

BIRMINGHAM CITY COUNCIL

TRUSTS AND CHARITIES COMMITTEE

MONDAY, 13 JUNE 2022 AT 10:30 HOURS
IN COMMITTEE ROOM C, COUNCIL HOUSE EXTENSION, 6
MARGARET ST, BIRMINGHAM, B3 3BG

A G E N D A

1 NOTICE OF RECORDING/WEBCAST

The Chair to advise/meeting to note that this meeting will be webcast for live or subsequent broadcast via the Council's meeting You Tube site (www.youtube.com/channel/UCT2kT7ZRPFCXq6_5dnVnYlw) and that members of the press/public may record and take photographs except where there are confidential or exempt items.

2 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.

3 APPOINTMENT OF COMMITTEE AND CHAIR

To note the resolution of the City Council appointing the Committee, Chair and Members to serve on the Committee for the period ending with the Annual Meeting of the City Council 2023.

4 APOLOGIES

To receive any apologies.

5 MINUTES

Item Description

<u>9 - 10</u>	6	<u>TERMS OF REFERENCE OF THE TRUST AND CHARITIES COMMITTEE</u>
		To note the Terms of Reference of the Committee.
<u>11 - 56</u>	7	<u>YOUNG ACTIVE TRAVEL TRUST GRANTS</u>
		Report of Assistant Director of Transport and Connectivity.
<u>57 - 62</u>	8	<u>CHAMBERLAIN Highbury Trust - Finance/Activities</u>
		Item Description
<u>63 - 68</u>	9	<u>Highbury Estate – Update Report from Chamberlain Highbury Trust</u>
		Report of Assistant Director of Property
<u>69 - 72</u>	12	<u>Cropwood Estate - Hunters Hill College</u>
		Item Description
<u>73 - 110</u>	13	<u>Cropwood Estate – Hosting the Blackwell Festival 2022</u>
		Report of Assistant Director of Property
	14	<u>DATES OF FUTURE MEETINGS</u>
		To note that the committee has previously agreed that meetings will be held at 1030 hours on the following Monday's at the Council House, Victoria Square.
		-
		2022/2023
		19 September
		14 November
		16 January
		13 March
		12 April
	15	<u>AUTHORITY TO CHAIR AND OFFICERS</u>
		Chair to move:-
		'In an urgent situation between meetings, the Chair jointly with the relevant Chief Officer has authority to act on behalf of the Committee'.

BIRMINGHAM CITY COUNCIL

TRUSTS AND CHARITIES COMMITTEE 19 JANUARY 2022

**MINUTES OF A MEETING OF THE
TRUSTS AND CHARITIES COMMITTEE
HELD ON WEDNESDAY 19 JANUARY 2022
AT 1030 HOURS IN COMMITTEE ROOM C, COUNCIL HOUSE EXTENSION,
BIRMINGHAM**

PRESENT: - Yvonne Mosquito in the Chair;

Councillors David Pears, Adrian Delaney and Julien Pritchard.

ALSO, PRESENT: -

Nigel Oliver – Birmingham Property Services
Rajesh Parmar – Legal Services
John Stewart – Cadbury Barn Trust
Simon Linford – Cadbury Barn Trust
Michael Williams – Chamberlain Trust Trustee
Les Sparks – Cadbury Barn Trust
Lesley Pattenson – Cadbury Barn Trust
Sofia Mirza – Committee Services

NOTICE OF RECORDING

- 1079 The Chairman advised that the meeting would be webcast for live or subsequent broadcast via the Council's Internet site (www.youtube.com/channel/UCT2kT7ZRPFCXq6_5dnVnYlw) and that members of the press/public may record and take photographs except where there are confidential or exempt items.

DECLARATIONS OF INTEREST

- 1080 The Chairman reminded Members 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 was declared a Member must not speak or take part in that agenda item. Any declarations would be recorded in the Minutes of the meeting.

APOLOGIES

- 1081 Apologies were submitted on behalf of Councillors Akhlaq Ahmed, Gurdial Singh Atwal and Councillors Zhor Malik for their inability to attend the meeting

MINUTES

The Minutes of the meeting of the Committee held on 22 September 2021, having been circulated, were confirmed by the Committee and signed by the Chair.

Councillor Pears stated that a meeting did not take place previously due to mitigating circumstances and that it should be noted. There was an issue with Highbury State Trust in the last meeting in December.

1082 **RESOLVED: -**

That, subject to the above, the Minutes of the last meeting of the Trusts and Charities Committee held on 22 September 2022 having been circulated, be taken as read and confirmed and signed and a note be kept recording that the meeting did not take place previously.

**HIGHBURY ESTATE TRUST – CHAMBERLAIN HIGHBURY TRUST REPORT
AND ANNUAL ACCOUNTS**

The following report of the Report of Assistant Property Director – Transport and Connectivity was submitted: -

(See Document 1)

The Operational Property Manager presented the cover report to the members, the purpose of the report is to enable Chamberlain Highbury Trust to report to the Committee on their recent activities.

The Operational Property Manager passed the report over to Mike Williams. Mike Williams introduced himself as one of the trustees for the Chamberlain Trust and presented the report and stated the following key points:

- Have been successful secured National Heritage Lottery Funding for the development phase of the major restoration project that the Trust wants to undertake at Highbury, both to the mansion and to the grounds.
- In the report the major project will be split into two phases: A Development phase and Delivery phase.
- The development phase will produce detailed designs, site surveys and fundraising. It will cost £620,000; the City Council Cabinet has agreed a contribution of 2 million pounds to the total scheme.
- Have agreed with officer that the contribution from the council will go to the development phase of £78,000.
- The Committee has also agreed on an allocation of £40,000 towards the development phase.
- Development phase will start in January, it has taken longer and therefore significant funds will start being spent around the beginning of April.
- Requested Highbury Trust to release its funds of £40,000 and the City Council to release £78,000 as soon as possible.

Trusts and Charities Committee – 19 January 2022

- Have had a meeting with City Council officers in which both Nigel and City Solicitor were present. The next meeting is due to be scheduled in February by which time a detailed cash flow forecast will be produced.
- We have agreed with officers a contribution from the 2 million 78,000. 40,000 has also been allocated to the development phase.
- Have had approval for a small scheme in the grounds for approximately £300,000 which has now been completed thanks to the City Council's Landscape Practice Group.
- Have had a successful sustainability festival.
- Heritage open days have brought a significant number of visitors and attracted interest. There have also been an increased number of visitors to the park.
- Submitted a budget for the current year for just over £50,000 which was approved at the point of drafting. £25,000 has been paid since the last report.

It was noted that the successful progress of the gardens project to receive the year's annual reporting accounts and to note the position in the current year.

Councillor Pears raised the question of the issue with funding had been agreed to be paid in December but was still outstanding. Mike Williams advised that a detailed cash flow must be drawn up and will agree that at the working group with officers which should then lead to the release of funding.

1083 **RESOLVED:** -

That the Committee:

Agree the recommendations set out in the report.

CADBURY BARN TRUST – SUBMISSION

The following submission of the Vice-Chair and Trustee of Cadbury Barn Trust was submitted: -

(See Document 2)

John Stewart of Cadbury Barn Trust presented the report to members. Lesley Pattenson the Chair of CBT was also present. In 1922 George Cadbury died and left his estate which is now Manor Farm Park, it is a 20-hectare park, it also has former park buildings at its entrance. It also contains the historic timber. We have a vision to celebrate George Cadbury and create a café, and outdoor meeting spaces for community use. Since 2010 stakeholders have been working to develop these plans. The land is held by George Cadbury Trust and managed by BCC. We have planning permission for temporary buildings on site.

Simon Linford, founder of the Birmingham School of Bell Ringing introduced himself to members. The school has been looking for a dedicated school to expand its centre. Have been looking to expand the school and make it accessible to the population of all faiths and races. The leader has been keen to help with this. Cadbury Barn looks like a good fit, there is a fear that Bell's are associated

with noise, however this is not the case as we are hoping to introduce a simulated bell with noise control. Cadbury Barn Trust are hoping for a bell tower to create a landmark. Our plan fits in with the rest of the plans and Bell's were favoured by George Cadbury himself. Simon presented the building plans to the members.

Councillor Delaney asked where the temporary buildings will be, John stated that they will be situated behind the building. They only have planning permission for 3 years. Need to have toilets and a meeting space to get the next phase of the work. Councillor Delaney asked why other buildings couldn't be used instead of building temporary ones. In order to make a disposal trustees need to make an application for a scheme of variations. We are still waiting for an application to be made, we have the funding and detailed plans and have support from the community and BCC, however without the scheme of variations we can't use the funds and nor can the City Council. We are asking the Trust and Charities Committee to ask the officers to make the application. Councillor Pears stated that toilets are must needed in parks and asked questions if defibrillators are being looked at, John stated that they are being looked at and if we had a permanent place, we could install these. We are trying to make the park a sustainable place and would look at all these factors when installing them.

The Chair asked the officers why there has been a delay. The City Solicitor stated that we are restricted and hoping to go to public consultation and invite members of the public to see how we should go forward with the park. It will be online on the beheard platform. Once the consultation has occurred, we can go through with some of the recommendations for Cadbury Barn Trust. In due course we should have scheme which should see permanent toilets and a café/meeting point on site. There has been a lack of resources within the legal department which has also added to the delay. Councillor Pears asked City Solicitor if we could have a follow up report. Councillor Pritchard asked the question of why the application won't be successful and why did it take so long for the application. The Chair asked the City Solicitor the question of the timescales for how long the consultation period will take. The City Solicitor stated that consultation will take 12 weeks. John asked a question regarding consultation and asked what the proposals might be that people will be asked about. The plans were set out for this meeting for the benefit of the members. The City Solicitor stated that the consultation needs to be as wide as possible asking local people what they would like to see in the park and the facilities they want. There will be restrictions on the premises of what can and cannot be done as it is a public park. Legal advice needs to be taken before going to the charity commission.

Lesley Pattenson added to John's point and stated that they have done many consultations. When questions are asked to the public that stimulate thinking there are more diverse answers. Want to help people's mental and physical health. We don't want to do anything to the park itself but encourage discussion around activities in the park. If we are going to have the consultation the question needs to be asked of being able to put in our ideas in the consultation process. We have not yet had a response from the Charity Commission yet and hope to have a response soon. The City Solicitor stated that the proposal for bell ringing will have a mixed response from the public, it will need a bit of thought and will need to accord with objectives from the trust.

Trusts and Charities Committee – 19 January 2022

Lesley Pattenson advised that friends of manor farm park are an active group who focus on the park. They are trying to fundraise to get gym equipment. Our proposal at Cadbury Barn Trust is for the buildings and the site. We suggested that if there was any spare capacity, we could rent out office space for a community group that are in line with our own aims for our community. We feel the idea that you can't have offices is not comprehensible. If this plan does not go ahead the buildings that are falling apart and the view to the entrance of the park needs to be looked at. We are convinced that they have a strong case to get the Charity Commission's approval.

Councillor Pritchard asked who the legal advice was from, The City Solicitor advised that it was external.

1084 **RESOLVED:** -

That the Committee:

Take the recommended actions outlined in the report to enable the project to progress.

OTHER URGENT BUSINESS

No matters raised.

AUTHORITY TO CHAIRMAN AND OFFICERS

1085 **RESOLVED:**

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

The meeting ended at 1129 hours.

.....
CHAIRMAN

TERMS OF REFERENCE FOR TRUSTS AND CHARITIES COMMITTEE

Role

The Trusts and Charities Committee will exercise the administrative powers and duties of Full Council as trustee (“Council as Trustee”) in relation to all trusts for which the Council is sole corporate trustee (the “City Trusts”).

Functions

- i. The Trusts and Charities Committee is authorised to discharge the following functions:
 - To advise Council as Trustee in all matters relating to the Trusts and Charities under the control of the Council;
 - To receive and discuss all audit reports on Trusts and Charities and recommend actions to the Council as Trustee where required;
 - To review and approve the City Trusts annual accounts and final accounts; and recommend actions to the Council as Trustee where required;
 - To approve Charity Commission returns and all other regulatory documents;
 - To inquire of and respond to the Charity Commission and any other regulatory bodies;
 - To respond to enquiries from Auditors or Independent Examiners;
 - To be responsible for ensuring that legal responsibilities are met;
 - To ensure the objects and purposes of each individual City Trust are properly promoted in accordance with charity law;
 - To ensure (through the Finance Department and Accounting systems) that there is an appropriate system of control over income and expenditure, and that there are robust governance arrangements in place;
 - To have oversight of allocation of funds, donations and investment income, to ensure these are accounted for accordingly.
 - To be responsible for advising Council as trustee on all matters relating to the investments of the funds. This will include the appointment, and subsequent performance monitoring of the official Investment Advisers;
 - To take any other action deemed appropriate or necessary to ensure the proper management and administration of the City Trusts.
- i. Full Council sitting as “Council as Trustee” will be responsible for decisions concerning the use and/or disposal of charity property and assets, and will delegate the management of any City Trust to the Trusts and Charities Committee, with assistance from the Legal, Finance and Property Services team as and when required.

