

BIRMINGHAM CITY COUNCIL

CABINET

TUESDAY, 07 JUNE 2022 AT 10:00 HOURS
IN COMMITTEE ROOMS 3 & 4, COUNCIL HOUSE, VICTORIA
SQUARE, BIRMINGHAM, B1 1BB

A G E N D A

1 NOTICE OF RECORDING/WEBCAST

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

2 APOLOGIES

To receive any apologies.

3 DECLARATIONS OF INTERESTS

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

4 EXEMPT INFORMATION – POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC

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

b) To formally pass the following resolution:-

RESOLVED – That, in accordance with Regulation 4 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting

during consideration of those parts of the agenda designated as exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information.

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

Birmingham City Council

Report to Cabinet

7 June 2022



Subject: Rough Sleepers Initiative 2022-2025

Report of: Managing Director – City Housing

Relevant Cabinet Member: Councillor Sharon Thompson, Cabinet Member Homes and Neighbourhoods

Relevant O & S Chair(s): Councillor Mohammed Idrees, Housing and Neighbourhoods, Overview and Scrutiny Committee

Report author: Jasvinder Bishop, Strategic Lead Rough Sleepers and Single Homeless

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07510 369633

Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 009965/2022		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential :		

1 Executive Summary

- 1.1 The report seeks retrospective approval for a bid to DLUHC for the Rough Sleepers Initiative (RSI) funding for 2022-25 and subsequent commissioning, contracting and awards in line with bid and outcome of bid. The programme target is to reduce and prevent rough sleeping in Birmingham.
- 1.2 Retrospective approval is sought as the funding programme was announced at the end of November 2021, initially with a bid deadline of 4th Feb 2022, later extended to 25th February 2022. The application was released in January 2022. A requirement

of the application process was for a comprehensive review of existing services and coproducing a new bid with stakeholders. The bid was finalised and sent out to relevant parties for feedback and approval in February 2022. Due to time constraints it was not possible to seek full Cabinet approval for the bid at the time, however, approval was sought for the submission of the bid from the Cabinet Member and Director at DMT in February 2022.

- 1.3 Birmingham's proposed submission is set out in Appendix A, with total values of £1,630,000 for year 1, £1,767,400 for year 2 and £2,066,908 for year 3. Birmingham's proposed bid is made up of ongoing, modified and new interventions consisting of a mix of accommodation, support and wellbeing services.
- 1.4 The proposed funding will enable continued delivery and development of interventions for the prevention and relief of rough sleeping and recovery from rough sleeping where this occurs. Additional interventions are picked up in years 2 and 3 where current funding for services is projected to come to an end, to ensure continuity.

2 Recommendations

That Cabinet:

- 2.1 Retrospectively approves the bid submission by the Managing Director of Housing to the Department of Levelling Up, Communities & Housing ("DLUHC") for funding £1,630,000 for the period 2022-23, £1,767,400 for 2023-24 and £2,066,908 ("RSI Grant Funding") and acceptance of RSI Grant Funding as awarded by DLUHC.
- 2.2 Approves commissioning, contracting and awarding the grant funding in line with the DLUHC grant funding conditions and the Council's Constitution.
- 2.3 Notes that delivery will be via a mixture of arrangements with voluntary sector providers, public sector and Birmingham City Council directly. Delivery will therefore include the procurement of services, use of Conditions of Grant Aid (COGAs), contracts awarded from the Rough Sleepers Navigator Framework, services provided directly by Birmingham City Council and services covered by existing contracts.
- 2.4 Delegates authority to the Managing Director - City Housing in consultation with Cabinet Member Homes and Neighbourhoods, Director of Council Management (or their delegate) and Acting City Solicitor (or their delegate) to spend these funds, and apply for and accept any future related funding, via the approval of the procurement strategy and contract award; if a procurement is the preferred commissioning route.
- 2.5 Authorises the Acting City Solicitor (or their delegate) to execute and complete all necessary legal documents to give effect to above.

3 Background

- 3.1 The Rough Sleepers Initiative has been a rolling annual grant funded programme through the then MHCLG since 2018. The objective behind the fund is to reduce,

relieve and prevent rough sleeping with the overall aim of ending rough sleeping completely.

- 3.2 For RSI year 4, Birmingham was invited to participate in an extended route for bidding which assured funding at a baseline not less than previous years for Quarter 1 of 2021-22 and allowed for services to continue operating while bids were being assessed. Total funding received was £1,558,282. This included £1,238,782 for interventions outlined in Birmingham's bid for the period 1st July 2021 to 31st March 2022, £197,000 continuation fund to cover the period 1st April 2021 to 30th June 2021 and a one-off uplift payment of £200,000 to cover emergency accommodation, support and move on costs as a result of COVID 19. The total amount also took into account RSI year 3 underspend of £77,500.
- 3.3 Following the last round of funding (RSI year 4, 2021-22) DLUHC announced a 3-year funding programme covering the period April 2022 to end of March 2025. This has allowed for a comprehensive review of services and better planning of future provision than previous short term funding. The application for RSI 2022-25 includes a self-assessment of current homelessness provision and a summary of Birmingham's response to rough sleeping for the next 3 years.
- 3.4 RSI funded interventions have been successful in reducing rough sleeping in Birmingham since 2018, with progress being reflected through official rough sleeper counts, with a figure of 31 in 2021 down from 91 in 2018. Current snapshots and evidence-based estimates show between 19-25 individuals rough sleeping on any given night in Birmingham. This continues to be a reduction of numbers seen pre pandemic.

4 Options Considered and Recommended Proposal

- 4.1 Not to bid for the funding. This would have a substantial and negative impact upon service provision and relationships with partners. DLUHC have viewed previous interventions as being effective and have indicated a commitment to fund interventions for the next 3 years.
- 4.2 It is recommended that retrospective approval is given to the bid submitted for RSI funding for 2022-25 as outlined in Appendix A. This approach is in line with the Council's priorities regarding tackling homelessness in Birmingham (see paragraph 7 below).

5 Consultation

- 5.1 Consultation with partners and providers took place throughout December 2021 and January 2022. The opportunity to review current provision, propose interventions and provide feedback for this round of funding has been shared with the Birmingham Homelessness Partnership Board, Birmingham Homelessness Forum, Rough Sleepers Action Group, West Midlands Combined Authority Homelessness Taskforce and Birmingham City Council Commissioning Managers.

- 5.2 DLUHC require the bid to be developed through co-production. This has been done through individual consultations with existing service providers and Commissioning Managers as well as the designated DLUHC specialist advisor.

6 Risk Management

- 6.1 This is the fifth year of RSI funding. Birmingham City Council has been awarded funding since year 1 and as such are aware of the funding conditions and outcome monitoring requirements. Processes are in place to manage these.
- 6.2 At this stage the risks are related to compliance. These risks are managed within the governance arrangements and compliance issues in Section 7.

7 Compliance Issues:

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

- 7.1.1 The bid supports the Homeless Prevention Strategy 2017+ and the supplementary Rough Sleeping Addendum that was formally adopted by Full Council on 12 January 2021.
- 7.1.2 The bid supports the Ending Rough Sleeping Plan which is managed by the Rough Sleeper Action Group.
- 7.1.3 The service delivery element of the bid complements the Vulnerable Adults Housing and Wellbeing Pathway investment as set out in the Cabinet Report 16 April 2019.
- 7.1.4 Elements of the bid will support young people who are homeless and therefore supports the Council's Corporate Parenting Responsibilities.
- 7.1.5 Elements of the bid will support the work of the Birmingham Community Safety Partnership.

7.2 Legal Implications

- 7.2.1 Section 179 Housing Act 1996 provides that a local housing authority must provide or secure the provision of a service, available free of charge to any person in the authority's district, providing information and advice on, preventing homelessness, securing accommodation when homeless, the rights of persons who are homeless or threatened with homelessness and the duties of the authority.
- 7.2.2 The Council may also exercise powers under the Care Act 2014 together with associated regulations and statutory guidance relating to the provision of services to meet the need for care and support as well as prevention and services to promote wellbeing.
- 7.2.3 Section 93 of the Local Government Act 2000 gives the Secretary of State power to award grants to local authorities for expenditure incurred by them in the provision of welfare services determined by the Secretary of State.

7.2.4 The Council's obligations for this service under the General Data Protection Regulation (GDPR) will be met by commissioned arrangements.

7.3 Financial Implications

7.3.1 The value of the bid is £1,630,000 for year 1, £1,767,400 for year 2 and £2,066,908 for year 3.

7.3.2 The funding will be a Section 31 grant from DLUHC accompanied by a Memorandum of Understanding (MoU).

7.3.3 There are no specific implications arising from the submission of the bid or subsequent contract awards. Funding allocations will be passed on to providers in line with the services procured. The revenue implications in relation to receipt of the proposed bid and contract awards will be contained within the bid with no additional cost to the Council.

7.3.4 The financial management of RSI has sat with Adult Social Care Commissioners, this will now pass to City Housing, Housing Solutions and Support, but commissioning support will continue through Adult Social Care Commissioners.

7.3.5 Value for money is considered by DLUHC as part of any award and delivery is benchmarked against other Local Authorities. Birmingham City Council is participating in a DLUHC/Centre for Homelessness Impact pilot on measures of success in ending rough sleeping. Opportunities are sought for programme delivery to make the most of established services.

7.4 Procurement Implications (if required)

7.4.1 Navigator services, i.e. those services employing support workers who will directly work with individuals, will be awarded via Birmingham City Council's Rough Sleepers Navigator Framework, to which providers were invited to Tender in February 2022.

7.4.2 Delivery will consist of services provided directly by Birmingham City Council where appropriate or via public sector bodies (e.g. NHS), voluntary organisations and use of the Rough Sleepers Navigator Framework. Commissioning arrangements will be made in accordance with the Council's constitution, procurement legislation (where applicable) and any relevant DLUHC grant funding condition.

7.5 Human Resources Implications (if required)

7.5.1 The majority of job roles will sit within the voluntary sector, with contracts awarded through the Rough Sleeper Navigator Framework. Roles within the statutory sector are primarily a continuation of existing jobs and work. The Business Support role is a new post for Housing Solutions and Support reflective of the handing over of contract management from Adult Social Care to Housing Solutions and Support.

7.5.2 The commissioning of Navigators will be undertaken by staff within the Adult Social Care Directorate, other commissioning by City Housing.

7.6 Public Sector Equality Duty

7.6.1 An Initial Impact Assessment has been carried out (Appendix C) and no adverse impacts have been identified. A Full Impact Assessment is not recommended at this stage.

8 Background Documents

8.1 RSI 2022-25 Self-Assessment; RSI 2022-25 Project Plan.

List of appendices accompanying this report:

Appendix A - Proposed Bid

Appendix B - RSI Guidance for Local Authorities

Appendix C - Equality Impact Assessment

Rough Sleepers Initiative 2022-25

Intervention	Cost 22/23	Cost 23/24	Cost 24/25	Comments
RSI Voluntary, Faith and Communities Coordinator (tender with 20&21)	60000	61200	62424	
Business Support (BCC - HSS)	50000	51000	52020	
Social Work Coordinator (BCC - ASC)	65000	66300	67626	
Outreach Social Worker (BCC - ASC)	60000	61200	62424	
Community nurse (HealthxChange)	50000	51000	52020	
Emergency Beds (tender)	130000	130000	130000	
Emergency Beds Navigator (Framework)	40000	40800	41616	
Adult navigators service x 3 (Framework)	140000	142800	145656	
HRA Link Officers Adults x2 (BCC - HSS)	85000	86700	88434	
HRA link Prison navigator (BCC - HSS)	42500	43350	44217	
Young Persons Outreach and Navigator service (Framework)	140000	142800	145656	
Night outreach navigators (Framework)	120000	122400	124848	
Womens Outreach and Navigator service (Framework)	60000	81600	83232	
HRA Link officer- People from abroad (BCC - HSS)	42500	43350	44217	
People from Abroad Navigator (Framework)	40000	40800	41616	
People from Abroad service (via Framework provider)	30000	30000	30000	
Food Justice support (street feeder engagement, tender with Wellbeing)	35000	35700	36414	
Wellbeing and befriending service (tender with Food Justice)	100000	100000	100000	
Transition Navigators x3 (Framework)	120000	122400	124848	
Rapid Prescribing (via existing contracted provider)	100000	102000	104040	
Personalisation Fund to be used by navigators and for tenancy rescue	100000	102000	105000	
Community Safety officers x2 (BCC Community Safety)		110000	110000	
Housing First Navigators x 6 (Framework)			270000	
Total	1610000	1767400	2066308	

Item 5



Department for Levelling Up,
Housing & Communities

Working Together to End Rough Sleeping

Rough Sleeping Initiative 2022 – 2025: Guidance for Local Authorities

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Introduction

The Government has committed to ending rough sleeping by the end of the current Parliament. The Rough Sleeping Initiative (RSI) is crucial to meeting that commitment. We have made excellent progress on our manifesto commitment to end rough sleeping. The annual rough sleeping snapshot in 2020 saw a 37% reduction from the year before. Rough sleeping levels have fallen 43% since 2017.

As announced at the Spending Review, this Government is committing over £2bn to tackle homelessness and rough sleeping over the next 3 years, with multi-year funding enabling local partners to better plan services and maximise efficiencies. This includes continuation of the RSI.

The Department for Levelling Up, Housing and Communities (DLUHC) are proud to begin the process of working with you to plan for the next phase of Rough Sleeping Initiative (RSI 2022-25). As part of this process, we ask that you and your partners think about their longer-term plans to end rough sleeping locally, and how RSI funding can be used to support these ambitions. RSI 2022-2025 will build on past successes, provide ongoing support to those who need it and continue the work to reduce and ultimately end rough sleeping in England through building sustainable pathways and preventing rough sleeping.

This guidance sets out the process to submit proposals for RSI 2022-2025, the key objectives of the fund, and the support that will be available to local authorities as you develop your proposals during coproduction.

The guidance is not exhaustive, and you will be working closely with RSI advisers throughout this time who will be able to advise and guide you through the process.

Background

The Rough Sleeping Initiative was first announced in March 2018 and sought to make an immediate impact on the rising levels of rough sleeping. In its first year (2018/19) we allocated £30 million to 83 local authorities providing targeted support to the areas who had the highest levels of rough sleeping. This was backed by our rough sleeping adviser team who provide tailored advice and support to RSI areas so that they can achieve their goals of reducing and then ending rough sleeping.

Since 2018/19 RSI has expanded to 249 local authorities in 2019/20 with £46m funding allocated, including £12m for new areas joining the initiative. In the third year of RSI (2020/21), £112m was allocated to 291 local authorities. In the fourth year of RSI (2021/22), £200m was allocated to 281 areas. This work continues to be supported by our expert adviser teams (Rough Sleeping Initiative (RSI) and Homelessness Advice and Support Team (HAST)) who have formed strong partnerships with local authorities and continue to work pro-actively to support you and to provide challenge and assurance of your local approach. The RSI has worked, our impact evaluation identified that in 2018, the initiative reduced the number of people sleeping rough by 32% in the areas funded, compared to the number it would have been had the initiative not been in place.

We want to build on the work of past RSI's funding and enable you to thoroughly plan your response to ending rough sleeping over the next three years. We listened to your feedback and recognised the importance of long-term funding certainty and hope to provide this through RSI 2022-2025.

Section 1: The Purpose of RSI 2022-2025

1.1 RSI 2022 – 2025

This funding, alongside the dedicated support of RSI advisers, is designed to support local authorities build on the successes already established through the RSI, continuing the work to reduce the number of people sleeping rough and enhance services for them and those at risk of sleeping rough. A key aim of RSI 2022-2025 is to give local authorities the funding certainty they need to think longer-term about their responses to rough sleeping and the interventions they need to end it. We are looking for local authorities to think about their current rough sleeping response across these four objectives:

- a) **Prevention** - Activities to stop people sleeping rough for the first time
- b) **Intervention** - Support for those currently sleeping rough to move off the streets
- c) **Recovery** - Support for those who have slept rough to ensure they do not return to the streets
- d) **Systems Support** - Systems and structures to embed change and monitor progress

We expect local responses to mature throughout the funding period, with greater focus being placed on prevention activity as we work together to reduce the number of people sleeping rough.

1.2 What the funding will cover:

Proposed interventions should reflect your current Ending Rough Sleeping Plans as well as your local homelessness and rough sleeping strategy. They should clearly demonstrate prevention, and the pathway from the streets and into accommodation with support, recognising that while some people can be assisted back to their accommodation or into private rented tenancy, others will benefit from bespoke housing options with specialist support in place.

Local authorities should know who is at risk of sleeping rough, who is new to sleeping rough, as well as who has returned to the streets or has spent long periods rough sleeping. We expect proposals to reflect local need and for services to be commissioned based on robust assessments in order to deliver tailored specialist support for individuals, including under the Equality Act 2010. Local authorities should consider how their offers can be flexible and

respond to seasonal demands, including winter and other surge provision (with no expectation of additional funding from the Department for this purpose in year).

This intelligence and understanding of why people sleep rough should inform the plans for your proposed rough sleeping response and the services and roles you wish to put in place, extend or enhance through RSI 2022-25 funding. You should ensure that RSI 2022-25 provision is informed by this and engage with all relevant stakeholders and delivery partners to ensure that needs can be met.

RSI 2022-25 is designed to provide support across local and regional rough sleeping pathways and there are a range of interventions it can fund. For example:

- **Prevention and early intervention:** Identifying those who are at risk of rough sleeping early and intervening before crisis stage. You should know why people are on the street to target resources at effective prevention and implement practical and strategic responses to help people sustain and manage their accommodation, with early alert systems in place when things are going wrong for an individual. This could include liaison and diversion approaches from hospitals and prisons and work with accommodation providers to reduce short notice eviction through proactive pre-eviction protocols. You should consider how you can improve your work with other agencies to deliver their Duty to Refer, enabling early identification of people at risk of sleeping rough. For example, with navigators or resettlement roles working with people leaving prison, those being discharged from hospital or young people leaving care.
- **Street-based response:** Assertive outreach that engages with those who are sleeping rough to support them into services away from the street. This is the crucial first stage in getting people into a pathway of services and should adopt features such as outreach shifts that correspond with patterns of rough sleeping in the area (for example regular early morning sessions) and personalised approaches focussed on client need. Outreach services should work in a multi-disciplinary approach with specialist teams such as mental health nurses, paramedics and the police. You should also consider the ability to gather data from the street and use it to influence the operation of all other services downstream.
- **First stage accommodation:** Accommodation providing a safe space away from the street, mitigating the risks individuals face when sleeping rough and enabling rapid assessment and move-on. There are various models of rapid assessment hubs and they will need to be tailored to local need with a preference for self-contained. You

should consider how the 'off the street offer' will meet demand all year round including the colder months. When calculating costs, housing benefit recovery should be factored in as appropriate.

- **Housing support and housing led solutions:** Options for the supply of longer-term accommodation opportunities to help sustain a life away from the streets. This works best when combined with appropriate floating support, to help people resettle, and sustain their accommodation. As part of this you should consider work with social landlords and the private rented sector to increase people's access to longer term housing, including enabling access to the private rented sector for those leaving custody. Housing-led solutions should be considered for people with more complex needs who require intensive on-going support in an environment that is flexible enough to promote their recovery. This may include Housing First where the intention is to provide intense support alongside a permanent offer of accommodation. (RSI 2022-25 will not cover capital related bids for accommodation. Capital funding has been made available through the Rough Sleeping Accommodation Programme.)

- **Specialist roles and provision:** Identifying and addressing the needs of the most vulnerable people, such as women, victims of domestic abuse, young people, LGBTQ+, those with drug and alcohol needs or mental ill-health, and people who sleep rough repeatedly and long-term, is vital to sustainably ending rough sleeping.

There is a high crossover between people that sleep rough and people with a history of offending. You should also consider if there are any specialist roles or provision that can be delivered to support people leaving prison into settled accommodation. You should also consider specialist skills for supporting employment and health outcomes.

We expect that any specialist roles will have the full involvement and support of relevant partners, and that interventions integrate and build on partnerships, to avoid stand-alone interventions (where appropriate you should also consider the suitability of other funding streams).

1.3 Individuals with restricted eligibility due to their immigration status

Some individuals you encounter will be ineligible for statutory homelessness assistance due to their immigration status and we recognise that supporting this cohort can present unique challenges. We must remind you that the rules as to eligibility relating to immigration status, including for those with restricted eligibility, have not changed. However, this does not mean that you should not offer any support to this group.

Any funding we have provided, including RSI funding, can be used to help anyone, as long as you are acting within the law in doing so. Therefore, we encourage areas to use RSI 2022-25 funding alongside existing interventions to exhaust all options to support this cohort with longer term sustainable solutions.

To help with this, you should assess this group on an individual basis, considering that person's specific circumstances and support needs to identify the most effective interventions. Examples of these interventions are listed below, noting that this is not an exhaustive list:

- Funding to support individuals on voluntary reconnections to home country;
- Funding for support workers/navigators to provide specialist support to enhance an individual's move-on options, including resolving an individual's immigration status;
- Funding for faith and community sector organisations who may be able to provide longer-term support/interventions through shelter accommodation or family placements with support; and,
- Funding for immigration and legal services to support regularisation of status;
- Funding for translation services and/or specialist outreach.

Alongside using funding available to support this cohort, you should also consider how you can work with Home Office to support individuals to regularise their status, as well as encouraging voluntary returns where a person does not have a legal right to remain in the UK. If you would like to discuss what the options for this are in your area, please do get in touch with the Home Office Homelessness Team on:

HOHomelessnessTeam@homeoffice.gov.uk.

1.4 Support to improve the health of people who sleep rough

The experience of the pandemic has redoubled the government's determination to ensure that housing, public health, social care and healthcare and the voluntary and community sector work more closely together in the future than ever before. Throughout the pandemic, we have worked with Department for Health and Social Care (DHSC), Office for Health Improvement and Disparities (OHID), UK Health Security Agency (UKHSA) and National Health Service England (NHSE) to ensure that people sleeping rough or in emergency accommodation have their health needs met. It is vital that we build on this unprecedented collaboration and make sure that the health and well-being of people supported through the

RSI is central to the programme. As part of your application, you must show how you have involved local health (including public health) and care commissioners and providers, including at the Integrated Care System level. Where you identify gaps in local health and care for people sleeping rough, applications for funding to address this will be considered, this could include addressing the physical or mental health or substance misuse needs of people sleeping rough, improving integration between health and housing services or providing suitable step-up/step-down accommodation to allow people who are homeless to leave hospital, or avoid unnecessary hospital admissions.

If you are bidding for costs related to meeting the substance misuse needs of people sleeping rough, you should first consider bidding into the Rough Sleeping Drug and Alcohol Treatment Grant (RSDATG). This will fund evidence-based drug and alcohol treatment and wraparound support to improve access to treatment, including for those with co-occurring mental health needs. If your area is not receiving funding for the RSDATG, you can bid for RSI 2022-2025 funding to provide these services in your area.

Examples of successful health related support funded through RSI 2021-2022 include:

- Funding for nurses and GPs, who deliver in-reach support to temporary accommodation which also includes immunisation, management of long-term conditions and wound care.
- Funding for social workers and health professionals who deliver health care on an outreach basis to the street and into temporary accommodation.
- Funding to set up a mobile health bus which offers support from sexual health, blood borne virus screening, immunisation and stop smoking teams.
- Funding for mental health workers, Clinical Psychologists, CPN (Community Psychiatric Nurse) and substance misuse services.
- Funding for social prescribing offering art, music, and horticulture sessions.
- Funding to enable work with a hospital trust on the hospital discharge pathway and the vaccination programme.
- Funding to offer access to a social prescriber benefits adviser.

1.5 Support for people into employment

Employment provision has the potential to aid a person's recovery and make their move away from the streets a sustainable and permanent one. Employment is not necessarily the silver bullet for everyone, but even for those with complex needs who are furthest from the job market, appropriate employment can play an important role in stabilising their lifestyle and integrating them within a community. For individuals with restricted eligibility due to their

immigration status, support to find employment is an important solution and we funded a number of successful schemes supporting this group through RSI 2021-2022.

