

# **BIRMINGHAM CITY COUNCIL**

## **RESOURCES OVERVIEW AND SCRUTINY COMMITTEE**

**THURSDAY, 10 DECEMBER 2020 AT 14:00 HOURS**  
**IN ON-LINE MEETING, MICROSOFT TEAMS**

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

**1     NOTICE OF RECORDING/WEBCAST**

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

**2     APOLOGIES**

To receive any apologies.

**3     DECLARATIONS OF INTERESTS**

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

**3 - 8**

**4     ACTION NOTES - 12 NOVEMBER 2020**

To agree the action notes of the meeting held on 12 November 2020.

**9 - 24**

**5     FINANCIAL MONITORING 2020/21 - MONTH 7**

To consider the Month 7 corporate exception report.

**25 - 26**

**6     SCHOOL DEFICITS**

To receive a briefing note on the position with regard to school deficits.

**27 - 38**

**7     COMMERCIAL PROPERTY INCOME RISKS**

To receive a note on the income risks in relation to commercial property.

8 **PLANNED PROCUREMENT ACTIVITIES REPORT**

To consider the Cabinet report (to be considered on 15 December) on planned procurement activity.

9 **WORK PROGRAMME**

For discussion.

10 **DATE OF NEXT MEETING**

To note that the next Resources Overview and Scrutiny Committee meeting will be held at 1400 hours on Thursday 14 January 2021 as an on-line meeting.

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

To consider any request for call in/councillor call for action/petitions (if received).

12 **OTHER URGENT BUSINESS**

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

13 **AUTHORITY TO CHAIRMAN AND OFFICERS**

Chairman to move:-

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

14 **EXCLUSION OF THE PUBLIC**

That in view of the nature of the business to be transacted which includes exempt information of the category indicated the public be now excluded from the meeting:-

Exempt Paragraph 3

15 **PLANNED PROCUREMENT ACTIVITIES REPORT APPENDIX**

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

## BIRMINGHAM CITY COUNCIL

**RESOURCES O&S COMMITTEE – PUBLIC MEETING****1000 hours on Thursday 12 November 2020 (On-line Meeting)**

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**Present:**

Councillor Sir Albert Bore (Chair)

Councillors: Muhammed Afzal, Meirion Jenkins and Paul Tilsley

**Also Present:**

Councillor Tristan Chatfield, Cabinet Member, Finance and Resources

Rebecca Hellard, Interim Chief Finance Officer

Sara Pitt, Assistant Director, Service Finance

Jayne Bowles, Scrutiny Officer

Emma Williamson, Head of Scrutiny

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**1. NOTICE OF RECORDING/WEBCAST**

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**2. APOLOGIES**

Apologies were received from Councillor David Barrie.

At this point in proceedings the Chair asked that Committee note the sad news of the death of Honorary Alderman Theresa Stewart and that condolences should go through the Lord Mayor to the family.

**3. DECLARATIONS OF INTERESTS**

None.

#### 4. ACTION NOTES – 15 OCTOBER 2020

(See document 1)

The following updates were given:

- Update on implementation of the ERP system – timing to be advised;
- Neighbourhoods Directorate – CIPFA “deep dive” – timing to be advised (draft report currently with the Finance Team);
- Update on Athletes Village Revised FBC – this is now due to go to Cabinet in February.

#### **RESOLVED:-**

The action notes of 15 October 2020 were agreed.

#### 5. FINANCIAL MONITORING 2020/21 – QUARTER 2/MONTH 6

(See documents 2 and 3)

Councillor Tristan Chatfield, Cabinet Member for Finance and Resources, Rebecca Hellard, Interim Chief Finance Officer, and Sara Pitt, AD, Service Finance, attended for this item.

The Chair pointed out that the Month 6 Exceptions report gives a summarised version of the Quarter 2 report and a great deal of the 2020/21 budget issues are set out nicely in the Medium Term Financial Plan Refresh.

In the course of the discussion, and in response to Members’ questions, the following were among the main points raised:

- **Government funding of £100m for Sport & Leisure Centres** – A lot of LAs with external arrangements could not claim for loss of income when leisure centres closed and this is the DCMS approach to provide compensation. There is a bidding process, with all bids assessed on their own merits, and a request was made for this committee to be provided with confirmation of the bid once it has been put forward;
- **Neighbourhoods Directorate – Housing General Fund** – With regard to managing the £1.5m savings pressure, and in particular the holding of vacant posts, it was agreed that a note would be sent to the Cabinet Member for Homes and Neighbourhoods to ask what the service impact would be if this was taken forward into 2021/22;
- **Inclusion & SEND overspend** – Concern was expressed that there was further overspend on Travel Assist, notwithstanding the additional money put into the 2020/21 budget, and the committee will monitor this over the coming months. It was agreed that a note would be sent to the Cabinet Member for Children’s Wellbeing noting members’ concerns and also requesting a breakdown of the £0.3m one-off costs relating to additional costs of interim staff to support transformation and systems implementation costs in 2020/21;
- **Overspend on bad debt provision for HRA** – It was requested that the committee be provided with confirmation of the actions that can be taken in circumstances where there is an overspend on the bad debt provision for HRA;

- **Purchase of Acivico shares** – Members queried this and were told that this was a new share issue following restructuring of the company and it was agreed that full details would be provided to committee;
- **School Deficits** – Concerns were raised in relation to the increase in the total deficit amount and it was requested that a report be brought to the December meeting setting out how this is dealt with;
- **Commercial property** – Following members’ questions with regard to Phase 2 of the Paradise Circus development and commercial property values, it was agreed that a report on risk issues around commercial property would be requested for the December meeting;
- It was noted that the General Fund overspend is down from £79.9m at the end of Quarter 1 to £10.8m at the end of Quarter 2, broadly due to Government funding and also other minor fluctuations;
- There is still a great deal of uncertainty and the expectation is that there will be significant costs over the winter period but at the moment it is not known what they will be;
- Covid and non-Covid spend is separated out as far as possible and the underlying revenue budget is in a reasonable position.

#### **RESOLVED:-**

- The following written responses to be provided:
  - Confirmation of the bid for share of Government funding for Sport & Leisure Centres;
  - Actions to be taken to deal with the overspend on bad debt provision in HRA;
  - Explanation on the purchase of Acivico shares.
- The following reports to be provided for the December committee meeting:
  - School Deficits;
  - Risk issues around commercial property.
- Chair to write to the Cabinet Member for Children’s Wellbeing requesting a breakdown of the overspend on Travel Assist.
- Chair to write to the Cabinet Member for Homes and Neighbourhoods regarding the Housing General Fund and the impact of holding vacant posts into 2021/22.
- The report was noted.

## **6. MEDIUM TERM FINANCIAL PLAN REFRESH**

(See document 4)

In the course of the discussion, and in response to Members’ questions, the following were amongst the main points raised:

- The Chair requested that a reconciliation of the figures in paragraphs 4.12-4.14 be provided;
- More detail was also requested in relation to service pressures, in particular the rebasing of budgets for historic shortfalls referred to in paragraph 4.37 and the new pressures in Table 10 in paragraph 4.38;
- It was acknowledged that the numbers will fluctuate but members need to understand where the pressures are;

- With regard to historic shortfalls, the Cabinet Member advised that a comprehensive exercise had been undertaken last year and a large number of these, including one in Leisure and one in Neighbourhoods, were dealt with. There is a need to recognise that occasionally issues will surface but reassurance was given that there is a robust mechanism of challenge internally and it is expected that these will be smaller and fewer in number now.

**RESOLVED:-**

- The following written responses to be provided:
  - Reconciliation of budget figures in paragraphs 4.12-4.14;
  - Details of the rebasing of budgets for historic shortfalls in paragraph 4.37 and new budget pressures in Table 10, paragraph 4.38.
- The report was noted.

## **7. PLANNED PROCUREMENT ACTIVITY REPORT**

(See document 5)

The Chair confirmed that no issues had been raised with regard to this month's report.

**RESOLVED:-**

The report was noted.

## **8. WORK PROGRAMME**

(See document 6)

The Chair confirmed that the reports referred to under the Action Notes item, and the additional items flagged during consideration of the financial monitoring report, would be programmed for the December and January meetings.

The Chair then shared with Members a note he had received from Cllr Chatfield outlining proposals for developing a policy and guidance on the engagement of agency workers, consultants and interims and how O&S might contribute to this. It was agreed that scrutiny would be engaged once draft policy terms have been prepared.

**RESOLVED:-**

The report was noted.

## **9. DATE OF NEXT MEETING**

Noted.

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

None.

**11. OTHER URGENT BUSINESS**

None

**12. AUTHORITY TO CHAIRMAN AND OFFICERS**

**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.

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The meeting ended at 1101 hours.





## Month 7 Financial Exception Report

### 1. High Level Summary Financial Position

- 1.1. This is an exception report on the major financial issues for the Council at Month 7. It is not a full financial forecast and the assumption is that there are no significant variances beyond the issues highlighted. The next full forecast will be reported in January.
- 1.2. The assessment at the end of October is that the Council's **General Fund**, will have a net **underspend** of **£5.4m** (Column E in table1) which represents -0.6% of the £852.9m budget. There is a **£4.5m** overspend related to the Covid-19 emergency after applying the £84.3m government grant and estimate of £19.6m income loss funding (Column C in table1). The Covid funding gap is being dealt with as a corporate issue. This is offset by a non Covid-19 net underspend of **£9.9m** (Column D in table1).
- 1.3. The net underspend reflects the proposals to balance the budget within the **MTFP Refresh Report** approved by the Cabinet in November 2020, principally to release £6.4m for eligible additional food and school meal costs to be recovered from uncommitted balance on the Hardship Fund (Column C in Table 1). The other proposals relating to utilising potential savings from earmarked Policy Contingency have not yet been committed and are not factored into the forecast position.
- 1.4. On 22nd October the Council was informed of a further £44.2m of un-ringfenced Covid-19 related grant. It was recommended to Cabinet on November 10<sup>th</sup> in the Month 6 Report that this is transferred to specific Covid reserve to manage the ongoing pandemic through the higher risk winter months.
- 1.5. On 31<sup>st</sup> October the Government announced further national lockdown measures. Any impacts will be reflected in future reports.
- 1.6. Brexit: The Cabinet meeting of 13 October 2020 approved the release of £0.2m of General Policy Contingency to fund the Brexit Readiness Programme and a further £0.2m to fund to transition the Brussels Office into a financially sustainable operation effective from April 2021.
- 1.7. A review of Establishment (Workforce) is currently underway and this will have a part year impact on budget delivery in 2020-21 and the full impact of the changes will be seen in 2021-22. With the exception of key frontline services, workforce controls have been introduced, to stop vacant roles being filled this year, and reduce agency spend by 10%. This will provide further budget resilience. This will be replicated in 2021/22 to deliver further savings. This will mean maintaining establishment controls and undertaking necessary restructures to permanently reduce the establishment without impacting services. There will be no compulsory redundancies as natural turnover is 7.5% and there is a high use of agency staff.
- 1.8. Directors were asked to review their Covid-19 decisions and assumptions and where there is choice to look to curb spending. There are also a range of other measures under consideration. Since Month 6 there has been an improvement in net spend of £16.3m (Column E). The forecast cost of the Covid-19 emergency has decreased by further £1.0m (Column C) since Month 6 and £6.4m of Covid costs will be funded from the uncommitted balance on the Hardship Fund. There was also a decrease of £8.8m in non Covid-19 costs since Month 6 (Column D). The improvement in the non-Covid

forecast has largely been due to improvements in Adult Social Care of £6.4m, Education & Skills of £1.8m, and in Neighbourhoods of £0.8m. The improvements are covered in more detail in Section 2 of this report.

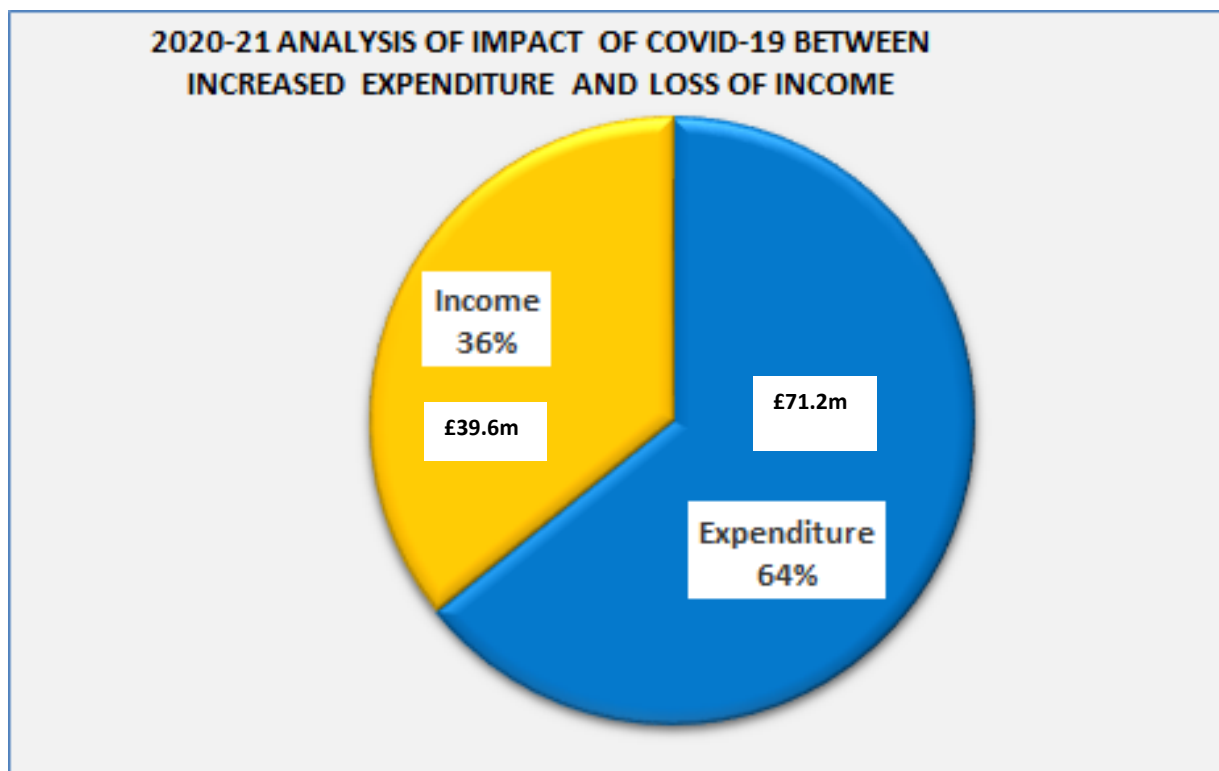
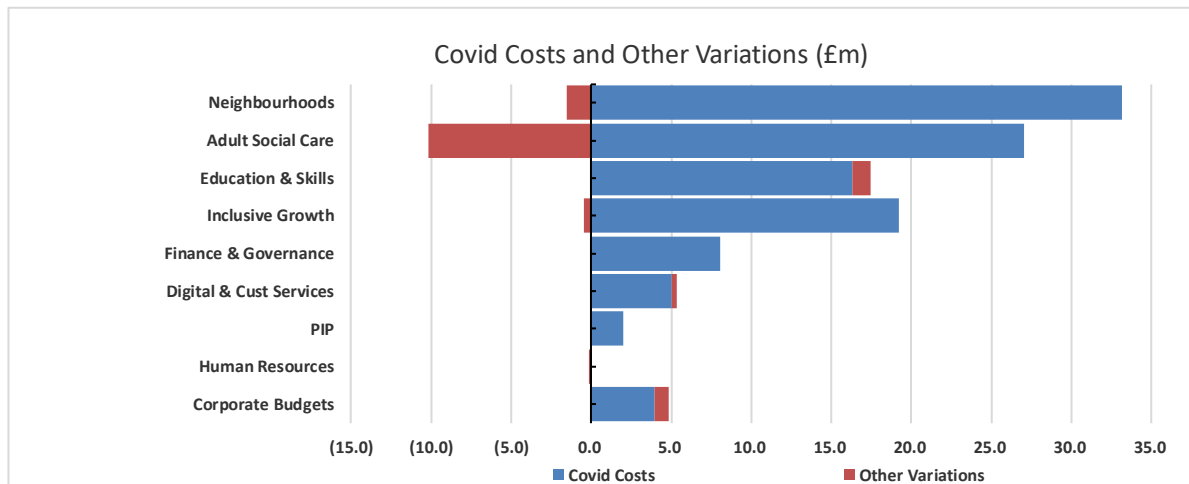