BIRMINGHAM CITY COUNCIL

PUBLIC REPORT

Report to:	TRUSTS AND CHARITIES COMMITTEE
Report of:	Philip Edwards, Assistant Director – Transport and Connectivity
Date of Decision:	16th March 2022
SUBJECT:	YOUNG ACTIVE TRAVEL TRUST GRANTS
Wards affected: 5	<ul style="list-style-type: none"> • Alum Rock (Adderley Primary School) • Brandwood & Kings Heath (Colmore Junior School & Woodthorpe Primary School) • Handsworth (St Clare's Catholic Primary School). • Shard End (Brownmead Academy) • Sparkbrook & Balsall Heath East (Clifton Primary School).

1. Purpose of report:
<ol style="list-style-type: none"> 1. To seek the approval of the Committee to applications for funding from the Young Active Travel in Birmingham Charitable Trust, as set out below. 2. To update the Committee about the Trust's financial position as at 16th March 2022.

2. Decision(s) recommended:
<p>That the Committee:</p> <ol style="list-style-type: none"> 1. Approves the applications for funding from the schools listed at point 4.6 below, totalling £6,000.00. 2. Notes the remaining balances available to the Young Active Travel in Birmingham Charitable Trust for future disbursement.

Contact Officers: Telephone No: E-mail Addresses:	Paul Ruffle Senior Travel Demand Management Officer 07766 924322 paul.ruffle@birmingham.gov.uk
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3. Compliance Issues:	
<p>3.1 <u>Consultations</u></p> <p>The grants will be awarded in accordance with the Mechanics of Funding Protocol agreed by this Committee on 14 December 2016 and no further consultation is required. The officer panel reviewing the applications consists of representatives from Inclusive Growth: School Crossing Patrols and the Travel Demand Management Team, Education, and Finance and Governance.</p> <p>Active engagement and promotion of the initiative takes place with all schools in Birmingham through various methods including regular newsletters, webinar training sessions and noticeboard bulletins.</p>	
<p>3.2 <u>Relevant legal powers, personnel, equalities, procurement, regeneration and other relevant implications?</u></p> <p>The City Council is the Sole Corporate Trustee for a number of charitable trusts ("charities") including Young Active Travel in Birmingham and the day-to-day management of these charities is delegated to the Council's Trusts and Charities Committee.</p> <p>Each charity is governed by the Deed under which it was established, and/or a Charity Commission Scheme. These documents set out the Trustees' powers, as well as the objects or purposes for which the charitable trust was created.</p> <p>Assets held in trust by a charity are ultimately for the benefit of the public (beneficiaries) and any dealing in these assets and any income derived from them, is legally required to be dealt with, and accounted for, separately from the Corporate Property Portfolio/assets of the City Council. Charities must be managed in accordance with the objectives and rules laid down in their Trust documents.</p> <p>It is the legal duty of Trustees to ensure that the charity is managed in accordance with the Trust objectives and, accordingly, there is a legal duty upon the City Council when it acts as the Sole Corporate Trustee. This duty extends to acting in the best interests of the charity and its beneficiaries at all times or making decisions which are expedient in the interests of the charity (as opposed to the City Council.)</p> <p>All charity Trustees also have a legal duty to avoid conflicts of interest, and self-dealing (which prohibits a trustee from buying trust property and makes a sale by a trustee to himself voidable by any beneficiary). All decisions made by Council's Trusts and Charities Committee are subject to prior review by the Council's City Solicitor and Monitoring Officer to ensure that decisions are made in accordance with charity law having regard to any relevant Charity Commission guidance.</p>	

3.3 Finances

The Trustee secured the sum of £100,000 as the initial fund to be applied in furthering the objects and purposes of the Charity. This income is available for immediate use. This is comprised of a contribution of £75,000 from the City Council and £25,000 sponsorship from Churchill Insurance.

As of September 2021, the remaining balance was £60,836.35 which is held in a trust account within the Council's balance sheet. The recommended applications total for March 2022 is £6,000.00 and will leave a balance of £54,836.35 available for future disbursement.

3.4 Public Sector Equality Duty

None. The statutory functions discharged by the Council as Trustee are subject to a separate and distinct statutory regime underpinned (principally) by the Charities Act 2011, Trustee Act 2000 and relevant Charity Commission guidance. These are non-executive functions and are therefore not subject to the Equalities Act 2010 provisions.

4. **Relevant background/chronology of key events:**

Background

- 4.1 At its meeting on 13 September 2016 Council-as-Trustee approved the formation of the Young Active Travel Trust.
- 4.2. Council-as-Trustee further resolved to instruct officers to register the Trust as a charitable organisation with the Charities Commission. As with any other charitable trust where the Council is sole corporate trustee, the responsibility for the day to day management of the trust is delegated by Council to the Trusts and Charities Committee.
- 4.3. At its meeting on 14 December 2016 this Committee (Trusts & Charities) approved the Mechanism of Funding Protocol which set out the management arrangements for the Young Active Travel Trust and the criteria against which applications for funding would be assessed (Appendix 1).

Purpose of the Trust

- 4.4 The Council's Young Active Travel initiative aims to pull together cross-cutting policy objectives around improving children's health, achieving "behaviour change" around transport choices, and addressing environmental and road safety concerns. It seeks to encourage parents and pupils to adopt more sustainable ways of travelling to school and to reduce car journeys, improving not only their own health but that of the wider community – with reduced road danger, less air pollution from cars, and less traffic congestion in local neighbourhoods – particularly around school gates.

4.5. The purpose of the Trust is set out in the Deed as follows :

The objects and purposes of the Charity are to preserve and protect public health, particularly the health of school children in Birmingham by:-

- I. supporting initiatives which raise awareness about road safety, health, exercise and fitness;*
- II. changing behaviours towards travel to school*

Applications for Funding

4.6. 6 applications have been received and assessed against the criteria set out in Appendix 1. These applications have met the criteria set out in Appendix 1 and are recommended to the Committee for approval as schemes to further the objectives of the Charity. The applications are attached at Appendix 2.

School Name	MSS Registered	MSS Travel Plan	Project	No. of Pupils	Amount Requested (£)
Adderley Primary School	Yes	Started	Scootability	180	1000.00
Brownmead Academy	Yes	Started	Balanceability Bikes & Training	120	1000.00
Clifton Primary School	Yes	Started	Balanceability Bikes & Training	120	1000.00
Colmore Junior School	Yes	Started	Child Dollies	480	1000.00
St Clare's Catholic Primary School	Yes	Started	Bike Shelter	300	1000.00
Woodthorpe Primary School	Yes	Completed	Scootability	90	1000.00
Total				1290	6000.00

4.7. The recommended applications total £6,000.00 and if all are approved would leave the Trust with remaining resources of £54,836.35.

5. Reasons for Decision(s):

5.1 To pursue the objectives of the Young Active Travel in Birmingham Charitable Trust, as set out in the Trust Deed approved by Council-as-Trustee on 13 September 2016.

Name of committee: Trust and Charities

Signature:

Chief Officer:
Title

Dated:

List of Appendices:

Appendix 1 – (Extract) Report to Trusts & Charities Committee 14 December 2016 - Management of the Young Active Travel in Birmingham Charity.

Appendix 2 – Funding Applications (A to F attached as separate documents)

List of Background Documents used to compile this Report:

Report to Trusts & Charities Committee/Council-as-Trustee – Formation of the Young Active Travel Trust 13 September 2016

Report to Trusts & Charities Committee 14 December 2016 - Management of the Young Active Travel in Birmingham Charity

Appendix 1

(Extract) Report to Trusts & Charities Committee 14 December 2016 - Management of the Young Active Travel in Birmingham Charity; Appendix 3 Mechanics of Grant Funding Protocol

- To be eligible to apply for a grant, schools must be located within the geographic boundary of Birmingham City Council. Alternatively, constituted groups of parents of children attending these schools will also be eligible to apply.
- Up to £1,000 per application, or school in the case of collective bids, will be available for projects that meet one or more of the criteria set out below.
- Applications may be made for revenue or capital schemes but if it is the latter, the applicant will need to resource any on-going maintenance liability that may be created.

Subject to the above, priority will be given to funding proposals where:

- a) the school has an on-going commitment to promoting safe and sustainable travel through actions within their ModeShift STARS (on-line programme) travel plan. In Particular -
 - The school MUST have registered to Modeshift STARS
 - The school MUST have completed at least 1 school travel survey for both staff and pupils within the previous 12 months of the application.
 - The school MUST have started a School Travel Plan.
- b) there is a link between the proposal and actions contained within the ModeShift STARS travel plan, for example, to achieve behaviour change to more sustainable modes of travel to and from schools.
- c) it is expected that the proposal will result in a reduction in parking congestion around school gates.
- d) there is a linkage to existing initiatives led by the Council or its partners, for example, Bikeability (cycle training), Birmingham Big Bikes Bike Library or family cycle centres, or Birmingham Cycle revolution infrastructure investment.
- e) there is connectivity with other children's health and well-being programmes and activities; or local environmental initiatives.
- f) consideration has been given to the legacy of the initiative or activity to ensure sustainability beyond the life of the grant funding, for example, through parent's groups or the School Council

The Trust cannot:

- Award grants in excess of £1,000 to a single institution or group.
- Award more than one grant to the same school in less than 36 months.
- Award grants for things that have already been paid for.
- Fund initiatives or measures for which there is a free of charge alternative, for example, Think Road Safety resources, or other local funding source.

- Fund schemes for which Top Cycle Location Grants are available or have been awarded in 2016/17 or 2017/18.

REPORT OF THE CHAIR OF THE TRUSTS AND CHARITIES COMMITTEE
ON THE FORMATION OF THE YOUNG ACTIVE TRAVEL CHARITABLE TRUST

1. PURPOSE/SUMMARY

To seek formal approval from Council as Trustee to the Motion set out below proposing the establishment of a new charitable trust of which Birmingham City Council is Sole Corporate Trustee.

2. BACKGROUND

Legal & Governance Arrangements

The City Council is already Sole Corporate Trustee for a number of charitable trusts ("charities"). The day-to-day management of these charities is delegated to the Council's Trusts & Charities Committee.

Each charity is governed by the Deed under which it was established, and/or a Charity Commission Scheme. These documents set out the Trustees' powers, as well as the objects or purposes for which the charitable trust was created.

Assets held in trust by a charity are ultimately for the benefit of the public (beneficiaries). Any dealing in these assets, and any income derived from them, is legally required to be dealt with and accounted for separately from the Corporate Property Portfolio/assets of the City Council. Charities must be managed in accordance with the objectives and rules laid down in their Trust documents.

It is the legal duty of Trustees to ensure that the charity is managed in accordance with the Trust objectives and, accordingly, there is a legal duty upon the City Council when it acts as the Sole Corporate Trustee. This duty extends to acting in the best interests of the charity and its beneficiaries at all times or making decisions which are expedient in the interests of the charity (as opposed to the City Council).

All charity Trustees also have a legal duty to avoid conflicts of interest, and self-dealing (which prohibits a trustee from buying trust property and makes a sale by a trustee to himself voidable by any beneficiary). All decisions made by Council's Trusts and Charities Committee are subject to prior review by the Council's City Solicitor and Monitoring Officer to ensure that decisions are made in accordance with charity law having regard to any relevant Charity Commission guidance.

3. YOUNG ACTIVE TRAVEL IN BIRMINGHAM CHARITY

Background

The Council's Young Active Travel initiative is an attempt to pull together cross-cutting policy objectives around improving children's health, achieving "behaviour change" around transport choices, and addressing environmental and road safety concerns. It seeks to encourage parents and pupils to adopt more sustainable ways of travelling to school and reduce car journeys, improving not only their own health but that of the wider community – with reduced road danger, less air pollution from cars and less traffic congestion in local neighbourhoods – particularly around school gates.