In your RSI 2022-25 application you should consider what support can be provided to get individuals either into employment or training, in a sustainable and supportive way. This could also include the development of support that ties to accommodation, for instance the offer of work or training being attached to temporary and move-on accommodation. Examples of successful employment support funded through RSI 2021-2022 include:

- A private rented sector (PRS) tenancy sustainment scheme with employment support built in.
- Hiring and working with employment brokers who specialise in supporting our cohort into work.
- Specific roles to develop individuals' work skills and help them navigate employment support available.
- Department for Work and Pensions (DWP) outreach workers providing benefits and employment advice.

We are keen to support partnership working through RSI. Your application could include support to join up at the operational level including co-location of staff between job centres and housing options alongside staff dedicated to developing relationships with a range of organisations that provide opportunities for employment. You should consider close collaboration and commissioning with the voluntary & community sector and local registered providers who are developing innovative employment related support schemes.

Section 2: Planning and preparing the RSI application

This fund is open to all local authorities and combined authorities across England. Proposals can be submitted by a single local authority, and we also encourage joint proposals from groups of local authorities, who can deliver new or enhanced service from 1 April 2022.

2.1 RSI 2022-2025 Coproduction

We recognise the incredible work achieved by local authorities and progress made in local areas. The coproduction process for all areas aims to be proportionate, consultative and focussed on the long-term vision of the area.

Since its inception, coproduction has been a core foundation of the RSI. Coproduction consists of local authorities and DLUHC's expert advisers discussing the current offer, gaps

and needs in an area, and jointly developing plans and initiatives to reduce rough sleeping. Coproduction is also an opportunity to engage with the local voluntary & community sector, people with lived experience and the wider community to understand the most effective and appropriate local approaches to ending rough sleeping.

2.1 Planning for a multi-year application

RSI 2022-2025 is designed to enable you to plan for your services and funding across three years. The application process will ask you to identify which services and interventions will run for three years, as your core service offer.

We do not expect all services proposed to be part of your core offer and require 3-year funding certainty, so ask that you carefully consider which are essential over the whole period and which can be delivered over a shorter timeframe. It is important that you carry out this assessment and be robust about what is essential to receive multi-year funding. We do not expect any proposals which are entirely core and will also be assessing this during moderation.

As part of the coproduction process, you should consider how services will be phased in and out over the three years. As services develop, mature and the needs of those at risk of rough sleeping change over time, certain local offers will be wound down, as well as new services becoming more appropriate. For example, as an area moves from an intervention response to a preventative approach. The application form will allow you to identify the time period the over which services will run.

On approval of any multi-year funding for services under RSI 2022 – 2025, you should anticipate that DLUHC will set ‘payment gateways’, at least annually, so that performance and delivery will be assured before funding is released each year.

2.2 Transitioning to RSI 2022-2025

RSI 2021 – 2022 will end on 31st March 2022. After four years of RSI funding, we anticipate local areas many need to conduct re-procurement and restructure of services.

Given the time needed for coproduction of RSI 2022-25 and to provide you sufficient time to develop proposals we do not expect to confirm allocations before March 2022. To minimise any gaps in provision and loss of skilled staff we expect to be able to confirm a minimum

level of funding to you between 1st April and 30th June 2022. This will be in advance of the moderation process and confirmation of full allocations.

DLUHC will write to all Local Authorities as soon as possible to set out plans for a transition period and any related continuation funding.

Key Milestones:

Date	Activity
November 2021 – January 2022	Coproduction <ul style="list-style-type: none">• Completion of Area Self-Assessment Tool• Meetings with RSI Advisers• Completion of application form and project plan
4th February 2022	Deadline for Area Self-Assessment Tool & Application Form
February	Scoring and moderation of proposals
March/April	Expected Allocations & Announcements

Stage 1 - Coproduction: Self-Assessment

A 3-year spending review settlement is the opportunity to think longer-term and innovatively about new and different approaches to end rough sleeping. This is why, for RSI 2022 - 2025 we are asking you to complete a self-assessment exercise in order to support your development of an application for RSI 2022-2025.

The purpose of this tool is to allow you to consider your current rough sleeping offer (where you are now) and how the future rough sleeping offer will work (where you want to be), and where the gaps are between the two.

The self-assessment will be used by DLUHC to inform decisions on applications during RSI moderation.

The self-assessment tool is provided as an attachment to this guidance with an explanatory note.

We recommend this exercise is completed before completing the application form.

Stage 2 - Coproduction: completing the application form

Similar to previous years, the form will require detailed costs, volumes and deliverables for service offers to be funded through RSI, alongside some brief summary descriptions.

DLUHC are currently exploring options for developing an improved online form. A link to the application form will be provided to you by December 2021. In the interim, a summary of the key questions and information requested in the application form are provided in Appendix B.

You will also be required to submit a high-level project plan in excel format which sets out key milestones and deliverables during 2022 – 2025. This may include such things as procurement exercises and service start dates. A blank project plan template will be issued alongside the application form.

The application form, project plan and self-assessment exercise must be received by DLUHC no later than midnight 4th February 2022. Earlier submissions are welcomed.

Stage 3 - Moderation

Our aim is for the moderation stage to provide a fair and robust assessment of the RSI 2022 – 2025 proposals. Following coproduction, proposals will be reviewed and considered, including by your adviser, against these criteria:

- Transition and delivery plans
- Value for money and impact
- Local monitoring and understanding of local need
- Partnership working and accessibility of services
- Local leadership and innovation

We will use additional information, e.g., Self-Assessment Exercise, Ending Rough Sleeping Plans, RSI 2021-2022 proposals and delivery, to understand the wider context of your RSI 2022 – 2025 proposal.

All proposals undergo evaluation by a panel, supported by your rough sleeping adviser. Initial ratings will be scrutinised, and the panel will make a recommendation for funding. You may receive feedback, and/or be asked to make amendments before a final amount is agreed.

Recommendations require Ministerial sign off before being communicated. We expect to inform you of the outcome of your submissions by April 2022.

2.4 Key Performance Indicators

We will use Key Performance Indicators (KPIs) to help measure the success of RSI 2022-25, which will be aligned with the outcomes we want to achieve. We will continue moving towards an outcomes focused approach underpinned by the data we collect to ensure we

have a good understanding across a range of outcomes relating to accommodation, health and employment for example. Illustrative KPIs are outlined below:

- Reduction in the number of individuals sleeping rough
- Increase in the proportion of people rough sleeping who have had their needs assessed
- Increase in the number of individuals with a tailored service offer
- A reduction in the number of individuals sleeping rough for the first time
- Expenditure and underspend

DLUHC will confirm with areas the final KPIs on completion of the moderation process. These KPIs will be monitored through monthly data collection and information provided through the rough sleeping adviser teams.

The expectation is that you update your Ending Rough Sleeping Plans once funding has been awarded and on a yearly basis during RSI 2022-2025.

Annex A: RSI 2022-2025 in London

Crucial to realising the Government's manifesto commitment to end rough sleeping by the end of the current Parliament, is a successful response in London, where the scale of the problem is most acute. We understand that London faces a unique combination of challenges, with transient client groups, high levels of 'flow' onto the streets and a high proportion of clients with restricted eligibility due to their immigration status. London is also a diverse area, with different boroughs or regions facing different challenges around tackling rough sleeping locally. Finding collaborative solutions to these problems is key, as was evidenced by the great work of boroughs, the Greater London Authority, London Councils and other partners throughout the pandemic and into the recovery phase.

Building on this success and taking on board feedback from boroughs, we would like to make partnership working easier under RSI (2022-2025). Alongside proposals from individual boroughs, in RSI (2022-2025) we are particularly encouraging applications for cross-borough and sub-regional interventions. As demonstrated by the work of existing partnerships, a sub-regional approach to tackling rough sleeping has many benefits and efficiencies, in terms of information-sharing, joint programming and pooling of resources – ultimately driving better outcomes for vulnerable individuals. For example, where they may not be viable at borough level, specialist interventions often work well at a sub-regional level.

There is already much activity taking place at a sub-regional level, including health interventions via Integrated Care System areas, and London Council's work to put a refreshed focus on the entrenched Target 1000 cohort through sub-regional governance structures. RSI (2022 – 2025) is, therefore, a further opportunity to build on, and enhance, this collaborative approach.

Process

As part of the coproduction process, RSI advisors will be convening sub-regional meetings to discuss the local need and to explore opportunities for joint projects or programming which would enhance the rough sleeping response in the sub-region. We appreciate the resource implications involved in sustaining an effective sub-regional partnership, so advisers will also work with areas to put forward proposals for a funded coordination post per sub-region.

Each sub-region will have dedicated RSI advisor support, as set out below:

Sub-region	Boroughs	Lead RSI Advisor(s)
North	Islington, Camden, Barnet, Enfield, Haringey, Westminster	David Johnson
West	Ealing, Hammersmith and Fulham, Hillingdon, Hounslow, Harrow, Brent, Royal Borough of Kensington and Chelsea	David Johnson
East	Barking and Dagenham, City of London, Havering, Newham, Hackney, Waltham Forest, Redbridge, Tower Hamlets	John Isserlis
South-West	Merton, Kingston, Croydon, Sutton, Richmond, Wandsworth	Sean Backhurst
South-East	Lewisham, Greenwich, Southwark, Bromley, Bexley, Lambeth	Sean Backhurst and Francesca Gasparo

We want to see this collaborative model mature steadily over time. Although we are encouraging ambitious joint bids from Year 1, we appreciate that some joint proposals may take further time to develop. Therefore, we also anticipate welcoming further sub-regional bids to RSI 2022 – 2025 funding at later intervals.

As in previous years, there will be no specific amount set aside for joint bids. Each bid will be assessed on its own merit at assessment stage. We also continue to welcome applications from any grouping of local authorities, not limited to sub-regions.

Annex B – RSI 2022-2025 application form questions

The form for completion will be issued in December. These questions are provided to support early planning for the completion of the form. You will also be asked to provide a high-level project plan with the application and a template will be provided alongside the application form.

1. Area name
2. Areas covered (joint bids)
3. Contact email
4. What is your local area target for rough sleeping each year, assuming all RSI (2022-2025) interventions are funded in full?
5. Provide a summary of key partners (including health, probation, other community services and those with lived experience) you have engaged with to develop the application (100 words)
6. Total Spends
 - a. Total spend: intervention
 - b. Total spend: recovery
 - c. Total spend: prevention
 - d. Total spend: systems support
7. Intervention name (*to be completed per intervention bid for*)
 - a. Is this a new intervention or continuation?
 - b. Start date of service (dd/mm/yyyy), please factor in transition period
 - c. End date of service (dd/mm/yyyy)
 - d. Service description (200 words)
 - e. How will this help you respond to target priority group (100 words)
 - f. Service type (intervention, prevention, recovery, system support) - *lead pillar*
 - g. Total costs. Broken down per funding year.
 - h. How many bed spaces will be funded? (physical bed spaces, NOT clients per bed space). *Broken down per funding year.*
 - i. What is the unit price for accommodation? *Broken down per funding year, per bed cost.*
 - j. How many staff (FTE) will be funded? *Broken down per funding year, per staff member.*
 - k. How many clients will this support over the year? *Broken down per funding year.*

- I. What is the percentage of Housing Benefit support that you will claim?

Title of proposed EIA	RSI 2022-25 grant funding
Reference No	EQUA876
EA is in support of	Amended Service
Review Frequency	No preference
Date of first review	01/04/2023
Directorate	City Housing
Division	Housing Support and Solutions
Service Area	
Responsible Officer(s)	<input type="checkbox"/> Jasvinder Bishop
Quality Control Officer(s)	<input type="checkbox"/> Kieran Cronin
Accountable Officer(s)	<input type="checkbox"/> Gary Messenger
Purpose of proposal	Permission to bid and procure services from Cabinet
Data sources	Survey(s); relevant reports/strategies; Statistical Database (please specify)
Please include any other sources of data	ONS and DLUHC data on rough sleepers Data held by existing commissioned providers
ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS	
Protected characteristic: Age	Service Users / Stakeholders; Employees
Age details:	<p>The Rough Sleepers Initiative 2022-25 is a grant funded programme of support and services to those who are homeless and rough sleeping. The programme is entering its 5 year of operation.</p> <p>The programme will provide a range of services including emergency accommodation, outreach and navigator support, health interventions and wellbeing services.</p> <p>Rough sleepers are acknowledged as some of the most excluded of groups with a increased chance of early death, substance misuse, poor physical and mental health, disability, offending behaviour, a history of being in care including as a child, and legal issues</p>

relating to status in the country and access to benefits.

The age profile of rough sleepers tends to be 5-10% in the age band 16-25, with the majority being 26-39, and a further 10-15% being 40+. RSI services are open to all ages, and support is in place regardless of age, with specialist services in place for 16-25's.

Protected characteristic: Disability

Service Users / Stakeholders;
Employees

Disability details:

The Rough Sleepers Initiative 2022-25 is a grant funded programme of support and services to those who are homeless and rough sleeping. The programme is entering its 5 year of operation.

The programme will provide a range of services including emergency accommodation, outreach and navigator support, health interventions and wellbeing services.

Rough sleepers are acknowledged as some of the most excluded of groups with a increased chance of early death, substance misuse, poor physical and mental health, disability, offending behaviour, a history of being in care including as a child, and legal issues relating to status in the country and access to benefits.

Those with disabilities make up a higher proportion of rough sleepers. RSI services do not exclude on the grounds of disability but looks at support requirements for successful outcomes. There is a partnership in place that includes social services, health, DWP professionals able to assess and secure relevant support to enable access to services.

Protected characteristic: Sex

Service Users / Stakeholders;
Employees

Gender details:

The Rough Sleepers Initiative 2022-25 is a grant funded programme of

support and services to those who are homeless and rough sleeping. The programme is entering its 5 year of operation.

The programme will provide a range of services including emergency accommodation, outreach and navigator support, health interventions and wellbeing services.

Rough sleepers are acknowledged as some of the most excluded of groups with a increased chance of early death, substance misuse, poor physical and mental health, disability, offending behaviour, a history of being in care including as a child, and legal issues relating to status in the country and access to benefits.

Women currently account for less than 10% of rough sleepers found bedded down on the streets of Birmingham, men 90%. With this it is recognised that women's homelessness can be more hidden and less likely to present as street sleeping. RSI services are accessible to both men and women and is committed to identification and provision for both presenting and hidden rough sleeping. Specialist womens only services are included as part of the programme and will look to address the specific issues faced by women. Part of this will include gathering data and identifying further gaps in provision.

Protected characteristics: Gender Reassignment

Gender reassignment details:

Service Users / Stakeholders;
Employees

The Rough Sleepers Initiative 2022-25 is a grant funded programme of support and services to those who are homeless and rough sleeping. The programme is entering its 5 year of operation.

The programme will provide a range of services including emergency accommodation, outreach and

navigator support, health interventions and wellbeing services.

Rough sleepers are acknowledged as some of the most excluded of groups with a increased chance of early death, substance misuse, poor physical and mental health, disability, offending behaviour, a history of being in care including as a child, and legal issues relating to status in the country and access to benefits.

Services are accessible by all rough sleepers, and gender reassignment is not a barrier to access. The services will work proactively with anyone who identifies as transgender at any stage of their journey.

Protected characteristics: Marriage and Civil Partnership

Service Users/ Stakeholders;
Employees

Marriage and civil partnership details:

The Rough Sleepers Initiative 2022-25 is a grant funded programme of support and services to those who are homeless and rough sleeping. The programme is entering its 5 year of operation.

The programme will provide a range of services including emergency accommodation, outreach and navigator support, health interventions and wellbeing services.

Rough sleepers are acknowledged as some of the most excluded of groups with a increased chance of early death, substance misuse, poor physical and mental health, disability, offending behaviour, a history of being in care including as a child, and legal issues relating to status in the country and access to benefits.

Marital status is not a barrier to access RSI services. Services are designed to work with those who are single or as a couple. Accommodation and support will be based on the needs of the individual or couple regardless of marital status.

Protected characteristics: Pregnancy and Maternity

Pregnancy and maternity details:

Service Users / Stakeholders;
Employees

The Rough Sleepers Initiative 2022-25 is a grant funded programme of support and services to those who are homeless and rough sleeping. The programme is entering its 5 year of operation.

The programme will provide a range of services including emergency accommodation, outreach and navigator support, health interventions and wellbeing services.

Rough sleepers are acknowledged as some of the most excluded of groups with a increased chance of early death, substance misuse, poor physical and mental health, disability, offending behaviour, a history of being in care including as a child, and legal issues relating to status in the country and access to benefits.

Pregnancy and maternity details may have relevance in terms of an individuals legal status as homelessness. Priority need applicants may be afforded further rights, benefiting the individual. RSI services may support individuals through pregnancy and maternity jointly with statutory services.

Protected characteristics: Race

Race details:

Service Users / Stakeholders;
Employees

The Rough Sleepers Initiative 2022-25 is a grant funded programme of support and services to those who are homeless and rough sleeping. The programme is entering its 5 year of operation.

The programme will provide a range of services including emergency accommodation, outreach and navigator support, health interventions and wellbeing services.

Rough sleepers are acknowledged as some of the most excluded of groups

with a increased chance of early death, substance misuse, poor physical and mental health, disability, offending behaviour, a history of being in care including as a child, and legal issues relating to status in the country and access to benefits.

People from black and minority ethnic groups present as sleeping rough at a lower rate than the general population of Birmingham. It is recognised that rough sleeping may be more hidden amongst particular minority groups. Work is done across the homeless partnership to address areas of under-representation and access to services. There is an over-representation of people sleeping rough from EU nation states, where individuals have rights to be in the UK and to work, but without rights to benefits/public funds - this status can exclude from accommodation. RSI programme has specialist services that work with specifically with non UK nationals.

Protected characteristics: Religion or Beliefs

Religion or beliefs details:

Service Users / Stakeholders;
Employees

The Rough Sleepers Initiative 2022-25 is a grant funded programme of support and services to those who are homeless and rough sleeping. The programme is entering its 5 year of operation.

The programme will provide a range of services including emergency accommodation, outreach and navigator support, health interventions and wellbeing services.

Rough sleepers are acknowledged as some of the most excluded of groups with a increased chance of early death, substance misuse, poor physical and mental health, disability, offending behaviour, a history of being in care including as a child, and legal issues relating to status in the country and access to benefits.

	<p>Religion or beliefs are not a factor in accessing RSI services. Services will work with all those who are rough sleeping or homeless regardless of religion or beliefs.</p>
Protected characteristics: Sexual Orientation	<p>Service Users / Stakeholders; Employees</p>
Sexual orientation details:	<p>The Rough Sleepers Initiative 2022-25 is a grant funded programme of support and services to those who are homeless and rough sleeping. The programme is entering its 5 year of operation.</p> <p>The programme will provide a range of services including emergency accommodation, outreach and navigator support, health interventions and wellbeing services.</p> <p>Rough sleepers are acknowledged as some of the most excluded of groups with a increased chance of early death, substance misuse, poor physical and mental health, disability, offending behaviour, a history of being in care including as a child, and legal issues relating to status in the country and access to benefits.</p> <p>Recording of sexual orientation amongst rough sleepers is very low and in some part reflective of the crisis in which individuals are presenting. Sexual orientation is not a factor in excluding access to RSI services.</p>
Socio-economic impacts	<p>The programme seeks to bring in approx £4.5million of funding over the 3 years 2022-25. Funding will be for services delivered by BCC as well as commissioned providers.</p> <p>People who sleep rough are some of the most socio-economically excluded, the RSI funding will support to address two factors in that exclusion - access to safe accommodation, and access to</p>

support, including health and wellbeing interventions. Once an individual is housed and engaged with services, meaningful support can be put in place to address other factors that can lead to exclusion- for example, substance misuse services, physical and mental health services. This foundation then support a process of recovery, including, education, training, employment and other elements that help integration.

Please indicate any actions arising from completing this screening exercise.

Please indicate whether a full impact assessment is recommended

NO

What data has been collected to facilitate the assessment of this policy/proposal?

DLUHC data on Rough Sleeping

Monthly data provided by existing commissioned services

Data into Womens Rough Sleeping commisioned by Spring Housing

Consultation analysis

The development of the bid included consultation with Homelessness Forum, Regional Homelessness Taskforce, Rough Sleeper Action Group, existing service providers

Adverse impact on any people with protected characteristics.

None

Could the policy/proposal be modified to reduce or eliminate any adverse impact?

How will the effect(s) of this policy/proposal on equality be monitored?

Monthly data will be collected as required by DLUHC. This will include equality monitoring. Annual reviews to identify any gaps in services or challenges faced by particular groups.

What data is required in the future?

Data collected on numbers accessing services, data on protected characteristics, data on support outcomes.

Are there any adverse impacts on any particular group(s)

No

If yes, please explain your reasons for going ahead.

Initial equality impact assessment of your proposal

Consulted People or Groups

Informed People or Groups

Summary and evidence of findings from your EIA

The RSI programme actively seeks to work with individuals who are disadvantaged, and face multiple exclusions on the basis of protected characteristics including gender and disability.

RSI services will work with all individuals who are rough sleeping or homeless regardless of their protected characteristics and will actively seek to remove any barriers to access due to these.

QUALITY CONTORL SECTION

Submit to the Quality Control Officer for reviewing?

No

Quality Control Officer comments

Reviewed and submitted to accountable officer for final approval

Decision by Quality Control Officer

Proceed for final approval

Submit draft to Accountable Officer?

Yes

Decision by Accountable Officer

Approve

Date approved / rejected by the Accountable Officer

08/04/2022

Reasons for approval or rejection

Please print and save a PDF copy for your records

Yes

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Close

Birmingham City Council

Report to Cabinet

7 June 2022



Subject: HOMELESSNESS REDUCTION NEW BURDENS
GRANT FUNDING ACCEPTANCE AND EXPENDITURE

Report of: Managing Director of City Housing

Relevant Cabinet Member: Councillor Sharon Thompson, Cabinet Member
Homes and Neighbourhoods

Relevant O & S Chair(s): Councillor Mohammed Idrees, Housing and
Neighbourhoods, Overview and Scrutiny Committee

Report author: Debbie Parkes, Strategic Lead, Housing Solutions
and Support Case Management Service

Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 009899/2022		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, provide exempt information paragraph number or reason if confidential :		

1 Executive Summary

This report requests Cabinet to accept the Council's Homelessness Reduction Act New Burdens Grant of £2,632,759 for the financial year 2022/23 allocated by the Department for Levelling Up, Housing and Communities(DLUHC).

- 1.1 This report sets out how the Council intends to utilise this revenue funding which focuses upon homeless prevention activities.
- 1.2 Delegated authority is also sought for the Acting Assistant Director, Housing Solutions and Support Service, following consultation with the Cabinet Member for

Homes and Neighbourhoods to use any unallocated Grant during the year or make further adjustments as necessary to ensure full utilisation of this grant.

2 Recommendations

That Cabinet:

- 2.1 Authorises the acceptance of the Homelessness Reduction Act 2017 New Burdens Grant of £2,632,759 for the financial year 2022-2023.
- 2.2 Authorises the expenditure programme set out in 7.3.2 which focuses upon homeless prevention activities.
- 2.3 Delegates authority to the Acting Assistant Director, Housing Solutions and Support Service, following consultation with the Cabinet Member for Homes and Neighbourhoods, to use any unallocated grant as permitted under any grant conditions to make further adjustments as necessary to ensure full utilisation of this grant.
- 2.4 Authorises the City Solicitor (or their delegate) to negotiate and complete any agreements to give effect to the above decisions.

