be reduced by £50 each week, totalling £200 a month. Karen cannot spare this money as she needs it to buy food for her children, and so she applied to have her repayments reduced or staggered. Despite explaining her situation her application was declined.

Furthermore, Karen used to receive Disability Living Allowance but during the transition to Personal Independence Payments, her rate was reduced and she now receives around £60 a month less.

In total, Karen has £260 less each month to cover all her bills and to provide for her children. As a result she has had to make some adjustments, including cancelling her TV and internet and having water and electricity meters fitted. Money was tight before, but now it is even tighter. Despite returning to work Karen struggles to pay for even the basics, and it doesn't look like it will get any easier soon.

## Council tax debt

One of the primary and priority debts that families can face is when they have fallen behind on paying their council tax. For many families, council tax arrears are the result of several factors combined – driven principally by demands for full annual payment just seven days after a first reminder following a missed payment, which can be hundreds of pounds. Council tax arrears can be a particular problem for families already struggling to maintain the everyday costs of supporting children.

In Birmingham, an estimated 21,000 children are living in 11,800 families that are in council tax debt. The council, of course, has a duty to reclaim council tax payments. However, our research has found that although the city council employ other methods of collecting council tax arrears, such as attachment of earnings, they have a particularly high use of bailiffs compared to other authorities. Further, Birmingham's official policy states that the city council only uses bailiffs if 'alternative ways of collecting the amounts owed, such as deduction from benefit or attachment of earnings is not appropriate'. The council should also be willing to recall the debt following a referral to bailiffs and negotiate a repayment plan with families, at any point along the enforcement journey. Islington Council has an explicit policy of not engaging bailiffs for families in receipt of Council Tax Support and maintained higher than average collection rates in doing so.

In addition, several councils across the country, including Cornwall and Stockport, have instituted a local 'breathing space' scheme which places accounts on hold for 21 days when a family gets in touch with the council to enable the family time to seek independent debt advice. Birmingham City Council does not appear to have an explicit policy on this, and whilst there is some signposting to debt advice, this is for a council run service and is not independent.

### Recommendation

**By April 2017, Birmingham City Council should adopt a local 'breathing space' placing council tax accounts on hold for 21 days when a family gets in touch with them so as to enable the family time to seek independent debt advice. The council should also adopt an explicit policy of not engaging bailiffs for families in receipt of Council Tax Support.**

One particularly vulnerable group for council tax debt is care leavers. Often, when care leavers move into independent accommodation they begin to manage their own budget fully for the first time. Evidence from The Children's Society's services shows how challenging care leavers can find managing their own budgets and how scary they found falling behind on their council tax.

Cheshire East has introduced an exemption for council tax for care leavers until the age of 25, including those placed out of borough. This was based on research by The Children's Society, which showed how quickly care leavers could fall into financial difficulty. It is expected that this proposal will result in a decrease in emergency payments made to care leavers in crisis such as well as further reducing the dependency of these young people on other services. The council costed this at £17k per annum<sup>xvii</sup>, with £11k for those placed in Cheshire East and £6k for those placed out of borough.

Our interviews with young people in this situation have told us that managing and understanding council tax bills for the first time is frequently a challenge, and that they aren't aware of their entitlements around exemption or support. Many expressed concern as to how quickly bailiffs are sent round and felt the council should not send bailiffs to these young people so quickly, with bailiff visits being the cause of stress and sleepless nights for some of the young people we spoke to.

## Recommendation

**By April 2017, Birmingham City Council should exempt care leavers from council tax up to and including the age of 25.**

# Theme Four: Economy and worklessness

The most recent Local Economic Assessment for Birmingham outlined how the city has the largest concentration of businesses outside London, with over 30,000 companies including almost 900 international firms such as Jaguar Land Rover, Cadbury, Amey and Deutsche Bank being based there.

This means that the city is doing well to attract private investment and jobs, and has seen rapid growth in high value added sectors such as financial and professional services. However, where the city has struggled compared to the other core cities in the UK is having the necessary skills to match the opportunities that are available, and as a consequence fully realise the potential economic benefits of this. This is expressed through the number of low skilled residents, gender employment rates, and overall worklessness.

The city fares poorly when compared to the national indicators for male, female and overall employment rates, with Birmingham performing worst on female employment rates which stand at just 52%, compared to 67% nationally. The city has sought to address this in a number of ways, including through the Creative Future Strategy<sup>xviii</sup>. This strategy sets out the intention of Birmingham City Council to support young people in the city to develop an interest in arts and culture, but also see this as a possible route to future employment and training. The strategy states that Birmingham City Council will honour their commitment by ensuring:

- Support for programmes and initiatives which enable greater understanding among young people and teaching professionals of employment (including self-employment and entrepreneurialism), training and development opportunities within the cultural and creative industries, including more effective provision of high quality, impartial and creative careers advice.
- A co-ordinated approach to engaging higher education and creative businesses which supports young people's access to and understanding of placement, apprenticeship and sustainable employment opportunities within the cultural and creative sector

However, no action plan has yet been developed for implementing the strategy.

The importance of family income is noted in the recent research by the Social Mobility and Child Poverty Commission<sup>xix</sup> which highlights that "*Children from less advantaged family backgrounds who were high attaining in early cognitive skills assessments are found to be less able or at least less successful at converting this early high potential into career success.*" The report goes on to explain, "*Families with greater means at their disposal, financial and otherwise, are assisting their children to accumulate skills, particularly those which are valued in the labour market.*"

The number of children in Birmingham who live in workless households is considerably higher than the figure nationally, with almost one third of children in Birmingham (29%) compared to fewer than one in five nationally (19%) in this regard. Birmingham also has higher rates of worklessness than other local authorities in the West Midlands, who have an average of 11.2% of households without work, compared to 15.4% in Birmingham. However, it is worth noting that there are several wards with high concentrations of worklessness and others with low concentrations, with the four Sutton wards having rates of less than 10%, compared to Kingstanding, Lozells, Shard End and Sparkbrook which have rates of over 22%<sup>xx</sup>.

## Recommendation

Through existing resources and by January 2017, the Department for Work and Pensions, working closely with schools, Birmingham City Council and voluntary sector, should rotate benefits and other financial advisers around those schools/children's centres with high levels of need offering an outreach financial inclusion service.

This can be seen to be a reflection, in part, of the proportion of the city that has high level qualifications. Only 1 in 4 working age residents (26%) have a degree level or higher qualification, which is well below the national average. While this has increased over the past four years, this has happened at a slower rate than that of the other core cities, meaning that there is a widening gap in terms of skills between Birmingham and the other major economic contributors in the UK. As with the rates of worklessness discussed above, there are large disparities across the city in terms of particular wards that have higher or lower skilled residents.

Low levels of education qualification may be reflected in families not feeling confident supporting their children with their schoolwork. Our research revealed that parents in poverty are four times (11.5% compared to 3% ) more likely to not feel confident at all in supporting their children with their education and schoolwork. This could be further compounded by parents' views of what the future holds for their children. Parents living in poverty are more pessimistic about their children's future; with over half of parents (53.5%), believing their children will have a worse life than their own, compared to just 30% of those parents not in poverty.

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**Our research revealed that parents in poverty are four times more likely to not feel confident at all in supporting their children with their education and schoolwork**

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Related, many residents that have low skills or no formal qualifications (currently almost one in five – or 17% - of residents hold no formal qualifications). This compares poorly against other core cities in the UK, with Bristol being the best performer with a rate better than the national average.

## Recommendation

**By June 2017, the tendering process should be used to ensure that new projects over £500,000 encourage greater numbers of quality apprenticeships offered to young people from low-income families in Birmingham and the wider West Midlands.**

There is a discrepancy amongst worklessness single male and female parents. The most recent available data shows that 45% of male lone parents are not in work, and 50% of lone female parents are not in work. Both of these figures are above the national average, but this is particularly pronounced for male lone parents.

## Case study: Elaine

Elaine is a single parent and lives with her children in a three bedroom house in a deprived area of Birmingham, where they have lived for a number of years. Elaine hasn't worked for the past fifteen years and struggles to afford the basics for herself and her children.

Despite being entitled to a number of benefits, over the past two years Elaine has experienced several benefit sanctions and these have affected her capacity to balance the household budget. There is more money going out than there is coming in and she struggles to buy food, clothe her children and keep her house warm. The only way she has been able to keep the family afloat has been to rely on various forms of informal support but these have proved precarious, for example as funding to charitable organisations has been cut and contact with her outreach worker proved inconsistent.

Elaine has suffered from mental health problems for a number of years. She finds it difficult to leave the house, especially alone, and mostly stays at home. When she does venture out she has to rely on one of her children or friends to go with her, but this is rare. She has been taking medication for the past ten years, but only offered counselling once. She found this useful and felt a positive effect but because she had to rely on a volunteer to escort her to the sessions, they stopped when the volunteer left, as she could not make her own way there.

Elaine would like to work – she has thought about becoming a teaching assistant or perhaps setting up a small business. She feels that going to work would not only help her financial situation but her mental health as well. However, but she doesn't feel confident, well supported or informed enough to re-enter the world of work.

When she had children under the age of five Elaine had a volunteer come to her house to help her out with the children and with accessing local services, and she found this really helpful. She wishes a similar form of support was available for parents with older children, and thinks that if she had the right support, it could help her navigate her future.

Money was tight before, but now it is even tighter. Despite returning to work Karen struggles to pay for even the basics, and it doesn't look like it will get any easier soon.

# Economic activity in Birmingham

Birmingham is a city of industry and commerce, yet it struggles to translate this into high levels of employment for its residents. In 2011, 69% of working age residents in the city were economically active, against the national figure of 77%. This may in part be due to the lower levels of educational attainment in Birmingham compared to other core cities.

Just over one quarter of the working age population in Birmingham have a degree or a higher-level qualification (NVQ 4+), compared to 35% in other core cities and 32% nationally, and there are large disparities in the skill levels between different ethnic groups. 35% of (16-74 year old) Pakistani and Bangladeshi residents have no qualifications, compared to White Other (15%) and Chinese (16%) residents in the city. By way of comparison, 30% of White British residents aged between 16-74 have no qualifications<sup>xxii</sup>.

Lone parent households find it particularly difficult to move into employment, due to a variety of factors including childcare availability and costs. Only 50% of lone parent households in Birmingham are in some form of employment, compared with 59% across England and Wales. Of these households, 55% are in part-time employment with 45% in full-time employment, which is in line with national averages.

There are also wide variations in economic activity between different ethnic groups and genders, for example, 74% of Pakistani males are economically active but only 34% of females (against a national figure of 67% of women).

Improving access to adult education and English as a Second Language (ESOL) courses would help to support lone parents and groups struggling to access the labour market across the city. The focus group we held with voluntary sector groups and the Big Lottery Fund recognised the need to support adult learning for parents, suggested the use of literacy classes and ESOL classes to empower parents.

## Recommendations

**By December 2016, Birmingham City Council should partner with JobCentrePlus and employment support providers to ensure that parents of two year olds taking up funded early education are specifically targeted with employment and skills support that encourages starting work or training.**

**Where required, parents should be encouraged to take up ESOL classes, particularly for groups whose language is a barrier to the labour market. These should be scheduled in schools around pick up/drop off times for children. This system should be in place by Spring Term 2017 and led by the ESOL providers in the city.**

# Theme Five: Education and lifelong learning

Children in poverty have lower educational outcomes than their peers, leading to disadvantage in later life, a greater struggle to achieve good GCSEs and a challenging entry into the labour market.

## The education profile in Birmingham

Results from 2014 indicate progress with the gap between disadvantaged children and their peers narrowing. However, this positive trend is crucially not the case at Key Stage 4 where the gap at GCSE A\* - C including English and Maths widened from 21% in 2013 to 24% in 2014. This suggests that there should be specialist support services considered for the most disadvantaged children at KS4.

This enhanced support at this age would build on the work done to date, with data showing that despite the attainment gap widening, 43% of disadvantaged children in Birmingham are achieving at least 5 A\*-C grades at GCSE level compared to 41% of disadvantaged children nationally. Building on this through targeted interventions would further improve outcomes for disadvantaged pupils compared to their peers.

While girls continue to outperform boys, there is some indication that this gap is closing. At Key Stage 2 in 2011 the gap between the proportion of girls achieving level 4+ in reading, writing and maths and the proportion of boys was 10%, by 2014 this figure had fallen to 6%.

The ethnic diversity in Birmingham's schools leads to a large number of languages spoken in schools across the city – with almost 40% of secondary age pupils having a first language that is known or believed to be other than English. The national average is just 14%.

There is a significant gap in performance at GCSE level according to the ethnic group of pupils, their gender and whether or not they are eligible for free school meals. 82% of Indian girls achieve five or more A\* - C GCSEs, including English and Maths, compared to just 29% of White British boys eligible for free school meals<sup>xxiii</sup>.

The number of young people aged 16-18 not in employment, education or training is higher in Birmingham when compared to the West Midlands, particularly for young people aged 17 and 18.

Young people spoken to as part of the Commission's research themselves spoke of their limited aspiration, with education seen as an important route to improve social and economic mobility. They however felt held back by high university fees and a perception of employers recruiting only from elite universities.

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**Almost 40% of secondary age pupils have a first language that is known or believed to be other than English.**

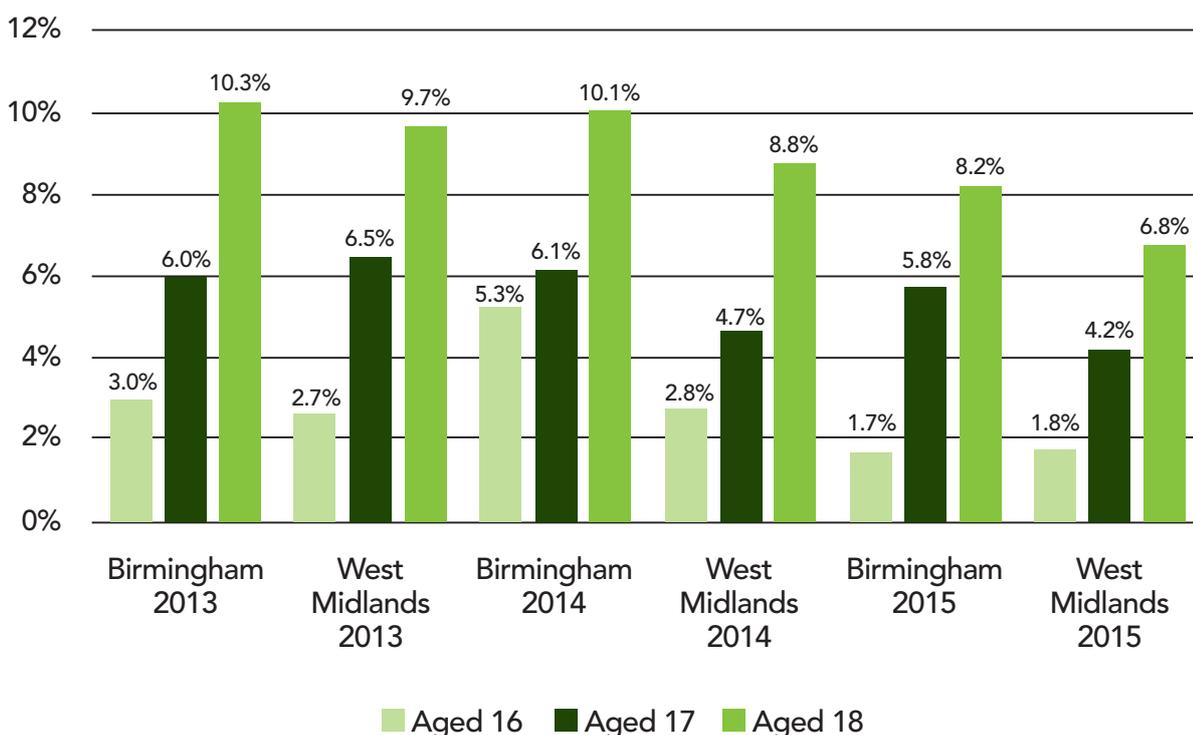
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*“Schools should give free one to one tuition to help with grades”* Ahmed, young person, Aspire & Succeed

*“Some parents can’t afford to pay for tuition and the Government should help them”* Darnish, young person, Aspire & Succeed

Engagement with the business community across the city found that businesses have an appetite and a crucial role to play in career advice and development. Members of the business community can make a valuable input not only in advising pupils on the range of career opportunities available but also drive the direction of schools through for example, sitting on their governing bodies.

### Young people not in education, employment or training



Source: NEET data by local authority, Department for Education

**Engagement with the business community across the city found that businesses have an appetite and a crucial role to play in career advice and development.**

## Recommendations

By September 2017, the Birmingham Secondary Schools Forum working with Birmingham City Council, Birmingham Education Partnership and Business leaders should develop a specific offer for disadvantaged pupils at KS4 to provide intensive support to narrow the attainment gap between disadvantaged and non-disadvantaged children at this level.

There is the potential that this could be funded through the pupil premium. It is proposed that a mentoring scheme with local businesses could be run alongside or be part of this specific offer for KS4 pupils.

The roll out of this scheme should focus initially on the lowest performing groups at KS4.

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Birmingham City Council and Birmingham Education Partnership should assist schools to establish formal partnerships with universities, both in the UK and abroad. The purposes of so doing include: raising students' awareness and aspirations of the opportunities for higher education; enhancing partnerships between schools and universities for professional development; and influencing standards of teaching and learning.

This recommendation should be carried out by June 2017.

## Case study: Niall

Niall is twelve years old and lives with his dad, grandmother and two older siblings in a housing estate in Birmingham. Neither his dad nor his grandmother is currently working, and his dad hasn't worked since before Niall was born. Niall spends a lot of time at home; no-one in the family goes out very much as there is not a lot of money around at the moment and his siblings both suffer from debilitating health conditions.

Niall started secondary school last year and to him it feels big. The move from primary went ok; his older siblings attend the same school and a few friends from his old school moved with him. On the whole secondary school is stricter than primary, there are some nice teachers and some really strict ones, and some nice and not-so-nice children. Niall's favourite subject is Geography. He's doing okay in his lessons, although he gets into trouble quite a lot for talking. It's important to him that he knows exactly who he would go to if he needs support, for learning and for help dealing with problems amongst his peers.

Niall has big dreams for his future: he would really like to be an ambulance man when he's older. He doesn't know what he would have to do turn this dream into reality, apart from study hard at school and learn about science, but he says that being an ambulance man is what he would really like to do most.

Niall has also resigned himself to the idea that his big dream will remain just that – something he once aspired to but never fulfilled. He says 'I don't think that's what I will be but that's just what I would like to be'. We ask why he thinks he won't become an ambulance man and he says: 'I would think it's because, like dad wanted to be that when he was younger, he wanted to be that as well. I don't know. I just think because dad didn't, I won't either'.

### Poverty in the school day

Education is accessible to all children irrespective of costs – yet there are often hidden costs to the school day, which alienate and further disenfranchise children living in poverty. Children in poverty often miss out on a nutritious meal during the day – and in some cases face stigmatisation if they take up support on offer – they can also miss out on school trips in term time and during the holidays. These trips present not only an educational and development opportunity but a chance to form relationships with their peers and build friendships. Schools we visited had a range of different policies related to trips, with some schools paying for all trips, some subsidising them and some expecting families to pay the whole cost.

*“In this school, you know the people who can’t afford it, I don’t think they’ll reduce money or nothing, if they can’t afford they just can’t afford and they won’t be able to come”* Secondary age schoolboy

When paying for trips most schools that we spoke to operate systems that allow parents to pay in instalments. This eases the financial burden on families with low incomes.

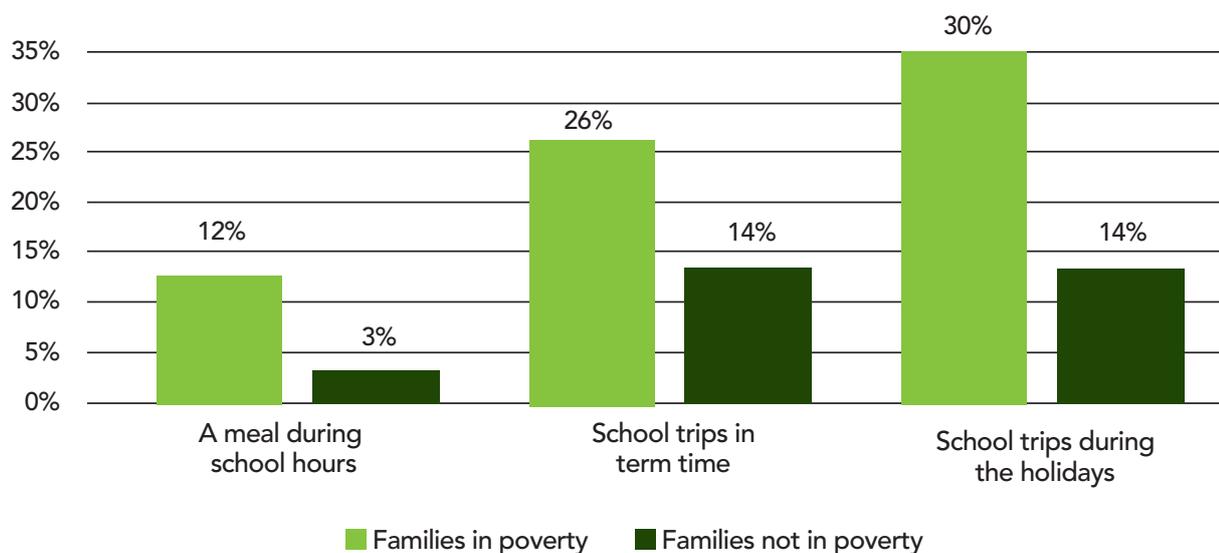
*“We have to pay in money or instalments or online”* Secondary age school girl

How schools communicate with home regarding money related queries or issues can cause significant challenges for children from low income families. Examples were given of parents being contacted directly about payments, avoiding children having to give a financial account on behalf of their parents. However children also spoke of names being called out in front of their peers regarding late payments or money owed, which the children find very embarrassing and upsetting, both for themselves and for their friends.

*“I got this big red letter and then the teacher read it out in front of the whole class. It said ‘urgent, dinner money needed’ but we had paid it all, and she read it to the whole class. It was upsetting, they were all kind of like laughing.”*

Primary age school girl

## Support or activities children miss out on because of cost



Source: Survey of Birmingham parents n=200, p value = 0.000

Under current guidance schools are expected to take cost into account when deciding their school uniform policy, however it does not need to be a primary consideration and the current guidance is not binding for schools. In November 2015 the Government announced that they will be placing this guidance on a statutory footing, after a Department for Education survey revealed that nearly one-fifth of parents and carers reported that they had suffered financial hardship as a result of purchasing their child's uniform. Until such a time as this guidance is statutory cost should still be a primary consideration of any school's uniform policy.

There are a wide range of styles employed by schools, and these range from very formal, such as a full blazer, jumper and tie, to a more informal polo shirt and jacket. The result of this is that the price parents pay for school uniform varies greatly, with the cumulative cost when there are several children in the family proving particularly challenging. A recent report by The Children's Society found that on average parents overspend on school uniforms by £170 per child each year, a significant cost for families<sup>xxvi</sup>.

One young person that the Commission consulted with said:

*"I think it's expensive, especially the jumpers; they're too expensive. They're like ten pounds or sometimes fifteen pounds from some shops"*

Secondary age school girl

At secondary school the impact of uniform requirements continues and in most cases the cost and scrutiny increases. Secondary pupils we have spoken to highlight that there are a range of uniform requirements across Birmingham schools, with some requiring extensive specific items that have to carry a logo whilst others require a more simple uniform with one item that carries a specific logo. Young people also told us how this is more of a financial burden when there are siblings who also require school uniform. Shoes and PE kit were as demanding as the more obvious elements of school uniform and add considerable costs to the overall uniform, especially when they are branded or items with a school logo.

*“When we first started having PE my mom had to pay like £24.00 just for the tee-shirt and shorts.”*

**Secondary age school boy**

Some schools have a designated uniform supplier and often that supplier is based out of town.

*“It can be really far away, and the car might not work. They would have to walk it here and it would be really hard for them.”* Secondary age school girl

One of the secondary schools we went into has a very simple uniform. The young people here reported being under less scrutiny as well as facing less expense for their families.

Too often parents are facing higher costs as a result of limited options to choose where to buy their uniforms. The current guidance is clear that cost should be the top priority in determining school uniform supplier. The Commission believes schools in Birmingham can take a proactive role in supporting their children on low incomes by reviewing their school uniform policy to make cost a primary consideration.

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**At secondary school the impact of uniform requirements continues and in most cases the cost and scrutiny increases**

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## **Recommendation**

**By July 2017, all schools should adapt their school uniform policy to ensure affordability is a primary consideration.**

# Adult education

The council have sought to invest in adult education to increase the overall number of working age adults who have higher levels of qualifications. Our survey has found that the take up of adult learning was impacted by whether or not parents in poverty lived with their spouse or partner the majority of the time. For those who lived with a partner the majority of the time 63% went on to access adult learning, dropping to 36% for those who live alone with their children.

There are a number of adult education opportunities available across the city which could go some way to addressing this issue. BCC's Adult Education is one provider in Birmingham running ESOL classes at 13 venues and in this academic year 1,270 learners have accessed courses. This is important for families with children in poverty, as our research has found that over half of parents (53.4%) living in poverty have investigated adult learning compared to 3 in 10 (32%) families not in poverty. There are also a number of other institutions that provide similar support, as well as family learning classes that are available at children's centres and family support hubs. However, there is not the data available to adequately analyse the reach and impact of these courses.

This commitment to adult education has been matched at a national level, with the Government making £2.5bn available nationally for a mixture of apprenticeship and non-apprenticeship adult learning. The Skills Funding Agency (SFA) has announced that contract values for the forthcoming year have been maintained at the same level as the previous year. In his letter to the Chief Executive of the SFA, Nick Boles MP set out how *'funding for adult non apprenticeship core education has been protected in cash terms, in recognition of the contribution that adult further education can make<sup>xxvii</sup>'*. Importantly, there has been a 19% increase nationally on delivery over the 12 months from December 2014 to November 2015 for 19+ apprenticeships allocations. There is no data available for specific cities, but the decision of the SFA to enable grant funded providers to use their adult education budget more freely and flexibly in line with local priorities by allocating these funds as a block grant offers Birmingham the opportunity to respond better to their specific needs.

By continuing to invest in adult education, the council has an opportunity to upskill its working age population, leading to more residents being in a position to take on better paid work. This, in turn, has the potential to reduce the overall number of children living in poverty or suffering material deprivation in the city. This has important consequences for the long term economic outlook of the city, and the region more broadly. Birmingham is the dominant economic force in the region, with research demonstrating that the city accounts for over a fifth of regional output<sup>xxviii</sup>.

## Recommendation

**By January 2017, adult education providers to provide data for all Birmingham City Council courses so that the reach and impact of adult education in the city can be appropriately analysed.**

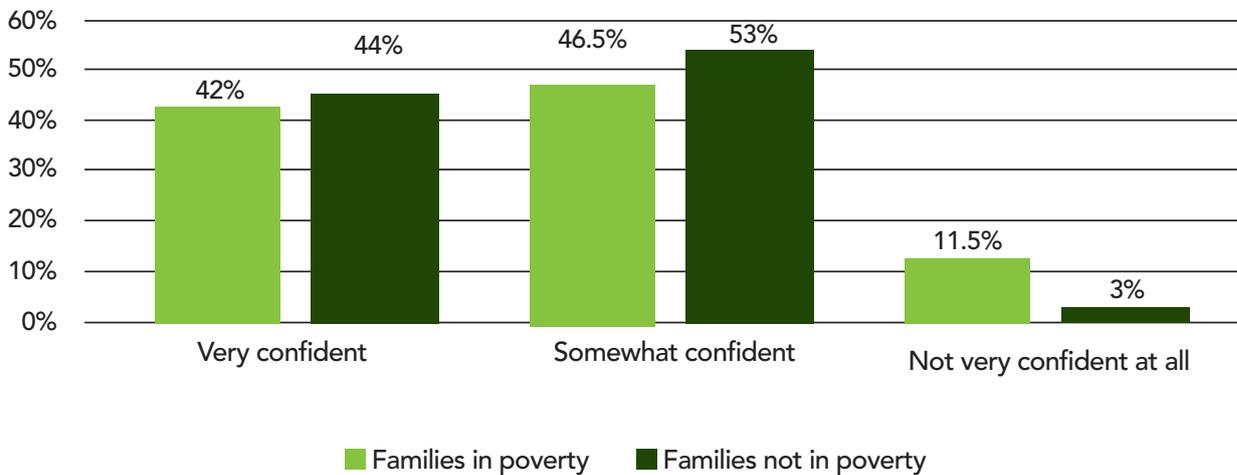
# Learning in the home

Supporting children outside of school with their education has an impact on their ability to learn in school and progress with their learning, with children in our engagement work describing how parental support with school work being a key factor to educational success. Parents need to be supported to feel confident in helping their children with their homework and learning, particularly so where they may not have received high academic outcomes themselves or may be not be able to speak English themselves.