The Council has already invested in a wide range of measures to make it safer, easier, and more pleasant for children to walk or cycle to school including, for example, the roll out of 20 mph speed limits; road humps and other traffic calming designs; light controlled pedestrian crossings; and the development of bicycle and walking routes.

The Council is now encouraging schools to take the initiative to review their School Travel Plans through the ModeShift STARS online package, involving children in developing solutions appropriate to their neighbourhood, with support from parents and partners – the thinking being that long term behaviour change will start with children and young people themselves. The downstream benefits that may be achieved from fitter and healthier school populations include children arriving at school more alert and ready to learn, and suffering less absence related to avoidable health conditions.

The City Council is taking a number of steps to further this objective:

- the Council's Transportation Behaviour Change Team has developed an on-line Young Active Travel toolkit to bring together in one easily accessible place all the available information, statistics, contacts and "good ideas" including, for example, child obesity and asthma rates, cycling and walking routes, and road safety education resources;
- the Council will also host a Schools Council Summit in October 2016 to launch Young Active Travel and directly engage children with the initiative;
- with this report, as promised, the Council is establishing a Trust to secure and maximise donations and sponsorship to support steps to develop and implement measures around sustainable travel to school and road safety;
- recognising that School Crossing Wardens may be an important element of School Travel Plans, the Council is making available a budget resource of £750K a year going forward, subject to the usual budget processes, using policy contingency funding to ensure no net change on the Council budget to ensure the on-going provision of a service in areas of highest priority, in partnership with schools.

The Charity

The charity will be an unincorporated charitable organisation, with objects/purposes around promoting and raising funds to further sustainable travel to and from school, and children's road safety within the City of Birmingham. The City Council will be the Sole Corporate Trustee and the Trust will be managed by the Council's Trusts and Charities Committee.

Charity Finances

An initial start-up endowment will be made by the Council from the resources made available in 2016/17 (proposed £75k). It is hoped this sum will be supplemented by £25k sponsorship from a household-name national company, with whom discussions are at an advanced stage.

The Trust may choose to grow the initial endowment by employing a professional fund raiser to promote the Trust, secure donations from private individuals and businesses, and design and manage a donor recognition scheme.

Grant Applications & Funding

Schools and groups of parents will be able to apply to the Trust for grants (initially up to £1,000 per application, depending on the unrestricted balances available to the Trust at the time). These grants will be available to support the development and implementation of School Travel Plans, and fund initiatives to encourage travel behaviour change and/or measures to improve children's safety as they travel to and from school e.g. fluorescent tabards for "walking buses", children's road safety training sessions, training for staff and parents; bespoke mapping; or publicity materials and signage.

A scheme of delegations to officers within Finance & Legal Services will allow day to day management of grant awards to be undertaken on behalf of the Trusts and Charities Committee. The Committee will resolve to approve an appropriate Mechanics of Grant Funding Protocol, which sets out the process of applying for funding, the criteria applicants must satisfy and evidence of public benefit.

4. MOTIONS

That Full Council sitting as 'Council as Trustee':

- 1) Notes and approves the formation of the Young Active Travel in Birmingham Charity as set out within the Trust Deed at Appendix 1;
- 2) Instructs officers with Finance and Legal Services to register the Charity with the Charity Commission when appropriate;
- 3) Instructs officers within Finance and Legal Services to draft a Mechanics of Grant Funding on behalf of the Charity for the approval of the Trusts and Charities Committee at its next Committee Meeting

Appendix

1. Trust Deed - Young Active Trust in Birmingham


Chairman of the Trusts and Charities Committee

.....
Councillor Habib UL Rehman

or £99*

 Free E



 52 views today

EVO Commuter Scooter - 145mm Wheel

★★★★★ (92)


- Brake Type : Rear foot brake
- Folding : Yes
- Wheel Diameter (MM) : 145mm

nl **£39.00**

Adult scooter x 2 = 78.00

Vehicle Health Check



 189 views today



JD Bug Jr Street Scooter - Matt Black

★★★★★ (107)

- Adjustable handlebar height : Yes
- Folding : Yes
- Steering : Turn to Steer

£38.95

☐ Compare

[View details](#)

Children's scooter x 10 = £389.50



£409.00 – £454.00 (Ex.VAT)

Scooterpod

[Product](#) [Features](#) [Video](#)

The Scooterpod, scooter rack for schools is a unique and compact storage solution just for scooters! The fun and colourful innovation is ideal for nursery and primary schools, securing up to 12 scooters! Like all Cyclepods' products, the Scooterpod is manufactured in the UK and available in 100% recycled materials. Bases are available for all configurations for siting on soft ground.

Round Segment 1

Blue

Round Segment 2

Orange

Scooterpod Base

Round Base

Clear

£454.00 (Ex.VAT)

- 1 +

Add to basket

Categories: Pods, Racks & Stands, Scooter Racks, Scooterpods

Scooter storage = £454.00

10% discount applied – Mandi Slater provided Jan Robinson's name

Discounted total price = £408.60

Young Active Travel Trust: Grant Funding APPLICATION FORM

Please email the completed form to **connected@birmingham.gov.uk**

Name of School(s)	Adderley Primary School
Name of Head Teacher(s)	Rizvana Darr
Project Title	Scooterbility training
Type of Applicant	School
Name of Lead Applicant	Andy Worrall
Email address	a.worrall@adderley.bham.sch.uk
Telephone number	0121 464 1500
BCC / External School	Click here to enter text.
(If BCC) Fund Centre 'R' Code	Click here to enter text.

Signature of Head Teacher <i>(for a group of schools, only one signature is required)</i>	Click here to enter text.
Name	Rizvana Darr
Date	25/11/2021

Signature of Lead Applicant	a.worrall
Name	Andy Worrall
Date	25/11/2021

About Your Project

1. Please describe the project you are asking for grant funding to undertake.

Please refer to the guidance notes for information about what sort of projects will be given priority.

The project we are asking for grant funding to undertake is focussed on delivering scootability training for our EYFS, Year 1 and Year 2 children as part of the wider PE provision at Adderley Primary School. Coupled with this is our vision to build scooter storage to house all the scooters safely and to provide a scooter extra-curricular club to extend the learning opportunities for all of our children. By providing a scooter club it will enhance our broad extra-curricular offer and allow our children to fulfil other interests and talents.

2. What you will spend the grant funding on?

We will spend the grant funding firstly, on purchasing 10-15 children's scooters and 2 adult scooters to be able to deliver the training effectively. Secondly we will spend some of the grant money on purchasing and installing scooter storage to provide a safe place to house them when they are not being used by the children and adults. Finally, some of the money will be spent on purchasing safety equipment such as helmets and knee and elbow pads as well as resources to support effective delivery of the training. Safety equipment will allow children to feel safe while using the scooters and perform to the best of their ability.

3. What benefits do you expect to result from the project?

From this project we expect to start seeing a marked reduction in the amount of car journeys and congestion at the school gates as a result of children developing a new passion for wanting to scoot to and from school. This should help us in achieving one of our targets linked to our Modeshift Stars application which is to develop in children a passion for other forms of travel than by car. Another benefit to the project is that by having scooter storage in school it should encourage children to want to purchase their own scooter, which they know will be housed safely, and scoot to school with their parents.

4. What positive legacy will the project have on the school or wider community and what will happen when the grant funding stops?

The project will inspire our children and local community to adopt more sustainable ways of travelling to and from school, therefore not only improving their own health and wellbeing but that of the wider community, with reduced road traffic, pollution and congestion at the school gates and in the surrounding streets.

5. How does this project connect with your Modeshift STARS Travel Plan?

Please note funding is only available to schools who have committed to developing school travel plans through the on-line Modeshift STARS programme; or schools who will commit to registering on Modeshift STARS and achieving bronze level within 12 months (from date of award of grant).

Our travel plan is designed to increase the number of active journeys made by children and parents including walking, cycling, scooting or using public transport. In addition to this our school is determined to reduce the amount of congestion at the school gates by encouraging other forms of travel rather than coming by car. The delivery of scooter training will help children to develop a passion for scooting and in turn encourage them to persuade their parents to make an active journey.

6. Estimated project start date

04/01/2022

7. Estimated project completion date

18/02/2022

8. Approximately how many pupils will be involved in this project?

Scootability training - all EYFS, Year 1 and Year 2 children. Approx. 180 children

9. Estimated total cost of the project

£1000

10. Amount of Grant funding sought

£1000

Evaluation

11. Please explain how you intend to evaluate the impact of the project and how you will measure success?

I will evaluate the impact of this project by asking children to complete pupil questionnaires to ascertain the skills they have learnt from scooterability training and whether they will consider travelling to and from school using a scooter. In conjunction children should be able to understand the outcomes expected from this project. Children should feel inspired to make more active journeys to and from school.

I will measure success by analysing data from the living streets WOW tracker to see how many journeys are being made by scooting. I will also analyse data from our Modeshift Stars pupil surveys. I am expecting there to be an increased number of during the Spring term.

Grant applications will be assessed and presented for determination to the Trusts and Charities Committee, as sole corporate trustee of the Young Active Travel Trust.

Details of your application may be referred to in publicly available committee reports, along with subsequent feedback or evaluations of any schemes funded by the Trust. Please indicate below your acceptance:

☒ I accept

**Please email the completed form to
connected@birmingham.gov.uk**

Queries about the application process should also be directed to connected@birmingham.gov.uk


Official use only

Date received	Click here to enter a date.
Approved	Choose an item.
Reasons	Click here to enter text.
Amount of grant awarded	Click here to enter text.

Young Active Travel Trust: Grant Funding APPLICATION FORM

Please email the completed form to connected@birmingham.gov.uk

Name of School(s)	Brownmead Academy
Name of Head Teacher(s)	Mr Ashley Winters
Project Title	Brownmead Bike Riders
Type of Applicant	School
Name of Lead Applicant	Mr Ashley Winters
Email address	awinters@brownmead.academy
Telephone number	0121 675 3102
BCC / External School	Washwood Heath Multi-Academy Trust
(If BCC) Fund Centre 'R' Code	Click here to enter text.

Signature of Head Teacher <i>(for a group of schools, only one signature is required)</i>	
Name	Mr Ashley Winters
Date	01/12/2021

Signature of Lead Applicant	As above
Name	Click here to enter text.
Date	Click here to enter a date.

About Your Project

1. Please describe the project you are asking for grant funding to undertake.

Please refer to the guidance notes for information about what sort of projects will be given priority.

We are looking to start a cycle training programme for our early years children. This programme is called Balanceability. We hope this funding will support this project.

Cycling will be brilliant for our children it will help them get the recommended 60 minutes of physical activity per day, which one third of children don't currently achieve and will support our commitment to ensure that all primary aged pupils receive a least 2 hours of physical activity per week.

Once we've invested in bikes/scooters and some basic kit, there will be benefits:

Many teachers report that children who walk and cycle to school are more alert and ready to learn than those who arrive by car.

It's fantastic fun and, for many children, can feel much more exciting than travelling by car.

Cycling can help kids get to know their local area and feel part of it.

Good travel habits learned young will last a lifetime.

Cyclists breathe in less pollution from traffic than car drivers and this supports our eco-councils drive to ensure that sustainability is part of our curriculum and life-long vision.

Balanceability combines a schedule of fun activities that build confidence, spatial-awareness and dynamic balance skills, enabling young children aged 4 to 6 years old to safely ride a pedal bike at the end of the programme.

We are already engaged in the bikeability programme for our older children and have seen the benefits this brings. Many children who wish to take part aren't always able to ride a bike, so by introducing this programme to our early years we hope this programme will enable many more to get involved.

This programme will offer our young children an introduction to active travel, one we hope they will continue to take part in as they grow.

2. What you will spend the grant funding on?

The funding will purchase 10 Balanceability bikes, helmets and associated resources & training to enable our school staff to deliver this programme to our early years children.

We have 120 pupils in this age range that will benefit from this programme. We will build this into our curriculum programme so that they all will have an opportunity to get involved.

These bikes will be used as an on going programme, we will build in a replacement and repair system as part of our funding bid.

We also hope to commit to purchasing bikes to support the development of the skill of cycling leading to the cycling proficiency scheme through bikeability.

3. What benefits do you expect to result from the project?

There is an expectation that children who are competent cyclists at an early age will lead more active lifestyles and be confident enough to use their cycling skills to travel to school and for leisure.