Table 1:High Level Summary	A	B	C	D	E	F
Directorate	Current Budget	Forecast Outturn	Covid 19 Financial Impact Included *	Over/(Under) spend Non Covid costs	Total Over/(Under) Spend **	Movement in Total Over/(Under) Spend From M6***
	£m	£m	£m	£m	£m	£m
Neighbourhoods	125.938	157.564	33.159	(1.533)	31.626	(1.985)
Inclusive Growth	105.511	124.276	19.195	(0.430)	18.765	(1.087)
Education & Skills	276.722	294.186	16.291	1.173	17.464	(0.596)
Adult Social Care	329.344	346.189	27.045	(10.200)	16.845	(6.272)
Finance & Governance	13.942	21.997	8.055	0.000	8.055	0.070
Digital & Cust Services	29.263	34.592	5.029	0.300	5.329	0.000
Partnerships, Insight and Prevention	7.229	9.236	2.007	0.000	2.007	0.600
Human Resources	6.566	6.467	0.036	(0.135)	(0.099)	0.000
<b>Directorate Sub Total</b>	<b>894.515</b>	<b>994.508</b>	<b>110.818</b>	<b>(10.825)</b>	<b>99.993</b>	<b>(9.270)</b>
Corporate Budgets	(41.583)	(36.734)	3.943	0.905	4.848	(0.583)
Covid Funding	0.000	(84.278)	(84.278)	0.000	(84.278)	0.000
Income Loss Scheme Funding	0.000	(19.600)	(19.600)	0.000	(19.600)	0.000
Proposed School Meals Funding	0.000	(6.400)	(6.400)	0.000	(6.400)	(6.400)
<b>Corporate Subtotal</b>	<b>(41.583)</b>	<b>(147.012)</b>	<b>(106.335)</b>	<b>0.905</b>	<b>(105.430)</b>	<b>(6.983)</b>
<b>City Council General Fund</b>	<b>852.933</b>	<b>847.496</b>	<b>4.483</b>	<b>(9.919)</b>	<b>(5.437)</b>	<b>(16.253)</b>
Financial Position as at M 6	852.933	863.749	11.920	(1.104)	10.816	
<b>Movement from previous M 6</b>	<b>0.000</b>	<b>(16.253)</b>	<b>(7.437)</b>	<b>(8.816)</b>	<b>(16.253)</b>	
<b>Movement from previous M 6 %</b>	<b>0.00%</b>	<b>(1.88)%</b>	<b>(62.39)%</b>	<b>798.73%</b>	<b>(150.26)%</b>	

\* the above table has been sorted according to the total over/under spend (largest to smallest)

\*\*this excludes Covid-19 risk, see [2.29 below](#)

\*\*\* This shows the movement from the previous month.

Table 2:High Level Summary	A	B	C	D	E	F	G	H	I	J	K
Directorate	Current Budget	Forecast Outturn	Covid 19 Financial Impact Included *	Over/(Under) spend Non Covid costs	Total Over/(Under) Spend **	Covid 19 Financial Impact Included M6	Over/(Under) spend Non Covid costs M6	Total Over/(Under) Spend M6	Movement Covid 19 cost from M6	Movement in Non Covid cost From M6	Movement in Total Over/(Under) Spend From M6***
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Neighbourhoods	125.938	157.564	33.159	(1.533)	31.626	34.411	(0.800)	33.611	(1.252)	(0.733)	(1.985)
Inclusive Growth	105.511	124.276	19.195	(0.430)	18.765	20.381	(0.528)	19.852	(1.186)	0.099	(1.087)
Education & Skills	276.722	294.186	16.291	1.173	17.464	15.077	2.983	18.060	1.214	(1.810)	(0.596)
Adult Social Care	329.344	346.189	27.045	(10.200)	16.845	26.947	(3.830)	23.117	0.098	(6.370)	(6.272)
Finance & Governance	13.942	21.997	8.055	0.000	8.055	7.985	0.000	7.985	0.070	0.000	0.070
Digital & Cust Services	29.263	34.592	5.029	0.300	5.329	5.029	0.300	5.329	0.000	0.000	0.000
Partnerships, Insight and Prevention	7.229	9.236	2.007	0.000	2.007	1.407	0.000	1.407	0.600	0.000	0.600
Human Resources	6.566	6.467	0.036	(0.135)	(0.099)	0.035	(0.134)	(0.099)	0.001	(0.001)	0.000
<b>Directorate Sub Total</b>	<b>894.515</b>	<b>994.508</b>	<b>110.818</b>	<b>(10.825)</b>	<b>99.993</b>	<b>111.272</b>	<b>(2.009)</b>	<b>109.263</b>	<b>(0.454)</b>	<b>(8.816)</b>	<b>(9.270)</b>
Corporate Budgets	(41.583)	(36.734)	3.943	0.905	4.848	4.526	0.905	5.431	(0.583)	0.000	(0.583)
Covid Funding	0.000	(84.278)	(84.278)	0.000	(84.278)	(84.278)	0.000	(84.278)	0.000	0.000	0.000
Income Loss Scheme Funding	0.000	(19.600)	(19.600)	0.000	(19.600)	(19.600)	0.000	(19.600)	0.000	0.000	0.000
Proposed School Meals Funding	0.000	(6.400)	(6.400)	0.000	(6.400)	0.000	0.000	0.000	(6.400)	0.000	(6.400)
<b>Corporate Subtotal</b>	<b>(41.583)</b>	<b>(147.012)</b>	<b>(106.335)</b>	<b>0.905</b>	<b>(105.430)</b>	<b>(99.352)</b>	<b>0.905</b>	<b>(98.447)</b>	<b>(6.983)</b>	<b>0.000</b>	<b>(6.983)</b>
<b>City Council General Fund</b>	<b>852.933</b>	<b>847.496</b>	<b>4.483</b>	<b>(9.919)</b>	<b>(5.437)</b>	<b>11.920</b>	<b>(1.104)</b>	<b>10.816</b>	<b>(7.437)</b>	<b>(8.816)</b>	<b>(16.253)</b>
Financial Position as at M6	852.933	863.749	11.920	(1.104)	10.816						
<b>Movement from previous M6</b>	<b>0.000</b>	<b>(16.253)</b>	<b>(7.437)</b>	<b>(8.816)</b>	<b>(16.253)</b>						
<b>Movement from previous M6 %</b>	<b>0.00%</b>	<b>(1.88)%</b>	<b>(62.39)%</b>	<b>798.73%</b>	<b>(150.26)%</b>						

**Table 3: Analysis of Non covid variations by Directorate**

Directorate	non delivery of savings £m	expenditure variations £m	income variations £m	one-off mitigations £m	Non Covid 19 Financial Impact Included £m
Neighbourhoods	1.6	0.4	4.0	(7.6)	(1.6)
Adult Social Care	0.0	(0.4)	(1.3)	(8.5)	(10.2)
Inclusive Growth	0.6	0.0	1.2	(2.2)	(0.4)
Education & Skills	0.1	1.3	(0.1)	(0.1)	1.2
Finance & Governance	0.0	(0.7)	1.9	(1.2)	0.0
Digital & Cust Services	0.0	0.3	0.0	0.0	0.3
Partnerships, Insight and Prevention	0.0	3.8	(3.8)	0.0	0.0
Human Resources	0.0	2.0	0.4	(2.5)	(0.1)
<b>Directorate Sub Total</b>	<b>2.3</b>	<b>6.7</b>	<b>2.3</b>	<b>(22.1)</b>	<b>(10.8)</b>

**One off mitigation:** actions taken by Directorates to deliver a balance budget for 2020-21, which also includes mitigation for non-delivery of savings target. (over £0.5m).

- 1.9 Neighbourhoods: one-off mitigations of £7.6m have been identified. These are £4.0m related to delayed Prudential Borrowing, £1.6m other mitigations in Street Scene (including the “Love your Street” initiative delay), £1.5m in Housing General Fund where reductions in Bed and Breakfast costs and vacancies have mitigated delays in the Service Redesign, and £0.5m in Neighbourhoods service area primarily through holding vacant posts pending the implementation of a new operating model.
- 1.10 Adult Social Care: there is a one off impact in 20/21 as a result of a combination of reduced occupancy in residential and nursing homes and Health funding for hospital discharge and preventative packages.
- 1.11 Inclusive Growth: One-off measures are mainly from not filling the vacant positions.
- 1.12 Finance and Governance: One-off mitigations actions have been taken, including £1.0m savings due to vacancies not being filled.
- 1.13 Human Resources: the one-off mitigations actions that have been identified but as yet unapproved; £1.2m relates from additional funding request for projects, £1.0m from reserves carried forward from previous year.

### Capital Expenditure

*Table 4 Overall Capital Budget position as at the end of period 7*

	Spend to date	Quarter 2 Approved Budget	New Schemes & Resources	Revised Budget period 7	Forecast net underspend	Forecast Outturn
	£m	£m	£m	£m	£m	£m
General Fund	156.0	742.2	7.9	750.1	146.4	603.7
HRA*	45.8	114.9	0.0	114.9	2.9	112.0
<b>TOTAL</b>	<b>201.8</b>	<b>857.1</b>	<b>7.9</b>	<b>865.0</b>	<b>149.3</b>	<b>715.7</b>

NB: HRA = Housing Revenue Account

- 1.14 **Forecast Outturn:** overall capital expenditure for the year is forecast to underspend against the revised capital budget by £149.3m. The underspend comprises £144.8m of net slippage and £4.5m of forecast net savings. The forecast outturn of £715.7m has decreased from that reported in month 6 (of £723.2m) by £7.5m. The change to last month's forecast outturn is the net result of the following:
- Increase in forecast expenditure from new budget approvals of £7.9m shown in Table 5.
  - Increase in forecast expenditure on the Fire Safety Programme within the HRA Housing Improvement Programme of £2.5m
  - Further identified slippage due to Covid of £17.9m relating to Disabled Facilities Grant and EZ Paradise Circus project.
- 1.15 **Spend-to-date:** is £201.8m (23% of the revised budget) and is an increase of some £47m from the amount spent at the end of month 6.
- 1.16 **Budget movements:** the revised 2020/21 period 7 capital budget has increased from the Quarter 2 (period 6) budget by £7.9m. The increases are in Table 5 and all relate to the Council's General Fund services.

*Table 5: Approved increases to the Capital Budget*

Directorate	Amount in 21/22 £m	Total amount £m	Capital Project	Funding	Cabinet Approval
Neighbourhoods - Waste Management Services	0.9	1.1	Relocation of Montague Street & Redfern Road	Capital receipt from sale of Montague Street	13/10/20
Neighbourhoods – Parks & Nature Conservation	0.3	2.1	Ward End Park Lakeside Renewal Project	Community Infrastructure Tariff, Corporate Resources, ERDF, HS2, & BMHT	17/03/20
Inclusive Growth – Emergency Active Travel Fund	4.1	4.1	To fund emergency interventions to make cycling & walking safer	Tranche 2 of Emergency Active Travel Fund grant from DfT	08/09/20
Inclusive Growth – Property Services	0.7	0.0	Feasibility study for Council House Major Works of 26m	Policy Contingency Reserve	13/10/20
Inclusive Growth – other projects	1.9	5.7	Wholesale Market Enabling works	Prudential borrowing	8/09/20
<b>Total</b>	<b>7.9</b>	<b>13.0</b>			

- 1.17 Significant budget reprioritisations have been made by the Neighbourhoods Directorate in order to increase the HRA's Fire Protection Programme's budget by £10.3m. This increase is required to fund enhanced fire safety work on the exteriors of High-Rise Residential Blocks in order to ensure the Council meets Limited Combustibility Fire Safety Standards introduced following the national Hackitt enquiry. The following Capital budgets originally allocated to annual programmes of works have been reallocated to the fire safety works programme: Door Replacement (£5.9m), Adaptations (£1.1m), and Door Entry (£0.8m). The balance of £2.5m will be funded by an increase in revenue contributions from the HRA.
- 1.18 In addition to the Covid-related slippage reported previously on major projects within the Inclusive Growth and Neighbourhoods Directorates, and the decision recently made to

deliver the Perry Barr regeneration project after the Commonwealth Games, further Covid-related slippage of £17.9m is now being reported this month. This comprises:

- a) £3m slippage in the Disabled Facilities Grant Budget (Adult Social Care Directorate): The programme was paused during the initial lockdown period, with further Covid related restrictions post lockdown impacting on service delivery. Whilst the service is now running at a relatively normal rate, and there are no backlogs of work reported, the pandemic has impacted on the amount of major works and adaptations the team have been able to provide this year and this situation cannot now be reversed.
- b) £14.9m overall slippage in the Inclusive Growth Directorate's capital budget primarily relating to the Paradise Circus project (£12.8m slippage): The project has needed to be reprogrammed because of revised operational arrangements due to Covid 19 delays and the need to now include above ground construction works (not funded by EZ) arising from an agreed variation to the original building contract. The project has also slipped because mechanisms within the contract have been triggered requiring the compulsory purchase of the Copthorne Hotel.