3 Background

- 3.1 The Council's allocation of the Homelessness Reduction Act (HRA) New Burdens Grant was confirmed by the DLUHC on 21 December 2021 for the financial year of 2022-23 of £2,632,759. The funding is intended to meet new burdens incurred by Local Authorities as a result of the ongoing implementation of the Homeless Reduction Act (HRA) 2017.
- 3.2 The key provisions of the HRA came into force between April 2018 and October 2018. The HRA places new duties and increased demand upon English local housing authorities (LHAs) and it represents the most significant change to homelessness legislation since the Housing (Homeless Persons) Act 1977. This grant has been provided to help LHAs meet these legal responsibilities introduced as part of the HRA.
- 3.3 The HRA provisions significantly extend the Council's legal obligations to prevent and relieve homelessness. The new duties require an extensive assessment of need and more intensive casework over an extended period. The increase in homeless prevention activities and retention of skilled staff and services is crucial for the Council to meet its expanded legal obligations and Council priorities.
- 3.4 In addition, this legislation applies to a much wider cohort of service users. Within this context, many households have complex needs, and specialist services are required for rough sleepers and domestic abuse victims, hence the expenditure proposals in section 7.3.2.
- 3.5 In December 2021, the DLUHC confirmed that for the financial year 2022-23 *"This grant will be ringfenced to ensure local authorities are fully resourced to take action*

to prevent homelessness and to continue to embed the changes required through implementation of the Homelessness Reduction Act.”

- 3.6 The HRA provides everyone who is homeless (or at risk of homelessness) with access to assistance, irrespective of their ‘priority need’ status. There is also a much greater emphasis on prevention work, which is now enshrined within a statutory framework.
- 3.7 It is proposed that this grant allocation for financial year of 2022-23 is utilised to focus upon prevention and early intervention. This will help to support front-line homelessness pressures and provide capacity to increase the supply of, and access to, the various forms of accommodation, especially privately rented units. As more cases get to court in 2022, following the ban on evictions, we will see an increase in households facing homelessness.

4 Options Considered and Recommended Proposal

The options that have been considered are:

4.1 Do nothing:

This option would risk the Council not meeting its statutory duties to those threatened with homelessness and those who are experiencing homelessness including those placed in Temporary Accommodation under the Homeless provisions of the Housing Act 1996 (as amended).

This option is not recommended.

4.2 Accept Grant Allocation:

This is the fifth year of this grant allocation and is provided in recognition of the additional statutory homeless responsibly placed upon the Housing Options Service.

This option is recommended.

4.3 There are no equalities implications arising as a result of this report.

5 Consultation

- 5.1 Consultation has been embedded in Birmingham’s Homeless Prevention Strategy 2017+ with the Homelessness Partnership Board. This focuses on preventing people from becoming homeless in the first place and supporting those who are homeless to build a more positive future.

6 Risk Management

- 6.1 If the grant is not accepted and revenue expenditure approved, there is a risk the duty upon the Council will not be fully met due to the limited capacity of prevention resources. This will result in those who are homeless, or at risk of becoming homeless, not receiving an appropriate level of assistance. In addition, there is therefore the risk that they may have to make a homeless approach with the following negative outcomes:

- increased temporary accommodation costs
- increased rough sleeping in Birmingham
- reduce early intervention support to limit the impact of homelessness, help people to recover from homelessness and prevent becoming trapped in a cycle of homelessness.

7 Compliance Issues:

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

7.1.1 This report supports the delivery of one the Council Priorities as set out in the Birmingham City Council Plan 2018 – 2022.

Birmingham is a great, clean and green city to live in. We will work with partners to tackle rough sleeping and homelessness. We will have the appropriate housing to meet the needs of our citizens.

7.2 Legal Implications

7.2.1 The Homelessness Reduction Act 2017 amends the Housing Act 1996 Part VII and it places new duties on English LHAs. It came into force in April 2018, although the MHCLG introduced one of the more significant provisions in October 2018. The Act requires local authorities to carry out additional duties to prevent and relieve homelessness and to intervene earlier when it is likely that an applicant will become homeless within 56 days.

7.3 Financial Implications

7.3.1 The 2022/23 Housing Options budget reflects the grant as per the annual budget report agreed by Council. A specific income line for £2,632,759 has been included with corresponding expenditure budget. This report is required to formally accept the grant funds into the council and set out proposed use.

7.3.2 The revenue expenditure and income is outlined in the table below amounting to £2,632,759

7.3.3 In order to ensure value for money the delivery of prevention services funded by New Burdens, have been reviewed and summarised in Appendix 2. The effectiveness of prevention services provided by Birmingham City Council are regularly benchmarked against other Local Authorities, both through reporting to DLUHC and regular DLUHC scrutiny. The move towards early intervention and prevention across the City Council may bring further opportunities to secure best prevention services and best value.

Budget required:	2022-23
Private Rented Sector Access (Call before you service)	200,000
Additional Visiting Officer Capacity – currently funding 3 additional officers	60,000
Family Mediation	10,000
Childrens Trust Support	60,000
Sanctuary/Security Measures	307,759
Early Intervention Fund	820,000
Webchat	100,000
Domestic Abuse Hub	530,000
Officer/Partners Training	30,000
Rough Sleeper and Singles Hub, Statutory Homelessness Support	80,000
Court Officer, Statutory Homelessness Support	40,000
Offenders Hub, Statutory Homelessness Support	40,000
Contact Centre, support for increasing evictions	300,000
Homeless Finance and Monitoring Officer	5,000
Court Support	50,000
Total	£2,632,759

7.3.4 There are no capital implications arising from this report.

7.4 Procurement Implications (if required)

7.4.1 Current and newly procured services will be utilised following City Council procurement processes.

7.5 Human Resources Implications (if required)

7.5.1 The recruitment process for the visiting officer resource will be undertaken in accordance with the Council's Recruitment and Selection policy.

7.6 Public Sector Equality Duty

7.6.1 In line with the Public Sector Equality Duty, public bodies must, in the exercise of their functions, give due regard to the need to eliminate discrimination, harassment, victimisation, to advance equality of opportunity and foster good relations between those who share a protected characteristic and those who do not.

7.6.2 An initial equality assessment has been carried out in **Appendix 1**.

7.6.3 This New Burdens Grant will benefit vulnerable customers by offering household's more options to prevent their homelessness, support them to remain in their own homes or help the Council to manage and support households in Temporary Accommodation.

8 Background Documents

8.1 DLUHC grant allocation.

List of appendices accompanying this report:

Appendix 1 – Equality Assessment

Appendix 2 – Breakdown of Funding

Title of proposed EIA	Homelessness Reduction New Burdens Grant 2022/23
Reference No	EQUA898
EA is in support of	Amended Service
Review Frequency	Two Years
Date of first review	13/05/2024
Directorate	City Housing
Division	Housing Solutions & Support
Service Area	Housing Solutions and Support Caseworker Service
Responsible Officer(s)	<input type="checkbox"/> Debbie Parkes
Quality Control Officer(s)	<input type="checkbox"/> Kieran Cronin
Accountable Officer(s)	<input type="checkbox"/> Stephen Philpott
Purpose of proposal	To obtain Cabinet approval to accept the Homelessness reduction Act, New Burdens Grant for the financial year 2022/23 allocated by Department of Levelling Up
Data sources	relevant reports/strategies
Please include any other sources of data	

Birmingham Homeless Prevention Strategy 2017
Domestic Abuse Prevention Strategy 2018-2023

Council Plan 2018-2022

Housing Birmingham Partnership Strategy

Housing Reduction Act 2017

ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS

Protected characteristic: Age

Age details:

Service Users / Stakeholders

No negative impact of this proposal has been identified. The acceptance of this grant will strengthen the assistance and provision of tools to prevent people threatened with homelessness or who are homeless having to access Temporary Accommodation due to a housing crisis.

The homeless duties are provided to all people at any stage of life.

The impact of homelessness begins at birth.

Impact begins at birth:

- Babies are more likely to be low birth weight, miss immunisations, not be registered with a GP

Children are more likely to experience:

- Learning and developmental difficulties, enduring mental ill health

Families are more vulnerable to:

- Family breakdown, domestic abuse, maternal mental ill health

Capacity of parent/s to effectively parent is significantly reduced

Closely linked with complex and chaotic life experiences:-

- Mental ill health, substance misuse problems, prison/ care system experience

Adverse Childhood Experiences (ACES) are part of most street homeless people's life histories

Severe health inequalities, poorer health and wellbeing, and

lower life expectancy

Homelessness households experience lower life expectancy than the general population

This grant will facilitate supporting older people and especially those that are homeless after hospital discharge

Protected characteristic: Disability

Service Users / Stakeholders

Disability details:

No negative impact of this proposal has been identified. 15% of all households owed a homelessness duty in England had a support need of physical ill health or disability

Appropriate regard and provision is embedded in service delivery to ensure accessibility for people of particular need

We work closely with the hospital discharge pathway to ensure people who have additional needs around their mental, physical and emotional health and may need extra support to make a sustained recovery into stable housing and onward to a positive and healthy future.

Protected characteristic: Sex

Service Users / Stakeholders

Gender details:

No negative impact of this proposal has been identified. The acceptance of this grant will strengthen the assistance available to prevent people who are homeless or threatened with homelessness irrespective of gender identity.

The majority of rough sleepers are males over 25 years old.

The majority of domestic abuse is perpetrated by men against women.

Male violence accounts for the vast majority of harm and deaths through domestic abuse.

Single female parents with dependent children were the largest group owed a prevention duty, comprising 26.6 of households.

Protected characteristics: Gender Reassignment

Service Users / Stakeholders

Gender reassignment details:

No negative impact of this proposal has been identified. The acceptance of this grant will strengthen the assistance available to prevent people who are homeless or threatened with homelessness irrespective of gender identity.

Homelessness amongst trans people is disproportionately high.

Stonewall Housing has seen an increase in trans people accessing their services from 8% in 2014-15 to 23% in 2017-18.

Services and staff must let people self-identify and being mindful of how language can make people feel unsafe or unwelcome.

There are many possible gender identities, e.g. trans man, trans woman, non-binary or gender fluid. Good practice is to let people self-identify and avoid asking unnecessary personal questions.

We also work to assure accommodation provided is safe.

Protected characteristics: Marriage and Civil Partnership

Page 48 of 288 Not Applicable

Marriage and civil partnership details:

No negative impact of this proposal has been identified.

Protected characteristics: Pregnancy and Maternity

Service Users / Stakeholders

Pregnancy and maternity details:

A pregnant woman might be reasonably be expected to have priority need for accommodation under the main homelessness duty. Earlier identification and intervention to prevent homelessness is critical to ensure every child has the best start.

Protected characteristics: Race

Service Users / Stakeholders

Race details:

No negative impact of this proposal has been identified.

Homeownership, access to social housing and the quality of housing varies widely between ethnic groups.

Overcrowding affects ethnic minority households disproportionately.

Protected characteristics: Religion or Beliefs

Service Users / Stakeholders; Not Applicable

Religion or beliefs details:

No negative impact of this proposal has been identified.

Protected characteristics: Sexual Orientation

Service Users / Stakeholders

Sexual orientation details:

No negative impact of this proposal has been identified.

There are policies in place within the service that recognise Hate Crime and Harassment due to sexual orientation, and would prioritise customers whose homes were at risk due to these crimes.

Socio-economic impacts

Whilst people of all financial backgrounds can become homeless in their life span, this policy is most likely to have a positive impact on low income groups who are at a greater risk of homelessness and are more likely to require temporary accommodation. Birmingham has higher than national average people of working age in unemployment at 16%

Please indicate any actions arising from completing this screening exercise.

None as the Housing Strategy is currently under review and much of the data considered as part of this EIA will be updated in the coming 9 months.

Please indicate whether a full impact assessment is recommended

NO

What data has been collected to facilitate the assessment of this policy/proposal?

www.ethnicity-facts-figures.service.gov.uk

<https://www.gov.uk/government/collections/homelessness-statistics>

Consultation analysis

There is no likely profoundly negative impact on any equality groups through the funding of this work to prevent homelessness.

Adverse impact on any people with protected characteristics.

No adverse impact on those with supported characteristics

Could the policy/proposal be modified to reduce or eliminate any adverse impact? Not applicable

How will the effect(s) of this policy/proposal on equality be monitored?

The effectiveness of prevention services provided by Birmingham City Council are regularly benchmarked against the Local Authorities, both through reporting to the Department of Levelling Up, Homes and Communities and regular DLUHC scrutiny.

What data is required in the future?

Data on presentations

Supply and demand

Employment and Cost of living impact in Birmingham

Are there any adverse impacts on any particular group(s)

No

If yes, please explain your reasons for going ahead.

Initial equality impact assessment of your proposal

The proposal sets out how the Council aims to prevent homelessness within a circumstance of rising demand and increased financial hardship for its citizens. The council aims to make transparent and fair support to those households facing housing crisis, ensuring that those with the highest needs are priorities

Consulted People or Groups

Informed People or Groups

Summary and evidence of findings from your EIA

This grant will provide an opportunity to intervene, prevent and tackle homelessness for the people of Birmingham by developing an effective tailored response to individual needs.

QUALITY CONTROL SECTION

Submit to the Quality Control Officer for reviewing?

No

Quality Control Officer comments

Information reviewed and submitted for approval - minor spelling error corrected.

Decision by Quality Control Officer

Proceed for final approval

Submit draft to Accountable Officer?

Yes

Decision by Accountable Officer

Approve

Date approved / rejected by the Accountable Officer

21/04/2022

Reasons for approval or rejection

This EIA reflects the funding programme its impact and value.

Please print and save a PDF copy for your records

Yes

Content Type: Item

Version: 35.0

Created at 20/04/2022 06:40 PM by ☐ Debbie ParkesLast modified at 21/04/2022 11:03 AM by Workflow on behalf of ☐ Kieran Cronin

Close

Appendix 2:
Breakdown of Intended Use of New Burdens Funding with Explanatory Note

Budget required:	2022-23	Explanatory Note
Private Rented Sector Access (Call before you service)	200,000	Funding to Private Tenancy Unit working in partnership with Housing Solutions & Support. In recognition that Covid-19 eviction ban is ended and that eviction from PRS is a top-3 reason for homeless presentation. New service being introduced in 2022/23, to have a point of contact for landlords before they service notice that could potentially terminate a tenancy; as well as a resource for Housing Solutions & Support through which to investigate and act should there be illegal acts on the part of landlords leading to homeless presentations.
Additional Visiting Officer Capacity – currently funding 3 additional officers	60,000	These officers visit customer in their accommodation, who are unable to visit the office or manage the telephone access to the service. Early access to help for the prevention of homelessness is critical and while much of the service is now telephone based, an outreach element is needed for some of the most vulnerable.
Family Mediation	10,000	This service was introduced in the last quarter of the financial year 21/22, as a pilot with early signs of progress. One of the top three reasons for homelessness in the city is family friend exclusion. With affordable housing difficult to find families are staying in the same home for longer periods. This service is commissioned and aims at reducing that family tension, enabling households to stay. Access to the service is enabled for key partner agencies as well as Housing Solutions and Support.
Childrens Trust Support	60,000	This is new funding for 2022/23 to support with the early intervention and prevention work coming out of the Childrens Trust it is aimed at families with children on Child Protect Plan or children in Need plans. The pilot saw 7 families from January to March 2022 being prevented from homelessness, and recognises that BCT may have awareness and access to vulnerable families ahead of Housing Solutions and Support.
Sanctuary/Security Measures	307,759	This service has prevented 114 households, from April 2020 to 1 st March 2022. It is one of the view options open to victims of Domestic Abuse and Gang Crime that keeps them safe in their existing property therefore preventing households accessing temporary accommodation. This service works alongside the DA Hub and WMP.
Early Intervention Fund	820,000	Last year this fund together with the Vulnerability Renters Fund prevented 385 households from accessing Temporary Accommodation, as they were assisted with rent deposits to enable access to accommodation and supported to pay rent

Appendix 2:
Breakdown of Intended Use of New Burdens Funding with Explanatory Note

		arrears to avoid eviction. With the new Accommodation Finding Team working with private landlords this flexible fund will be even more critical to the success of Housing Solutions and Support.
Webchat	100,000	This service has dealt with 12,562 enquiries about homelessness or households threatened with homelessness this financial year 21-22. A significant tool for those making early contact with the service. This is part of the Information, Advice and Guidance offer, and fits with the communication plans around early access for prevention of homelessness. This service picks up those customer at the earliest stage of their homelessness, when they are investigating the options available to them.
Domestic Abuse Hub	530,000	Domestic Abuse is one of the top three reasons for homelessness in this city, we fund BSWAID to provide a holistic and Statutory service that sits along side the well being hub, to provide support and advice to women experiencing domestic abuse. An operational year of this service saw 4000 accessing for advice, support and guidance, with 1233 appointments and 771 Homeless Applications with 419 placements, seeing around 11 appointments a day.
Officer/Partners Training	30,000	This has afforded the training of 120 new staff to the service and 200 existing staff. This work is critical in ensuring the service is make correct legal decisions, in a timely fashion. With the level of new recruitment as part of the redesign this training investment continues to be crucial
Rough Sleeper and Singles Hub, Statutory Homelessness Support	80,000	Funding to enable the Housing Solutions and Support statutory service for single homeless adults to be delivered in a voluntary sector, daycentre setting, providing triage, referral and support services (Sifa-Fireside). 2021-22 this service responded to 2223 approaches from single homeless people.
Hospital Discharge, Statutory Homelessness Support	40,000	This resource supports the Hospital Discharge Team who work across the main three hospitals in Birmingham, QE, Heartlands and Good Hope. We worked in partnership 21-22 to prevent 380 households coming into Bed and Breakfast.
Offenders Hub, Statutory Homelessness Support	40,000	This supports to ensure offenders are able to access accommodation as quickly as possible on release and has funded an officer to working with 480 offenders, who often have complex needs and can be difficult to place.
Contact Centre, support for increasing evictions	300,000	Over the last two year we have seen a 25% increase in demand for households looking for homelessness advice and guidance.

Appendix 2:

Breakdown of Intended Use of New Burdens Funding with Explanatory Note

		Much of this first contact has shifted onto the telephone. It is critical that there is capacity to answer these enquiries in a timely way in order to maximise opportunity to prevent homelessness early. We have had to provide extra resource to ensure people are spoken too at the earliest opportunity. The contact centre took 178,424 calls for 9 months this year, compared to 164,846 for all of 2021/2
Homeless Finance and Monitoring Officer	5,000	This has been used to fund extra business resource to ensure timely payment of invoices across the grant. This funding is also used to support the collection of data, around the early intervention work supported by this funding.
Court Support	50,000	This is a new service for 2022/23 to prevent homelessness at the Court stage. This is something developed during winter 2021-22 as part of the Vulnerable Renters programme and is to enable greater support through agencies at the Court including the Citizens Advice Bureau and their specialist services there.
Total	£2,632,759	

Birmingham City Council

Report to Cabinet

7th June 2022



Subject: Enhanced Partnership – Amendments to Plan and Scheme Extents

Report of: Strategic Director Place, Prosperity and Sustainability

Relevant Cabinet Member: Councillor Liz Clements, Transport

Relevant O&S Chair(s): Councillor Chaman Lal, Sustainability and Transport

Report author: Philip Edwards, Assistant Director – Transport and Connectivity
Tel: 07557 203167 Email: philip.edwards@birmingham.gov.uk

Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No - All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 009998/2022		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential :		

1 Executive Summary

- 1.1 An Enhanced Partnership (EP) is a formal agreement between a local transport authority, local highway authorities and local bus operators to work together to improve local bus services. It requires a clear vision for the improvements that the EP is delivering, known as the EP Plan and at least one EP Scheme, which sets out the actions, requirements and commitments to achieve the improvements within the Plan.

- 1.2 A previous Cabinet report dated 17th December 2019 entitled “Enhanced Partnership for Sprint”, authorised the developing and making of an Enhanced Partnership (EP) Plan and Scheme in the West Midlands Combined Authority (WMCA) area to enable improved bus travel, primarily through the introduction of two Sprint bus rapid transit routes, on the A34 and A45 corridors in readiness for the 2022 Birmingham Commonwealth Games (CWG).
- 1.3 The existing Birmingham City Centre Advanced Quality Partnership Scheme (BCCAQPS) expires on 9th July 2022. TfWM is proposing to amend the EP Plan and Scheme areas to cover the whole of the West Midlands (including the BCCAQPS area after 9th July 2022), to allow future investment and commitments to be protected through the EP (including those included in the West Midlands Bus Services Improvement Plan BSIP).
- 1.4 The report summarised in paragraph 1.2 specified that any future EP Schemes for other routes, would be subject to further approvals through reports to Cabinet. To that end, It is proposed that Cabinet delegates to the Assistant Director Transport and Connectivity, in consultation with the Cabinet Member for Transport, authority to negotiate and finalise any future specific facilities and/or measures under the responsibility of the Council, to be included in the amended EP Scheme to ensure that high quality bus infrastructure and service provision is available across the whole of the City of Birmingham in time for the CWG.
- 1.5 Subject to approval of this report, consideration will be given to potential EP Scheme variations highlighted either by one of the organisations represented on the EP Reference Group (which comprises of TfWM, Local Authorities and bus operators) or an operator of qualifying local bus services. This consideration will be given at the EP Reference Group with the Council represented by officers, with the approval of the Assistant Director Transport and Connectivity in consultation with the Cabinet Member for Transport, in accordance with recommendation 2.5. The obligations that the City Council will take on under the EP agreement all relate to existing functions for which the City Council already has statutory powers including in its role as the Local Highway Authority, and the EP does not replace any of those powers.

2 Recommendations

- 2.1 Notes the benefits of amending the Enhanced Partnership Plan and Scheme area for improving bus travel across the whole of the City of Birmingham and the wider West Midlands Combined Authority area, in readiness for the 2022 Birmingham Commonwealth Games and in delivering the future investment and commitments included in the West Midlands Bus Services Improvement Plan.
- 2.2 Notes that Transport for West Midlands is proposing to extend the Enhanced Partnership Plan and Scheme areas, to cover the whole of the West Midlands Combined Authority’s geographical area, with the exception of the existing Advanced Quality Partnership Scheme areas for Birmingham City Centre, Solihull Town Centre, and Wolverhampton City Centre.

- 2.3 Notes that Transport for West Midlands proposes to further extend the Enhanced Partnership Plan and Scheme areas, to replace the Birmingham City Centre Advanced Quality Partnership Scheme when the latter expires on 9th July 2022.
- 2.4 Supports the ambition included in the West Midlands Bus Services Improvement Plan, for all buses in the West Midlands (including all buses operating in Birmingham) to be zero emission by 2030 at the latest, subject to available funding.
- 2.5 Delegates to the Assistant Director Transport and Connectivity, in consultation with the Cabinet Member for Transport, authority to negotiate and finalise any future specific facilities and/or measures under the responsibility of the Council, to be included in the amended Enhanced Partnership Scheme. If any of those facilities and/or measures include those which do not already have Full Business Case approval, or otherwise have additional financial and/or legal implications for the Council, then these would be subject to separate approvals under existing governance processes.
- 2.6 Authorises the Acting City Solicitor to negotiate, execute, seal and complete all necessary documentation to give effect to the above recommendations.

3 Background

- 3.1 An EP is a formal agreement between a local transport authority, local highway authorities and local bus operators to work together to improve local bus services. It requires a clear vision for the improvements that the EP is delivering, known as the EP Plan and at least one EP Scheme, which sets out the actions, requirements and commitments to achieve the improvements within the Plan.
- 3.2 An EP Scheme can include specific requirements on a Local Transport Authority (LTA) or Highway Authority in two ways: by providing facilities (new physical assets or changes to existing assets) and/or taking Measures. There is no definition of what a 'measure' is, so there is flexibility to agree what commitments to include as 'measures' to deliver outcomes from the West Midlands Bus Services Improvement Plan. The only requirement is that 'measures' must be for the purpose of: increasing the use of local services serving the routes to which the measures relate or ending or reducing a decline in their use; or improving the quality of local [bus] services.
- 3.3 A Cabinet report dated 17th December 2019 entitled "Enhanced Partnership for Sprint", authorised the developing and making of an Enhanced Partnership (EP) Plan and Scheme in the West Midlands Combined Authority (WMCA) area to enable improved bus travel, primarily through the introduction of two Sprint bus rapid transit routes, on the A34 and A45 corridors in readiness for the CWG. This report specified that any future EP Schemes for routes other than the A34 and A45 would be subject to further approvals through separate reports to Cabinet.