This year has seen some unsettling times for our children and the school, and it would be fantastic if we could offer this age group an activity that could support their wellbeing as well as building on their skills in a fun way.

Enabling our early years staff to receive training to deliver this programme to their keystage which will support their children developing skills whilst having fun, and promoting active travel. This programme can be continue to be delivered over a number of years and will be embedded in our school curriculum.

An opportunity to get outdoors and have some structure training, that promotes active travel and will lead to more children cycling to school, which in turn a reduction in car use to school making the area outside safer for children.

4. What positive legacy will the project have on the school or wider community and what will happen when the grant funding stops?

We are putting in place the following programme for our year groups

Balanceability training in early years groups (reception and year 1), (funding to support delivery)

Road Safety training in year 3, (delivering and have year on year)

Bikeability year 5/6 (delivering year on year)

Our school are committed to the promotion of active travel and have continue to promote key campaign dates such as walk to school week, road safety week and held events and activities for our children to get involved in. By introducing an early years active programme will build on good work we have done in the older year groups, and will start the active journey earlier.

Active transportation improves our health and the health of our communities. It also lowers our healthcare costs. The more people walk and bike the more we lower those costs as we reduce the levels of obesity, heart disease, and Type 2 diabetes.

This supports the Brownmead Curriculum development, ensuring that our pupils are ready to support life-long goals for a sustainable world - cemented in the learning suring their formative years at our school. It also supports our Brownmead Bucket list - our guarantee to the children that they will be able to ride a bike by the time they leave the school.

5. How does this project connect with your Modeshift STARS Travel Plan?

Please note funding is only available to schools who have committed to developing school travel plans through the on-line Modeshift STARS programme; or schools who will commit to registering on Modeshift STARS and achieving bronze level within 12 months (from date of award of grant).

We have recently completed work on our Modeshift STARS travel plan and we have put an action plan in place to promote active travel. By delivering these actions we are looking to move towards our bronze accreditation

We have included actions to promote bike week, book bikeability training for years 5/6, deliver road safety activities and promote walk to school. Which all form part of our programme mention in point 4. We also support the extended use of bikes with events organised by our eco-council, such as: Bling you bike for Christmas week.

Receiving this funding for the balanceability programme will enable all our pupils to cycle to school and support our commitment to the promotion of active travel to school. With a longer term aim of reducing the number of children travelling to school by car and making the area outside the school a safer one.

6. Estimated project start date

01/01/2022

7. Estimated project completion date

Ongoing but in the first instance by the end of Summer 2022 - the first cohort will be able to ride.

8. Approximately how many pupils will be involved in this project?

Open to all EYFS and Year 1 children - 120

9. Estimated total cost of the project

£1200

10. Amount of Grant funding sought

£1000 we have some Health 4 Life funding that can supplement the difference

Evaluation

11. Please explain how you intend to evaluate the impact of the project and how you will measure success?

We would be looking at the number of parents who are registering their children for inclusion in the project.

Success would be if those children we taught to cycle in Nursery & Reception were taking part in bikeability in years 5/6 and were cycling to school as result.

We will monitor the number of children who successfully pass their level 1 and 2 cycling proficiency, whilst encouraging all pupils to take part in bikeability of some description. We have recently had non-cyclists in Y6, who were able to leave Brownmead being able to ride a bike.

Grant applications will be assessed and presented for determination to the Trusts and Charities Committee, as sole corporate trustee of the Young Active Travel Trust.

Details of your application may be referred to in publicly available committee reports, along with subsequent feedback or evaluations of any schemes funded by the Trust. Please indicate below your acceptance:

☒ I accept

**Please email the completed form to
connected@birmingham.gov.uk**

Queries about the application process should also be directed to connected@birmingham.gov.uk

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Date received	Click here to enter a date.
Approved	Choose an item.
Reasons	Click here to enter text.
Amount of grant awarded	Click here to enter text.

Evaluation

11. Please explain how you intend to evaluate the impact of the project and how you will measure success?

We would be looking at the number of parents who are registering their children for inclusion in the project.

Success would be if those children we taught to cycle in Nursery & Reception were taking part in bikeability in years 5/6 and were cycling to school as result.

We would also expect to see a rise in cycling number via the WOW tracker figures.

Grant applications will be assessed and presented for determination to the Trusts and Charities Committee, as sole corporate trustee of the Young Active Travel Trust.

Details of your application may be referred to in publicly available committee reports, along with subsequent feedback or evaluations of any schemes funded by the Trust. Please indicate below your acceptance:

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Approved	Choose an item.
Reasons	Click here to enter text.
Amount of grant awarded	Click here to enter text.

4. What positive legacy will the project have on the school or wider community and what will happen when the grant funding stops?

We are putting in place the following programme for our year groups

Balanceability training in early years groups (Reception and year 1), (funding to support delivery)

Road Safety training in year 3, (delivering and have year on year)

Bikeability year 5/6 (delivering year on year)

Our school is committed to the promotion of active travel and continue to promote key campaign dates such as walk to school week, road safety week and hold events and activities for our children to get involved in. Introducing an early years active programme will build on good work we have done in the older year groups, and will start the active journey earlier.

5. How does this project connect with your Modeshift STARS Travel Plan?

Please note funding is only available to schools who have committed to developing school travel plans through the on-line Modeshift STARS programme; or schools who will commit to registering on Modeshift STARS and achieving bronze level within 12 months (from date of award of grant).

We have recently completed work on our Modeshift STARS travel plan and we have put an action plan in place to promote active travel. By delivering these actions we are looking to move towards our bronze and then our silver accreditation

We have included actions to promote bike week, book bikeability training for years 5/6, deliver road safety activities and promote walk to school. Which all form part of our programme mentioned in point 4.

Receiving this funding for the balanceability programme will enable all our pupils to cycle to school and support our commitment to the promotion of active travel to school. With a longer term aim of reducing the number of children travelling to school by car and making the area outside the school a safer one.

6. Estimated project start date

25/04/2022

7. Estimated project completion date

15/07/2022

8. Approximately how many pupils will be involved in this project?

Open to all nursery & reception children 70-120

9. Estimated total cost of the project

£1500

10. Amount of Grant funding sought

£1000

About Your Project

1. Please describe the project you are asking for grant funding to undertake.

Please refer to the guidance notes for information about what sort of projects will be given priority.

We are looking to start a cycle training programme for our early years children. This programme is called Balanceability. We hope this funding will support this project.

Balanceability combines a schedule of fun activities that build confidence, spatial-awareness and dynamic balance skills, enabling young children aged 4 to 6 years old to safely ride a pedal bike at the end of the programme.

We are already engaged in the bikeability programme for our older children and have seen the benefits this brings. Many children who wish to take part aren't always able to ride a bike, so by introducing this programme to our early years we hope this programme will enable many more to get involved.

This programme will offer our young children an introduction to active travel, one we hope they will continue to take part in as they grow.

2. What you will spend the grant funding on?

The funding will purchase 10 Balanceability bikes, helmets and associated resources & training to enable our school staff to deliver this programme to our early years children.

We have 70 to 120 pupils in this age range that will benefit from this programme. We will build this into our curriculum programme so that they all will have an opportunity to get involved.

These bikes will be used as an on going programme, we will build in a replacement and repair system as part of our funding bid.

3. What benefits do you expect to result from the project?

There is an expectation that children who are competent cyclists at an early age will lead more active lifestyles and be confident enough to use their cycling skills to travel to school and for leisure.

This year has seen some unsettling times for our children and the school, and it would be fantastic if we could offer this age group an activity that could support their wellbeing as well as building on their skills in a fun way.


Enabling our early years staff to receive training to deliver this programme to their keystage which will support their children developing skills whilst having fun, and promoting active travel. This programme can be continued to be delivered over a number of years and will be embedded in our school curriculum.


An opportunity to get outdoors and have some structured training, that promotes active travel and will lead to more children cycling to school, which in turn will result in a reduction in car use to school making the area outside safer for children.

Young Active Travel Trust: Grant Funding APPLICATION FORM

Please email the completed form to connected@birmingham.gov.uk

Name of School(s)	Clifton Primary School
Name of Head Teacher(s)	Nick Lambert
Project Title	Balanceability
Type of Applicant	School
Name of Lead Applicant	Amy Bhachu
Email address	a.barton@cliftonprimary.bham.sch.uk
Telephone number	01214642926
BCC / External School	
(If BCC) Fund Centre 'R' Code	

Signature of Head Teacher <i>(for a group of schools, only one signature is required)</i>	
Name	Nick Lambert
Date	02/12/2021

Signature of Lead Applicant	
Name	Amy Bhachu
Date	02/12/2021

Young Active Travel Trust: Grant Funding APPLICATION FORM

Please email the completed form to **connected@birmingham.gov.uk**

Name of School(s)	St Clare's Catholic Primary
Name of Head Teacher(s)	Vic Rivett
Project Title	Cycle to School
Type of Applicant	School
Name of Lead Applicant	Ciaran Murphy
Email address	c.murphy@stclare.bham.sch.co.uk
Telephone number	01215543289
BCC / External School	BCC
(If BCC) Fund Centre 'R' Code	Click here to enter text.

Signature of Head Teacher <i>(for a group of schools, only one signature is required)</i>	
Name	Victoria Rivett
Date	02/12/2021

Signature of Lead Applicant	
Name	Ciaran Murphy
Date	02/12/2021

About Your Project

1. Please describe the project you are asking for grant funding to undertake.

Please refer to the guidance notes for information about what sort of projects will be given priority.

To encourage pupils to cycle to school. We would like to purchase and install a bicycle shelter to secure bicycles whilst on the school premises.

2. What you will spend the grant funding on?



3. What benefits do you expect to result from the project?

Health benefits for the child and family in encouraging healthy alternatives to taking the car to school. Reduction in traffic volume around school, pollution levels and reduction in the dangers around school caused by traffic.

4. What positive legacy will the project have on the school or wider community and what will happen when the grant funding stops?

The legacy is providing education to the family on not taking the car to school and the cycling will continue as the capital investment of the bike shelter will encourage children to cycle to school. School education projects such as bikeability will continue to encourage children to cycle to school safely.

5. How does this project connect with your Modeshift STARS Travel Plan?

Please note funding is only available to schools who have committed to developing school travel plans through the on-line Modeshift STARS programme; or schools who will commit to registering on Modeshift STARS and achieving bronze level within 12 months (from date of award of grant).

Road travel Plan is in the process of being developed. This will work with our walk to school initiative.

6. Estimated project start date

18/02/2022

7. Estimated project completion date

31/03/2022

8. Approximately how many pupils will be involved in this project?

Whole school(up to 300 pupils) - we will be making the project accessible to everybody.

9. Estimated total cost of the project

£2000

10. Amount of Grant funding sought

£1000

Evaluation

11. Please explain how you intend to evaluate the impact of the project and how you will measure success?

Through surveys (on children cycling to school) and on the community around school in reducing the numbers.

Grant applications will be assessed and presented for determination to the Trusts and Charities Committee, as sole corporate trustee of the Young Active Travel Trust.

Details of your application may be referred to in publicly available committee reports, along with subsequent feedback or evaluations of any schemes funded by the Trust. Please indicate below your acceptance:

☒ I accept

**Please email the completed form to
connected@birmingham.gov.uk**

Queries about the application process should also be directed to connected@birmingham.gov.uk

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Date received	Click here to enter a date.
Approved	Choose an item.
Reasons	Click here to enter text.
Amount of grant awarded	Click here to enter text.

Young Active Travel Trust: Grant Funding APPLICATION FORM

Please email the completed form to **connected@birmingham.gov.uk**

Name of School(s)	Woodthorpe JI School
Name of Head Teacher(s)	Ms Linda McGrath
Project Title	Scooterability
Type of Applicant	School
Name of Lead Applicant	Linda McGrath
Email address	l.mcgrath@woodthorpe-school.com
Telephone number	0121 464 5203
BCC / External School	Click here to enter text.
(If BCC) Fund Centre 'R' Code	Click here to enter text.

Signature of Head Teacher <i>(for a group of schools, only one signature is required)</i>	Click here to enter text.
Name	L McGrath
Date	26/11/2021

Signature of Lead Applicant	Click here to enter text.
Name	Ms L McGrath
Date	26/11/2021

About Your Project

1. Please describe the project you are asking for grant funding to undertake.

Please refer to the guidance notes for information about what sort of projects will be given priority.