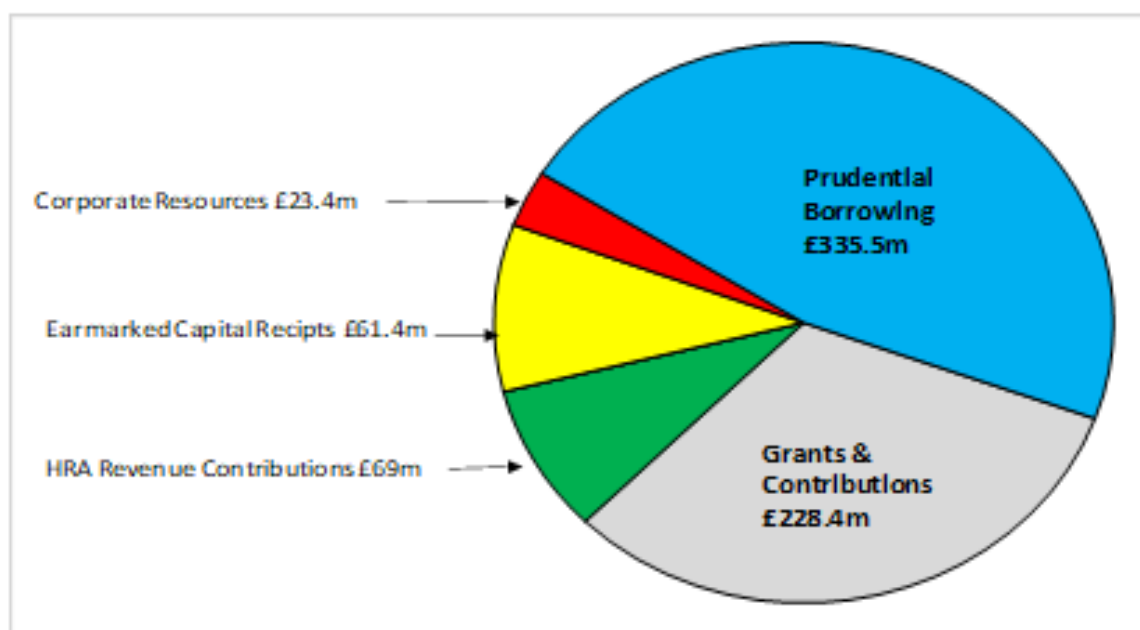
#### 1.19 Financing of the capital programme

<b>Table 6: Summary of Capital Project Funding for Month 7</b>			
	<b>General Fund</b>	<b>Housing Revenue Account (HRA)</b>	<b>Total</b>
	<b>£m</b>	<b>£m</b>	<b>£m</b>
<b>Forecast Capital expenditure</b>	603.7	112.0	715.7
<b>Forecast Funding</b>			
Grants and contributions	(224.1)	(4.3)	(228.4)
Earmarked Receipts	(39.4)	(22.0)	(61.4)
Direct Revenue Financing	0.0	(69.0)	(69.0)
Corporate Resources	(23.4)	0.0	(23.4)
Prudential Borrowing	(316.8)	(16.7)	(333.5)
<b>Total Funding</b>	<b>(603.7)</b>	<b>(112.0)</b>	<b>(715.7)</b>

- 1.20 The pie chart below shows how the forecast outturn at period 7 of £715.7m is planned to be financed. The key change from the month 6 position is a £12.7m decrease in the planned usage of prudential borrowing. The annual cost of funding the financing costs of external borrowing represents approximately 30% of the revenue budget at £270m.

*Pie Chart showing planned financing of the period 7 forecast outturn*





## 2. Key Issues

### Non Covid-19 Related Issues

#### Education and Skills

- 2.1. There is a non Covid overspend forecast for the directorate of £1.2m (a reduction of £1.8m from month 6) and the majority of this (£1.0 million) originates from the Children's Trust. The latest forecast from the Children's Trust consists of pressures primarily around pay (caseloads and Independent Reviewing Officers) and placement costs. Children in Care numbers have remained fairly static recently, with no spike yet (contrary to initial expectations when schools reopened, and more referrals were expected). Savings have arisen from reductions around external residential placement, the cessation of the Priory contract and reduction in external fostering placements.
- 2.2. The number and cost of placements has risen since the Trust went live. The Trust budget for 2020/21 includes a net increase of £6.1m for demand pressures of which £5.32m is direct placement costs. The forecast pressure for 2020/21 is net of this additional funding. The number of children in high cost residential placements has reduced by 4 to 172 since April 2020 but remains 31 higher since the Trust went live. Whilst there are 36 fewer fostering placements since April there is an increase in the number of children placed with connected carers. The assumed growth in the number of internal foster carers has not materialised at the level assumed in the Trust base budget. It is difficult to state, with any certainty, the extent to which Covid is temporarily damping demand.
- 2.3. This additional pressure is being largely offset by a number of savings measures, including managing demand at the front door to ensure admissions into care are appropriate; ensuring the most appropriate cost of a placement is secured according to need; pursuing step down options for existing residential placements; ongoing review of all supported accommodation packages to ensure validity of placement; and, pursuing financial contributions to placements for children with complex needs, in addition to the specific savings highlighted above.
- 2.4. The Education and Skills Directorate together with Birmingham and Solihull Clinical Commissioning Group published a 'written statement of action' in July 2019, in response



to the DfE, to make improvements to the special educational needs and disability (SEND) service. As previously reported, it is anticipated that any financial impact on the Local Authority will be met from the Dedicated Schools Grant (DSG).

- 2.5. There continues to be a concern around schools with financial deficits. The number of schools in deficit has only grown by a small amount (from 38 to 40), but the total deficit amount has risen substantially from £7.2m to £9.0m; where maintained schools convert to Academy status with a sponsor the licenced deficit falls to the Council. The Local Authority has contacted all schools with deficits and will review the robustness of deficit recovery plans after October half term (when the plans are due to be returned). In addition, specific actions (including regular monitoring, meetings with schools, implementation of Interim Executive Boards, negotiations with Department for Education and alternate funding sources) are all being implemented to minimise the impact on the Council's budget.

### **Neighbourhoods**

- 2.6. The 2019/20 outturn for Neighbourhoods was an overspend of £19.3m. For 2020/21 additional budget has been allocated to Neighbourhoods of £23m. At the end of Month 7 the forecast for the Neighbourhoods Directorate non Covid-19 is an underspend of **£1.6m**. The forecast improved by £0.8m on that reported at Month 6.
- 2.7. The **Street Scene** service is projecting pressures totalling £5.2m offset by mitigations of £5.5m giving a net underspend of **£0.3m**. The main mitigation is an underspend of £4.0m on borrowing costs due to delays in procurement of the new fleet. The main pressures include £1.9m on maintenance and vehicle hire due to old and mechanically less reliable vehicles being past their natural life, income pressure within Trade Waste projected to be £1.5m behind budget, a shortfall on fleet garage income of £0.5m due to a reduction in custom and pressure of £0.3m on the waste procurement project due to the use of external legal advice. The position on the waste procurement project has improved following a review of internal charges.
- 2.8. The **Housing** service is forecasting an underspend of **£1.3m** mainly due to a reduction in charges levied by Bed and Breakfast providers. As this is the main cost driver within the service both cost and demand projections continue to be monitored. Demand for temporary accommodation is expected to increase with the easing of lockdown restrictions.
- 2.9. The service continues to manage £1.5m savings pressure through a combination of improved rates for temporary accommodation and holding vacant posts. A service redesign proposal is being drafted which will deliver the outstanding saving requirement through prevention activity. This is a change from the initial saving proposals put forward, but a more sustainable approach for the service.
- 2.10. A review of the Selective Licensing scheme is underway to determine viability and a way forward following a delay to the launch following regulation changes and legal advice. The scheme has a £0.5m income target attached to it which is currently being mitigated pending outcome of the review.
- 2.11. The **Neighbourhoods** service is forecasting a **£0.8m** underspend mainly due to the holding of vacant posts pending the implementation of a new operating model later in the financial year the service is also reporting a one-off **£0.5m** underspend in its Major Events budget due to cancellation of events as a result of Covid-19..

2.12. The **Regulation and Enforcement** service is forecasting income pressure of **£1.2m** across Bereavement and Markets.

### **Adult Social Care**

2.13. The overall Adults non Covid-19 underspend has increased from £3.8m (P6) to £10.2m (P7) largely as a result of the following:

2.14. **Packages of Care - £6.2m underspend is an improvement of £4.7m on P6** – The current packages of care forecast includes Health funding for hospital discharges and prevention packages up to the end of October 2020. This funding has continued past the anticipated end date of August and is now expected to reduce on a phased basis until 31 March 2021 as clients are reassessed in respect of their on-going needs. To date the Council has claimed £8.7m from Health which is one-off due to temporary arrangements put in place during Covid. The Council has also now received a £1.2m inflationary increase in BCF funding to packages of care which has just been agreed with CCGs.

2.15. **Community & Operational - £5.3m underspend is an improvement of £2.4m on P6**- The Directorate's Transformation Programme is now substantially complete with the roll-out of the Customer Journey (CJ) Restructure in September and the Early Intervention (EI) Programme over the coming months in order to deliver existing planned sustainable savings.

2.16. The short-term impact of Covid-19 has led to the need to retain additional agency Social Work capacity for longer than originally planned. The use of agency staff is now being reduced although there is a risk that some additional capacity will be needed in the short term to complete the re-assessment of health funded packages. However, the pandemic has also meant that the Early Intervention process has been refined in advance of wider implementation. Following the finalisation of structures, savings totalling £5.2m will be achieved in year, £1.3m due to the early delivery of 2021/22 and £3.9m due to the phased reduction in the use of agency staff through to the end of October.

### **Inclusive Growth**

2.17. The Council is currently working with Birmingham Highways Ltd to re-procure the subcontract for its Highway Maintenance and Management PFI (HMMPFI) contract. Affordability will be assessed taking account of the total cost of a re-procured contract and available resources, with the outcome being factored in as part of setting future Council budgets.

2.18. On the 6th April 2020 the Council received approval from Government to delay the implementation of the Birmingham Clean Air Zone (CAZ) until no earlier than January 2021 and activities associated with delivery were scaled back reflecting the delays experienced and also the need for the Council to redeploy staff to support the Covid-19 response. The Council has remained committed to the CAZ and the implementation date has now been set for 1st June 2021.

2.19. The forecast for commercial property rental income is lower than anticipated when considering the prior year outturn position and known variations. Property Services are undertaking a review to confirm the accuracy of the forecast. This uncertainty in conjunction with the yet to be confirmed impacts of Covid-19 mean that there is a real risk that the current forecast pressures could increase.

2.20. The Directors of the Council's wholly owned company, InReach (Birmingham) Ltd, have made the decision not to progress with one of the planned schemes, Brasshouse, due to a combination of factors that have increased the level of risk. The Council expenditure

over the programme was budgeted at £43m, through a mix of equity and loan investments, and was to deliver an annual net income stream rising to £0.9m following the final loan drawdown. The company continues to deliver a net income stream resulting from the original Embankment scheme and current plans are to progress with the remaining smaller scheme.

### Digital & Customer Services

2.21. The Digital & Customer Service Directorate, after taking account of management actions, are forecasting an overspend of £0.3m, principally on agency staff costs. Against a net budget of £29.3m, the overspend represents 1% of the budget.

### New Oracle Back office system (ERP)

2.22. The programme, as a result of an assurance process, is going through a reset phase to establish and quantify financial and non-financial risks. A report to Cabinet is planned for early 2021.

