

BIRMINGHAM CITY COUNCIL

RESOURCES OVERVIEW AND SCRUTINY COMMITTEE

THURSDAY, 14 JANUARY 2021 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) 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 - 10 DECEMBER 2020

To agree the action notes of the meeting held on 10 December 2020.

9 - 20

5 FINANCIAL MONITORING 2020/21 - MONTH 8

To consider the Month 8 corporate exception report.

21 - 38

6 CIPFA REVIEW OF NEIGHBOURHOODS DIRECTORATE

To consider a report on the recent CIPFA Budget Sufficiency Review of the Neighbourhoods Directorate.

7 **PLANNED PROCUREMENT ACTIVITIES REPORT**

To consider the Cabinet report (to be considered on 19 January) on planned procurement activity.

8 **WORK PROGRAMME**

For discussion.

9 **DATE OF NEXT MEETING**

To note that the next Resources Overview and Scrutiny Committee meeting will be held at 1400 hours on Thursday 11 February 2021 as an online meeting.

10 **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).

11 **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.

12 **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'.

13 **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

14 **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**1400 hours on Thursday 10 December 2020 (On-line Meeting)**

Present:

Councillor Sir Albert Bore (Chair)

Councillors: Muhammed Afzal, David Barrie, Meirion Jenkins, Yvonne Mosquito and Paul Tilsley

Also Present:

Councillor Tristan Chatfield, Cabinet Member, Finance and Resources

Rebecca Hellard, Interim Chief Finance Officer

Alan Layton, Interim Head of Financial Planning

Jayne Bowles, Scrutiny Officer

Emma Williamson, Head of Scrutiny

1. NOTICE OF RECORDING/WEBCAST

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2. APOLOGIES

Apologies were received from Councillor Lisa Trickett.

3. DECLARATIONS OF INTERESTS

None.

4. ACTION NOTES – 12 NOVEMBER 2020

(See document 1)

Cllr Tilsley pointed out that at the last meeting he had raised a query regarding the transition of the Brussels Office and this had not been recorded in the action notes. The Chair undertook to pick this up with the Scrutiny Office after the meeting and

request a note from the Cabinet Member or European & International Team. It was suggested that this be discussed in more detail under the financial monitoring item.

The following updates were given:

- Update on implementation of the ERP system – timing to be advised;
- Neighbourhoods Directorate – CIPFA “deep dive” – the report should be finalised and sent to the Cabinet Member in the next day or so and it should therefore be possible to programme this for the January meeting;
- Bid for Government funding for sports and leisure centres – still awaiting bidding guidance and as soon as that comes out the bid is ready to go;
- Responses to the actions from the last meeting had been circulated, however to date no responses had been received to the letters sent to Cabinet Members;
- Engagement of Agency Workers, Consultants and Interims – work has started and is progressing well and the intention is to bring a report to either the January or February meeting;
- Update on Athletes Village Revised FBC – due to go to Cabinet in February;
- The CityServe Review is now due to go to Cabinet in March;

RESOLVED:-

- A note on the position with regard to the transition of the Brussels Office to be requested;
- The action notes of 12 November 2020 were agreed.

5. FINANCIAL MONITORING 2020/21 – MONTH 7

(See document 2)

Councillor Tristan Chatfield, Cabinet Member for Finance and Resources, Rebecca Hellard, Interim Chief Finance Officer, and Alan Layton, Interim Head of Financial Planning, attended for this item.

The following points were highlighted:

- Despite the impact of Covid, the position continues to improve with a net underspend of £5.4m, primarily driven by Adults but significant improvements can be seen in a lot of directorates, eg Neighbourhoods;
- It is worth also noting the additional £44m from Government to alleviate pressures during the winter;
- With regard to Capital, they are beginning to highlight key projects and a £149.3m underspend is forecast, the majority being re-profiling mainly due to Covid, with a small amount of savings as well;
- The two areas highlighted around the re-profiling are disabled facilities grants of £3m, which is purely Covid-related, and the other one is the Paradise development re-programming due to Covid-related operational issues;
- There is work being done around the establishment with workforce controls and improving governance with the aim of reducing spend on agency;
- With regard to savings delivery, £19m of £27m has been achieved, with £4.3m at risk, so edging towards delivered stage and a significant improvement on previous years.

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

- The Chair once again commented on the improved format and consistency of the reports, making it easier to pick up issues from month to month;
- With regard to Capital and the slippage on the Paradise development, it is understood that the project is still within the original business plan forecast;
- Cllr Tilsley provided clarification on the matter raised under the action notes and his request for a note on the position regarding the Brussels office going into the future and what support we will get from other partners in the enterprise;
- Cllr Chatfield agreed to get more detail and provide a response;
- In response to a question about the Covid situation and whether the Government funding puts us in a surplus position, Members were told that technically it does, but the funding has been given to us to cover costs as we go into the winter period and it is likely a large proportion of it will have to be used to mitigate effects.

RESOLVED:-

- A note to be provided on the position regarding the Brussels office;
- The report was noted.

6. SCHOOL DEFICITS

(See document 3)

The following points were made:

- It was noted that no officer had been able to attend due to a clash with Schools Forum, however the report addressed the issues which had been raised at the previous meeting;
- The Month 7 report indicates a £9m deficit, which is a worrying position, however Members agreed the report provided reassurance that measures are in place which appear to indicate that we are doing what we can to try and contain the situation;
- No further issues were raised and the Chair expressed the Committee's thanks to officers for providing the report.

RESOLVED:-

The report was noted.

7. COMMERCIAL PROPERTY INCOME RISKS

(See document 4)

The following points were made:

- The slides included in the agenda papers had been taken from a presentation given to the Economy and Skills O&S Committee in November;

- Members agreed that the information provided was clear and dealt with concerns raised at the last meeting in relation to the impact of Covid on commercial property income;
- No further issues were raised and the Chair expressed the Committee's thanks to officers for providing the information.

RESOLVED:-

The report was noted.

8. PLANNED PROCUREMENT ACTIVITY REPORT

(See document 5)

There were no issues raised with regard to this month's report.

RESOLVED:-

The report was noted.

9. WORK PROGRAMME

(See document 6)

The Chair confirmed that the items discussed under the Action Notes item would be scheduled into the work programme.

RESOLVED:-

The report was noted.

10. DATE OF NEXT MEETING

Noted.

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

None.

12. OTHER URGENT BUSINESS

None

13. 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.

The meeting ended at 1444 hours.

Month 8 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 8. 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 November is that the Council's General Fund, will have a net underspend of £3.5m (Column E in table1) which represents -0.4% of the £852.9m budget. There is a £6.5m overspend relating to the Covid-19 emergency after applying the £84.3m government grant and an estimated for income loss funding £19.6m which has remained unchanged, (Column C in table1). The funding gap is being dealt with as a corporate issue. This is offset by a non Covid-19 net underspend of £10.0m (Column D in table1).
- 1.3. Directorates are reporting that £20.1m of the £27.1m savings targets are either delivered or on track. This represents 74.3% of the total target. A further £4.3m of savings are considered to be at risk. Directorates will continue to work to ensure these savings are brought on track.
- 1.4. The Adult Social Care Directorate's Transformation Programme is now substantially complete. It has achieved the existing planned substantial savings and will achieve further savings this year from the early delivery of savings planned for 2021/22.
- 1.5. The net underspend reflects proposal 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.
- 1.6. On 22nd October the Council was informed of a further £44.2m of un-ringfenced Covid-19 related grant. It was approved by Cabinet on November 10th in the Month 6 Report that this is transferred to specific Covid reserve to manage the ongoing pandemic through the higher risk winter months.
- 1.7. On 31st October the Government announced further national lockdown measures. Any impacts will be reflected in future reports.
- 1.8. £1m funding to support the transformation project from policy contingency
- 1.9. The Government has also announced £100m of national funding to support leisure centres. No details are yet available, so this has not been factored into this report. There will be a bidding process.
- 1.10. Brexit: Two key risks have been identified: EU citizens are losing access to certain benefits and services on January 1st 2020. The Council is developing plans to deal with the impact of this. There are Business & Service Continuity Assessments being conducted for a number of issues such as economic impact, EU settlement scheme, new Immigration bill, border plans, and new regulations.

- 1.11. 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.
- 1.12. 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 7 there has been an increase in net underspend of £4.4m (Column E). The cost of the Covid-19 emergency has increased by further £1.1m (Column C) since Month 7 largely due to a deteriorating forecast shortfall of £1.7m in parking income. Non Covid-19 costs has largely remained unchanged since month 7 (Column D),

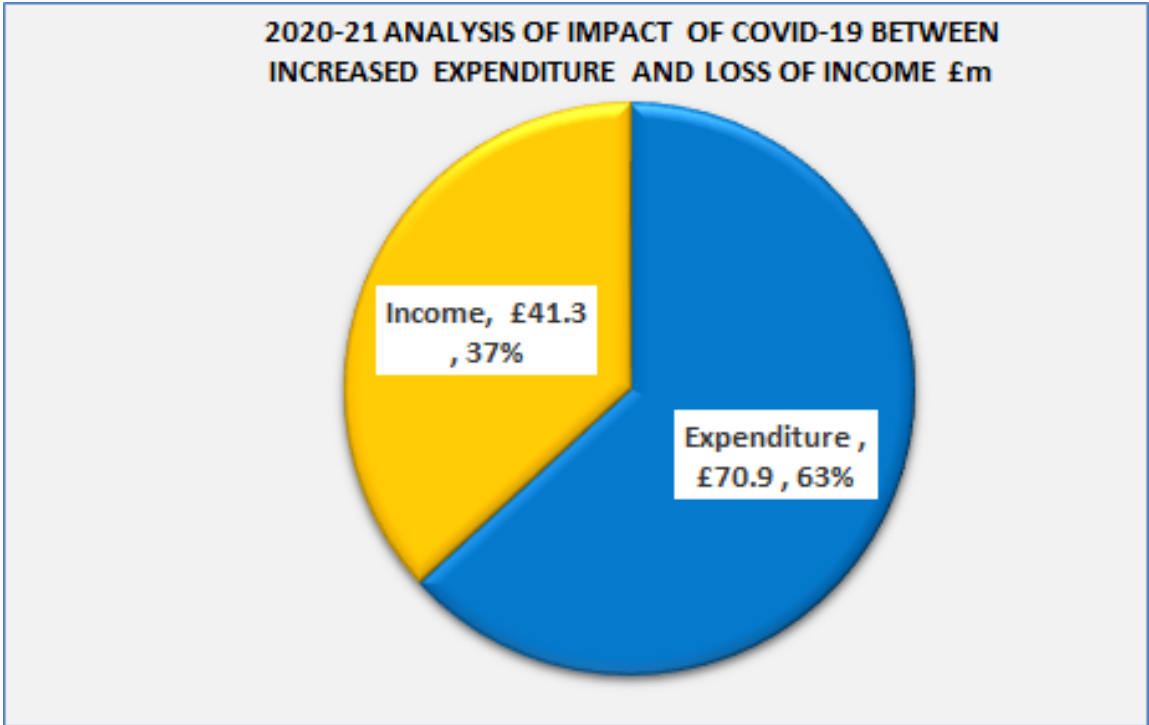
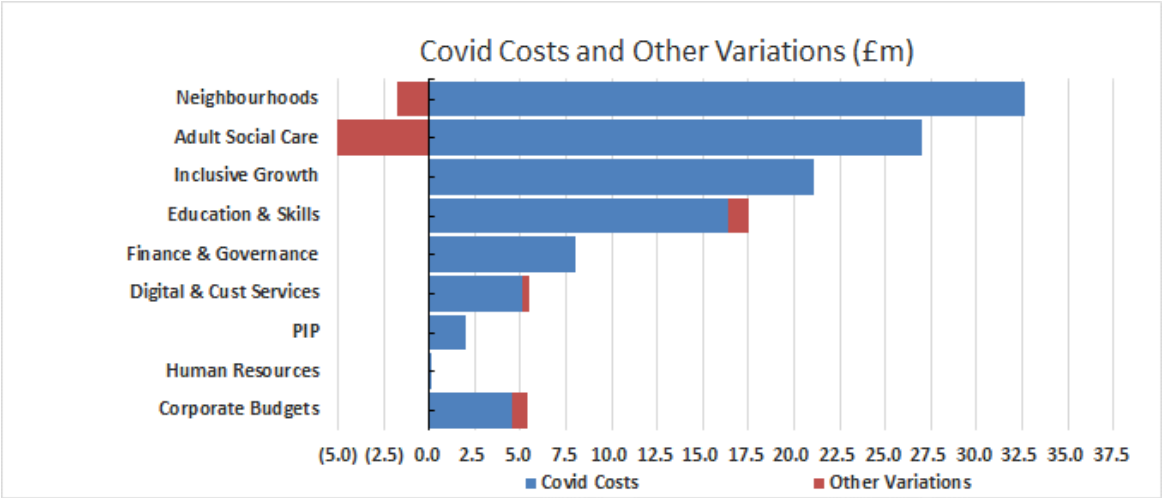