*“My mum doesn’t speak English so she can’t come to my parents evening.”* Secondary age school boy

The survey of Birmingham parents found that parents in poverty are four times more likely not to feel confident at all in supporting their children with their education and schoolwork.

## How confident do families feel in supporting their children with their education



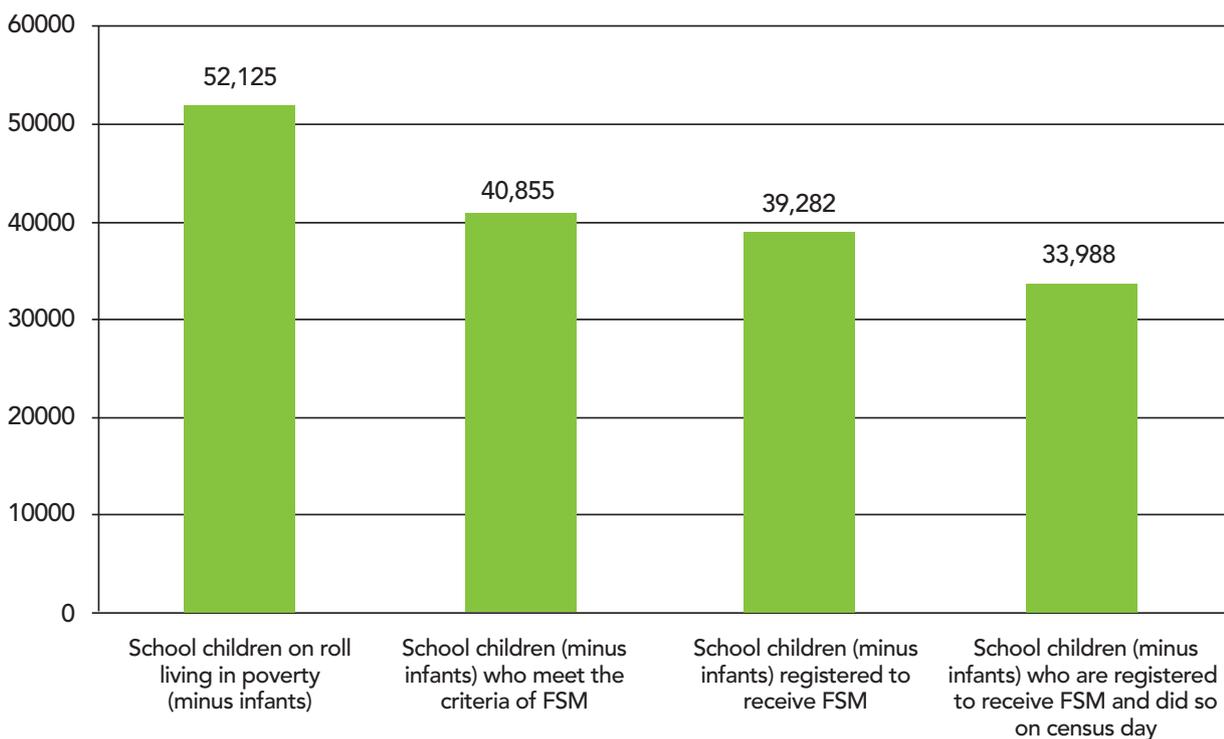
Source: Survey of Birmingham parents n=200, p value = 0.078

# Free school meals

Access to healthy food and nutritional snacks is not an equal experience in school when they have to be purchased and even small costs can limit equal access. Having access to a healthy and nutritious school meal during the day is particularly beneficial for children in poverty. Young people themselves consulted with as part of the Commission’s work were themselves aware of the importance of free school meals, as it might be a child’s only healthy meal in a day.

The latest data available shows that there are 40,000 children on the school roll who meet the criteria for free school meals, with 37,000 (91%) registered to receive it.

## There are 40,000 children on the school roll who meet the criteria for free school meals



Source: Schools, Pupils and their Characteristics data, Department for Education

In 2014, the Government announced it would be providing free school meals for all infant pupils. This is a welcome step in ensuring all children have access to a warm and nutritious meal during school hours.

Although each school's system is different in terms of administration and recording, schools often strive to maintain anonymity for their free school meals pupils. However, pupils often become aware of the circumstances of others, leaving some children feeling embarrassed and stigmatised.

***"It's your biggest secret if you are on free school meals."*** Primary age school girl

When staff are particularly sensitive to the issues of free school meals pupils very much appreciate it.

***"Last time when we went on a trip...they made it creative and they had these boxes and it was like a pirate box for boys (like a McDonald's Happy Meal box). It's still visible, like you can see that you're free school meals but it's kind of cool."***

Primary age school boy

***"The teacher marks off, on a computer, whether you're school dinners or packed lunch when you go into the hall. You can't see it's just a computer."*** Primary age school boy

The young people we spoke to noted that there was often greater choice at meal and snack times in secondary schools compared to primary schools. These options do increase the likelihood of poorer pupils having less food than others and the cost of snacks and meals is something pupils were acutely aware of. Most exposing is the ticket system, where the young people who get free school meals have to queue twice at lunchtime, whereas their peers only queue once.

Young people noted that free school meal underspend is removed from their account daily. This situation is not unique to Birmingham schools but it remains unclear why this is the case and where the money goes. Having any underspend rolled over would help young people to have more choice of what to eat.

One of the schools consulted, operates a system similar to primary school whereby all pupils received the same amount of food at no cost. These pupils had little negative to say about the food and were appreciative about the lack of cost.

Some local authorities have made substantial efforts to ensure those children and young people eligible are able to access free school meals. Bolton and Liverpool local authorities proactively identify children entitled to free school meals from the benefit data they hold, with the latter claiming that 1,000 additional children claim free school meals each year as a result of this proactive approach. In Liverpool, if families claiming benefits have school age children, the children are automatically deemed eligible for free school meals, even if parents haven't applied. If parents do not want their children to be listed as receiving free school meals, they are given the opportunity to opt out. Bolton, as a much smaller local authority, has a different approach. It is using specifically designed benefits application forms and software that is able to identify children eligible for free school meals. This data is then shared with schools through a regularly updated website that is available for head teachers to view<sup>xxix</sup>. Proposals to set up a school food trust with the aim of introducing universal free school meals in primary schools is a promising start. In a city the size of Birmingham, Birmingham City Council has understandably undertaken to introduce this policy incrementally<sup>xxx</sup>.

## Recommendations

**By December 2016 Birmingham City Council should establish the School Food Trust to provide free school meals for all school pupils whose families are in receipt of working tax credits, child tax credits and universal credit (when rolled out), with the ultimate aim of providing universal free school meals.**

**By June 2017, Birmingham City Council should have reviewed how improved data sharing processes could be used to automatically enrol children for free school meals in order to increase take up.**

# Recommendations and conclusion

There is no easy way to prevent or mitigate the impact of poverty in childhood: it is not within the gift of a single organisation or body; the solutions are not simple; and it manifests itself in many different ways. However, over the course of the Commission we have kept returning to five broad themes that, if appropriately tackled at the local level, can have a significant and positive impact on reducing and mitigating child poverty in Birmingham. Under each of these broad themes, we have made a range of recommendations. Based on the evidence we have collected, the people and organisations we have spoken to, and the best practice we have looked at, we have arrived at a set of recommendations.

The need to support families and their children out of poverty is a task which sits across all levels of the statutory sector, the voluntary sector, private business and other partners. Without safe and suitable accommodation, the ability to access the city you call home and the unfettered aspiration that should characterise all children's lives, Birmingham's children will be disadvantaged by poverty, and continue to be so. In concluding the Commission has sought to not only mitigate the impact of existing poverty, but also look to the future, to raise aspirations amongst our children and young people and tackle the cycle of inter-generational poverty. It is a shared responsibility, but one which the council as the civic heart of the city must lead.

## A. Raising aspirations

Children we have spoken to have told us about their aspirations to be nurses, computer engineers and teachers, before immediately rebuking themselves with "But it will never happen". Childhood should be a time when aspirations are limitless.

Birmingham is England's second city. The city is home to more than 1.1 million people, with almost 22% of residents being under 15 and 46% of residents being under the age of 30. The city needs to raise its aspirations and those of its residents. Birmingham should be challenging the economic heft of London and competing with the creativity of Manchester.

1. By September 2017, the Birmingham Secondary Schools Forum working with Birmingham City Council, Birmingham Education Partnership and Business leaders should develop a specific offer for disadvantaged pupils at KS4 to provide intensive support to narrow the attainment gap between disadvantaged and non-disadvantaged children at this level.

There is the potential that this could be funded through the pupil premium. It is proposed that a mentoring scheme with local businesses could be run alongside or be part of this specific offer for KS4 pupils.

The roll out of this scheme should focus initially on the lowest performing groups at KS4.

2. An annual or biennial 'Best of Birmingham' event should be introduced by July 2017 to showcase and celebrate outstanding children, young people and the adults that support them.

3. Birmingham City Council and Birmingham Education Partnership should assist schools to establish formal partnerships with universities, both in the UK and abroad. The purposes of doing so include: raising students' awareness and aspirations of the opportunities for higher education; enhancing partnerships between schools and universities for professional development; and influencing standards of teaching and learning.

This recommendation should be carried out by June 2017.

## **B. Mitigate the impact of existing poverty**

While we can seek to reduce child poverty and even, ultimately, eradicate it, we must also support those currently facing it. With an average of almost 30% of children and young people in Birmingham living in poverty, families need to be supported with the day-to-day challenges poverty brings.

4. By September 2016, there should be a named Cabinet Member with responsibility for poverty.
5. By January 2017, adult education providers to provide data for all Birmingham City Council courses so that the reach and impact of adult education in the city can be appropriately analysed.
6. Through existing resources and by January 2017, the DWP (Department for Work & Pensions), working closely with schools, Birmingham City Council and the voluntary sector, should rotate benefits and other financial advisers around those schools/children's centres with high levels of need offering an outreach financial inclusion service.
7. Where required, parents should be encouraged to take up ESOL classes, particularly for groups whose language is a barrier to the labour market. These should be scheduled in schools around pick up/drop off times for children. This system should be in place by Spring Term 2017 and led by the ESOL providers in the city.
8. By January 2018, Birmingham City Council should adopt to undertake a formal review of their housing standards enforcement, with a view to introducing a landlord accreditation scheme such as that in operation in Newham.
9. By January 2018, there should be a planning restriction in place preventing new fast food outlets within 250 metres of schools.
10. By April 2017, Birmingham City Council should adopt a local 'breathing space' placing council tax accounts on hold for 21 days when a family gets in touch with them so as to enable the family time to seek independent debt advice. The Council should also adopt an explicit policy of not engaging bailiffs for families in receipt of Council Tax Support.

11. By July 2017, all schools should adapt their school uniform policy to ensure affordability is a primary consideration.
12. By December 2016 Birmingham City Council should establish the School Food Trust to provide free school meals for all school pupils whose families are in receipt of working tax credits, child tax credits and universal credit (when rolled out), with the ultimate aim of providing universal free school meals.

## C. Share responsibility

Improving the lives of children and young people is not the sole responsibility of the City Council's Children, Young People and Families Service: it is the responsibility of all of Birmingham.

The impacts of poverty can be felt across the city and so require a city-wide approach to addressing them. Tackling child poverty isn't just a job for the City Council and voluntary sector: education providers, business groups and employers all need to accept responsibility and share the role of improving the outcomes and experiences of children and young people in Birmingham.

13. By December 2016, Birmingham City Council should work with JobCentrePlus and employment support providers to ensure that parents of two year olds taking up funded early education are specifically targeted with employment and skills support that encourages starting work or training, and that wrap-around childcare is sufficiently affordable and flexible to enable those parents to sustain and increase their employment opportunities.
14. Birmingham City Council should use its powers as a commissioner and champion of Birmingham to work with local businesses and the Living Wage Foundation to make Birmingham the first Living Wage City where all employers pay this minimum amount, by January 2019.
15. By June 2017, Registered Social Landlords should commit to introducing a minimum of 3-year tenancies, allowing for greater stability for tenants and landlords. By September 2017 this information should be made available for families on Birmingham City Council's website.
16. By March 2017, an audit should be completed on the number of schools that have access to counselling support and do a cost analysis of providing outreach counselling service to schools with the highest proportion of pupils in receipt of pupil premium.
17. The new city centre hub Pause should be advertised in services accessed by children and families, including the School Health Advisory Services and Children's Centres.
18. A targeted obesity programme in primary school to reduce the rise in childhood obesity should be in place by September 2017.

## D. Break the cycle of poverty

### Poverty perpetuates poverty

Child poverty leads to poor education attainment, which leads to fewer job opportunities, which leads to fewer better-paying jobs, which creates more poverty. This cycle can only be broken with concerted effort at each stage of the cycle. So many of the parents we spoke to who were in poverty grew up in poverty, with many of their children expecting their lives to reflect their parents'.

19. By June 2017, the tendering process should be used to ensure that new projects over £500,000 encourage greater numbers of quality apprenticeships offered to young people from low-income families in Birmingham and the wider West Midlands.
20. By January 2017, all Birmingham City Council-approved strategies should include a mandatory section on the public health and health inequality implications of the issue under consideration.
21. By April 2017, Birmingham City Council should exempt care leavers from Council Tax up to, and including, the age of 25.
22. By April 2019, Birmingham City Council should adopt a policy that no low-income family with children can be declared intentionally homeless.
23. By April 2017, Birmingham City Council should explore potential for subsidised transport for young people within city localities, using Merseytravel's 'My ticket' scheme as a model.
24. By June 2017, Birmingham City Council should have reviewed how improved data sharing processes could be used to automatically enrol children for free school meals in order to increase take up.

# Appendix A

## COMMISSIONER BIOGRAPHIES

### **Matthew Reed: Chair**

Matthew is passionate about social justice, opportunity and inclusion. Since 2012 he has been Chief Executive of The Children's Society and is leading the charity to develop its work with many of the most disadvantaged children in the UK through further tackling the effects and causes of child poverty and neglect. Matthew was previously Chief Executive of The Cystic Fibrosis Trust and Marketing Director at Christian Aid.

Matthew has a degree in Theology from the University of Oxford, a degree in Engineering and Management from the University of Nottingham, and a Masters in Management from the University of Surrey.

He is a Member of the Chartered Institute of Marketing, a Fellow of the RSA, and a trustee of Children England.

### **Sam Monaghan: Vice Chair**

Sam originally qualified as a graphic designer, but re-trained as a social worker in 1988. Over the first 15 years he worked as a child care practitioner, manager and senior manager in three Midlands local authorities. Whilst gaining his MBA, Sam moved to work in the voluntary sector, joining children's charity NCHJ as Deputy Director in 2003.

In 2006 he moved to take up the post of Director with Barnardo's in the Midlands. Sam took up the position of Interim Director of Children's Services UK in January 2013. He was appointed to the position of Executive Director of Children's Services on 1 September 2014.

### **Prof Pete Alcock**

Pete has been teaching and researching in social policy for forty years. He joined the University of Birmingham in 1998. From 2003-2008 he was Head of the School of Social Sciences at Birmingham, from 2008-2014 he was Director of the Third Sector Research Centre (TSRC), and since 2013 he has been Director of the University's ESRC Doctoral Training Centre.

He is author and editor of a number of leading books on social policy including *Social Policy in Britain 4e* (2014), *The Student's Companion to Social Policy 4e* (2012), *Understanding Poverty 3e* (2006), *International Social Policy 2e* (2009) and *Why we need welfare* (2016). His research has covered the fields of poverty and anti-poverty policy, social security, and the role of the UK third sector.

## **Dr Jason Wouhra**

Jason is Director and Company Secretary of East End Foods plc; the UK's premier producer of ethnic food ingredients and Cash and Carry wholesaler.

Having worked for the family business since 1998, he is currently Operations Director of its flagship £11 million Cash and Carry facility on the site of the ex HP Sauce factory in Aston and the company's Digbeth depot. Jason is also responsible for the East End Foods Group HR, Legal, Intellectual property and company Secretarial functions.

He holds a BA in Law with Business Studies, Masters in Commercial Law and is the youngest IoD Chartered Director and fellow of the Institute of Directors in the UK. Jason was awarded an Honorary Doctorate from Aston University in July 2014 for services to Business and Charitable causes both regionally and nationally.

Jason is currently Chairman of the Institute of Directors West Midlands and also Non-Executive Director of University Hospitals Birmingham Foundation Trust. This is Queen Elizabeth hospital, which is Europe's largest hospital.

Previously Jason has been Vice Chairman of the Black Country Local Enterprise Partnership and also Chairman of the Library of Birmingham Advisory Board.

## **Alison Moore**

Alison has been working for St Paul's Community Development Trust for fourteen years, establishing one of the first Sure Start Local Programmes in Birmingham and her role has evolved over that time into her current position of Head of Children's Services managing a group of children's centres in Balsall Heath. The organisation achieved 'outstanding' from Ofsted, under the new framework, in September 2014.

Alison's career spans 34 years with strong roots embedded in early years and family support roles that have enabled her to make significant impact on the lives of children, young people and their families. Her current position has enabled her to draw upon her accumulated knowledge, skills and experiences and enabled her to develop as a strong voluntary sector and community advocate.

Her current PhD study at the University of Wolverhampton is to research: 'How can the voice of the child be effectively heard and used to facilitate change in children's centres in a locality?'

## **Peter Hay**

Peter is one of a team of strategic directors working within the city council to transform outcomes for Birmingham's residents. Peter's responsibilities include Adult Social Care, Children's Social Care and Safeguarding, Education and Schools and coordinating the Health and Wellbeing Partnership.

Other responsibilities include housing needs and hosting Public Health functions. The city council has been transforming care to meet the demands of personalised care. It is also driving through improvements in children's safeguarding and school governance and working with Government appointed commissioners. With reduction in budgets more effective use of scarce resources and better outcomes are demanded.

From joining Birmingham in 2003, Peter has overseen major changes in residential and community provision of care. The council now offers individual budgets for all citizens receiving public funding alongside a growing emphasis on universal information, prevention and enablement.

In June 2012, Peter was awarded a CBE in the Queen's Birthday Honours - the citation is for services to social and health care, and his role as president of ADASS.

### **Dr Dennis Wilkes**

Dennis is a full time Consultant in Public Health for Children, Young People and families in Birmingham. He has also been a General Practitioner (North West England, West Midlands, and New Zealand), a Consultant in Public Health (Solihull, Coventry, and South Staffordshire), and Solihull's Director of Public Health (2002-2007).

His concern about the impact poverty has upon families has been formed through the experience of serving communities in Liverpool, Oldham, Stockport and North Solihull as a General Practitioner. In addition, having five children and serving in Solihull MBC at the time of the development of Every Child Matters, has aroused concerns about the limitation of educational and training opportunities for families, particularly in disadvantaged communities.

### **Cllr Robert Alden (Con)**

Robert was elected as Leader of the Conservative Group in 2014 having previously been the deputy of the group since 2011. Robert was first elected to the council in Erdington Ward in 2006, where he lives and remains one of the Councillors for the Ward. In his time on the city council Robert has previously been Chairman of the Equalities and Human Resources Committee and a member of the Integrated Transport Authority (ITA) since 2007.

As a member of the ITA, Robert had been the Lead Member for the Environment and subsequently Finance until Conservatives lost control in 2012.

Prior to being elected as a councillor, Robert worked at Aston Villa Football Club Catering Company. Robert has a degree in Geography and a Post Grad Diploma in Air Pollution and Control and Management from the University of Birmingham (Edgbaston).

### **Cllr Roger Harmer (Lib Dem)**

Roger has represented Acocks Green in three spells; from 1995-2001, 2008-12 and 2014 onwards. He is Deputy Leader of the Lib Dem Group on the council. He is currently a member of the Housing and Homes Overview Scrutiny Committee.

He lives in Acocks Green where he is also a School Governor and a Trustee of the Charles Lane Trust.

Roger studied Politics, Philosophy and Economics at Oxford University. He then came to Birmingham and after starting as a sales manager for an international chemicals company, switched to the voluntary sector. He has since worked for Business in the Community, the Neighbourhood Renewal Unit in what is now DCLG (as a secondee) and Groundwork UK. He is currently Head of Income Generation at Garden Organic.

## **Cllr Waseem Zaffar (Lab)**

Cllr Waseem Zaffar MBE is the Birmingham City Council Cabinet Member for Transparency, Openness and Equality and has represented the people of Lozells and East Handsworth, where he was born and brought up, since 2011. Previously Chair of the Corporate Resources Overview & Scrutiny Committee and a CEO of a not-for-profit organisation, Waseem was awarded an MBE in recognition of his services to the voluntary sector in June 2012.

Waseem's Transparency, Openness and Equality portfolio is the first of its kind in the country. His role will see a massive transformation of how both citizens and corporate citizens interact with Birmingham City Council. Waseem will be delivering the Council's commitment to open data and publishing information used to make decisions ensuring citizens cannot just judge value for money for themselves, but will be encouraged to co-design services.

In 2015, Waseem was proud to be re-elected Councillor for Lozells and East Handsworth, with an increased majority. He lives in the ward with his family, is a Governor of the primary school he attended, member of Unite the Union, a lifelong (yet still optimistic) Aston Villa fan and enjoys spending Summer weekends playing cricket.

# Appendix B

## Terms of Reference

2015

### Purpose

No child growing up in Birmingham should have their childhood or future life chances scarred by living in poverty. The Leader's Policy Statement 2014 makes a commitment to reduce child poverty. One of the key recommendations is to set up a Birmingham Child Poverty Commission that will work with schools, social care, health services, voluntary and community sector and employers to tackle poverty across the city.

### Overall Aim of Commission

Examine the extent and impact of poverty and inequality across Birmingham, identify the key challenges and issues; and report on causes and possible solutions.

### Role of Commission

- Establish clear future targets for child poverty
- Update the child poverty needs assessment to understand the scale of the challenge
- Produce a Birmingham child poverty strategy/framework for action, building on local and national practice and exploring new approaches.
- Establish a coordinated approach to reducing child poverty by bringing together fora that address child poverty
- Identify and determine the impact of poverty on different groups, communities and geographical areas most at risk
- Make policy recommendations on integrated approaches that mitigate the effects of child poverty

## Proposed Membership of the Commission

The Commission brings together experts and practitioners to identify solutions that mitigate against the effects of child poverty. Members of the Commission are individuals with the expertise, knowledge and experience that will help meet the objectives of the Commission. The composition of the Commission includes the following organisations and experts:

<b>Chair</b>	<b>Matthew Reed</b> , Chief Executive, The Children's Society
<b>Vice Chair</b>	<b>Sam Monaghan</b> , Executive Director of Children's Services, Barnardo's
<b>Public Health</b>	<b>Dr Dennis Wilkes</b> , Specialist Public Health lead for Children's Health & Wellbeing
<b>Children and Families, Birmingham City Council</b>	<b>Peter Hay</b> , Strategic Director of People
<b>Voluntary and Community Sector</b>	<b>Alison Moore</b> , Third Sector Assembly
<b>Birmingham City Council</b>	<b>Cllr Waseem Zaffar</b> , Cabinet Member for Transparency, Openness and Equality
<b>Expert Commissioner</b>	<b>Prof Peter Alcock</b> , Birmingham University
<b>Private Sector</b>	<b>Dr Jason Wouhra</b> , Regional Chair of Institute of Directors
<b>Birmingham City Council</b>	<b>Cllr Robert Alden</b> (Conservative)
<b>Birmingham City Council</b>	<b>Cllr Roger Harmer</b> (Liberal Democrat)

## Governance

**Chair:** An independent chair will be appointed for the lifetime of the Commission.

The Child Poverty Commission is commissioned by Birmingham City Council. Findings and recommendations will be reported to Birmingham City Council (BCC).

The Commission will gather evidence from research, expert witnesses and children and families to draw up recommendations accordingly.

The accountable officer for delivering the Commission's recommendations will be the CEO of BCC, Mark Rogers, and the accountable Elected Member will be the leader of BCC, Cllr John Clancy.

**Duration of Commission:** Time limited for 10 months. However, timescales will be reviewed by the commission.

## Work Strands

1. Develop a communications strategy to promote the work of the commission
2. Research and Review
  - Undertake desktop research to understand and examine successful approaches and policy interventions that look to address child poverty locally, nationally and internationally
  - Undertake a needs assessment that will help to identify the extent of the challenge and the causes of child poverty in Birmingham
  - Include the work already taking place under the national social inclusion declaration that makes recommendations to support families out of poverty.

### 3. Activities to support evidence gathering

Organise a series of focus sessions to explore:

- Symptoms and causes
- What action is needed?
- Identify existing activity and what works

Invite policy makers, practitioners, Councillors, communities from a range of sectors with knowledge, expertise and experience to explore the challenges and identify solutions that will help reduce child poverty.

Undertake a series of dialogues with children, young people and families to ensure the lived experience of poverty is reflected in the recommendations.

**Secretariat:** The Commission will be supported by Equalities, Community Safety and Cohesion Service, BCC:

Dr Mashuq Ally, Assistant Director, Equalities, Community Safety and Cohesion Service, BCC

Suwinder Bains, Partnership and Community Engagement Manager, BCC

# Appendix B – Organisations and individuals consulted with as part of the Commission

The Commission would like to thank all the individuals and organisations that contributed their time and expertise to this report, including:

## **Contributors who offered their support and expert advice**

**Caroline Wolhuter**, Head of Social Inclusion Ashram Moseley Housing Association  
Ashram Housing Association

**Professor Diane Kemp**, Birmingham City University

**Doddington Green** Children's Centre

**Gordon Lee**, Chief Executive, Malachi

**Helen Davies**, Senior Economic Development Officer, West Midlands Integrated Transport Authority

**Immy Kaur**, Impact Hub, Birmingham

**Jean Templeton**, St Basils

**John Short**, Chief Executive, Birmingham and Solihull Mental Health Trust

**Rt Hon Liam Byrne MP**

**Marcia Lewison**, W.A.I.T.S

**Nilmini Perara**, Attwood Green Children's Centre

**Rt Hon Norman Lamb MP**

**Pauline Harrison**, South and City College

**Dr Simon Pemberton**, University of Birmingham

**Fred Rattley**, The Church of England Birmingham

**Shaz Manir**, Amirah Foundation

**Tim Evans**, Chief Executive of Worth Unlimited

**Revd Janet Knox**, St Boniface Church

**Birmingham Business Leaders** focus group

**Professor Helen Higson**, Aston University

**Birmingham Health and Wellbeing Board**

**Birmingham Faith Network**

Focused discussions facilitated by **Suwinder Bains** and supported by **Samantha Tinsley Hunt**, Equalities, Community Safety & Cohesion Team, Birmingham City Council including:

**Big Lottery roundtable** with the Ladywood voluntary and community sector organisations hosted by **Manisha Patel**, Big Lottery

**Birmingham Financial Inclusion Partnership** hosted by BCC

**Allen's Croft Project parents focus group session** hosted by **Jacky Mulveen**

**The Factory Youth Centre young people's focus session** hosted by **Jan Collymore**, Senior Youth Worker and **Becky Crampton**, Youth Worker

**Gateway Family Services: Katherine Hewitt** CEO, **Jane Piggot Smith**, Departmental Manager and **Pregnancy Outreach Workers: Blossom Smith, Kadijah Irving, Jacqueline Smith**.