We would like to purchase 15 pupils scooters and 2 adult scooter to enable us to deliver scooterability classes to our KS1 pupils. Encouraging these pupils to travel to school in a safer and more sustainable way, this initiative will also:

- provide equipment for lessons for KS1 children that involve scooters,
- to aid our gross motor programmes with an alternative approach, using a scooter,
- provide the children with the basic riding and balance skills,
- improve the fitness of the children,
- increase the confidence of children and enjoyment whilst using a scooter,
- improve the health and emotional wellbeing of our children by being in the outdoor environment,
- allow access to scooters to children who may not have one at home.

2. What you will spend the grant funding on?

We will use the funding to purchase 15 child scooters (£30 each) and 2 adult scooters (£40 each). This will enable us to get the project underway, as part of the funding we wish to build in a replacement programme over a 5 year period to enable the programme to continue to our new cohort of pupils each year. Any remaining funding will be put towards costs to maintain the scooters each year. We are aiming that this project will continue to be delivered yearly for as long as possible. When the funding has all been spent we would look to raise funds through other school activities to support and continue with this project.

15 X Scooters at £30 each - £450

2 X Adult Scooters at £40 each - £80

15 x Kids Helmets at £12 each - £180

2 x Adult helmets at £15 each - £30

Replacement programme to purchase additional scooters with remaining money

Year 1 - £90

Year 2 - £90

Year 3 - £80

3. What benefits do you expect to result from the project?

This project will support the physical opportunities to this age group and will aid their development as well as promote the sustainable travel message. It will also:

- support our car free streets initiative by encouraging more children to scoot to school and make use of our scooter storage facilities,
- empower parents by giving them the confidence and knowledge that their children are safe when wishing to scooter to school having received the appropriate scooterability training,
- provide a different delivery to the children's PE lessons,
- increase the children's confidence whilst using a scooter,
- improve children's balance and gross motor skills,
- improve the children's physical health, mental health and emotional wellbeing

Support our staff training development.

4. What positive legacy will the project have on the school or wider community and what will happen when the grant funding stops?

The purchase of scooters would provide a valuable resource for many years. They are a commodity that can be maintained and used on an ongoing basis. It may allow children the confidence to ask for scooters to be a sustainable way to travel to school.

Its important to change the way our children travel to school early and by introducing this programme and them having fun doing this, may influence their travel choices though out their school life, and supporting us in the reduction of car use around the school gate.

It will also secure parental engagement in our active travel campaign.

5. How does this project connect with your Modeshift STARS Travel Plan?

Please note funding is only available to schools who have committed to developing school travel plans through the on-line Modeshift STARS programme; or schools who will commit to registering on Modeshift STARS and achieving bronze level within 12 months (from date of award of grant).

This project will enable us to deliver scooterability training which completes an ongoing action on our travel plan.

It will also improve the health and physical wellbeing of all pupils involved, something which we continually strive to achieve.

The project promotes sustainable travel. Parents and pupils will also have the confidence knowing they are safe to use their scooters to travel to and from school.

These types of activities promote good health and clean air around our school gates.

6. Estimated project start date

28/02/2022

7. Estimated project completion date

21/07/2022

8. Approximately how many pupils will be involved in this project?

90

9. Estimated total cost of the project

£1000

10. Amount of Grant funding sought

£1000

Evaluation

11. Please explain how you intend to evaluate the impact of the project and how you will measure success?

We will conduct surveys before, during and after the project to determine the impact and to investigate whether the number of families driving to school has decreased. We will also set up a team of pupils who will regularly monitor the amount of scooters being stored at school to see if there is an increase after the project has been launched. We will update our findings on our travel plan.

Grant applications will be assessed and presented for determination to the Trusts and Charities Committee, as sole corporate trustee of the Young Active Travel Trust.

Details of your application may be referred to in publicly available committee reports, along with subsequent feedback or evaluations of any schemes funded by the Trust. Please indicate below your acceptance:

☐ I accept

**Please email the completed form to
connected@birmingham.gov.uk**

Queries about the application process should also be directed to connected@birmingham.gov.uk

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Date received	Click here to enter a date.
Approved	Choose an item.
Reasons	Click here to enter text.
Amount of grant awarded	Click here to enter text.

BIRMINGHAM CITY COUNCIL

PUBLIC REPORT

Report to:	TRUSTS AND CHARITIES COMMITTEE
Report of:	Philip Edwards, Assistant Director – Transport and Connectivity
Date of Decision:	13th June 2022
SUBJECT:	YOUNG ACTIVE TRAVEL TRUST GRANTS
Wards affected: 9	<ul style="list-style-type: none"> • Alum Rock (Adderley Primary School) • Aston (Manor Park Academy) • Brandwood & Kings Heath (Colmore Junior School, St Dunstan's Catholic Primary School, Woodthorpe Primary School). • Handsworth (St Clare's Catholic Primary School) • Harborne (Harborne Primary School) • Moseley (St Bernards Primary School). • Shard End (Brownmead Academy, Guardian Angels Catholic Primary School) • Sheldon (Elms Farm Primary School). • Sparkbrook & Balsall Heath East (Clifton Primary School).

1. Purpose of report:
<ol style="list-style-type: none"> 1. To seek the approval of the Committee to applications for funding from the Young Active Travel in Birmingham Charitable Trust, as set out below. 2. To update the Committee about the Trust's financial position as at 13th June 2022.

2. Decision(s) recommended:
<p>That the Committee:</p> <ol style="list-style-type: none"> 1. Approves the applications for funding from the schools listed at point 4.6 below, totalling £12,000.00. 2. Notes the remaining balances available to the Young Active Travel in Birmingham Charitable Trust for future disbursement.

Contact Officers: Telephone No: E-mail Addresses:	Paul Ruffle Senior Travel Demand Management Officer 07766 924322 paul.ruffle@birmingham.gov.uk
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3. Compliance Issues:

3.1 Consultations

The grants will be awarded in accordance with the Mechanics of Funding Protocol agreed by this Committee on 14 December 2016 and no further consultation is required. The officer panel reviewing the applications consists of representatives from Inclusive Growth: School Crossing Patrols and the Travel Demand Management Team, Education, and Finance and Governance.

Active engagement and promotion of the initiative takes place with all schools in Birmingham through various methods including regular newsletters, webinar training sessions and noticeboard bulletins.

3.2 Relevant legal powers, personnel, equalities, procurement, regeneration and other relevant implications?

The City Council is the Sole Corporate Trustee for a number of charitable trusts ("charities") including Young Active Travel in Birmingham and the day-to-day management of these charities is delegated to the Council's Trusts and Charities Committee.

Each charity is governed by the Deed under which it was established, and/or a Charity Commission Scheme. These documents set out the Trustees' powers, as well as the objects or purposes for which the charitable trust was created.

Assets held in trust by a charity are ultimately for the benefit of the public (beneficiaries) and any dealing in these assets and any income derived from them, is legally required to be dealt with, and accounted for, separately from the Corporate Property Portfolio/assets of the City Council. Charities must be managed in accordance with the objectives and rules laid down in their Trust documents.

It is the legal duty of Trustees to ensure that the charity is managed in accordance with the Trust objectives and, accordingly, there is a legal duty upon the City Council when it acts as the Sole Corporate Trustee. This duty extends to acting in the best interests of the charity and its beneficiaries at all times or making decisions which are expedient in the interests of the charity (as opposed to the City Council.)

All charity Trustees also have a legal duty to avoid conflicts of interest, and self-dealing (which prohibits a trustee from buying trust property and makes a sale by a trustee to himself voidable by any beneficiary). All decisions made by Council's Trusts and Charities Committee are subject to prior review by the Council's City Solicitor and Monitoring Officer to ensure that decisions are made in accordance with charity law

having regard to any relevant Charity Commission guidance.

3.3 Finances

The Trustee secured the sum of £100,000 as the initial fund to be applied in furthering the objects and purposes of the Charity. This income is available for immediate use. This is comprised of a contribution of £75,000 from the City Council and £25,000 sponsorship from Churchill Insurance.

As of September 2021, the remaining balance was £60,836.35 which is held in a trust account within the Council's balance sheet. The recommended applications total for June 2022 is £12,000.00 and will leave a balance of £48,836.35 available for future disbursement.

3.4 Public Sector Equality Duty

None. The statutory functions discharged by the Council as Trustee are subject to a separate and distinct statutory regime underpinned (principally) by the Charities Act 2011, Trustee Act 2000 and relevant Charity Commission guidance. These are non-executive functions and are therefore not subject to the Equalities Act 2010 provisions.

4. **Relevant background/chronology of key events:**

Background

- 4.1 At its meeting on 13 September 2016 Council-as-Trustee approved the formation of the Young Active Travel Trust.
- 4.2. Council-as-Trustee further resolved to instruct officers to register the Trust as a charitable organisation with the Charities Commission. As with any other charitable trust where the Council is sole corporate trustee, the responsibility for the day to day management of the trust is delegated by Council to the Trusts and Charities Committee.
- 4.3. At its meeting on 14 December 2016 this Committee (Trusts & Charities) approved the Mechanism of Funding Protocol which set out the management arrangements for the Young Active Travel Trust and the criteria against which applications for funding would be assessed (Appendix 1).

Purpose of the Trust

4.4 The Council's Young Active Travel initiative aims to pull together cross-cutting policy objectives around improving children's health, achieving "behaviour change" around transport choices, and addressing environmental and road safety concerns. It seeks to encourage parents and pupils to adopt more sustainable ways of travelling to school and to reduce car journeys, improving not only their own health but that of the wider community – with reduced road danger, less air pollution from cars, and less traffic congestion in local neighbourhoods – particularly around school gates.

4.5. The purpose of the Trust is set out in the Deed as follows :

The objects and purposes of the Charity are to preserve and protect public health, particularly the health of school children in Birmingham by:-

- I. supporting initiatives which raise awareness about road safety, health, exercise and fitness;*
- II. changing behaviours towards travel to school*

Applications for Funding

4.6. 12 applications have been received and assessed against the criteria set out in Appendix 1. These applications have met the criteria set out in Appendix 1 and are recommended to the Committee for approval as schemes to further the objectives of the Charity. The applications are attached at Appendix 2.

School Name	MSS Registered	MSS Travel Plan	Project	No. of Pupils	Amount Requested (£)
Adderley Primary School	Yes	Completed	Scootability	180	1000.00
Brownmead Academy	Yes	Completed	Balanceability Bikes & Training	120	1000.00
Clifton Primary School	Yes	Started	Balanceability Bikes & Training	120	1000.00
Colmore Junior School	Yes	Completed	Child Dollies	480	1000.00
St Clare's Catholic Primary School	Yes	Started	Bike Shelter	300	1000.00
Woodthorpe Primary School	Yes	Completed	Scootability	90	1000.00
Elms Farm Primary School	Yes	Started	Walking Project	250	1000.00
Guardian Angels Catholic Primary	Yes	Started	Scootability	300	1000.00
Harborne Primary	Yes	Completed	Parking Buddies	750	1000.00
Manor Park Academy	Yes	Completed	Parking Buddies	365	1000.00
St Bernard's Catholic Primary	Yes	Completed	Parking Buddies	411	1000.00
St Dunstan's Catholic Primary	Yes	Completed	Scootability	120	1000.00
TOTAL				3,486	12,000.00

4.7. The recommended applications total £12,000.00 and if all are approved would leave the Trust with remaining resources of £48,836.35.

5. Reasons for Decision(s):

- 5.1 To pursue the objectives of the Young Active Travel in Birmingham Charitable Trust, as set out in the Trust Deed approved by Council-as-Trustee on 13 September 2016.

Name of committee: Trust and Charities

Signature:

Chief Officer:

Title

Dated:

List of Appendices:

Appendix 1 – (Extract) Report to Trusts & Charities Committee 14 December 2016 - Management of the Young Active Travel in Birmingham Charity.