Table 1:High Level Summary						
	A	B	C	D	E	F
Directorate	Current Budget	Forecast Outturn	Covid 19 Financial Impact Included *	Over/(Under) spend Non Covid costs	Total Over/(Under) Spend **	Movement in Total Over/(Under) Spend From M7***
	£m	£m	£m	£m	£m	£m
Neighbourhoods	125.938	156.859	32.675	(1.754)	30.921	(0.705)
Adult Social Care	329.344	346.094	27.045	(10.295)	16.750	(0.095)
Inclusive Growth	105.699	126.634	21.049	(0.114)	20.935	2.170
Education & Skills	277.822	295.292	16.370	1.100	17.470	0.006
Finance & Governance	16.210	24.183	7.996	(0.023)	7.973	(0.082)
Digital & Cust Services	29.263	34.743	5.061	0.419	5.480	0.151
Partnerships, Insight and Prevention	7.427	9.328	2.007	(0.106)	1.901	(0.106)
Human Resources	6.566	6.508	0.036	(0.094)	(0.058)	0.041
Directorate Sub Total	898.269	999.642	112.240	(10.867)	101.373	1.380
Corporate Budgets	(45.337)	(39.931)	4.500	0.905	5.405	0.557
Proposed School Meals Funding	0.000	(6.400)	(6.400)	0.000	(6.400)	0.000
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
Corporate Subtotal	(45.337)	(150.209)	(105.778)	0.905	(104.873)	0.557
City Council General Fund	852.933	849.433	6.462	(9.961)	(3.500)	1.937
Financial Position as at M7	852.933	847.496	4.483	(9.919)	(5.437)	
Movement from previous M7	0.000	1.937	1.979	(0.042)	1.937	
Movement from previous M7 %	0.00%	0.23%	44.14%	0.42%	(35.62)%	

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

**this excludes Covid-19 risk, see [2.16 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 M7	Over/(Under) spend Non Covid costs M7	Total Over/(Under) Spend M7	Movement Covid 19 cost from M7	Movement in Non Covid cost From M7	Movement in Total Over/(Under) Spend From M7***
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Neighbourhoods	125.938	156.859	32.675	(1.754)	30.921	33.159	(1.533)	31.626	(0.484)	(0.221)	(0.705)
Adult Social Care	329.344	346.094	27.045	(10.295)	16.750	27.045	(10.200)	16.845	0.000	(0.095)	(0.095)
Inclusive Growth	105.699	126.634	21.049	(0.114)	20.935	19.195	(0.430)	18.765	1.854	0.316	2.170
Education & Skills	277.822	295.292	16.370	1.100	17.470	16.291	1.173	17.464	0.079	(0.073)	0.006
Finance & Governance	16.210	24.183	7.996	(0.023)	7.973	8.055	0.000	8.055	(0.059)	(0.023)	(0.082)
Digital & Cust Services	29.263	34.743	5.061	0.419	5.480	5.029	0.300	5.329	0.032	0.119	0.151
Partnerships, Insight and Prevention	7.427	9.328	2.007	(0.106)	1.901	2.007	0.000	2.007	0.000	(0.106)	(0.106)
Human Resources	6.566	6.508	0.036	(0.094)	(0.058)	0.036	(0.135)	(0.099)	0.000	0.041	0.041
Directorate Sub Total	898.269	999.642	112.240	(10.867)	101.373	110.818	(10.825)	99.993	1.422	(0.042)	1.380
Corporate Budgets	(45.337)	(39.931)	4.500	0.905	5.405	3.943	0.905	4.848	0.557	0.000	0.557
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)	(6.400)	0.000	(6.400)	0.000	0.000	0.000
Corporate Subtotal	(45.337)	(150.209)	(105.778)	0.905	(104.873)	(106.335)	0.905	(105.430)	0.557	0.000	0.557
City Council General Fund	852.933	849.433	6.462	(9.961)	(3.500)	4.483	(9.919)	(5.437)	1.979	(0.042)	1.937
Financial Position as at M7	852.933	847.496	4.483	(9.919)	(5.437)						
Movement from previous M7	0.000	1.937	1.979	(0.042)	1.937						

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	0.6	0.2	4.0	(6.6)	(1.8)
Adult Social Care	0.0	(0.4)	(1.3)	(8.5)	(10.2)
Inclusive Growth	0.9	0.0	1.5	(2.4)	0.0
Education & Skills	0.0	1.2	(0.1)	0.0	1.1
Finance & Governance	0.0	(0.7)	1.8	(1.1)	0.0
Digital & Cust Services	0.0	0.4	0.0	0.0	0.4
Partnerships, Insight and Prevention	0.0	3.7	(3.8)	0.0	(0.1)
Human Resources	0.0	0.9	0.3	(1.3)	(0.1)
Directorate Sub Total	1.5	5.4	2.4	(19.9)	(10.9)

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).

- 1.11 Neighbourhoods: mitigations of £6.6m have been identified for 2020/21. These are the £4.0m related to delayed Prudential Borrowing, £1.6m other mitigations in Street Scene (including the “Love your Street” initiative delay), £0.5m in Housing General Fund through reductions in temporary accommodation costs and £0.5m in Neighbourhoods service area primarily through holding vacant posts pending the implementation of a new operating model.
- 1.12 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.
- 1.13 Inclusive Growth: One-off measures are mainly from not filling the vacant positions.
- 1.14 Finance and Governance: One-off mitigations actions have been taken, £1.0m saving due vacancies not been filled.
- 1.15 Human Resources: There are one-off mitigations actions that have been identified but not yet approved including £1.0m from reserves carried forward from previous year.

Capital spend

Capital Expenditure

Table 4 Overall Capital Budget position as at the end of period 8

	Spend to date	Quarter 2 Approved Budget	New Schemes & Resources	Revised Budget period 8	Forecast net underspend	Forecast Outturn
	£m	£m	£m	£m	£m	£m
General Fund	156.0	742.2	8.0	750.2	148.4	601.8
HRA*	45.8	114.9	0.0	114.9	2.9	112.0
TOTAL	201.8	857.1	8.0	865.1	151.3	713.8

NB: HRA = Housing Revenue Account

1.16 **Forecast Outturn:** overall capital expenditure for the year is forecast to underspend against the revised capital budget by £151.3m. The underspend comprises £146.8m of net slippage and £4.5m of forecast net savings. The forecast outturn of £713.8m has decreased from that reported at Month 7 (of £715.7m) by £1.9m. The change to last month's forecast outturn is the net result of the following:

- Slippage on new Coroners Court (£0.9m) due to delays in gaining possession of the building and more works resulting from initial surveys. A Full Business Case is being prepared following a full requirements assessment.
- £0.4m slippage against the Adults IT budget due to the delay in the implementation of the Eclipse project.
- £0.4m slippage on the replacement Leisure Flex (till system) which is delayed until next financial year.
- £0.2m slippage on Adults Property due to Covid resulting in delayed access to user homes to install a new nurse call alarm system at 3 residential homes.

1.17 **Spend-to-date:** is £201.8m (27% of the revised budget) and is an increase of some £32m from the amount spent at the end of month 8

1.18 **Budget movements:** the revised 2020/21 period 8 capital budget has increased from the Quarter 2 (period 6) budget by £7.99m. The increases are in Table 5 and all relate to the Council's General Fund services.

Table 5: Approved increases to the Capital Budget

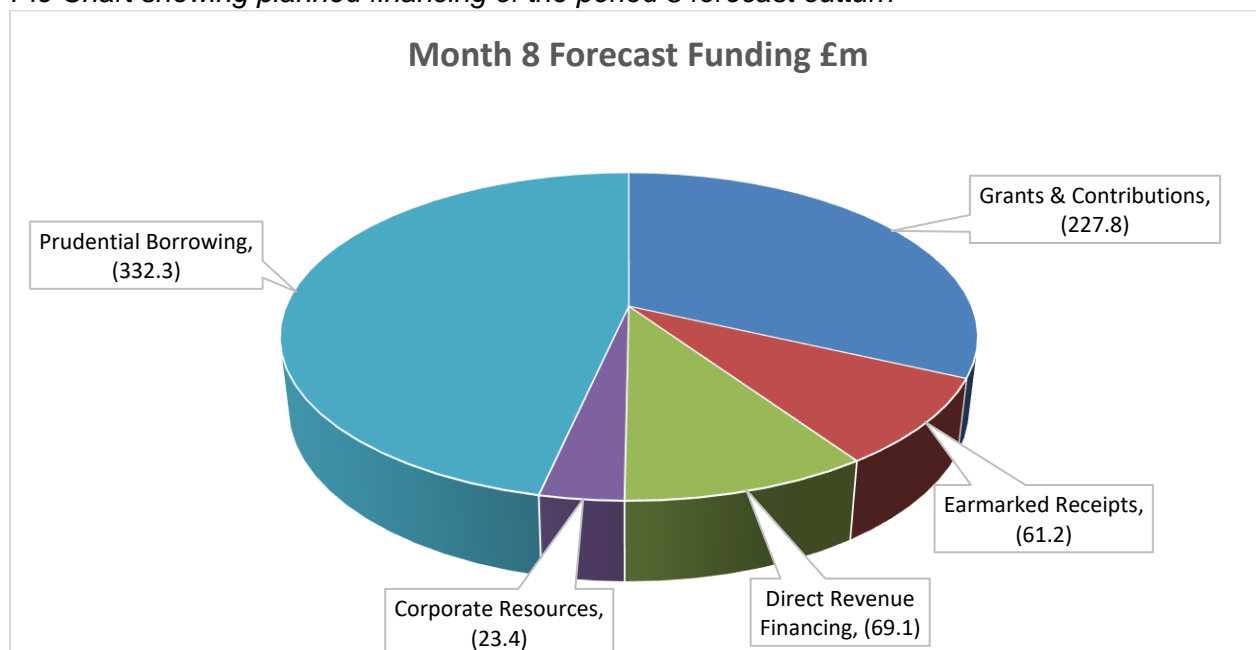
Directorate	Amount in 21/22 £m	Total amount £m	Capital Project	Funding	Approval
Neighbourhoods - Waste Management Services	0.9	1.1	Relocation of Montague Street & Redfern Road	Capital receipt from sale of Montague Street	13/10/20
Neighbourhoods – Parks & Nature Conservation	0.3	2.1	Ward End Park Lakeside Renewal Project	Community Infrastructure Tariff, Corporate Resources, ERDF, HS2, & BMHT	17/03/20
Neighbourhoods – Illegal Money Lending Team	0.1	0.1	Acquisition of vehicles	Direct Revenue Funding	08/09/20
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
Total	8.00	13.9			

1.19 Financing of the capital programme

Table 6: Summary of Capital Project Funding for Month 8			
	General Fund	Housing Revenue Account (HRA)	Total
	£m	£m	£m
Forecast Capital expenditure	601.9	112.0	713.9
Forecast Funding			
Grants and contributions	(223.5)	(4.3)	(227.8)
Earmarked Receipts	(39.2)	(22.0)	(61.2)
Direct Revenue Financing	0.0	(69.1)	(69.1)
Corporate Resources	(23.4)	0.0	(23.4)
Prudential Borrowing	(315.6)	(16.7)	(332.3)
Total Funding	(601.9)	(112.0)	(713.9)

1.20 The pie chart below shows how the forecast outturn at period 8 of £713.9m is planned to be financed.

Pie Chart showing planned financing of the period 8 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 £1.1m (a reduction of £0.1m from Month 7) and the majority of this £1.0m 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 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).
- 2.3. 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 is reviewing the robustness of deficit recovery plans.