**Kikit Pathways to Recovery CIC: Mohammed Ashraf**, CEO and young people,

**Future First School**, young people workshop hosted by **Mohammed Majid**, Head Teacher

**Aspire and Succeed**, young people's event hosted by **Shale Ahmed**, Senior Youth Worker

'**Big Conversations**' with parents, Balsall Health Children's Centre hosted by **Alison Moore** and **Melanie Tovey**

**Neighbourhood project visits** to **Oasis Academy, Amirah Foundation** and **St Boniface Church** hosted by **Tim Evans**, Chief Executive of Worth Unlimited

**Summerfield children's Centre, Focus group session** with parents hosted by **Tracey Dickens**, Service Manager,

**Supporting People Domestic Violence Forum** hosted by **Maureen Connolly**, CEO, Birmingham and Solihull Women's Aid

**Young people's focus group**, The Light House Youth Centre, Aston hosted by **Darnish Amraz**, Youth Worker

**Young People's CPC group: Luke Holland, Alia Khan, Samira Ali, Billie Power, Hasan Zeb, Ciara O'Donoghue, Faizah Jamil, Harun Saleh**

### **Written Submissions:**

**Peter Richmond**, CEO and Lisa Martinali, Community Regeneration Director Castle Vale Community Housing Association

**Jude Deakin**, Project Manager: Gateway to Birmingham Advice Services

### **Project workers who led the participation work with schools across the city**

**Angharad Lewis** – The Children's Society

**Cath Morris** – The Children's Society

**Claudia Moynihan** – The Children's Society

**Esther Elliott** – The Children's Society

**Helen Maitland** – The Children's Society

**Jim Davis** – The Children's Society

**Joanna Petty** – The Children's Society

**Nicole Fassihi** – The Children’s Society

**Sorcha Mahony** – The Children’s Society

**Yvonne Bacon** – Barnardo’s

## **Birmingham City Councillors and Council Officers who provided support**

**Councillor Sir Albert Bore**, Former Leader of the Council

**Richard Browne**, Intelligence Manager

**Kevin Caulfield**, Childcare Quality and Sufficiency Manager

**Parminder Garcha**, Education Commissioning

**Councillor John Clancy**, Leader of the Council

**Peter Hay**, Director of People

**Councillor Paulette Hamilton**, Cabinet Member for Health and Wellbeing

**Councillor Brigid Jones**, Cabinet Member for Children, Families and Schools

**Councillor James McKay**

**Mark Rogers**, Chief Executive Birmingham City Council

**Natasha Bhandal**, Communications Manager, Equalities, Community Safety and Cohesion

**Councillor Shafique Shah**

**Samantha Tinsley-Hunt**, Partnership and Engagement Officer

**Dr Dennis Wilkes**, Public Health Lead for Children’s Health and Wellbeing

**Parminder Garcha**, Education, Employment & Skills, Birmingham City Council

**Richard Shewring**, Homeless & Pre-Tenancy Services, Birmingham City Council

**Liz Stearn**, Birmingham Adult Education Service, Birmingham City Council - ESOL

**Commission Secretariat: Mashuq Ally**, Assistant Director for Equalities, Community Safety and Cohesion

**Suwinder Bains**, Partnership & Community Engagement Manager, Equalities, Community Safety & Cohesion

Thank you also to **Tom Redfearn**, **David Ayre** and **Lucy Capron** of The Children’s Society who undertook significant research for the Commission and drafted this report.

# References

i We have used statistical tests to check whether differences between groups within the survey are statistically significant. Where we have said that a difference is statistically significant this means that there is less than a 1% likelihood of the difference happening purely by chance. This is a standard threshold used by researchers for surveys of this type.

ii For a copy of the full Fair Schools report please contact The Children's Society's Community Participation team via [wellbeing@childrenssociety.org.uk](mailto:wellbeing@childrenssociety.org.uk)

iii <https://brumchildpoverty.files.wordpress.com/2015/07/child-poverty-needs-assessment-for-birmingham-summer-20155.pdf>

iv <http://www.cpag.org.uk/content/key-facts-and-figures>

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vi <http://hwb.birmingham.gov.uk/wp-content/uploads/2013/09/HWB-Strategy-on-a-page.pdf>

vii [http://www.byc.org.uk/media/271184/101\\_children\\_young\\_people\\_s\\_mental\\_health\\_coalition.pdf](http://www.byc.org.uk/media/271184/101_children_young_people_s_mental_health_coalition.pdf)

viii <http://www.hscic.gov.uk/catalogue/PUB06116/ment-heal-chil-youn-peop-gb-2004-rep2.pdf>

ix Data collected for: <http://www.childrenssociety.org.uk/what-we-do/resources-and-publications/access-denied-a-teenagers-pathway-through-the-mental-health>

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xi Chance of a lifetime, Shelter, 2006 [https://england.shelter.org.uk/\\_data/assets/pdf\\_file/0016/39202/Chance\\_of\\_a\\_Lifetime.pdf](https://england.shelter.org.uk/_data/assets/pdf_file/0016/39202/Chance_of_a_Lifetime.pdf)

xii Against the odds, Shelter, 2006 <http://image.guardian.co.uk/sys-files/Society/documents/2006/11/28/AgainsttheOddsfullreport.pdf>

xiii <http://www.cih.org/resources/PDF/Policy%20free%20download%20pdfs/Housing%20in%20the%20west%20midlands%20-%20chapter%203.pdf>

xiv Households Below Average Income (HBAI) - An analysis of the income distribution 1994/95 – 2013/14 - June 2015:

[https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/437246/households-below-average-income-1994-95-to-2013-14.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/437246/households-below-average-income-1994-95-to-2013-14.pdf)

xv <https://www.gov.uk/government/statistics/provision-for-children-under-5-years-of-age-january-2015>

xvi National Living Wage, Low Pay Commission Report spring 2016

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xix Social Mobility and Child Poverty Commission (2015) 'Downward mobility and opportunity hoarding': <https://www.gov.uk/government/publications/downward-mobility-and-opportunity-hoarding>

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xxiii <https://brumchildpoverty.files.wordpress.com/2015/07/child-poverty-needs-assessment-for-birmingham-summer-20155.pdf> p.47

xxiv [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/514978/School\\_Uniform\\_Guidance.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/514978/School_Uniform_Guidance.pdf)

xxv Cost of School Uniform 2015 Research Report, Department for Education, June 2015

xxvi [http://www.childrenssociety.org.uk/sites/default/files/The-Wrong-Blazer\\_-\\_Time-for-action-on-school-uniform-costs\\_-\\_The-Children%27s-Commission-on-Poverty\\_The-Children%27s-Society.pdf](http://www.childrenssociety.org.uk/sites/default/files/The-Wrong-Blazer_-_Time-for-action-on-school-uniform-costs_-_The-Children%27s-Commission-on-Poverty_The-Children%27s-Society.pdf)

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## Appendix 7 – Risk Assessment

Risk No	Risk description	Risk mitigation	Residual / current risk			Additional steps to be taken
			Likelihood	Impact	Prioritisation	
1	The administration of the scheme can be fully covered by resulting licence fees and be self-financing. However, costs related to enforcement for landlords who do not have a licence cannot be recovered via SL fee. If a scheme is implemented the main risk is that there is a low take up by landlords, which would increase the cost of compliance and recovery of enforcement costs.	<p>There already exist enforcement procedures to deal with landlords who do not comply with licensing conditions.</p> <p>Officers will be proactive to ensure eligible properties are licensed and existing enforcement procedures will be used to recover enforcement costs.</p>	Medium			Additional staff will be employed to administer the scheme
2	The scheme could also be susceptible to legal challenge if, for example, there was a challenge as to whether the criteria were met.	<p>From outset have worked with Legal Service on the proposal.</p> <p>Have benchmarked with other local authorities who have implemented a scheme.</p>	Medium			Continue to work with Legal Services
3	Any scheme requires the approval of the Secretary of State. The approval system is concerned with ensuring that the local housing authority has carried out the requirements imposed on it through the legislation before seeking to make the designation and can sufficiently demonstrate, where a scheme will impact on a large	<p>Housing Conditions Plus research undertaken. Information from the research demonstrated the primary condition had been met.</p> <p>Propose to undertake robust consultation of residents who will be impacted by the designation.</p>	Significant	High		Undertake consultation

	geographical area or number of privately rented properties , that there is robust evidence to support the reasons for making the designation.	Continued liaison with the MHCLG prior to submitting a scheme for approval.				Continue with liaison with the MHCLG
--	---	---	--	--	--	--------------------------------------

**Measures of likelihood/ Impact:**

Description	Likelihood Description	Impact Description
High	Almost certain, is expected to occur in most circumstances. Greater than 80% chance.	Critical impact on the achievement of objectives and overall performance. Critical opportunity to innovate/improve performance missed/wasted. Huge impact on costs and/or reputation. Very difficult to recover from and possibly requiring a long-term recovery period.
Significant	Likely, will probably occur in most circumstances. 50% - 80% chance.	Major impact on costs and objectives. Substantial opportunity to innovate/improve performance missed/wasted. Serious impact on output and/or quality and reputation. Medium to long term effect and expensive to recover from.
Medium	Possible, might occur at some time. 20% - 50% chance.	Waste of time and resources. Good opportunity to innovate/improve performance missed/wasted. Moderate impact on operational efficiency, output and quality. Medium term effect which may be expensive to recover from.
Low	Unlikely, but could occur at some time. Less than 20% chance.	Minor loss, delay, inconvenience or interruption. Opportunity to innovate/make minor improvements to performance missed/wasted. Short to medium term effect.

Title of proposed EIA	Selective Licensing – Private Rented Sector
Reference No	EQUA569
EA is in support of	New Policy
Review Frequency	Six Months
Date of first review	31/03/2021
Directorate	Neighbourhoods
Division	Housing
Service Area	Private Sector Housing
Responsible Officer(s)	 Vicki Pumphrey
Quality Control Officer(s)	 Leroy Pearce
Accountable Officer(s)	 Julie Griffin
Purpose of proposal	Cabinet approval is being sought to explore the introduction of a selective licensing scheme in six constituencies; Ladywood, Erdington, Perry Barr, Hodge Hill, Yardley and Hall Green.
Data sources	relevant reports/strategies; Statistical Database (please specify); relevant research
Please include any other sources of data	<p>Council Plan 2018 - 2022</p> <p>Birmingham Homelessness Prevention Strategy 2017+</p> <p>Empty Property Strategy 2019 to 2024</p> <p>Selective licensing in the private rented sector: a guide for local authorities</p> <p>Housing and Planning Act 2016</p> <p>Article 4 DirectionExempt Accommodation Birmingham Report</p> <p>Housing Conditions Plus</p> <p>Birmingham Child Poverty Commission Report</p>
ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS	
Protected characteristic: Age	Service Users / Stakeholders; Wider Community
Age details:	1,141,400 people live in Birmingham according to the 2018 mid-year population estimates. This is an increase of 4,300 (0.4%) people since

2017.

22.8% (259,000) are children  
64.3% (731,500) are of working age  
13.0% (147,900) are pensioners

Birmingham has a young population compared to England as a whole. In the 2011 census, the average age of people in Birmingham is 35, while the median age is lower at 32.

In 2016, 46% of residents in Birmingham were aged under 30.

The licensing scheme will apply to any owner of a private rented property irrespective of the age of that person (a person under the age of 18 is not permitted to own property in their own right in English Law).

This will have no effect on tenants of properties in the Selective Licensing areas other than to ensure that proper tenancy conditions are in place.

A person is not eligible to hold an assured short hold tenancy under 16 years of age.

The proposal to introduce selective licensing is intended to enhance housing management standards in the private sector, in compliance with the Housing health and safety rating system (HHSRS) and the Housing Act 2004 standards, which will have a positive impact on all age groups.

Vulnerable age groups will particularly benefit from health intervention e.g. damp and moulds, infections, reduction of trip hazards and falls as well as the requirements around excess cold which can cause or exacerbate poor health.

No negative impact of this policy has been identified. A detailed analysis upon completion of the statutory consultation of this protected characteristic will be completed.

Protected characteristic: Disability

Service Users / Stakeholders; Wider Community

Disability details:

One of the potential outcomes of licensing is that landlords will be more aware of their duties under the Equality Act 2010 and of the support that is available to disabled people including information on the availability of Disabled Facilities Grant.

Disabled people will also benefit from the need for PRS homes to comply with the Housing Health and Safety Rating System and Housing Act 2004 in terms of reasonable adaptations, reducing trip hazards and falls as well as the requirements around excess cold which can cause or exacerbate poor health.

Vulnerable age groups will particularly benefit from health intervention e.g. damp and moulds, infections, reduction of trip hazards and falls as well as the requirements around excess cold which can cause or exacerbate poor health.

No negative impact of this policy has been identified. A detailed analysis upon completion of the statutory consultation of this protected characteristic will be completed.

Protected characteristic: Sex

Service Users / Stakeholders; Wider Community

Gender details:

In the 2011 census the population of Birmingham was 1,073,045 and is made up of approximately 51% females and 49% males.

There is currently no information relating to the gender profile of landlords. This will be captured and analysed during the consultation exercise.

There is insufficient data available to measure accurately the potential impact of the proposal on gender.

One of the aims of Selective licensing is to tackle antisocial behaviour and crime which is likely to have a positive impact on both genders, particularly for women and girls. Both sexes are likely to benefit from improvement in the private rented sector.

No negative impact of this policy has been identified. A detailed analysis upon completion of the statutory consultation of this protected characteristic will be completed.

Protected characteristics: Gender Reassignment

Not Applicable

Gender reassignment details:

Protected characteristics: Marriage and Civil Partnership

Service Users/ Stakeholders; Wider Community

Marriage and civil partnership details:

In the 2011 census, 39.2% of people are married, 8.9% cohabit with a member of the opposite sex, 0.8% live with a partner of the same sex, 33.6% are single and have never married or been in a registered same sex partnership, 8.9% are separated or divorced. There are 49,544 widowed people living in Birmingham.

No negative impact of this policy has been identified. A detailed analysis upon completion of the statutory consultation of this protected characteristic will be completed.

Protected characteristics: Pregnancy and Maternity

Service Users / Stakeholders; Wider Community

Pregnancy and maternity details:

No negative impact of this policy has been identified. A detailed analysis upon completion of the statutory consultation of this protected characteristic will be completed.

Protected characteristics: Race

Race details:

Service Users / Stakeholders; Wider Community

Birmingham is even more ethnically diverse than London, the country's capital city. The 2011 census confirmed that 70.4% of the people of Birmingham were white, 19.5% were Asian, 6.1% were Black, 0.5% were Chinese, 2.5% were mixed race, and 0.6% were of another ethnic group.

Selective Licensing may tackle and impact on overcrowding and illegal conversions which may positively or negatively impact on large BME families.

No negative impact of this policy has been identified. A detailed analysis upon completion of the statutory consultation of this protected characteristic will be completed.

Protected characteristics: Religion or Beliefs

Service Users / Stakeholders; Wider Community

Religion or beliefs details:

In the 2011 census, the religious make up of Birmingham is 46.1% Christian, 21.8% Muslim, 18.9% No religion, 3.0% Sikh, 2.1% Hindu, 0.4% Buddhist, 0.2% Jewish, 0.1% Agnostic.

70,086 people did not state a religion. 2,238 people identified as a Jedi Knight and 134 people said they believe in Heavy Metal.

The majority of Christians lived in the north, east and south of Birmingham, on the outskirts of the city, with far fewer living in inner-city areas. 51.7% of Birmingham's Hindu population lived in six wards of the city; [Handsworth Wood](#) (2,461), [Springfield](#) Sparkhill, Sparkbrook, Small Heath, Alum Rock, Ward End, Saltley, Bordesley Green, Washwood Heath, Stechford (2,023), Erdington, Bromford [Lozells and East Handsworth](#) (1,761), [Soho](#) (1,699), [Hall Green](#) (1,224) and [Sparkbrook](#) (845). Almost 65% of Birmingham's Jewish population lived within five wards of Birmingham;

[Edgbaston](#) (586), [Selly Oak](#) (361), [Moseley and Kings Heath](#) (321), [Bournville](#) (131) and Erdington (104). 71.7% of Birmingham's Muslim population lived in seven wards of Birmingham; Sparkbrook, Sparkhill, Small Heath, Alum Rock, Ward End, Saltley, (19,372), [Bordesley Green](#) (18,629), [Washwood Heath Stechford](#), (16,847), Springfield (13,461), [Aston](#) (12,381), Lozells and East Handsworth (10,853) and [Nechells](#) Erdington, Bromford (8,822), all inner-city wards. The majority of Sikhs were found to live in the west and south east of the city. The ward with the highest proportion of Buddhists was [Edgbaston](#) at 1.4% (257).

There is insufficient data available to measure accurately the potential impact of the proposal on religion or belief. However, one of the aims of selective licensing is to tackle antisocial behaviour, including hate crime and incidents and this is likely to have a positive impact on this characteristic.

No negative impact of this policy has been identified. A detailed analysis upon completion of the statutory consultation of this protected characteristic will be completed.

Protected characteristics: Sexual Orientation

Service Users / Stakeholders; Wider Community

Sexual orientation details:

According figures published in 2017 by the Office for National Statistics (ONS) an estimated 50,000 adults in the West Midlands region were gay or lesbian, while a further 50,000 were bisexual.

One of the aims of Selective licensing is to tackle antisocial behaviour, hate crime and homophobic incidents and this aim is likely to have a positive impact on this protected characteristic.

No negative impact of this policy has been identified. A detailed analysis upon completion of the statutory

Socio-economic impacts

consultation of this protected characteristic will be completed.

#### Homelessness

One of the main causes of homelessness in Birmingham is due to the expiry or standards of private rented accommodation.

The proposal to explore and introduce selective licensing is intended to enhance housing management standards in the private sector, in compliance with the Housing health and safety rating system (HHSRS) and the Housing Act 2004 , which will have a positive impact on homelessness.

#### Deprivation

Deprivation in Birmingham is a key consideration in considering Selective Licensing and Birmingham has some of the most deprived areas.

Selective Licensing will contribute to alleviating fuel poverty as measures to improve standards will ensure that heating appliances are properly checked, maintained and working efficiently. Improvements in the housing standards should also make properties more secure which should assist with minimising crime, especially in relation to burglary.

Please indicate any actions arising from completing this screening exercise.

Please indicate whether a full impact assessment is recommended

NO

What data has been collected to facilitate the assessment of this policy/proposal?

Consultation analysis

Adverse impact on any people with protected characteristics.

Could the policy/proposal be modified to reduce or eliminate any adverse impact?

How will the effect(s) of this policy/proposal on equality be monitored?

What data is required in the future?

Are there any adverse impacts on any particular group(s)

No

If yes, please explain your reasons for going ahead.

Initial equality impact assessment of your proposal

No negative impact of this policy proposal has been identified.

A detailed analysis upon completion of the statutory consultation of this policy will be completed.

Consulted People or Groups

Informed People or Groups

Summary and evidence of findings from your EIA

No negative impact of this policy has been identified.

A detailed analysis upon completion of the statutory consultation of all protected characteristics will be completed.

QUALITY CONTORL SECTION

Submit to the Quality Control Officer for reviewing?

Yes

Quality Control Officer comments

Decision by Quality Control Officer

Submit draft to Accountable Officer?

No

Decision by Accountable Officer

Date approved / rejected by the Accountable Officer

Reasons for approval or rejection

Please print and save a PDF copy for your records

Yes

Julie Bach

Person or Group

Content Type: Item

Version: 19.0

Created at 01/10/2020 07:12 PM by  Vicki Pumphyrey

Last modified at 02/10/2020 03:22 PM by Workflow on behalf of  Vicki Pumphyrey

Close

# Birmingham City Council

## Report to Cabinet

18 May 2021



**Subject:** Contract Extension - Arboriculture Services (non-highways) (Ref: P0560)

**Report of:** Acting Director, Neighbourhoods

**Relevant Cabinet Member:** **Councillor John O'Shea Cabinet Member for Street Scene and Parks**  
**Councillor Tristan Chatfield, Cabinet Member for Finance and Resources**

**Relevant O &S Chair(s):** **Councillor Sir Albert Bore, Chair of Resources Overview and Scrutiny Committee**

**Report author:** Andrea Webster, Strategic Contracts Manager  
07827 367138, [Andrea.webster@birmingham.gov.uk](mailto:Andrea.webster@birmingham.gov.uk)

Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 008682/2021		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential :		

### 1 Executive Summary

- 1.1 This report seeks approval to extend the current framework agreements with Gristwood & Toms Ltd (North Framework Contract) and Acorn Environmental Management Group (South Framework Contract) for Arboriculture Services for the period 28<sup>th</sup> June 2021 to 31<sup>st</sup> March 2022 as an amendment to contract within the scope of regulation 72 (1) (c) of the Public Contracts Regulations 2015.

- 1.2 The Council has approximately 736,000 trees within its tree stock on land which it is responsible for. Works under the extended framework agreements will maintain these trees, as determined by the Council and will ensure that any emergency works are carried out to ensure that the Council adheres to its legal obligations. Both frameworks are due to expire on 28<sup>th</sup> June 2021. The proposed extension will allow enough time for replacement frameworks to be procured. The procurement has been delayed due to critical Council projects taking priority such as security services where existing contracts are not in place and the impact of the COVID restrictions on the Parks service. The introduction of these restrictions and the measures that have had to be taken has increased the time it takes the Council Tree Officers to complete day to day activities meaning less time to focus on procurement planning.

## **2 Recommendations**

That Cabinet

- 2.1 Approves the extension of the framework agreements for arboriculture services with Gristwood & Toms Ltd (North Framework Contract) and Acorn Environmental Management Group (South Framework Contract) for a period of 10 months, commencing 28<sup>th</sup> June 2021 to 31<sup>st</sup> March 2022 for the estimated total value of £0.917m.
- 2.2 That Cabinet notes the risks and mitigations set out in 6 below; and
- 2.3 Authorises the City Solicitor (or their delegate) to execute and complete all necessary legal documents to give effect to 2.1.

## **3 Background**

- 3.1 The contract award was approved by Acting Director, Neighbourhoods in a report dated 4<sup>th</sup> June 2019.
- 3.2 Two framework agreements were subsequently awarded to Gristwood & Toms Ltd for the North of the City and Acorn Environmental Management Group for the South of the City.
- 3.3 Both frameworks commenced on 28<sup>th</sup> June 2019 and had a two year contract term.
- 3.4 Since the award of the frameworks both Gristwood & Toms Ltd and Acorn Environmental Management Group have provided a satisfactory service in accordance with contractual requirements. The procurement for replacement contracts has been delayed for the reasons set out above. Based on this position it is recommended that both frameworks are extended.
- 3.5 The contract renewal process commenced in Feb-21, However there is insufficient time for this to be concluded before the existing contracts expire. A tender timetable is included in section 7.4 below. The reason for the delay and why the procurement process did not commence earlier are set in 1.2 above.

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

- 4.1 The option of 'do nothing' was considered & discounted on the following grounds
  - 4.1.1 Do not formally extend the contracts and ask the contractors to carry on providing the service informally. This was rejected as it is not in full compliance with the Council's governance arrangements; and
  - 4.1.2 Do not maintain the tree stock and let the contracts expire. This was rejected as the Council must maintain the trees on its land in order to avoid harm being caused to people and property which could result in claims for damages under the laws of negligence. More detail is provided in 7.2.1
- 4.2 Given that the procurement activity leading to the renewal of these frameworks will not have concluded in time for the expiry of the current frameworks no alternative options exist. It is therefore proposed that the framework agreements be extended for the reasons set out above.

## **5 Consultation**

- 5.1 Both Gristwood & Toms Ltd and Acorn Environmental Management Group are agreeable to this extension.

## **6 Risk Management**

- 6.1 There is a risk of a procurement challenge from a non-contracted supplier as a result of not re-tendering this service.
- 6.2 Based on an assessment of the market the likelihood of this risk occurring is low for the reasons set out below. It is therefore a measured and acceptable risk to take in the circumstances
  - 6.2.1 Although there are numerous contractors in the market, there are few with the capacity & capability to undertake the Council's tree works to the required standards. Those capable will in the main be local SMEs. During the proposed 10 month extension, interested suppliers will in focusing on the re-procurement of a new contract as opposed to commencing a legal challenge
  - 6.2.2 Market intelligence suggests that this is not a litigious market.
  - 6.2.3 The time and cost to both parties of mobilising the framework were significant. Suppliers are unlikely to want to invest in this for a 10 month return. The first 6-9 months of a contract of this size is typically non-profit making for the successful provider.
- 6.3 The mitigations for the above risk are as follows
  - 6.3.1 The services provided during the extended term will be according to the terms and conditions laid out in the contract.
  - 6.3.2 As the Council is seeking to modify a contract within the scope of regulation 72 (1) (c) of the Public Contracts Regulations 2015 a transparency requirement applies. The contract modification notice in the Official Journal of the European Union (OJEU) & Find a Tender Service setting out the

nature and extent of the modifications will mitigate the risk of any future legal challenge being successful on the grounds that a contractor was unaware of the contract modification at the time of change. OJEU is free to access and is available online.

6.3.3 We will include a termination clause exercisable by the Council where it is determined by a court to effectively be a contract modification outside of Regulation 72.

6.3.4 A further mitigation is that under the Public Procurement Regulations (PCR) 2015, Contracts may be modified without a new procurement procedure where all of the following conditions are fulfilled

- i. the need for modification has been brought about by circumstances which a diligent contracting authority could not have foreseen;
- ii. the modification does not alter the overall nature of the contract;
- iii. any increase in price does not exceed 50% of the value of the original contract.

6.3.5 These conditions can be fulfilled as follows

- i. The need to prioritise critical Council projects could not have been foreseen by the Council and the impacts this has had on its own procurement and delivery timescales. The introduction of Public health and social measures has increased the time it takes the Council Tree Officers to complete day to activities meaning less time to focus on procurement planning;
- ii. the proposed extension does not alter the nature of the contract; and
- iii. the value of the proposed extension at 41% of the original contract value does not exceed the 50% threshold.

6.3.6 The re-procurement is running in parallel with the extension period and evidences that the Council is following due process to award a new contract.

## **7 Compliance Issues:**

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

7.1.1 This contract will support the following objectives of the Council:

**Birmingham is a great city to live in:** through the provision of, and improved access to, outdoor recreational facilities and the creation of clean, green and safe open spaces. Public spaces will be physically improved for use by all. The timber is recycled so contributes to the Council's

sustainability agenda whilst the trees contribute to the green Infrastructure of the city and to reduce the impact of climate change

#### 7.1.2 Birmingham Business Charter for Social Responsibility (BBC4SR)

Both Gristwood & Toms Ltd and Acorn Environmental Management Group has signed up to and has adopted the principles of the Birmingham Business Charter for Social Responsibility. Delivery of this will continue during this extension term.

### 7.2 Legal Implications

7.2.1 Section 164 of the Public Health Act 1875 gives the Council power to plant and maintain trees on land it is responsible for. The Council must maintain the trees on its land in order to avoid harm being caused to people and property which could result in claims for damages under the laws of negligence or an offence being committed under the Corporate Manslaughter and Corporate Homicide Act 2007. Section 23 of the Local Government (Miscellaneous Provisions) Act 1976 also gives the Council powers to make safe dangerous trees on privately-owned land.

7.2.2 As the contract does not make provision for the further extension of the term there could be a risk of a challenge to the Council for not re-procuring the services. This risk of challenge is considered to be low. The key risks and mitigations are included in para 6 above.

### 7.3 Financial Implications

7.3.1 The frameworks do not commit the Council to a particular level of spend. Based on the historical expenditure and projected future usage the total spend is estimated at £0.917m across the two framework agreements for the extension period with work split roughly 50 / 50 between the two contractors. Price will be fixed for the duration of the framework agreement.

7.3.2 The expenditure that is incurred will be funded from within the annual approved budgets of the Council Directorates that utilise these Framework Agreements equating to £1.1m for the full year

7.3.3 Any work undertaken to make safe dangerous trees on privately-owned land is recharged to the landowner.

### 7.4 Procurement Implications

#### 7.4.1 Contract renewal

The In-house preferred test has been undertaken and demonstrates that this service is not suitable for delivery In-house due to the lack of in-house resource or expertise to deliver this with an additional cost of approximately £370k per annum over and above the current costs. The basis of this was calculated using the numbers of employees, vehicles, equipment and premises required to deliver the service. In the circumstances the tender process commenced on 11<sup>th</sup> Feb with the issue of a call for competition notice in the

Find a Tender service. The indicative timetable for the remaining stages of the procurement process is included in the table below. An extended mobilisation period is proposed to include the significant resource implication for Parks to load new contract pricing on to the POPI system (Parks Operations Performance Information). This system is integral to the management of this contract as it is where work orders are raised by the Council and where contractors confirm completion of the work which then drives payment only for work completed. The system also provides disaster recovery arrangements and performance information for reporting to client groups, for example Housing and Education.