- 3.4 The EP Plan is based on TfWM's Strategic Vision for Bus, approved by the WMCA Board on 9th November 2018. The Strategic Vision for Bus clearly sets out the objective to achieve modal shift by providing exceptional service and reliability along with improved comfort and accessibility.
- 3.5 The EP Plan is also in accordance with the West Midlands Bus Services Improvement Plan (BSIP), as published by TfWM on 5th November 2021, which set out the following principles for improving the bus network:
- We will have Better Buses to cut carbon dependency and be the fastest to a 100% zero emission bus fleet;
 - We will create Better Journeys to tackle congestion with a massive 106km increase in bus priority, speeding up buses and making them reliable as part of a new cross-city and cross-regional bus network;
 - We will remove complication in ticketing to deliver Better Fares, simplifying our ticket range and keeping the lowest bus fares in England.
- 3.6 The BSIP includes a commitment for all buses in the West Midlands to be zero emission by 2036. Through additional Government funding the ambition is to accelerate this timeframe towards 2030 for all remaining 1,750 vehicles to be zero emission.
- 3.7 The EP Plan currently excludes the three existing Advanced Quality Partnership Scheme (AQPS) areas in the West Midlands Combined Authority area, as an EP and an AQPS cannot both apply within the same geographical area. The three AQPS areas are as follows (as shown in Appendix A):
- Birmingham City Centre, with the area bounded by the A38, Park Street and Moat Lane (as approved through a report to the Cabinet Member for Transport, Environment and Regeneration dated 23rd February 2012);
 - Solihull Town Centre; and
 - Wolverhampton City Centre.

The existing Birmingham City Centre Advanced Quality Partnership Scheme (BCCAQPS) expires on 9th July 2022. At the EP Reference Group meeting on 25th January 2022 (which included representatives from the Council, other Local Authorities, TfWM, bus operators and bus user groups), it was agreed to proceed with an amendment to the EP Plan and Scheme areas' geographical coverage, to cover the whole of the West Midlands (which includes the whole of the City of Birmingham), except for the remaining AQPS areas for Solihull Town Centre and Wolverhampton City Centre.

- 3.8 As the amendments noted in paragraph 3.8 constitute a major change, Cabinet is asked to note that the EP Plan and Scheme areas have been amended by TfWM to include the whole of the City of Birmingham (except that presently covered by the BCCAQPS). Cabinet is also asked to note that TfWM proposes to expand, under its existing powers under the Bus Services Act (2017), the EP Plan and Scheme area to replace the BCCAQPS when the latter expires on 9th

July 2022. The existing operator requirements, local highway authority requirements and TfWM facilities would remain unchanged at that point.

- 3.9 Cabinet is asked to delegate to the Assistant Director Transport and Connectivity, in consultation with the Cabinet Member for Transport, authority to negotiate and finalise any future specific facilities and/or measures under the responsibility of the Council, to be included in the amended EP Scheme. If any of those facilities and/or measures include those which do not already have Full Business Case (FBC) approval from the Council, or otherwise have additional financial and/or legal implications for the Council, then these would be subject to separate approvals in accordance with the Council's governance processes.
- 3.10 The Council is legally bound to provide the facilities and measures it commits to in the EP Scheme. Ordinarily TfWM has overall delivery and funding responsibility for bus infrastructure, however the likely requirements of facilities and measures on the City Council in partnership with TfWM include:
- The Council would be responsible for approval of highway infrastructure measures to provide priority for buses, reducing journey times and improving journey time reliability. Specifically, including bus lanes, bus gates, junction improvements, parking restrictions and other similar measures. Primarily TfWM would (through Section 278 agreements with the Council) be responsible for procurement and delivery of these measures, although these tasks could also be undertaken by the Council, and the Council would be responsible for maintaining them after they are delivered;
 - Changes to the Traffic Regulation Orders (TROs) within the Birmingham boundary would be the responsibility of the City Council, e.g. bus lanes, parking restrictions;
 - Enforcement of bus stop and bus lane TROs would be within the remit of the Council, with enforcement of TROs to be covered under the Council's existing powers;
 - TfWM would be responsible for securing network operator/s and suitable vehicles, and procuring bus shelters, ticketing and passenger information systems, and maintaining other bus/Sprint infrastructure.
- 3.11 Approval for the above facilities and measures (including the Section 278 agreements) would be covered by separate approvals in accordance with the Council's governance processes. The EP delivers the legislative framework under which improved bus travel in Birmingham is delivered and subsequently managed.
- 3.12 Subject to approval of this report, consideration will be given to potential EP Scheme variations highlighted either by one of the organisations represented on the EP Reference Group (which comprises of TfWM, Local Authorities and bus operators) or an operator of qualifying local bus services. This consideration will be given at the EP Reference Group with the Council represented by officers, with the approval of the Assistant Director Transport and Connectivity in

consultation with the Cabinet Member for Transport, in accordance with recommendation 2.5.

4 Options considered and Recommended Proposal

4.1 Option 1 – Do Nothing. Not recommended; as failure to secure approval to replace the existing BCCAQPS would have an impact on the deliverability of the bus infrastructure and services in time for the 2022 Birmingham Commonwealth Games.

4.2 Option 2 – Franchising. The Bus Services Act (2017) provides Mayoral Combined Authorities (including WMCA) with powers to Franchise the bus network. Under Franchising, the deregulated market would be suspended and all bus routes would be operated under contracts specified by the Transport Authority (in this case TfWM) following competitive process. In 2019 TfWM commenced an analysis of how best to achieve the objectives within the region's adopted Vision for Bus, including an Outline Business Case (OBC) for Franchising. This work was paused in 2020 to better understand the potential impacts of the Covid-19 pandemic on the ability of bus operators and the Local Transport Authority to deliver the ambitions of Vision for Bus alongside a post-pandemic recovery. Following the conclusion of this work, on 14th January 2022 the WMCA Board approved a recommendation supporting the continued assessment of the Business Case for Franchising in line with WMCA assurance processes (Single Assurance Framework) and legislation within the Bus Services Act (2017), as a possible mechanism to address the challenges facing the bus industry (including patronage recovery from COVID-19, residual concerns from vulnerable travellers, funding constraints) should EPs fail to effectively deliver WMCA's ambitions.

Amending the EP helps support a structured approach to assess Franchising against alternative delivery options as required by the legislation. The previous Cabinet report on EP for Sprint dated 17th December 2019, stated that as the OBC was not (at that time) due to report until April 2021, then it was proposed to support the use of an EP, as franchising could not be delivered in readiness for the CWG. Also, the BCCAQPS expires on 9th July 2022 just prior to the CWG in August 2022.

4.3 Option 3 – Extended or Renewed (BCC)AQPS. Not recommended; TfWM's assessment concluded that current partnership legislation does not provide the level of protection for local authorities and bus operators when considering the value and scale of investment which ruled out a new AQPS, therefore it is proposed that the existing BCCAQPS is left to expire on 9th July 2022, to be replaced by the amended EP.

4.4 Option 4 – Recommended Proposal, Amended Enhanced Partnership. TfWM's reasons why an EP is the preferable mechanism to deliver bus infrastructure and services in Birmingham City Centre are as follows:

- The ability to manage access to infrastructure by bus services;
- The powers to set maximum frequencies or restrict access to only certain vehicles (e.g. Sprint) on individual route sections/locations (which cannot be achieved with an AQPS);
- The flexibility to trigger a review of the EP at certain points of the EP lifetime (whereas an AQPS has a minimum 5 year lifespan);
- The ability to develop additional EP schemes at a later date in the region if they are deemed an appropriate mechanism without having to create a new EP Plan;
- The ability to implement an amended EP before the 2022 CWG;
- Supports the timescales for the operating model where commercial operators are required to procure the vehicles for use on the service; and
- Provides clear accountability for all partners including bus operators.

5 Consultation

- 5.1 At its meeting on 28th June 2019, the WMCA Board gave approval for TfWM to proceed with the preparation of an EP.
- 5.2 On 17th July 2019, TfWM issued a notice of the intention to prepare an EP Plan and accompanying EP Schemes.
- 5.3 On 4th November 2019, the WMCA Transport Delivery Committee (WMTDC) approved the Consultation Strategy for the EP Plan and associated EP Scheme, and approved TfWM proceeding to formal (public) consultation, subject to the preparation of the EP Plan and EP Scheme and the successful outcome of the operator objection mechanism. TfWM lead on consultation, with timescales as follows:
 - Approval was given by Cabinet on 17th December 2019 for the EP and delegated 'making' the EP to the Assistant Director Transport and Connectivity, in consultation with the Leader of Birmingham City Council and the Cabinet Member for Transport and Environment, subject to the statutory preparation, notice and consultation on the EP;
 - On 20th December 2019, TfWM issued a notice that an EP Plan and Scheme had been prepared, as set out in section 138F of the Transport Act 2000 and Section 9 of the Bus Services Act 2017. TfWM did not receive any operator objection to the EP Plan or Scheme;
 - A further review of the EP Scheme was undertaken with partners and it was agreed to issue another notice that an EP Scheme had been prepared. On 28th February 2020, TfWM issued a notice that an EP Scheme had been prepared. Again, TfWM did not receive any operator objections to this EP Scheme.

- A formal (public) consultation on the proposed EP Plan and Scheme ran for 10 weeks from Monday 6th July to Sunday 13th September 2020. The consultation responses were analysed for any modifications to the EP Plan and / or Scheme. A copy of the consultation report is available on the TfWM website. It was recommended following the review of the responses that the EP Plan was unchanged following consultation. The EP Scheme was proposed to be modified to take account of the consultation responses.
- On 9th November 2020, TfWM issued a notice of intent to make the EP Plan and a modified Scheme, following the formal consultation, as set out in section 138G of the Transport Act 2000 and Section 9 of the Bus Services Act 2017. The modified Scheme included changes to remove any reference to voluntary partnerships; strengthen the role of bus with walking and cycling; ensure consistent terminology for local highway authority practices and to fully align with the programme of bus priority infrastructure to be delivered in the area.
- Following this notice, all local bus operators that may be affected were made aware of the details of the modified EP Scheme. They had until 7th December 2020 to offer views and were entitled to object to the modified Scheme before the EP Plan and modified Scheme can be made by the WMCA and relevant local highway authorities. No objections were received from local bus operators.
- The EP Plan and EP Scheme was then 'made' by each of the formal parties to the EP (WMCA, Local Authorities – including the Council - and bus operators) on 28th June 2021.
- Consideration will be given to potential EP Scheme variations (amendments) highlighted either by one of the organisations represented on the EP Reference Group (which comprises of TfWM, Local Authorities and bus operators) or an operator of qualifying local bus services. This process is not subject to public consultation however the EP Reference Group is independently chaired by a representative of Bus Users UK which seeks to represent the interests of bus users. Facilities and measures for which the Council is responsible, would be subject to separate public consultation as appropriate.

6 Risk Management

6.1 A summary of Risk Management is included in Appendix B. Key risks are:

- Obligations are placed by the amended Scheme upon the Council which are not fundable/acceptable/deliverable;
- Bus Operators could object to the provision or amendment or removal of specific facilities/measures in the Scheme.

These risks are being mitigated through continued engagement between the Council and the other parties to the EP, including through the EP Reference Group.

7 Compliance Issues:

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

- 7.1.1 The EP is consistent with the City Council Financial Plan 2021 to 2025. It will support delivery of the primary goals of an Entrepreneurial City, an Aspirational City, a Fulfilling City to age well in, a Great City to live in, a city whose residents gain the most from hosting the 2022 Commonwealth Games, and a city that takes a leading role in tackling climate change.
- 7.1.2 The EP supports the Additional Climate Change Commitments including the aspiration for the City Council to be net zero carbon by 2030, as agreed by Cabinet on 30th July 2019, following the declaration of a Climate Change Emergency passed by full City Council on 11th June 2019.
- 7.1.3 The proposal will also support the aspirations of the Birmingham Transport Plan, and supports the objectives of the 'Birmingham Bus Statement – Supporting Recovery' published in July 2020.

7.2 Legal Implications

- 7.2.1 The EP agreement was entered into pursuant to section 9 of the Bus Services Act (2017), which amended the Transport Act (2000) by inserting relevant sections relating to EPs. As a statutory document there are legal implications arising from the EP and advice will be sought from the Acting City Solicitor before the amendment of the EP Scheme regarding any changes to facilities/measures under the responsibility of the Council. The specific requirements to be placed on the City Council are summarised in paragraph 3.11, with more detail on these set out in the EP agreement. TfWM is permitted to amend the EP Plan and Scheme areas under its existing powers under the Bus Services Act (2017).
- 7.2.2 The obligations that the Council took on under the EP agreement all relate to existing functions in respect of which the Council already has statutory powers. It is not proposed to alter this position at this time, however should additional powers be considered for the Council through the EP then these would be subject to separate approvals in accordance with the Council's governance processes.

7.3 Financial Implications

- 7.3.1 The report is asking Cabinet to note that TfWM is expanding the area covered by the EP Plan and Scheme to cover the whole City – the costs for amending the plan and scheme will be met by WMCA. This report does not commit the Council to any additional spend. Delivery and funding of schemes as part of the amended EP Scheme area is principally the responsibility of WMCA, however, the Council would be responsible for funding ongoing revenue maintenance costs. Separate approvals are required if future scheme proposals would result in a financial implication for the council, whether capital or revenue (including enforcement and maintenance).

7.4 Procurement Implications (if required)

- 7.4.1 This report has no procurement implications as TfWM is responsible for amending the EP Plan and Scheme areas. Procurement implications of any facilities/measures for which the Council is responsible, as included in any future amendments to the EP Scheme, would be covered by separate approvals in accordance with the Council's governance processes.

7.5 Human Resources Implications (if required)

- 7.5.1 This report has no Human Resources implications.

7.6 Public Sector Equality Duty

- 7.6.1 An Equality Analysis (EA) has been undertaken for this report and is attached in Appendix C. TfWM is responsible for equalities issues for the EP. Relevant organisations with an interest in equalities issues were included in the consultation.
- 7.6.2 Individual Scheme proposals will be further screened for equalities analysis as part of standard Council governance and approval processes, and EAs will be completed at Options Appraisal and FBC stage for individual projects and programmes.

8 Appendices

Appendix A – Map of Areas

Appendix B - Risk Register

Appendix C - Equality Analysis

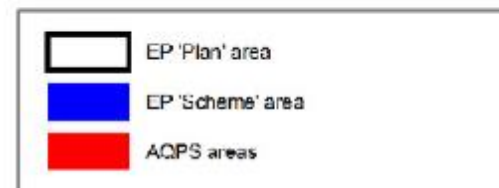
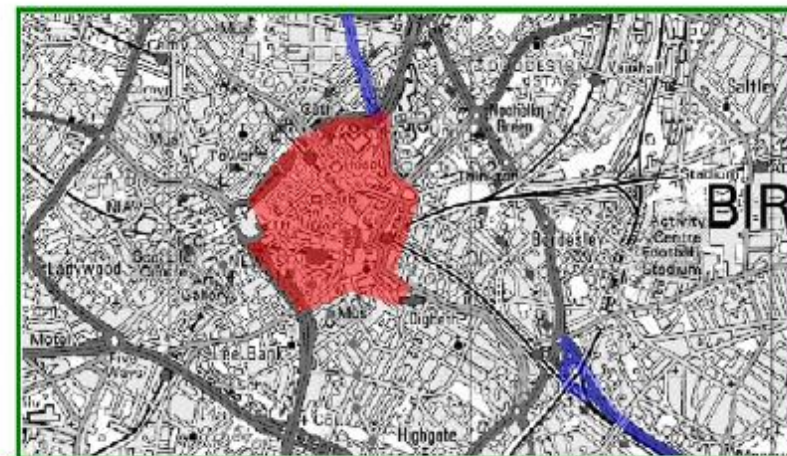
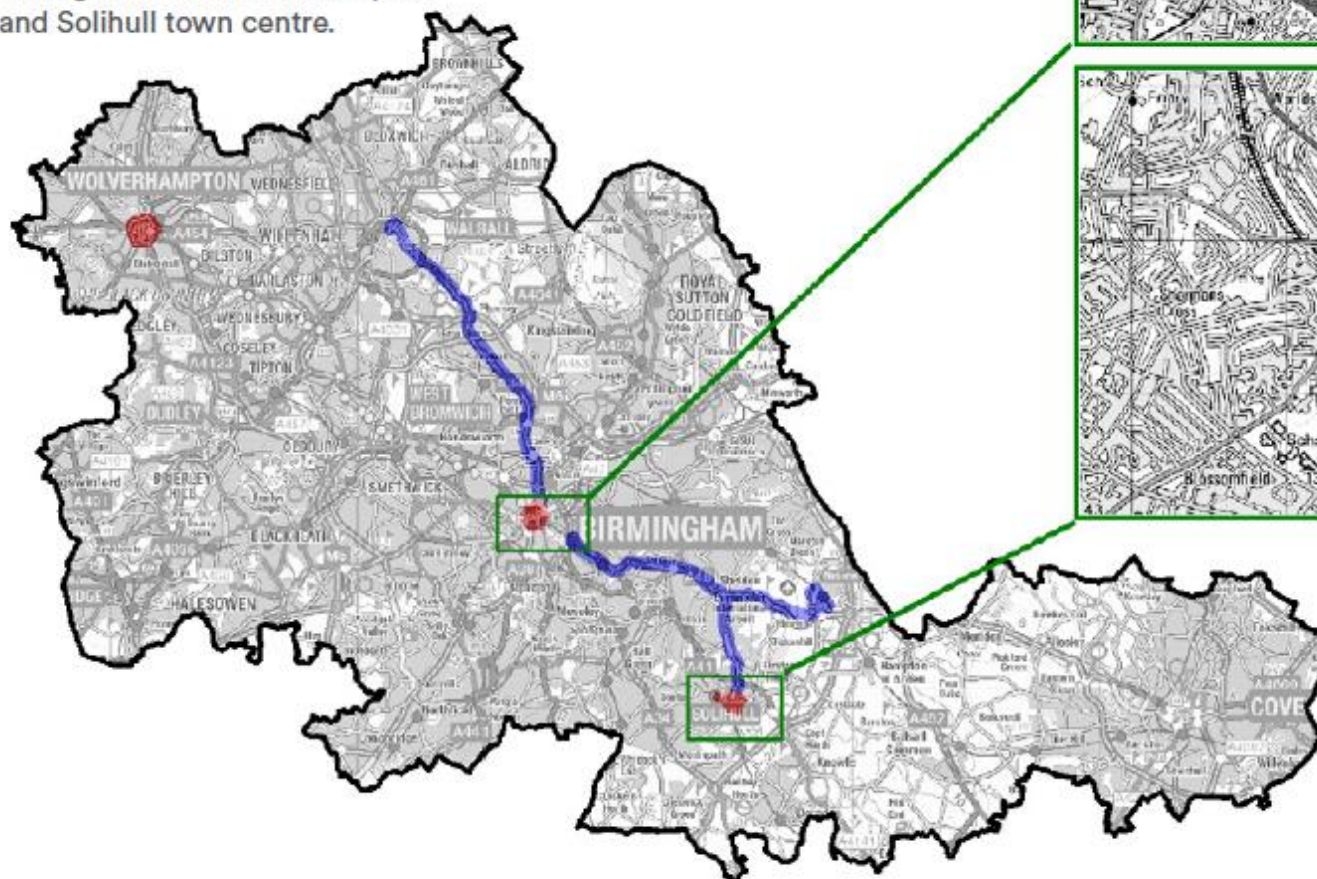
9 Background Documents

- City Centre Statutory Quality Bus Partnership Scheme, Report to Cabinet Member, Transport, Environment & Regeneration 23rd February 2012
- Sprint Bus Rapid Transit Network Development and Implementation Strategy, Report to Cabinet 24th January 2018
- Vision for Bus, Transport for West Midlands 2018
- Enhanced Partnership for Sprint, Report to Cabinet 17th December 2019
- WMCA Board and Transport Delivery Committee Decisions, 2019-2021
- Birmingham Transport Plan, Report to Cabinet 12th October 2021
- West Midlands Bus Service Improvement Plan, Transport for West Midlands, 5th November 2021

Map of Enhanced Partnership 'Plan' and 'Scheme' areas

Plan area

The EP Plan covers the entire area of the West Midlands Combined Authority (WMCA), excluding the areas within the existing Advanced Quality Partnership Schemes (AQPS) for Birmingham and Wolverhampton city centres and Solihull town centre.



Appendix B – Risk Assessment

Risk No	Risk description	Risk mitigation	Residual / current risk			Additional steps to be taken
			Likelihood	Impact	Prioritisation	
1.	<i>Obligations are placed by the Plan and/or Scheme upon the City Council, which are not fundable/acceptable/deliverable.</i>	<i>City Council officers to continue to engage with TfWM, other Local Authorities and Bus Operators on amending the EP.</i>	Low	High	Tolerable	<i>No additional steps proposed to be taken.</i>
2.	<i>Bus Operators could object to the provision or amendment or removal of specific facilities/measures in the Scheme.</i>	<i>Formal Bus Operator objection period to be delivered by TfWM. City Council officers to continue to engage with TfWM, other Local Authorities and Bus Operators on amending the EP.</i>	Medium	High	Tolerable	<i>No additional steps proposed to be taken.</i>

Measures of likelihood/ Impact:

Description	Likelihood Description	Impact Description
High	Almost certain, is expected to occur in most circumstances. Greater than 80% chance.	Critical impact on the achievement of objectives and overall performance. Critical opportunity to innovate/improve performance missed/wasted. Huge impact on costs and/or reputation. Very difficult to recover from and possibly requiring a long term recovery period.
Significant	Likely, will probably occur in most circumstances. 50% - 80% chance.	Major impact on costs and objectives. Substantial opportunity to innovate/improve performance missed/wasted. Serious impact on output and/or quality and reputation. Medium to long term effect and expensive to recover from.
Medium	Possible, might occur at some time. 20% - 50% chance.	Waste of time and resources. Good opportunity to innovate/improve performance missed/wasted. Moderate impact on operational efficiency, output and quality. Medium term effect which may be expensive to recover from.
Low	Unlikely, but could occur at some time. Less than 20% chance.	Minor loss, delay, inconvenience or interruption. Opportunity to innovate/make minor improvements to performance missed/wasted. Short to medium term effect.

Title of proposed EIA	Enhanced Partnership – Amendments to Plan and Scheme Extents
Reference No	EQUA861
EA is in support of	New Function
Review Frequency	Annually
Date of first review	17/05/2023
Directorate	Inclusive Growth
Division	Transport and Connectivity
Service Area	Transport Planning and Network Strategy
Responsible Officer(s)	 Peter A Bethell
Quality Control Officer(s)	 Jaswinder Gandham
Accountable Officer(s)	 Mel Jones
Purpose of proposal	to assess the proposed benefits of expanding the Enhanced Partnership Plan and Scheme area for improving bus travel in Birmingham City Centre, in readiness for the 2022 Birmingham Commonwealth Games.
Data sources	
Please include any other sources of data	
ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS	
Protected characteristic: Age	Not Applicable
Age details:	
Protected characteristic: Disability	Not Applicable
Disability details:	
Protected characteristic: Sex	Not Applicable
Gender details:	
Protected characteristics: Gender Reassignment	Not Applicable
Gender reassignment details:	
Protected characteristics: Marriage and Civil Partnership	Not Applicable
Marriage and civil partnership details:	
Protected characteristics: Pregnancy and Maternity	Not Applicable
Pregnancy and maternity details:	
Protected characteristics: Race	Not Applicable
Race details:	
Protected characteristics: Religion or Beliefs	Not Applicable
Religion or beliefs details:	
Protected characteristics: Sexual Orientation	Not Applicable
Sexual orientation details:	
Socio-economic impacts	
Please indicate any actions arising from completing this screening exercise.	
Please indicate whether a full impact assessment is recommended	NO
What data has been collected to facilitate the assessment of this policy/proposal?	