### Savings Programme

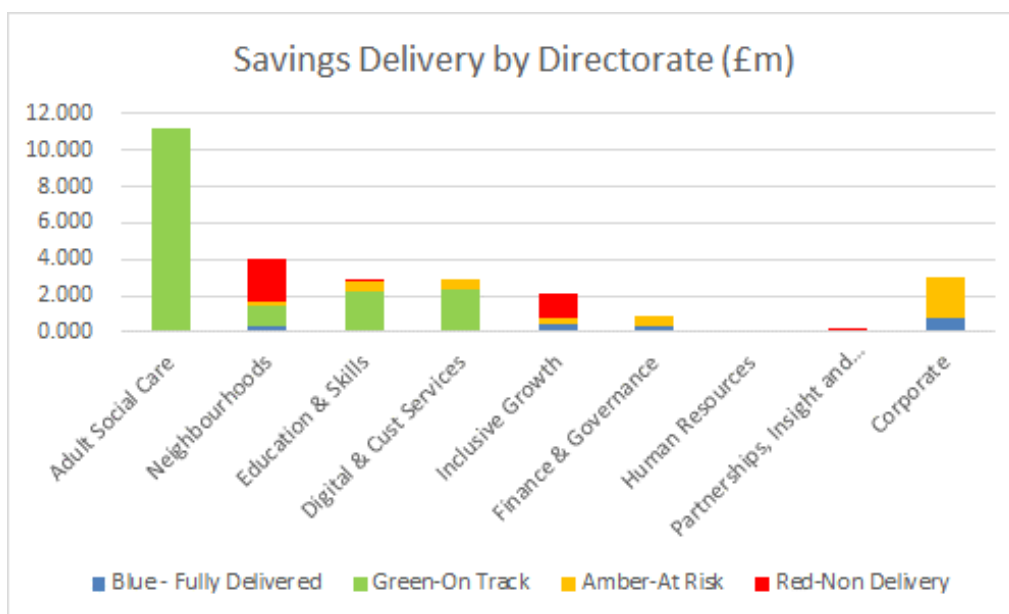
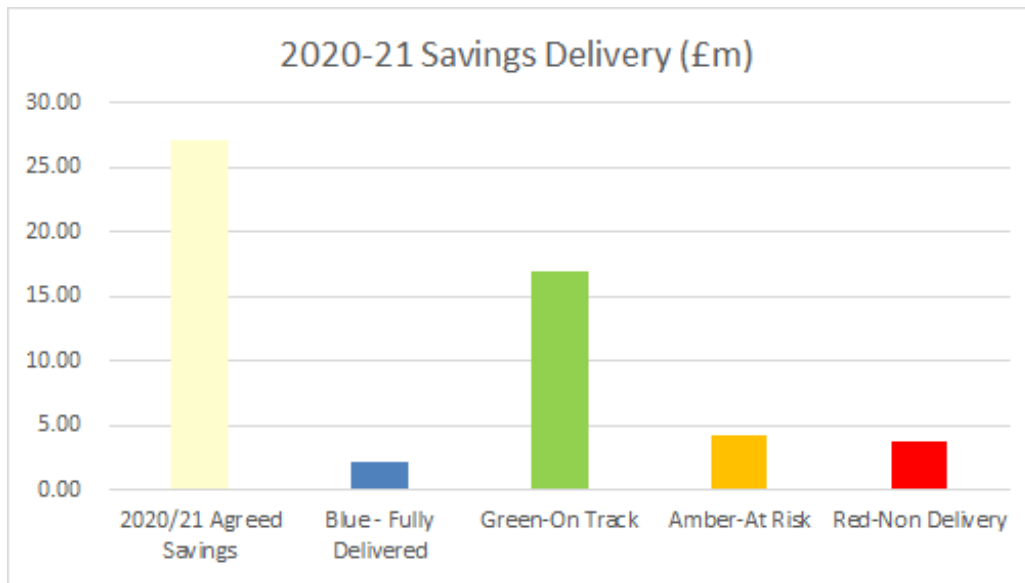
**Table 7: Breakdown of Savings Delivery and Non-Delivery**

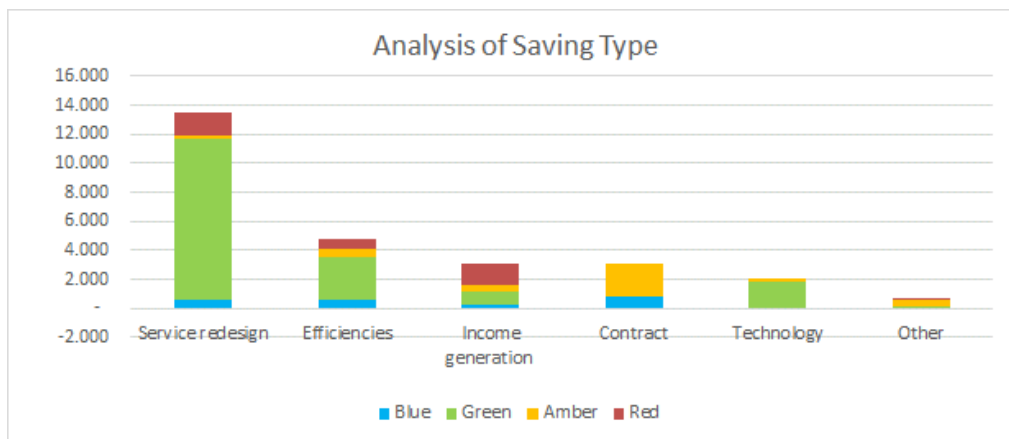
Directorate	Non-Delivery of Saving		Saving at Risk	Saving Delivered and on Track	Total Saving
	Delayed Because of Covid-19	High Risk & Undeliverable			
	£m	£m	£m	£m	£m
Neighbourhoods	0.7	1.6	0.2	1.5	4.0
Adult Social Care				11.2	11.2
Inclusive Growth	0.8	0.6	0.3	0.4	2.1
Education & Skills		0.1	0.5	2.3	2.9
Finance & Governance			0.5	0.4	0.9
Digital & Cust Services			0.5	2.4	2.9
Partnerships, Insight and Prevention	0.0			0.1	0.1
Human Resources				0.1	0.1
Corporate			2.3	0.7	3.0
Total	1.5	2.3	4.3	19.0	27.1

2.23. The £27.1m savings programme for 2020-21 (shown in the following charts) is now showing £19.0m as delivered or on track (£14.5m at Month 6). This improvement of £4.5m is almost all related to Adult Social Care savings considered at risk at Month 6 that are now rated as on track. There are £4.3m of savings at risk (£8.6m at Month 6) and £3.8m (£4.0m at Month 6) classed as undeliverable or non-delivered. Covid-19 has impacted savings delivery. The key non Covid-19 areas at risk or non-deliverable (those over £0.5m) are:

- **Neighbourhoods** has **£0.2m** savings that are at risk and **£2.3m** savings that are unlikely to be achieved, of which £0.7m are related to Covid. Of the remainder, £1.0m relate to Housing. One-off mitigations have been identified in 2020/21 to fully meet this target. The savings are planned to be achieved from 2021/22 after the completion of the Housing Service Redesign.
- **Contract** savings cut across all directorates, and are shown corporately. The target is **£3.0m** of which **£0.7m** has been delivered so far, leaving £2.3m at risk. While a delivery plan exists, this is now considered a risk as Covid-19 has caused services to reappraise their planned procurements.

- **Finance & Governance has £0.5m** savings at risk, mainly related to savings based on reducing external legal spend. If not achieved, these will be mitigated from general underspends, mainly from vacancies.
- **Education & Skills has £0.5m** savings at risk - these largely relate to an increased commercialisation target for the Adult Education Service that was set in 2019/20 at £1.2m and reduced this year to £0.8m, but which is still unlikely to be fully delivered. It is being partly mitigated this year through a restructure of the service and savings from elsewhere in Skills & Employability.
- **Digital & Customer Services has £0.5m** savings at risk mainly due to delays and potential income losses related to Covid-19.
- **Inclusive Growth has £0.3m** savings at risk and **£1.4m** that are unlikely be achieved, some of which are due to delays and risks to income caused by Covid-19





### Borrowing

- 2.24. The annual cost of servicing debt represents approximately 30% of the budget. Borrowing at the end of period 7 was £3,445m, with the year-end projection likely to be below the planned level of £3,832m. Some of the government grants, has been received early, as well as Covid support grants, and there is slippage in spending on the capital programme. There does remain uncertainty about the impact of Covid-19 on future cashflows.

### Level of Debt and Provision

- 2.25. The outturn for 2019/20 showed short-term net debt at £401m, higher than the £331m in the previous year. The net debt is made up of £577m owed to the Council less £176m set aside as a bad debt provision to cover the risk of non-collection. An additional £13m was included in the £176m bad debt provision to cover the increased risk of non-collection brought about by Covid-19.

### Policy Contingency and Use of Reserves

- 2.26. The policy contingency budget for 2020-21 is £40.8m. General Reserves are forecast to be £123.1m out of a total £645.0m at the end of financial year. Proposals to utilise the Policy contingency budget to support the Councils' budget this year were set out in the MTFP Refresh Report to Cabinet in November. In the financial outturn for 2019/20, the Council had funded £8.7m of capital expenditure from Direct Revenue Financing (DRF) of capital expenditure. Cabinet agreed on 10 November 2020 to replace the DRF incurred in 2019/20, by increasing the Capital Financing Requirement (CFR). This increases the level of usable reserves available to the Council to meet future funding pressures

### Council Tax and Business Rates

- 2.27. The Collection Fund collects business rates and council tax income and pays it over to the precepting body. Council tax and business rates income has been heavily impacted by Covid-19. The forecast for the Collection Fund is a deficit of £46.5m (£10.4m deficit for Council Tax and a £36.1m deficit for Business Rates). The impact of this will be considered in setting the budget for 2021-22. This position will be updated at month 9.

### Covid-19 Major Incident Financial Impact

- 2.28. The Council has now received £83.4m of un-ringfenced Covid-19 related grant funding from the government. On 22nd October the Council was informed of a further £44.2m of un-ringfenced Covid-19 related grant. Cabinet on November 10<sup>th</sup> in the Month 6 Report approved the proposal to transfer this to a specific Covid reserve to manage the ongoing pandemic through the higher risk winter months. The council also estimates that the Governments income loss scheme will provide £19.6m of additional funding. The government has announced several ring-fenced grants for additional reliefs and support schemes which are being spent on the additional measures set out in government guidance.

2.29. Further Covid-19 financial risks which have been quantified at £18.0m, are reported through emergency cells on a weekly basis. There is an ongoing review of risks to ensure that they reflect the latest circumstances. There is a small reduction from the £18.2m reported at Month 6.







## BRIEFING NOTE

### SCHOOL BALANCES

#### Context

As at 31<sup>st</sup> March 2020, Birmingham had 198 maintained schools with a total of £60.8m in surplus surpluses; alongside 40 schools that had deficits totalling £8.8m. Whilst the number of schools in deficit has stayed the same as last year (at 40), the cumulative value of deficits has increased by £1.6m to £8.8m.

In terms of deficits, Birmingham's position is at odds with the national position:

- Nationally 30% of secondary schools are in deficit, whilst for Birmingham it's just 11%
- Conversely, nationally only 8% of primary schools are in deficit, whilst for Birmingham it's 13%
- For special schools, nationally 10% are in deficit, whilst for Birmingham, nearly 1/3rd of special schools are in deficit. This is the largest area of concern, although the Council has received substantial funding increases in this area (12% increase) for this year and next.

#### Deficits & Academies

It is important to note that not all school deficits fall to the Council when a school becomes an academy. The deficit remains with the Local Authority **only** where a sponsored academy has a deficit. Converter academies take any deficit with them.

#### Scrutiny of Maintained Schools With Deficits

Maintained schools that can't achieve a balanced budget have to apply for a Licensed Deficit. This does not attract any extra funding; it is simply permission to set a deficit budget. The school develops and implements a recovery plan within the conditions set out in the local Scheme for Financing Schools. Conditions include a maximum period for the Licensed Deficit (usually three years) and regular monitoring.

There are a number of other controls in place to promote good financial management in Birmingham Maintained Schools:

- All *school budgets plans* must be sent to the Local Authority and are reviewed by Schools Financial Services for reasonableness
- All schools are required to produce *termly financial monitoring returns* to the Council (and, in particular, these are used to monitor progress against budget or against the deficit recovery plan)
- There are also termly multi-disciplinary *Schools in Financial Deficit meetings* held by the Local Authority, to share intelligence (as financial deficits are often linked to schools with challenges in meeting Ofsted standards, or have systems controls issues identified by internal audit, and / or require HR support when considering staffing restructures to resolve financial deficits). This term the Schools in Financial Deficit group has set up sub groups to address specific issues facing the nursery school and special school sectors

- *School Audits* – internal audits are undertaken, of both individual schools as well as themed audits across schools, focussing on high risk schools. Monitoring and support follow up visits provided to those schools causing greater concern.
- *Interim Executive Boards* (IEBs) are implemented when there are concerns regarding school governance and this can include protecting the financial interests of the Local Authority

### **Other Processes & Scrutiny**

Schools Financial Services (SFS) closely manages the budget position, particularly looking at indicators such as fluctuating pupil numbers, staff absence / sickness and Ofsted inspections

Deficit recovery plans are discussed with Headteachers / Governing Bodies and formalised. The deficit recovery plans are monitored termly by Area Finance Managers in Schools Financial Services. Where the deficit recovery requires staffing reductions, a business case is considered by HR, the Employee Relations Team, Schools Financial Services and the Education & Early Years Assistant Director sign off. If agreed, generally the Local Authority picks up the tab for redundancies and schools pick up early retirement costs – this approach is set out in legislation.

Schools not producing plans are escalated to the Assistant Director (Education & Early Years), which can lead to a Warning Notice being issued and / or delegation withdrawal, which results in the introduction of an Interim Executive Board.

All schools are RAG rated and considered termly at the multi-disciplinary *Schools in Financial Deficit meetings*. There is more work to do here, in terms of defining criteria for categories and then (possibly) publishing it, to ensure transparency with schools.

There is increased financial monitoring is monthly for schools in special measures and /or with a deficit and Direct Academy Order

There was agreement at the previous Schools Forum to set up a School Finance Governance Panel, (including school representation) to also review the recovery plans of schools. We need to be more robust about Notices of Concern and have put in place processes for greater monitoring and review.

John Betts

Interim Finance Business Partner (Education & Skills)

# Update on Corporate Property Strategy

November 2020



# Corporate Property Strategy update

- 2018 / 2019 Corporate Property Strategy approved by Cabinet in November 2018
- Investment Property Strategy which deals with assets within the commercial portfolio approved by Cabinet in July 2019
- External advisers Avison Young appointed to commence review of the portfolio July 2020

# Recap on the property estate

- BCC is the single largest property owner in Birmingham
- It is the largest land estate of any Local Authority in the country
- The portfolio ( excluding housing, infrastructure and schools ) has a value of £2.4 billion
- 6500 assets within the commercial and operational estates
- The portfolio contributes around £32 million of income to support front line services
- Contributes to delivery of housing numbers through delivery of development and regeneration schemes ; Smithfield etc

# Investment Portfolio

- Cabinet approved : The investment portfolio will focus on maximising returns to reinvest and delivery greater returns to support service delivery”
- To deliver on this the portfolio needs to be
  - i. Operationally efficient
  - ii. Improve gross to net income
  - iii. Helping the city to meet its housing targets
  - iv. Supporting communities by influencing regeneration
  - v. Becoming sustainable

# Initial findings

- Review work ongoing to determine how to transform this management intensive commercial into an investment portfolio – protecting the Council from risk by being over exposed to certain asset classes
- Short lease portfolio – £21 million gross income 55% of which comes from offices, shops and car parks
- Standard shops and offices are the costliest assets to manage and can be subject to highest vacancy rates
- 10.99 % of industrial income comes from 329 tenants
- Minor interests portfolio of 575 tenants generates £32,341
- Utilities portfolio 1,807 interests generates £999,534

# Opportunities

- Using this detailed data we can now move to determine which assets should be held and improved – which asset managed and then sold – or simply sold
- Significant opportunity to use the city centre long leasehold portfolio to promote regeneration and housing development opportunities
- Link in with localities to identify assets which can support regeneration
- Significant opportunity to engage with over 500 tenants who currently hold long leasehold interests ( where there is no strategic need to hold ) to determine whether they would want to acquire the BCC freehold or extend their lease – important to enable investment in the asset – a small number of these are already in train



# Impact of Covid on the property portfolio

- **Government Intervention on Rent Recovery**
- Government severely restricted credit control measures and the ability of landlords to take rent recovery action against commercial tenants for non-payment (Coronavirus Act 2020). Initially a moratorium until 30<sup>th</sup> June, extended to 30<sup>th</sup> September, and no recovery action may now be taken until at least 1<sup>st</sup> January 2021.
- A voluntary 'Code of Practice' was introduced which encourages landlords and tenants to work collaboratively to find resolution in relation to payment of rent.