Find a Tender Notice Issued	11 Feb-21
SQ response period	11 Feb – 16 Mar
SQ evaluation period	17-31 <sup>st</sup> March
On site H&S assessments	5 <sup>th</sup> – 30 <sup>th</sup> April
Agree short list of contractors	3 <sup>rd</sup> - 14 <sup>th</sup> May
Finalise tender documents	17 <sup>th</sup> – 21 <sup>st</sup> May
Tender issued to short listed contractors	24 <sup>th</sup> May
Tender response period	25 <sup>th</sup> May – 7 <sup>th</sup> July
Tender Evaluation Period	July-August
Approval (Award)	September
Contract(s) Award	1 <sup>st</sup> Oct
Mobilisation Period (6 mths)	Oct – March 2022
Service Commencement	1 <sup>st</sup> April 2022

#### **7.4.2 Service Delivery & Performance Management**

This contract will continue to be managed operationally and commercially by Tree & Green Waste Recycling Manager, Parks and Nature Conservation

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

7.5.1 None

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

7.6.1 The requirements of Standing Order No. 9 in respect of the Council's Equal Opportunities Policy have been incorporated into the contract.

7.6.2 The requirements of the Equality Act 2010 have been specifically included in the contract to comply with the Act.

**8 Background Documents**

8.1 Nil

**9 Appendices**

None



# Birmingham City Council

## Report to Cabinet

18 May 2021



**Subject:** Process for Creating New Parish Councils

**Report of:** Assistant Chief Executive, Assistant Director, Neighbourhoods and Assistant Director, Governance

**Relevant Cabinet Member:** Cllr Sharon Thompson, Cabinet Member for Homes and Neighbourhoods

**Relevant O &S Chair(s):** Cllr Penny Holbrook, Chair of the Housing and Neighbourhoods Overview and Scrutiny Committee

**Report author:** Tony Smith, Policy Executive

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

### 1 Executive Summary

- 1.1 This report presents for approval a process for the creation of new parish (neighbourhood or community) councils within Birmingham.
- 1.2 The process is set out in the attached policy statement. It largely follows the statutory provisions for the creation of parish councils, but there are two key differences:
- In most cases a petition from the local community to start the process will not be required

- There will be an indicative ballot, carried out by post and on-line to confirm community support for the proposed new council.

1.3 One detail of the process has been left for Cabinet decision: the setting of a turnout threshold for the indicative ballot which would require a certain turnout to be reached for the ballot to be valid. Cabinet are asked to select from two options indicated in the text and in the recommendations below.

## **2 Recommendations**

2.1 Cabinet are recommended to approve the attached policy paper, setting out the process for creating new parish councils in Birmingham.

## **3 Background**

3.1 The Working Together in Birmingham's Neighbourhoods white paper was approved by Cabinet and published in February 2019 following consultation<sup>1</sup>, and sets out the council's approach to localism and community empowerment. The intention is to encourage and support a diversity of community organisations, according to the needs and ambitions of different local neighbourhoods.

3.2 Within this broader approach, the paper signals the City Council's support for the creation of new parish councils where the local community want to have one.

3.3 Parish councils are the lowest level of formal local government. They are rare in large urban areas, but since 2007 governments have sought to encourage their creation in the cities, including allowing them in London for the first time and enabling them to be called "neighbourhood" or "community" councils. Town Councils (for larger urban areas) are also parish councils.

3.4 Birmingham now has one of the largest parish councils in the country in the Town Council for *Royal Sutton Coldfield*, established in 2016. Its only other parish council is at *Frankley in Birmingham*, which was established in Worcestershire and continued when the area was absorbed into Birmingham.

3.5 A small number of places have now expressed interest in pursuing the parish council option, so it is important to put in place a clear procedure that will be followed. This will ensure clarity and transparency and provide clear accountability for decisions.

3.6 The process is largely set out in statute and statutory guidance. The differences between the process proposed here and the standard process are based on the commitments made in the above white paper.

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[https://www.birmingham.gov.uk/downloads/file/11839/working\\_together\\_in\\_birmingham\\_s\\_neighbourhoods\\_white\\_paper](https://www.birmingham.gov.uk/downloads/file/11839/working_together_in_birmingham_s_neighbourhoods_white_paper)

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

- 4.1 One other option available is to simply follow the standard process in its entirety as set out in the statutory guidance. This option is not recommended because it would not reflect the broad policy, or the specific commitments previously set out in the above white paper. The recommended policy statement meets the council's objectives of responding positively to interest in establishing parish councils and streamlining the process as much as possible, whilst maintaining transparency and ensuring that decisions on governance reflect the interests of the whole community.
- 4.2 It would have been open to the council to require a petition from every area expressing interest in having a new council, however the provision for an indicative ballot later in the process provides a much more robust mechanism for checking that the proposal has wide community support.
- 4.3 The issue of setting thresholds for the indicative ballot has been the subject of consultation on the green paper which preceded the white paper and members of the Cross-Party Working Group on Community Governance were also engaged on this issue. Various options for a turnout threshold have been discussed by the officer working group on parishes, the Pioneer Places group of neighbourhoods and by Cabinet Members. These discussions produced the final two options set out for decision in this paper.

## **5 Consultation**

- 5.1 The white paper referred to above was produced following consultation on a green paper. This included an online *BeHeard* survey, direct comments on the green paper, several meetings with representatives of community organisations across the city and discussions at Ward Forum meetings.
- 5.2 The proposed detailed policy statement has been the subject of consultation with the Pioneer Places group of community organisations and with Cabinet Members and senior managers. The parishes working group includes legal services officers and has also reviewed the statement.

## **6 Risk Management**

- 6.1 The approval of the proposed policy statement is intended to reduce risks associated with the creation of new parish councils by establishing a transparent decision-making process based on statute and statutory guidance.
- 6.2 Risks associated with the creation of parish councils relate to the potential for community division or damage to community cohesion, and these are addressed in the statutory guidance that will be followed within the proposed process.
- 6.3 Risks associated with the operation of parish councils once established include the poor management of resources or poor decision making by the council or individual councillors (including matters of probity and standards) and the reduction in service quality received by local residents in the event of a parish

council taking on such services and failing to deliver them effectively. Many parish councils in smaller, rural communities also suffer from limited participation in elections, reducing the accountability of councils to residents. This is less likely to occur on denser urban areas with a larger population, but it will be important to promote engagement in any parish councils set up, to ensure a healthy democratic process.

- 6.4 Mechanisms are in place to manage these risks, such as codes of conduct and annual assurance reviews (though the Committee on Standards in Public Life has recommended some strengthening of provisions in a report of January 2019). The City Council can review any decision to create a parish council at a future date, reversing that decision if appropriate. The role and qualifications of parish clerks is particularly important, as is their relationship with the principal council's monitoring officer.
- 6.5 Steps are also being taken to develop a stronger relationship between the City Council and parish councils, including the development of effective locally delivered services and partnership working to improve services and outcomes in neighbourhoods. The strength of this partnership working will be critical to the future success of parish councils in the city.

## **7 Compliance Issues:**

- 7.1 How are the recommended decisions consistent with the City Council's priorities, plans and strategies?
- 7.1.1 The recommended policy statement is consistent with the policies set out in the white paper *Working Together in Birmingham's Neighbourhoods*.
- 7.1.2 Establishing a local council is one way in which residents can take action to improve their neighbourhood, contributing to the objective of "a great city to live in" in the Council Plan 2018-22.
- 7.2 Legal Implications
- 7.2.1 The recommended process is consistent with the relevant statutes and statutory guidance which are referenced below. Guidance will be closely followed to ensure all decisions are legally secure.
- 7.3 Financial Implications
- 7.3.1 There are no direct financial implications of approving this policy statement. However, it commits the City Council to covering the cost of any indicative ballots that may take place as a result of the process. It also commits the City Council to covering some of the cost of any future parish council elections (costs would be completely recovered in the event of elections taking place outside of the four yearly City Council election cycle). For a small number of parish councils, these costs can be met within existing resources, however additional resources would need to be identified in the event of a significant number of parish councils being set up at once.

## 7.4 Procurement Implications (if required)

7.4.1 None.

## 7.5 Human Resources Implications (if required)

7.5.1 An officer working group has been set up, chaired by the Assistant Director, Neighbourhoods and this will require some time input from the officers concerned. The Neighbourhood Development and Support Unit are also recruiting an additional post which will include some responsibility for supporting this process.

## 7.6 Public Sector Equality Duty

7.6.1 There are no direct implications for equalities arising from the recommended process itself. Equalities considerations will be central to the application of the process in any specific proposal for a parish council. In particular, the statutory guidance requires the council to give full consideration to the implications for community cohesion and inclusion when assessing any proposal and these would form a central component of the Community Governance Reviews.

7.6.2 The wider policy for neighbourhoods, set out in the white paper, is designed to encourage and support the diversity of community organisations and governance mechanisms, reflecting the diversity of Birmingham's communities and neighbourhoods and the importance of empowering all citizens to influence decisions about and contribute to their neighbourhood in different ways.

## 8 Appendices

8.1 The full policy statement is attached at Appendix 1.

## 9 Background Documents

9.1 The following documents have been used as the basis for the attached policy statement:

- Local Government and Public Involvement in Health Act, 2007<sup>2</sup>
- Guidance on Community Governance Reviews, March 2010<sup>3</sup>
- Working Together in Birmingham's Neighbourhoods white paper, February 2019 (link above)

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<sup>2</sup> <https://www.legislation.gov.uk/ukpga/2007/28/contents>

<sup>3</sup>

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/8312/1527635.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/8312/1527635.pdf)



## Statement of the Process for Creating New Parish Councils in Birmingham, May 2021

### 1. Purpose

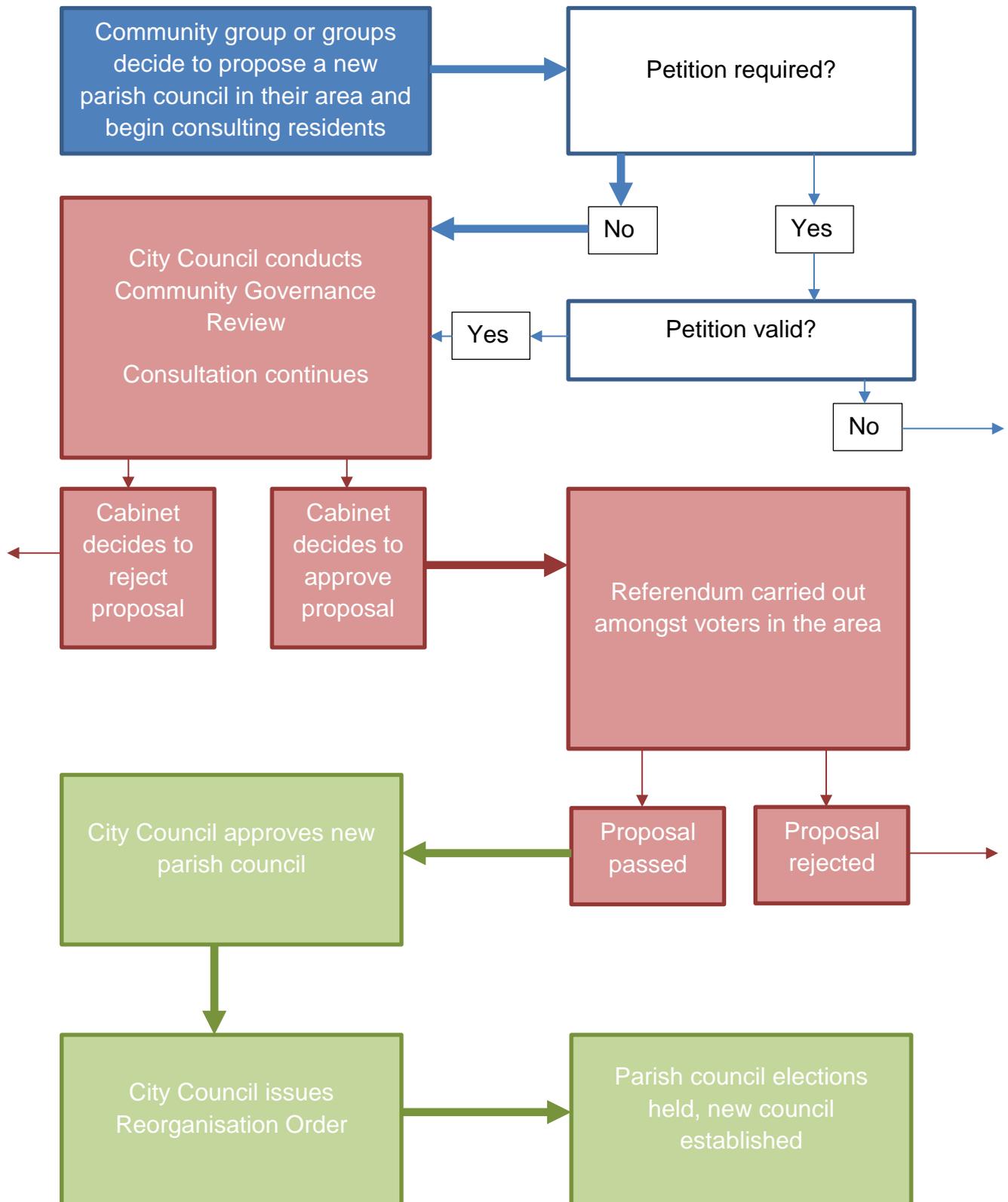
- 1.1 This paper provides a summary of the process the City Council will follow in responding to communities that wish to create a parish (neighbourhood) council, providing more detail to the policy in the Working Together in Birmingham's Neighbourhoods white paper (published in February 2019 – see Appendix 2).

### 2. Summary of proposed process

- 2.1 The diagram overleaf summarises the process. It consists of three main stages as follows

- **Initiation** – a community group or groups expresses interest in having a parish council in the area and engages with the City Council. In some cases, a formal petition will be required, but the presumption will be that it will not.
- **Review** – a Community Governance Review is undertaken by the City Council, making use of community led consultation and considering a range of issues set out in statutory guidance. A report is produced with recommendations. If the recommendation is to have a new parish council then an indicative postal ballot of all electors in the area will be conducted.
- **Implementation** – if a new parish council is to be created, the City Council issues a Reorganisation Order and organises elections and the raising of a precept.

## Summary of process for creating a new parish (neighbourhood) council



### 3. City Council policy

#### Starting the process

3.1. The white paper says that the City Council will initiate a Community Governance Review (CGR) without a petition if there is “strong enough support” in the local area. This means any of:

- Evidence from community led consultation that there is widespread support for the idea, subject to the consultation being of an adequate standard and communications about the proposal being accurate
- Support expressed at more than one meeting of a Ward Forum with a reasonable attendance (an attendance which is average or above for the Ward)
- Support from one or more community organisations which are well established and constituted to have properly recorded meetings which are open to all residents in the relevant area within the proposed parish boundary and which have held meetings to discuss the issue (evidenced in minutes).

3.2. If the City Council deems that there is insufficient evidence for widespread community interest in the proposal, then it will require a petition to be submitted that reaches the thresholds set out in guidance. This will not apply where a neighbourhood is developing or already has a Neighbourhood Plan that has been “made” (which would exempt it from having to produce a petition under national guidance).

3.3. Decisions on whether to require a petition will be taken by the relevant Cabinet Member, following advice from the relevant director (see “Governance and administrative arrangements” below).

3.4. Decisions on initiating a CGR and the validity of any petitions will be taken by Cabinet.

3.5. Community groups pursuing the creation of a new parish council will be allocated a contact officer who will help with:

- Provision of basic information to the community: map of proposed boundary, estimate of households and potential precept
- Discussion of options for how a parish council would operate and what it could do (using the prospectus on devolution deals currently in development)

## **The Community Governance Review**

- 3.6. Once a decision has been taken to initiate a CGR, the City Council will publish a Terms of Reference for the review as described in statutory guidance (see Appendix 1) and inform key local stakeholders directly.
- 3.7. The City Council will endeavour to complete the CGR within six months from the decision to carry it out.
- 3.8. A CGR will cover the matters set out in national guidance (see Appendix 1) and a report will be published setting out findings, consultation feedback and recommendations. These will include whether to approve the establishment of parish council, any alternatives considered, the proposed approach to elections and any changes to the boundaries originally proposed.
- 3.9. Cabinet will receive the report of the CGR and, if it is proposed to establish a new parish council, it will decide that an indicative ballot will be held in the area as soon as possible and approve the expenditure on holding the ballot.
- 3.10. Cabinet will receive a report of the results of the ballot and, if the ballot indicates support for the proposal, will then forward a recommendation to that effect to a meeting of the full City Council.

## **Consultation and communications**

- 3.11. The CGR will make use of feedback obtained by community groups through consultation and engagement with the community and will not seek to replicate such consultation. The City Council will expect such consultation to meet a reasonable standard of inclusivity and representativeness and will require that information given to residents by the proponents of the proposal, by whatever means should be accurate and appropriate.
- 3.12. A communications plan for the CGR will be developed with the community groups that made the proposal and this will set out how the City Council will support efforts to communicate with residents.
- 3.13. However, the City Council will also engage with key stakeholders in the area and surrounding areas, such as community organisations, schools, key businesses and public service outlets, as suggested by government guidance and will assess the adequacy of community led consultation, to ensure that there has been inclusive and broad engagement with the community. A list of key stakeholders is required to be included in Ward Plans and this will be used for this purpose.

### **Referendum (indicative ballot)**

- 3.14. There is no legal requirement to conduct a referendum on the establishment of a parish council, however the City Council has committed to holding such a vote, as in Sutton Coldfield to ensure that there is adequate support for the proposal across the local community.
- 3.15. An indicative ballot will be held by post and if possible on-line and counted by an external organisation commissioned for this purpose. This exercise will be paid for by the City Council.
- 3.16. A simple majority of those participating in the indicative ballot will be sufficient to determine whether the proposal should be adopted or not. However, a ballot that fails to achieve a threshold of turnout will be deemed invalid, regardless of the result. This threshold shall be 25% or the turnout (or average turnout) in the last local election in the ward (or wards) in which the proposed parish council sits, whichever is the lowest.

### **Implementation**

- 3.17. The resolution of the full City Council meeting will include delegation of authority to carry out the necessary steps to implement it, including the issuing and publication of the Reorganisation Order and related communications, to the relevant Chief Officer (probably the Monitoring Officer), acting in consultation with the relevant Cabinet Member.
- 3.18. The Reorganisation Order will set out the matters prescribed by statutory guidance, including the timescale for implementation and arrangements for elections. This will normally specify that it will come into effect the following April, with elections the following May.
- 3.19. Parish council elections will normally take place on the same day as the City Council elections and will be administered by the City Council. The City Council will make a charge of 25% of additional costs to the parish council. In the case of the first elections not coinciding with the four-yearly cycle of City Council elections the whole of the cost of the election will be recharged to the parish council once established and drawing income from a local precept. Subsequent elections will take place on the same cycle as the City Council elections (i.e. the first term of office of parish councillors will not necessarily be 4 years).
- 3.20. The City Council will also assist with early administrative activities, such as appointment of a Clerk and will set up the process of levying the parish precept, through the city-wide Council Tax system.

## **Governance and administrative arrangements**

- 3.21. Cabinet will take decisions on recognising petitions and initiating CGRs and then make a recommendation to full council on the conclusions of a CGR. Full City Council will give final approval to the creation of a parish council and delegate authority to the appropriate Chief Officer (probably the Monitoring Officer), acting in consultation with the relevant Cabinet Member to take steps to implement the decision.
- 3.22. Cabinet and the Cabinet Member will act under advice from the Assistant Director Neighbourhoods and the Assistant Director Governance, Legal and Financial Services who is also the Deputy Monitoring Officer (or appropriate new roles in any future administrative structure). The Assistant Director Governance will lead on the implementation phase, including the issuing of the Reorganisation Order, under delegated authority from full City Council and the implementation of election arrangements.
- 3.23. A cross-directorate officer working group will oversee the process and make recommendations for any changes in this policy. Each neighbourhood that embarks on the process will have a contact officer who will be a member of the working group. The working group will be chaired by the Assistant Director Neighbourhoods.

## **Appendix 1: The legal and national framework**

### **Starting the process**

Following the Local Government and Public Involvement in Health Act, 2007, communities can initiate the process of creating a parish council through a petition to the principal authority. The local authority then validates the signatures and if the threshold set out in statutory guidance has been passed it must initiate a Community Governance Review. The City Council accepts online petitions created in external websites that have validation routines (e.g. email confirmation and postcode recording).

If a neighbourhood has a “made” Neighbourhood Development Plan in a referendum, then it does not need to submit a petition to trigger a review.

A local authority can also initiate a CGR for all or part of its area (and is encouraged to keep these under review every 10-15 years).

### **Community Governance Review**

Guidance on CGRs was published in 2010<sup>1</sup>.

The Act requires principal authorities to take account of certain criteria when conducting a review, namely:

- The identities and interests of the community in an area; and
- The effective and convenient governance of the area.

They are also advised to consider factors such as:

- What impact proposed community governance arrangements might have on community cohesion; and
- Whether the size (area), population and boundaries proposed for local governance make sense on the ground and contribute to the above criteria.

The guidance refers to people’s sense of place and their historic attachment to areas. Overall, local council arrangements should lead to: improved local democracy; greater community engagement; and better local service delivery.

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[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/8312/1527635.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/8312/1527635.pdf)

The local authority must take into account the existing community governance of the area, such as residents associations, neighbourhood forums and other bodies and how they will relate to a parish council.

***The main steps in a Community Governance Review***

Trigger for a review	<ul style="list-style-type: none"> <li>• A valid community petition; or</li> <li>• A principal authority’s own decision</li> </ul>
Decision to hold a review	<ul style="list-style-type: none"> <li>• A principal authority takes a formal decision;</li> <li>• Which can be to review all or a part of its area;</li> <li>• Though it must have valid grounds for refusal if there has been a petition</li> </ul>
Terms of Reference	<ul style="list-style-type: none"> <li>• A principal authority must draw up and publish terms;</li> <li>• Stating the matters and the geographic area to be covered;</li> <li>• Notifying other local authorities which have an interest.</li> </ul>
Undertaking a Review	<ul style="list-style-type: none"> <li>• A principal authority must consult electors in affected area(s);</li> <li>• It should consult other bodies with an interest, including any affected local councils;</li> <li>• It must then consider any representations received.</li> </ul>
Reaching conclusions	<ul style="list-style-type: none"> <li>• Bearing in mind representations, the criteria and other factors;</li> <li>• Including alternative forms of governance in the area e.g. resident’s associations, neighbourhood forums;</li> <li>• The principal authority formally recommends an outcome from the review;</li> <li>• It must publish its recommendations and the reasons for them, informing those with an interest.</li> </ul>

**Consultation**

The guidance above requires the local authority to consult the electorate and other local stakeholders. It advises that:

- *Principal councils will need to consult local people and take account of any representations received in connection with the review. When undertaking the review, they must have regard to the need to secure that community governance reflects the identities and interests of the community in the area under review, and the need to secure that community governance in that area is effective and convenient.*
- *Under the 2007 Act principal councils are required to consult both those local government electors in the area under review, and others (including a local authority such as a county council) which appears to the principal council to have an interest in the review...Other bodies might include local businesses, local public and voluntary organisations - such as schools or health bodies.*

## **Implementation**

A principal authority makes a Reorganisation Order to put into effect any changes, which must include a detailed map of the boundaries. It publishes the Order and map for public inspection. It must inform specified bodies e.g. Ordnance Survey. It should include in the Order any agreed incidental issues e.g. the transfer of assets.

An Order is often written to come into force the following April. Typically, a new local council is then elected in May. A Model Order (template) is [available](#).

There is no longer a requirement to seek approval from the Secretary of State for such changes to governance, however the Secretary of State must be informed along with other stakeholders.

**Election costs:** Parish councils normally have four-yearly elections. If an election is held separately from the principal council elections, then the whole cost is typically re-charged by the principal council to the parish council (paid out of the precept). Even when elections are aligned, it is common practice for councils to re-charge 25%, a third or even up to 50% of costs. In such elections the term of office would normally be reduced so that the next election would align.

## Appendix 2: Commitments in Working Together white paper

The white paper makes the following commitments to areas interested in establishing a parish council:

- To conduct a CGR without a petition if adequate expression of support is given:  
*“The city council can also start a review without a petition and will do so if we think there is strong enough support for the idea in the local area. This could be indicated, for example, by the views of local community organisations or a vote of residents at a well-attended Ward Forum.”*
- To conduct any Community Governance Reviews within six months, instead of the 12 months required in the guidance.
- To conduct a referendum or indicative ballot in each area to indicate broad public support, with a threshold for turnout:

*“A consultative ballot will be held to enable every elector in the proposed area to say whether they support the proposal for a new parish council. The Green Paper asked for views on whether there should be a ballot threshold for support and turnout. There was no consensus in the responses on the level of thresholds, however we will set a threshold for turnout to ensure the ballot is reasonably representative of the area. A simple majority of those that vote will be sufficient to decide the issue.”*

- A presumption in favour of creating a parish council where a neighbourhood forum with a made Neighbourhood Plan has expressed support.
- A communications plan will be created for each parishing proposal, working with the community.

# Birmingham City Council

## Report to Cabinet

18 May 2021



**Subject:** Council House Complex - Electrical Upgrade and Refurbishment Works – Full Business Case

**Report of:** Acting Director for Inclusive Growth

**Relevant Cabinet Member:** The Leader of the Council, Councillor Ian Ward  
Councillor Tristan Chatfield, Cabinet Member for Finance and Resources

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

**Report author:** Kathryn James, Assistant Director of Property  
Tel: 0121 303 3844  
Email: [Kathryn.james@birmingham.gov.uk](mailto:Kathryn.james@birmingham.gov.uk)

Are specific wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No – All wards affected
If yes, name of ward: Ladywood		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 008488/2021		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential:		

### 1 Executive Summary

- 1.1 To seek approval to the Full Business Case (Appendix 1) to implement a programme of works for the electrical upgrade of the Council House Complex (Council House and Extension), ensuring compliance with Health and Safety requirements specifically the 18<sup>th</sup> edition Institution of Engineering and Technology (IET) Wiring Regulations (BS7671) and also incorporating a decorative refurbishment to primary civic spaces that are used for ceremonies, receptions and private events.

## **2 Recommendations**

- 2.1 Approves the Full Business Case (Appendix 1) at a total net cost of £32.450m comprising capital costs of £30.819m funded through Prudential Borrowing of £29.458m and revenue policy contingency of £1.361m and net revenue costs of £1.631m for the redecoration of the civic areas to the Council House funded through £0.078m of Policy Contingency and £1.553m provisionally from the earmarked reserve detailed in recommendation 2.2.
- 2.2 Approves in principle to earmark £1.553m from the 2020/21 outturn to create a reserve to fund the works, subject to final consideration of the Provisional Outturn report in June 2021.
- 2.3 Notes where possible additional savings from the existing Central Administrative Building estate will be sought to reduce this requirement.
- 2.4 Approves the award of contract to ISG Ltd for the electrical refurbishment of the Council House complex and associated decorative programme.
- 2.5 Authorises the Acting Director Inclusive Growth to instruct Acivico Ltd to place orders not to exceed £27.389m to progress the programme of electrical refurbishment and redecoration works.
- 2.6 Delegates authority to the Assistant Director Property Services to negotiate and finalise terms to enter into a lease for a warehouse unit at a rental of no more than £0.125m a year to act as decant storage for the Museum collection.
- 2.7 Authorises the Acting Director Inclusive Growth to make payment of costs not exceeding £4.589m to Birmingham Museum Trust Limited for costs incurred in the decanting, storage and reinstalling of the Museum collection and associated compensation payments.
- 2.8 Authorises the City Solicitor (or delegate) to negotiate, execute and complete all necessary legal documentation to give effect to the above recommendations.