Neighbourhoods

- 2.4. 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 8 the directorate is forecasting underspend of £1.8m on non Covid-19. The forecast has improved by £0.7m since Month 7. These pressures have been managed by one off measures, delay in purchase of vehicles and by holding vacant posts pending the implementation of a new operating model.

Adult Social Care

- 2.6. The overall Adults non Covid-19 is forecast underspend of £10.2m, which has not changed since month 7. The underspend is largely a result of the following:
- 2.7. **Packages of Care - £6.2m underspend** - The current packages of care forecast includes Health funding for hospital discharges and prevention packages up to the end of October 2020. It is anticipated that the funding and support will continue until it is reassessed (or to 31st March at the latest), as clients are reassessed in respect of their on-going needs. However, there is risk of significant costs still to be quantified in relation to support to the care market in respect of actual costs incurred and it is anticipated that there is currently a significant level of hidden demand which will impact when lockdown is fully eased. 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.
- 2.8. **Community & Operational - £5.3m underspend**- 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. Further savings will be achieved, £1.3m due to the early delivery of 2021/22 savings and £3.9m due to the phased reduction in the use of agency staff through to the end of October.

Inclusive Growth is forecasting a balanced budget.

- 2.9. 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.
- 2.10. 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.

- 2.11. 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.

New Oracle Back office system (ERP)

- 2.12. 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

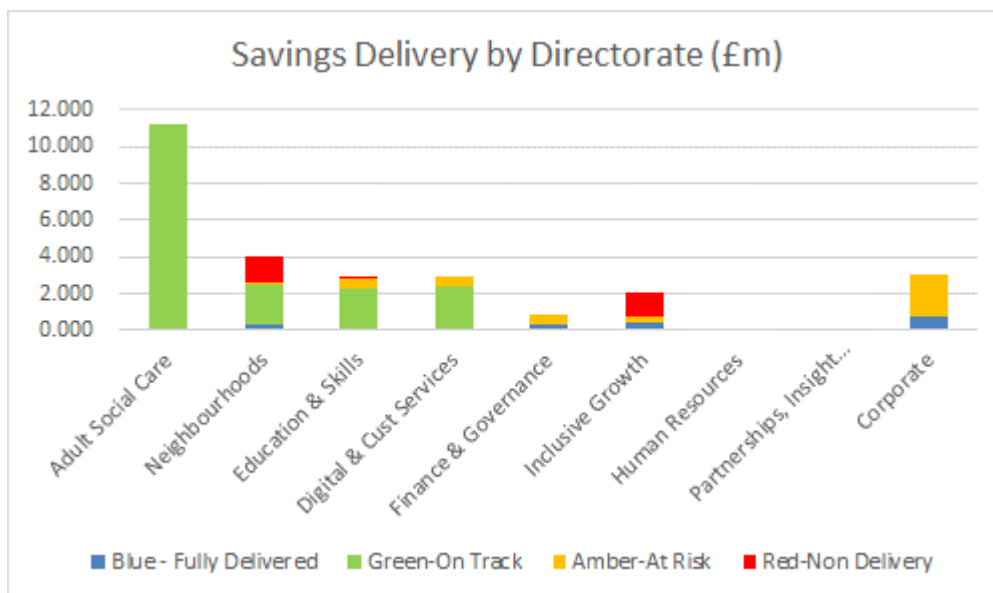
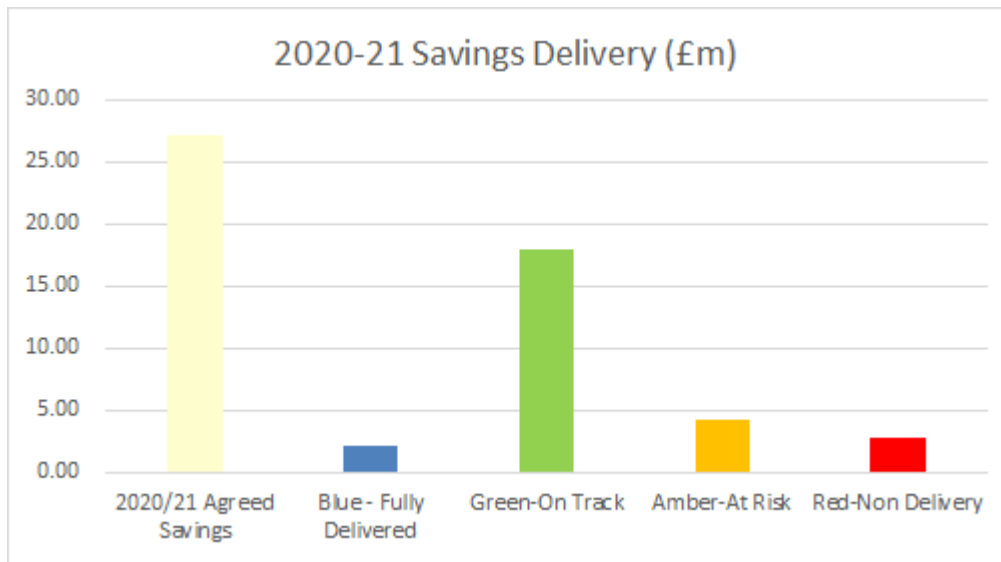
Table 7: Breakdown of Savings Delivery and Non-Delivery

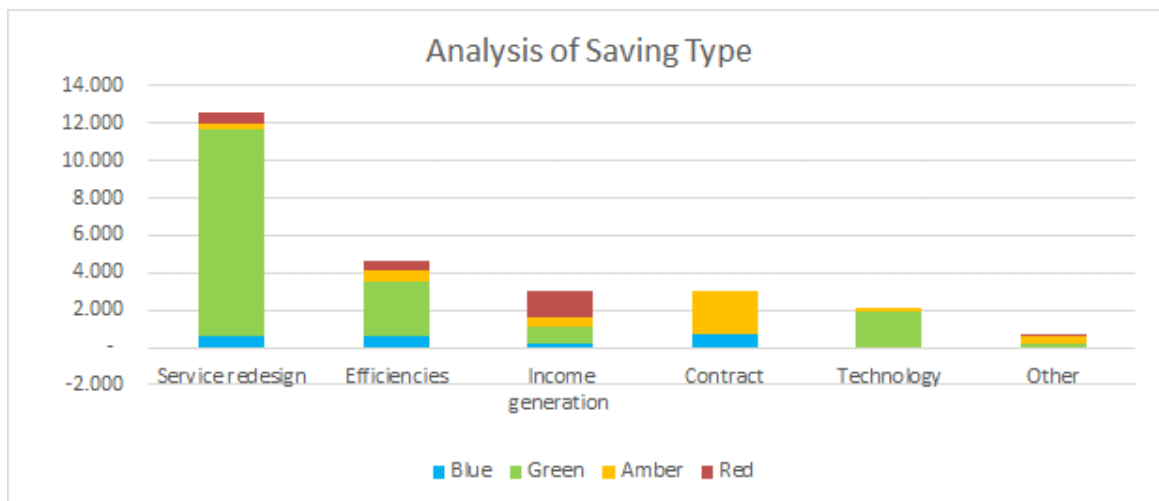
Directorate	Non-Delivery of Saving		Saving at Risk	Saving Delivered and on Track	Total Saving
	Delayed Because of Covid-19	High Risk & Undeliverable			
	£m	£m	£m	£m	£m
Neighbourhoods	0.7	0.6	0.2	2.5	4.0
Adult Social Care	-	-	-	11.2	11.2
Inclusive Growth	0.5	0.9	0.3	0.5	2.1
Education & Skills	-	-	0.5	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	-	-	-	0.1	0.1
Human Resources	-	-	-	0.1	0.1
Corporate	-	-	2.3	0.7	3.0
Total	1.2	1.5	4.3	20.1	27.1

- 2.13. The £27.1m savings programme for 2020-21 (shown in the following charts) is now showing £20.1m as delivered or on track (£19.0m at Month 7). This improvement of £1.1m is almost all related to Neighbourhoods savings that was considered at high risk at Month 7 has now been rated as on track. There are £4.3m of savings at risk (no change since Month 7) and £2.7m (£3.8m at Month 7) classed as undeliverable or non-delivered. Covid-19 has impacted savings delivery. The key areas at risk or non-deliverable (those over £0.5m) are:

- **Neighbourhoods has £0.2m** savings that are at risk and **£1.3m** savings that are unlikely to be achieved, of which £1.1m are related to Covid. 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





Council Tax and Business Rates

2.14. 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 Government announced in the spending review 2020 proposal to compensate to local authority for 75% of irrecoverable loss of council tax and business rate revenue in 2021-22. Precise details are expected in the local government settlement. 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

2.15. The Council has received £128.5m of un-ringfenced Covid-19 related grant funding from the government. This includes £44.2m that was received in month 8. Cabinet on November 10th 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 first payment of £6.5m was received in month 8 based on our quarterly bid submission. 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.

2.16. Further Covid-19 financial risks which have been quantified at £18.3m, 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 increase from the £18.2m reported at Month 7.

2.17. On 31st October the Government announced further national lockdown measures. Any impacts will be reflected in future reports.

REPORT TO RESOURCES OVERVIEW AND SCRUTINY COMMITTEE**14 JANUARY 2021****BUDGET SUFFICIENCY REVIEW – NEIGHBOURHOODS DIRECTORATE****EXECUTIVE RESPONSE****Introduction**

Further to the re-basing of budgets in the Neighbourhoods Directorate during the financial year 2020/2021, CIPFA were asked to support the Directorate to ensure that the budget allocation to the Directorate is sufficient and represents the services being delivered within the 2021/22 General Fund budget.

CIPFA considered four service groupings in line with Assistant Director responsibilities:

- Housing
- Neighbourhoods
- Regulatory and Enforcement
- Streetscene

The Approach

The approach was agreed by the Chief Finance Officer and the Acting Director, Neighbourhoods, and was based on comparative analysis; documentation review and interviews in addition to a review of non-financial data used within the Directorate.

Previous outturn reports were tracked against original budgets with a narrative developed as to why there had been variances.

Reported expenditure was compared against all Metropolitan District Councils (based on RO Returns).

Performance was also reviewed to gain an understanding of Value for Money with the delivery of services.

Review focused on 'Budget Sufficiency' items put forward following discussions with the Assistant Directors.

The Executive Summary of the report is attached - Appendix 1.

CIPFA Conclusions

A summary of the conclusions are as follows:

Housing Division

- The budget is insufficient to meet the demand for services. The scale of the operation is significant.
- There are major pressures due to the numbers presenting as homeless.
- The proposed investment by the service in relation to prevention work is the right approach, in principle, and the budget sufficient with these investments.

Neighbourhoods Division

- The budget is sufficient to manage services.
- The risk to the service is that the budget includes provision for a number of buildings, many of which are old, and for which there is limited revenue and capital available. If any building should fail, then there would be a loss of income.

Regulation and Enforcement

- The budget is sufficient subject to the shortfalls in income being addressed as set out below.
- This mainly relates to an under-achievement of income targets in Bereavement and in Markets which needs to be addressed. There is a need for a strategic review of the future income generating capability of the Bereavement Service and the Markets.
- There are minor ongoing unquantified risks, including Coroners Court.