Consultation analysis

Adverse impact on any people with protected characteristics.

Could the policy/proposal be modified to reduce or eliminate any adverse impact?

How will the effect(s) of this policy/proposal on equality be monitored?

What data is required in the future?

Are there any adverse impacts on any particular group(s)

No

If yes, please explain your reasons for going ahead.

Initial equality impact assessment of your proposal

A previous Cabinet report dated 17th December 2019 entitled "Enhanced Partnership for Sprint", authorised the developing and making of an Enhanced Partnership (EP) Plan and Scheme in the West Midlands Combined Authority (WMCA) area to enable improved bus travel, primarily through the introduction of two Sprint bus rapid transit routes, on the A34 and A45 corridors in readiness for the 2022 Birmingham Commonwealth Games (CWG).

The report summarised in that any future EP Schemes for other routes, would be subject to further scheme agreements and Full Business Cases (FBCs) through reports to Cabinet. To that end, the existing Birmingham City Centre Advanced Quality Partnership Scheme (BCCAQPS) expires on 9th July 2022 and it is proposed to expand the EP Plan and Scheme area to include that presently covered by the BCCAQPS (as an EP and AQPS cannot cover the same area), to ensure that high quality bus infrastructure and service provision is available in Birmingham City Centre in time for the CWG.

It is proposed to amend the EP to include Birmingham City Centre which would increase the geographical area (and therefore increase the numbers of people with protected characteristics) covered by the EP Plan and Scheme.

TfWM are preparing the amended EP with, and on behalf of, the local authorities. Birmingham City Council is being asked to approve the amendment of the EP to include Birmingham City Centre. An initial Equality Impact has been carried out, and it has been decided that a full assessment is not required; as this concerns the approval of an external TfWM proposal.

TfWM have carried out their own equalities impact assessment for the original EP, and they have determined that there are no equality implications specifically in relation to the original EP, and the amendment of the EP to incorporate Birmingham City Centre is considered to not change this conclusion.

The Vision for Bus highlights the important role that bus plays in addressing key strategic equality and inclusion challenges. Young people, BAME groups, disabled people and other protected groups, as well as lower socio-

economic groups, are more likely to rely on the bus network to access education, employment and other opportunities. Affordable, accessible and well connected services are vital in ensuring these groups are not excluded and marginalised.

The amended Enhanced Partnership Scheme will introduce measures in Birmingham City Centre that are likely to help promote equality of opportunity for a number of protected groups – namely those who are more likely to be reliant on public transport and those who face increased barriers to using public transport.

Measures include:

- Higher quality, accessible vehicles
- Higher quality, RTI enabled stops/shelters
- RTI/audio-visual information and free wi-fi on board
- Enhanced information provision on board and in stops/shelters
- Faster services through the implementation of bus priority facilities and bus lane enforcement

Consulted People or Groups

Informed People or Groups

Summary and evidence of findings from your EIA

TfWM have carried out their own equalities impact assessment for the original EP, and they have determined that there are no equality implications specifically in relation to the original EP, and the amendment of the EP to incorporate Birmingham City Centre is considered to not change this conclusion.

QUALITY CONTORL SECTION

Submit to the Quality Control Officer for reviewing?

Yes

Quality Control Officer comments

Decision by Quality Control Officer

Submit draft to Accountable Officer?

No

Decision by Accountable Officer

Approve

Date approved / rejected by the Accountable Officer

03/03/2022

Reasons for approval or rejection

Please print and save a PDF copy for your records

Yes

Content Type: Item

Version: 41.0

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Last modified at 14/03/2022 12:57 PM by Workflow on behalf of  Peter A Bethell

Close

Birmingham City Council

Report to Cabinet

7th June 2022



Subject: **SALE OF MURDOCH CHAMBERS & PITMAN BUILDINGS, 153 – 161 CORPORATION STREET, BIRMINGHAM**

Report of: Strategic Director of Place, Prosperity and Sustainability –
Paul Kitson

Relevant Cabinet Member: Councillor Ian Ward – Leader of the Council

Relevant O & S Chairs: Councillor Akhlaq Ahmed – Resources
Councillor Saima Suleman – Economy & Skills

Report Author: Andrew Cox – Principal Surveyor (Inclusive Growth – Property Services)
andrew.cox@birmingham.gov.uk

Are specific wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ladywood		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 009239/2021		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Exempt Appendices 4, 5 & 5a contain sensitive commercial information on the purchase price & valuation. Exempt information Schedule 12A of the Local Government Act 1972 (as amended) paragraph 3. Information relating to the financial or business affairs of any particular person (including the council)		

1 Executive Summary

- 1.1 This report seeks authority for the sale of the surplus Council owned land and property known as “Murdoch Chambers & Pitman Buildings” at 153 – 161 Corporation Street Birmingham to a consortium (MPDevCoLtd – Co Reg Number 07147934) led by CZero Ltd (with Trigram Properties Ltd and Regal Developments Ltd) ; the original selected tendering party following the competitive process in 2018.
- 1.2 Th City Centre subject property is shown edged bold on the attached plan at Appendix 1.

2 Recommendations:

- 2.1 Authorises the Assistant Director of Property to conclude a conditional on planning sale of the surplus Council owned property, of the Murdoch Chambers & Pitman Buildings at 153 -161 Corporations Street by the grant of a new 150 year lease¹ at a premium to MP Dev Co Ltd (“the Purchaser”) as detailed in Exempt Appendix 4. and provided for in the previously agreed & signed Agreement for Lease which was dated 7th June 2019 attached as Exempt Appendix 6
- 2.2 Notes that the purchaser will also pay a contribution towards the Council’s surveyor and legal costs, as detailed in Exempt Appendix 4.
- 2.3 Authorises the City Solicitor to conclude the new lease and associated legal documentation to give effect to the above.

3 Background

- 3.1 The Property is situated within close proximity to the Law Courts Area of the City. The property is predominantly vacant in its upper parts, due to declining demand from the legal sector for cellular offices and the reduced provision of legal aid from The Treasury. The Ground Floor retail uses have been largely negotiated to a position of lease surrender to permit the overall redevelopment of the property.
- 3.2 The Property was originally approved by Cabinet for disposal in April 2018 and was approved for sale following a competitive tendered process at that time. It was envisaged (following external planning advice) that a residential conversion project could be forthcoming on the site.
- 3.3 The purchaser has since engaged in an extensive series of discussions with our planning team. A proposal for a residential conversion & development permission for the property was originally made in a pre-application, during the initial tender

¹ The Avison Young (AY) report at Appendix 5 refers to a 250-year lease and their considerations are predicated on a lease of that length, but that would not and does not materially impact the basis of the report recommendations.

period but was viewed unfavourably by the Council's own planning team. Planning colleagues accepted residential use for the front heritage part of the building, but this is not deemed sufficiently viable for the extension or redevelopment of the whole site, or for a necessary proposed rear extension.

- 3.4 The developer/bidder was therefore encouraged to reconsider and has finally settled and submitted a third revision of a planning application (December 2021) for a new 136 unit apartment hotel on the site, based on a retention of the Grade II* Listed façade and a redevelopment of the rear of the property in a contemporary and energy efficient extension. The application was approved on the 28th April 2022.
- 3.5 Subject to any Planning Committee approval of the above planning application (Planning Reference Number 2019/10362/PA) and the Approval Conditions the project could encourage a much needed economic development injection into this historic part of the City Centre, that has not only seen the decline from the legal occupiers sector but also the decline from retail occupier demand following the Covid pandemic. The proposed apartment hotel operator would create much needed employment opportunities in the tourism sector which is seen as a positive diversity to other schemes that offer private and student residential accommodation development.
- 3.6 The area is not currently part of a specified area under consideration through 'Our Future City Plan – Central Birmingham 2040' , however, significant projects, either led by the Council or others (in relation to Central Hall) on Corporation Street are likely to see development activity with changes of use away from the historic legal sector.
- 3.7 The negotiations following the original tender; have become a solus negotiation based on the revised possibilities of an approvable planning consent and the tourism operators that have requirements for development space in the City.
- 3.8 The proposed sale represents best consideration and has been validated by Avison Young in their Independent Valuation Report of October 2021 (Attached as Exempt Appendix 5) and their subsequent follow up advice received in a letter (Attached as Exempt Appendix 5a) of the 18th February 2022. We have considered the following factors in our own recommendations;
- analysis of the bidders' previous financial proposals
 - our knowledge of the apartment hotel marketplace
 - the operator interest shown by the developer for various heads of terms shared with us

3.9 The scrutiny undertaken by our valuers as to the alternative uses and wide-ranging basis of valuations has been quite intensive, including reviews based on:

- property as it is – i.e. in its current condition;
- partial refurbishment & reletting
- complete redevelopment.

The current offer therefore represents best value and the least risk to the Council in terms of deliverability and overall conditionality.

3.10 The City Council Financial Plan 2020-2024 and Financial Plan 2021-2025 agreed in February 2021 approved the flexible use of capital receipts to support the transformation programme and it is proposed that the receipts from this disposal be allocated to support this programme.

4 Options Considered and Recommended Proposal

4.1 **Option 1 - Do Nothing.** The Council is under no obligation to proceed with the proposal and would suffer no reputational consequences if it did not proceed. It would not, however, be in line with the aims of the Property Strategy or the external advice obtained to support delivery of the Strategy. The valuation highlighted by the AY report in Exempt Appendix 5 qualifies that doing nothing does not represent the best return to the Council. The building is at significant risk and is likely to further deteriorate. The negotiated capital receipt would not be realised at this time and would not be available to fund the City Council's transformation programme and there would be no guarantee of a future opportunity.

4.2 **Option 2 – Dispose of the Property to Council Wholly Owned Company (WOC).** As detailed in the recommendations; the property is recognised as a significant development opportunity, where there may be future financial benefit to the Council to retain overall control of the asset through transfer into a WOC.

4.3 **Option 3 – Property Retained for Re-use and / or Development by the Council.** In accordance with the Council's surplus property procedures, the property prior to being offered for sale on the open market, has been considered for potential internal reuse, and / or development by the Council to support its business priorities, with no interest expressed or identified. The partial refurbishment options identified in the AY report in Exempt Appendix 5 again are not as financially beneficial the current proposal.

4.4 **Option 4 – Proceed with Agreed Transaction.** It is recommended to proceed with the transaction outlined in this report, in line with the aims of the Property Strategy

and the external advice obtained to support delivery of the Strategy, in order to deliver a capital receipt to fund the Council's transformation programme and remove the Council management obligation.

5. Consultation

5.1 The transaction is supported fully by our external independent advisor Avison Young as detailed in the Independent Valuations Report & Conclusions which are attached as Exempt Appendix 5 & the follow up advice in Exempt Appendix 5a.

5.2 The Ladywood Ward members have been notified of the proposed sale of this property.

6. Risk Management

6.1 To meet the expectations of the prevailing property market, the Council has committed to deliver this sale in accordance with delivery milestones set out in the particulars of sale. Failure to meet these milestones would result in a potential loss of the capital receipt.

6.2 The planning process has been an extensive one. The current application is the most favourable one and has received a lot of consultation (over 3 years). Some residual risks still exist, particularly in relation to fire escape provisions and the potential application refusal, but risk mitigation to date has addressed the controllable underlying issues.

6.3 The loss of developer interest has been considered, but with the pre-letting to two operators with established heads of terms, the margins for return are maintained, particularly with WMCA grant support intervention. The Council should be confident that a scheme is still viable.

7. Compliance Issues:

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

7.1.1 The proposed sale transaction and generation of a capital receipt supports the Financial Plan 2021-2025 by generating resources and thus helping to achieve a balanced budget.

7.1.2 It is consistent with Birmingham City Council Plan and Budget 2018-2022 (2019 update) priorities as the additional income helps the Council to meet the aspirations to be an entrepreneurial city to learn, work and invest in – an aspirational city to grow up in, a fulfilling city to age well in, a great city to live in, a city where residents gain the most from hosting the Commonwealth Games and a city that takes a leading role in tackling climate change.

7.1.3 Whilst the property is not specifically identified in the approved Birmingham Property Strategy 2018-2023, the recommendations of this report fully support the Strategy's aims.

7.1.4 The economic development advantages offered by the project

7.2 Legal Implications

7.2.1 Sections 120-123 of the Local Government Act 1972 authorise the Council to acquire, appropriate and dispose of land. The disposal power in Section 123 of the Local Government Act 1972 is subject to the best consideration test. The Assistant Director of Property has confirmed that the recommended sale, as detailed in Exempt Appendix 4, represents best consideration and satisfies the Council's obligations under Section 123 of the Local Government Act 1972.

7.2.2 Section 1 of the Localism Act 2011 contains the Council's general power of competence, which is circumscribed only to the extent of any applicable pre-commencement restrictions and any specific post-commencement statutory restriction of the power, and Section 111 of the Local Government Act 1972 contains the Council's ancillary financial and expenditure powers in relation to the discharge of its functions, including the disposal and acquisition of property.

7.2.3 The Local Government Act 2003 and guidance issued under it authorises the Council's investment management functions.

7.2.4 Exempt information: Schedule 12A of the Local Government Act 1972 (as amended) Paragraph 3. Information relating to the financial or business affairs of any particular person (including the Council). Exempt Appendices 2, 3 and 5 are considered to contain commercially sensitive information of a financial or business nature, which if disclosed to the public could be prejudicial to a named person, individual or company and in the public interest to keep exempt.

7.2.5 The Council's in-house Legal team will complete all legal matters associated with the transaction.

7.3 Financial Implications

7.3.1 The transaction will generate a capital receipt for the Council, as set out in Exempt Appendix 4. The capital receipt will be available to fund the City Council's transformation programme, in line with the Financial Plan 2020-2024

and the Financial Plan 2021-2025 approved in February 2021, providing resources to support delivery of a balanced budget.

7.3.2 The purchaser will pay a contribution towards the Council's professional costs related to the disposal as detailed in Exempt Appendix 4.

7.3.3 Upon exchange of contracts the purchaser will pay a 10% non-refundable deposit.

7.3.4 The purchase price, and any contribution to the Council's costs, are exclusive of VAT.

7.4 Procurement Implications

7.4.1 N/A

7.5 Human Resources Implications

7.5.1 Internal resources are used to evaluate and execute the transaction and external consultants have been used to provide an independent assessment of value and sale recommendation.

7.6 Public Sector Equality Duty

7.6.1 An Equality Assessment was carried out EQUA738 on the 19th August 2021 and is attached at Appendix 2. This identifies no adverse impacts on any groups protected under the Equality Act 2010.

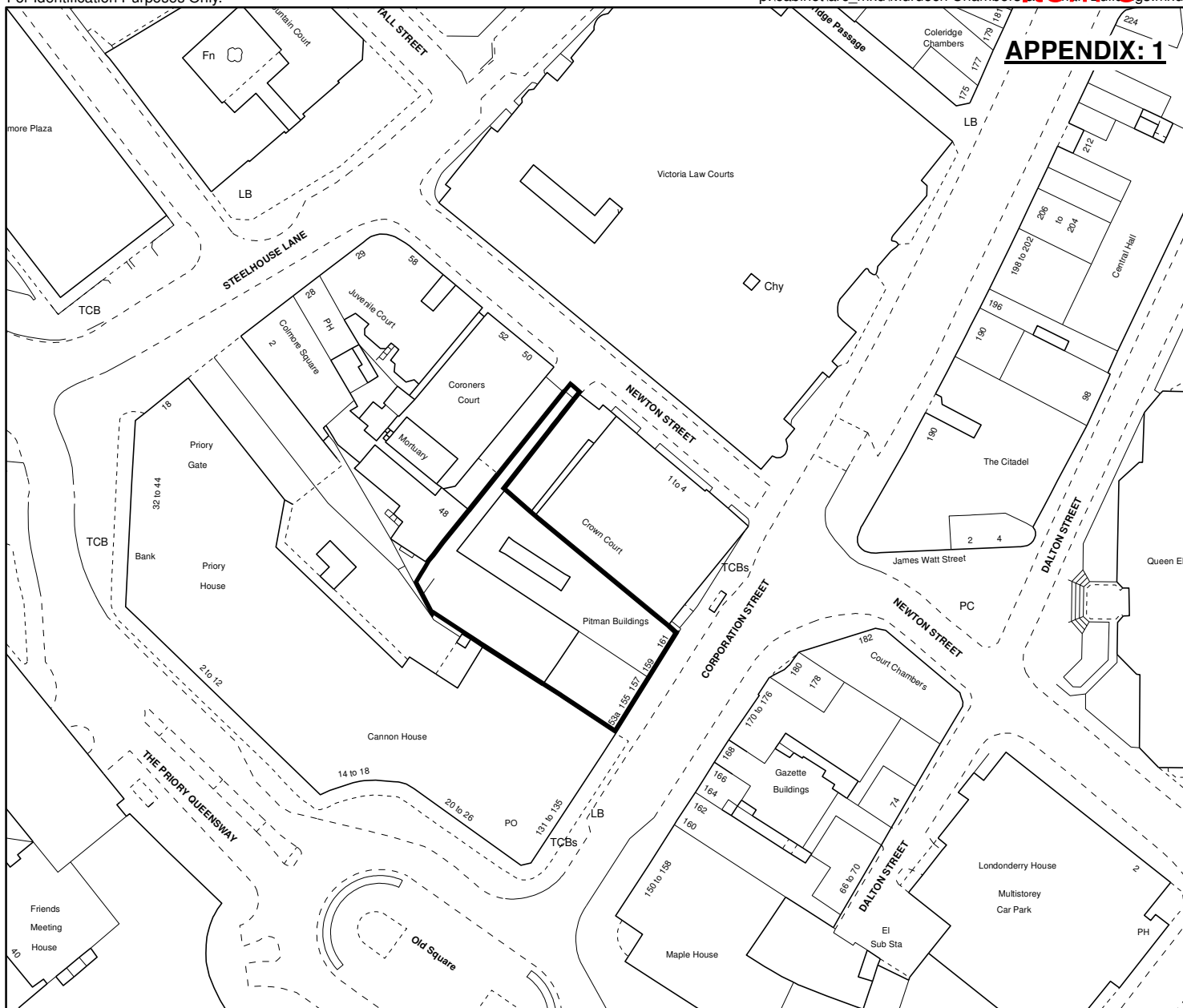
8. Appendices

8.1 List of Appendices accompanying this Report (if any):

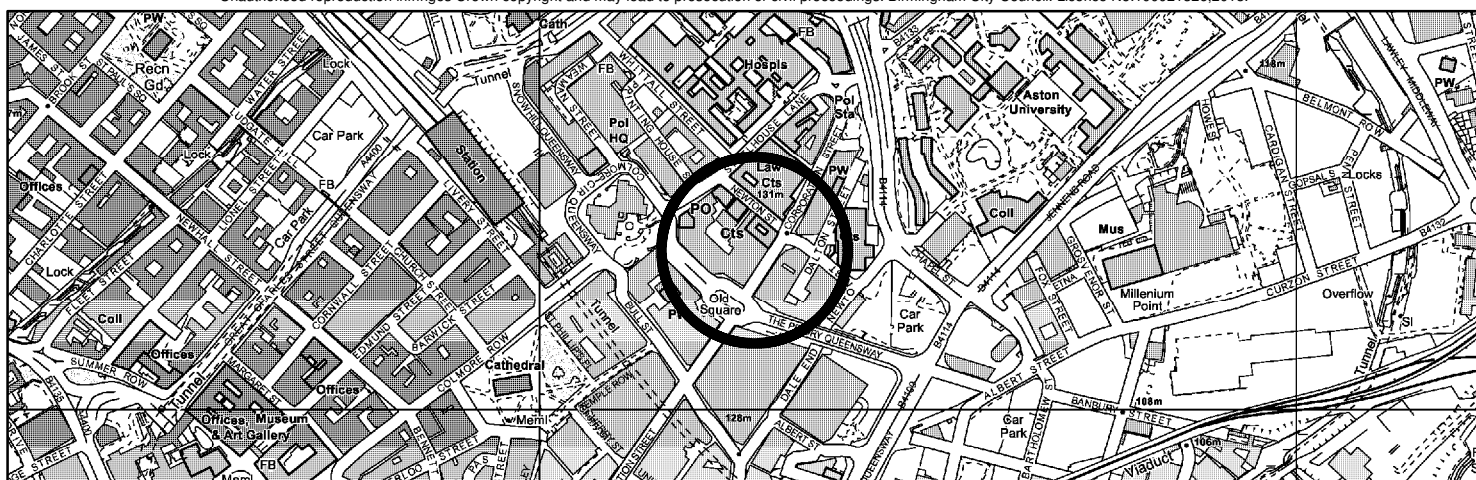
- Appendix 1 – Site Plan
- Appendix 2 – EQUA738
- Appendix 3 – Summary of Internal Ward Members Circulation
- Exempt Appendix 4 – Commercial Report
- Exempt Appendix 5 – AY Valuation Report
- Exempt Appendix 5a – AY Follow Up Statement
- Exempt Appendix 6 – Agreement for Lease

9 Background Documents:

- Disposal of Surplus Properties (Approved by Cabinet – March 2016)
- Property Strategy (Approved by Cabinet – November 2018)
- Property Strategy: Asset Review - Birmingham City Propco Limited (Propco) (Approved by Cabinet – July 2021)

APPENDIX: 1

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Birmingham
City Council

Waheed Nazir
Corporate Director, Economy
1 Lancaster Circus
Birmingham
B2 2GL

Murdoch Chambers & Pitman Buildings
Corporation Street



Page 81 of 288 Ref No. SP0787SW

Scale (Main Map)




1:1,250

Drawn

MI

Date

05/06/2018

Title of proposed EIA	Disposal of Murdoch & Pitman, 153-161 Corporation Street, Birmingham
Reference No	EQUA738
EA is in support of	New Function
Review Frequency	Annually
Date of first review	18/08/2022
Directorate	Inclusive Growth
Division	Property Services
Service Area	Investment Property Management
Responsible Officer(s)	 Felicia Saunders
Quality Control Officer(s)	 Eden Ottley
Accountable Officer(s)	 Eden Ottley
Purpose of proposal	To note the outcome of an informal tender to grant long leasehold for a premium payment of Murdoch and Pitman Buildings
Data sources	Consultation Results; relevant reports/strategies; relevant research
Please include any other sources of data	
ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS	
Protected characteristic: Age	Service Users / Stakeholders; Wider Community; Not Applicable
Age details:	The disposal of Murdoch and Pitman Buildings will not have a negative impact on the grounds of age due to the fact any sale will have to be to an individual of adult age.
Protected characteristic: Disability	Service Users / Stakeholders; Wider Community; Not Applicable
Disability details:	The disposal of Murdoch and Pitman Buildings will not have a negative impact on the grounds of disability. However, subject to future use the purchaser/new owner would be responsible for any access to work obligations.
Protected characteristic: Sex	Service Users / Stakeholders; Wider Community; Not Applicable
Gender details:	

	The disposal of Murdoch and Pitman Buildings will not be conducted on the basis of gender and therefore there are no negative impacts in relation to this protected characteristic.
Protected characteristics: Gender Reassignment	Service Users / Stakeholders; Wider Community; Not Applicable
Gender reassignment details:	The disposal of Murdoch and Pitman Buildings will not be conducted on the basis of gender reassignment and therefore there are no negative impacts in relation to this protected characteristic.
Protected characteristics: Marriage and Civil Partnership	Service Users/ Stakeholders; Wider Community; Not Applicable
Marriage and civil partnership details:	There are no known conditions for which these assets will be disposed of in the context of marital status, therefore there are no negative impacts or implications for this characteristic.
Protected characteristics: Pregnancy and Maternity	Service Users / Stakeholders; Wider Community; Not Applicable
Pregnancy and maternity details:	There are no criteria which prevents pregnant individuals wishing to purchase Murdoch and Pitman Buildings. By implication there will be no negative impact on the grounds of pregnancy.
Protected characteristics: Race	Service Users / Stakeholders; Wider Community; Not Applicable
Race details:	There are no criteria which prevents individuals wishing to purchase Murdoch and Pitman Buildings on the grounds of race. By implication there will be no negative impact.
Protected characteristics: Religion or Beliefs	Service Users / Stakeholders; Wider Community; Not Applicable

Religion or beliefs details:

The disposal of Murdoch and Pitman Buildings will be on an open market tender basis for which all members of the community will have an opportunity to purchase the assets, irrespective of religion or religious beliefs.