Appendix 2 – Funding Applications (A to L attached as separate documents)

List of Background Documents used to compile this Report:

Report to Trusts & Charities Committee/Council-as-Trustee – Formation of the Young Active Travel Trust 13 September 2016

Report to Trusts & Charities Committee 14 December 2016 - Management of the Young Active Travel in Birmingham Charity

Appendix 1

(Extract) Report to Trusts & Charities Committee 14 December 2016 - Management of the Young Active Travel in Birmingham Charity; Appendix 3 Mechanics of Grant Funding Protocol

- To be eligible to apply for a grant, schools must be located within the geographic boundary of Birmingham City Council. Alternatively, constituted groups of parents of children attending these schools will also be eligible to apply.
- Up to £1,000 per application, or school in the case of collective bids, will be available for projects that meet one or more of the criteria set out below.
- Applications may be made for revenue or capital schemes but if it is the latter, the applicant will need to resource any on-going maintenance liability that may be created.

Subject to the above, priority will be given to funding proposals where:

- a) the school has an on-going commitment to promoting safe and sustainable travel through actions within their ModeShift STARS (on-line programme) travel plan. In Particular -
 - The school MUST have registered to Modeshift STARS
 - The school MUST have completed at least 1 school travel survey for both staff and pupils within the previous 12 months of the application.
 - The school MUST have started a School Travel Plan.
- b) there is a link between the proposal and actions contained within the ModeShift STARS travel plan, for example, to achieve behaviour change to more sustainable modes of travel to and from schools.
- c) it is expected that the proposal will result in a reduction in parking congestion around school gates.
- d) there is a linkage to existing initiatives led by the Council or its partners, for example, Bikeability (cycle training), Birmingham Big Bikes Bike Library or family cycle centres, or Birmingham Cycle revolution infrastructure investment.
- e) there is connectivity with other children's health and well-being programmes and activities; or local environmental initiatives.
- f) consideration has been given to the legacy of the initiative or activity to ensure sustainability beyond the life of the grant funding, for example, through parent's groups or the School Council

The Trust cannot:

- Award grants in excess of £1,000 to a single institution or group.
- Award more than one grant to the same school in less than 36 months.
- Award grants for things that have already been paid for.
- Fund initiatives or measures for which there is a free of charge alternative, for example, Think Road Safety resources, or other local funding source.

- Fund schemes for which Top Cycle Location Grants are available or have been awarded in 2016/17 or 2017/18.

Report from Chamberlain Highbury Trust to Trusts and Charities Committee

Purpose

1.To provide a brief summary of Chamberlain Highbury Trust (CHT) activities during 2021/22, including details of actual expenditure compared to the approved grant and to request funding for 2022/23.

Summary of Trust Activity 2021/22

2.The Committee will be aware that CHT has been successful in securing a major grant from the National Lotteries Heritage Fund (NLHF) for the renovation and improvement of the Highbury Estate. The project will be split into two parts-the Development Phase and the Delivery Phase. The estimated cost of the Development Phase is £533,000, which will be funded as follows:

FUNDING	
NLHF	368000
BCC	78000
Highbury Trust	40000
Foundations etc	14000
CHT Reserves	9000
Other Fundraising	24000
TOTAL FUNDING	533000

3.A Project Steering Group, which includes City Council Officers and CHT Trustees has been created to oversee the project and project managers have been appointed. Work is now in hand to appoint architects and associated technical advice, and other advisors.

4.During the year other activity included;

The completion of the Gardens Project to time and within budget

A very successful Heritage Open Day

Regular volunteer events

Monthly Open Days in the Mansion, with guided tours

Secured a Connecting Communities Grant

Further work on the Rhododendron Project and the Fruit Tree Pergola

Financial Outturn 2021/22

5.The Committee originally approved a grant from the Highbury Trust of just over £51000, but as a result of the underspending shown in the table in paragraph 6 a total of £45000 was actually paid.

6.The following table sets out details of actual expenditure compared to the original approved budget (subject to audit):

	Approved Budget 2021/22 £	Actual Exp 2021/22 £
Admin Support	5000	5280
Board Meetings	300	576
Audit & Prof Advice	2000	1224
Insurance	900	966
Other costs	1000	2734
Project Dev Manager	7500	7500
Activity Planning	7000	7321
Garden Volunteer Coordinator	5000	4289
Acquisition Costs	1000	1256
HOD & Other Events	5000	1785
Exhibitions & Sustainability Festival	5000	3719
Fruit Tree Project	7566	1123
Rhododendron Project	4240	4355
TOTAL	51506	42128

7.The Annual Report and Statutory Accounts will be submitted to the Committee when they are formally approved by CHT later in the year.

Request For Funding 2022/23

8.Some of the costs which in previous years were funded by grants from the Highbury Trust (eg Activity Planner) have been included in the Development Phase Estimates and other costs were one off in 2021/22 (eg Project Development Manager) so the request for funding for 2022/23 is lower than previous years. Nevertheless, CHT is committed to the final year of the Rhododendron Project, further work is required on the restoration and relocation of the Fruit Tree Pergola and although the cost of the Activity Planner is included in the Development Phase Costs, the actual cost of activities and open days, including Heritage Open Day is not. The request for funding is set out in the following table:

	£
Trust Administrator	6000
Audit and Insurance	2500
Activity Related Costs, inc HOD	8100
Rhododendron Project	4240
Fruit Tree Pergola	4000
Other Costs	2000
TOTAL	26840

9.The Committee is asked:

To note the progress made in 2021/22 and the actual financial outturn, subject to audit

To approve a grant of £26840 for the financial year 2022/23 from the Highbury Trust.

Birmingham City Council

Trust and Charities Committee

13th June 2022



Subject: Highbury Estate – Update report from Chamberlain Highbury Trust

Report of: Assistant Director Property

Report author: Nigel Oliver

Does the report contain confidential or exempt information? ☐ Yes ☒ No

If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential :

1 Executive Summary

To update the Committee on activities by Chamberlain Highbury Trust on the Highbury Estate and to seek the award of a further grant to Chamberlain Highbury Trust.

2 Recommendations

- 2.1 To note the report from Chamberlain Highbury Trust set out as Appendix 1
- 2.2 To approve a grant of £26840 from the unrestricted funds of the Highbury Estate funds for the expenditure undertaken by Chamberlain Highbury Trust in the financial year 2022/23.

3 Background

- 3.1 The further grant funding is in support of the continuing operations of Chamberlain Highbury Trust in managing the Highbury Estate and in their actions in securing National Lottery Heritage Fund (NLHF) monies.
- 3.2 The Highbury Trust holds the freehold interest of the land in trust as Sole Trustee and is empowered to undertake actions to properly manage the assets of the Trust including the making of awards to support the bids for a refurbishment of Highbury.
- 3.3 The Highbury Estate is held in trust as Registered Charity no 1039194 since 1994. Chamberlain Highbury Trust registered charity no. 1169845 has been set in place to best resolve the governance issues and to manage the Estate and seek external grants to enable the refurbishment of Highbury.

4 Options considered and Recommended Proposal

- 4.1 There is currently no alternative to progressing matters via Chamberlain Highbury Trust as they resolve the former governance issues and represent the best opportunity to win new monies for the Estate. To properly support them financially in the meantime is an appropriate use of Trust funds. To do nothing is not an option.
- 4.2 To best safeguard the asset long term it is appropriate to continue to support Chamberlain Highbury Trust in the financial year 2022/23.

5 Appendices

- 5.1 Appendix 1 Report from Chamberlain Highbury Trust to Trusts and Charities Committee

Birmingham City Council

Trust and Charities Committee

13th June 2022



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Report from Chamberlain Highbury Trust to Trusts and Charities Committee

Purpose

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TOTAL FUNDING	533000

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The completion of the Gardens Project to time and within budget

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Request For Funding 2022/23

8.Some of the costs which in previous years were funded by grants from the Highbury Trust (eg Activity Planner) have been included in the Development Phase Estimates and other costs were one off in 2021/22 (eg Project Development Manager) so the request for funding for 2022/23 is lower than previous years. Nevertheless, CHT is committed to the final year of the Rhododendron Project, further work is required on the restoration and relocation of the Fruit Tree Pergola and although the cost of the Activity Planner is included in the Development Phase Costs, the actual cost of activities and open days, including Heritage Open Day is not. The request for funding is set out in the following table:

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Fruit Tree Pergola	4000
Other Costs	2000
TOTAL	26840

9.The Committee is asked:

To note the progress made in 2021/22 and the actual financial outturn, subject to audit

To approve a grant of £26840 for the financial year 2022/23 from the Highbury Trust.

Birmingham City Council

Trust and Charities Committee

13th April 2022



Subject: Hunters Hill College Closure - Education withdrawal from the Cropwood Estate.

Report of: Head of Service – Education Infrastructure

Report author: Capital Programme Manager – Education Infrastructure

Does the report contain confidential or exempt information? ☐ Yes ☐ No

If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential:

1 Executive Summary

- 1.1 To agree to the Trust taking back the site following vacant possession. That Education Infrastructure will no longer manage the site but will transfer this over to BPS to manage on behalf of the Trust.

2 Recommendations

- 2.1 That the Trust c/o the Trust and Charities Committee (the Committee),
- Notes that the site will be “vacant possession” by 30th June 2022 (TBC).
 - Approves that upon achieving vacant possession the site will revert back to the Trust, from Education on 1st July 2022 and the Trust will manage the site via Birmingham Property Services thereafter.
 - Notes that where appropriate and sensible, buildings have been boarded up and made secure and partial decommissioning of utilities (electricity supply etc.) has been undertaken to various areas of the site for safety, security and financial reasons.
 - Notes that Education will continue to manage and secure the site until 1st July 2022 at which point Education will no longer be liable for the security or maintenance of the site as the management and costs of security will be for the Trust to then arrange and fund with support from Birmingham Property Services (BPS).

- Notes that Education will continue to support and provide to the Trust, upon request, any relevant information held by Education (e.g. previous surveys), noting that the Trust, via BPS, intend to commission independent surveys and external advice, for the Trust's consideration of the future of the site in accordance with the charitable scheme and objects of the Trust.

3 Background

- 3.1 Hunters Hill College is located on land which is part of the Cropwood Estate in Worcestershire. The freehold interest of the land is held by the Cropwood Estate Trust and for which Birmingham City Council's Trusts and Charities Committee has the delegated day to day decision making and responsibility for ensuring the proper governance of the Trust in accordance with the objects of the Trust and charity law.
- 3.2 School Organisation Closure Decision: In accordance with statutory requirements, guidance and best practice for the closure of schools, Birmingham City Council's Cabinet approved the proposal to close the School and, following consideration by the Education and Children's Social Care Overview and Scrutiny Committee, on 8th February 2021, Birmingham City Council determined to implement the proposal and close Hunters Hill College effective 31st August 2021.
- 3.3 The condition and suitability of the buildings at the site had reached the end of their life for educational purposes. Education invested in excess of £670k over the preceding 5 years on repairs and maintenance which is in addition to c.£180k invested from the School's budget over the preceding 2 years. This ensured statutory maintenance was in place and that the School buildings remained warm, safe and dry for the education of pupils. Some buildings which were no longer required or fit for education purposes were boarded up for health, safety and security reasons.
- 3.4 Following the decision, Education withdrew all services, secured and cleared the site of all education assets (furniture and equipment etc.) and has continued to maintain the site. As of 28th February 2022, the total cost of clearance, security and continual maintenance of the site was £140,089.
- 3.5 Education has progressed matters supported by Legal Services with former staff that occupied living accommodation on the site and will achieve vacant possession by 30th June 2022 as agreed previously at the Trust Committee.
- 3.6 The Trust have the freehold interest for the site with the day to day management of Trust by the Committee. Any decision about the future of the site will be made by the Committee, which is independent of Education. Education will forward to the Trust, c/o BPS, any requests from parties interested in the use of the site.
- 3.7 Any income realised from the site is received to the Trust's accounts and it is for the Committee to determine the use of any income realised from the site, in accordance with the objects of the Trust's charitable scheme and charity law.

- 3.8 Education acknowledges that BPS are initiating activity to consider immediate options for the agricultural land that forms a significant proportion of the site; and that procurement of an independent site appraisal is being progressed by BPS.

4 Options considered and Recommended Proposal

- 4.1 Do nothing option is not available. Education has withdrawn all provision and services from the site, as it is no longer fit for the purpose of education and as The Trust are the freeholder and accountable body for the site and governing the objects of the charitable scheme.
- 4.2 The Trust, with the support of BPS, relieve Education of the site on 1st July 2022. The Committee will commission surveys and independent external advice, for the Trust's consideration of the future use and management of the site in accordance with the charitable scheme and objects of the Trust.