## **3 Background**

- 3.1 In December 2018 Cabinet took the decision to pause a comprehensive refurbishment of the Council House complex until after 2022 and instigated a testing and monitoring regime with a budget of £2.000m from Policy Contingency set aside to cover any essential works.
- 3.2 An interim electrical test was carried out in January 2019. This re-tested the areas that had been highlighted as the highest risk for deterioration within a full electrical test carried out in 2016. At this point any circuits falling below the required insulation values were repaired or locally re-wired as a temporary measure. Continued monitoring has been undertaken by Acivico and their contractors to advise on the ongoing condition of the system. From ongoing monitoring of the electrical systems, it has become clear that the installation is at the point where it is not possible to continue maintaining it whilst keeping the associated risks within reasonable parameters.

3.3 On 13<sup>th</sup> October 2020 Cabinet approved the Outline Business Case (OBC) to develop to RIBA Stage 4 a programme of refurbishment works. The work to be undertaken includes

- New incoming electrical supply to rationalise the current multiple incoming services. Multiple supplies serving the same building are no longer permitted.
- New substations within the Council House and Council House Extension.
- New mains distribution for the Council House and Council House Extension.
- New submain distribution cabling.
- New local power and lighting distribution boards.
- New local circuit wiring.
- New light fitting installation throughout (except in key heritage areas where the current luminaires will be refurbished with LED fittings and retained).
- New lighting controls throughout all areas to ensure energy efficiency and savings.
- New power outlets and terminals accessories where required which will be generally replaced on a like for like basis in terms of quantities unless there is obvious under provision.
- New fire alarm system throughout all areas to provide L1 coverage, gallery areas where there is already aspirated detection will be retained and interfaced with the new installation.
- Installation of new intruder alarm and access control
- New external lighting to courtyard.

3.4 This programme of works represents essential futureproofing works for the Council House complex and are necessary to ensure the continued safety for all those who work or visit these historic buildings, together with the valuable and important artefacts stored and displayed in them. As well as being Birmingham's centre of democracy, the complex also serves as a venue for many civic and private events and represents an important part of Birmingham's heritage and cultural offer.

3.5. In addition, the opportunity will be taken to refurbish areas such as the Banqueting Suite used to host a range of civic and private functions (the latter of which generate income for the Council) such as those that will be linked to the Commonwealth Games in 2022. The work programme, informed by the appointed conservation architect (Rodney Melville & Partners), includes general redecoration, re-carpeting, refurbishment of identified toilet areas, upgrading of the "Kings lift", re-upholstering damaged seating, works to the windows, cleaning and repairing existing drapes and blinds, cleaning the protruding stonework to the exterior of the Council House on three elevations and repairing the failing plaster and roof covering to the ceiling/roof to the Portico over the main entrance. During the course of the project the remainder of the external stonework will be assessed and, if necessary, a further work package for external cleaning procured.

- 3.6 The future role and purpose of the complex will be re-visited as part of the Council's new Delivery Plan for 2020-22. This review will bring together residents, businesses and other stakeholders to understand the role and purpose the Council House Complex plays in the civic life of the city, as well as its role as an administrative centre for the City Council.
- 3.7 The recent New Ways of Working report agreed by Cabinet in April 2021 set out the intention to vacate the City Council office accommodation within the Council House Extension. The work programme and associated costings presented in this report detail the electrical refurbishment of the entire Complex, but flexibility exists within the project to reduce the scope of works in the Council House Extension should alternative uses be identified as a result of the review outlined in section 3.6.
- 3.8 A phasing plan has been discussed and agreed with Birmingham Museum Trust (BMT) that would see the Council House building re-wired as a first phase followed by the Extension. This will allow Birmingham Museum and Art Gallery (BMAG) areas within the Council House (1885 wing) to be completed along with the Council's primary civic spaces by March 2022 in time for the start of the Commonwealth Games cultural programme. The contract completion date has been advanced significantly from the timeline presented in the OBC; the contract will now end in May 2023 compared with the originally stated December 2023 permitting the resumption of civic and cultural services at a much earlier date.
- 3.9 Following further development of the technical solution and engagement with the selected contractor, it has become clear that in order to preserve the collection it is necessary to decant the vast majority of artefacts out of the Complex. It will be necessary for areas to be vacated on a phased basis and museum items on display will be either moved temporarily offsite (the likely solution for the majority of artefacts) or remain in situ and be protected during the works. BMT, through their service agreement to manage the City Council's collection, have developed a decant strategy that sees the majority of items impacted by Phase One remaining within the Complex. However, the second phase will require off-site storage solutions, the costs of which are detailed in the FBC. Negotiations for the leasing of an appropriate warehouse unit are close to being concluded.
- 3.10 The closure of the Complex will also be used as an opportunity to take forward additional works outside of the defined programme if additional funding can be secured. An application to the Department for Digital, Culture, Media and Sport (DCMS)'s MEND fund to obtain funding to progress repairs to a number of areas of BMAG (most particularly in the Council Extension) including works to the windows, rainwater goods and heating/water systems is presently being pursued.

3.11 The updated programme is now based upon the following milestones:

Outline Business Case approval	October 2020
Contract awarded using CWM2 framework under a Stage 1 pre-construction services agreement	April 2021
Contractor's proposals and contract price finalised and agreed	April 2021
Listed Building consent	May 2021
Full Business Case approval	May 2021
Contract award (Stage 2 – NEC Option A contract)	June 2021
Commence Phase 1 works (Council House building)	June 2021
Complete Phase 1a works (Civic spaces & BMAG '1885')	March 2022
Complete Phase 1b works (Remainder Council House building)	June 2022
Commence Phase 2 works (Council House Extension)	June 2022
Complete Phase 2 works (Council House Extension)	May 2023
Date of post implementation review	August 2023

#### 4 Options Considered and Recommended Proposal

4.1 A range of options were considered in the OBC with the selected option to proceed with the replacement of the electrical installations and associated works. At FBC the options are:

4.2 **Option 1 – Don't Proceed** This is not a feasible option as the existing electrical infrastructure is outdated, unreliable and a health and safety issue. Further failings could lead to the closure of the Council House Complex.

4.3 **Option 3 – Proceed (with limited decorative works)** Whilst this addresses the health and safety risk of the current electrical infrastructure it doesn't take advantage of the full opportunity to undertake much needed decorative works to the civic space within the Council House during the closure

4.3 **Option 2 – Proceed (with proposed decorative works)** This is the preferred option. This provides a fit for purpose, affordable solution and addresses the health and safety risk of the current electrical infrastructure whilst providing the opportunity to undertake a programme of much needed decorative works to the civic space within the Council House during the closure.

#### 5 Consultation

5.1 The ward councillors are to be consulted and the details of this process will be shown in Appendix 2.

5.2 BMT are actively being consulted throughout the development of the proposal and being kept informed of the programme and the impact on their service delivery.

5.3 Historic England and other statutory consultees are being consulted through the planning process.

## **6 Risk Management**

- 6.1 A risk register has been appended to the Full Business Case in Appendix 1. The key risks are;
- 6.1.1 Failure to achieve listed building consent for the works has been mitigated through appointment of a qualified and experienced conservation architect and regular consultation with the Conservation Planning Officer and Historic England as a statutory consultee.
  - 6.1.2 Programme slippage impacting upon hosting of civic ceremonies, receptions and private events will be mitigated by phasing the works in such a way as to deliver up priority areas by March 2022 and building in suitable float within the delivery programme.
  - 6.1.3 Covid is assessed as having minimal impact on the project based on the current infection rate.
  - 6.1.4 Brexit is assessed as having minimal impact on the project with a secure and established supply chain.
  - 6.1.5 Continual risk of asbestos being discovered throughout the construction programme. Mitigated by additional asbestos surveys and early identification.
  - 6.1.6 Decant programme slippage causing delay to the construction programme. Mitigated by detailed planning and regular communication with BMAG, BCC and the Contractor.
  - 6.1.7 Scope creep of the CWG refurbishment works. Mitigation by robust contract management to works are in accordance with the tender specification and categorising works into 'essential' and 'desirable' and effective change control procedure

## **7 Compliance Issues:**

- 7.1 How are the recommended decisions consistent with the City Council's priorities, plans and strategies?**
- 7.1.1 The proposal supports the Birmingham City Council Plan 2018-2022 (updated 2019) specifically supporting the 5 key strategic outcomes of Birmingham as an entrepreneurial city to, learn, work and invest in; as an aspirational city to grow up in; a fulfilling city to age well in; as a great city to live in and residents gaining the maximum benefit from hosting the Commonwealth Games. The proposed new fittings will be far more energy efficient than the existing provision and reduce carbon omissions.
  - 7.1.2 It also supports the Property Strategy 2018/19 – 2023/24 by proposing works to improve and protect a Grade II\* listed asset supporting the provision of an operationally efficient and fit for purpose property portfolio.

7.1.3 Birmingham Business Charter for Social Responsibility (BBC4SR) – ISG is a certified signatory to the BBC4SR and has submitted an action plan that will be actioned and monitored during the contract period. A summary of the commitments includes:

- Support to the local community, in particular to the Ladywood Ward, in which the Council House is situated, and Bordesley and Highgate Ward.
- Action plans for addressing green and sustainability issues within the selected solution.
- Agreement to employ 6 local people to work on project during the construction phase for a period of over one year and 5 people from long term unemployment and has committed to providing various apprenticeships to support young people.
- Use of local sub-contractors and honouring buy local commitments.
- Provision of 144 hours of staff hours to work within the community, this will include engaging with schools to offer face-to-face and virtual work experience placements.
- Proactive support of a green and sustainable environment, including committing to 21 tons of Carbon Dioxide reduction.

## **7.2 Legal Implications**

7.2.1 The primary function of the Council is contained in various statutes including the Local Government Act 1972. The appropriate relevant powers in this are:

- Section 144(1)(b) of the Local Government Act 1972 which gives power to the Council to provide or improve facilities to hold conferences and exhibitions in their area
- Section 120 of the Local Government Act 1972 which gives the Council power to take a lease of land for the purposes of any of their functions under that Act
- Section 111 of the Local Government Act 1972 which gives the Council power to do anything which is calculated to facilitate, or is conducive or incidental to, any of their functions
- Section 1 of the Localism Act 2011 which give a local authority a general power to do anything that individuals generally may do

7.2.2 The Council has duties of care to protect the safety of visitors and others at their premises under the Occupiers Liability Acts 1957 and 1984.

## 7.3 Financial Implications

### Capital

- 7.3.1 The total capital cost of the programme of electrical works is £29.904m (to include a contingency element based on the specification set out in section 3.5) together with capitalizable fixtures and fittings of £0.915m within the redecoration programme, to be funded through Prudential Borrowing (£29.458m) and policy contingency (£1.361m).
- 7.3.2 The works to upgrade the electrical supply, distribution and fittings as set out have been tendered at £24.322m, including Acivico fees and a suitable level of contingency based on identified areas of risk.
- 7.3.3 In order to carry out the works it is necessary to vacate both the office accommodation and BMAG museum display and storage areas, and to remove artefacts out of the Complex and store them in an appropriate environment. Heads of Terms for a short-term lease of a warehouse unit are close to agreement. Allied to this there are extensive costs in cataloguing, packing, moving and then reinstalling the collection as well as costs of similar activity in relation to the City Council items, together with the hire of alternative meeting accommodation. These result in a cost totalling £4.322m for this area of activity.
- 7.3.4 BMT have identified financial concerns arising from the loss of trading due to the proposed re-wiring works which forms part of a wider discussion about the impact of Covid-19 and re-opening of BMAG. This element (£1.260m) has been included within the capital project costs in line with compensation provisions in the BMT service contract for the suspension of activity required to obtain vacant possession of BMAG to undertake the necessary works and will be subject to further discussion and due diligence when the actual impact on BMT's trading position is quantified.
- 7.3.5 The OBC approved expenditure of £0.675m to develop the project to FBC. In addition, a further £0.499m of accelerated works (e.g. asbestos removal, further surveys) are being undertaken in April and May 2021, approved via a Cabinet Member decision dated 19th April 2021. Expenditure to the end of April 2021 of £0.187m has also been incurred in respect of the preparation of the collection for decant. This total expenditure of £1.361m will be funded from Policy Contingency allocation of £2.000m approved in the December 2018 Cabinet report "Council House Complex Works Phase 3a".

### Revenue

- 7.3.6 The revenue implications associated with prudentially borrowing for the corporate capital funding of £29.458m are estimated at a cost of £1.139m a year (full year effect) and will be funded corporately.

- 7.3.7 Revenue costs associated with refurbishment of those areas intended to host special events and functions such as the Banqueting Suite, Committee Rooms etc together with the cleaning of elements of the external elevations have been identified and costed at £2.152m. Development costs of £0.078m have already been funded through Policy Contingency, leaving a balance of £2.074m funded from revenue savings of £0.521m associated with the closure of the Complex during the duration of the works programme and the remaining £1.553m funded provisionally from an earmarked reserve to be created from the 2020/21 outturn, subject to final consideration of the Provisional Outturn report in June. Where possible additional savings from the existing CAB estate will be sought to reduce this requirement.
- 7.3.8 The completed scheme is expected to yield revenue savings in the region of £0.081m per annum from the installation of more energy efficient fittings and a reduction in repairs to the electrical systems and future testing.

#### **7.4 Procurement Implications**

- 7.4.1 In accordance with the strategy approved in the OBC, a further competition exercise was undertaken using the Constructing West Midlands 2 (CWM2) Framework Agreement – Lot 2 following a two-stage process. The evaluation was carried out by representatives from Acivico Ltd, BMT and Property Services, moderated by Corporate Procurement following the protocol of CWM2. ISG Ltd was awarded the first stage under a Pre-Construction Services Agreement (PCSA) approved under Acivico Ltd's governance protocol.
- 7.4.2 During the second stage Acivico Ltd has worked closely with ISG Ltd to arrive at an agreed Contract Sum in line with the parameters set out in the CWM2 framework. ISG Ltd, under a PCSA, undertook works prior to the commencement of the main works, such as asbestos removal and intrusive electrical surveys and structural and heritage surveys to de-risk the project.
- 7.4.3 ISG produced the initial subcontractor shortlist using their supply chain and 'DocHosting' system (pre-qualification; verifies competency, financial stability etc). The list was reviewed with the Project Team. All packages were issued to at least three subcontractors to ensure market competitiveness. A number of pre-tender and some mid-tender interviews were held for several of the packages; Acivico and Hoare Lee were present in the electrical mid-tender interview due to its significance and all tender returns were copied into Acivico. ISG assessed all tender returns and presented a recommendation for each package for review by Acivico. Acivico reviewed the quotations to ensure compliance to the specification and the costs are in line with current market conditions. Acivico has provided formal confirmation the recommendations represent value for money for the project.

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

7.5.1 Property Services have identified a Project Manager to deliver this proposal on behalf of the client within existing Inclusive Growth staffing resources. They are working in partnership with Acivico Ltd who are responsible for administering the construction contract.

## **7.6 Public Sector Equality Duty**

7.6.1 The initial equality assessment screening is appended – Appendix 3 (ref EQUA545). A full assessment is not required.

## **8 List of appendices accompanying this report**

Appendix 1 – Full Business Case

Appendix 2 - Consultation Template

Appendix 3 - Equality Assessment

## **9 Background Documents**

9.1 Report to Cabinet dated 11th December 2018 – “Council House Complex Works Phase 3a”

9.2 Report to Cabinet dated 13th October 2020 – “Council House Complex Electrical Upgrade and Refurbishment Works”

## APPENDIX 1

<b>FULL BUSINESS CASE (FBC)</b>			
<b>A. GENERAL INFORMATION</b>			
<b>A1. General</b>			
<b>Project Title</b> (as per Voyager)	Council House Complex Electrical Upgrade and Refurbishment Works	<b>Portfolio</b> <b>/ Committee</b>	Inclusive Growth
<b>Directorate</b>	Inclusive Growth	<b>Project Code</b> (as per Voyager)	TBC
<b>Approved by Project Sponsor</b>	Ian MacLeod	<b>Approved by Finance Business Partner</b>	Simon Ansell / Mohammed Sajid (06/05/2021)
<b>A2. Outline Business Case approval (Date and approving body)</b>			
The Outline Business Case was agreed in Cabinet in October 2020.			
<b>A3. Project Description</b>			
<p>In December 2018 Cabinet took the decision to pause a comprehensive refurbishment of the Council House complex until after 2022 and instigated a testing and monitoring regime with a budget of £2.000m from Policy Contingency set aside to cover any essential works.</p> <p>An interim electrical test was carried out in January 2019. This re-tested the areas that had been highlighted as the highest risk for deterioration within a full electrical test carried out in 2016. At this point any circuits falling below the required insulation values were repaired or locally re-wired as a temporary measure. Continued monitoring has been undertaken by Acivico and their contractors to advise on the ongoing condition of the system. From ongoing monitoring of the electrical systems, it has become clear that the installation is at the point where it is not possible to continue maintaining it whilst keeping the associated risks within reasonable parameters.</p> <p>In October 2020 Cabinet approved the Outline Business Case (OBC) to develop to RIBA Stage 4 a programme of refurbishment works. This programme of works represents essential futureproofing works for the Council House complex and are necessary to ensure the continued safety for all those who work or visit these historic buildings, together with the valuable and important artefacts stored and displayed within them. As well as being Birmingham's centre of democracy, the complex also serves as a venue for many civic and private events and represents an important part of Birmingham's heritage and cultural offer.</p> <p>In addition, the opportunity will be taken to refurbish areas such as the Banqueting Suite, used to host a range of civic and private functions (the latter of which generate income for the Council). These areas will be used during the Commonwealth Games in 2022.</p>			
<b>A4. Scope</b>			
<p>The work to be undertaken includes</p> <ul style="list-style-type: none"> <li>New incoming electrical supply to rationalise the current multiple incoming services. Multiple supplies serving the same building are no longer permitted.</li> </ul>			

- New substations within the Council House and Council House Extension.
- New mains distribution for the Council House and Council House Extension.
- New submain distribution cabling.
- New local power and lighting distribution boards.
- New local circuit wiring.
- New light fitting installation throughout (except in key heritage areas where the current luminaires will be refurbished with LED fittings and retained).
- New lighting controls throughout all areas to ensure energy efficiency and savings.
- New power outlets and terminals accessories where required which will be generally replaced on a like for like basis in terms of quantities unless there is obvious under provision.
- New fire alarm system throughout all areas to provide L1 coverage, gallery areas where there is already aspirated detection will be retained and interfaced with the new installation.
- Installation of new intruder alarm and access control
- New external lighting to courtyard

The decorative work programme includes redecoration, re-carpeting, refurbishment of identified toilet areas, re-upholstering damaged seating, cleaning and repairing existing drapes and blinds, cleaning the protruding stonework on three elevations to the external Council House and repairing the failing plaster and roof covering to the ceiling/roof to the Portico over the main entrance. The remainder of the elevations will be reviewed during the course of the programme to determine if further cleaning works are required; if necessary a further work package will be procured.

#### **A5. Scope exclusions**

The decorative element is limited to the areas of public interaction on the ground and first floors of the Council House.

The closure of BMAG as a result of the programme will be used as an opportunity to bid for additional funding available from DCMS to undertake further works outside of the scope of this project, including works to the heating and rainwater goods.

### **B. STRATEGIC CASE**

*This sets out the case for change and the project's fit to the Council Plan objectives*

#### **B1. Project objectives and outcomes**

*The case for change including the contribution to Council Plan objectives and outcomes*

The proposal supports the Birmingham City Council Plan 2018-2022 (updated 2019), specifically supporting the 5 key strategic outcomes of Birmingham:

- as an entrepreneurial city to, learn, work and invest in;
- as an aspirational city to grow up in;
- a fulfilling city to age well in; as a great city to live in and residents gaining the maximum benefit from hosting the Commonwealth Games.

The proposed new fittings will be far more energy efficient than the existing provision and reduce carbon omissions.

It also supports the Property Strategy 2018/19 – 2023/24 by proposing works to improve and protect a Grade II\* listed asset supporting the provision of an operationally efficient and fit for purpose property portfolio.

Birmingham Business Charter for Social Responsibility (BBC4SR) – ISG is a certified signatory to the BBC4SR and has submitted an action plan that will be actioned and monitored during the contract period. A summary of the commitments include:

- Support to the local community, in particular to the Ladywood Ward, in which the Council House is situated, and Bordesley and Highgate Ward.
- Action plans for addressing green and sustainability issues within the selected solution.
- Agreement to employ 6 local people to work on project during the construction phase for a period of over one year and 5 people from long term unemployment and has committed to providing various apprenticeships to support young people
- Use of local sub-contractors and honouring buy local commitments.
- Provision of 144 hour of staff hours to work within the community, this will include engaging with schools to off face-to-face and virtual work experience placements.
- Proactive support of a green and sustainable environment, including committing to 21 tons of Carbon Dioxide reduction.

## B2. Project Deliverables

*These are the outputs from the project eg a new building with xm2 of internal space, xm of new road, etc*

The refurbishment of the electrical supply, distribution and fittings to the Council House complex to make the accommodation Health & Safety compliant and comply with the latest electricity regulations, safeguarding staff, visitors and the museum and art collection.

## B3. Project Benefits

*These are the social benefits and outcomes from the project, eg additional school places or economic benefits.*

Measure	Impact
<i>List at least one measure associated with <b>each</b> of the objectives and outcomes in B1 above</i>	<i>What the estimated impact of the project will be on the measure identified – please quantify where practicable (eg for economic and transportation benefits)</i>
Safety – comply with legislation	Avoidance of potentially catastrophic loss of life, buildings and collections
Ongoing disruption to operations is reduced/eliminated	Less time lost due to electrical faults and building closures
Deliver revenue savings – reduced maintenance and energy consumption	Avoids on-going testing costs; reduces future maintenance bill; lowers future electricity bills
Generate income	Enables commercial hires to continue
Cost effectiveness	Compares favourably with industry cost benchmarks

*For major projects and programmes over £20m:*

See Section G5

#### **B4. Benefits Realisation Plan**

*Set out here how you will ensure the planned benefits will be delivered*

The Project Group will oversee the key actions and timeline in this proposal. Costs will be managed on an ongoing basis with strict control to keep within any approved budget whilst time management will be a critical factor in ensuring the reopening of both BMAG and the Council House to citizens, officers and members alike.

#### **B5. Stakeholders**

A stakeholder analysis is set out at G4 below.

### **C. ECONOMIC CASE AND OPTIONS APPRAISAL**

*This sets out the options that have been considered to determine the best value for money in achieving the Council's priorities*

#### **C1. Summary of options reviewed at Outline Business Case**

*(including reasons for the preferred option which has been developed to FBC)*

*If options have been further developed since the OBC, provide the updated Price quality matrix and recommended option with reasons.*

A range of options were considered in the OBC with the selected option to proceed with the replacement of the electrical installations and associated works. At FBC stage the options are

##### **Option 1 – Don't Proceed**

This is not a feasible option as the existing electrical infrastructure is outdated, unreliable and a health and safety issue. Further failings could lead to the closure of the Council House Complex.

##### **Option 2 – Proceed (with limited decorative works)**

Whilst this addresses the health and safety risk of the current electrical infrastructure it doesn't take advantage of the full opportunity to undertake much needed decorative works to the civic space within the Council House during the closure

##### **Option 3 - Proceed (with proposed decorative works)**

This is the preferred option. This provides a fit for purpose, affordable solution and addresses the health and safety risk of the current electrical infrastructure whilst providing the opportunity to undertake a programme of much needed decorative works to the civic space within the Council House during the closure.

#### **C2. Evaluation of key risks and issues**

*The full risks and issues register is included at the end of this FBC*

A full Risks and Issues Register is attached at the end of this FBC.

### **C3. Other impacts of the preferred option**

*Describe other significant impacts, both positive and negative*

- Provides opportunity to reduce the carbon footprint of the Council by improving energy and thermal efficiency in the building
- Contributes to successful hosting of future events
- Helps protect the asset value in the event of future disposals

### **D. COMMERCIAL CASE**

*This considers whether realistic and commercial arrangements for the project can be made*

#### **D1. Partnership, Joint venture and accountable body working**

*Describe how the project will be controlled, managed and delivered if using these arrangements*

Although not a formal partnership arrangement the Council has been working collaboratively with BMT as a key stakeholder, to deliver the project. The relationship is that of Landlord and Tenant with BMT occupying their demised areas under a 25 year lease as part of the overall management agreement between the City Council and Birmingham Museum Trust for management of the collection and historic premises.

The lease contains standard clauses that entitle the Council as Landlord to undertake essential works but given the nature of the relationship, potential for disruption and sensitivity in terms of the museum collections BMT has been an active participant in the project with representation at the Project Board.

#### **D2. Procurement implications and Contract Strategy:**

*What is the proposed procurement contract strategy and route? Which Framework, or OJEU? This should generally discharge the requirement to approve a Contract Strategy (with a recommendation in the report).*

A further competition exercise was undertaken using Acivico Ltd's Constructing West Midlands 2 Framework Agreement. Further details of the recommendations are detailed in the Cabinet report.

#### **D3. Staffing and TUPE implications:**

The project will involve the relocation of BCC staff based within the Complex. There are no TUPE implications.

## E. FINANCIAL CASE

*This sets out the cost and affordability of the project*

E1. Financial implications and funding						
	2020/21 £m	2021/22 £m	2022/23 £m	2023/34 £m	Later Years £m	Total £m
<b>Capital Expenditure:</b>						
Development costs already incurred	0.496	0.000	0.000	0.000	0.000	0.496
Electrical refurbishment	0.000	10.078	11.134	2.614	0.000	23.826
Council House redecoration (capital)	0.000	0.915	0.000	0.000	0.000	0.915
Decant, storage and associated costs (including compensation to BMT)	0.061	2.239	1.678	1.604	0.000	5.582
<b>Total capital expenditure</b>	<b>0.557</b>	<b>13.232</b>	<b>12.812</b>	<b>4.218</b>	<b>0.000</b>	<b>30.819</b>
<b>Capital Funding:</b>						
Prudential Borrowing	0.000	12.428	12.812	4.218	0.000	29.458
Policy Contingency	0.557	0.804	0.000	0.000	0.000	1.361
<b>Total capital funding</b>	<b>0.557</b>	<b>13.232</b>	<b>12.812</b>	<b>4.218</b>	<b>0.000</b>	<b>30.819</b>
<b>Revenue Expenditure:</b>						
Project development costs	0.078	0.000	0.000	0.000	0.000	
Council House redecoration	0.000	2.074	0.000	0.000	0.000	
Prudential Borrowing costs	0.000	0.138	0.821	0.971	1.139	
Building running cost savings	0.000	(0.200)	(0.200)	0.000	0.000	
Energy efficiency savings	0.000	0.000	(0.040)	(0.081)	(0.081)	
<b>Total revenue expenditure</b>	<b>0.078</b>	<b>2.012</b>	<b>0.581</b>	<b>0.890</b>	<b>1.058</b>	
<b>Revenue Funding:</b>						
Policy Contingency	0.078	0.000	0.000	0.000	0.000	
Corporate Resources	0.000	0.138	0.821	0.971	1.139	
Revenue Reserve (1)	0.000	1.874	(0.240)	(0.081)	(0.081)	
<b>Total revenue funding</b>	<b>0.078</b>	<b>2.012</b>	<b>0.581</b>	<b>0.890</b>	<b>1.058</b>	

### Notes:

- (1) The met revenue reserve requirement is £1.553m (gross cost of £2.074m netted down by £0.521m efficiency savings – figure in 2021/22 is net of £0.200m efficiency saving).

## **E2. Evaluation and comment on financial implications:**

### **Capital**

The total capital cost of the programme of electrical works is £29.904m (to include a contingency element based on the specification set out above) together with capitalizable fixtures and fittings of £0.915m within the redecoration programme, to be funded through Prudential Borrowing (£29.458m) and policy contingency (£1.361m).

The works to upgrade the electrical supply, distribution and fittings as set out have been tendered at £24.322m, including Acivico fees and a suitable level of contingency based on identified areas of risk.

In order to carry out the works it is necessary to vacate both the office accommodation and BMAG museum display and storage areas, and to remove artefacts out of the Complex and store them in an appropriate environment. Heads of Terms for a short-term lease of a warehouse unit are close to agreement. Allied to this there are extensive costs in cataloguing, packing, moving and then reinstalling the collection as well as costs of similar activity in relation to the City Council items, together with the hire of alternative meeting accommodation. These result in a cost totalling £4.322m for this area of activity.