Therefore there are no negative impacts or implications for this characteristic.

Protected characteristics: Sexual Orientation

Service Users / Stakeholders; Wider Community; Not Applicable

Sexual orientation details:

The disposal of Murdoch and Pitman Buildings will be on an open market tender basis for which all members of the community will have an opportunity to purchase the assets, irrespective of sexual orientation.

Therefore there are no negative impacts or implications for this characteristic.

Socio-economic impacts

Please indicate any actions arising from completing this screening exercise.

Please indicate whether a full impact assessment is recommended

NO

What data has been collected to facilitate the assessment of this policy/proposal?

Consultation analysis

Adverse impact on any people with protected characteristics.

Could the policy/proposal be modified to reduce or eliminate any adverse impact?

How will the effect(s) of this policy/proposal on equality be monitored?

What data is required in the future?

Are there any adverse impacts on any particular group(s)

No

If yes, please explain your reasons for going ahead.

Initial equality impact assessment of your proposal

To note the outcome of an informal tender to grant a long leasehold for a premium payment of Murdoch and Pitman Buildings.

The use of a surplus property asset will generate inward investment contributing to the Council's key business priorities and objectives.

The property is currently under-utilised where a significant amount of investment is required in order to modernise it to current standards.

The disposal of this surplus asset will generate a capital receipt for the Council and provide an opportunity for the purchaser to redevelop.

Consulted People or Groups

Informed People or Groups

Summary and evidence of findings from your EIA

Officers from Legal and Democratic Services and City Finance and other relevant officers from the Economy Directorate have been involved in the preparation of this report.

The relevant Ward Members (Ladywood) have been consulted and no adverse comment has been received.

Approval to market Murdoch and Pitman was received from Cabinet in June 2016.

Demand for tertiary office space has significantly reduced over the years. The upper floors at Murdoch Chambers have a low occupancy rate.

Members of the community have not been disadvantaged or denied access to participating in this sale process.

Having reviewed all protected characteristics, it has been determined there are no issues which impact negatively on any members of the community and therefore a full equality assessment is not required.

QUALITY CONTORL SECTION

Submit to the Quality Control Officer for reviewing?	Yes
Quality Control Officer comments	
Decision by Quality Control Officer	Proceed for final approval
Submit draft to Accountable Officer?	Yes
Decision by Accountable Officer	Approve
Date approved / rejected by the Accountable Officer	19/08/2021
Reasons for approval or rejection	
Please print and save a PDF copy for your records	Yes

Julie Bach

Person or Group

Content Type: Item

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APPENDIX 3 – DISPOSAL OF MURDOCH & PITMAN BUILDINGS, 153-161 CORPORATION STREET, BIRMINGHAM
SUMMARY OF INTERNAL WARD MEMBER AND EXTERNAL CONSULTATION

PROPERTY ADDRESS	CONSULTEE	CONSULTATION	COUNCILLOR RESPONSE	RESPONSE
DISPOSAL OF MURDOCH AND PITMAN BIRMINGHAM 153- 161 CORPORATION STREET BIRMINGHAM	Ladywood Ward Members	Email and reports issued 29 th October 2018	Councillor Albert Bore – I am content with the report.	Councillor Bore copied into the Councillor Hartley response.
		Email of Additional Report issued 18 th May 2022		Counsellor Bore - 18 th May 2022 – I'm in agreement with the proposal
DISPOSAL OF MURDOCH AND PITMAN BIRMINGHAM 153- 161 CORPORATION STREET BIRMINGHAM	Ladywood Ward Members	Email and reports issued 29 th October 2018	Councillor Kath Hartley - Me, too. But what are the implications of the need for parking spaces etc?	Councillor Hartley informed: CZero advise that the area at the rear will be used for servicing and an area for parking will be created. The exact number of spaces will be established through the planning process. Bespoke Hotels adopt a valet service for guest parking. They will have contract offsite secure valet parking with drop off and pick up at the hotel. They feel the hotel will be well served by public transport via rail, bus and metro.
		Email of Additional Report issued 18 th May 2022		Revised opinion requested 23/05/22 and on the 20/05/22
DISPOSAL OF MURDOCH AND PITMAN BIRMINGHAM 153- 161 CORPORATION STREET BIRMINGHAM				

Birmingham City Council

Report to Cabinet

7th June 2022



Subject: BASKERVILLE SCHOOL - APPROVAL FOR CAPITAL WORKS FOR THE EXPANSION AND RE MODELLING TO KS4/5 PROVISION AND RE MODELLING OF COMPLEX NEEDS PROVISION

Report of: Sue Harrison - Children & Families

Relevant Cabinet Member: Cllr Karen McCarthy - Children, Young People & Families
Cllr Yvonne Mosquito - Finance & Resources

Relevant O & S Chair(s): Cllr Kerry Jenkins - Education & Children's Social Care
Cllr Akhlaq Ahmed - Resources

Report author: Zahid Mahmood
Capital Programme Manager
Education Infrastructure
Email: zahid.mahmood@birmingham.gov.uk

Are specific wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s): Harborne		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, add Forward Plan Reference: 010123/2022		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential:		

1 Executive Summary

- 1.1 To seek approval for the Full Business Case and note the contract award for the capital scheme at Baskerville School as described in **Appendix A**. The capital costs of the scheme will not exceed £1,823,776.

- 1.2 The procurement route for the works is to use the Constructing West Midlands 2 Framework Agreement by direct award.

2 Recommendations

That Cabinet:

- 2.1 Approves the Full Business Case (**Appendix A**) for the capital works at Baskerville School at a total project cost of up to £1,823,776 including Education Infrastructure Capitalisation of £65,943 Professional Fees of £99,884, Loose F&F of £12,000 and Client Contingency of £118,088.
- 2.2 Approves the award of a contract to Seddons Construction Limited for the capital works to expand and re model the current key stage 4 and 5 building and the re modelling of the current complex needs building at Baskerville School by direct award using Constructing West Midlands 2 (CWM2) Framework Agreement for a period of 5 months.
- 2.3 Authorises the Director of Children & Families to place orders to the value of £99,884 to Acivico Ltd for professional services.
- 2.4 Authorises the Acting City Solicitor & Monitoring Officer to negotiate, execute and complete all necessary documents to give effect to the above recommendations.

3 Background

- 3.1 The Local Authority has a statutory duty to ensure there are sufficient pupil places, secure diversity in the provision of schools and increase opportunities for parental choice through planning and securing additional provision (Section 14, Education Act 1996).
- 3.2 There are significant pressures in respect of the sufficiency of special school places within the city and there is an urgent need to develop a five-year plan that will underpin the commissioning of appropriate special school places for SEND pupils. The forecast for special school places has been completed and officers are working on the strategy to meet future needs which will be published in the very near future.

However, we know already that there is a significant need for more school places for children with Education, Health and Care Plans (EHCPs), both in the special school and resource base sectors. As a result of annual commissioning conversations with special schools, we have increased places by over 400 (or 10%) over the last four years. We are currently working with five of our special schools on urgent capital proposals to increase places further from September 2022. There is a particular pressure in respect of secondary transition. The size of the secondary transfer EHCP cohort for 2022 is 20% higher than two years ago and early indications suggest another 20% increase for 2023. In addition, the percentage of parental preferences for specialist provision is increasing year on

year. For 2022 this amounted to 68% of the cohort and an immediate need was identified for a further 90 special school places for Year 7 alone.

- 3.3 More generally, there has been an increase in the number of EHCPs maintained for school aged pupils within the city – over 800 in the last two years. We are also seeing an increase in the numbers of requests for statutory assessments which could lead to the issuing of EHCPs. New requests are currently averaging 150 per month.
- 3.4 Baskerville School is one of 27 Special Schools and currently has up to 162 pupils on roll with an Education and Health Care Plan (EHCP) for Moderate Learning Difficulties, Severe Learning Difficulties, Autism and Social, Emotional and Mental Health needs, (SEMH). This project is subject to school organisation proposals being approved which would increase the total number of pupil places offered up to a total of 190 by 2023. The additional capacity will also cater for pupils that are currently on roll within the school. School organisation proposals have been prepared for publication which will commence on the 9th June 2022. Baskerville School is a Foundation Special School within the Birmingham Special Schools Co-Operative Trust. The Local Authority is the decision maker for these expansion proposals, and it is expected that a decision will be made by September 2022 once the statutory process has been followed.
- 3.5 The project is proposing to expand and re model the current key stage 4 and 5 building and the re modelling of the current complex needs building. Once completed the complex needs pupils will relocate to the key stage 4 and 5 building and the key stage 4 and 5 pupils will relocate to the complex needs building. The number of places the school would be able to accommodate is 190 an increase of 28 pupils. This project is required to be completed by 1st September 2022.
- 3.6 If Cabinet agrees the recommendations in this report it is expected that work at the school will begin in June 2022.

4 Options considered and Recommended Proposal

- 4.1 The option of 'do nothing' would mean the Local Authority fails to meet its statutory obligation to ensure that there are sufficient SEND places.
- 4.2 The recommended option is to expand and remodel the key stage 4 and 5 provision building and re modelling of the complex needs provision building.

5 Consultation

- 5.1 The Governing Body at Baskerville School fully supports the proposed improvements to the school, and it is fully welcomed by the parent/carer community for children attending the school.
- 5.2 All pupils, parents, governors, teaching and non-teaching staff have been consulted as a result of the proposed development and were supportive.

- 5.3 The Leader and local ward members for Harborne have been consulted in relation to the proposals and are supportive of the proposals proceeding to an executive decision.

6 Risk Management

- 6.1 Availability of materials and labour. With the impact of Brexit, Covid-19 and the situation in Eastern Europe, there is a risk of shortage of materials and labour. As a result, cost increases from materials and delay to programme could occur. Project meetings are held to ensure that all parties are informed of progress and that any issues and concerns are picked up at the earliest opportunity and resolution is sought to ensure the project meets the required timescales.
- 6.2 Completing the project on time for the additional classroom block to be fully operational for the start of School term in September 2022. Any delay to the manufacture process of the modular units would impact installation timescales. Regular 2 – 4 weekly project meetings will be held to ensure that all parties are informed of progress and that any issues and concerns are picked up at the earliest opportunity and resolution is sought to ensure the project meets the required timescales. Regular meetings between Education Infrastructure and Acivico Ltd will also be held to closely monitor financial budgets to ensure that costs do not exceed the approved budget.
- 6.3 The school expansion proposals that are linked to this project have not yet completed the statutory process, meaning that a decision has not yet been made to increase pupil numbers at the school. If the expansion proposals are not approved, there is therefore a risk that additional classroom space will have been created without the pupils to fill that space. However, if the decision in this report is not made to enable the works to commence, then there is a risk that the building works will not be complete before the start of the new Academic year.
- 6.4 Working in a live school building and ensuring Health & Safety is maintained. Acivico Ltd has many years' experience at delivering modular building projects of this nature and will manage and co-ordinate the works with the principal contractor, overseen by the Local Authority. The majority of the invasive work will take place during the summer shut down.
- 6.5 A project risk register will be maintained and managed by Acivico Ltd. The risks will be observed and apportioned between the Council and Acivico Ltd.

7 Compliance Issues:

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

- 7.1.1 These works are to ensure that all pupils at Baskerville School are provided with a safe and secure learning environment. The spending priorities proposed are in accordance with the Schools' Basic Need Programme 2022-

23 approved by Cabinet on 26th April 2022, and the Council's Vision and Forward Plan priorities for Children, particularly 'A great place to grow up in by providing an environment where children have the best start in life and are able to realise their full potential through great education'.

7.1.2 Birmingham Business Charter for Social Responsibility (BBC4SR)

Seddons Construction Limited is a certified signatory to the BBC4SR and has produced an action plan with commitments relevant and proportionate to the contract. These actions will be monitored and managed during the contract period.

The social value outcomes to be delivered include:

- Create a minimum of 1 full-time work experience and training placement during the life of the project
- Undertake 2 community engagement activities to support the school and the local community
- 100% of all persons employed on the project will be paid above the Real Living Wage
- 85% of construction waste recycled

7.2 Legal Implications

7.2.1 The recommendations in this report facilitate the discharge of functions contained within section 14 of the Education Act 1996 whereby the local authority has a duty to ensure that there are sufficient school places to provide all pupils the opportunity of appropriate education.

7.2.2 The Local Authority must also keep under review the educational provision, training provision and social care provision made in its area for children and young people who have special educational needs or a disability, under section 27 of the Children and Families Act 2014.

7.2.3 The arrangements set out in this report comply with the powers of general competence as set out in Section 1 of the Localism Act 2011

7.3 Financial Implications

7.3.1 The capital costs of the proposed works at Baskerville School are detailed in the attached FBC (**Appendix A**). The capital costs will not exceed £1,823,776 and will be funded from the Local Authority's High Needs Allocation.

7.3.2 In addition to the £1,823,776 a Pre-Construction Services Agreement (PCSA) has been drawn up, as per the new Constructing West Midlands 2 procurement framework requirement. In order to have a chance of making the timescales to complete this project for September 2022, a payment of £440,277 has been committed at risk. This payment is to be funded from the

allocation of £2.000m of Basic Need Grant for the development of Feasibility Studies to inform Full Business Cases in order to deliver the Basic Need and High Needs Provision Programme (approved by Cabinet 28th April 2022). Without this approval, the contractors couldn't progress the design and orders, and the project wouldn't be able to progress over Summer 2022

- 7.3.3 Consequential revenue costs arising including additional staffing, utility and any on-going day to day repair and maintenance of the asset will be the responsibility of Baskerville School and will be funded via the school's budget.

7.4 Procurement Implications (if required)

- 7.4.1 The Council's primary route for schemes of this type and proposed for this project is to use the CWM2 Framework Agreement Lot 1 (projects valued between £250,000 and £5,000,000). The Council is entitled to access this Framework Agreement. The Council, in collaboration with Acivico Ltd, has been involved in selecting the most appropriate contractor for the project based on the Framework evaluation methodology. The Council has amended and added clauses to the call off contract specific to this project. Alternative frameworks agreements were considered. However, they tend to be single contractor led which does not provide the competitiveness required to evidence best value, therefore were discounted as a procurement route.
- 7.4.2 The rules for calling off the Framework Agreement are to either undertake a further competition exercise or a direct award. The direct award route was selected to ensure that the programme timescales could be met. Classrooms must be ready for occupation at the beginning of the new academic year in September 2022. It was also important for much of the works to take place during the summer break to minimise disruption to the operation of the school and health and welfare risks to the young pupils. Undertaking a further competition exercise would have added 8 weeks to the programme, which would have meant that the classrooms would not be ready by September 2022. This would have deferred the project for another year which is not acceptable.
- 7.4.3 Value for money is demonstrated by:
- A cost quality appraisal based on the Framework's set criteria of 70/30 Cost/Quality ratio for direct award was undertaken and demonstrated that Seddons Construction Limited was the most economically advantageous and is therefore recommended for award.
 - The cost is based on the default rates taken from the Framework Pricing Schedules. This includes the respective contractors' preliminaries rates, utilisation factors and rates for Overheads & Profit. Quality has been assessed using the quality scores awarded to the

respective Contractors at Framework ITT stage which included Social Value as a key component of the evaluation matrix.

- 7.4.4 Acivico Ltd has advised of a contingency figure of £118,088 to cover the project due to the unknowns which may be uncovered during the construction process.

7.5 Human Resources Implications (if required)

- 7.5.1 The project will be managed by Education Infrastructure staff.

7.6 Public Sector Equality Duty

- 7.6.1 A Full Equality Analysis EQUA650 was carried out in 2021 for Education Infrastructure's Schools' Capital Programme 2021-22. The outcomes from consultation demonstrate that proposed capital developments support positive outcomes for children, young people, their families and carers. No negative impact on people with Protected Characteristics was identified. It was concluded that sufficiency of educational places and opportunities for all children and young people contributes to providing positive life chances, and supports a positive approach to Safeguarding in Birmingham: actively reducing the number of children and young people out of school helps to mitigate risk to their safety and wellbeing. We have assessed the content and can confirm that it still remains relevant to the proposed expansion works referred to in this report by having a positive impact.

8 List of Appendices

- 8.1 **Appendix A** - Full Business Case
- 8.2 **Appendix B** – Environment & Sustainability Assessment

9 Background Documents

- 9.1 Schools' Capital Programme –School Condition Allocation, Basic Need Allocation 2022-23+ Future Years Cabinet Report (Approved at Cabinet 26th April 2022)

APPENDIX A

FULL BUSINESS CASE (FBC)

A. GENERAL INFORMATION

A1. General

Project Title <i>(as per Voyager)</i>	BASKERVILLE SCHOOL - APPROVAL FOR CAPITAL WORKS FOR THE EXPANSION AND REMODELLING TO KS4/5 PROVISION AND RE MODELLING OF COMPLEX NEEDS PROVISION.		
Voyager code	TBC		
Portfolio /Committee	Education and Skills	Directorate	Children & Families
Approved by Project Sponsor	Jaswinder Didially	Approved by Finance Business Partner	Clare Sandland

A2. Outline Business Case approval *(Date and approving body)*

Schools' Capital Programme –School Condition Allocation, Basic Need Allocation 2022-23+ Future Years Cabinet Report (Approved at Cabinet 26th April 2022)

A3. Project Description

The scheme is for extension and remodelling to existing modular units, comprising 3 classrooms and sensory rooms, staff accommodation, life-skills teaching space and changing places and toilet provision, and remodelling in the complex needs building to include the creation of a food technology area on the ground floor and the creation of an ICT suite and a classroom on the 1st floor.

A4. Scope

This scheme involves works as described in the above project description.

A5. Scope exclusions

No works outside this scope will be undertaken

B. STRATEGIC CASE

This sets out the case for change and the project's fit to the Council Plan objectives

B1. Project objectives and outcomes

The case for change including the contribution to Council Plan objectives and outcomes

- Birmingham is an aspirational city to grow up in
- Birmingham is a great city to live in
- Birmingham is an entrepreneurial city to learn, work and invest in
- Enjoy and achieve by attending school;
- Schools Capital Programme
- Compliance with the requirement of the 'Birmingham Business Charter for Social Responsibility'.

B2. Project Deliverables

These are the outputs from the project eg a new building with xm2 of internal space, xm of new road, etc

Create sufficient pupil accommodation to enable the school to increase its Planned Admission Number (PAN) and accommodate a permanent increase in pupil numbers to meet local demand. Existing accommodation to be expanded and remodelled to create additional teaching space along with the associated external works.

B3. Project Benefits

These are the social benefits and outcomes from the project, e.g. additional school places or economic benefits.

Measure	Impact
<i>List at least one measure associated with each of the objectives and outcomes in B1 above</i>	<i>What the estimated impact of the project will be on the measure identified – please quantify where practicable (e.g. for economic and transportation benefits)</i>
The students will be taught in modern fit for purpose accommodation allowing for the delivery of a quality education.	Providing appropriate accommodation addresses identified demand and fulfils the Authority's statutory obligations to provide sufficient pupil places
The project delivers new teaching spaces.	Raised standards, improved behaviour, staff well-being and reduced turnover, mobility, facilitation of the sharing of good practice.
Support and enrich community and family learning e.g. positive parenting programme, basic skills, opportunities to address worklessness.	Children and young people will have a safe, warm and dry environment before, during and after school hours.
Promoting designs which support Birmingham's Education Vision.	Creating teaching and learning environments that are suitable for delivering education.

B4. Benefits Realisation Plan

Set out here how you will ensure the planned benefits will be delivered

Additional pupil numbers to be accepted by Baskerville School and commissioned numbers agreed accordingly through formal agreement with Local Authority.

B5. Stakeholders

A stakeholder analysis is set out at G4 below.

C. ECONOMIC CASE AND OPTIONS APPRAISAL

This sets out the options that have been considered to determine the best value for money in achieving the Council's priorities

C1. Summary of options reviewed at Outline Business Case

(including reasons for the preferred option which has been developed to FBC)

If options have been further developed since the OBC, provide the updated Price quality matrix and recommended option with reasons.

- The option of doing nothing would mean the City Council failing to meet its statutory obligation to ensure that there are sufficient pupil places, promote diversity and increase parental choice through planning and securing additional provision.
- The recommended option is to expand and remodel the key stage 4 and 5 provision building and re modelling of the complex needs provision building.

C2. Evaluation of key risks and issues

The full risks and issues register is included at the end of this FBC

- To ensure Birmingham City Council meets its statutory obligations by providing sufficient capacity and condition of building for educating children.

- Working in a live school building and ensuring Health & Safety is maintained. Acivico has many years' experience at delivering modular building projects of this nature and will manage and co-ordinate the works with the principal contractor, overseen by the Local Authority. The majority of the invasive work will take place during the summer shut down.
- A project risk register will be maintained.

C3. Other impacts of the preferred option

Describe other significant impacts, both positive and negative

- Facilities will provide sufficient and appropriate accommodation that is fit-for-purpose and meets the education standards for 21st Century teaching provision.
- Sufficient accommodation will be available to enable Baskerville School to permanently increase its PAN.

D. COMMERCIAL CASE

This considers whether realistic and commercial arrangements for the project can be made

D1. Partnership, Joint venture and accountable body working

Describe how the project will be controlled, managed and delivered if using these arrangements

Scheme will be delivered by Project Team as follows:

- Client for the Project is Birmingham City Council, Education Infrastructure.
- Project Manager, Design Services, Cost Management, contract Administration and Principal Designer services will be provided by Acivico.
- End User will be Baskerville School, Harborne, Birmingham
- Project will be managed by personnel identified above and End User throughout the duration of the project development and delivery to ensure that project deliverables are achieved.
- Regular 2 – 4 weekly meetings held with Project Team including client and end user
- Programme monitored and developed to ensure that required timescales are achieved.
- Scheme costs assessed, developed and monitored

D2. Procurement implications and Contract Strategy:

What is the proposed procurement contract strategy and route? Which Framework, or OJEU? This should generally discharge the requirement to approve a Contract Strategy (with a recommendation in the report).

- The procurement route for this project is to use Acivico Ltd.'s Constructing West Midlands 2 Framework Agreement (Lot 1) (projects valued between £250,000 and £5,000,000).

D3. Staffing and TUPE implications:

None

Capital Costs & Funding		Financial Year	Totals
		2022/23	
Expenditure			
Baskerville School			
Construction costs, incl. Surveys, Investigations, Planning & Statutory Fees (Including Client Contingency)		£1,645,949	£1,645,949
Professional Fees		£99,884	£99,884
Loose FF&E Allowance		£12,000	£12,000
EDSI capitalisation		£65,943	£65,943
Total Project Cost		£1,823,776	£1,823,776
Funding sources			
High Needs Allocation		£1,823,776	£1,823,776
Totals		£1,823,776	£1,823,776

E2. Evaluation and comment on financial implications:

The project will cost £1,823,776

The costs are being met from High Needs Allocation.