Streetscene

- The budget is insufficient, and there are some significant issues as follows:
 - Grounds Maintenance – need to review how the budgets are recorded in the Council's budget. Currently internal recharge. This is not a budget sufficiency issue.
 - Trade Waste - highly competitive market. Flatness of income levels indicates budget sufficiency adjustment should be made following a wide-ranging review of the service.
 - Garage - detailed review needed to understand the increase in costs. Budget adjustment is likely to be needed subject to the result of the review.
 - Street Cleansing - service is meeting its target – no adjustment needed. A detailed business case is recommended.
 - Recycling Income - too early to judge whether downturn is a long-term issue requiring a permanent budget adjustment.
 - There is a need to look at the long-term future of the Waste Collection Service, especially with changes to legislation on the horizon and the current level of performance benchmarked against others.

CIPFA Conclusions and Budget Sufficiency Additions

BUDGET SUFFICIENCY PRESSURES	21/22	22/23	23/24	Onwards
Housing Service Group				
Investment to commence prevention of Homelessness Strategy. (+ £0.3 m charged to HRA)	2,600	2,600	2,600	2,600
Temporary Accommodation.	7,400	8,700	-500	-8900
Housing Service Group Total	10000	11300	2100	-6300
Regulatory & Enforcement Service Group				
Bereavement Services - Loss of Income	446	446	446	446
Markets - Loss of income	670	670	670	670
Proceeds of Crime adjustment	60	60	60	60
Regulatory & Enforcement Service Group Total	1176	1176	1176	1176
Streetscene Service Group				
Waste Disposal Project – External Legal advice	237	165		
Trade Waste income	1,500	1,500	1,500	1,500
Garage costs/Hire Costs from delay in new vehicles.	1,900	1,900	1,900	1,900
Streetscene Service Group Total	3637	3565	3400	3400
Subject to amount of new vehicles acquired				

CIPFA Comparison with Metropolitan Councils

Housing Division

The average cost for Metropolitan Districts has remained stable, however, since 2016/17 the Council has seen a steep increase in net cost per head of population.

In 2018/19 Birmingham Council was four times as costly as the average.

Bed & Breakfast accommodation is the dominant cost - in 2014/15 represented 11% of total cost but in 2018/19 represented 51.4%.

Income from accommodation has always significantly exceeded the average for a Metropolitan Council.

In 2018/19 Birmingham Council was in the bottom quartile for these services by comparison.

Housing Performance

Every year except 2014/15 failed to operate within original budget.

Major driver has been Temporary Accommodation.

Mandatory licensing expanded in October 2018.

Selective licensing scheme due to come into place in 2018, however this did not come to fruition – report to December 2020 Cabinet.

Proposed move to a preventative strategy.

Service not currently meeting its targets for preventing and relieving homelessness.

Business case developed setting out redesign proposal and associated financial implications – eradicating B&B over 4 years.

Birmingham has approximately twice as many as the average of households on the housing waiting list.

Neighbourhoods Division

Since 2014/15 the average cost per head of population has seen a downward trend for all Metropolitan Councils.

Over the same period the Council's expenditure has declined for this service group.

The most significant area of reduction is in Neighbourhood Community Services and Advice, but also support to the Arts.

Total service group budget has declined from £53.1 million in 2013/14 to £16.7 million in 2018/19.

Unable to be compared with the RO returns for other local authorities.

Neighbourhoods Division – Performance

The service group has not always operated within its budget – in 2017/18 there was a significant overspend in Events, Sport and Wellbeing.

An underlying budget issue resulted in a £3.9m rebasing of the budget part way through 2019/20.

2020/21 – shortfalls in income for Community Centres; Wellbeing and Internal Leisure Centres and Contracted Leisure services – impact of Covid-19.

Major assets of this service group are the buildings used, many of which are old. The service carries limited revenue and capital resources so should any building fail then there would be a loss of income.

Regulation and Enforcement

Since 2014/15 cost per head of population has been consistently close to the Metropolitan District average.

The service group started as more expensive than average, moved to less expensive, but is now more expensive again.

Since 2016/17 cost increased significantly reversing previous downward trend.

Employee costs as a proportion of total costs rose during the period from 54% to 62%.

Expenditure on sites has reduced making employee costs a greater proportion of total cost.

Significant level of income received from Cemetery, Cremation and Mortuary Services.

Income through Sales, Fees and Charges previously above average, however, now below.

Income has been affected by price increases that have led to weaker demand.

Loss of income from the closure of the Wholesale Market is also a factor.

Regulation and Enforcement - Performance

The service group has not always been able to remain within its original budget; most noticeable in 2015/16 when the original budget contained an unattainable income target that was subsequently withdrawn.

Since then budgets variations have stabilised.

2019/20 was overspent largely due to failure to achieve income targets in Bereavement Services and Markets.

This was exacerbated for 2020/21 by an increase in the Bereavement income target that led to a price increase weakening demand and increasing income shortfall.

There is a need to deal with income issues and whilst a strategic review of the future income from the Markets is already planned, there does need to be some market analysis undertaken for the Bereavement Service.

Parts of this service are not meeting their service standards (Food Safety and Registration, although there have been improvements during 2019/2020).

Street Scene Division

Since 2014/15 cost trend is increasing significantly whilst the average of all the Metropolitan District Councils reduced slightly.

At the beginning of the period Waste Disposal was dominant cost area.

Waste Collection now represents the highest single proportion of cost.

Three services have become significantly more expensive - Open Spaces, Waste Collection and Waste Disposal.

Employee expenses have always been higher than average from 10% higher in 2014/15 to 32% higher in 2018/19.

Waste Collection – increase in employee costs is from 63% higher to 118%.

Open Spaces and Recycling – employee costs have more than doubled.

Cost increase partially offset by significant increase in income compared to average.

2018/19 comparison shows above average costs and just better than the worst quartile.

Street Scene – Performance

Since 2015/16 outturn has not been kept within original budget.

Primarily due to Collection Services and Street Cleaning.

2020/21 pressures include waste procurement project, trade waste income, reduced income from recycling, delay to service redesign and vehicle hire and maintenance costs.

Street Cleansing operate basic service with no capacity for absenteeism or increased Fly Tipping.

Regularity of collection is now achieving a high standard.

LGA Inform 2018/19 – Council in worst quartile for the amount of residual waste per household and the third worst council for recycling against all single tier authorities.

Recent WRAP report benchmarked cost per household for kerbside properties as the most inexpensive of the four West Midlands authorities it compared with. However, survey based on budget rather than outturn which was 68% higher than budget.

National Waste Plan – Councils should increase recycling rate to 65% and reduce landfill to 10% by 2035. Equates to an uplift in recycling rates of around 1.5% every year.

The Wood Report of January 2020 included the need to make a series of improvements

BCC Executive Response

General Comments

The work undertaken by CIPFA is of good quality and represents the task set to determine the sufficiency of general fund budgets for the Neighbourhoods Directorate.

The following comments on the report have been submitted to CIPFA in order to clarify elements of the report and findings as stated in the Executive Summary report:

The opening paragraphs in the report refer to significant overspends through the years in these services, and that significant adjustments had been made to the budgets for 20/21.

To clarify, there are a number of reasons for budget adjustments and overspends. Budgets were **rebased** as a result of issues that needed to be corrected e.g. £3.9m budget rebasing in Neighbourhoods Division: the overspend in Street Scene relates to the industrial action together with the fact that the base budget was insufficient for the required service provision.

Base budget was rebalanced following a detailed review of service requirements against existing budget provision. It is therefore not strictly accurate to compare outturn with original budgets if the original budgets were then increased during the year for a variety of reasons.

Neighbourhoods Division

The report at paragraph 1.16 references a £3.77m budget repair and continued shortfalls in income. The two matters are not linked. The budget repair was required due to a budget setting error.

The review of budgets during 20/21 does however correct previous budgeting issues.

Looking into 2021/22 and beyond, the service will need to track emerging issues such as:

- Increased/supplier relief payments leisure/museums
- Risks related to financial viability of golf courses
- Income shortfalls as a result of Covid likely to take significant time to recover
- Cyclical and general repairs and maintenance (front line buildings, sport pitch replacement, gym equipment etc)
- Ongoing revenue requirement for Moseley Road Baths until external funding bid secured and capital works complete
- The delivery of planned leisure savings in future years given the change in market conditions that now exist
- Securing ongoing investment from Public Health into the health outcomes delivered by City Council Leisure/Wellbeing Centres.

Housing

The Housing Division General Fund commentary will need to be reviewed considering the request for additional funding for the Housing Options service. The service is requesting a year on year budget growth of £2.6m to fund the new operating model, £7.4m extra in 2021/22 for additional B & B and an additional £8.7m in 2022/23 for bed and breakfast.

From 2023/24 onward, it is anticipated that there will be a reduction in the use of B & B and it is anticipated that the service will make savings of £0.5m in 2023/24 and a further £8.9m in 2024/25 on the B & B budget. This will eradicate the use of B & B.

A review of the temporary accommodation rents is underway, which would impact on the budget for 2021/22 onwards.

The Private Rented Sector Budget currently includes an income target of £500k for Selective Licensing. The scheme has not been mobilised due to change in legislation and therefore this income target should be removed. The approval to explore Selective Licensing has been approved by Cabinet, however there is no guarantee the City Council will be able to mobilise the scheme in the near future, due to the stringent criteria that is required to be met.

Street Scene

Overspend in previous years reflects the fact that there was additional expenditure due to industrial action and the fact that the budget did not reflect the services to be delivered.

Waste Disposal costs reduced in 2018 by around £7m after renegotiating the Contract to remove the mortgage payment.

Open Spaces employee budgets have doubled to reflect the fact that the service that was previously contracted. The expenditure therefore appears on the employee budget line rather than the supplies and services budget.

The staffing make-up of waste collection crews has not changed since 2011. The only difference is that the service has moved to full recruitment and therefore is not so heavily reliant on agency, and budgets now reflect actual service provision moving expenditure from agency spend into direct employees.

The report identifies there has been regular overspends within the Service. The overspends reflect that base budget was insufficient for the service provision required. The base budget was adjusted for 2020/21 to address this.

Regulation and Enforcement

The commentary from CIPFA is accepted, and action needs to be taken to address the shortfall in income for Markets and Bereavement Services.

For the purpose of clarification only, the price increase that has led to a reduction in demand and therefore reduced income (referred to in the section on performance above) was applied as part of the budget-making process for 2019/2020.



Robert James
Director, Neighbourhoods



Rebecca Hellard
Chief Finance Officer

Birmingham City Council

Neighbourhoods Budget Sufficiency Exercise

FINAL Executive Summary Report – 11 December 2020

Contact details

In the first instance please direct all enquiries to:

Gareth Moss, Business Advisory and Consultancy – CIPFA

07718 004308 / Gareth.moss@cipfa.org



1. Executive Summary and Conclusions

- 1.1. Building on a review on which we reported in September 2020, Cipfa were asked to assist with the rightsizing of the Neighbourhood Directorates budget. We looked at four service groupings; Housing, Neighbourhoods; Regulatory and Enforcement and Streetscene. For each of the groupings we agreed the budget lines that belonged to each group taking an historical perspective from 2013/4. We noted that through the years there had been significant overspends in these services:

Fiscal Year	201314	201314	201415	201415	201516	201516	201617	201617	201718	201718	201819	201819	201920	201920
	Original Budget	Outturn	Original Budget	Outturn	Original Budget	Outturn	Original Budget	Outturn	Original Budget	Outturn	Original Budget	Outturn	Original Budget	Outturn
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Housing Services	9,638	9,882	7,576	6,523	5,266	5,791	2,974	7,461	3,748	4,918	4,959	8,096	4,003	8,602
Neighbourhoods	50,275	53,128	42,082	45,022	34,070	27,744	23,482	25,423	19,910	25,019	16,732	16,619	15,310	20,667
Regulation and Enforcement	7,298	7,009	6,771	5,210	-804	2,072	1,018	1,270	2,543	1,702	2,514	2,543	315	3,529
Street Scene	57,674	57,587	52,212	52,840	56,395	70,261	66,465	79,276	70,696	85,622	69,605	86,227	66,835	78,281
TOTAL	124,885	127,606	108,641	109,595	94,927	105,868	93,939	113,430	96,897	117,261	93,810	113,485	86,463	111,079

- 1.2. In our review we tracked outturns against original budgets and developed a narrative as to why there had been variances; compared reported expenditure against all Metropolitan District Councils and reviewed performance to gain an understanding of VFM.
- 1.3. We noted that significant adjustments had been made to the Budget for 2020/21. This had raised the budget by £23,275 million offset by savings of £1,690 million.
- 1.4. It should be noted that overall, the management of the budgets for 2020/21 do appear better than previous years for which the Directorate should be commended.
- 1.5. Proposals were already submitted in the MTFP for 2021/22 to continue that enhancement over the 2019/20 budget by a total of £20,208 million offset by savings of £2,832 million.
- 1.6. In addition, at the start of our work, further 'Budget Sufficiency' items had been put forward by the Assistant Directors for the service areas concerned. Our review focused on the 'Budget Sufficiency' items being put forward following discussions with the Assistant Directors for the service areas concerned.