BMT have identified financial concerns arising from the loss of trading due to the proposed re-wiring works which forms part of a wider discussion about the impact of Covid-19 and re-opening of BMAG. This element (£1.260m) has been included within the capital project costs in line with compensation provisions in the BMT service contract for the suspension of activity required to obtain vacant possession of BMAG to undertake the necessary works and will be subject to further discussion and due diligence when the actual impact on BMT's trading position is quantified

The OBC approved expenditure of £0.675m to develop the project to FBC. In addition, a further £0.499m of accelerated works (e.g. asbestos removal, further surveys) are being undertaken in April and May 2021, approved via a Cabinet Member decision dated 19th April 2021. Expenditure to the end of April 2021 of £0.187m has also been incurred in respect of the preparation of the collection for decant. The total expenditure of £1.361m will be funded from the Policy Contingency allocation of £2.000m approved in the December 2018 Cabinet report "Council House Complex Works Phase 3a".

### **Revenue**

The revenue implications associated with prudentially borrowing for the corporate capital funding of £29.458m are estimated at a cost of £1.139m a year (full year effect) and will be funded corporately.

Revenue costs associated with refurbishment of those areas intended to host special events and functions such as the Banqueting Suite, Committee Rooms etc together with the cleaning of elements of the external elevations have been identified and costed at £2.152m. Development costs of £0.078m have already been funded through Policy Contingency, leaving a balance of £2.074m funded from revenue savings of £0.521m associated with the closure of the Complex during the duration of the works programme and the remaining £1.553m funded provisionally from an earmarked reserve to be created from the 2020/21 outturn, subject to final consideration of the Provisional Outturn report in June. Where possible additional savings from the existing CAB estate will be sought to reduce this requirement.

The completed scheme is expected to yield revenue savings in the region of £0.081m per annum from the installation of more energy efficient fittings and a reduction in repairs to the electrical systems and future testing

### E3. Approach to optimism bias and provision of contingency

The proposal has been subject to challenge from Property Services, Cultural Services and Finance to ensure optimism bias is not a factor.

A contingency sum of £1.700m has been allowed in respect to the physical works based on an analysis of risk whilst there will be ongoing value engineering throughout the project. A 10% contingency has been incorporated into the decant costings.

### E4. Taxation

*Describe any tax implications and how they will be managed, including VAT*

The health and safety electrical upgrade of the Council House complex will be subject to VAT. BCC can reclaim VAT on these works. Any VAT exempt use of the Council House complex, e.g. lettings, will need to be factored into BCC's annual partial exemption calculations as any VAT on BCC's costs associated with that use will count against BCC's 5% partial exemption de minimis limit. Based upon the current expenditure forecast for the upgrade, this VAT is not expected to threaten BCC's 5% limit. However, this will be reviewed by BCC's VAT Team within the ongoing monitoring of BCC's partial exemption position. Any necessary protective action that may be required will be discussed accordingly.

## F. PROJECT MANAGEMENT CASE

*This considers how project delivery plans are robust and realistic*

<b>F1. Key Project Milestones</b>	<b>Planned Delivery Dates</b>
<i>The summary Project Plan and milestones is attached at G1 below</i>	
Outline Business Case approval	October 2020
Contract awarded using CWM2 framework under a Stage 1 pre-construction services agreement	April 2021
Contractor's proposals and contract price finalised and agreed	April 2021
Listed Building consent	May 2021
Full Business Case approval	May 2021
Commence Phase 1 works (Council House building)	June 2021
Complete Phase 1a works (Civic spaces & BMAG '1885')	March 2022
Complete Phase 1b works (Remainder Council House building)	June 2022
Commence Phase 2 works (Council House Extension)	June 2022
Complete Phase 2 works (Council House Extension)	May 2023
Date of post implementation review	August 2023

## F2. Evaluation and achievability of timetable

*Describe how the project can be delivered given the organisational skills and capacity available*

The project team has representation from Property Services (client), Acivico Ltd (lead consultant/contract administrator), Hoare Lea LLP (lead Engineering designer), ISG (lead contractor), Birmingham City Laboratories (asbestos surveys/removal) and specialist input from a conservation architect, together with representatives from other BCC Directorates: Corporate Procurement, Finance, Legal

- Property Services has worked successfully with Acivico Ltd on similar heritage projects e.g. Birmingham Town Hall, Aston Hall,
- Due to the Grade II\* listed status of the Council House Complex engagement with the Conservation Planner commenced at an early stage,
- Birmingham City Laboratories (BCL) were engaged to undertake a Demolition and Refurbishment Asbestos survey following the submission of a tender,
- Hoare Lea LLP appointed via Acivico using Crown Commercial Services framework securing continuity and knowledge of buildings and installations,
- ISG Ltd appointed via Acivico Ltd using the Construction West Midlands Framework 2 demonstrated the capability to successfully deliver the scheme in their tender response and has a proven track record in large schemes.
- Rodney Melville & Partners, Conservation Architect, appointed via Acivico leading on listed building consent application,
- All additional consultants and contractors have been / will be appointed subject to evidencing a proven record of working on similar projects and listed buildings

## F3. Dependencies on other projects or activities

- Listed Building consent will be required (due to be determined in May 2021)
- Interface with the CCTV renewal project initiated by PIP
- The intention – following the completion of the programme – is not to reoccupy the accommodation traditionally used for BCC office accommodation as set out in the New Ways of Working report agreed by Cabinet in April 2021.
- A consultation exercise is proposed with regard to the future use of the entire Council House complex. The re-wire works will proceed as planned given the health & safety priority. Should the consultation exercise conclude in sufficient time that re-wiring certain parts of the complex in their current configuration is likely to prove abortive or unnecessary the contract could be varied accordingly.
- Lessons learned from the previous work undertaken on a potential comprehensive redevelopment of the complex will be taken into account.

## F4. Officer support

**Project Manager:** Martin Painter, CAB Buildings Manager, 0121 303 3419

**Project Accountant:** *Mohammed Sajid, Corporate Resources, 0121 303 4176*

[mohammed.sajid@birmingham.gov.uk](mailto:mohammed.sajid@birmingham.gov.uk)

*Rob Pace, Services Finance, 0121 303 3817, [rob.pace@birmingham.gov.uk](mailto:rob.pace@birmingham.gov.uk)*

**Project Sponsor:** Kathryn James, Assistant Director Property

## **F5. Project Management**

*Describe how the project will be managed, including the responsible Project Board and who its members are*

A project board has been established in line with the Council's Financial Control Standard. The board includes Birmingham Museum Trust to reflect the impact on the trading position of BMAG.

The project is being managed through weekly operational meetings and monthly board meetings tracking progress with works as set out by Acivico and any other sub-contractors used. Clear commissioning instructions will provide the basis for review against the works undertaken.

Use of contingency funds will be the responsibility of the Project Manager in discussion with the Project Sponsor.

Cost control will be a key measure, as will the post-implementation review which will assess the projected level of savings against actual expenditure.

## **G. SUPPORTING INFORMATION**

*(Please adapt or replace the formats as appropriate to the project)*

### **G1. PROJECT PLAN**

*Detailed Project Plan supporting the key milestones in section F1 above*

Outline Business Case approval	October 2020
Contract awarded using CWM2 framework under a Stage 1 pre-construction services agreement	April 2021
Contractor's proposals and contract price finalised and agreed	April 2021
Listed Building consent	May 2021
Full Business Case approval	May 2021
Commence Phase 1 works (Council House building)	June 2021
Complete Phase 1a works (Civic spaces & BMAG '1885')	March 2022
Complete Phase 1b works (Remainder Council House building)	June 2022
Commence Phase 2 works (Council House Extension)	June 2022
Complete Phase 2 works (Council House Extension)	May 2023
Date of post implementation review	August 2023

## G2. RISKS AND ISSUES REGISTER

*Risks should include Optimism Bias, and risks during the development to FBC*

Risk or issue	Likelihood	Severity	Mitigation
Discovery of asbestos exceeds expectations	L	S	Extensive surveys undertaken by BCL with removal works already commenced
Disruption and revenue loss to BMAG operations beyond expectations	L	M	Detailed engagement with BMT over sequencing and timing of works to minimise. Compensation included within this business case.
Decant measures required prove greater than anticipated	L	M	Two phase approach with Phase One seeking to keep artefacts within the complex. Requirement for external storage solution contained within the FBC
Costs of implementation overrun	M	M	Adequate risk contingency and effective project and cost management with early warning and change control mechanisms
Programme overruns impacting upon CWG	M	H	Adequate programme float and effective project and programme management with early warning mechanisms
Quality of installation not to required standard	L	M	Specification developed in sufficient detail to prevent shortcuts and close monitoring and inspection of works to ensure compliance
Listed Building consent refused	L	H	Pre-application consultation with conservation officer and Historic England and appointment of suitably qualified and experienced Conservation Architect
Programme slippage occurs that impacts overall programme	M	H	Adequate programme float and effective project and programme management with early warning mechanisms
Agreement not achieved with BMT over scope and sequencing of works	M	S	BMT represented on Project Board and effective consultation during development stage
Covid impact upon future occupancy and use of complex	M	M	Anticipate and align as far as possible with Council New Ways of Working (NWOW) programme
Brexit impact upon delivery of project	M	M	Ensure supply chains are robust throughout the project with suitable alternative routes

### **G3. SUPPORTING FINANCIAL DETAILS**

*Analysis supporting the financial implications in section D1 above (if appropriate)*

N/A

### **G4. STAKEHOLDER ANALYSIS**

Stakeholder	Importance and influence	how stakeholder relationships will be managed
Leader of the Council	High and high	Regular briefings including updates at Capital Board
Cabinet Member Finance & Resources	High and high	Regular briefings including updates at Capital Board
Birmingham Museum Trust	High and high	Regular briefing, ongoing meetings and Project Boards
Contractor/Acivico	High and low	Ongoing meetings and management with clerk of works
Elected Members	High and medium	Regular briefings via the Group Leaders
Public	High and high	Regular briefings through press and website updates

## G5. BENEFITS REGISTER

*For major projects and programmes over £20m, this sets out in more detail the planned benefits. Benefits should be monetised where it is proportionate and possible to do so, to support the calculation of a BCR and NPSV (please adapt this template as appropriate)*

Measure	Annual value	Start date	Impact
<i>List at least one measure associated with <b>each</b> of the outcomes in B1 above</i>			<i>What the estimated impact of the project will be on the measure identified</i>
<b>(a) Monetised benefits:</b>			
Reduced running costs	£81k	01/04/2022	Revenue saving from both the energy efficiency of new fittings and increased reliability. Saving will increase to the quoted figure as more areas of the complex are renovated
<b>(b) Other quantified benefits:</b>			
<b>(c) Non-quantified benefits:</b>			
Health & Safety	N/A	01/04/2022	The upgrading of the electrical installations throughout the Complex to meet current regulations
Improved decorative appearance	N/A	01/04/2022	Improved experience by staff, members and visitors, including increased commercial opportunities from space
Further works	N/A	01/04/2022	Opportunity to undertake further repair work whilst the complex is closed which may otherwise be too intrusive / disruptive to carry out whilst the complex is occupied

<b>Other Attachments</b>	
<i>provide as appropriate</i>	
• Technical Feasibility Assessments	N/A
• Financial Assessment of Costs	N/A
• External Funding and Partnership agreement implications	N/A
• Specific Funding (Grant) outline	N/A



## Appendix 2: Ward Member Consultation

### Council House Complex - Electrical Upgrade and Refurbishment Works – Full Business Case

SUBJECT	WARD	CONSULTATION	COUNCILLOR RESPONSE	RESPONSE
Council House Complex - Electrical Upgrade and Refurbishment Works – Full Business Case	Ladywood	Email dated 20/04/21 requesting comments	<b>Cllr Sir Albert Bore</b> – no comments received	N/A
Council House Complex - Electrical Upgrade and Refurbishment Works – Full Business Case	Ladywood	Email dated 20/04/21 requesting comments	<b>Cllr Kath Hartley</b> – no comments received	N/A



Title of proposed EIA	Council House Complex - Health and Safety Electrical Upgrade
Reference No	EQUA545
EA is in support of	New Function
Review Frequency	Annually
Date of first review	17/02/2022
Directorate	Inclusive Growth
Division	Property Services
Service Area	Operational Property Management
Responsible Officer(s)	<span style="color: green;">■</span> Felicia Saunders
Quality Control Officer(s)	<span style="color: grey;">■</span> Eden Ottley
Accountable Officer(s)	<span style="color: grey;">■</span> Eden Ottley
Purpose of proposal	To seek approval to the OBC to progress the electrical upgrade of the Council House Complex and Extension
Data sources	Consultation Results; relevant reports/strategies
Please include any other sources of data	
ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS	
Protected characteristic: Age	Not Applicable
Age details:	There are no direct or indirect impacts for this group as any likely user of the building would be working from alternative suitable venues or home and due to BCC Employment law there will be no implications.
Protected characteristic: Disability	Not Applicable
Disability details:	There are no direct or indirect impacts for this group as any likely user of the building would be working from alternative suitable venues or home and due to BCC Employment law there will be no implications while works is undertaken to the CAB building.
Protected characteristic: Sex	Not Applicable
Gender details:	There are no direct or indirect impacts for this group as any likely user of the building would be working from alternative suitable venues or home

	while works is undertaken to the CAB building.
Protected characteristics: Gender Reassignment	Not Applicable
Gender reassignment details:	There are no direct or indirect impacts for this group as any likely user of the building would be working from alternative suitable venues or home while works is undertaken to the CAB building.
Protected characteristics: Marriage and Civil Partnership	Not Applicable
Marriage and civil partnership details:	<p>There are no direct or indirect impacts for this group as any likely user of the building would be working from alternative suitable venues or home while works is undertaken to the CAB building.</p> <p>Appropriate arrangements are available in other BCC buildings licensed to perform ceremonies, so there will be no implications in the context of this protected characteristics.</p>
Protected characteristics: Pregnancy and Maternity	Not Applicable
Pregnancy and maternity details:	<p>There are no direct or indirect impacts for this group as any likely user of the building would be working from alternative suitable venues or home and due to BCC Employment law there will be no implications.</p> <p>Efforts to minimise impacts for this group will be put in place around accessibility affecting visitors and citizens of Birmingham who would be passing the building.</p>
Protected characteristics: Race	Not Applicable
Race details:	There are no direct or indirect impacts for this group as any likely user of the building would be working from alternative suitable venues or home so there will be no implications.

Protected characteristics: Religion or Beliefs

Not Applicable

Religion or beliefs details:

There are no direct or indirect impacts for this group as any likely user of the building would be operating from alternative suitable venues so there will be no implications.

Protected characteristics: Sexual Orientation

Not Applicable

Sexual orientation details:

There are no direct or indirect impacts for this group as any likely user of the building would be working from alternative suitable venues or home and due to BCC Employment law there will be no implications.

Socio-economic impacts

Please indicate any actions arising from completing this screening exercise.

Please indicate whether a full impact assessment is recommended

NO

What data has been collected to facilitate the assessment of this policy/proposal?

Consultation analysis

Adverse impact on any people with protected characteristics.

Could the policy/proposal be modified to reduce or eliminate any adverse impact?

How will the effect(s) of this policy/proposal on equality be monitored?

What data is required in the future?

Are there any adverse impacts on any particular group(s)

No

If yes, please explain your reasons for going ahead.

Initial equality impact assessment of your proposal

The proposal seeks approval to the Outline Business Case (Appendix 1) to progress the electrical upgrade of the Council House Complex (Council House and Extension) to comply with Health and Safety requirements specifically the 18<sup>th</sup> Edition IEE Wiring Regulations (BS7671).

This will support the Property Strategy 2018/19 – 2023/24 by proposing works to improve and protect a grade II\* asset supporting the provision of an operationally efficient and fit for purpose property portfolio.

Consulted People or Groups

Members, BMT, Civic Catering, Legal & Democratic Services and staff have been consulted

Informed People or Groups

Summary and evidence of findings from your EIA

The ward councillors have been consulted and support the proposal going forward.

BMT are actively being consulted throughout the development of the proposal and being kept informed of the programme and the impact on their service delivery.

The assessment confirms (as detailed above) there is no adverse impact on the protected groups identified in the public sector equality duty statement under the Equality Act 2010.

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

QUALITY CONTORL SECTION

Submit to the Quality Control Officer for reviewing?

Yes

Quality Control Officer comments

Decision by Quality Control Officer

Proceed for final approval

Submit draft to Accountable Officer?

Yes

Decision by Accountable Officer

Approve

Date approved / rejected by the Accountable Officer

13/08/2020

Reasons for approval or rejection

Please print and save a PDF copy for your records

Yes

Julie Bach

Person or Group

Content Type: Item

Version: 33.0

Created at 28/07/2020 11:36 AM by ■ Felicia Saunders

Last modified at 17/03/2021 10:48 AM by Workflow on behalf of ■ Felicia Saunders

Close

# Birmingham City Council

## Report to Cabinet

18<sup>th</sup> May 2021



**Subject:** Arden Cross Interchange Triangle Contractual Agreements to Enable Development

**Report of:** Assistant Director Development, Inclusive Growth

**Relevant Cabinet Member:** Councillor Ian Ward, Leader of the Council

**Relevant O & S Chair(s):** Councillor Shabrana Hussain – Economy and Skills  
Councillor Sir Albert Bore - Resources

**Report author:** Ashley Skinner, Property Services  
Telephone No: 0121 464 2117  
Email Address: [Ashley.skinner@birmingham.gov.uk](mailto:Ashley.skinner@birmingham.gov.uk)

Are specific wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s): NOTE: OUTSIDE CITY BOUNDARY.		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 008771/2021		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
The financial information on the proposed financial structure and project delivery arrangements are summarised in the attached Exempt Appendix 1. This is covered under Exempt information – discretion to exclude public: information falling within the categories outlined in 12A of the Local Government Act 1972 (as amended): 3 Information relating to the financial or business affairs of any particular person (including the council).		

### 1 Executive Summary

1.1 An opportunity has arisen for early delivery of infrastructure, parking and pre-development enabling works to support the Arden Cross Limited (ACL) Scheme to benefit future development. This report seeks authority for completion of the Arden Cross Interchange Triangle Collaboration Agreement (ACCA), Arden Cross Value Capture Agreement (VCA) and Arden Cross Works Order Agreement (WOCA) for the City Council owned property (“the Property”) at Bickenhill Lane, Arden Cross, Solihull pursuant to the authorisations set out at para 2 below.

- 1.2 The Property has a site area of approximately 40.31 hectares and is shown hatched red on the attached plan at Appendix 2. The commercially confidential details relating to the proposed terms of the transactions are set out within Exempt Appendix 1.

## **2 Recommendations**

That Cabinet:

- 2.1 Approve the ACL budget forecast for FY 2021/2022 and BCC's contribution apportioned as per the terms of the ACL Shareholders Agreement as identified at Exempt Appendix 1.
- 2.2 Approve the proposed terms and completion of the Arden Cross Interchange Triangle Collaboration Agreement (ACCA) as set out in Exempt Appendix 1.
- 2.3 Approve the proposed terms and completion of the Arden Cross Value Capture Agreement (VCA) as set out in Exempt Appendix 1.
- 2.4 Approve the proposed terms and completion of the Arden Cross Works Order Cost Agreement (WOCA) as set out in Exempt Appendix 1.
- 2.5 Delegates to the Leader and Cabinet Member for Finance and Resources approval of any additional commercial terms or legal drafting to be put in place for the benefit of the landowners to be added as variations to these Agreements.
- 2.6 Approve the Assistant Director Property Services (or nominated Delegate) to negotiate the final terms and agree all necessary commercial requirements to give effect to the above recommendations.
- 2.7 Authorises the City Solicitor and delegates to negotiate, execute and complete all relevant documentation to give effect to the above recommendations.
- 2.8 Approve ACL to appoint an Agent to market the ACL opportunity and to initiate a development partner selection process to select one or more entities in aggregate to undertake development and negotiate the terms of a development agreement to be brought back to Cabinet.

## **3 Background**

- 3.1 Arden Cross is a strategic development site extending to 140 hectares, located on the east side of Birmingham, adjacent to the NEC, Birmingham International Airport and Birmingham International train station. The site in its entirety is located within Solihull Metropolitan Borough Council (SMBC).
- 3.2 The site is the location of the HS2 Interchange Station now under construction and once built will provide fast connections to the major UK cities.

- 3.3 The Arden Cross site is principally owned by three landowners, BCC, Packington Estate and Coleshill Estate who have pooled their land interests to enable the delivery of a comprehensive mixed-use development.
- 3.4 Arden Cross Limited (ACL) is a Special Purpose Vehicle (SPV) that the landowners have created to ensure the development comes to fruition. ACL is financed by the landowning shareholders through a SPV Shareholders Agreement. ACL provide forecast budgets that are supported by a business plan each year.
- 3.5 ACL have commissioned the production of an evidence-based masterplan ([www.ardencross.com](http://www.ardencross.com)) with supporting Her Majesty's Government compliant business case. The masterplan and business case articulate that the site can deliver over 6 million sq ft of commercial space, >3000 new homes with unrivalled public realm to include a new 12 hectare country park at its heart.
- 3.6 Once fully developed the site has the capacity to accommodate at least 27,000 jobs that will deliver an additional £1.4bn Gross Value Added to the local economy per annum. The gross development value of the development exceeds £3bn.
- 3.7 The outline business case identifies significant early infrastructure investment is required to unlock the site and to ensure development and the subsequent growth is forthcoming, Government intervention funding is required. The masterplan and business case have the support of local and regional Government and is being mobilised with the necessary departments of central Government who have offered support for the proposals. In the March 2021 Budget, HM Treasury made provision of a financial support package by way of a £50m grant to fund the first phase of Multi Storey Car Park (MSCP), the grant is conditional upon the Collaboration Agreement and Value Capture Agreement being in place by June 2021. HS2 will own and run the multi-storey car park.
- 3.8 The landowning parties entered into a land agreement with the Secretary of State for Transport in 2016 that amongst other things enabled the landowners to utilise the infrastructure being delivered by HS2 to access their development land, provide for easements across the HS2 permanent infrastructure and ensure that land required during the construction of the railway is returned to the relevant landowners for development. This arrangement was to be documented in a 'Collaboration Agreement'. In return for these concessions, the landowners agreed to enter into a commercial Value Capture Agreement with a public sector body that would ultimately contribute to the significant infrastructure that the site benefits from.

3.9 In order to realise the full development potential there are a number of early interventions identified that are required, and need to be delivered, as part of the HS2 construction. Of note is the requirement to ensure utility connectivity across the HS2 permanent infrastructure. ACL along with HS2 have identified two strategic utility crossing points (UTX). Whilst the infrastructure will be delivered by HS2 and its contractors, the cost of this infrastructure is to be borne by the ACL shareholders who will be the ultimate beneficiaries of the easements that will be granted for the use of the UTX. The design costs associated with the UTX will need to be met early in the programme with the final payment for the works being deferred until after the works are complete and the infrastructure can be utilised. It is intended that the funding of the actual works will be borne by ACL's funding/development partner.

3.10 SMBC have recently submitted their Local Plan to the Planning Inspectorate and the Arden Cross site has an allocation for a major mixed-use scheme. The proposals within the submission version of the plan are aligned with the ACL masterplan.

3.11 As a result of the significant support for the masterplan and business case, along with the allocation in the SMBC submission version of the plan, ACL now require an investment/development partner to take this project into the delivery stages of development. The following paragraphs outline the detail and purpose of the three legal agreements proposed.

#### **Arden Cross Collaboration Agreement (ACCA)**

3.12 The ACCA sets out the framework by which the Parties will work in collaboration to maximise development and economic opportunities in the site.

3.13 This includes supporting development and optimising phased delivery whilst recognising and supporting HS2's responsibility for delivery of the new Interchange Station, associated infrastructure and all necessary infrastructure for development of the site.

3.14 The relevant Parties will enter the ACCA on the same date as the VCA and WOCA. The completion of the Value Capture Agreement will satisfy the commercial requirements of HS2 and the Secretary of State for Transport (SSFT) in the 2016 HS2 Land Agreement.

#### **Value Capture Agreement (VCA)**

3.15 The Urban Growth Company (UGC) is the SPV established by Solihull Council in 2016 to co-ordinate interests surrounding the HS2 Interchange Station and operates to bring stakeholders together to stimulate development in the area. UGC is facilitating investment by HMT, WMCA and SMBC of public sector funds to maximise the growth opportunities brought by the delivery of HS2 and future development. UGC is also facilitating funding of the Changes to the HS2 Base Scheme to increase the quantum of land available for development.

- 3.16 HS2's Base Scheme (Exempt Appendix 1 Annex 3) would not maximise the available developable land so the UGC Works are designed in collaboration with HS2 and ACL to enhance development to specifications agreed by HS2, UGC and ACL. The Changes are the scope of works additional, or different, to HS2's Base Scheme and the Funding Strategy sets out how the costs required to deliver the infrastructure including the MSCP (Exempt Appendix 1 Annex 2) will be raised and repaid.
- 3.17 ACL acknowledge that planning permission for high-density mixed-use commercial development and the Changes to the HS2 Base Scheme, will realise additional value from the delivery of enhanced development land and accept that Urban Growth Company's (UGC) funding partners should share in the additional land value through the equitable value capture mechanism set out in Exempt Appendix 1.
- 3.18 The Changes which the parties anticipate at the date of the Agreement are set out in Exempt Appendix 1.

#### **Works Order Cost Agreement (WOCA)**

- 3.19 HS2 Limited is due to deliver the HS2 Interchange Station, rail and associated infrastructure by 2029/2030 and HS2, SMBC and UGC have entered into a Construction Funding Agreement dated 13 December 2019 and an initial Approved Works Order has been prepared and agreed. SMBC is required to pay the Works Order Costs and SMBC has provided ACL with a redacted copy of the Funding Agreement. Detail of the proposed Works Order Agreement are included at Exempt Appendix 1.
- 3.20 Under the agreement, SMBC through UGC is offering to forward fund and request, on behalf of ACL, that HS2 carry out and deliver the Scope of Works (at Exempt Appendix 1 Annex 7). In return, it is proposed ACL agree to reimburse SMBC the Total Costs set out in the Agreement.
- 3.21 The Parties recognise the need for a Steering Group with suitable representation from each Party to share information, discuss matters, and make recommendations to their respective organisations. The function of the Steering Group is set out at Exempt Appendix 1 Annex 10.
- 3.22 SSFT, ACL, Packington Estate, Coleshill Estate, BCC, SMBC and UGC will maintain the Steering Group throughout the VCM Period consisting of three (3) members from SSFT, UGC and/or SMBC, three (3) members from ACL and/or the Landowners; plus, additional members qualified to participate, additional members have no voting rights.
- 3.23 The City Council Arden Cross/HS2 Project Board chaired by a Chief Officer or Member will provide scrutiny, approve the ACL annual budget and loan requirements, monitor expenditure and progress towards delivery of outcomes.

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

**4.1 Option 1 – Do Nothing:** Do not proceed with the Agreements – the Property may not be developed to its full potential in terms of value achieved, mixed use, community uses and quality of built environment and therefore the opportunity to maximise economic growth. In this event it is likely that the HS2 Base case (surface car parking) will consume the majority of the cities land interest.

**4.2 Option 2 – Proceed with the proposal:** Proceed with the Agreements - the transactions provide the optimum opportunity for the City Council and Arden Cross Limited shareholders to sell and develop their land holdings as part of the Arden Cross Site project and attract major private investment into the immediate site area and regional economy pursuant to the ACCA. The development of the site will promote private investment into the City region.

## **5 Consultation**

5.1 The Property and the Arden Cross Site are outside the city boundary and consequently Ward member consultation has not been undertaken.

5.2 The proposal has been considered in consultation with and support of Legal Services, Planning, Property Services and Finance.

## **6 Risk Management**

6.1 The benefits to the Council include shared commercial risk, potential for significant enhanced value and the enablement of development.

6.2 In the event that HS2 infrastructure is not constructed, the Property may be disposed, let, sold, developed in isolation or jointly with other landowners.

6.1 In the event that funding consent is not forthcoming for development of the Arden Cross Site, returns and proceeds may be diminished.