Due to the challenging timescales for the project to meet the new school academic year, a Pre-Construction Services Agreement (PCSA) for the value of £440,277 has been entered into with Seddons Construction Ltd to commence the detailed design and to place orders with their sub-contractors to provide a firm commitment. This covers RIBA stages 0-4. This is subject to approval under Chief Officer delegated authority by the Director of Children and Families. Should Cabinet Approval not be obtained, the PCSA costs are abortive costs

The Edsi Fees is 3% of the overall cost of the project (including the £440,277 cost of the PCSA)

E3. Approach to optimism bias and provision of contingency

APPENDIX A

A contingency sum of up to £118,088 has been included in the overall project costs to cover any unforeseen circumstances during the construction period.

E4. Taxation

Describe any tax implications and how they will be managed, including VAT

N/A

F. PROJECT MANAGEMENT CASE

This considers how project delivery plans are robust and realistic

F1. Key Project Milestones

The summary Project Plan and milestones is attached at G1 below

Cabinet Approval

Planned Delivery Dates
June 2022

Main Construction works

June 2022 – September 2022

Practical completion

September 2022

F2. Achievability

Describe how the project can be delivered given the organisational skills and capacity available

- Scope of work identified as in the project description.
- Site investigation reports have been commissioned.
- Project programme and costs have been developed.
- Funding is in place subject to this approval, up to the estimated cost.
- Contractor has considerable previous experience in delivering similar projects.

Availability of resources confirmed by contractors.

F3. Dependencies on other projects or activities

- Planning permission for the project has been submitted on 21 March 2022.

F4. Officer support

Project Manager: Zahid Mahmood Capital Programme Manager, Education Infrastructure
07860906126 zahid.mahmood@birmingham.gov.uk

Project Accountant: Jaspal Madahar Finance & Resources Manager
07766922478 jaspal.madahar@birmingham.gov.uk

Project Sponsor: Jaswinder Didially Head of Education Infrastructure
07825 117334 jaswinder.didially@birmingham.gov.uk

F5. Project Management

Describe how the project will be managed, including the responsible Project Board and who its members are

As per D1

G. SUPPORTING INFORMATION

(Please adapt or replace the formats as appropriate to the project)

G1. PROJECT PLAN

Detailed Project Plan supporting the key milestones in section F1 above

1. Contractor allocation – 17/03/2022
2. Cabinet approval – 07/06/2022
3. Planning approval Due – June 2022

4. Start on site – June 2022
5. Completion – September 2022

G2. SUMMARY OF RISKS AND ISSUES REGISTER

Risks should include Optimism Bias, and risks during the development to FBC

Grading of severity and likelihood: High – Significant – Medium – Low

		Risk after mitigation:	
Risk or issue	Mitigation	Severity	Likelihood
Stakeholders do not consider School Travel Plans and transportation issues prior to consultation	Review school travel plans in partnership with transportation prior to local consultation in order to mitigate possible objections.	Low	High
Stakeholders/ Trust do not engage in project and do not sign up to the solution	The Design Team will ensure regular meetings and consultation with stakeholders and Trust.	Low	Medium
New Free Schools and Academies opening across Birmingham	Liaise closely with Free School Providers and Academies when planning the provision of Additional Secondary Places.	Medium	Medium
Building costs escalate	The Design Team will closely monitor the schedule of works and build costs. Cost schedules include contingency sums. Any increase in costs will need to be met through value re-engineering to ensure projected spend remains within overall allocation	Low	Medium
Building works fall behind	The Design Team will closely monitor schemes on site and liaise with Contractor Partners to identify action required.	High	Medium
BCC faced with increasing revenue costs	Consequential revenue costs arising including additional staffing, utility costs and any on-going day to day repair and maintenance of the asset will be the responsibility of the school. Any increase in revenue costs will be offset by an increase in income through increased pupil numbers provided by the DfE.	Medium	Medium

G3. EXTERNAL FUNDING AND OTHER FINANCIAL DETAILS

Description of external funding arrangements and conditions, and other financial details supporting the financial implications in section E1 above (if appropriate)

N/A

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G4. STAKEHOLDER ANALYSIS

Stakeholder	Stake in project	Potential impact on project	What does the project expect from stakeholder	Perceived attitudes and/or risks	Stakeholder management strategy	Responsibility
Cabinet Members for ES&C and F&R	Strategic Overview of DGCF expenditure	High	Ratification of BCC approach to TBN	Strategy not approved	Early Consultation and Regular Briefing on all aspects of Special Provision	BCC / EDI
School's Consultant Partners	Design and Delivery	High	Design of build Project management	Unable to design to budget Unable to deliver to timescales	Close working with other stakeholders Regular feedback	School Leadership Team
Planning Officers	Granting Planning Consent	High	Close Liaison with EDI to design a scheme that can receive planning approval	N/A	Frequent communication on all aspects of project design	School's Consultant Project Manager EDI Project Officer
School Leadership Team / Governors	Governing Body Agreement and End Users	High	Compliance with GBA Ongoing Revenue costs for R&M once build complete	N/A	Governing Body Agreement signed and regular project meetings	School Leadership Team / Governing Body EDI Project Officer
Pupils	End user	Low	Consultation	Nil	Through school's council	School Leadership Team

APPENDIX A

Ward Councillors	Knowledge of other developments affecting local communities that may link into project	High	Consultation with community and support for project	Objections from local residents	Involve in consultation and planning permission process	EDI Project Officer Governors/ School Leadership Team
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G5. BENEFITS REGISTER

For major projects and programmes over £20m, this sets out in more detail the planned benefits. Benefits should be monetised where it is proportionate and possible to do so, to support the calculation of a BCR and NPSV (please adapt this template as appropriate)

Measure	Annual value	Start date	Impact
<i>List at least one measure associated with each of the outcomes in B1 above</i>			<i>What the estimated impact of the project will be on the measure identified</i>
(A) Monetised benefits:	£		
(B) Other quantified benefits:			
(C) Non-quantified benefits:	n/a		

Other Attachments

provide as appropriate

•

Environment and Sustainability Assessment

Birmingham City Council is required to assess any positive or negative impacts that any policy/strategy/ decision/development proposal is likely to have on the environment. This assessment must be completed for CLT and Cabinet reports where appropriate. It is the responsibility of the Service Director signing off the report to ensure that the assessment is complete.

To complete the assessment, you should consider whether the proposal will have a positive or a negative impact on each of the key themes by placing a (✓) for positive, (x) for negative and (?) for unclear impact, and (N/A) for non-applicable impact. Further guidance on the completion of the template is available on page 3 below.

Project Title:	Baskerville School - student places expansion projects			
Directorate: Education and Skills	Team: Education Infrastructure		Person Responsible for assessment: Martin Rogers - Acivico	
Date of assessment:	Is it a new or existing proposal? - New			
Brief description of the proposal: Install additional modular classrooms at Baskerville School site – extension to existing modular units at the site. Refurbishment/adaptation of existing Discovery Building. This project creates an additional 28 SEN student places by extending and adapting existing buildings.				
Potential impacts of the policy/development/ decision on:	Positive Impact	Negative Impact	No Specific Impact	What will the impact be? If the impact is negative, how can it be mitigated, what action will be taken?
Natural Resources - including water, soil, air			✓	Minimal impact – extension to existing modular structure and internal adaptation of existing 2 storey block
Energy use and CO ₂ emissions			✓	Energy efficient materials and production to be used in construction of new extension and within works to adapted/refurbished areas. New accommodation has been designed with enhanced 'U' value requirements in order to reduce heat loss from the proposed building. Proposed air tightness values also significantly reduce heat loss and so both measures reduce energy usage. No energy expenditure from mechanical ventilation within new classroom spaces.

				New lighting will be LED so low energy usage.
Quality of environment	✓			<p>Significantly improved to match the specific needs of the students to be in occupation.</p> <p>New Classroom spaces are to be naturally ventilated and will be able to achieve cross ventilation in the majority of cases. Significant natural lighting is proposed due to dual aspect window configuration. New and remodelled rooms that are not able to achieve cross ventilation and limited in depth and are not classroom spaces.</p>
Impact on local green and open spaces and biodiversity			✓	<p>There is minimal reduction or negative impact to local green spaces in the proposals</p> <p>An area of grass will be affected by the expansion of the current Delta block but the remaining grass / soft landscaping around the new accommodation will be better utilised by the pupils that will occupy this redeveloped / expanded building. There are also significant areas of soft landscaping across the school site which will now be used by the pupils following these works, which is currently underutilised.</p>
Use of sustainable products and equipment	✓			<p>Modern method of construction being utilised and adaption of existing space to create additional pupil places using sustainable material and energy efficient materials and processes.</p> <p>Materials with the new building have been specified to provide both longevity and recyclability. Cladding to be removed from existing building for expansion works will be reused where possible within the new proposals.</p> <p>Heating, power and water sources will be provided by existing on site infrastructure, so no renewable energy sources are being proposed.</p>
Minimising waste			✓	<p>The majority of the works are extension of modular unit with some refurbishment of the existing building. The use of modern methods of construction i.e. modular construction results in less waste.</p>

				<p>This is a new building proposal so waste removal on the project will be minimal. A significant amount of works on the modular proposals will be carried out off site and factory production compared to onsite works is renowned for minimal material wastage. As previously noted, existing cladding removed from existing building is to re-used on new building element where possible.</p> <p>As part of the commitment to BBC4SR 85% of construction waste will be recycled.</p>
Council plan priority: a city that takes a leading role in tackling climate change	✓			<p>The plans directly improve the local area and city climate change contribution, by extending the useful life expectancy of the sites and buildings on them, while reducing their ongoing demand for energy and carbon emissions, and without adversely introducing significant negative impacts during the construction process.</p>
Overall conclusion on the environmental and sustainability impacts of the proposal	<p>With the use of Modern Methods of Construction and adapting existing buildings we are reducing the impact of the building works on the environment whilst providing the required additional pupil spaces.</p>			

Guidance for completing the template

Theme	Example
Natural Resources - Impact on natural resources including water, soil, air.	<p>Does the decision increase water use?</p> <p>Does the decision have an impact on air quality?</p> <p>Does the decision discourage the use of the most polluting vehicles (private and public) and promote sustainable modes of transport or working from home to reduce air pollution?</p> <p>Does the decision impact on soil?</p> <p>For example, development will typically use water for carrying out various operations and, once complete, water will be needed to service the development. Providing water to development and treating affluent water requires energy and contributes to climate change. Some of the activities including construction or disposal of waste may lead to soil pollution. The decisions may lead to more journeys thereby deteriorating air quality and thus contribution to climate change and greenhouse gases.</p>
Energy use and CO ₂ emissions.	<p>Will the decision have an impact on energy use?</p> <p>Will the decision impact on carbon emissions?</p> <p>Most day-to-day activities use energy. The main environmental impact of producing and using energy such as electricity, gas, and fuel (unless it is from a renewable source) is the emission of carbon dioxide.</p>
Quality of environment.	<p>Does the decision impact on the overall quality of the built environment?</p> <p>Decisions may have an impact on the overall setting, character and distinctiveness in the area. For example, if development involves ground digging and excavations etc. it may have an impact on the local archaeology.</p>
Impact on local green and open spaces and biodiversity	<p>The proposal may lead to localised impacts on the local green and open spaces which may have an impact on local biodiversity, trees and other vegetation in the area.</p> <p>Will the proposal lead to loss (or creation) of green and blue infrastructure?</p> <p>For example, selling an open space may reduce access to open space within an area and lead to a loss of biodiversity. However, creating a new open space would have positive effects.</p>
Use of environmentally sustainable products, equipment and packaging'	<p>Will the decision present opportunities to incorporate the use of environmentally sustainable products (such as compostable bags, paper straws etc.), recycled materials (i.e. Forest Stewardship Council (FSC) Timber/wood), non-polluting vehicles, avoid the use of single use plastics and packaging.</p>
Minimising waste	<p>Will the decision minimise waste creation and the maximise recycling during the construction and operation of the development/programme/project?</p>

	Will the decision provide opportunities to improve recycling? For example, if the proposal involves the demolition of a building or a structure, could some of the construction materials be reused in the new development or recycled back into the construction industry for use on another project?
Council plan priority: a city that takes a leading role in tackling climate change and deliver Route to Zero.	How does the proposal or decision contribute to tackling and showing leadership in tackling climate change and deliver Route to Zero aspirations?

If you require further assistance with completing this template, please contact: ESAGuidance@birmingham.gov.uk

Birmingham City Council

Report to Cabinet

7 June 2022



Subject: MINWORTH JUNIOR & INFANTS SCHOOL- APPROVAL FOR CAPITAL WORKS TO REPLACE DILAPIDATED EARLY YEARS AND KS1 TERRAPIN CLASSROOMS

Report of: Sue Harrison - Director for Children & Families

Relevant Cabinet Member: Cllr Karen McCarthy - Children, Young People & Families
Cllr Yvonne Mosquito - Finance & Resources

Relevant O & S Chair(s): Cllr Kerry Jenkins - Education & Children's Social Care
Cllr Akhlaq Ahmed - Resources

Report author: Zahid Mahmood
Capital Programme Manager
Education Infrastructure
Email: zahid.mahmood@birmingham.gov.uk

Are specific wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s): Sutton Walmley & Minworth		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 010002/2022		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential:		

1 Executive Summary

- 1.1 To seek approval for the capital works to replace three terrapin classrooms at Minworth Junior & Infant School providing provision for Reception and KS1 Provision. The cost of the capital works will not exceed £1,121,413
- 1.2 The procurement route for the works is to use the Constructing West Midlands 2 Framework Agreement by direct award.

2 Recommendations

That Cabinet:

- 2.1 Approves the Full Business Case (**Appendix A**) for the capital works at Minworth Junior and Infants School at a total project cost of up to £1,121,413,
- 2.2 Approves the award of a contract for the capital works for at Minworth Junior and Infants School to Interclass Plc by direct award using Constructing West Midlands 2 (CWM2) Framework Agreement.
- 2.3 Authorises the Director for Children & Families to place orders up to the value of £50,000 with Acivico Ltd for technical professional services.
- 2.4 Authorises the Acting City Solicitor and Monitoring Officer to negotiate, execute and complete all necessary documents to give effect to the above recommendations.

3 Background

- 3.1 The Local Authority has a statutory duty to provide pupil places, promote diversity and increase parental choice in planning and securing provision (Section 14, Education Act 1996 and Education & Inspections Act 2006). This duty extends to our landlord responsibility to maintain the Education property portfolio to prevent school closure and asset failure, thus improving safeguarding for children.
- 3.2 In its role as landlord for community schools, a local authority has a duty (section 542(2) Education Act 1996; School Premises Regulations 2012) to ensure that school buildings are safe, warm and dry. This includes reasonable weather resistance, safe escape routes; lighting, heating and ventilation which meets the required standards.
- 3.3 The school currently has three terrapin huts which are used as classrooms for its Reception and Key Stage 1 provision. The huts were originally installed as temporary provision between 1971-1980 and are in a very poor condition.
- 3.4 A structural survey was commissioned by the school and completed by Acivico Ltd in July 2018. Wet rot to timber shielding and window frames was reported to affect 40% of the buildings in places in 2018 as well as rusting to paint covered steel frames.
- 3.5 In 2018 the report stated that any improvements to remedy the rot and steel would give up to 10 years of life at the most to the classrooms. The report also stated it should be recognised that the longer the defects are left untreated, the more uneconomical the repairs become, and the scale of the defects would increase. In the subsequent years since Covid-19 began the huts have continued to deteriorate and it is evident they have reached the end of their life.
- 3.6 The Y1 and Y2 classrooms currently have no toilet provision and children must walk to the main school building to use the toilets. There is also no suitable

provision for changing places to support any children with additional changing requirements.

- 3.7 The project includes the demolition of 3 existing classroom terrapin huts for Reception (EYFS), Y1 and Y2 (KS1) provision. They will be replaced by 1 single storey building with level access to the playground. The building will consist of 3 classrooms, 6 toilets for Y1, 3 toilets for Reception/ EYFS plus a personal care facility in line with Changing Places recommendations. The building will also provide 2 lobby/circulation spaces and a small meeting room/ staff area which could also accommodate 1-1 provision.
- 3.8 The construction works are proposed to commence in June 2022 with a classroom completion by September and external completion in October 2022.

4 Options considered and Recommended Proposal

- 4.1 The option of 'do nothing' would mean the Local Authority fails to meet its statutory obligation to ensure its education facilities are safe, warm and dry for all children. Asset failure to the point of closing the facility is a high risk and would put the children out of school.
- 4.2 The recommendation is to demolish the existing terrapin classrooms and replace them with one fit for purpose, energy efficient building in line with modern building regulations and Education Building Bulletin guidelines (BB103).
- 4.3 The impact of the preferred option being approved would mean a modern, fit for purpose building would be built to teach 4 to 7-year-old children; positively impacting their learning environment and the wellbeing of both staff and children at the school.

5 Consultation

- 5.1 The Leader and Ward Members for Sutton Walmley & Minworth have been consulted in relation to the proposals and are supportive of the proposals proceeding to an executive decision.
- 5.2 The Governing Body of Minworth Junior & Infant School fully supports the proposed improvements to the school, and it is fully welcomed by the parent/carers community for children attending the school. The neighbouring church has also offered its support to provide temporary teaching space for one class towards the end of the summer term as works begin.

6 Risk Management

- 6.1 Availability of materials and labour. With the impact of Brexit, Covid-19 and the situation in Eastern Europe, there is a risk of shortage of materials and labour. As a result, cost increases from materials and delay to programme could occur.

6.2 Completing the project on time for the classrooms to be fully operational for the start of School term in September 2022. Any delay to the manufacture process of the modular would impact installation timescales. Regular 2 – 4 weekly project meetings will be held to ensure that all parties are informed of progress and that any issues and concerns are picked up at the earliest opportunity and resolution is sought to ensure the project meets the required timescales. Regular meetings between Education Infrastructure and Acivico Ltd will also be held to closely monitor financial budgets to ensure that costs do not exceed the approved budget.

6.3 Please see **Appendix A** for the full risk register.

7 Compliance Issues:

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

7.1.1 These works are to ensure that all pupils at Minworth Junior and Infant School are provided with a safe and secure learning and pastoral environment. The spending priorities proposed are in accordance with the Schools' Condition Allocation Programme 2022-23 approved by Cabinet.

7.1.2 Birmingham Business Charter for Social Responsibility (BBC4SR)
Interclass Plc is a certified signatory to the BBC4SR and has produced an action plan with commitments relevant and proportionate to the contract. These actions will be monitored and managed during the contract period.

The social value outcomes to be delivered include:

- Undertake 2 community engagement activities to support the school and the local community
- 100% of all persons employed on the project will be paid above the Real Living Wage
- 85% of construction waste recycled

7.2 Legal Implications

7.2.1 The Local Authority has a statutory duty, by virtue of section 542 of the Education Act 1996 and the School Premises (England) Regulations 2012, to ensure that maintained school buildings are maintained to a standard such that, so far as is reasonably practicable, the health, safety and welfare of pupils are ensured.

7.2.2 The Local Authority is under a duty to maintain community schools which includes the duty of defraying all the expenses of maintaining it, and the duty of making premises available to be used for the purposes of the school, by virtue of section 22 of the School Standards Framework Act 1998.

The recommendations in this report reflect this in respect of the Local Authority's responsibility to provide an Education property portfolio to prevent school closure and asset failure, thus improving safeguarding for children.

- 7.2.3 The arrangements set out in this report comply with the powers of general competence as set out in Section 1 of the Localism Act 2011.

7.3 Financial Implications

- 7.3.1 The capital costs of the proposed works at Minworth Junior & Infants School are detailed in the attached FBC (**Appendix A**). The capital costs will not exceed £1.121m and will be funded from the Local Authority's School Condition Allocation.
- 7.3.2 A Pre-Construction Services Agreement (PCSA) has been drawn up, as per the new Constructing West Midlands 2 procurement framework requirement. In order to have a chance of making the timescales to complete this project for September 2022, a payment of £172,777 has been committed at risk, in advance of Cabinet approval. Without this approval, the contractors couldn't progress the design and orders and the project will not be able to progress over Summer 2022 and facilities will not be ready for children starting reception - Year 2 in September.
- 7.3.3 Consequential revenue costs arising including additional staffing, utility and any on-going day to day repair and maintenance of the asset will be the responsibility of Minworth JI School and funded via the school's delegated budget.

7.4 Procurement Implications

- 7.4.1 The Council's primary route for schemes of this type and proposed for this project is to use Acivico Ltd's CWM2 Framework Agreement Lot 1 (projects valued between £250,000 and £5m). The Council is entitled to access this Framework Agreement. The Council, in collaboration with Acivico Ltd, has been involved in selecting the most appropriate contractor for the project based on the Framework evaluation methodology. In order to ensure the conditions are project-specific, additional and amended clauses have been added to the call-off contract to the benefit of the scheme. Alternative frameworks agreements were considered however, they tend to be single contractor led which does not provide the competitiveness required to evidence best value, therefore were discounted as a procurement route.
- 7.4.2 The rules for calling off the framework agreement is either to undertake a further competition exercise or a direct award. The direct award route was selected to ensure that the programme could be met. Classrooms must be ready for occupation at the beginning of the new academic year in September 2022. It was also important for much of the works to take place during the summer break to minimise disruption to the operation of the school and health

and welfare risks to the young pupils. Undertaking a further competition exercise would have added 8 weeks to the programme, which would have meant that the classrooms would not be ready by September 2022. This would have deferred the project for another year which is not acceptable.

7.4.3 Value for money is demonstrated by:

- A cost quality appraisal based on the framework set criteria of 70/30 Cost/Quality ratio for direct award was undertaken and demonstrated that Interclass Plc bid was economically advantageous and is therefore recommended for award.
- The cost is based on the default rates taken from the Framework Pricing Schedules. This includes the respective contractors' preliminaries rates, utilisation factors and rates for Overheads & Profit. Quality has been assessed using the quality scores awarded to the respective Contractors at Framework ITT stage which included Social Value as a key component of the evaluation matrix.

7.4.4 Due to the challenging timescales for the project to meet the new school academic year, a Pre- Construction Services Agreement (PCSA) for the value of £172,777 has been entered into with Interclass Plc to commence the detailed design and to place orders with their sub-contractors to provide a firm commitment. This was approved under Chief Officer delegated authority by the Director of Children and Families on 31st March 2022.

Entering into a PCSA in advance of Cabinet has mitigated the risk of delays to the project, without which, facilities would not be ready for children starting Reception- Year 2 in September. Should Cabinet Approval not be obtained, the PCSA costs are abortive costs.

7.4.5 Acivico Ltd has advised of a contingency figure of £80,000 to cover the project due to the unknowns which may be uncovered during the construction process.

7.5 Human Resources Implications (if required)

7.5.1 The project will be managed by Education Infrastructure staff.

7.6 Public Sector Equality Duty

7.6.1 A Full Equality Analysis EQUA650 was carried out in 2021 for Education Infrastructure's Schools' Capital Programme 2021-22. The outcomes from consultation demonstrate that proposed capital developments support positive outcomes for children, young people, their families and carers. No negative impact on people with Protected Characteristics was identified. It was concluded that sufficiency of educational places and opportunities for all children and young people contributes to providing positive life chances, and supports a positive approach to Safeguarding in Birmingham: actively

reducing the number of children and young people out of school helps to mitigate risk to their safety and wellbeing. We have assessed the content and can confirm that it remains relevant to proposed relocation and refurbishment works by having a positive impact.