5 Appendices

Appendix 1 – Cropwood Estate Plan – use and holdings

Birmingham City Council

Trust and Charities Committee

13th June 2022



Subject: Cropwood Estate – Hosting the Blackwell Festival 2022

Report of: Assistant Director Property

Report author: Nigel Oliver

Does the report contain confidential or exempt information? ☐ Yes ☒ No

If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential :

1 Executive Summary

- 1.1 To consider the request by the Blackwell Festival Charity to hold the Blackwell Festival 2022 on land in the Cropwood Estate

2 Recommendations

That the Committee notes the request of the Blackwell Festival Charity to hold the Festival on Cropwood Trust land and the Charity request this land be used by them at a peppercorn rent (at less than best value)

- 2.1 approves the use of the land for the Blackwell Festival on terms to be agreed by the Assistant Director of Property
- 2.2 and if appropriate authorises the City Solicitor to negotiate, seal, execute and complete all legal documentation to give effect to the above recommendations.

3 Background

- 3.1 Members will be aware the Committee at its meeting on 22nd April 2021 supported the holding of the festival on the same site last year.
- 3.2 The Cropwood Estate Trust, registered Charity no. 1085296, is governed by a scheme dated 12th November 1997 which permits trustees to manage the land and make disposals. The specific objects of the Cropwood Estate trust are wide ranging and are: the furtherance of any charitable purpose for the benefit of the inhabitants of the City of Birmingham including all or any of the following purposes (a) the provision and support of educational facilities (b) the provision and support of facilities for recreational and other leisure time occupation with the object of

improving the conditions of life for the said inhabitants (c) the relief of the aged, impotent and poor (d) the relief of sickness.

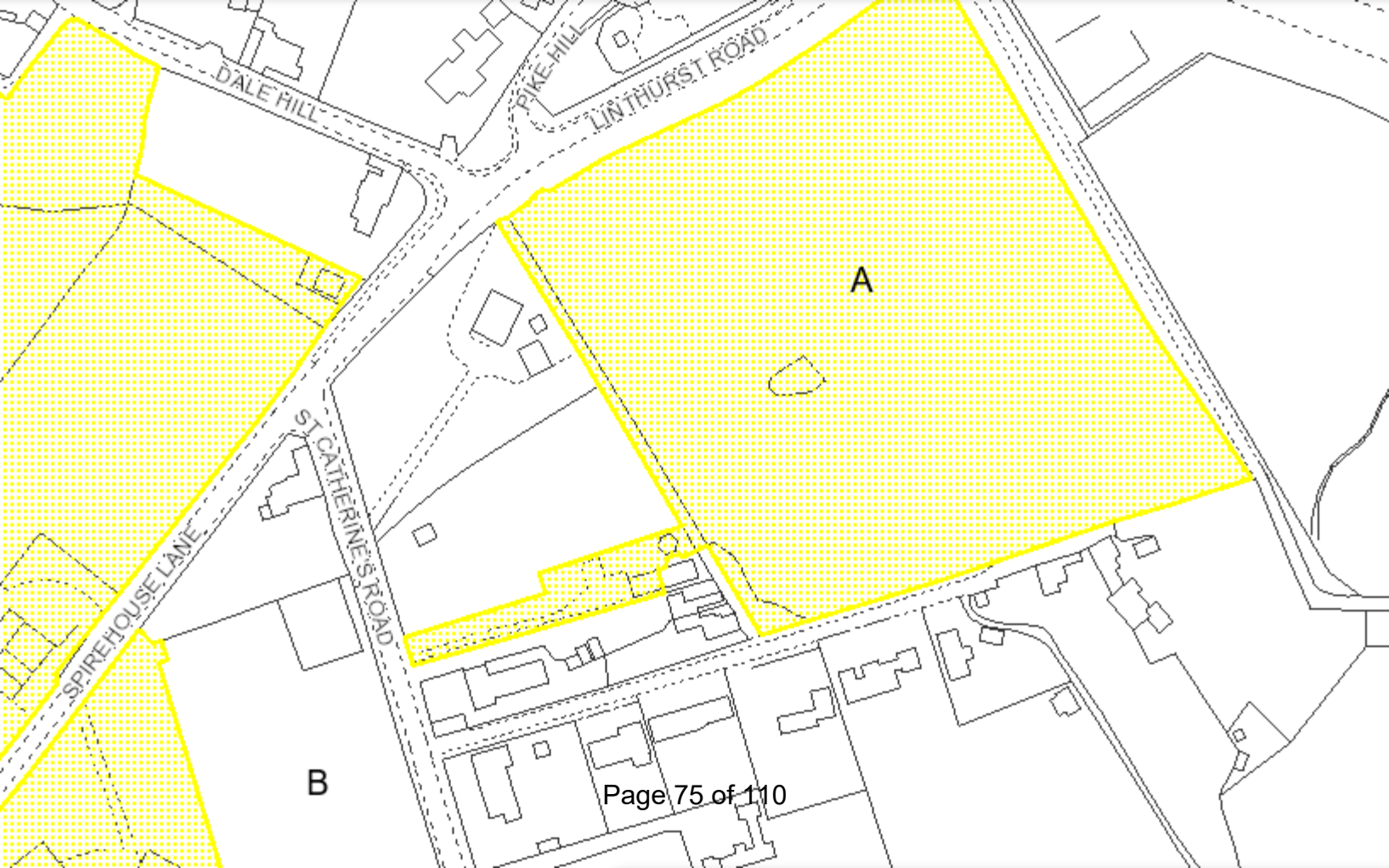
- 3.3 The Blackwell Festival is a one day ticketed annual event open to all. The organisers will apply for all appropriate licences for the use of the land and as in previous years this will include a Premises Licence for the sale of alcohol. The event has been taking place for some years now without incident and the field when used for last years festival was returned in good condition.
- 3.4 The Objects of the Cropwood Estate trust are wide enough to also permit the use of the land for general purposes including the Festival. In managing the Cropwood Estate Trust land it is appropriate to work with the local community in Blackwell which directly adjoins the trust land. Blackwell Festival Charity will use the funds raised at the event to support this and other events in the village in line with the aims of the Charity.
- 3.5 It should be noted that any license granted by the Cropwood Trust for the Festival will include the requirement to ensure appropriate insurances and Risk Assessments are in place and will also require that no liability for any matters related to the Festival impact on the Cropwood Estate. The occupation licence will extend to five days in full to enable set up and dismantling and litter picking etc.

4 Options considered and Recommended Proposal

- 4.1 Transactions on trust land are normally required to take place at market value although transactions between charities are excepted, if appropriate.
- 4.2 The trustees do not have to support the Festival but it would seem appropriate to consider doing so.

5 Appendices

- 1. Appendix 1 Plan of the Cropwood Estate holdings and site of Festival
- 2. Appendix 2 Blackwell Festival charity report on previous Festival.



Blackwell Music Festival

11 September 2021

Post Event Report

BLACKWELL
*Festival
Charity*

1 Background & Purpose of report

- 1.1 Since 2011 the Blackwell Festival Committee has run an annual 'Party in the Park' summer festival for the benefit of local people, and since 2017, an annual music festival. No festivals were held in 2020 due to the Covid-19 pandemic, although a 'lockdown' festival took place in June 2020 based around resident's front gardens.
- 1.2 Continuing pandemic restrictions meant that no Party in the Park took place in June 2021, however, easing of restrictions over the summer meant that a music festival could be planned and it took place on the 11 September.
- 1.3 This report is intended to set out a record of the planning for and success of the 2021 Music Festival and is intended for stakeholders, advertisers, and organisations from whom permissions are required to run this event.

2 The Festivals

- 2.1 The 'Party in the Park' summer festival has to date been held as a free festival, with the only charging made by the mobile bars which are operated by local operators. There is no gate fee and all entertainment is free. The cost of the event is covered by fundraising events, sponsorship (primarily via the production of a programme), through surplus funds raised through the Music Festival and an annual contribution from Lickey and Blackwell Parish Council.
- 2.2 The Music Festival is a ticketed event and additional income is raised through sales from a bar and 'tuck shop' run by the Festival Committee and by pitch fees for catering operators.
- 2.3 The festivals and supporting fundraising activities are managed by a volunteer Festival Committee which meets on a monthly basis. The Festival Committee has the status of a Small Charity and is governed by Trustees who are ultimately accountable for its activities.

3 Music Festival 2021

Venue

- 3.1 Until 2019 the Music Festival has been held on land at the former Hunters Hill School, however the closure of the school and uncertainty over the future of the land meant that an alternative site needed to be found if the Festival was to proceed in 2021. The Hunters Hill site was well suited to the Festival and it is unlikely that, had the school not closed, an alternative site would be sought.
- 3.2 An alternative potential site was identified by Festival Committee members in late 2020. The land, to the north of the village, was of a suitable size and topography, had good access and had secure boundaries. The Cropwood Estate Trust holds the freehold interest of the land held in trust as Sole Trustee and is responsible for ensuring the Trust is managed in accordance with the governing document and in accordance with charity law and relevant Charity Commission guidance. Birmingham City Council City Council acts as Sole Corporate Trustee for the Cropwood Estate Trust and delegates decisions relating to the Trust to its Trusts and Charities Committee.
- 3.3 With the assistance of Nigel Oliver, the Council's Property Manager, the approval of the Trusts and Charities Committee was secured on the 22 April 2021. The terms for the use of the land were set out in a licence between the Council and the Festival which was signed off on the 2 September 2021.

Approvals

- 3.4 In addition to the landowner's agreement, authority is needed from Bromsgrove District Council as the appropriate licensing authority. As with previous events, the Temporary Event Notification route was used for this year's event.

Consultation

- 3.5 In addition to the engagement of Birmingham City and Bromsgrove District Councils, consultation took place with the following prior to the event
- Lickey and Blackwell Parish Council via regular updates, engagement of Parish Councillors and the Executive Officer who is a member of the Festival Committee

- West Midlands Police via an email advising of details of the event, how it was managed and the approvals in place
- Residents immediately adjacent to the event site by a letter drop prior to the event explaining the change of venue and offering the opportunity to raise any concerns with the Festival Committee. A copy of this letter is appended to this report.

3.6 No adverse feedback was received in response to the above. In particular, a number of very supportive responses were received from residents adjacent to the site.

Health and Safety

3.7 As with previous Festivals, a robust risk assessment was carried out in advance for the event following a site walkover with a number of members of the Festival Committee. The lead assessor is IOSHH trained, has a Diploma in Construction Health and Safety and has extensive experience of management of workplace and construction health and safety.

3.8 This year the risk assessment took account of the DBEIS & DCMS Guidance 'Working safely during coronavirus (COVID-19)' (17 August 2021 revision) with particular reference to the section on Events and attractions.

3.9 A Lost Child Policy has been developed through previous festivals and this was updated for this event.

Ticket sales

3.10 Tickets went on sale on the 22 July at the 'early bird' price of £10 and £5 for 5 – 17 year olds. Sales were made online using Ticket Tailor and in the Blackwell Stores. All tickets had sold by the evening of the 10 September and posts were made on social media to advise that all tickets had sold and that no tickets would be available on the gate. Signage was also arranged at the site entrance to advise that no further tickets were available.

3.11 At the request of the Trusts and Charities Committee, complimentary tickets were offered to its members, however, none were taken up.

Festival preparations

3.12 Other than being used as a location for beehives, the field appears to have had no use for some considerable time. In liason with Birmingham City Council, the Festival Committee made arrangements for the field to be cut and baled on the 25 August. This exercise was

required for safe general access to the site and to inspect the ground surface in time for any issues to be addressed

3.13 A photographic record of the site was undertaken on the 31 August.

3.14 Volunteers and event service providers attended the field from late afternoon on the 10 September in order to prepare the site for the festival. Tasks undertaken included:

- Erecting the main marquee and stage and setting up sound desk
- Erecting tents and gazebos for the bar, tuck shop, entrance desk and secondary music stage
- Addressing hazards identified in the risk assessment, including levelling bumps/holes in the ground, fencing off uneven ground, beehives and mature trees with risk of limb drop
- Installing lighting, signage, waste/recycling stations and temporary ground protection in the entrance gateway
- Setting up the bar, tuck shop and generator
- Additional grass cutting to define pedestrian routes and areas that were not cut and baled in August
- Setup of toilets

3.15 The site was locked on completion of setup and 2 volunteers stayed on the night of the 10/11 September to ensure the security of the site, handing the site over to the volunteers who arrived on the morning of the 11 September to complete the setup.