6.2 In the event the Arden Cross Site or the Property are permanently compulsorily acquired by HS2 statutory compensation will be claimed in accordance with the Land Compensation Act 1973.

## **7 Compliance Issues**

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

7.1.1 The proposals set out in this report will support the delivery of the Council Plan and Budget 2018/22+ (as updated in 2019) the outcome being delivery of an exemplar mixed use development and the delivery of new infrastructure. The Birmingham Development Plan 2020 identifies and supports regional investment for the wider benefit impacting on the citizens of Birmingham.

7.1.2 The proposed masterplan for the development of the Arden Cross Site details the potential delivery of 6 million sq.ft of high quality mixed use

development linked to rail, road and airport connectivity. Extensive mixed range housing (3000+ Units), commercial, research, academic, hospitality and public realm facilities are planned to create an exemplar new district environment to serve the region.

## **7.2 Legal Implications**

7.2.1 Section 1 of the Localism Act 2011 contains the City Council's general power of competence. which is circumscribed only to the extent of any pre-commencement restrictions and any specific post commencement restrictions on that power.

7.2.2 The power to acquire, appropriate and dispose of interests in land is contained in Sections 120 to 123 of the Local Government Act 1972. Section 111 of the Local Government Act 1972 contains the Council's subsidiary powers to do anything, including acquiring and disposing of land and incurring expenditure, which is calculated to facilitate, or is conducive or incidental to, the discharge of any of the Council's functions.

6.2.3 Under Section 13 of the Planning and Compulsory Purchase Act 2004 the City Council must keep under review and examine any matters in relation to any neighbouring area which may be expected to affect the development of their area or the planning of its development including the principal purposes for which land is used in the area and the communications, transport and traffic of the area.

6.2.4 Officers of the City Council act as Directors of ACL and the proposed and prospective arrangements to advance the development of the Arden Cross site envisage participation of neighbouring authorities and the WMCA. Declarations of interest by any affected decision makers (and Members involved with WMCA decision making), if appropriate, will need to be made in connection with any ensuing connected decision making.

## **7.3 Financial Implications**

7.3.1 The financial consequences of the proposed arrangements are summarised in the attached Exempt Appendix 1. This is covered under Exempt Information – discretion to exclude public: information falling within the categories outlined in 12A of the Local Government Act 1972 (as amended): Item 3 (Information relating to the financial or business affairs of any particular person (including the council)). In the circumstances Exempt Appendix 1 is considered to be in the public interest as public disclosure would be prejudicial to maintaining the privacy of commercially sensitive information.

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

7.4.1 Under the proposed arrangements ACL will initiate an investment/development partner selection process to select one or more entities in aggregate to undertake development.

7.4.2 The expectation being that ACL will progress a robust and transparent process for selection of a development partner following the principles of

delivering best value to its shareholders. The stages of the process will be established by ACL with its advisors and it is recognised this is likely to be via a 2 Stage negotiated procedure.

- 7.4.3 To support the case for public sector funding supporting the Development, it is accepted ACL will need to demonstrate a robust and transparent process to select a preferred development partner including a requirement for due regard to be given to the reasonable opinions of the public sector funding partners through the process and engagement, consulting with UGC in the process of developer selection.

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

7.5.1 N/A

## **7.6 Public Sector Equality Duty**

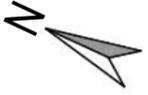
7.6.1 An initial Equality Assessment Ref No. EQUA129 dated 6<sup>th</sup> Oct 2020, is attached as Appendix 3. The assessment confirms there is no adverse impact on the protected groups identified in the Public Sector Equality Duty statement included in this report under the Equality Act 2010, and that a full Equality Assessment is not required for the purpose of this report.

## **8 Appendices**

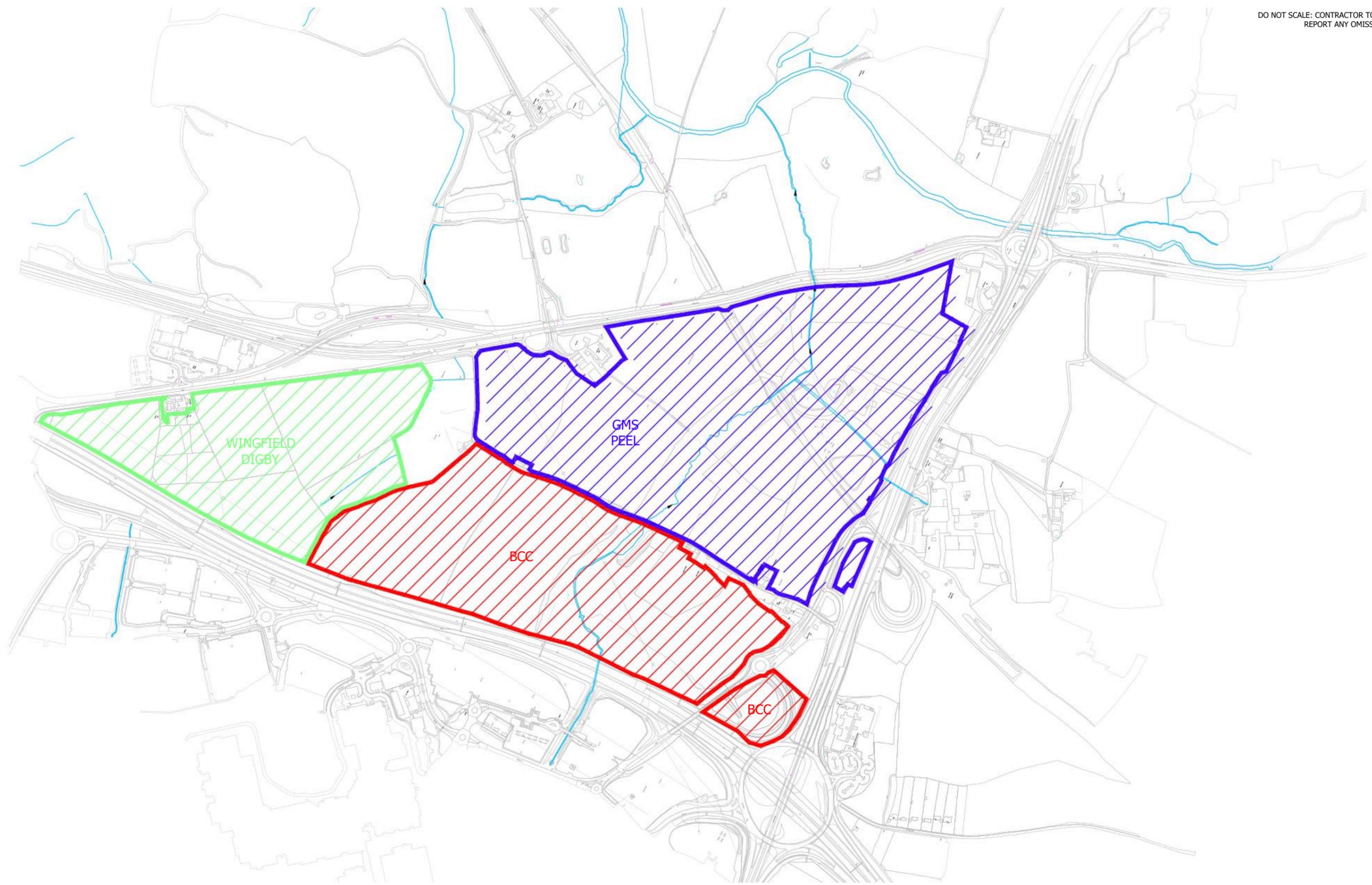
- 8.1 Exempt Appendix 1
- 8.2 Appendix 2 - Site Plan
- 8.3 Appendix 3 - Equality Analysis

## **9 Background Documents**

- 9.1 N/A



DO NOT SCALE: CONTRACTOR TO CHECK ALL DIMENSIONS AND REPORT ANY OMISSIONS OR ERRORS



FOR INFORMATION ONLY

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Project:  
ARDEN CROSS

Drawing Title:  
PLAN A  
Page 839 of 870  
SITE OWNERSHIP BOUNDARIES

P2	ADDITIONAL SITE BOUNDARIES ADDED	RLC	SC	SC	25.03.20		
REV	DESCRIPTION	BY	CHK	APP	DATE		
Scale @	A3	Drawn	Date	Checked	Date	Approved	Date
NTS		RLC	May 19	SC	May 19	SC	May 19
Project No.	Office	Type	Drawing No.		Revision		
A111740	51	N	SK-100		P2		



Title of proposed EIA	HS2 Interchange, Arden Cross, Solihull
Reference No	EQUA129
EA is in support of	New Function
Review Frequency	Annually
Date of first review	22/10/2021
Directorate	Inclusive Growth
Division	Birmingham Property Services
Service Area	Projects & Programmes
Responsible Officer(s)	■ Felicia Saunders
Quality Control Officer(s)	■ Eden Ottley
Accountable Officer(s)	■ Eden Ottley
Purpose of proposal	The purpose is to enable the Council to continue its support for the delivery of the HS2 Interchange site under the High Speed Rail
Data sources	Consultation Results; relevant reports/strategies
Please include any other sources of data	
ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS	
Protected characteristic: Age	Not Applicable
Age details:	
Protected characteristic: Disability	Not Applicable
Disability details:	
Protected characteristic: Sex	Not Applicable
Gender details:	
Protected characteristics: Gender Reassignment	Not Applicable
Gender reassignment details:	
Protected characteristics: Marriage and Civil Partnership	Not Applicable
Marriage and civil partnership details:	
Protected characteristics: Pregnancy and Maternity	Not Applicable
Pregnancy and maternity details:	
Protected characteristics: Race	Not Applicable
Race details:	
Protected characteristics: Religion or Beliefs	Not Applicable
Religion or beliefs details:	
Protected characteristics: Sexual Orientation	Not Applicable

Sexual orientation details:

Socio-economic impacts

Please indicate any actions arising from completing this screening exercise.

Please indicate whether a full impact assessment is recommended **NO**

What data has been collected to facilitate the assessment of this policy/proposal?

Consultation analysis

Adverse impact on any people with protected characteristics.

Could the policy/proposal be modified to reduce or eliminate any adverse impact?

How will the effect(s) of this policy/proposal on equality be monitored?

What data is required in the future?

Are there any adverse impacts on any particular group(s) **No**

If yes, please explain your reasons for going ahead.

Initial equality impact assessment of your proposal

To enable the Council to continue its support for the delivery of the HS2 Interchange site under the High Speed Rail (London-West Midlands) Parliamentary Bill.

The delivery of the HS2 Interchange site will be developed to its full potential in terms of value achieved, mixed use community and quality of built environment and therefore the opportunity to maximise economic policy growth.

The protected characteristics have not been impacted as the principles of this new function are to support the delivery of the HS2 Interchange site. Any equality implications will be picked up by HS2.

Consulted People or Groups

Finance, Legal Services and Corporate Governance

Informed People or Groups

Summary and evidence of findings from your EIA

At this stage there is no requirement for BCC in isolation to undertake a Full Equality Assessment as the design principles have not been agreed or concluded with HS2.

There should be ongoing consultation with all interested parties once the outcome of the design have been decided.

QUALITY CONTORL SECTION

Submit to the Quality Control Officer for reviewing?	Yes
Quality Control Officer comments	
Decision by Quality Control Officer	Proceed for final approval
Submit draft to Accountable Officer?	Yes
Decision by Accountable Officer	Approve
Date approved / rejected by the Accountable Officer	28/09/2018
Reasons for approval or rejection	
Please print and save a PDF copy for your records	Yes

Julie Bach

Person or Group

Content Type: Item

Version: 29.0

Created at 28/09/2018 08:50 AM by  Felicia Saunders

Last modified at 06/10/2020 11:54 AM by Workflow on behalf of  Felicia Saunders

Close



# Birmingham City Council

## Report to Cabinet

Date: 18<sup>th</sup> May 2021



**Subject:** **PLANNED PROCUREMENT ACTIVITIES (JUNE 2021 - AUGUST 2021) AND QUARTERLY CONTRACT AWARD SCHEDULE (JANUARY 2021 – MARCH 2021)**

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

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

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

**Report author:** Richard Tibbatts, Head of Contract Management  
Telephone No:  
Email Address: [richard.tibbatts@birmingham.gov.uk](mailto:richard.tibbatts@birmingham.gov.uk)

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

### 1 Executive Summary

- 1.1 This report provides details of the planned procurement activity for the period June 2021 – August 2021 and all contract award decisions made under Chief Officer's delegation during the previous quarter. Planned procurement activities reported previously are not repeated in this report.

- 1.2 The report enables Cabinet to identify whether any reports for procurement activities should be brought to this meeting for specific executive decision, otherwise they will be dealt with under Chief Officer delegations up to the value of £10m, unless TUPE applies to current Council staff.
- 1.3 Appendix 4 informs Cabinet of the contract award decisions made under Chief Officers delegation during the period January 2021 – March 2021.

## **2 Recommendations**

- 2.1 Notes the planned procurement activities under chief officer delegations set out in the Constitution for the period June 2021 – August 2021 as detailed in Appendix 1.
- 2.2 Notes the contract award decisions made under Chief Officers delegation during the period January 2021 – March 2021 as detailed in Appendix 4.
- 2.3 Notes the addition to the planned procurement activities where there is a change as set out in the original Planned Procurement Activities Report as detailed in Appendix 5 .

## **3 Background**

- 3.1 At the 1 March 2016 meeting of Council changes to procurement governance were agreed which gives Chief Officers the delegated authority to approve procurement contracts up to the value of £10m over the life of the contract. Where it is likely that the award of a contract will result in staff employed by the Council transferring to the successful contract under TUPE, the contract award decision has to be made by Cabinet.
- 3.2 In line with the Procurement Governance Arrangements that form part of the Council's Constitution, this report acts as the process to consult with and take soundings from Cabinet Members and the Resources Overview & Scrutiny Committee.
- 3.3 This report sets out the planned procurement activity over the next few months where the contract value is between the procurement threshold (£189,330) and £10m. This will give members visibility of all procurement activity within these thresholds and the opportunity to identify whether any procurement reports should be brought to Cabinet for approval even though they are below the £10m delegation threshold.
- 3.4 It should be noted that the procurement threshold has changed from £164,176 to £189,330 and will apply from 1<sup>st</sup> January 2020 for a period of 2 years.
- 3.5 Individual procurements may be referred to Cabinet for an executive decision at the request of Cabinet, a Cabinet Member or the Chair of Resources Overview & Scrutiny Committee where there are sensitivities or requirements that necessitate a decision being made by Cabinet.

- 3.6 Procurements below £10m contract value that are not listed on this or subsequent monthly reports can only be delegated to Chief Officers if specific approval is sought from Cabinet. Procurements above £10m contract value will still require an individual report to Cabinet in order for the award decision to be delegated to Chief Officers if appropriate.
- 3.7 A briefing note with details for each item to be procured is listed in Appendix 2. The financial information for each item is detailed in Appendix 3 – Exempt Information.
- 3.8 Award decisions made under Chief Officers delegation during the period January 2021 – March 2021 is shown in Appendix 4.

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

- 4.1 The report approved by Council Business Management Committee on 16 February 2016 set out the case for introducing this process. The options considered are:
- To refer the procurement strategy and contract award of individual procurements to Cabinet for decision.
  - To continue with the existing process – this is the recommended option

#### **5 Consultation**

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

#### **6 Risk Management**

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

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

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

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

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

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

### **7.3 Financial Implications**

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

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

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

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

7.5.1 None.

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

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

## **8 Background Documents**

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

- 1. Appendix 1 - Planned Procurement Activity June 2021 – August 2021
- 2. Appendix 2 – Background Briefing Paper
- 3. Appendix 3 – Exempt Information
- 4. Appendix 4 – Quarterly Contract Award Schedule January 2021 – March 2021

## APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (JUNE 2021 – AUGUST 2021)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources Plus	Finance Officer	Contact Name	Planned CO Decision Date
Single Contractor Negotiation	SCN - Schools Catering Management Solution Service	TBC	A software service to provide transactional information and stock refurbishments requirements via the Electronic Data Interchange for the Council's catering service to schools. The information is used to capture purchase to payment services from the schools through to the suppliers, providing the trading data between the Council's City Serve team and local schools.	2 years	Digital and Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch / Julie Brown / Dale Wild	21/06/2021
Approval to Tender Strategy	Technical Waste Engineering Services	TBC	There is a requirement for a technical engineering service to support Waste Management Services. The services required include but not limited to: •Engineering support; •Operational safety and environmental compliance; •Technical advice to support procurement activities related to waste services; and •Provide technical support to the Waste Management Services in its general contract management activities.	4 years	Neighbourhoods	Street Scene and Parks	Carl Tomlinson	Michelle Climer / Meena Chuhan	01/08/2021
Strategy / Award	Telecare Services	TBC	There is a requirement for various technology enabled care and associated ancillary equipment to enable vulnerable adult citizens to live safe, healthy, happy independent lives within their own homes or supported living which can improve the quality and efficiency of care to maintain their well-being, maximise their independence, and reduce their need for the delivery of intrusive care and support services. The equipment includes telecare alarm units / devices and pagers, movement detectors / sensors GPS devices, telecare mobile phones, environmental devices.	4 years	Neighbourhoods	Homes and Neighbourhoods	Carl Tomlinson	Tracy Lee / Dean Billingham	21/06/2021
Strategy / Award	Card Payment Processing Service for the Clean Air Zone	TBC	The Council requires a service to process payments through the Gov.UK payment interface in relation to Clean Air Zone charges.	6 years	Inclusive Growth	Transport and Environment	Simon Ansell	Will Brown	28/05/2021
Strategy / Award	Direct Debit Payment Processing Service for the Clean Air Zone	TBC	The Council requires a service to process direct debit payments in relation to Clean Air Zone charges.	2 years	Inclusive Growth	Transport and Environment	Simon Ansell	Will Brown	28/05/2021
Approval to Tender Strategy	Moseley Road Baths Refurbishment Works	TBC	There is a requirement for further renovation works. The works consists of the following: •The stripping out and re-roofing of the pitched slate roofs over the Board Room and manager's flat •Associated rainwater and gutter repairs •Repair of the front façade •Making good of internal historical finishes •The repair of the stained-glass windows •Lighting and electrical upgrades.	7 months	Neighbourhoods	Homes and Neighbourhoods	Carl Tomlinson	Laura Denham / Stuart Follows	21/06/2021
Approval to Tender Strategy	Provision of IT Equipment for Digital Inclusion	TBC	The provision of a managed service loaning IT equipment for service users of the PURE Project. There will be a range of equipment and software purchased by the provider as specified by the Council. The equipment will loaned out to support citizens who are far away from the employment and training.	2 years, 2 months	Adults Social Care	Adults Social Care and Health	Mark Astbury	Tabriz Hussain / Marie Kennedy	21/06/2021
Strategy / Award	Enterprise Resource Planning (ERP) Data Migration Service	TBC	To deliver data migration services to enable the delivery of a fully integrated ERP solution by the appointed system integrator with an anticipated go live date of April 2022.	7 months	Finance and Governance	Finance and Resources	Lee Bickerton	Claire Penny	01/07/2021
Strategy / Award	Integration Upgrade Works at Alexander Stadium	TBC	To support the redevelopment of the Alexander Stadium, there is a requirement for integration works to ensure that new and existing parts of the stadium operate effectively as a single facility including completing incidental works associated with the East Stand. These will support the Council's responsibilities for the stadium for the Commonwealth Games 2022 and its legacy.	10 months	Commonwealth Games	Leader	Guy Olivant	Dave Wagg / Charlie Short	21/06/2021
Strategy / Award	Construction Defect Period Enhanced Service Level	TBC	To support the redevelopment of the Alexander Stadium, there is a requirement for the provision of enhanced service levels during the first part of the defects period to meet the Council's obligations under the Host City contract and to ensure the operational efficiency is maximised for the stadium and the surrounding site during games-time. These will support the Council's responsibilities for the stadium during the Commonwealth Games 2022.	7 months	Commonwealth Games	Leader	Guy Olivant	Dave Wagg / Charlie Short	01/07/2021
Single Contractor Negotiation	SCN - Alexander Stadium Post-Games Reinstatement Works	TBC	Following the conclusion of the Commonwealth Games 2022, works will be required to reinstate the site (including potential lighting and hard landscaping works) to deliver planned legacy stadium in accordance the approved business case and planning consent.	9 months	Commonwealth Games	Leader	Guy Olivant	Dave Wagg / Charlie Short	01/08/2021
Strategy / Award	Design and Delivery of the Corporate Landlord Initiative	TBC	An advisory service to support the visioning, scoping, design and delivery of a Corporate Landlord function to include the identification and amalgamation of property budgets, the creation of a new structure and identification, amalgamation of human resources, selection of delivery models for Facilities Management, internal engagement with stakeholders and the creation of suitable Service Level Agreements (SLA) with occupying Services as appropriate.	1 year	Inclusive Growth	Deputy Leader	Simon Ansell	Eden Ottley / Charlie Short	21/06/2021

## APPENDIX 2

### BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES CABINET – 18<sup>th</sup> MAY 2021

<b>Title of Contract</b>	<b>SCN - Schools Catering Management Solution Service</b>
Director / Assistant Director	Alison Jarrett, Assistant Director, Commercial and Development Peter Bishop, Director Digital and Customer Services
Briefly describe the service required	A software service to provide transactional information and stock refurbishments requirements via the Electronic Data Interchange for the Council's catering service to schools. The information is used to capture purchase to payment services from the schools through to the suppliers, providing the trading data between the Council's City Serve team and local schools.
What is the proposed procurement route?	To enter into single contractor negotiations with CIVICA.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The initial contract term of 3 years expiring on 30/06/2021.
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	The contract is required for a further period whilst the full business requirements are considered for the future service provision for schools. The roll out of a replacement contract requires a significant lead time to implement therefore a period of 2 years is required. To advertise this requirement in the open marketplace would not be a suitable solution, changing vendors at this time could cause critical system issues and risk to the delivery of the Council's service to schools.  CIVICA will be required to be certified to the BBC4SR and produce commitments proportionate to the estimated value to the supplier of the contract.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as the Council does not have the expertise to create this software solution.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the bidders to deliver the service in way that reduces or eliminates their carbon footprint.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is no statutory duty to provide this service. However, the software solution supports City Serve with their service to provide school meals.
What budget is the funding from for this service?	This is funded from the IT&D Operations – Application Support budget.
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> July 2021 for a period of 2 years.

<b>Title of Contract</b>	<b>Technical Waste Engineering Services (P0775)</b>
Director / Assistant Director	Darren Share, Assistant Director Street Scenes
Briefly describe the service required	<p>There is a requirement for a technical engineering service to support Waste Management Services.</p> <p>The services required include but not limited to:</p> <ul style="list-style-type: none"> <li>• Engineering support;</li> <li>• Operational safety and environmental compliance;</li> <li>• Technical advice to support procurement activities related to waste services; and</li> <li>• Provide technical support to the Waste Management Services in its general contract management activities.</li> </ul>
What is the proposed procurement route?	An open framework agreement procurement exercise will be undertaken, advertised in Find a Tender, Contracts Finder and <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a>
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	The in-house preferred test has been undertaken and demonstrates that this service is not suitable for delivery in-house due to a lack of capability and skills.
How will this service assist with the Council's commitments to Route to Zero?	This service can support any developments that are being constructed to the ensure that they meet the latest environmental standards.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory duty for this service. However, it supports the Council's statutory duty as a Waste Disposal authority to arrange for the disposal of certain specified categories of waste in its area in accordance with Section 51 Environmental Protection Act 1990.
What budget is the funding from for this service?	This is funded from the Waste Services approved budget.
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> March 2022 for a period of four years.

<b>Title of Contract</b>	<b>Telecare Services</b>
Director / Assistant Director	Rob James, Acting Director Neighbourhoods
Briefly describe the service required	There is a requirement for various technology enabled care and associated ancillary equipment to enable vulnerable adult citizens to live safe, healthy, happy independent lives within their own homes or supported living which can improve the quality and efficiency of care to maintain their well-being, maximise their independence, and reduce their need for the delivery of intrusive care and support services. The equipment includes telecare alarm units / devices and pagers, movement detectors / sensors GPS devices, telecare mobile phones, environmental devices.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	Provides an innovative and strategic one-stop-shop sourcing solution minimising multiple deliveries across the City.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is no statutory duty to provide this service. However, the Careline service is self-funded at current weekly charge of £2.82 by all vulnerable citizens accessing the service, this includes eligible against the Care Act Adult Social Care citizens, whom adults pay via an SLA the service charge to Careline to provide the Technology Enabled Care service.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There is not a formal contract in place for the service that is currently being delivered on a non-contract basis.
What budget is the funding from for this service?	This is funded from Carelines existing RHNCA J300 A00 and Sheltered Housing RHPBW J300 A00 budgets.
What is the proposed procurement route?	The products will be called off in accordance with the protocol of the Northern Housing Consortium's Technology Enabled Care Service Products Framework Agreement.
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> July 2021 for a period of 4 years.

<b>Title of Contract</b>	<b>Card Payment Processing Service for the Clean Air Zone</b>
Director / Assistant Director	Phil Edwards, Assistant Director, Transport and Connectivity
Briefly describe the service required	<p>The Council requires a service to process payments through the Gov.UK payment interface in relation to Clean Air Zone charges.</p> <p>It is a mandatory requirement of Gov.UK that their payment services provider, Stripe Payments Europe Limited, is used for the processing of CAZ card transactions using their contract. No other payment services provider is permitted to be able to access Gov.UK's platform that integrates to the national payment portal for government transactions. The transactional volumes of a government contract provide rates significantly lower than a Council contract on its own would achieve.</p> <p>Stripe Payments Europe Limited will be required to be certified as a signatory to the Birmingham Business Charter for Social Responsibility and produce actions relevant to this contract.</p>
What is the proposed procurement route?	The framework agreement was subject to competition to the open market and a direct award is being undertaken in accordance with the framework rules with Stripe Payments Europe Limited under the terms of the GDS contract for payment processing
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There are no existing arrangements for this service.
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and as this is a one-off contract for works, the test demonstrated this is not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	The CAZ is a key component of the Council's Route to Zero plans. The payment of daily charges in relation to the CAZ encourages the use of compliant means of transport including public transport.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is not a statutory duty to provide this service. However, this service will be used to process payments for daily charges to collect CAZ revenue to support the requirements of the Ministerial Direction dated 11 <sup>th</sup> March 2019 to achieve air quality compliance.
What budget is the funding from for this service?	The service will be funded from the CAZ Operational Income budget.
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> June 2021 for a period of 6 years in line with the GDS contract terms.

<b>Title of Contract</b>	<b>Direct Debit Payment Processing Service for the Clean Air Zone</b>
Director / Assistant Director	Phil Edwards, Assistant Director, Transport and Connectivity
Briefly describe the service required	<p>The Council requires a service to process direct debit payments in relation to Clean Air Zone charges.</p> <p>It is a mandatory requirement of the government's CAZ Service payment portal that their payment services provider, GoCardless Limited, is used for the processing of CAZ direct debit transactions using their contract. No other direct debit payment services provider is permitted to be able to integrate with the CAZ Service payment portal. The transactional volumes of a government contract provide rates significantly lower than a Council contract on its own would achieve.</p> <p>GoCardless Limited will be required to be certified as a signatory to the Birmingham Business Charter for Social Responsibility and produce actions relevant to this contract.</p>
What is the proposed procurement route?	The framework agreement was subject to competition to the open market and a direct award is being undertaken in accordance with the framework rules to GoCardless Ltd under the terms of the Department for Transport's contract for payment processing in relation CAZ charges.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There are no existing arrangements for this service.
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and as this is a one-off contract for works, the test demonstrated this is not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	The CAZ is a key component of the Council's Route to Zero plans. The payment of daily charges in relation to the CAZ encourages the use of compliant means of transport including public transport.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is not a statutory duty to provide this service. However, this service will be used to process direct debit payments for daily charges to collect CAZ revenue to support the requirements of the Ministerial Direction dated 11 <sup>th</sup> March 2019 to achieve air quality compliance.
What budget is the funding from for this service?	The service will be funded from the CAZ Operational Income budget.
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> June 2021 for a period of 2 years in line with the Department for Transport's contract terms.