Housing

- 1.7. We established that, based on the RO returns, while the average of Metropolitan Districts has remained stable, with a slight reduction over the period, the Council since 2016/17 has seen a steep increase in net costs per head of population and in 2018/19 was four times as costly as the average. The dominant service cost proportion since 2016/17 is Bed/Breakfast accommodation which in 2014/5 represented only 11% of the Council's total cost but in 2018/19 represented 51.4% of the total cost. The Council's income for the accommodation used always significantly exceeded the average.

- 1.8. As a result of these costs the Council was, in 2018/19 in the bottom quartile for these services by comparison.
- 1.9. In the same period the service group has, in every year except 2014/15, failed to operate within its original budget, in some years by a significant margin. The major driver has been Temporary Accommodation. It was noted that the Council's responsibilities have broadened and the Council has responded to the pressures of increased demand on its services by placing those declared homeless in temporary accommodation. In the Private Rented Sector, mandatory licensing was expanded in October 2018. A selective licensing scheme was due to come into place in 2018, however this did not come to fruition.
- 1.10. In 2019/20 the service group did not stay within its original budget and there was an overspend of £4.6m, the majority due to the increasing demand on housing options services. For 2020/1, variances against the 2019/20 budget were made totaling £4.90 million with £0.953 million savings; for 2021/22 the MTFP includes repeat variations at £4.65 million with £0.953 savings. Of the additions, £3.8 million is to meet the costs of the expected increase in demand for temporary accommodation.
- 1.11. The service has proposed moving to a preventative strategy. At present the service is not meeting its targets for preventing and relieving homelessness. This would involve recruiting staff to do preventative work and making greater use of the Council's own housing stock for short term accommodation at a cost of £2.6 million of revenue with a charge of £0.3 million to the HRA). This can assist in improving the sufficiency of the budget since it replaces the use of B & B accommodation (which can be scarce and expensive at times) with accommodation for which a charge can be made; the 'surplus' from which can be recycled within the Council's budget. Over a longer term there is also an intention to set up Homelessness Hubs using framework agreements.
- 1.12. Even with this investment, the need for additional budgetary provision is needed as the change to preventative work will not reduce the requirement for temporary accommodation immediately. When our work started the estimated requirement was £7.8 million based on an extrapolation of pattern of demand since 2017. The current estimate is that the requirement is £7.4 million in 2021/22 and a further £8.7 million in 2022/23. After that if the preventative strategy is successful, the budget should start to show savings: a reduction of £0.5 million in 2023/24 and further reduction of £8.9 million in 2024/25. A business case has been produced to justify this and to point out that without the change to prevention the extra budget requirement for temporary accommodation would be (on the basis of the extrapolation) £148m over the next four years. It must be pointed out that this is based on the extrapolation referred to above and there can be no absolute certainty of the demand.
- 1.13. We do accept that demand is likely to grow - as at March 2019, Birmingham had approximately twice as many as the average of households on the housing waiting list, and where the Housing Market review of 2013 suggested that there was a requirement of at least 4,100 homes up to 2031,

the City only had sustainable capacity for just 2,200, and while the Birmingham Development Plan (BDP) target for 2011/12 to 2018/19 was 6,441 new affordable dwellings, actual affordable dwelling completions in the same period were only 3,775. Also, the latest predictions of population suggest a growth of 3.06% from 2020 to 2030.

Neighbourhoods

- 1.14. Between 2014/15 the average cost per head of population for this group of services has had a downward trend for all Metropolitan Councils. Over the same period the Councils expenditure has declined in this service group but are not able to be compared with the RO returns. The most significant area of reduction is in Neighbourhood Community services and Advice. Also support to the Arts.
- 1.15. Overall, the total service group budget has declined from £53.1 million in 2013/4 to £16.7 million in 2018/19. The service group has not always operated within its budget – in 2017/18 there was a significant overspend in Events, Sport and Wellbeing – and an underlying budget issue resulted in a £3.9m budget adjustment part way through 2019/20.
- 1.16. In 2020/21, £3.77 million was added to the budget, but (as at period 7), there are continuing shortfalls in income for Community Centres; Wellbeing and Internal Leisure Centres and Contracted Leisure services.
- 1.17. It is proposed in the MTFP to continue the additions to the 2019/20 budget by, in total, £4.068 million (including an addition for major events) with £0.311 million in savings and would provide for a sufficient budget. This addition would not address the shortfalls in income currently being experienced but as these are a consequence of the current pandemic restrictions, these are likely to be temporary in nature. The major assets of this service group are the buildings used, many of which are old. The service carries limited revenue and capital resources so should any building fail then there would be a loss of income.

Regulation & Enforcement

- 1.18. Since 2014/5 this service group has broadly followed the trend of cost per head of population of the Metropolitan District average but since 2016/17 has increased cost significantly reversing a previous downward trend. Reviewing the component costs of the service highlights the significant level of income received from Cemetery, Cremation and Mortuary Services.
- 1.19. During the period, this service group started as more expensive than the average and despite becoming less expensive than the average during the period, ended the period as more expensive. Expenditure and Income throughout the period was close to the average and the variations from the average per head were small. Employee costs as a proportion of the Councils total costs rose during the period from 54% to 62%. And while at the beginning of the period Sales, Fees and Charges were above the average, at the end they are below.

- 1.20. Over these years the service has reduced expenditure on sites which will have made employee costs a greater proportion of the costs and overall income has been affected by price increases that have led to weaker demand. The loss of income from the closure of the Wholesale Market is also a factor. As a result, the cost of this group of services is above average by comparison to all other Metropolitan Councils as at 2018/19.
- 1.21. In the same period the service group has not always been able to remain within its original budget. This was most noticeable in 2015/16 when the original budget contained an unattainable income target that was subsequently withdrawn. Since then budgets variations have stabilised.
- 1.22. In 2019/20 this service group overspent largely due to failure to achieve income targets in Bereavement Services and Markets. This has been exacerbated for 2020/21 by an increase in the Bereavement income targets that led to a price increase weakening demand and increasing the income shortfall. Both service areas have been uniquely impacted by the pandemic and the income targets are not being achieved.
- 1.23. A number of proposals for this service area have been included in the 2021/22 MTFP for additions to the 2019/20 budget) totaling £1.87 million (£1.835 for 2020/21) with a saving of £124k. This does include some sums to deal with the shortfall of Bereavement and Markets income, but based on the progress of the 2020/21 year there is a continuing and increasing shortfall in Markets. This service will also continue to have budget pressures from the operation of the Coroners Court, but these cannot be quantified at this time. There is clearly a need to deal with these income issues and whilst a strategic review of the future income from the Markets is already planned, there does need to be some market analysis undertaken for the Bereavement service.
- 1.24. Parts of this service are not meeting their service standards, though in the case of the Food Inspection Service one of the proposed budget additions is intended to address this.

Streetscene

- 1.25. The historical perspective, 2014/15 to 2018/19, for Streetscene shows the trend for the Council as increasing significantly whilst the average of all the Metropolitan District Councils reduce slightly. Whilst at the beginning of the period, Waste Disposal costs were the dominant cost area, Waste Collection costs now represent the highest single proportion of costs.
- 1.26. Three services have become significantly more expensive, Open Spaces (by 77% (£5.86) per head), Waste collection (by 47% (£8.84) per head) and Waste Disposal (by 16% (£3.66) per head). Compared to the average, employee expenses in Birmingham have always been higher than average from 10% higher in 2014/15 to 32% higher in 2018/19. In Waste Collection, the increase is even more noticeable, from 63% higher to 118%. Employee expenses in Open Spaces and in Recycling have more than doubled. This increase in costs is partially offset by a significant increase in income over

the period compared to the average. This is largely due to an increase of £10.33 in the Other Income obtained by Open Spaces.

- 1.27. As at 2018/19 by comparison this group of services was above average for cost and just better than the worst quartile.
- 1.28. Over the period from 2015/16 the service group has not been able to stay within its original budget. This is primarily due to Collection Services overspends, but from 2015/16 the Street Cleaning budget has been consistently overspent.
- 1.29. In 2019/20 the service group continued the trend of not containing expenditure within the original budget. The overspend was £11.446 million driven primarily by a large overspend in Collection Services (continuing a historical trend of significant overspends in Waste Management (2015/6 - £16.9m/2016/7 - £12.1m/2017/8 - £13.1m/2018/19 - £15.3m), Depots, Fleet and Support and also an overspend in Street Cleaning.
- 1.30. For 2020/1, variations totaling £11.565 million with savings of £410k were included in the budget and within the 2021/22 MTFP a similar list of proposals totaling £8.520 million with savings of £1.444 million is proposed.
- 1.31. Some further proposals have already been made for budget sufficiency increases for the services in this area totaling £7.437m for external legal advice for the Waste Procurement project; for the underachievement of Trade waste income and for reduced income from recycling. In Grounds Maintenance, the number of cuts per year bought has been reduced and the loss of Academies together with inability to increase rates means there is a £1 million budget pressure. The delay to the redesign and vehicle replacement programme means a budget pressure of £1.9 million to keep the existing Fleet on the road to meet operational needs. Finally, Street Cleansing is currently only operating a basic service and has no spare capacity to cover absenteeism or the requirements of an increase in Fly Tipping. The shortfall is estimated at £2 million.
- 1.32. We were supplied with some performance information on this Service Group as shown in Appendix 4 of the full report. This would suggest an improving picture.
- 1.33. For Waste Collection, the service has a number of service standards in operation and in terms of the regularity of collection is now achieving a high standard. However, the service has three other important targets: minimising waste; minimising landfill and maximising recycling. The service also has significant pressures for improvement as, at the end of 2018/19, according to LGA Inform, the Council was in the worst quartile for the amount of residual waste per household and the third worst council for recycling against all single tier authorities. A recent report (WRAP) benchmarked the cost per household – kerbside properties as the most inexpensive of the four West Midlands authorities compared with. However, this survey based its cost analysis on the original budget for 2019/20 whereas the final outturn was over 68% higher due partly to costs incurred

due to delays in implementing a new service structure and acquiring replacement vehicles.

- 1.34. In addition, the National Waste Plan foresees that by 2035 Councils should increase their recycling rate to 65% and reduce landfill to 10%. This will require an uplift in recycling rates of around 1.5% every year. This is against a predicted increase in population and households that will create extra demand. The Wood Report of January 2020 said that to address the Council needed to make a series of improvements in several areas; Staffing and management structures; Communications; Service/policy inconsistency; Customer Services/ICT systems; Vehicle routing and round size; Vehicle replacement; Enforcement/engagement activities; and Trust.