# Impact of Covid on income

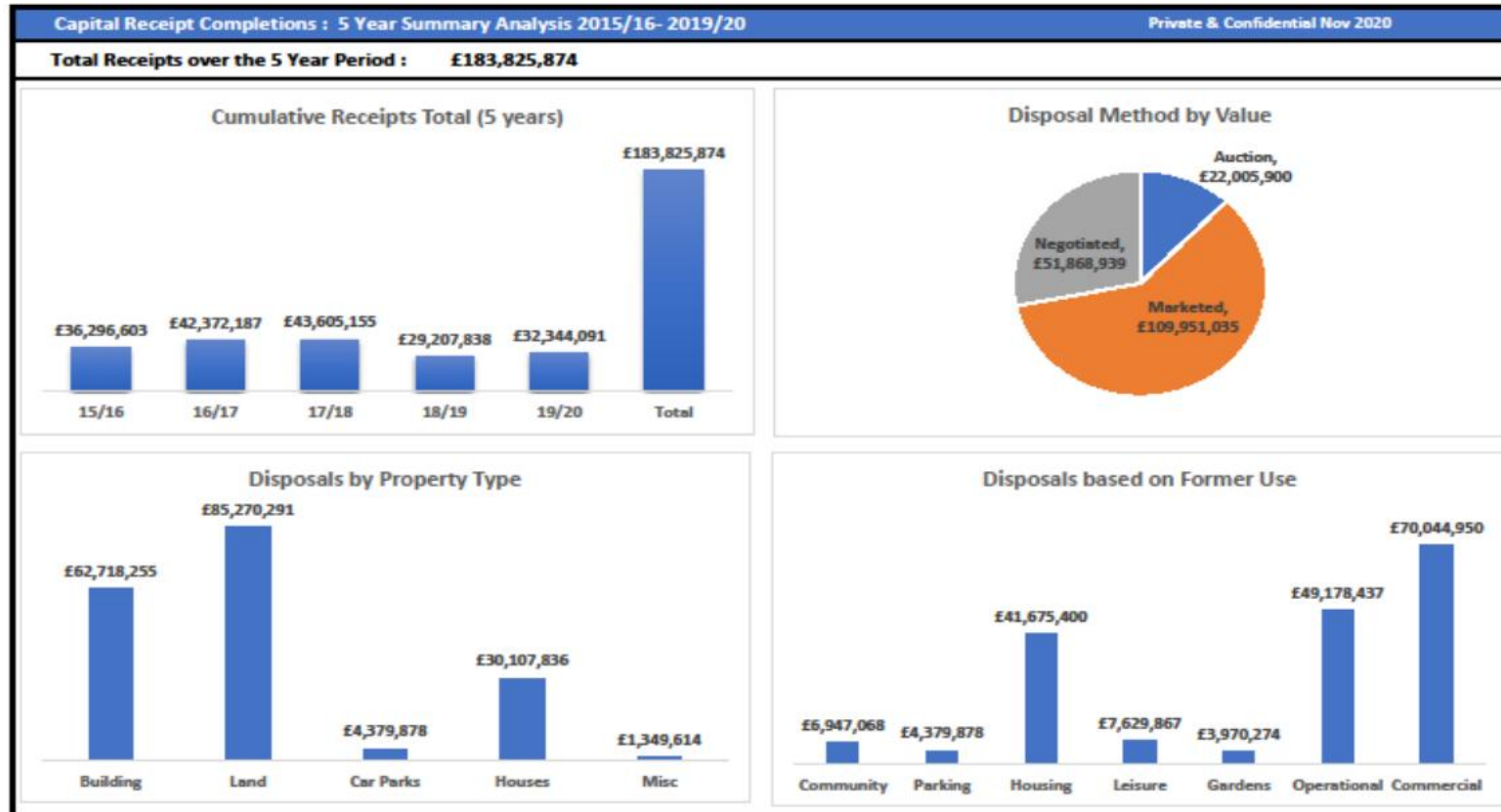
## Comparative analysis of BCC 90 day (3 month) collection rates (2019 v 2020)

Financial Quarter	Collection rate within 30 days of due date
March 2019	92.5%
June 2019	89.7%
September 2019	90.0%
December 2019	92.5%
March 2020	77.4%
June 2020	68.0%

## 'Benchmarked' analysis of BCC collection rates in 2020

Financial Quarter	BCC collection %	AY 'worst LA'	AY 'all LA'	AY 'all client'
March 2020	78.2%	68.5%	87.9%	87.1%
June 2020	75.4%	68.7%	84.8%	88.5%

# Disposals over last 5 financial years



# Disposals from the commercial portfolio since property strategy implemented 1 April 2019 - 31 March 2020

SITE ADDRESS	DISPOSALS METHOD	VALUE £
*(5% Refundable deposit on) Murdoch Chambers & Pitman Buildings, 159 -161 Corporation Street	Marketed	155,000
260 Summer Lane, Newtown	Negotiated	94,000
93 Buckingham Street, City	Negotiated	83,000
10 Haden Street, City	Negotiated	45,000
119 Pershore Road, Edgbaston	Negotiated	30,862
58 - 60 Caroline St, Jewellery Quarter,	Marketed	1,125,000
Sydenham Road Business Centre (61-87 Sydenham Road & 1-6 Ruckley Avenue, Sparkbrook	Marketed	675,000
(Instalment 5) Fmr Cedar House, William St, Ladywood	Marketed	260,000
257 Moseley Road, Moseley	Negotiated	220,000

# Disposals from the commercial portfolio since property strategy implemented April 2019 - 31 March 2020

SITE ADDRESS	DISPOSALS METHOD	VALUE £
72-78 Crompton Road, Nechells	Auction	310,000
35 Wilson Road, Lozells	Auction	220,000
(Instalment 6) Cedar House, William St, Ladywood	Marketed	1,499,375
(Premium for lease extension & regear) Priory & Cannon House, Priory Square	Negotiated	1,450,000
Retail Shop, 3 College Road, Handsworth	Negotiated	163,000
Land at Heaton St, Hockley	Negotiated	160,000
(5% Deposit) sites at corner of Princip St/Lancaster Street, City	Negotiated	30,700
<b>TOTAL</b>		<b>6,520,937</b>



# Birmingham City Council

## Report to Cabinet

Date: 15<sup>th</sup> December 2020



**Subject:** **PLANNED PROCUREMENT ACTIVITIES (JANUARY 2021 - MARCH 2021) AND QUARTERLY CONTRACT AWARD SCHEDULE (JULY 2020 – SEPTEMBER 2020)**

**Report of:** **ASSISTANT DIRECTOR DEVELOPMENT & COMMERCIAL FINANCE**

**Relevant Cabinet Member:** **Councillor Tristan Chatfield, Finance and Resources**

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

**Report author:** Richard Tibbatts, Head of Contract Management  
Telephone No: 0121 303 6610  
Email Address: [richard.tibbatts@birmingham.gov.uk](mailto:richard.tibbatts@birmingham.gov.uk)

Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, add Forward Plan Reference:		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential :		
3. Information relating to the financial or business affairs of any particular person (including the council)		

### 1 Executive Summary

- 1.1 This report provides details of the planned procurement activity for the period January 2021 – March 2021 and all contract award decisions made under Chief Officer's delegation during the previous quarter. Planned procurement activities reported previously are not repeated in this report.

- 1.2 The report enables Cabinet to identify whether any reports for procurement activities should be brought to this meeting for specific executive decision, otherwise they will be dealt with under Chief Officer delegations up to the value of £10m, unless TUPE applies to current Council staff.
- 1.3 Appendix 4 informs Cabinet of the contract award decisions made under Chief Officers delegation during the period July 2020 – September 2020.

## **2 Recommendations**

- 2.1 Notes the planned procurement activities under chief officer delegations set out in the Constitution for the period January 2021 – March 2021 as detailed in Appendix 1.
- 2.2 Notes the contract award decisions made under Chief Officers delegation during the period July 2020 – September 2020 as detailed in Appendix 4.
- 2.3 Notes the addition to the planned procurement activities where there is a change as set out in the original Planned Procurement Activities Report as detailed in Appendix 5 .

## **3 Background**

- 3.1 At the 1 March 2016 meeting of Council changes to procurement governance were agreed which gives Chief Officers the delegated authority to approve procurement contracts up to the value of £10m over the life of the contract. Where it is likely that the award of a contract will result in staff employed by the Council transferring to the successful contract under TUPE, the contract award decision has to be made by Cabinet.
- 3.2 In line with the Procurement Governance Arrangements that form part of the Council's Constitution, this report acts as the process to consult with and take soundings from Cabinet Members and the Resources Overview & Scrutiny Committee.
- 3.3 This report sets out the planned procurement activity over the next few months where the contract value is between the EU threshold (£189,330) and £10m. This will give members visibility of all procurement activity within these thresholds and the opportunity to identify whether any procurement reports should be brought to Cabinet for approval even though they are below the £10m delegation threshold.
- 3.4 It should be noted that the EU threshold has changed from £164,176 to £189,330 and will apply from 1<sup>st</sup> January 2020 for a period of 2 years.
- 3.5 Individual procurements may be referred to Cabinet for an executive decision at the request of Cabinet, a Cabinet Member or the Chair of Resources Overview & Scrutiny Committee where there are sensitivities or requirements that necessitate a decision being made by Cabinet.



- 3.6 Procurements below £10m contract value that are not listed on this or subsequent monthly reports can only be delegated to Chief Officers if specific approval is sought from Cabinet. Procurements above £10m contract value will still require an individual report to Cabinet in order for the award decision to be delegated to Chief Officers if appropriate.
- 3.7 A briefing note with details for each item to be procured is listed in Appendix 2. The financial information for each item is detailed in Appendix 3 – Exempt Information.
- 3.8 Award decisions made under Chief Officers delegation during the period July 2020 – September 2020 is shown in Appendix 4.

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

- 4.1 The report approved by Council Business Management Committee on 16 February 2016 set out the case for introducing this process. The options considered are:
- To refer the procurement strategy and contract award of individual procurements to Cabinet for decision.
  - To continue with the existing process – this is the recommended option

#### **5 Consultation**

- 5.1 This report to Cabinet is copied to Cabinet Support Officers and to Resources Overview & Scrutiny Committee and therefore is the process for consulting with relevant cabinet and scrutiny members. At the point of submitting this report Cabinet Members/ Resources Overview & Scrutiny Committee Chair have not indicated that any of the planned procurement activity needs to be brought back to Cabinet for executive decision.

#### **6 Risk Management**

- 6.1 Details of Risk Management, Community Cohesion and Equality Act requirements will be set out in the individual reports

#### **7 Compliance Issues:**

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

- 7.1.1 Details of how the contracts listed in Appendix 1 and Appendix 2 support relevant Council policies, plans or strategies, will be set out in the individual reports.

##### **7.2 Legal Implications**

- 7.2.1 Details of all relevant implications will be included in individual reports.

### **7.3 Financial Implications**

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

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

- 7.4.1 This is a procurement report and the implications are detailed in the appendices

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

- 7.5.1 None.

### **7.6 Public Sector Equality Duty**

- 7.6.1 Details of Risk Management, Community Cohesion and Equality Act requirements will be set out in the individual reports.

## **8 Background Documents**

- 8.1 List of Appendices accompanying this Report (if any):
- 1. Appendix 1 - Planned Procurement Activity January 2021 – March 2021
  - 2. Appendix 2 – Background Briefing Paper
  - 3. Appendix 3 – Exempt Information
  - 4. Appendix 4 – Quarterly Contract Award Schedule July 2020 – September 2020
  - 5. Appendix 5 - SAP Support Managed Service – Addendum

## APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (JANUARY 2021 – MARCH 2021)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources Plus	Finance Officer	Contact Name	Planned CO Decision Date
Strategy / Award	Software to Support BACS Payments	TBC	Software to support to access the UK BACS payment and Faster Payment Schemes to ensure payments made by the Council are successfully processed.	5 years with break clause prior to the start of year 3 and year 4	Digital and Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	08/02/2021
Strategy / Award	Works for the Pershore Road / Priory Road Highway Safety Improvement Scheme	TBC	There is a requirement for delivery of civil engineering works for the Pershore Road/ Priory Road Highway Safety Improvement Scheme.	1 year, 6 months	Inclusive Growth	Transport and Environment	Simon Ansell	Perminder Balu / Charlie Short	08/02/2021
Strategy / Award	Legal Advice for Property Matters	TBC	Legal advice and transactional support for property matters to help the Council's in-house team to meet peaks in demand.	up to 3 years	Finance and Governance	Finance and Resources	Lee Bickerton	Clive Vernon / Charlie Short	08/02/2021
Strategy / Award	Repair and Maintenance of physical disability lifts and hoists	P0716	There is a requirement to maintain and repair vertical lift, step lift and ceiling track hoists provided by the Occupational Therapy Service for disabled citizens. This service is in place to enable citizens to remain independent in their own home, increasing their safety, reducing the risk of falls for both citizens and carers and reducing hospital admission.	4 years	Adults Social Care	Adults Social Care	Mark Astbury	Timsey Deb / Satinder Bains	08/02/2021
Approval to Tender Strategy	Ward End Park Lakeside Renewal Project	TBC	The requirements for: •Landscaping works including: □Lake reclamation works □Footbridges, cycle paths and boardwalk □Tree works □Creation of heathland •Building works including: □Extension and retrofitting of the Dolphin Centre □Green energy installation □Fitting and fixtures, sanitaryware and a lift (It should be noted that this element will only proceed subject to availability of funding)	11 months	Inclusive Growth	Homes and Neighbourhoods	Carl Tomlinson	Robert Churn	15/02/2021
Strategy / Award	Clean Air Zone Highways Measures Works	TBC	There is a requirement for the delivery of works to support the CAZ with the implementation of the CAZ Early Measures and CAZ Additional Measures.	9 months	Inclusive Growth	Transport and Environment	Simon Ansell	Harj Cheema / Siobhan MacDonald	15/02/2021
Strategy / Award	Professional Services for the Emergency Active Travel Fund (EATF)	TBC	There is a requirement for technical professional services to support the EATF measures. The work packages are: •Package 1 – Tranche 1 Project Enhancements – to enhance the pop-up cycle schemes implemented in Tranche 1; •Package 2 – Places for People (Low Traffic Neighbourhoods and School Streets); •Package 3 – City Centre Traffic Segments.	Up to 1 year	Inclusive Growth	Transport and Environment	Simon Ansell	Andrew Chidgey / Charlie Short	15/02/2021
Single Contractor Negotiations	Engagement of Waste Engineering and Technical Advisors	TBC	There is a requirement for technical advice for the design review and construction monitoring for the redevelopment of the Perry Barr waste site to monitor and ensure that the works are being delivered.	2 years	Neighbourhoods	Street Scene and Parks	Carl Tomlinson	Michelle Climer / Meena Chahun	08/02/2021
Approval to Tender Strategy	Asbestos Removal & Abatement	TBC	There is a requirement for the provision of the safe removal and abatement of asbestos where it is identified within the Council's premises or schools.	4 years	Finance and Governance	Finance and Resources	Lee Bickerton	Trevor Box	01/03/2021
Strategy / Award	SEND Home to School Transport Improvement and Transformation Support	P0730	Following an initial review of the Home to School transport service there is a further need for additional external support to implement short, medium- and long-term improvements to the service.	3 months	Education and Skills	Children's Wellbeing	John Betts	Paul Knight	08/02/2021
Single Contractor Negotiations	Property and Facilities Management Services for Birmingham Science Park Aston	TBC	To provide facilities management services to the buildings, such as repairs, security and cleaning. The services and fees include: •Statutory testing •Security •Ad hoc repairs and maintenance •Annual management fee	3 years	Inclusive Growth	Leader	Simon Ansell	Christian Berry	08/02/2021
Single Contractor Negotiations	Disputes and restructuring support for the Highway Maintenance and Management PFI contract	TBC	Services required relate to legal and expert advice for: i.Dispute resolution and settlement in relation to disputes under the contract with ABHL; ii.Resolution of settlement issues and restructuring of the contract in conjunction with Birmingham Highways Ltd (BHL).	Up to 2 years	Inclusive Growth	Transport and Environment	Simon Ansell	Domenic de Bechi	08/02/2021
Single Contractor Negotiations (Addendum)	SAP Support Managed Service – Addendum	TBC	The SAP applications portfolio is used to support the business function requirements in the area of Human Resource, Payroll, Finance and Procurement.	2 years with break clause after year 1	Digital and Customer Services	Deputy Leader	Lee Bickerton	Rhona Bowditch	15/02/2021

## **APPENDIX 2**

### **BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES** **CABINET – 15<sup>TH</sup> DECEMBER 2020**

<b>Title of Contract</b>	<b>Software to Support BACS Payments</b>
Director / Assistant Director	Peter Bishop – Director, Digital and Customer Services
Briefly describe the service required	Software to support to access the UK BACS payment and Faster Payment Schemes to ensure payments made by the Council are successfully processed.
How will this service assist with the Council's commitments to Route to Zero?	This service will assist the Council in the efficient and timely delivery of its projects which support Route to Zero.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council does not have a statutory duty to provide this service. However, the service supports the Council for the processing of all payments to third parties for any services delivered to the Council.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current contract with Experian Ltd expires 31 <sup>st</sup> March 2021.
What budget is the funding from for this service?	This will be funded by the Capita Retained Services Budget under RBPCF L9Y0 A00.
What is the proposed procurement route?	A further competition exercise will be undertaken using the Crown Commercial Services G Cloud 12 framework agreement.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start of 1 <sup>st</sup> April 2021 for a maximum period of 5 years with break clause prior to the start of year 3 and year 4 subject to satisfactory supplier performance.

<b>Title of Contract</b>	<b>Works for the Pershore Road/ Priory Road Highway Safety Improvement Scheme</b>
Director/ Assistant Director	Phil Edwards, Assistant Director, Transport and Connectivity
Briefly describe the service required	<p>There is a requirement for delivery of civil engineering works for the Pershore Road/ Priory Road Highway Safety Improvement Scheme.</p> <p>Over recent years there have been numerous collisions &amp; casualties including a fatality, accordingly safety improvements at this junction are required.</p>
How will this service assist with the Council's commitments to Route to Zero?	The service will support the Emergency Birmingham Transport Plan aspiration to promote active travel and to reduce car usage.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory duty for this service. However, the works will improve safety for pedestrians and cyclists and enhance the technology within the existing signal controlled Pershore Road/ Priory Road junction.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
What budget is the funding from for this service?	The costs for any works will be funded from budgets that comprise DfT Cycle City Ambition Grant, Journey Time Reliability, National Cycle Network Activation Programme and Developer Section 106 contribution.
What is the proposed procurement route?	A further competition exercise will be undertaken using the Black Country Framework Agreement for Minor Works (Lot 3, £500,000+ Civils Works).
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	N/A
Proposed start date and duration of the new contract	The proposed start date is April 2021 for a duration of up to 18 months.

<b>Title of Contract</b>	<b>Legal Advice for Property Matters</b>
Director/ Assistant Director	Suzanne Dodd, City Solicitor
Briefly describe the service required	<p>Legal advice and transactional support for property matters to help the Council's in-house team to meet peaks in demand. The advice required relates to:</p> <ul style="list-style-type: none"> <li>• Compulsory Purchase Orders</li> <li>• Acquisitions (freehold and leasehold)</li> <li>• Easements and wayleaves</li> <li>• Disposals (freehold or leasehold)</li> <li>• Any advice or transaction work ancillary to such matters (including property litigation where requisite).</li> <li>• Advice to support major regeneration schemes including Smithfield, Perry Barr Residential Scheme, Wheels</li> </ul> <p>The City Solicitor has agreed to engaging external legal advice for these services where required. The management of resourcing and costs will be robustly managed by the Head of Law (Property Planning and Regeneration).</p>
How will this service assist with the Council's commitments to Route to Zero?	The use of these external resources will assist the Council in the efficient and timely delivery of its projects which support Route to Zero.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is no statutory duty for these services. However legal advice is required to support the Council's internal provision.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The services are principally delivered in-house currently but is unable to respond to peaks in demand.
What budget is the funding from for this service?	The services will be funded from either the Legal Services budget or individual project budgets.
What is the proposed procurement route?	<p>A further competition exercise will be undertaken using the Crown Commercial Services Wider Public Sector Legal Services Framework Agreement. Also, the Council is a member of EM Lawshare, a consortium of public sector organisations with a legal advice framework agreement in place. If this route is selected for advice, it will be called off in accordance with the framework rules.</p> <p>Both routes will be used depending on the advice required and its urgency and complexity.</p>
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is March 2021 for a duration of up to 3 years.

Title of Contract	<b>Repair and Maintenance of Physical Disability Lifts and Hoists</b>
Director/ Assistant Director	Graeme Betts, Corporate Director – Adults Social Care
Briefly describe the service	<p>There is a requirement to maintain and repair vertical lift, step lift and ceiling track hoists provided by the Occupational Therapy Service for disabled citizens. This service is in place to enable citizens to remain independent in their own home, increasing their safety, reducing the risk of falls for both citizens and carers and reducing hospital admissions.</p> <p>This only applies to pre-installed lifts and hoists. All new installations have a fixed term warranty and on expiry the future cost becomes the citizen's responsibility.</p>
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the bidders to deliver the service in way that reduces or eliminates their carbon footprint.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory duty to provide this service. However, there is a great benefit to the citizens of Birmingham and to the Council, by increasing the safety of our service users, preventing injuries and reducing the impact on more expensive care services in line with the Care Act 2014. The fast response service currently in place also prevents delayed hospital discharge and unnecessary hospital admissions, promoting enablement which reduces the cost to the council. The scheme supports the need for better prevention and early intervention for improved health, independence and wellbeing.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract with Dolphin Lifts Midlands Limited expires on 31 <sup>st</sup> March 2021.
What budget is the funding from for this service?	This is funded from the Specialist Care Services budget.
What is the proposed procurement route?	A further competition exercise will be undertaken using the Fusion 21 Lifts Framework Agreement (Lot 4 Domestic Lifts – Installation and Servicing).
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> April 2021 for a duration of 4 years.

<b>Title of Contract</b>	<b>Ward End Park Lakeside Renewal Project</b>
Director / Assistant Director	Robert James - Director, Neighbourhoods
Briefly describe the service required	<p>The report to Cabinet, Ward End Park Lakeside Renewal Project – External Funding Acceptance dated 17<sup>th</sup> March 2020 approved the funding for the building and landscape improvement works at the park. The requirements are as follows:</p> <ul style="list-style-type: none"> <li>Landscaping works including: <ul style="list-style-type: none"> <li>➤ Lake reclamation works</li> <li>➤ Footbridges, cycle paths and boardwalk</li> <li>➤ Tree works</li> <li>➤ Creation of heathland</li> </ul> </li> <li>Building works including: <ul style="list-style-type: none"> <li>➤ Extension and retrofitting of the Dolphin Centre</li> <li>➤ Green energy installation</li> <li>➤ Fitting and fixtures, sanitaryware and a lift (It should be noted that this element will only proceed subject to availability of funding)</li> </ul> </li> </ul>
How will this service assist with the Council's commitments to Route to Zero?	The tender specification and evaluation process will include the latest energy technology with reduced carbon footprint from cycle measures and heathland creation.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory duty for this service. However, the works support the improvements to Ward End Park.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
What budget is the funding from for this service?	This service will be funded from the Ward End Park Lakeside Works budget.
What is the proposed procurement route?	Two procurement exercises will be undertaken, one for the landscaping works and the other for the building works advertised on <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a> and Contracts Finder. The value of both contracts is below the OJEU works threshold.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The landscaping proposed contract will commence 4 <sup>th</sup> May 2021 for a duration of 11 months. The building proposed contract will commence on 17 <sup>th</sup> May 2021 for a duration of 8 months.



<b>Title of Contract</b>	<b>Clean Air Zone Highways Measures Works</b>
Director/ Assistant Director	Phil Edwards, Assistant Director, Transport and Connectivity
Briefly describe the service required	<p>There is a requirement for the delivery of works to support the CAZ with the implementation of the CAZ Early Measures and CAZ Additional Measures, as detailed below:</p> <p><u>Early Measures:</u></p> <ul style="list-style-type: none"> <li>• Network Signing Strategy Tranche 2 - Removal of through destinations from road signs on the approach to the A4540 Ring Road/Clean Air Zone.</li> <li>• Traffic Signal Upgrades – Upgrades to several key junctions as well as civils work.</li> </ul> <p><u>Main CAZ Implementation - Additional Measures:</u></p> <ul style="list-style-type: none"> <li>• Implementation of Controlled Parking Zones; including lines and signs. Highgate, St Georges and Jewellery Quarter review.</li> <li>• Network Changes Suffolk Street &amp; Lister Street/ Dartmouth Middleway.</li> <li>• Traffic Signal Timing Review – Dartmouth Circus and adjacent junctions.</li> </ul>
How will this service assist with the Council's commitments to Route to Zero?	The works will support the Council's objective to reduce car usage and congestion in the city centre and give increased priority to public transport.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council is not under a statutory duty to deliver the works. However, the works are required to support the delivery of the programme to meet the Clean Air Zone objective of air quality compliance by 31 <sup>st</sup> December 2021 to meet the Ministerial Directive.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
What budget is the funding from for this service?	<p>The costs for the works to be delivered will be funded from DEFRA Grant funding provided to support the CAZ:</p> <p>Early Measures - A total of £2.771m was granted to implement 6 projects, of which an elements has been allocated to complete the schemes outlined.</p> <p>Main CAZ Implementation - Additional Measures - A total grant of £14m was awarded for the CAZ Implementation of which an element was allocated to undertake the Additional Measures elements as outlined.</p>
What is the proposed procurement route?	To use the Black Country Civil Engineering and Highways Works framework agreement for one contract for all the works called off in accordance with its protocol.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is March 2021 for a duration of 9 months.

<b>Title of Contract</b>	<b>Professional Services for the Emergency Active Travel Fund (EATF)</b>
Director/ Assistant Director	Phil Edwards, Assistant Director, Transport and Connectivity
Briefly describe the service required	<p>There is a requirement for technical professional services to support the EATF measures approved in the Emergency Active Travel – Tranche 2 report approved by Cabinet on 8<sup>th</sup> September 2020. The work packages are:</p> <ul style="list-style-type: none"> <li>• <u>Package 1</u> – Tranche 1 Project Enhancements – to enhance the pop-up cycle schemes implemented in Tranche 1;</li> <li>• <u>Package 2</u> – Places for People (Low Traffic Neighbourhoods and School Streets);</li> <li>• <u>Package 3</u> – City Centre Traffic Segments.</li> </ul> <p>The services include:</p> <ul style="list-style-type: none"> <li>• Options development and appraisal</li> <li>• Detailed design of highway measures</li> <li>• Programming and cost management</li> <li>• Support for consultation and approval processes inc Traffic Regulation Orders</li> <li>• Site supervision and contract administration</li> </ul>
How will this service assist with the Council's commitments to Route to Zero?	The service will support the Emergency Birmingham Transport Plan aspiration to promote active travel and to reduce car usage.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory duty for these services. However, the professional of technical professional services assists with improvements to the transport and public realm network.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	These are new requirements.
What budget is the funding from for this service?	The costs for any works to be delivered will be funded from the Emergency Active Travel Fund Tranche 2 budget approved by Cabinet on 8 <sup>th</sup> September 2020. No contracts will be awarded until the funding has been confirmed by the Department for Transport and the West Midlands Combined Authority.
What is the proposed procurement route?	To carry out further competition exercises using the Council's Transportation Professional Services Framework Agreement.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is March 2021 for a duration of up to 12 months.