<b>Title of Contract</b>	<b>Moseley Road Baths Refurbishment Works</b>
Director / Assistant Director	Rob James, Acting Director Neighbourhoods
Briefly describe the service required	<p>Further to the Moseley Road Baths – Project Update report to Cabinet on 17<sup>th</sup> November 2020, there is a requirement for further renovation works. The works consists of the following:</p> <ul style="list-style-type: none"> <li>• The stripping out and re-roofing of the pitched slate roofs over the Board Room and manager’s flat</li> <li>• Associated rainwater and gutter repairs</li> <li>• Repair of the front façade</li> <li>• Making good of internal historical finishes</li> <li>• The repair of the stained-glass windows</li> <li>• Lighting and electrical upgrades.</li> <li>• Temporary roofing</li> </ul>
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as this is a one-off project.
How will this service assist with the Council’s commitments to Route to Zero?	The specification will require the use of sustainable materials that best meet the standards set by Historic England with the minimisation of transportation to reduce the carbon footprint.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory duty to provide this service. However, in order to assist the Moseley Road Baths Charitable Incorporated Organisation with successfully running the baths, the works are required to improve the building for public use.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a one-off contract.
What budget is the funding from for this service?	This will be funded within the agreed £3m capital budget allocation.
What is the proposed procurement route?	An open procurement process below the works procurement threshold will be undertaken advertised in Contracts Finder and <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a> .
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is September 2021 for a period of 7 months.

Title of Contract	Provision of IT Equipment for Digital Inclusion
Director / Assistant Director	Louise Collett - Acting Director for Adult Social Care
Briefly describe the service required	<p>The provision of a managed service loaning IT equipment for service users of the PURE Project. There will be a range of equipment and software purchased by the provider as specified by the Council. The equipment will be loaned out to support citizens who are far away from the employment and training. The service will include:</p> <ul style="list-style-type: none"> <li>• Purchase of the equipment</li> <li>• Distribution of the equipment</li> <li>• Physical and digital cleansing</li> <li>• IT support and guidance to service users</li> </ul> <p>The service will be available to all PURE service users; there will be a need for specialist devices for individuals with visual and hearing impairments. There are currently 2046 PURE participants who may apply for this loan scheme; this figure will increase.</p>
What is the proposed procurement route?	An open procurement exercise will be undertaken advertised in Find a Tender, Contracts Finder and <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a>
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new contract.
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as this is a one-off project and there are not the capabilities and skills in-house to deliver.
How will this service assist with the Council's commitments to Route to Zero?	This service will assist the council's commitment to Route to Zero by allowing citizens to work/upskill and train from the comfort of their own home without having to leave their homes to go and access shared devices and internet hotspots. This will result in lowering the need for excessive travel and thus lowering the city's carbon footprint.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is not a statutory duty to provide this service. However, the service is required to be delivered as part of the PURE project. It also part addresses the wider remit of Digital Inclusion of which the Council is seeking to tackle across all areas of its services.
What budget is the funding from for this service?	The budget is funded from the PURE project budget with 50% match funding via grants from EU funds
Proposed start date and duration of the new contract	The proposed start date is 1 August 2021 for a duration of 26 months.

<b>Title of Contract</b>	<b>Enterprise Resource Planning (ERP) Data Migration Service</b>
Director / Assistant Director	Rebecca Hellard, Interim Chief Finance Officer
Briefly describe the service required	<p>To deliver data migration services to enable the delivery of a fully integrated ERP solution by the appointed system integrator with an anticipated go live date of April 2022.</p> <p>Following open competition Egress were appointed as the data migration partner for the IB ERP Programme in October 2019 called off from the Crown Commercial Services G-Cloud 10 Framework Agreement commencing 1<sup>st</sup> October 2019. Due to the IB ERP programme being delayed the contract with Egress needs to be extended beyond its current term. This will ensure business continuity for the delivery of the IB ERP programme</p> <p>Egress is a certified signatory to the BBC4SR and will be required to produce commitments proportionate to the value of this contract.</p>
What is the proposed procurement route?	The framework agreement was subject to competition to the open market and a direct award is being undertaken in accordance with the framework rules using the Crown Commercial Services G-Cloud 12 Framework Agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract with Egress expires on 14 <sup>th</sup> October 2021.
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the service to be delivered in a way that reduces or eliminates their carbon footprint as appropriate.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is not a statutory duty to provide this service. However, the service is required to enable the successful delivery of the IB ERP programme.
What budget is the funding from for this service?	This is funded from IB ERP Programme budget.
Proposed start date and duration of the new contract	The proposed start date is 15 <sup>th</sup> October 2021 for a period of 7 months.

Title of Contract	Integration Works for the Alexander Stadium
Director / Assistant Director	Craig Cooper, Programme Director, Commonwealth Games 2022 Rob James, Acting Director Neighbourhoods
Briefly describe the service required	<p>To support the redevelopment of the Alexander Stadium, there is a requirement for integration works to ensure that new and existing parts of the stadium operate effectively as a single facility including completing incidental works associated with the East Stand. These will support the Council's responsibilities for the stadium for the Commonwealth Games 2022 and its legacy.</p> <p>These works will be required to be undertaken simultaneously with the construction of the new West Stand and the associated site improvements. The preferred solution is for the additional works to be undertaken by the existing contractor in order to minimise logistical, health and safety and technical challenges.</p> <p>McLaughlin &amp; Harvey Ltd is a certified signatory to the Birmingham Business Charter for Social Responsibility and will be required to produce commitments appropriate to the additional value.</p> <p>Consultation with Acivico Ltd is underway on this approach.</p>
What is the proposed procurement route?	To undertake a variation under the terms of the existing contract.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The contract for the development of the Alexander Stadium commenced on 29 <sup>th</sup> May 2020.
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	The redevelopment is a carbon-neutral project and these additional works will support this agenda.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	The Council does not have a statutory duty to provide this service. However, the works and services will ensure the Alexander Stadium is up to date, fit for purpose and in keeping for an international sporting event and its legacy.
What budget is the funding from for this service?	This is funded from the cash limited and approved CWG for the redevelopment of the Alexander Stadium.
Proposed start date and duration of the new contract	The proposed start date for the works is July 2021 for a period of 10 months.

Title of Contract	Construction Defect Period Enhanced Service Level
Director / Assistant Director	Craig Cooper, Programme Director, Commonwealth Games 2022 Rob James, Acting Director Neighbourhoods
Briefly describe the service required	<p>To support the redevelopment of the Alexander Stadium, there is a requirement for the provision of enhanced service levels during the first part of the defects period to meet the Council's obligations under the Host City contract and to ensure the operational efficiency is maximised for the stadium and the surrounding site during games-time. These will support the Council's responsibilities for the stadium during the Commonwealth Games 2022.</p> <p>The supplier, having built the new stand and developed the surrounding site, has familiarity its workings with the experience and ability to undertake the enhanced service levels without undermining any warranties.</p> <p>McLaughlin &amp; Harvey Ltd is a certified signatory to the Birmingham Business Charter for Social Responsibility and will be required to produce commitments appropriate to the additional value.</p> <p>Consultation with Acivico Ltd is underway on this approach.</p>
What is the proposed procurement route?	To undertake a variation under the terms of the existing contract.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The contract for the development of the Alexander Stadium commenced on 29 <sup>th</sup> May 2020.
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	The redevelopment is a carbon-neutral project and these additional works will support this agenda.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	The Council does not have a statutory duty to provide this service. However, the works and services will ensure the Alexander Stadium is up to date, fit for purpose and in keeping for an international sporting event and its legacy.
What budget is the funding from for this service?	This is funded from the cash limited and approved CWG for the redevelopment of the Alexander Stadium.
Proposed start date and duration of the new contract	The proposed start date for the works is April 2022 up to 7 months.

<b>Title of Contract</b>	<b>SCN - Alexander Stadium Post-Games Reinstatement Works</b>
Director / Assistant Director	Craig Cooper, Programme Director, Commonwealth Games 2022 Rob James, Acting Director Neighbourhoods
Briefly describe the service required	Following the conclusion of the Commonwealth Games 2022, works will be required to reinstate the site (including potential lighting and hard landscaping works) to deliver planned legacy stadium in accordance the approved business case and planning consent.  Consultation with Acivico Ltd is underway on this approach.
What is the proposed procurement route?	To enter into single contractor negotiations with McLaughlin & Harvey Ltd.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The contract for the development of the Alexander Stadium commenced on 29 <sup>th</sup> May 2020.
If single /multiple contractor negotiations is proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	The supplier, having built the new stand and developed the surrounding site, has familiarity its workings with the experience and ability to reinstate the site protecting warranties and liabilities. Best value will be demonstrated by the avoidance of familiarisation costs or mobilisation, additional design and integration fees.  The negotiations will include consideration to incorporate these additional requirements within the existing contract.  McLaughlin & Harvey Ltd is a certified signatory to the Birmingham Business Charter for Social Responsibility and will be required to produce commitments appropriate to the additional value.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house.
How will this service assist with the Council's commitments to Route to Zero?	The redevelopment is a carbon-neutral project and these additional works will support this agenda.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	The Council does not have a statutory duty to provide this service. However, the works and services will ensure the Alexander Stadium is up to date, fit for purpose and in keeping for an international sporting event and its legacy.
What budget is the funding from for this service?	This is funded from the cash limited and approved CWG for the redevelopment of the Alexander Stadium.
Proposed start date and duration of the new contract	The proposed start date for the works is September 2022 up to 9 months.

<b>Title of Contract</b>	<b>Design and Delivery of the Corporate Landlord Initiative</b>
Director / Assistant Director	Kathryn James – Assistant Director, Property Services
Briefly describe the service required	An advisory service to support the visioning, scoping, design and delivery of a Corporate Landlord function to include the identification and amalgamation of property budgets, the creation of a new structure and identification, amalgamation of human resources, selection of delivery models for Facilities Management, internal engagement with stakeholders and the creation of suitable Service Level Agreements (SLA) with occupying Services as appropriate.
What is the proposed procurement route?	A further competition exercise using the Council's Transportation and Development Professional Services Framework Agreement – Lot 1 Specialist (f) Project Management.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not Applicable.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated it is not suitable as additional capacity is required to support the internal resource.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the delivery of the service in a way which reduces or eliminate the carbon footprint by encourage the promotion of agile/remote working; adopting the NWOW policies and practices, encouraging and promoting working locally to reduce travel time and emissions and creating facilities where paperless communications/recycling of paper are adopted.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory duty to provide this service. However, the service will support the Council's Property Strategy and NWOW Transformational programme.
What budget is the funding from for this service?	The service is resourced from the Council's Transformational Programme and Invest to Save funding.
Proposed start date and duration of the new contract	The proposed start is 1st July for a duration of 12 months.

## APPENDIX 4 - QUARTERLY CONTRACT AWARD SCHEDULE (JANUARY 2021 – MARCH 2021)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Value of Contracts	Chief Officer	Actual Go Live date
Delegated Award Report	Development of housing at Kestrel Avenue Lot 1 and Alum Drive Lot 2	P0606	For the construction and development of 8 properties at Alum Drive (4 properties) and Kestrel Avenue (4 properties).	1 year	Inclusive Growth	Homes and Neighbourhoods	Carl Tomlinson	Emmanuel Igenozu / Marjil Samra	Cabinet approved the Approval to Tender Strategy report Building Birmingham: Full Business Case - Delivering the Birmingham Municipal Housing Trust (BMHT) Housing Development Programme 2018-19 on the 18/09/2018. Cabinet Member report to the Leader and Cabinet Member for Finance and Resources "Full Business Case approval for Development of Housing at Kestrel Avenue" on 24th August 2020 Delegated Contract Award Report signed 11/12/2020.	J. Harper & Sons (Leominster) Limited	£1,406,280	Ian MacLeod / Alison Jarrett	14/12/2020
Delegated Award Report	Transition service for Young People	P0577A	There is a requirement to support the transition service for young people forms part of this wider commissioning model and aims to support young people by providing early and targeted support to aid recovery and resilience so that: • Needs are met before they escalate • Statutory or higher cost intervention are avoided or reduced • Outcomes for the individual are improved • The young person feels valued	4 years	Adult Social Care	Adult Social Care	Mark Astbury	Kalvinder Kohli / Marie Kennedy	Cabinet Report dated 16th April 2019 'Putting Prevention First: Commissioning & Procurement Strategies for Vulnerable Adults Housing and Wellbeing Services'. Delegated Award Report signed 12/01/2021.	St Basils	£1,599,516	Graeme Betts / Alison Jarrett	01/02/2021
Strategy / Award	Provision of Bulk Printing Services	P0659	The contract for BCC's bulk printing supports SAP Voyager, BIDS live, Northgate RBIS, Northgate Housing and DM360 systems.	5 years	Digital and Customer Services	Deputy Leader	Lee Bickerton	David Waddington	Presented to Cabinet for info 15/09/2020. Strategy / Award Report signed 20/01/2021.	Capita Group Plc	£1,724,000	Peter Bishop / Alison Jarrett	01/04/2021
Delegated Award Report	Provision of Security Services	P0463	The Council requires the security services for its premises where there is not in-house provision available for areas including offices, depots, homeless centres, libraries, public buildings, commercial sites, car parks and other sites such as schools. The services include: • Guarding (both static and mobile patrols) • Open & Lock Services • Key Holding • Alarm Response Services	4 years	Finance & Governance	Deputy Leader	Simon Ansell	Angela Marsh / Marie Kennedy	Presented to Cabinet for info 26/03/2019. Approval to Tender Strategy Report signed 25/11/2019 and delegated the award to CO. Delegated Award Report signed 21/01/2021.	Lot 1- Transport/Vehicular/Plant/ Commercial/Void Premises & Lot 2- Specific Services Sites Profile Security Services Limited SSG Support Services Group Ltd	£9,200,000	Ian MacLeod / Alison Jarrett	01/02/2021
Strategy / Award	Financial Reporting - Delivery Support, Technical and Strategic Advice	QU443	There is a requirement for strategic and technical advice for financial reporting for the following areas, some of which are carried out internally currently: Page 2 of 8 • Co-ordinate and manage the closedown of financial accounts • Advice on accounting treatments of complex transactions • Knowledge transfer and building internal capacity • Training and development • Provide resilience in a period of change	2 years	Finance and Governance	Finance and Resources	Lee Bickerton	Mohammed Sajid	Presented to Cabinet for info 19/01/2021. Strategy / Award Report signed 26/01/2021.	KPMG LLP	£476,800	Rebecca Hellard	01/02/2021
Strategy / Award	Provision of Specialist Programme Advisory and Management Services for the 2022 Delivery Plan		Support the development of a range of Strategic Outline Business Cases • Support the development of a range of Full Business Cases • Support the development of portfolio and programme infrastructure to support the implementation of business cases • Provide specialist programme management support for New Ways of Working	4 months	Leader	Finance and Resources	Lee Bickerton	Gemma Malhi	Presented to Cabinet for info 19/01/2021. Strategy / Award Report signed 03/02/2021.	Tile Hill Interim & Executive Recruitment Ltd	£205,000	Jonathan Tew / Alison Jarrett	08/02/2021
Strategy / Award	Capacity and Capability Support to Service Finance		The services required relate to support in the following areas: •Finance Improvement Programme •Oracle Fusion Cloud ERP Implementation Programme •Finance Service Engagement and Decision Making •Finance Target Operating Model	1 year	Finance and Governance	Finance and Resources	Lee Bickerton	Nick Coldicott	Presented to Cabinet for info 19/01/2021. Strategy / Award Report signed 04/02/2021.	KPMG	£800,000	Rebecca Hellard	15/02/2021
Strategy / Award	Relocation Works for the Wholesale Market	P0735	For the supply and installation of storage cages for the retail market traders and for building works within the complex to enable these parts of the Birmingham Smithfield Development site to be cleared. The works are: •Supply and installation of 30 storage cages •Building Works □Ground levelling to Rag Market car park □ Installation of frozen storage units □ Refrigerated storage units □Two outdoor goods lift □Fork lift truck parking space and charging point	2 months	Inclusive Growth	Leader	Guy Olivant	Marlene Slater / Charlie Short	Presented to Cabinet for info 10/11/2020. Strategy / Award Report signed 08/02/2020.	Graham Asset Management Limited	£733,749	Ian MacLeod / Alison Jarrett	10/02/2021
Delegated Award Report	Vehicle Scrappage Scheme - Concession	P0628	The CA2 Worker Vehicle Scrappage scheme requires the set up and administration of a supplier to establish a supply chain of car dealerships for the sale of compliant vehicles to eligible grant recipients, and car scrappage organisations to administer the scrappage of non-compliant vehicles.	3 years with option to extend for a further 2 years	Inclusive Growth	Transport and Environment	Simon Ansell	Stephen Arnold / Siobhan McDonald	Cabinet The Full Business Case for the scheme was approved by the Cabinet Member for Transport and Environment, and the Cabinet Member for Finance and Resources, on the 21st December 2020. Approval to Tender Strategy Report signed 07/04/2020 and delegated the award to CO. Delegated Award Report signed 09/02/2021.	Motorpoint Limited	£17,200,000	Ian MacLeod / Alison Jarrett	01/03/2021

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Value of Contracts	Chief Officer	Actual Go Live date
Strategy / Award	Provision of Programme Management Services for the Birmingham 2022 Capital Programmes and Related Services		For the provision of a Project Director to provide programme management services to support the Council's responsibilities for the delivery of Commonwealth Games 2022 (CWG) capital projects, its legacy and the Perry Barr Regeneration Scheme.	3 years	Inclusive Growth	Leader	Guy Olivant	Mark Channon / Charlie Short	Presented to Cabinet for info 08/09/2020. Strategy / Award Report signed 12/02/2021.	Turner & Townsend Project Management Ltd	£1,000,000	Craig Cooper / Alison Jarrett	14/02/2021
Strategy / Award	Grounds Maintenance- Hand-Held Equipment	PQ0263	The supply and delivery of a range of hand-held grounds maintenance equipment including trimmers, blowers, hedge cutters and associated power units for use by the Council's Parks section.	2 years	Neighbourhoods	Street Scene and Parks	Carl Tomlinson	Kevin Haynes / Andrea Webster	Presented to Cabinet for info 09/02/2021. Strategy / Award Report signed 24/02/2021.	Mitchell Diesel (T/A Turner Groundscare)	£200,887	Rob James / Alison Jarrett	01/03/2021
Delegated Award Report	Waste Specialist Owner's Engineer Services	P0728	For the provision of Specialist Owner's Engineer services to support with the redevelopment of the Council's Perry Barr waste disposal facilities.	3 years	Neighbourhoods	Street Scene and Parks	Carl Tomlinson	Michelle Climer / Meena Chuhan	Presented to Cabinet for info 15/12/2020. Single Contractor Negotiation signed 03/02/2021. Delegated Award Report signed 24/02/2021.	Fichtner Consulting Engineers Limited (Fichtner)	£330,516	Rob James / Alison Jarrett	25/02/2021
Strategy / Award	Provision of IT Hardware and Software Solution	P0743	Provision of IT hardware equipment (laptops, Monitors)and software licencing to enable the council to have an e-catalogue of standard approved equipment items.	5 years with a break clause in Years 3 and 4	Digital and Customer Services	Deputy Leader	Lee Bickerton	Sean Reuby	Presented to Cabinet for info 10/11/2020. Strategy / Award Report signed 25/02/2021.	XMA Limited	£9,000,000	Peter Bishop / Alison Jarrett	01/04/2021
Delegated Award Report	Professional Services for the Refurbishment of Moseley Road Baths	P0713	There is a requirement for professional services to support the capital renovation programme for the baths. The following services are required: • Conservation Architecture and Design Services • Project Management • Cost Control • Health and Safety Advisory • Structural Engineering • Mechanical and Electrical Engineering	3 years	Neighbourhoods	Homes and Neighbourhoods	Carl Tomlinson	Dave Waggs / Stuart Follows	Presented to Cabinet for info 21/07/2020. Approval to Tender Strategy signed 07/01/2021 and delegated the award to CO. Delegated Award Report signed 08/03/2021.	Donald Insaill Associates Ltd	£446,199	Rob James / Alison Jarrett	15/03/2021
Strategy / Award	Professional Programme Advice and Support for the Development of a range of Strategic and Full Business Cases		To provide professional programme advice and support, including operational programme, project management support as well as periodic specialist technical / operational support as required to meet the timescales for development of the required business cases.	5 months	Inclusive Growth	Leader	Simon Ansell	Gemma Malhi	Presented to Cabinet for info 19/01/2021. Strategy / Award Report signed 12/03/2021.	Inner Circle Consulting Ltd	£1,200,000	Ian MacLeod / Alison Jarrett	15/03/2021
Delegated Award Report	Provision of SAP Business Process Automation		For the provision of SAP Business Process Automation software.	3 years	Digital and Customer Services	Deputy Leader	Lee Bickerton	David Waddington	Cabinet Report for SAP Business Process Automation software, approved 01/02/2021. Delegated Award Report signed 17/03/2021.	Softcat Ltd	£372,000	Peter Bishop / Alison Jarrett	17/03/2021
Strategy / Award	Operational and Strategic Taxation Advice	PQ0179	For the provision of operational and strategic taxation advice.	1 year	Finance and Governance	Finance and Resources	Lee Bickerton	Mohammed Sajid	Presented to Cabinet for info 13/02/2018. Strategy / Award Report signed 27/04/2018. Delegated Extension Award Report signed 18/03/2021.	PricewaterhouseCoopers LLP	up to £246,980	Rebecca Hellard	07/06/2021
Delegated Extension Award	Clearing Banking Services	P0139	The Council and its wholly owned companies cannot function without banking services as they are essential to Council operations including payments to staff, the City's vulnerable citizens, income collection and making payments to its entire supply chain.	2 years	Finance and Governance	Finance and Resources	Lee Bickerton	Mohammed Sajid	Presented to Cabinet for info 08/09/2020. Single Contractor Negotiation signed 05/02/2021. Delegated Award Report signed 19/03/2021.	Barclays Bank Plc	£300,000	Rebecca Hellard	01/04/2022
Strategy / Award	Advisory and Management Services to support Perry Barr 2040		There is a requirement for advisory and management services to support the Perry Barr 2040 programme. The services to be undertaken include: •Commercial, viability and asset management advice •Project management and advice to support the development of a Masterplan and Regeneration framework for the area, which will feed into a delivery plan for the PB2040 programme. •Support for the progression of the PB2040 programme to OBC stage.	6 months	Inclusive Growth	Leader	Guy Olivant	Rebecca Farr / Charlie Short	Presented to Cabinet for info 09/02/2021. Strategy / Award Report signed 26/03/2021.	Ove Arup & Partners Ltd	£395,830	Ian MacLeod / Alison Jarrett	29/03/2021
Delegated Award Report	Interim Programme Director for the Smithfield Regeneration Scheme		The Council will enter into a Joint Venture Agreement (JVA) with Lendlease for Birmingham Smithfield in early 2021.	1 year	Inclusive Growth	Leader	Simon Ansell	Marlene Slater / Charlie Short	Presented to Cabinet for info 19/01/2021. Single Contractor Negotiation signed 18/03/2021. Delegated Award Report signed 26/03/2021.	Richard Brown Property Consultancy Ltd	£200,000	Ian MacLeod / Alison Jarrett	01/04/2021
Delegated Award Report	Public Liability, Employers Liability, Motor, Leaseholders, Fire, Industrial and Commercial, Property Terrorism, Engineering Inspection and Fidelity Guarantee Insurance Policies		For the provision of insurance protection against the major insurable risks arising from the Council's activities.	12 months	Finance and Governance	Finance and Resources	Lee Bickerton	Matthew Davis	Presented to Cabinet for info 09/02/2020. Single Contractor Negotiation signed 18/03/2021. Delegated Award Report signed 26/03/2021.	1) Griffiths and Armour for Public Liability Policy 2) Zurich Municipal for Employers Liability Policy 3) Zurich Municipal for Motor Policy 4) Alford Burton for Leaseholders Policy 5) Zurich Municipal for Fire Policy 6) Zurich Municipal for Industrial/Commercial Policy 7) Charles Taylor for Property Terrorism Policy 8) Zurich Municipal for Engineering Inspection Policy 9) Zurich Municipal for Fidelity Guarantee Policy  Total £3,307,434	£706,126 £221,775 £246,485 £706,126 £445,550 £368,270 £259,664 £244,279 £109,159  Total £3,307,434	Rebecca Hellard	01/04/2021
Delegated Award Report	Demolition and associated works of Pershore Street Multi-storey Car Park - Moat Lane and Manor House, Moat Lane	13288	Demolition and associated works of demolition and associated works of Pershore Street and Moat Lane Multi-Story Car Parks and Manor House, Moat Lane.	8 months	Inclusive Growth	Leader	Guy Olivant	Marlene Slater / Charlie Short	The Wholesale Market and Adjacent Area Asset Management Procurement Strategy report approved the commencement of the procurement activity and delegated the award of the contract approved by Cabinet on 08/09/2020. Delegated Award Report signed 29/03/2021.	Eiford Demolition and Remediation Limited	£977,050	Ian MacLeod / Alison Jarrett	06/04/2021



# Birmingham City Council

## Report to Cabinet

18 May 2021



**Subject:** APPOINTMENTS TO OUTSIDE BODIES

**Report of:** City Solicitor

**Relevant Cabinet Member:** Cllr Ian Ward, Leader of the Council

**Relevant O & S Chair(s):** Cllr Carl Rice, Chairman of Co-ordinating Overview and Scrutiny Committee

**Report author:** Celia Janney, Committee Services  
Tel: 0121 303 7034  
e-mail: celia.janney@birmingham.gov.uk

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

### 1 Executive Summary

- 1.1 The 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 Recommendations

- 2.1 That Cabinet agrees to appoint representatives to serve on the Outside Bodies detailed in the appendix to this report.

### **3 Background**

- 3.1 At a meeting of all Councillors on 11 July 2017, the City Council approved changes to the Constitution that set 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.

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

- 4.1 These appointments are a matter for the Cabinet to determine, in accordance with the City Council's current Constitution.

### **5 Consultation**

For appropriate items, the Secretaries to the Political Groups represented on the Council.

### **6 Risk Management**

- 6.1 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.

### **7 Compliance Issues:**

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

7.1.1 The appointments are consistent with the legal and constitutional requirements of the City Council.

#### 7.2 Legal Implications

7.2.1 As set out in paragraph 7.1.1 above.

#### 7.3 Financial Implications

7.3.1 There are no additional resource implications. Where applicable, those implications arise at the time that the relevant body, or a grant to it, is established.

#### 7.4 Procurement Implications (if required)

7.4.1 Not applicable.

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

7.5.1 Not applicable.

#### 7.6 Public Sector Equality Duty

7.6.1 As set out in paragraph 6.1 above.

**8 Background Documents**

- 8.1 Report of the Council Business Management Committee to City Council on 11 July 2017 “Revised City Council Constitution”; along with relevant e-mails/ file(s)/correspondence on such appointments.

**Attached:** Appendix to Report to Cabinet – 18 May 2021 - Appointments to Outside Bodies



**APPENDIX 1****APPENDIX TO REPORT TO CABINET 18 May 2021**  
**APPOINTMENTS TO OUTSIDE BODIES****1. Summary of Decisions**

On 15 August 2017, Cabinet resolved under decision number 004096/2017 that the practice be continued of contacting each representative when their term of office is due to expire to ascertain whether they are willing to be re-appointed and that, unless indicated otherwise in the report to Cabinet, it will be understood that such representatives are not willing to be re-appointed.

**2. Sheldon School Foundation**

May but need not be Members of the City Council. 4 Year term of office. Cllr Zafar Iqbal (Lab) has advised he would like to be re-appointed.

Therefore, it is

**RECOMMENDED:-**

That Cabinet agrees to re-appoint Cllr Zafar Iqbal (Lab), as Nominative Trustee from 18 May 2021 until 17 May 2025.

**3. Yardley Great Trust**

Two Nominative Trustees in total. 4 Year term of office. Cllr Neil Eustace (Lib Dem) has advised he would like to be re-appointed. The other Nominative Trustee is Hon. Ald. Stewart Stacey (Lab).

Therefore, it is

**RECOMMENDED:-**

That Cabinet agrees to re-appoint Cllr Neil Eustace (Lib Dem) as Nominative Trustee from 18 May 2021 until 17 May 2025.