Conclusions

Housing

- 1.35. We consider that the budget for this service group is insufficient. The scale is significant. The major pressure is related to the numbers of persons coming forward as Homeless. We accept that the proposed investment in prevention work is the right approach and with the creation of 'hubs' it should have the joint impact of reducing the numbers in temporary accommodation and the average cost. But we have not seen the detail of how the Business Case proposal will be implemented and therefore we can only support the principle of what is proposed.
- 1.36. This requires the investment of £2.6 million (including a charge of £0.3 million to the HRA) to recruit staff to do the preventative work. We also take the view that whatever is proposed will not happen immediately, particularly as the service is struggling to keep pace with its current caseload. As a result, we can see that the demand for temporary accommodation will continue to rise into 2021/22 and 2022/23. The current estimate is that the requirement is £7.4 million in 2021/22 and a further £8.7 million in 2022/23. After that if the preventative strategy is successful the budget should start to show savings: a reduction of £0.5 million in 2023/24 and further reduction of £8.9 million in 2024/25. We see this as a realistic requirement on top of the other proposals in the MTFP.
- 1.37. At this stage the Selective Licensing proposal is not ready for launch and should therefore not be considered for inclusion in the budget.

Neighbourhoods

- 1.38. If the additions to the budget made in 2020/21 are continued into 2021/22 then this budget is sufficient. We do accept that this does carry a risk as the major asset of this service group is buildings many of which are old for which there is limited revenue and capital available so should any building fail then there would be a loss of income.

Regulatory & Enforcement

- 1.39. The evidence from the progress of the 2020/21 budget is that there is a need to address the under-achievement of income targets in Bereavement and in Markets. A proposal in the MTFP seeks for this to take place, and this appears justified. We do support the need for a strategic review of the future income generating capability of the Bereavement Service and the Markets. Other, more minor items have not been included (e.g. Regulatory IT; Coroners Court) in our consideration because they remain unquantified but are a risk to the achievement of the budget. We consider that if the budget additions are repeated, and the income shortfalls addressed the budget should be sufficient.

Streetscene

- 1.40. There are some significant issues to consider to ensure the sufficiency of the budget for this Service Group.
- 1.41. In the case of Grounds Maintenance, we recognize this is an issue (with exceptions) internal to the Council in that this service is driven by requirements from other parts of the Council. We suggest the opportunity is taken to review how the cost of maintaining all open spaces is recorded in the Councils budget, rather than adjust the budget at this stage.
- 1.42. In the case of Trade Waste, we recognize this service operates in a highly competitive market. The flatness of income levels achieved in recent years suggests a detailed review of pricing is required but that a budget sufficiency adjustment should be made. We understand there is a proposal for a wide-ranging review of this service which we would support.
- 1.43. We can also see that the delay in upgrading the vehicle fleet will mean extra cost for the Garage, but we have seen no detailed justification for the suggested figure. Though we suggest there is a detailed review needed we do think that a budget adjustment is likely to be needed.
- 1.44. We do not think increasing the budget for Street Cleansing can be justified while apparently the service is meeting its target. We would suggest that a more detailed business case is needed to justify any increase in budget provision and that this should be undertaken as a priority.
- 1.45. We recognize that there has been a recent downturn in the demand for recycled material but we think that it is too early to judge whether this is a long-term issue requiring a permanent budget adjustment. We would however suggest that whilst this is currently noted as a downturn due to the pandemic there are structural changes in the market with higher standards required for recycle that could have ongoing restrictions on the income the Council can obtain.
- 1.46. We would however suggest that there is a need to look at the long term future of the Waste Collection Service. The cost of the service has always been above the Metropolitan District average and is in 2018/19 in the worst quartile for cost and the service is not meeting the Council's objectives. This position is likely to worsen if the service does not invest in its vehicle fleet. We are aware that both Wood and WRAP have confirmed the shortfalls in

the outcomes obtained and have given pointers as to the potential improvements that could be made. These, to our knowledge have not been costed, but whatever is decided upon is likely to be significant and would worsen the comparative cost position against other councils, but we would suggest would be a high priority for the Council.

Summary

- 1.47. On the basis of our work, we conclude that the following Budget Sufficiency additions should be made to the 2021/22 budget totalling **£14.813 million:**

BUDGET SUFFICIENCY PRESSURES	21/22	22/23	23/24	Onwards
Housing Service Group				
Investment to commence prevention of Homelessness Strategy. (+ £0.3 m charged to HRA)	2,600	2,600	2,600	2,600
Temporary Accommodation.	7,400	8,700	-500	-8900
Housing Service Group Total	10000	11300	2100	-6300
Regulatory & Enforcement Service Group				
Bereavement Services - Loss of Income	446	446	446	446
Markets - Loss of income	670	670	670	670
Proceeds of Crime adjustment	60	60	60	60
Regulatory & Enforcement Service Group Total	1176	1176	1176	1176
Streetscene Service Group				
Waste Disposal Project – External Legal advice	237	165		
Trade Waste income	1,500	1,500	1,500	1,500
Garage costs/Hire Costs from delay in new vehicles.	1,900	1,900	1,900	1,900
Streetscene Service Group Total	3637	3565	3400	3400
Subject to amount of new vehicles acquired				

Birmingham City Council

Report to Cabinet

Date: 19th January 2021



Subject: **PLANNED PROCUREMENT ACTIVITIES (FEBRUARY 2021– APRIL 2021)**

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

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

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

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

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

1 Executive Summary

- 1.1 This report provides details of the planned procurement activity for the period February 2021 – April 2021. Planned procurement activities reported previously are not repeated in this report.

- 1.2 The report enables Cabinet to identify whether any reports for procurement activities should be brought to this meeting for specific executive decision, otherwise they will be dealt with under Chief Officer delegations up to the value of £10m, unless TUPE applies to current Council staff.

2 Recommendations

- 2.1 Notes the planned procurement activities under chief officer delegations set out in the Constitution for the period February 2021 – April 2021 as detailed in Appendix 1.

3 Background

- 3.1 At the 1 March 2016 meeting of Council changes to procurement governance were agreed which gives Chief Officers the delegated authority to approve procurement contracts up to the value of £10m over the life of the contract. Where it is likely that the award of a contract will result in staff employed by the Council transferring to the successful contract under TUPE, the contract award decision has to be made by Cabinet.
- 3.2 In line with the Procurement Governance Arrangements that form part of the Council's Constitution, this report acts as the process to inform Cabinet and the Resources Overview & Scrutiny Committee of planned procurement activities over the following quarter and to act as a sounding for Members for the planned activities where decisions are delegated to Chief Officers/Directors.
- 3.3 This report sets out the planned procurement activity over the next few months where the contract value is between the EU threshold (£181,302) and £10m. This will give members visibility of all procurement activity within these thresholds and the opportunity to identify whether any procurement reports should be brought to Cabinet for approval even though they are below the £10m delegation threshold.
- 3.4 It should be noted that the EU threshold has changed from £164,176 to £189,330 and will apply from 1st January 2020 for a period of 2 years.
- 3.5 Requests for individual procurements decision reports will be determined by Cabinet. Requests for an individual decision can be made by Cabinet, a Cabinet Member or the Chair of Resources Overview & Scrutiny Committee where they believe that there are sensitivities or requirements that necessitate a decision being made by Cabinet.
- 3.6 Procurements below £10m contract value that are not listed on this or subsequent monthly reports can only be delegated to Chief Officers if specific approval is sought from Cabinet. Procurements above £10m contract value will still require an individual report to Cabinet in order for the award decision to be delegated to Chief Officers if appropriate.
- 3.7 A briefing note with details for each item to be procured is listed in Appendix 2. The financial information for each item is detailed in Appendix 3 – Exempt Information.

4 Options considered and Recommended Proposal

4.1 The report approved by Council Business Management Committee on 16 February 2016 set out the case for introducing this process. The options considered are:

- To refer the procurement strategy and contract award of individual procurements to Cabinet for decision.
- To continue with the existing process – this is the recommended option

5 Consultation / Engagement

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 February 2021 – April 2021
 - 2. Appendix 2 – Background Briefing Paper
 - 3. Appendix 3 – Exempt Information
 - 4. Appendix 4 – Notification of Minor Amendments not requiring Cabinet approval

APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (FEBRUARY 2021 – APRIL 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	Advice for the Disposal of Commercial and Operational Property Assets	TBC	Property advice is required to support with the disposal of property assets (both commercial and operational) in line with the Council's existing Property Strategy.	2 years	Inclusive Growth	Deputy Leader	Simon Ansell	Azmat Mir	22/02/2021
Strategy / Award	Advice to Support Change Initiatives in Inclusive Growth	TBC	Advice is required for the development of strategic Outline and Full Business Cases for a range of change initiatives in the Inclusive Growth Directorate to support: •Accelerating Housing Delivery (Barriers & Opportunities study) •Strategic Asset Review •Delivery Model Review OBC	4 months	Inclusive Growth	Leader	Simon Ansell	Ashley Innis	22/02/2021
Strategy / Award	Strategic and Technical Advice for Financial Reporting	TBC	The services required relate to strategic and technical advice for financial reporting for the following areas: •Co-ordinate and manage the closedown of financial accounts •Advice on accounting treatments of complex transactions •Knowledge transfer and building internal capacity •Training and development •Provide resilience in a period of change	2 years	Finance and Governance	Finance and Resources	Lee Bickerton	Sara Pitt / Mohammed Sajid	22/02/2021
Strategy / Award	Provision of an Enforcement Officer Service	P0726	A service is required for the issuing of Fixed Penalty Notices on behalf of the Council for offences such as littering, smoking in smoke free areas, dog fouling and anti-social behaviour within Birmingham City Centre.	4 years	Neighbourhoods	Street Scene and Parks	Carl Tomlinson	Russell Davey / Chanel Herbert	01/03/2021
Strategy / Award	Fraud System, Library Management and Manage My Request Software	TBC	The current fraud system, library management and Manage My Request software support the provision of Council services to citizens.	3 years with the option to extend for a further 2 years	Digital & Customer Services	Finance and Resources	Lee Bickerton	Rhona Bowditch	22/02/2021
Strategy / Award	Carefirst Support and Maintenance	TBC	Support and maintenance is required for CareFirst that is a web based, multi modular case management system used by the Council for recording care arrangements, statutory interventions and related events pertaining to social care service users.	1 year, 6 months	Digital & Customer Services	Finance and Resources	Lee Bickerton / Mark Astbury	Rhona Bowditch	22/02/2021
Approval to Tender	Increased Testing and Initiatives around Fast Track Cities+ in Birmingham	TBC	Provision of increased testing and appropriate initiatives around Fast Track Cities+ in Birmingham focused on HIV, Hepatitis B and Hepatitis C, including scoping around tuberculosis pathways.	1 year	Partnerships Insight and Prevention	Finance and Resources	Lee Bickerton	Bhavna Taank / Manjit Samrai / Chanel Herbert	01/03/2021
Single Contractor Negotiation	Interim Programme Director for the Smithfield Regeneration Scheme	TBC	The Council will enter into a Joint Venture Agreement (JVA) with Lendlease for Birmingham Smithfield in early 2021.	1 year	Inclusive Growth	Leader	Simon Ansell	Marlene Slater	22/02/2021
Strategy / Award	Capacity and Capability Support to Service Finance - Addendum (see Appendix 4)	TBC	The services required relate to support in the following areas: •Finance Improvement Programme •Oracle Fusion Cloud ERP Implementation Programme •Finance Service Engagement and Decision Making •Finance Target Operating Model	1 year	Finance and Governance	Finance and Resources	Lee Bickerton	Sara Pitt	22/02/2021
Various routes	FIG Trampoline Gymnastics World Championships	TBC	Birmingham has been selected to host the Federation Internationale de Gymnastique (FIG) Trampoline Gymnastics World Championships in November 2023. To support the running of the event, procurement exercises need to be undertaken for a various goods and services.	Various dates	Neighbourhoods	Leader	Carl Tomlinson	Laura Denham / Rebecca Smith / Charlie Short	various dates
Various routes	Mental Health and Well-being services; Birmingham Children's Partnership – Addendum (see Appendix 4)	TBC	Delivery of the transformation programme. Included in those services were the following: •School and Community Support for Mental Health and Wellbeing – to expand the NHS' existing service for support for families with mental health and wellbeing issues. •Mental Health and Wellbeing NewStart Schools Resilience Programme – to expand the existing service to support primary schools. •Mental Health and Wellbeing On-line Counselling – a website to support young people (0-25)	Various dates	Education and Skills	Children's Wellbeing	John Betts	Richard Selwyn	various dates
Various routes	Specialist Programme Resources to support the Corporate Delivery Plan - Addendum (see Appendix 4)	TBC	The leadership of the Council is re-shaping its 2022 Delivery Plan to re-examine every aspect of what the Council does, how it is organised and what it needs to deliver over the next two years and beyond. There is a need for external skills and specialisms to support the Council in the delivery programmes / packages of work identified during the design phase of the 2022 Delivery Plan and its associated programmes.	Various dates	Finance and Governance	Finance and Resources	Lee Bickerton	Sara Pitt	22/02/2021
Strategy / Award	Financial Advisory Support Services - Addendum (see Appendix 4)	TBC	There is a requirement for advisory services to support and improve the Council's financial processes, controls and governance process in the following areas: •Fees & charges •Financial regulations •Non-executive support •Support capacity •Capital •Finance Improvement •Neighbourhoods	1 year	Finance and Governance	Finance and Resources	Lee Bickerton	Sara Pitt	22/02/2021