Title of Contract	<b>Engagement of Waste Engineering and Technical Advisors</b>
Director / Assistant Director	Darren Share – Assistant Director, Street Scene
Briefly describe the service required	There is a requirement for technical advice for the design review and construction monitoring for the redevelopment of the Perry Barr waste site to monitor and ensure that the works are being delivered by Veolia Ltd on time and to the required quality. The service will also include the administration and management of the contract when this is awarded. There is not the internal resource availability or capability to deliver this service.
How will this service assist with the Council's commitments to Route to Zero?	The service will support the development that is being constructed to the latest environmental standards.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council has a duty to act as both a Waste Collection Authority and Waste Disposal Authority under the Environmental Protection Act 1990. This role will support the Council in discharging this responsibility, in particular to act as a Waste Disposal Authority.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement for this service.
What is the estimated annual value and what is the basis for this amount? What budget is the funding from?	This is funded from the Waste Services budget.
What is the proposed procurement route?	To enter into single contractor negotiations with Fichtner Consulting Engineers Ltd.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Tendering is not considered to be a viable option as there is a need to ensure continuity and consistency during this stage of the procurement to operate and maintain the Council's waste disposal facilities and the Perry Barr depot is an integral part of that. Fichtner Consulting Engineers Ltd having been involved from the start has detailed knowledge and experience and this will ensure continuity during this critical stage of the programme. Throughout the project, Fitchner's services delivered to date have been exemplary. A benchmarking exercise has been undertaken comparing collaborative framework agreement rates for other similar services. The indicative rates and resourcing proposed were found to be comparable with consideration of the amount of familiarisation time and cost another supplier would require. Fichtner Consulting Engineers Ltd is a certified signatory to the BBC4SR and will produce commitments proportionate to the value of the proposed contract.
Proposed start date and duration of the new contract	The proposed start date is March 2021 for a duration of 2 years.

<b>Title of Contract</b>	<b>Asbestos Removal and Abatement</b>
Director / Assistant Director	Alison Jarrett, Assistant Director, Development and Commercial
Briefly describe the service required	There is a requirement for the provision of the safe removal and abatement of asbestos where it is identified within the Council's premises or schools.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the bidders to deliver the service in way that reduces or eliminates their carbon footprint.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council is not under a statutory duty to provide the service. However, the Council is required under the Control of Asbestos regulations to act as Duty Holder for its premises and safely manage any asbestos contained therein.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	Currently contracts are awarded under Chief Officer delegated authority for individual works.
What budget is the funding from for this service?	The work is funded from Directorate Revenue and Capital budgets. Funding route is determined by the client department, based on whether works are routine asbestos management or capital investment works.
What is the proposed procurement route?	An open procurement process advertised on <a href="http://www.finditinbirmingham.com">www.finditinbirmingham.com</a> and Contracts Finder. The value of the contract is below the OJEU works threshold.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is June 2021 for a period of four years.

<b>Title of Contract</b>	<b>SEND Home to School Transport Improvement and Transformation Support (P0730)</b>
Director / Assistant Director	Tim O'Neill, Director Education and Skills
Briefly describe the service required	Following an initial review of the Home to School transport service there is a further requirement from Ernst Young LLP for additional external support to implement short, medium and long term improvements to the service.
How will this service assist with the Council's commitments to Route to Zero?	As this is a short-term requirement the services provide will not contribute to the Council's Route to Zero Commitments.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	Whilst the Council has no statutory duty to provide this particular requirement the Education Act 1996 places duties on the Council to make the travel arrangements that it considers necessary to facilitate the attendance of eligible children, young people and adults at their educational establishments. Therefore, this requirement for support will underpin these duties enabling direct improvements to the Council's existing travel arrangements for children.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	At the time of initiating the Travel Assist Inquiry it became apparent that there was a need to provide additional capacity and capability into the service to develop and implement a plan to address the immediate pressing issues. Under delegated authority, Ernst and Young LLP were engaged to provide this capacity working alongside the service leadership and teams to drive these improvements forward. This has had the desired impact, with the performance of the service improving. The Inquiry, concluded in November 2020, uncovered significant gaps in capability and capacity within the service. As a result, there is a requirement for further support whilst the Council considers the recommendations of the inquiry and mobilises the required response to the broader issues raised in the report. This is a new requirement that follows the delivery of; <ul style="list-style-type: none"> <li>• an external and independent audit into the Travel Assist</li> <li>• provision of support to address the most pressing issues.</li> </ul>
What budget is the funding from for this service?	This work is being funded from the Directorate's Transformation Budget.
What is the proposed procurement route?	Following submission of a proposal it is proposed to undertake a direct to award Ernst and Young LLP using the Crown Commercial Services Management Consultancy 2 Framework and in line with Framework protocols. This is proposed on the following basis: <ul style="list-style-type: none"> <li>• Support of the Travel Assist service is both urgent and important and a priority for the Council. The inquiry has highlighted systemic failures.</li> <li>• Ernst and Young provide continuity with a detailed knowledge of the service and key relationships with the service and providers.</li> <li>• It enables the services to maintain and build upon improvements already put in place, whilst the Council considers the recommendations of the inquiry and mobilises the required response.</li> </ul>
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is as soon as possible for a period of 3 months and will be confirmed at contract award stage.

<b>Title of Contract</b>	<b>Property and Facilities Management Services for Birmingham Science Park Aston</b>
Director \ Assistant Director	Kathryn James – Assistant Director of Property
Briefly describe the service required	<p>The City Council purchased the head leases on the Science Park in 2012 and has engaged Birmingham Technology (Property) Ltd since this time to provide facilities management services to the buildings, such as repairs, security and cleaning.</p> <p>The services and fees include:</p> <ul style="list-style-type: none"> <li>• Statutory testing</li> <li>• Security</li> <li>• Ad hoc repairs and maintenance</li> <li>• Annual management fee</li> </ul> <p>In September 2012, Cabinet delegated authority to the Director of Property in consultation with the Deputy Leader, to negotiate the detailed arrangements associated with the surrender and re-grant of the leases including a new Service Level Agreement between the Council and Birmingham Science Park, Aston for the facilities management of the site.</p> <p>There is a requirement for this agreement to be aligned with the Council's Constitution and Procurement Governance Arrangements.</p>
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is not a statutory duty for this service. However, as the landlord, the Council has a requirement to ensure the buildings across the Science Park comply with relevant legislation concerning the safety of its buildings, users and services.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There is an existing legal agreement in place with no end date.
What budget is the funding from for this service?	The costs will be funded from the Investment Portfolio management budgets with costs subsequently being recharged as part of the service charge arrangements.
What is the proposed procurement route?	To enter into single contractor negotiation with Innovation Birmingham to Birmingham Technology (Property) Ltd.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	<p>The legal agreement states the property and facility management services are undertaken by Innovation Birmingham Ltd who is obliged under the agreement to obtain a minimum of 3 quotes for any sub-contracted service or works above £1,000 for approval by a representative of the Council. In addition, the security systems need to align to Faraday Wharf's logistics to ensure connectivity.</p> <p>The requirements of the Birmingham Business Charter for Social Responsibility will be incorporated with commitments proportionate to the value of the contract.</p>
Proposed start date and duration of the new contract	The proposed start date is from March 2021 for a duration of 3 years.

<b>Title of Contract</b>	<b>Disputes and restructuring support for the Highway Maintenance and Management PFI contract</b>
Director/ Assistant Director	Kevin Hicks, Assistant Director, Highways and Infrastructure
Briefly describe the service required	<p>DLA Piper LLP has been engaged as the council's lead advisor since the escalation of contractual disputes with Amey in 2014. With DLA's support the council successfully pursued its disputes with ABHL to the Court of Appeal, which led to a settlement with Amey plc in June 2019.</p> <p>Services required relate to legal and expert advice for:</p> <ol style="list-style-type: none"> <li>Dispute resolution and settlement in relation to disputes under the contract with ABHL;</li> <li>Resolution of settlement issues and restructuring of the contract in conjunction with Birmingham Highways Ltd (BHL).</li> </ol> <p>The City Solicitor has agreed to engaging external legal advice for these services where required.</p> <p>The management of resourcing and costs will be robustly managed by the PFI Contract Manager in Highways and Infrastructure.</p>
How will this service assist with the Council's commitments to Route to Zero?	The use of these external resources will assist the Council in delivering (through the restructuring of the contract) service delivery that supports Route to Zero.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	The Council is under a statutory duty to maintain its public highways as Highway Authority under the Highways Act 1980. The PFI contract also supports statutory duties under the New Roads and Street Works Act 1992 and Traffic Management Act 2004. Restructuring the contract is essential to continuing to provide these services.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current contract with DLA Piper LLP was awarded under delegated authority on 18 February 2019 pursuant to an approval by Cabinet on 31 July 2018. The contract runs for a maximum duration until July 2021 and the value is due to become exhausted shortly.
What budget is the funding from for this service?	The services will be funded from the HMMPFI budget and associated reserves secured under the 2019 Settlement Agreement.
What is the proposed procurement route?	To enter into single contractor negotiations with DLA Piper LLP.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	<p>The Highway Maintenance and Management PFI contract and settlement is a complex project. Continuity of advice is essential. Engaging another lead advisor would require a significant period of familiarisation (estimated three to six months). This would critically prejudice the council's ability to meet the restructuring deadlines under the SA2019 and result in significant additional cost.</p> <p>DLA Piper LLP is a certified signatory to the BBC4SR and will continue to provide commitments proportionate to the value of the proposed contract.</p>
Proposed start date and duration of the new contract	The proposed start date is March 2021 for a duration of up to two years.