3.16 The tasks listed in section site setup were completed on the morning of the 11 September, in addition to which the food vendors arrived and completed their setup. An operational and health and safety briefing for volunteers took place which covered the lost child policy.

The Festival

3.17 The tasks listed in section site setup were completed on the morning of the 11 September, in addition to which the food vendors arrived and completed their setup.

3.18 Weather conditions on the day were good, being warm and dry with a little light cloud and sunny spells.

3.19 A team of volunteers was present with effective communication in operation

3.20 The gate opened at 12 pm with guests arriving shortly after. Attractions on the day comprised:

- 2 stages with 9 bands
- Bar with a range of drinks, including local cask ale
- Tea/coffee tent and 'tuck shop'
- Childrens' games, bouncy castle and 'Have a go at an instrument' tent run by the Midlands Music Academy
- Food stalls providing a varied catering offer from Pizza Heaven, Ascotts and Best's Jamaican Cuisine

3.21 The event was well attended, and despite the 'sold out' campaign, a number of potential guests were turned away at the gate.

3.22 The final act finished shortly after 9 pm, and all guests had left by 10 pm. During this time the sound engineers and food vendors removed their vehicles and equipment from the field.

3.23 The site was locked and 2 volunteers stayed overnight to ensure the security of the site.

Site clearance

3.24 Volunteers attended the site from 10 – 2 on Sunday to take down the stage, marquee and tents and remove all fencing, lighting, signage etc. All items in the waste/recycling containers were sorted into waste and recyclables and disposed of accordingly. The site was thoroughly litterpicked and a video record made of its condition. The site was cleared by 2pm and secured at 6.30 pm.

Accidents and incidents

3.25 No accidents or incidents were reported. 2 incidents of lost children were dealt with through the lost child procedure, with a safe return to parents/grandparents in both instances.

Community feedback

- 3.26 No adverse representations were received during or after the event, although there was some disappointment expressed by guests who arrived hoping to buy tickets on the gate.
- 3.27 A significant number of very positive comments were made by guests on social media and by messages to the Festival Committee. A sample of these is set out below;

You all did an incredible job to make it I think the best BMF ever. We were saying earlier it felt that it was such a lovely atmosphere, the bands were all ace and the fact that the dance floor was full as the evening went on, full of kids dancing with their parents, adults with their friends just having a good old dose of fun and laughter, something that's been missing for the past 18 months. Be proud all of you. It was the best evening a lot of us have had for a very long time

It was a great event which was very well organised and great bands hopefully see you next year Thanks

You've done it again..... Fabulous day!!! 🙌🙌 Thank you to all the organisers, volunteers and helpers. You're all amazing 😊

Absolutely loved it ..our first time . See you next time ..Congratulations and a massive well done to the Organisers and staff 🙌

We had a fab time, thank you to all the amazing organisers and volunteers on the day. Best one yet 😊

Great work everyone! Really was amazing!

Just wanted to say thanks for a fantastic day yesterday

Huge thanks to the organisers for a fantastic afternoon and evening of amazing live music! So much hard work and energy has gone into putting the festival together....Blackwell rocks!

Appendix 1

Event photographs

Event setup



The Festival



Appendix 2

Consultation letter sent to occupiers of properties adjoining the site



11 August 2021

Dear Resident,

Blackwell Festivals 2021

I am writing to you in connection with the Blackwell Festivals which have been running for the benefit of the local community for 10 years.

You may have heard recently that we have reluctantly taken the decision not to proceed with the summer Party in the Park, which takes place on the school field on St Catherine's Road. The Festival Committee felt that there was just too much uncertainty and risk with Covid 19 to proceed.

However, we are intending to proceed with the summer Music Festival and have set a date of Saturday 11th September for this. If you have not been to this event, it runs from 12pm until 9 pm, with the field cleared by 10 pm, and features acts from local artists and bands, including young people who have the opportunity to perform on stage in front of a live audience. We have a licensed bar and a small number of catering concessions. The event is subject to an event licence issued by Bromsgrove District Council.

In previous years we have been able to use a field within the Hunters Hill School for the event. However, given the school closure, the field is no longer available to us and we have therefore sought and received permission from Birmingham City Council's Trusts and Charities Committee to hold the event on land owned by the Cropwood Trust off Linthurst Road. I attach a plan showing the land in question edged in red.

The Committee have asked me to write to residents who live adjacent to this land to inform you that the Music Festival will be taking place on the 11 September, and if you are not intending to attend (and we hope you will join us!) to give you the opportunity to raise any concerns or questions you may have.

The event is very much a local, relaxed affair and has been run successfully for 4 years. Volunteers stay on the site the night before and after the event to ensure the protection of any equipment and facilities that are present, and the site will be empty of attendees shortly after the last act finishes and no later than 10 pm. We take a pride in having a big turnout of volunteers the day after the Festival to make sure that the site is left at least as clean as before the event.

We do hope to see you at the Festival. However, if you have any queries or concerns please do not hesitate to contact me on 07971 278025 or emmajwestwood@googlemail.com

Yours faithfully

Emma Westwood

Chair – Blackwell Festival Committee



BLACKWELL *Festival Charity*



Blackwell Festival



Key Roles

- **Chair:** Emma Westwood
- **Treasurer:** Bill Heneghan
- **Secretary:** Rupert Dugdale

Charity Trustees

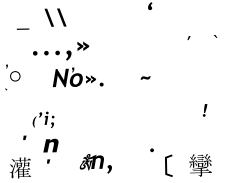
Emma Westwood
Bill Heneghan

Neil Thomson
Grant Wilson

Who runs Blackwell Festival?

- We are a small group of village volunteers lead by trustees that are elected each year by the members of the Blackwell Festival charity.
- Trustees* with specific roles are:
 - Emma Westwood (Chair) *
 - Bill Heneghan (Treasurer) *
 - Rupert Dugdale (Secretary)
- Other trustees are:
 - Neil Thomson, Kevin Shevels, Terry Pauley & Jamie Barnett
- A members list is also kept
- Other community organisational engagement (from time to time)
 - Police, WI, Parish Council, Blackwell First School, Hunters Hill College, 1st Blackwell Scouts, St Catherine's Church and Blackwell Village Stores

Constitution



THE PURPOSES OF THE CHARITY ARE:-

Raise money for and run festivals for the people of Blackwell Village (in Bromsgrove Worcestershire). The purpose of the festivals and its fund raising activities is to celebrate the Blackwell Village sense of community and bring the said community together to further strengthen the sense of community.

We fundraise and sell advertising space in the Party in the Park programme which is handed out to everyone that attends. The Party in the Park event is run for the Blackwell community and their family and friends to attend free of charge. The programme advertising also promotes and supports local businesses.

The Music Festival is funded by selling tickets, and this event historically has run at a slight profit. All profits are banked to our Festival account and monies are used to part fund the following year's Party in the Park and to hire or purchase our own equipment for future events. We also hold a healthy contingency.

History

Blackwell Village Party in The Park
Friday, 29th April
From 3pm until 5pm -ish



It all started in 2011 with a party in the park for the Royal Wedding

Then 2012 for Blackwell Community Games to coincide with the London Olympics



2013 saw us transform to "Blackwell by the Sea" even with a beach and sea!



2014 saw our party in the park with races, bouncy castle, punch & judy and more.

2015 the biggest yet, a very wet day but biggest turn out and entertainment (PTO for more...)



2015 Wild West Fest



Excerpt from a free programme handed out to
~400 people on the day

Organised by

Blackwell Festival Charity

for the village

with special thanks to..

St Catherine's Church....Blackwell Stores...
Blackwell & Burcot WI....Fresher Designs....Blackwell First School...
Blackwell Scouts....The Parish Council... CIIr Kit Taylor
Blackwell Club....Worcestershire County Council

And not forgetting ..

The committee

Pete Hobbs, Bill Heneghan, Isabel Welch, Dave Wain, Dave Beattie,
Debbie Wilson, Janet King, Paul Clarke, Jackie Nash, Grant Wilson,
Dena & John Jenks, Angus Watson, Wendy McClure,
Rupert Dugdale, Oliver Parker



The rain!

Police

Line dancing



Page 96 of 110
Custom entrance

2016 Circus Party in the Park

Blackwell Festival Circus Party in the Park

Saturday 18th June from 12.00pm 'til 5.00pm
Blackwell Field, S Catherine's Road



Free Entry
for Everyone



Page 97 of 110



Evening BBQ from 6.00pm at
Blackwell Club
Featuring Elvis (Carl Ryder)
at 7.00pm and again at 9.00pm

www.facebook.com/BlackwellFestival

www.blackwellvillageorguk

2016 Music Festival



11:45 am	A band of local youngsters from Bromsgrove	
1.15 pm	Erica	An up and coming soloist who will be joined by two guests
2:30 pm	The Peas	Experienced duo knocking out amazing songs using double base, guitar and more. Plus a soothing voice to make a captivating experience.
4.15 pm	Imaner	West Midlands based twosome who will also be joined by a couple of guests
6 pm	Arcadia Roots	The fabulous 7 piece who mix dance, soul and club music.
7:45 pm	Definitely Britpop	Ending the night with a party, every song a classic, the excellent Britpop Band,
9 pm	Close	



The Village

Village Events

Blackwell's first Music Festival was a big hit despite the weather, with performances from a variety of local musicians.

Pics/Keith Woolford



DANCING IN THE RAIN!



2017 Pirate Party in the Paaaaaark



2017 Pirate Party in the Paaaaaark

In the parish newsletter



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THE BLACKWELL FESTIVAL—SATURDAY 17JUNE
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i| facebook.com/ElackwellFestival
films of previous events: Keith Woolford/YouTube

2017 Music! Article in The Village magazine

BANDS, BEER & BBQ

A tropical downpour gave way to sunshine as around 400 villagers enjoyed the second Blackwell Music Festival.

Photos by Keith Woolford



2018 Viking Party in the Park 1



Invaded by the VIKINGS!



BLACKWELL WAS taken over by marauding hordes at its Viking-themed summer festival, where villagers really got into the spirit of the event with some great costumes and props.

A group of re-enactors set up camp on the playing field off St Catherine's Road, with fighting demonstrations and displays of Viking culture, while other attractions included birds of prey, a bouncy castle and play sand.

As well as their own picnics, villagers enjoyed refreshments from Tardebigge Cider and the WI Tea & Cake Tent, and there was musical entertainment from Blackwell Concert Band throughout the afternoon. The party was followed by a BBQ at Blackwell Social Club.



Above: Various birds of prey were displayed by Derek Tindall. Top: Festival volunteers in a 'longboat'. Top far left, centre and below left: Re-enactment by 'Vikings of Middle England'.



2018 Viking Party in the Park 2



2018 Music Festival

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2019 Flower Power Summer Festival



BLACKWELL
Summer Festival



2019

BLACKWELL MUSIC FESTIVAL



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2020 Lockdown Festival

(Excerpt from the Parish Council Newsletter)

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BLACKWELL FESTIVAL
'Lockdown', JUNE 2020



MUSIC TO THE EARS!



The sun shone on Blackwell Music Festival, the first full community event since lockdown, writes Keith Woolford.

With a change of venue following a successful presentation by the Blackwell Festival Charity team to Birmingham City Council, a larger field was secured, with plenty of space for two stages, three food vendors, a beer tent, bouncy castle and other stands after a friendly farmer cut the knee-high grass!

Both stages were used to provide back-to-back music, from solo performances to big bands bringing the canvas-roofed marquee down

with their sounds. In all, there were nine acts entertaining the sell-out 500-strong crowd of festival-goers.

This year's festival was led by Emma Westwood who says it couldn't have gone any better. "The community have been so generous with comments like – 'I loved it and so did the kids' and 'The music blew me away,' she said.

"We've put a lot of effort into ensuring it's a family event with people saying they had felt the kids were in a safe environment."

Turn the page to see more pictures from the festival



All pictures by KEITH WOOLFORD

The article in The Village magazine just proved how valuable this event is to the local community.

Advance ticket sales were very brisk and meant we were unable to sell tickets on the gate on the day.

This had never happened before and shows how popular the Music Festival is!

**BLACKWELL
MUSIC FESTIVAL**

2021



Two films from the Festival are available on Keith Woolford's YouTube channel



Two local companies approached us to offer sponsorship which enabled the committee to provide additional toilet facilities, children's entertainment and helped towards providing the second stage.

The community feedback from the event was extremely positive—it was the best yet, both in location and entertainment!