APPENDIX 2

BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES **CABINET – 19th JANUARY 2021**

Title of Contract	Advice for the Disposal of Commercial and Operational Property Assets
Director / Assistant Director	Kathryn James, Assistant Director of Property
Briefly describe the service required	<p>Property advice is required to support with the disposal of property assets (both commercial and operational) in line with the Council's existing Property Strategy.</p> <p>There is not the capacity in-house to deliver this service as Property Services has been unable to recruit appropriately skilled resource to permanent posts and is currently operating with significant vacancies.</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 for this service. However, external property advice is required to support the Council's existing Property Strategy.
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 cost of the services will be treated as costs of disposal and will be funded from capital receipts generated, in line with existing local authority accounting practice.
What is the proposed procurement route?	A further competition exercise will be undertaken using the Homes England Property Professional Services Framework Contract 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 1 st April 2021 for a period of 2 years.

Title of Contract	Advice to Support Change Initiatives in Inclusive Growth
Director / Assistant Director	Rebecca Hellard, Interim Chief Finance Officer / Ian MacLeod, Acting Director, Inclusive Growth
Briefly describe the service required	<p>Advice is required for the development of strategic Outline and Full Business Cases for a range of change initiatives in the Inclusive Growth Directorate to support:</p> <ul style="list-style-type: none"> • Accelerating Housing Delivery (Barriers & Opportunities study) • Strategic Asset Review • Delivery Model Review OBC <p>There is not the capacity or skills in-house to deliver this service.</p> <p>Inner Circle Consulting Ltd was engaged for a commission for the initial development work and has performed satisfactorily. Engaging another organisation would not be effective as it would result in additional time and cost for familiarisation that would cost impetus for this time-critical work.</p> <p>Inner Circle Consulting Ltd will be required to be certified to the Birmingham Business Charter for Social Responsibility and produce actions proportionate to the value of this contract.</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 for this service. However, external advice is required to support the Council's wider property strategy.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	A contract was awarded under Chief Officer delegated authority that expires in February 2021.
What budget is the funding from for this service?	The cost of the services will be funded from Delivery Plan resources.
What is the proposed procurement route?	A direct award will be undertaken using the Crown Commercial Services Management Consultancy 2 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 1 st March 2021 for a period of 4 months.

Title of Contract	Strategic and Technical Advice for Financial Reporting
Director / Assistant Director	Sara Pitt, Assistant Director Finance
Briefly describe the service required	<p>The services required relate to strategic and technical advice for financial reporting for the following areas:</p> <ul style="list-style-type: none"> • Co-ordinate and manage the closedown of financial accounts • Advice on accounting treatments of complex transactions • Knowledge transfer and building internal capacity • Training and development • Provide resilience in a period of change <p>There is not the capacity in-house to deliver this service as the current long-standing incumbent is retiring and this is a specialist area of accounting practice when short term support is required.</p>
How will this service assist with the Council's commitments to Route to Zero?	The services required will support our directorates within the Council in the achievement of their ambitions on the Route to Zero.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	<p>The Council has statutory obligations under Section 151. More specifically the obligations of a CFO to ensure good financial management to safeguard value for money and operate a fit for purpose Finance service.</p> <p>The required services will support the Council's financial report requirements including the production of the Statement of Accounts, adherence to accounting standards and unqualified audit opinions</p>
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new contract.
What budget is the funding from for this service?	The cost of the service will be met from the Service Finance, Finance and Governance Directorate budget
What is the proposed procurement route?	A further competition exercise will be carried out using Crown Consultancy Services Management Consultancy 2 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 period of 2 years.

Title of Contract	Provision of an Enforcement Officer Service (P0726)
Director / Assistant Director	Rob James, Director of Neighbourhoods
Briefly describe the service required	A service is required for the issuing of Fixed Penalty Notices on behalf of the Council for offences such as littering, smoking in smoke free areas, dog fouling and anti-social behaviour within Birmingham City Centre.
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 has a duty under the Environmental Protection Act (EPA) 1990 to ensure public spaces and highways are kept free from litter and refuse, as far as practicable.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The current framework agreement is for a period of four years and expires on 03 September 2021.
What budget is the funding from for this service?	The service is self-funding through Fixed Penalty Notice receipts within Environmental Health. Funding for additional demand outside of this will need to review if not part of self-funding arrangements. This does not represent a fixed contract price as based on volumes.
What is the proposed procurement route?	An open procurement exercise will be undertaken advertised in Find a Tender, Contracts Finder and www.finditinbirmingham.com
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable
Proposed start date and duration of the new contract	The proposed start date is 4 th September 2021 for a period of 4 years.

Title of Contract	Fraud System, Library Management and Manage My Request Software
Director / Assistant Director	Peter Bishop, Director of Digital and Customer Services
Briefly describe the service required	<p>The current fraud system, library management and Manage My Request software support the provision of Council services to citizens.</p> <p>The requirement covers the software licensing and support and maintenance.</p> <p>The contract was novated from Capita as part of the Transition Programme which concluded in August 2019, there is now a requirement to re-provision the following services.</p> <ul style="list-style-type: none"> • Manage My Request • Library Management system • Fraud System <p><u>Manage My Request</u> This solution provides a fully managed web-hosted service to provide an application that manages Freedom of Information (FOI) and SAR (Search Access Requests) to the Council.</p> <p><u>Library Management System</u> This solution provides a system to link borrowers with Events, collect events payments and registrations for the Council.</p> <p><u>Fraud System</u> This solution is used by Birmingham Audit, to receive and analyse data through collaboration and intelligence-sharing across departments from various lines of Business Systems in the Council. There are data Warehouse for each of the two application environments, used to detect and manage fraud</p> <p>These are propriety software applications which can only be supported by Civica UK Ltd.</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?	The Council is not under a statutory duty to provide this service. However, this service supports the delivery of the Council's IT, and by extension, Council services.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	<p>The contracts currently in place are:</p> <ul style="list-style-type: none"> • Library Management system – expires 31/03/21 • Manage My Request – expires 31/03/21 • Fraud System – expires 30/09/21
What budget is the funding from for this service?	All current agreements are covered under the RF010 Application Services budget and it is anticipated that any future contracts would be funded from the same budget.
What is the proposed procurement route?	A direct award will be undertaken using Crown Commercial Service – Data and Application Solutions 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 new contracts will commence on 1 st April 2021 (1 st October 2021 for fraud system) for a duration of 3 years with the option to extend for a further 2 years.

Title of Contract	Carefirst Support and Maintenance
Director / Assistant Director	Peter Bishop, Director of Digital and Customer Services
Briefly describe the service required	Support and maintenance are required for CareFirst that is a web based, multi modular case management system used by the Council for recording care arrangements, statutory interventions and related events pertaining to social care service users. In addition to case recording, CareFirst enables the Council to issue payments to external care providers and the delivery of services to meet assessed needs. It also holds financial assessment data to determine whether and to what extent Service Users contribute towards their care. OLM Ltd is the owner of the proprietary rights for the software and is the only supplier able to provide the support and maintenance.
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, 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 CareFirst application was part of the OLM Ltd Systems programme encompassing Eclipse and the Carefirst module. The current element for Carefirst within this contract expires on 31 st March 2021.
What budget is the funding from for this service?	The cost will be apportioned to Adults Social Care and Birmingham Children's Trust split payment coordinated through budget code RF010 which is Application Services
What is the proposed procurement route?	A direct award to OLM Ltd using the Crown Commercial Services G Cloud 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 1 st April 2021 for a period of 18 months.

Title of Contract	Increased Testing and Initiatives around Fast Track Cities+ in Birmingham
Director / Assistant Director	Justin Varney, Director Public Health
Briefly describe the service required	<p>Provision of increased testing and appropriate initiatives around Fast Track Cities+ in Birmingham focused on HIV, Hepatitis B and Hepatitis C, including scoping around tuberculosis pathways.</p> <p>The service(s) will provide access to additional testing by;</p> <ul style="list-style-type: none"> - selecting appropriate providers to implement community testing in areas of most demographic/community need - working with primary and secondary care providers to increase testing capacity - looking at an appropriate communications campaign around the removal of stigma and prejudice. <p>The service will work collaboratively with local third-sector organisations as well as targeted representative groups to understand the service needs. This procurement activity will be delivered in line with the Fast-Track Cities International Initiative of which Birmingham has pledged to be a part of.</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?	<p>There is no statutory duty to provide this service. However, in signing the Paris Declaration, Birmingham has committed itself to working to achieve the 2030 ambition of;</p> <ul style="list-style-type: none"> • 90% of people living with HIV knowing their status • 90% of HIV positive people on HIV treatment • 90% of HIV positive people with suppressed viral loads • 0 (zero) stigma and discrimination <p>The HIV Commission has recently added Hepatitis B, Hepatitis C and Tuberculosis to the Fast-Track Cities mandate; therefore, this piece of work will incorporate this. The commitment includes ensuring availability and access to effective testing and treatment to significantly reduce and therefore eradicate new cases of Blood Borne Viruses (BBVs); HIV, Hep B, Hep C and Tuberculosis (TB) by 2030.</p>
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?	All work conducted under this contract will be funded by Grant income provided by NHS England and Improvement.
What is the proposed procurement route?	An open procurement exercise will be undertaken, advertised in Find a Tender, Contracts Finder and www.finditinbirmingham.com
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	The proposed start date is 1 st August 2021 for a period of up to 1 year.

Title of Contract	Interim Programme Director for the Smithfield Regeneration Scheme
Director / Assistant Director	Ian MacLeod, Acting Director, Inclusive Growth
Briefly describe the service required	The Council will enter into a Joint Venture Agreement (JVA) with Lendlease for Birmingham Smithfield in early 2021. In March 2020, an Interim Programme Director was appointed for 12 months to drive the scheme forward. A continuation of the services is required as there is not currently the availability of the resource in-house to deliver this role and drive the obligations of the Council in respect of the JVA forward.
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 for this service. However, given the status of this project as the largest regeneration scheme in the city, it is important that the Council resources this project with the appropriate expertise.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract was approved in March 2020 under Chief Officer delegated authority and expires on 31 st March 2021.
What budget is the funding from for this service?	The cost of the services will be funded from the Smithfield Project Budget.
What is the proposed procurement route?	To enter into single contractor negotiations with Richard Brown Property Consultancy Ltd for the provision of the services required.
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>Richard Brown Property Consultancy Ltd was engaged for a commission for the initial development work and has performed satisfactorily. After investigations with the market, it was established that engaging another organisation would not be effective as it would result in additional time and cost for familiarisation that would lose impetus for this strategic regeneration project.</p> <p>Richard Brown Property Consultancy Ltd will be required to be certified to the Birmingham Business Charter for Social Responsibility and produce actions proportionate to the value of this contract.</p>
Proposed start date and duration of the new contract	The proposed start date is 1 st March 2021 for a duration of up to 12 months.