## APPENDIX 4 - QUARTERLY CONTRACT AWARD SCHEDULE (JULY 2020 – SEPTEMBER 2020)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Value of Contracts		Chief Officer	Actual Go Live date
											Value of Initial Period	Value of Potential Extension		
Delegated Award Report	Waste Collection Vehicles	P0552	For the purchase of 78 Refuse Collection Vehicles.	Contract completion will be when all 78 vehicles have been delivered.	Neighbourhoods	Street Scene and Parks	Parmjit Phipps	Andrea Webster / Asha Kadara	Cabinet approved the procurement strategy report on 25/06/2019 to support the Fleet Replacement Strategy for the Waste Management Service and delegated the award to CO. Delegated Award Report signed 02/07/2020.	Dennis Eagle Limited (DE)	£11.479 million	N/A	Rob James / Alison Jarrett	06/07/2020
Strategy / Award	Provision of Ancillary Network Hardware	P0661	To support the delivery of Birmingham City Council (the Council) priorities and achieve the strategic outcomes. Delivering and maintaining the key stability and security of the central core infrastructure.	5 years	Finance and Governance	Finance and Resources	Lee Bickerton	David Waddington	Presented to Cabinet for info on 30/07/2020. Strategy / Award Report signed 07/07/2020.	CDW Ltd	£995,000	N/A	Peter Bishop / Alison Jarrett	08/07/2020
Delegated Award Report	Birmingham Municipal Housing Trust - Development of Housing at the Lenton Croft, Birmingham	P0645	For the construction and development of 3 new homes at Lenton Croft, South Yardley.	Up to 9 months	Inclusive Growth	Homes and Neighbourhoods	Parmjit Phipps	Emmanuel Igenozu / Manjit Samra	Cabinet approved the Approval to Tender Strategy report Building Birmingham: Full Business Case - Delivering the Birmingham Municipal Housing Trust (BMHT) Housing Development Programme 2018-19 on the 18/09/2018 and delegated the award to CO. Delegated Contract Award Report signed 17/07/2020.	J. Harper & Sons (Leominster) Limited	£526,912	N/A	Ian MacLeod / Alison Jarrett	21/07/2020
Delegated Award Report	A38(M) Aston Expressway Tame Valley Viaduct Structural Testing Works	P0639	For the provision of testing works for the A38(M) Aston Expressway TVV.	2 months	Inclusive Growth	Transport and Environment	Simon Ansell	Kamyar Tavassoli / Satinder Bains	Cabinet approved the report on 30/07/2019 for A38(M) Aston Expressway Tame Valley Viaduct Strengthening Works.	Volker Fitzpatrick Limited	£785,000	N/A	Ian MacLeod / Alison Jarrett	03/08/2020
Strategy / Award	Corporate Vehicle Hire - Vans, Minibuses and Tipplers and Trucks	P0322A	For the provision of Corporate Vehicle Hire - Cars, Vans, Minibuses and Tipplers and Trucks.	4 years	Finance and Governance	Finance and Resources	Lee Bickerton	Janine Weetman	Presented to Cabinet for info on 11/12/2018. Strategy / Award Report signed 23/07/2020.	Northgate Vehicle Hire Ltd	£616,000	N/A	Alison Jarrett	01/10/2020
Strategy / Award	Library Books and Audio-Visual Media	P0297	There is a requirement to buy books and audio-visual media for the Library of Birmingham, Library Services at Home, the Mobile Library Service, the Prison Library Service and community libraries.	4 years	Education and Skills	Education Skills & Culture	John Betts	David Stokes	Presented to Cabinet for info on 23/06/2020. Strategy / Award Report signed 23/07/2020.	Askews and Holts Library Services Limited	£880,000	N/A	Tim O'Neill / Alison Jarrett	27/07/2020
Delegated Award Report	Accessible Community Support for Vulnerable Adults		There is a requirement for the development of sustainable micro-enterprises across Birmingham, creating employment opportunities and an increased range of activities for people eligible for support from Adult Social Care to access.	2 years	Adults Social Care	Health and Social Care	Mark Asbury	John Freeman	Presented to Cabinet for info on 11/02/2020. Single Contractor Negotiation Report signed on 16/07/2020. Delegated Award Report signed 30/07/2020.	Community Catalysts	£130,000	N/A	Graeme Betts / Alison Jarrett	01/08/2020
Strategy / Award	Home to School Transport Technology Solution	P0658	The Council wishes to procure a technology solution to modernise the delivery of home to school transport, which, in turn, will better equip the department to meet the increasing demand and the associated cost pressures.	4 years	Education and Skills	Education, Skills & Culture	John Betts	Brianne Thomas / David Waddington	Presented to Cabinet for info on 17/03/2020. Strategy / Award Report signed 05/08/2020.	365 Response Limited	£518,800	N/A	Peter Bishop / Alison Jarrett	06/08/2020
Strategy / Award	Legal Advice to support the Major Capital Project in Relation to the Commonwealth Games 2022		Requirement for the continuation of legal advice to support the Council's in-house provision for the Perry Barr Regeneration Scheme and the redevelopment of the Alexander Stadium.	3 years	Inclusive Growth	Leader	Guy Olivant	Connie Price / Charlie Short	Presented to Cabinet for info 26/05/2020. Strategy / Award Report signed 19/08/2020.	Burges Salmon LLP	£700,000	N/A	Craig Cooper / Alison Jarrett	
Delegated Award Report	Asbestos removal and demolition of the former Midland Chromium Factory in Perry Barr	P0533	For the asbestos removal, hazardous materials removal and demolition of buildings and all associated structures / infrastructure at the former Midland Chromium factory in Perry Barr.	26 week	Inclusive Growth	Leader	Guy Olivant	Mohammed Islam / Charlie Short	The joint report to the Leader approved procurement activity and delegated the award of the contract in the Commonwealth Games - Athletes Village report approved by the Leader and Cabinet Member for Finance and Resources jointly with the Director, Inclusive Growth and Chief Finance Officer dated 06/06/2019. Delegated Award Report signed 21/08/2020.	Cawarden Co.Ltd	£299,960	N/A	Ian MacLeod / Alison Jarrett	01/09/2020
Delegated Award Report	Birmingham Municipal Housing Trust - Development of Housing at the Fordrough	P0579R	For the construction and development of 9 new homes at Fordrough, Northfield.	1 year	Inclusive Growth	Homes and Neighbourhoods	Carl Tomlinson	Russell Knight / Manjit Samra	Cabinet approved the Approval to Tender Strategy report Building Birmingham: Full Business Case - Delivering the Birmingham Municipal Housing Trust (BMHT) Housing Development Programme 2018-19 on the 18/09/2018 and delegated the award to CO. Delegated Contract Award Report signed 26/08/2020.	J. Harper & Sons (Leominster) Limited	£1,269,916	N/A	Ian MacLeod / Alison Jarrett	07/09/2020
Delegated Extension Award	Development of Housing at Ward End Park Road		For the development of 14 units for social housing at Ward End Park Road.	1 year	Inclusive Growth	Homes and Neighbourhoods	Carl Tomlinson	Terry Webb / Charlie Short	Cabinet approved the Approval to Tender Strategy report Building Birmingham: Full Business Case - Delivering the Birmingham Municipal Housing Trust (BMHT) Housing Development Programme 2018-19 on the 18/09/2018 and delegated the award to CO. Delegated Contract Award Report signed 11/09/2020. Report presented to Housing Development Board on 12/05/2020 to delegated to extension to CO. Delegated Extension Award Report signed 10/09/2020.	Jessup Brothers Ltd	£300,000	N/A	Ian MacLeod / Alison Jarrett	21/09/2020
Delegated Award Report	Birmingham Municipal Housing Trust Development of Housing at the Hollybank Road, King Heath, Birmingham	P0644	For the construction and development of 5 new homes at Hollybank Road, Kings Heath.	10 months	Inclusive Growth	Homes and Neighbourhoods	Carl Tomlinson	Gill X Beveridge / Manjit Samra	Cabinet approved the Approval to Tender Strategy report Building Birmingham: Full Business Case - Delivering the Birmingham Municipal Housing Trust (BMHT) Housing Development Programme 2017-19 with small Medium Enterprise (ME) housebuilders on 13/09/2017 and delegated the award to CO. Delegated Contract Award Report signed 11/09/2020.	J. Harper & Sons (Leominster) Limited	£849,220	N/A	Ian MacLeod / Alison Jarrett	14/09/2020
Delegated Award Report	Demolition of Baverstock Academy, 201 Bells Lane, Birmingham B14	13204	For the demolition, site clearance and associated works to Baverstock Academy, Druids Heath, Birmingham, B14 5NN.	14 weeks	Inclusive Growth	Homes and Neighbourhoods	Carl Tomlinson	Justin Brennan	Cabinet approved the Druids Heath Regeneration Report, Tender Strategy for the provision of the demolition of Baverstock Academy, 201 Bells Lane approved on 09/10/2018. Delegated Award Report signed 14/09/2020.	City Demolition Limited	£369,950	N/A	Ian MacLeod / Alison Jarrett	14/09/2020
Strategy / Award	Supply of Hydrogen Buses	P0409R	For the supply of 20 hydrogen buses using the Transport for London (TfL) Supply and Purchase of Hydrogen Buses and Associated Services Framework Agreement.	7 years	Inclusive Growth	Transport and Environment	Simon Ansell	Sylvia Broadley / Dean Billingham	Cabinet approved the "Clean Air Hydrogen Bus Pilot: Revision to Full Business Case" on 30/07/2019 and delegated the award to CO. Delegated Award Reports signed 23/09/2020.	Bamford Bus Ltd t/a Wrightbus	up to £11.000m	N/A	Ian MacLeod / Alison Jarrett	23/09/2020
Strategy / Award	Records Storage Contract	P0559	An off-site Records Storage facility is required for BCC to store certain records for a business and legal requirement. The service is used by the Council, Acivico and Birmingham Children's Trust.	7 years	Finance and Governance	Finance and Resources	Lee Bickerton	Jane Piovesana	Presented to Cabinet for info 23/06/2020. Strategy / Award Report signed 23/09/2020. However we now have further clarity from the framework owner regarding the length of call off contracts and in order to be compliant, the duration of this contract is required at 4 years, not the 7 years as stated in the Planned Procurement Activities Report.	Iron Mountain (UK) Plc	£1,000,000	N/A	Alison Jarrett	28/09/2020
Strategy / Award	Operational Programme Management Support for the Commonwealth Games 2022		For the provision of specialist strategic and operational support to the Programme Director, CWG 2022 on the overall programme management, governance structure and cross-directorate working for the CWG Team.	9 months	Commonwealth Games	Leader	Guy Olivant	Mark Channon / Charlie Short	Presented to Cabinet for info 08/09/2020. Strategy / Award Report signed 25/09/2020.	Ove Arup and Partners Ltd	£3,600,000	N/A	Craig Cooper / Alison Jarrett	01/10/2020
Delegated Award Report	Accommodation for stray dogs	F0266	The reception and accommodation of stray dogs delivered by or on behalf of the Council to ensure the care and welfare of stray dogs, including the re-homing of dogs to suitable situations wherever possible if they are not reclaimed by their owners.	4 years	Neighbourhoods	Homes and Neighbourhoods	Carl Tomlinson	Vikki Allwood	Presented to Cabinet for info 08/09/2020. SCN and award signed 15/09/2020.	Birmingham Dogs Home	£200,000	N/A	Rob James / Alison Jarrett	28/09/2020



## **APPENDIX 5**

Cabinet approved the procurement activity for the SAP Support Managed Service on 8<sup>th</sup> September 2020. Since this approval there is a requirement for an additional year for the contract to allow for any delay with the ERP implementation. The detail below is the amended document for approval.

<b>Title of Contract</b>	<b>SAP Support Managed Service – Addendum</b>
Director/ Assistant Director	Peter Bishop – Director, Digital and Customer Services
Briefly describe the service required	<p>The SAP applications portfolio is used to support the business function requirements in the area of Human Resource, Payroll, Finance and Procurement. The SAP application portfolio comprises a number of SAP applications which are contracted through SAP AG. (SAP AG is the German Name for SAP.COM) The Council has a support and maintenance contract with SAP AG. The requirement is for the continuation of the managed service support for the SAP applications portfolio through the contract with Capita until SAP is replaced by the new Enterprise Resource Planning (ERP) solution.</p> <p>Due to delays in the ERP programme a continuation of the SAP Support Managed Service is required.</p>
How will this service assist with the Council's commitments to Route to Zero?	This service will assist the Council in the efficient and timely delivery of its projects which support Route to Zero.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	There is not a statutory duty to provide this service. However, this service supports the delivery of the Council's functions through the delivery of the IT service.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The service is currently provided by Capita Birmingham as part of the remaining services contract which expires on 31 <sup>st</sup> March 2021.
What budget is the funding from for this service?	This is funded from the general IT budget, however as the requirement to extend the service is due to the delays in the ERP implementation a contribution to these additional costs may be requested from the ERP Programme.
What is the proposed procurement route and reason for material change?	To enter into single contractor negotiations with Capita Birmingham.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Capita Birmingham is the only supplier that can continue to provide this service as the Council's SAP environment is heavily customised. A change in supplier would not be economically viable for the short term required until the replacement ERP solution is in place. The short-term agreement will seek to maintain the same pricing and terms, including BBC4SR, although additional social value actions will need to be identified, as the current service.
Proposed start date and duration of the new contract	The proposed start date is 1 <sup>st</sup> April 2021 for a maximum duration of 24 months, with a break clause after 12 months.





## Resources O&S Committee: Work Programme 2020/21

<b>Chair</b>	Councillor Sir Albert Bore
<b>Deputy Chair</b>	Councillor Lisa Trickett
<b>Committee Members:</b>	Councillors Muhammad Afzal, David Barrie, Meirion Jenkins, Yvonne Mosquito, Brett O'Reilly and Paul Tilsley
<b>Committee Support:</b>	Scrutiny Team: Emma Williamson (464 6870) and Jayne Bowles (303 4810) Committee Manager:

### 1 Meeting Schedule

Date	Item	Officer contact
<b>18 June 2020</b> <b>1430 hours</b> Deadline for reports: 9 June	Financial Outturn 2019/20	Rebecca Hellard, Interim Chief Finance Officer
	Birmingham Children's Trust Outturn 2019/20	Andy Couldrick, Chief Executive/Andrew Christie, Chair, Birmingham Children's Trust
	Budget Implications of Covid-19 Activity	Rebecca Hellard, Interim Chief Finance Officer
<b>23 July 2020</b> <b>1200 hours</b> Deadline for reports: 14 July	Quarter 1 Financial Outturn 2020/21	Rebecca Hellard, Interim Chief Finance Officer
	Neighbourhoods Directorate (deferred)	Rob James, Acting Director, Neighbourhoods/Darren Share, AD, Street Scene
<b>10 September 2020</b> <b>1300 hours</b> Deadline for reports: 1 September	Neighbourhoods Directorate	Rob James, Acting Director, Neighbourhoods/Julie Griffin, Acting AD, Housing/Darren Share, AD, Street Scene
	CWG Athletes Village	Rebecca Hellard, Interim Chief Finance Officer/Craig Cooper, Programme Director, CWG/Guy Olivant, Major Developments Lead
	Financial Monitoring 2020/21 – Month 4	Rebecca Hellard, Interim Chief Finance Officer



<b>15 October 2020</b> <b>1400 hours</b> Deadline for reports: 6 October	Financial Monitoring 2020/21 – Month 5	Rebecca Hellard, Interim Chief Finance Officer
	In-Reach – Financial Issues	Colette McCann, Head of Housing Development/Aniekan Umoren, Interim AD Housing Development
<b>12 November 2020</b> <b>1000 hours</b> Deadline for reports: 3 November	Financial Monitoring 2020/21 – Quarter 2/Month 6	Rebecca Hellard, Interim Chief Finance Officer
	Medium Term Financial Plan Refresh	
<b>10 December 2020</b> <b>1400 hours</b> Deadline for reports: 1 December	Financial Monitoring 2020/21 – Month 7  School Deficits  Risk Issues around Commercial Property	Rebecca Hellard, Interim Chief Finance Officer/Sara Pitt, AD, Service Finance
<b>14 January 2021</b> <b>1400 hours</b> Deadline for reports: 5 January	Financial Monitoring 2020/21 – Month 8	Rebecca Hellard, Interim Chief Finance Officer
<b>11 February 2021</b> <b>1400 hours</b> Deadline for reports: 2 February	Financial Monitoring 2020/21 – Quarter 3/Month 9	Rebecca Hellard, Interim Chief Finance Officer
<b>11 March 2021</b> <b>1400 hours</b> Deadline for reports: 2 March	Financial Monitoring 2020/21 – Month 10	Rebecca Hellard, Interim Chief Finance Officer
<b>8 April 2021</b> <b>1400 hours</b> Deadline for reports: 30 March		

## 2 Items to be programmed

- 2.1 Planned Procurement Activities Report to be a standing item on all meeting agendas
- 2.2 Engagement of Agency Workers, Consultants and Interims (*timing to be confirmed*)
- 2.3 Update on Implementation of ERP System (*timing to be confirmed*)
- 2.4 Neighbourhoods Directorate – results of CIPFA “deep dive” (*timing to be confirmed*)
- 2.5 CityServe – Review (*due to go to Cabinet in January*)



2.6 Perry Barr Regeneration Scheme - Full Business Case Update *(due to go to Cabinet in February)*

### 3 Other Meetings

#### Call in

25 August 2020	Birmingham Clean Air Zone (CAZ): Implementation of Main CAZ Infrastructure – Civil Engineering and Cameras Solution – Full Business Case (FBC)	Called in
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#### Petitions

*None scheduled*

#### Councillor Call for Action requests

*None scheduled*

### 4 Forward Plan for Cabinet Decisions

007927/2021	Business Plan 2021-2025	09 Feb 21
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Leader		
008157/2021	Council Tax Tax-base for 2021/22	19 Jan 21
008158/2021	Business Rates Income 2021/22	19 Jan 21
007786/2021	Financial Monitoring Quarter 3 2020/21	09 Feb 21
008307/2021	Perry Barr Regeneration Scheme - Full Business Case Update	09 Feb 21
008321/2021	Recommendation Regarding Tenders for the Sale of Various Land and Property Interests, Birmingham	09 Feb 21

Cabinet Member for Finance and Resources		
007787/2020	Procurement Strategy for supply of Non-permanent workers & permanent recruitment solutions	15 Dec 20
008178/2020	Provision of Corporate Telephony VoIP Service	15 Dec 20
008214/2020	Procurement Strategy for the renewal of various insurance policies – PO698	15 Dec 20
007223/2020	Cityserve – Review	19 Jan 21

Cabinet Member for Street Scene and Parks		
007349/2020	Waste Vehicle Replacement Programme	20 Apr 21

Cabinet Member for Transport and Environment		
008212/2020	Birmingham Clean Air Zone (CAZ) Update to Cabinet on Digital and Physical Infrastructure, Air Quality Monitoring and Forecast Income and Expenditure	15 Dec 20
006832/2019	Highway Maintenance and Management PFI Contract	19 Jan 21