Title of Contract	Capacity and Capability Support to Service Finance
Director / Assistant Director	Sara Pitt, Assistant Director Finance
Briefly describe the service required	<p>The services required relate to support in the following areas:</p> <ul style="list-style-type: none"> • Finance Improvement Programme • Oracle Fusion Cloud ERP Implementation Programme • Finance Service Engagement and Decision Making • Finance Target Operating Model
How will this service assist with the Council's commitments to Route to Zero?	The services required will support our directorates within the Council in the achievement of their ambitions on the Route to Zero.
Is the Council under a statutory duty to provide this service? If not what is the justification for providing it?	<p>The Council has statutory obligations under Section 151. More specifically the obligations of a CFO to ensure good financial management to safeguard VFM and operate a fit for purpose Finance service.</p> <p>The required services will support the required planned improvements within the Finance and Governance Directorate which fully support the Council's objectives, compliance with external audit and mandatory CIPFA FM code. These work packages will support The Finance Improvement Programme and the Oracle Fusion Cloud ERP Implementation Programme (1B) which are both components of the Council's Delivery Plan.</p>
What are the existing arrangements? Is there an existing contract? If so when does that expire?	<p>There is an existing 6-week contract with KPMG to support planning, business readiness and some related services. There is also a call off contract with CIPFA to undertake some related services and an existing PPAR for some related services.</p>
What budget is the funding from for this service?	The cost of the service will be met from the Service Finance (RBF08 – L5RO) Finance and Governance Directorate budget £600k and Capital Transformation £600k.
What is the proposed procurement route?	The contract and work packages will be awarded by accessing one or more suitable Crown Consultancy Services Frameworks.
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	Proposed start date is February 2021 for a period of up to 12 months.

Title of Contract	FIG Trampoline Gymnastics World Championships
Director / Assistant Director	Chris Jordan, Assistant Director, Neighbourhoods
Briefly describe the service required	Birmingham has been selected to host the Federation Internationale de Gymnastique (FIG) Trampoline Gymnastics World Championships in November 2023. Cabinet approved the funding and to commence the arrangements on 17 th December 2019. To support the running of the event, procurement exercises need to be undertaken for a various goods and services as detailed in the table below.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the bidders to deliver the services in a 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 does not have a statutory duty to provide these services. However, the goods and services will support this event that is anticipated to provide an estimated economic boost of more than £20 million to the city.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	These are new contracts.
What budget is the funding from for this service?	The cost of the goods and services will be met from the FIG Trampoline World Championships budget – this is funded primarily through partner contributions and income generation. Profile and timing of funding and expenditure needs to be confirmed.
What is the proposed procurement route?	The proposed procurement routes are detailed in the table below.
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)?	Contracts where entering into single contractor negotiations are listed in the table below with reasons for not tendering and how value for money is demonstrated. Each supplier will be required to be certified to the BBC4SR and produce an action plan proportionate to the value of the proposed contract.
Proposed start date and duration of the new contract	Various start dates as stated below.

Title	Description	Procurement Route	Justification
Venue Hire	To hire the Arena Birmingham for the duration of the event with services required specific for the event including additional security, catering, cleaning, car parking, electrics and rigging	To enter into single contractor negotiations with the National Exhibition Centre Ltd as owners of the Arena Birmingham after-market investigations has identified this organisation is the only supplier that can provide this service.	Sole supplier
Supply of Sporting Podium / Equipment	For the provision of sporting equipment and a podium. as a requirement of the Host City contract, the supplier is specified by British Gymnastics and FIG after a procurement exercise following their governance.	To enter into single contractor negotiations with British Gymnastics' appointed supplier aftermarket investigations has identified this organisation is the only supplier that can provide this service.	Sole supplier
Accommodation & Transport of Athletes and Officials	For the provision of accommodation and transport for the gymnasts taking part in the events.	A procurement exercise advertised in www.findatender.com , Contracts Finder and www.finditinbirmingham.com	n/a
Sports Presentation	To enable the production of the show – to include lighting, presenters, creative briefs, event production, audio content	To undertake a full procurement exercise advertised on www.findatender.com , www.finditinbirmingham.com and Contracts Finder	n/a
TV Broadcast Company	To provide the rights for broadcasting to international companies. As a requirement of the Host City contract, British Gymnastics' supplier is the BBC	To enter into single contractor negotiations with the BBC, British Gymnastics' appointed supplier after-market investigations has identified this organisation is the only supplier that can provide this service.	Sole supplier

APPENDIX 4

Notification of Minor Amendments

This appendix provides the rationale for minor amendments to PPAR previously agreed by Cabinet:

Title of Contract	Mental Health and Well-being Services; Birmingham Children's Partnership – Addendum
Director/ Assistant Director	Nigel Harvey-Whitten, Assistant Director Children's Services (Commissioning)
Briefly describe the service required	<p>Cabinet approved the Planned Procurement Activities Report (PPAR) on September 8th for services to be procured in the delivery of the transformation programme. Included in those services were the following:</p> <ul style="list-style-type: none"> • School and Community Support for Mental Health and Wellbeing – to expand the NHS' existing service for support for families with mental health and wellbeing issues. • Mental Health and Wellbeing NewStart Schools Resilience Programme – to expand the existing service to support primary schools. • Mental Health and Wellbeing On-line Counselling – a website to support young people (0-25)
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 these services. However, these contracts will support the Council's statutory duty to provide services for children with special educational needs and disabilities and Children's social care.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	These are all new requirements.
What budget is the funding from for this service?	The cost of the service will be met from the "Our City: Investing in Children and Families" Business Case. The Business Case is to be funded from the Council's Policy and Contingency Reserve and funding is in place for 2020/21, with a likelihood of funding continuing in 2021/22. However, beyond that the business case will be reviewed, so the structure of the contracts will need to reflect the uncertainty regarding future confirmation of funding.
What is the proposed procurement route and reason for material change?	<p>With existing contracts in place, The NHS Birmingham and Solihull CCG are to lead the procurement of these Mental Health and Wellbeing services.</p> <p>The procurement approach and award of subsequent contracts will be subject to The NHS Birmingham and Solihull CCG governance process in addition to that of BCP. BCP governance structure includes representatives from all BCP member organisations. With the CCG having established and led the management of existing contracts for these services; and having expertise in the procurement of these categories, this makes them best placed to determine and deliver the procurement approach on behalf of BCP. It is expected that their existing contracts for these services will be extended or varied to deliver the requirements here.</p> <p>Therefore, these contracts will not now be procured by the Council.</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	Various start dates.

The existing PPAR approved on 13th October 2020 and additional services have been identified and the extra cost is detailed in the Exempt Appendix.

Title of Contract	Specialist Programme Resources to support the Corporate Delivery Plan
Director / Assistant Director	Rebecca Hellard - Chief Finance Officer
Briefly describe the service required	The leadership of the Council is re-shaping its 2022 Delivery Plan to re-examine every aspect of what the Council does, how it is organised and what it needs to deliver over the next two years and beyond. There is a need for external skills and specialisms to support the Council in the delivery programmes / packages of work identified during the design phase of the 2022 Delivery Plan and its associated programmes. This work is in train and an extension is required to take the work to completion. This requirement is anticipated until the end of this financial year.
How will this service assist with the Council's commitments to Route to Zero?	This work will directly help the Council to address its Route to Zero commitments through its focus on "increasing the pace and scale of growth, for those that need it most, while delivering our climate change objectives", as stated in the Delivery Plan.
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 however the leadership of the Council has identified the need to re-shape the 2022 Delivery Plan.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is an extension to the existing PPAR, which was previously brought to Cabinet.
What budget is the funding from for this service?	All work will be funded from the delivery plan reserve .
What is the proposed procurement route?	It is proposed that further competition exercises or direct awards are undertaken using collaborative framework agreements identified as being suitable for each commission. Until the design phase is complete and the packages of work are identified, it is not possible to identify the specific procurement route to be used. The mobilisation of specialist resources identified will need to be done at pace with individual packages of work approved under delegated authority as and when required in accordance with the Council's Constitution and Procurement Governance Arrangements.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Proposed start date and duration of the new contract	Various start dates.

The PPAR approved on 8th September 2020 stated a direct award would be undertaken with CIPFA. Since this approval, delegated approval has been provided by the Portfolio Holder for Finance and Resources to enable award to a wider range of suppliers who provide financial advisory services as listed below. This will allow greater flexibility to help accelerate the delivery of the finance improvement programme through the engagement of these suppliers using their individual expertise. Accordingly, the Crown commercial framework options have also been widened to ensure the best procurement routes within Crown Commercial frameworks are utilised.

Title of Contract	Financial Advisory Support Services
Director \ Assistant Director	Sara Pitt – Assistant Director Service Finance
Briefly describe the service required	<p>There is a requirement for advisory services to support and improve the Council's financial processes, controls and governance process in the following areas:</p> <ul style="list-style-type: none"> • Fees & charges • Financial regulations • Non-executive support • Support capacity • Capital • Finance Improvement • Neighbourhoods • Chartered Institute of Public Finance and Accountancy (CIPFA) Financial Management assessment. <p>Phase 1 for the improvement plan was completed in August 2020 and this contract supports the delivery of Phase 2.</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?	The Council does not have a statutory duty to provide this service. However, the required services are part of the required planned improvements in Finance and Governance which fully support the Council's objectives.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new contract.
What budget is the funding from for this service?	The cost of the service will be met from the Service Finance, Finance and Governance Directorate budget.
What is the proposed procurement route?	A direct award will be carried out using one or more suitable Crown Commercial Consultancy Services Frameworks such as G-Cloud procurement framework.
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 February 2021 for a period of approximately 12 months.



Resources O&S Committee: Work Programme 2020/21

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

1 Meeting Schedule

Date	Item	Officer contact
18 June 2020 1430 hours 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
23 July 2020 1200 hours 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
10 September 2020 1300 hours 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



15 October 2020 1400 hours 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
12 November 2020 1000 hours Deadline for reports: 3 November	Financial Monitoring 2020/21 – Quarter 2/Month 6	Rebecca Hellard, Interim Chief Finance Officer
	Medium Term Financial Plan Refresh	
10 December 2020 1400 hours 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
14 January 2021 1400 hours Deadline for reports: 5 January	Financial Monitoring 2020/21 – Month 8	Rebecca Hellard, Interim Chief Finance Officer
	CIPFA “deep dive” review – Neighbourhoods Directorate	Rebecca Hellard, Interim Chief Finance Officer/Rob James, Acting Director, Neighbourhoods
11 February 2021 1400 hours Deadline for reports: 2 February	Financial Monitoring 2020/21 – Quarter 3/Month 9	Rebecca Hellard, Interim Chief Finance Officer
	Engagement of Agency Workers, Consultants and Interims	Jon Lawton, Cabinet Support Officer/Tim Normanton, AD, HR (Acting)
11 March 2021 1400 hours Deadline for reports: 2 March	Financial Monitoring 2020/21 – Month 10	Rebecca Hellard, Interim Chief Finance Officer
8 April 2021 1400 hours 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 Update on Implementation of ERP System (*timing to be confirmed*)



2.3 CityServe – Review *(due to go to Cabinet in March)*

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

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
008303/2021	Asset Review – Capital Receipt Generation 2021/22	09 Feb 21
008321/2021	Recommendation Regarding Tenders for the Sale of Various Land and Property Interests, Birmingham	09 Feb 21
008304/2021	Covid-19 Economic Recovery Strategy	16 Mar 21
008307/2021	Perry Barr Regeneration Scheme - Full Business Case Update	20 Apr 21

Cabinet Member for Finance and Resources		
007223/2020	Cityserve – Review	16 Mar 21

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

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