8 Appendices

8.1 Appendix A - Full Business Case

8.2 Appendix B - Environment & Sustainability report

9 Background Documents

9.1 Schools' Capital Programme - School Condition Allocation 2022-23 + Future Years Cabinet Report 26th April 2022.

APPENDIX A

FULL BUSINESS CASE (FBC)			
A. GENERAL INFORMATION			
A1. General			
Project Title <i>(as per Voyager)</i>	MINWORTH JUNIOR & INFANTS SCHOOL- APPROVAL FOR CAPITAL WORKS TO REPLACE DELAPIDATED EARLY YEARS AND KS1 TERRAPIN CLASSROOMS		
Voyager code			
Portfolio /Committee	Education, Skills & Culture	Directorate	Children & Families
Approved by Project Sponsor	Jaswinder Didially	Approved by Finance Business Partner	Clare Sandland
A2. Outline Business Case approval <i>(Date and approving body)</i>			
Cabinet Report 26 th April 2022 – Schools Capital Programme – School Condition Allocation, Basic Need Allocation 2022-23 + Future Years			
A3. Project Description			
The project includes the demolition of three existing terrapin classrooms and the development and construction of one single storey building to replace them, providing suitable teaching and ancillary space for the school's Reception and KS1 year groups.			
A4. Scope			
This scheme involves works as described in the above project description			
A5. Scope exclusions			
No works outside this scope will be undertaken			
B. STRATEGIC CASE			
<i>This sets out the case for change and the project's fit to the Council Plan objectives</i>			
B1. Project objectives and outcomes			
<i>The case for change including the contribution to Council Plan objectives and outcomes</i>			
<ul style="list-style-type: none"> ▪ Birmingham is an aspirational city to grow up in ▪ Birmingham is a great city to live in ▪ Birmingham is an entrepreneurial city to learn, work and invest in ▪ Enjoy and achieve by attending school; ▪ Schools Capital Programme ▪ Compliance with the requirement of the 'Birmingham Business Charter for Social Responsibility'. 			

B2. Project Deliverables

These are the outputs from the project eg a new building with 249m2 of internal space, 0m of new road, etc

Create sufficient pupil accommodation to replace dilapidated terrapin classrooms. External play space will also be reconfigured to align with appropriate needs for the age range of the classroom provision being provided. Specific components of the project are as follows:

- New building with 249m2 of internal space

B3. Project Benefits

These are the social benefits and outcomes from the project, eg additional school places or economic benefits.

Measure	Impact
<i>List at least one measure associated with each of the objectives and outcomes in B1 above</i>	<i>What the estimated impact of the project will be on the measure identified – please quantify where practicable (eg for economic and transportation benefits)</i>
The students will be taught in modern fit for purpose accommodation allowing for the delivery of a quality education.	Providing appropriate accommodation addresses identified demand and fulfils the Authority's statutory obligations to provide sufficient pupil places in a safe, warm and dry space.
The project delivers new teaching spaces.	Raised standards, improved behaviour, staff well-being and reduced turnover, mobility, facilitation of the sharing of good practice.
Support and enrich community and family learning e.g. positive parenting programme, basic skills, opportunities to address worklessness.	Children and young people will have a safe, warm and dry environment before, during and after school hours.
Designs are produced which support Birmingham's Education Vision.	Creating teaching and learning environments that are suitable for delivering education.

B4. Benefits Realisation Plan

Set out here how you will ensure the planned benefits will be delivered

Project will be overseen by the Local Authority's Education Infrastructure Capital Team with active support from stakeholders including the School's Headteacher and Business Manager. These teams will work together, alongside Acivico Ltd throughout the duration of the project development and delivery to ensure that project deliverables are achieved.

- Regular 2 – 4 weekly meetings reporting on progress against pre-agreed KPIs held with the contractor and Technical Advisor, Acivico Ltd.
- Programme monitored and developed to ensure that required timescales are achieved.
- Scheme costs assessed, developed and monitored
- Appropriate surveys have been commissioned to confirm the works are achievable and all aspects have been considered.
- The School's staff are proactively working with the project to support on educational continuity for the children for the last 7 weeks of summer term when the planned project will be underway. The local church minister of the Church, which is adjacent to the school site, is supportive in providing hall space for a teaching class for 7 weeks. This is being managed by the school in terms of dates and Safeguarding.

B5. Stakeholders

A stakeholder analysis is set out at G4 below.

C. ECONOMIC CASE AND OPTIONS APPRAISAL

This sets out the options that have been considered to determine the best value for money in achieving the Council's priorities

C1. Summary of options reviewed at Outline Business Case

(including reasons for the preferred option which has been developed to FBC)

If options have been further developed since the OBC, provide the updated Price quality matrix and recommended option with reasons.

- The option of doing nothing would mean the City Council failing to meet its statutory obligation to ensure that there are sufficient pupil places, promote diversity, increase parental choice and ensure that schools buildings are safe, warm and dry to modern regulatory standards.
- Refurbishments to the terrapin huts would not be an efficient use of public funds and would only prolong their life by 5-8 years.
- The recommended option is to demolish the existing buildings and build one replacement building to provide a fit for purpose and fully inclusive facility.

C2. Evaluation of key risks and issues

The full risks and issues register is included at the end of this FBC

- To ensure Birmingham City Council meets its statutory obligations by providing sufficient capacity and condition of building for educating children.
- Working in a live school building and ensuring Health & Safety is maintained. Acivico has many years' experience at delivering modular building projects of this nature and will manage and co-ordinate the works with the principal contractor, overseen by the Local Authority. The majority of the invasive work will take place during the summer shut down.
- A project risk register will be maintained.

C3. Other impacts of the preferred option

Describe other significant impacts, both positive and negative

- Facilities will provide appropriate accommodation that is fit-for-purpose and meets the education standards for 21st Century teaching provision.
- Sufficient accommodation will be available to enable Minworth Junior and Infants School to continue to meet its PAN requirements for the coming years with excellent quality provision.

D. COMMERCIAL CASE

This considers whether realistic and commercial arrangements for the project can be made

D1. Partnership, Joint venture and accountable body working

Describe how the project will be controlled, managed and delivered if using these arrangements

Scheme will be delivered by Project Team as follows:

- Client for the Project is Birmingham City Council
- Technical Advisor role provided by Acivico Ltd who will project manage the planned works and will provide Quantity Surveying and Principal Design Services.
- End User will be Minworth Junior and Infant School
- Procurement process was completed by Acivico Ltd via the Constructing West Midlands (CWM2) Framework, and recommendation made for appointment of contractors.
- The recommended contractor is Interclass Plc.

Project will be managed by personnel identified above and End User throughout the duration of the project development and delivery to ensure that project deliverables are achieved.

- Project deliverables established and being developed with End User.
- Regular 2 – 4 weekly meetings held with Project Team.
- Engagement meetings held with End User.
- Programme monitored and developed to ensure that required timescales are achieved.
- Scheme costs assessed, developed and monitored.

APPENDIX A

- Surveys of site have been carried out to confirm programme and costs and any site constraints.

D2. Procurement implications and Contract Strategy:

What is the proposed procurement contract strategy and route? Which Framework, or OJEU? This should generally discharge the requirement to approve a Contract Strategy (with a recommendation in the report).

- The procurement route for this project is to use the Constructing West Midlands 2 Framework Agreement (Lot 1) (projects valued between £250,000 and £5m).

D3. Staffing and TUPE implications:

None

APPENDIX A

Capital Costs & Funding	Voyager Code	Totals	
		2022/3	
Expenditure Minworth Junior and Infants School	CA-02073-02-2-435		
Construction costs, incl. Surveys, Investigations, & Statutory Fees		£1,038,750	£1,038,750
Professional Fees		£50,000	£50,000
EdI Fees (3% of Construction Costs & Professional Fees)		£32,663	£32,663
Totals		£1,121,413	£1,121,413
Funding sources	CA-02073-02-2-435		
School Condition Allocation		£1,121,413	£1,121,413
Totals			£1,121,413

E2. Evaluation and comment on financial implications:

The project will cost £1.121m.

The costs are being met from School Condition Allocation.

Due to the challenging timescales for the project to meet the new school academic year, a Pre- Construction Services Agreement (PCSA) for the value of £172,777 has been entered into with Interclass Plc to commence the detailed design and to place orders with their sub-contractors to provide a firm commitment. This covers RIBA stages 0-4. This was approved under Chief Officer delegated authority by the Director of Children and Families on 31st March 2022 date. Should Cabinet Approval not be obtained, the PCSA costs are abortive costs.

E3. Approach to optimism bias and provision of contingency

A contingency sum of up to £80,000 has been included in the overall project costs to cover any unforeseen circumstances during the construction period.

E4. Taxation

Describe any tax implications and how they will be managed, including VAT

There are no anticipated adverse VAT implications for the City Council in this scheme as the maintenance of highways is a statutory function of the City Council such that any VAT paid to contractors is reclaimable.

F. PROJECT MANAGEMENT CASE

This considers how project delivery plans are robust and realistic

F1. Key Project Milestones

The summary Project Plan and milestones is attached at G1 below

Cabinet Approval

June 2022

Main Construction works

June 2022

Practical completion including external works

October 2022

F2. Achievability

Describe how the project can be delivered given the organisational skills and capacity available

- Scope of work identified as in the project description.
- Site investigation reports have been commissioned.
- Project programme and costs have been developed.
- Funding is in place.
- Contractors have considerable previous experience.
- Availability of resources confirmed by tendering contractors.

F3. Dependencies on other projects or activities		
<ul style="list-style-type: none"> Placing orders with Contractor. 		
F4. Officer support		
Project Manager:	Zahid Mahmood 07860906126	Capital Programme Manager, Education Infrastructure zahid.mahmood@birmingham.gov.uk
Project Accountant:	Jaspal Madahar 07766922478	Finance & Resources Manager jaspal.madahar@birmingham.gov.uk
Project Sponsor:	Jaswinder Didially 07825 117334	Head of Education Infrastructure jaswinder.didially@birmingham.gov.uk
F5. Project Management		
<i>Describe how the project will be managed, including the responsible Project Board and who its members are</i>		
As per D1		

G. SUPPORTING INFORMATION

(Please adapt or replace the formats as appropriate to the project)

G1. PROJECT PLAN

Detailed Project Plan supporting the key milestones in section F1 above

1. Contractor allocation – 31/01/2022
2. Cabinet approval – 07/06/2022
3. Start on site – 14/06/2022
4. School children return and classrooms in use- 07/09/2022
5. Building Completion – 16/09/2022
6. Practical Completion of externals- October 2022

G2. SUMMARY OF RISKS AND ISSUES REGISTER

Risks should include Optimism Bias, and risks during the development to FBC

Grading of severity and likelihood: High – Significant – Medium - Low

Risk or issue	Mitigation	Risk after mitigation:	
		Severity	Likelihood
Covid- Though there are no current government restrictions in place, the impact to contractors on site could delay the works and affect an already tight programme.	Monitor guidelines and information from construction industry bodies. Regular communication with contractor partners.	Medium	Medium
Building works fall behind	The Design Team will closely monitor schemes on site and liaise with Contractor Partners to identify action required.	Medium	Medium
Unknowns are found on site e.g. groundworks uncover issues which delay works.	The Design Team will closely monitor schemes on site and liaise with Contractor Partners to identify action required.	Low	Medium
Long lead in times for material supplies. Although contractor takes the price risk with fixed	Technical/ Design Team monitor the market and regular updates on lead times from the main contractor.	Medium	Medium

APPENDIX A

costs, long lead in times and impact to costs could risk insolvencies within the supply chain which impact the programme.			
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G3. EXTERNAL FUNDING AND OTHER FINANCIAL DETAILS

Description of external funding arrangements and conditions, and other financial details supporting the financial implications in section E1 above (if appropriate)

School Condition Allocation.

G4. STAKEHOLDER ANALYSIS

Stakeholder	Stake in project	Potential impact on project	What does the project expect from stakeholder	Perceived attitudes and/or risks	Stakeholder management strategy	Responsibility
Cabinet Members for ES&C and F&R	Strategic Overview of DGCF expenditure	High	Ratification of BCC approach to SCA	Strategy not approved	Early Consultation and Regular Briefing on all aspects of Special Provision	BCC / EDI
Acivico	Design and Delivery	High	Design of build Project management	Unable to design to budget Unable to deliver to timescales	Close working with other stakeholders Regular feedback	BCC/EDI/ Acivico
School Leadership Team / Governors	Governing Body Agreement and End Users	High	Compliance with GBA Ongoing Revenue costs for R&M once build complete	N/A	Governing Body Agreement signed and regular project meetings	School Leadership Team / Governing Body EDI Project Officer
Pupils/ Parents/ Carers	End user	Low	Consultation	Nil	Through school's council	School Leadership Team
Ward Councillors	Knowledge of other developments affecting local communities that may link into project	High	Consultation with community and support for project	Objections from local residents	Involve in consultation and planning permission process	EDI Project Officer Governors/ School Leadership Team
Local residents and neighbouring properties	Local community	Low	Consultation with community and support for project. Respect in terms of set hours of	Objections from local residents	Through school's council	School Leadership Team

APPENDIX A

			working for contractors to minimise impact on neighbouring properties to the school.			
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G5. BENEFITS REGISTER

For major projects and programmes over £20m, this sets out in more detail the planned benefits. Benefits should be monetised where it is proportionate and possible to do so, to support the calculation of a BCR and NPSV (please adapt this template as appropriate)

Measure	Annual value	Start date	Impact
<i>List at least one measure associated with each of the outcomes in B1 above</i>			<i>What the estimated impact of the project will be on the measure identified</i>
(A) Monetised benefits:	£		
(B) Other quantified benefits:			
(C) Non-quantified benefits:	n/a		

Other Attachments

provide as appropriate

•

Appendix B - Environment and Sustainability Assessment

Birmingham City Council is required to assess any positive or negative impacts that any policy/strategy/ decision/development proposal is likely to have on the environment. This assessment must be completed for CLT and Cabinet reports where appropriate. It is the responsibility of the Service Director signing off the report to ensure that the assessment is complete.

To complete the assessment, you should consider whether the proposal will have a positive or a negative impact on each of the key themes by placing a (√) for positive, (x) for negative and (?) for unclear impact, and (N/A) for non-applicable impact. Further guidance on the completion of the template is available on page 3 below.

Project Title:	New Build Classroom Block Minworth Junior & Infant School Water Orton Lane Sutton Coldfield B76 9BU			
Directorate: Children & Families	Team: Education Infrastructure		Person Responsible for assessment: Katherine Crompton/ Zahid Mahmood	
Date of assessment: 07/03/22	Is it a new or existing proposal? New			
Brief description of the proposal: Demolition of 3no. existing modular classrooms and replacement with 1no. new classroom block containing a reception class and 2no. KS1 classrooms. External works are required to provide play space.				
Potential impacts of the policy/development/ decision on:	Positive Impact	Negative Impact	No Specific Impact	What will the impact be? If the impact is negative, how can it be mitigated, what action will be taken?
Natural Resources - including water, soil, air	√			Water usage will be reduced by way of modern WC's. No impact on other natural resources.
Energy use and CO ₂ emissions	√			This project utilises off site manufacturing methods to create a precision-made steel framed sustainable building. This will minimise air leakage for improved thermal efficiency, lower running costs and reduce carbon emissions. The thermal performance of the new building

				<p>will certainly be much better than the ones it is replacing. Off-site manufacturing also reduces CO2 emissions due to less transport to site; typically, 90% less vehicle movements than with a project constructed on site. Materials are used that have lower embodied energy than traditional building materials. For example, foundations are smaller meaning less concrete and we have no brickwork meaning no cement. Both concrete and cement have high embodied energy so the avoidance/reduction results in a more sustainable project. The factory-controlled process also minimises the amount of energy necessary to create the building.</p>
Quality of environment	√			The built environment will be positively impacted through the removal of 3no. mobile type buildings that are well past their serviceable life and in very poor condition.
Impact on local green and open spaces and biodiversity				N/A
Use of sustainable products and equipment	√			The type of construction selected for this project will mean less packaging sent to landfill.
Minimising waste	√			Modular construction generates up to 90% less waste than traditional on-site building methods. Lean engineering is used to make manufacturing processes as efficient as possible and intelligent design removes waste-generating operations from the manufacturing process.
Council plan priority: a city that takes a leading role in tackling climate change				The factory-controlled process minimises the amount of energy necessary to create a building. In addition, the new building will be more energy efficient than the ones it replaces.
Overall conclusion on the environmental and sustainability impacts of the proposal	This project will have a positive impact on the environment, and it can be demonstrated that by using off-site manufacturing it will be delivered in a sustainable manner.			

Guidance for completing the template

Theme	Example
Natural Resources - Impact on natural resources including water, soil, air.	<p>Does the decision increase water use?</p> <p>Does the decision have an impact on air quality?</p> <p>Does the decision discourage the use of the most polluting vehicles (private and public) and promote sustainable modes of transport or working from home to reduce air pollution?</p> <p>Does the decision impact on soil?</p> <p>For example, development will typically use water for carrying out various operations and, once complete, water will be needed to service the development. Providing water to development and treating affluent water requires energy and contributes to climate change. Some of the activities including construction or disposal of waste may lead to soil pollution. The decisions may lead to more journeys thereby deteriorating air quality and thus contribution to climate change and greenhouse gases.</p>
Energy use and CO ₂ emissions.	<p>Will the decision have an impact on energy use?</p> <p>Will the decision impact on carbon emissions?</p> <p>Most day-to-day activities use energy. The main environmental impact of producing and using energy such as electricity, gas, and fuel (unless it is from a renewable source) is the emission of carbon dioxide.</p>
Quality of environment.	<p>Does the decision impact on the overall quality of the built environment?</p> <p>Decisions may have an impact on the overall setting, character and distinctiveness in the area. For example, if development involves ground digging and excavations etc. it may have an impact on the local archaeology.</p>
Impact on local green and open spaces and biodiversity	<p>The proposal may lead to localised impacts on the local green and open spaces which may have an impact on local biodiversity, trees and other vegetation in the area.</p> <p>Will the proposal lead to loss (or creation) of green and blue infrastructure?</p> <p>For example, selling an open space may reduce access to open space within an area and lead to a loss of biodiversity. However, creating a new open space would have positive effects.</p>
Use of environmentally sustainable products, equipment and packaging	<p>Will the decision present opportunities to incorporate the use of environmentally sustainable products (such as compostable bags, paper straws etc.), recycled materials (i.e. Forest Stewardship Council (FSC) Timber/wood), non-polluting vehicles, avoid the use of single use plastics and packaging.</p>

Minimising waste	<p>Will the decision minimise waste creation and the maximise recycling during the construction and operation of the development/programme/project?</p> <p>Will the decision provide opportunities to improve recycling?</p> <p>For example, if the proposal involves the demolition of a building or a structure, could some of the construction materials be reused in the new development or recycled back into the construction industry for use on another project?</p>
Council plan priority: a city that takes a leading role in tackling climate change and deliver Route to Zero.	<p>How does the proposal or decision contribute to tackling and showing leadership in tackling climate change and deliver Route to Zero aspirations?</p>

If you require further assistance with completing this template, please contact: ESAGuidance@birmingham.gov.uk

7.3 Financial Implications

- 7.3.1 The capital costs of the proposed works at Minworth Junior & Infants School are detailed in the attached FBC (Appendix A). The capital costs will not exceed £1.121m and will be funded from the Local Authority's School Condition Allocation.
- 7.3.2 In addition to the £1.121m, a Pre-Construction Services Agreement (PCSA) has been drawn up, as per the new Constructing West Midlands 2 procurement framework requirement. In order to have a chance of making the timescales to complete this project for September 2022, a payment of £172,777 has been committed at risk. This payment is to be funded from the allocation of £2.000m of Basic Need Grant for the development of Feasibility Studies to inform Full Business Cases in order to deliver the Basic Need and High Needs Provision Programme (approved by Cabinet 28th April 2022). Without this approval, the contractors couldn't progress the design and orders and the project will not be able to progress over Summer 2022 and facilities will not be ready for children starting reception - Year 2 in September.
- 7.3.3 Consequential revenue costs arising including additional staffing, utility and any on-going day to day repair and maintenance of the asset will be the responsibility of Minworth JI School and funded via the school's delegated budget.

Birmingham City Council

Report to Cabinet

07 June 2022



Subject: CHILDREN AND FAMILIES DIRECTORATE:
IMPROVEMENT PROGRAMME UPDATE AND
RESOURCES REQUIREMENT

Report of: Sue Harrison - Director for Children & Families

Relevant Cabinet Member: Cllr Karen McCarthy – Children, Young People and Families
Cllr Yvonne Mosquito - Finance and Resources

Relevant O & S Chair(s): Cllr Akhlaq Ahmed - Resources
Cllr Kerry Jenkins - Education and Children's Social Care

Report author: Sue Harrison,
Director of Children's & Families
Email: Sue.Harrison@birmingham.gov.uk

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

1 Executive Summary

- 1.1 Birmingham City Council wants to have best in class Children's Services. We want all of our services to be good or outstanding and rooted in child-centred

practice. We aim to ensure our city is a great place for all children and young people to grow up in and thrive. Whilst some of our services are good, others need improvement, most particularly services for children with Special Educational Needs and Disabilities (SEND).

- 1.2 As a Council we are ambitious and bold about what we want for the children and young people of this city. To that end, we are prioritising children and young people and 2023 will be identified as the Year of the Child across the council. During 2023 we will also work together with our partners in the city to develop a Children and Young People's Plan that will capture our ambition for our youngest citizens as we recover from the pandemic and respond to the cost of living crisis.
- 1.3 Birmingham is currently under a statutory direction for Special Educational Needs and Disability Services from the Department for Education following the 2021 SEND Local Area Revisit and a Commissioner has been appointed (John Coughlan). The Commissioner's brief is to investigate and assess the degree to which BCC has the capacity and capability in place to improve services for the long-term. He has made clear that this remit encompasses looking at all of the services the Council currently directly delivers for children and families.
- 1.4 Since receiving the DfE Direction, Birmingham has developed a robust SEND improvement plan, which has been well resourced by the council and is already leading to green shoots of improvement. We are clear that the improvement journey is a 3-year journey to good, which we will continue to build on to deliver great services. Our schools, elected members, officers, partners, and the Parent Carer Forum are all committed to working together to drive forward improvement.
- 1.5 Birmingham Children's Trust (BCT), responsible for delivering early help and children's social care on behalf of the Council, is already well advanced on its improvement journey and there is a need to learn from what is working and invest similarly in the rest of our services for children and families in order to ensure that all are as good as the best. BCT is a valued and important partner and collectively BCC and BCT deliver services for all children in the city. The Council will continue to work closely with BCT and do all we can to ensure it continues on its improvement journey, working together as partners to enable our children, young people and their families to thrive.
- 1.6 The Commissioner's report was published on 20 May 2022 and whilst recognising that BCC faces many challenges, does not recommend structural changes to the way services are delivered. The report stipulates that this is predicated on the Council committing to deliver improvements. The majority of this paper and the recommendations within were written before the report was received, but are aligned and represent the first steps to delivering the recommendations outlined in the Commissioner's report.
- 1.7 It is also our view that SEND services are best retained within the City Council, working closely together with BCT. From our experience, we know that moving the services would also cost more than retaining and investing in them. The

improvement journey will not be easy, there are no quick fixes we are focusing on systemic changes to processes to improve services delivered. We want to retain our services and our staff and lead improvement from within. The Director of Children's Services is building a strengthened leadership team and together with the Lead Member is working to regenerate partnership working across the city, rebuild relationships with schools and across organisations and crucially – rebuild trust with our young people, parents and families.

- 1.8 The whole Council stands ready to provide the directorate with the support it needs to turn services around and are providing additional capacity and support where needed. For example, the Director of Public Health has agreed to support the directorate to delivering on key areas identified in our Public Health JSNA finance and HR support have already been enhanced. The Director of Strategy has allocated three roles to drive forward partnership working and lead the Year of the Child activities and a joint role is being recruited between Children's Services and the IT and Digital and Customer Services Directorate to embed digital and customer service focus in the improvement programme. The Corporate Programme Management Office is also supporting the implementation of the NEXUS upgrade so critical to SEND improvement.
- 1.9 Putting children and young people at the heart of what we do is a whole-council endeavour and support and commitment from across the Council to both the improvement journey to the Year of the Child clearly demonstrates this in action.
- 1.10 Cabinet has also already signalled strong support for the directorate in the creation of an additional two leadership posts (an Assistant Director for SEND Transport and an Assistant Director for Strategy, Commissioning and Transformation), in the allocation of additional one-off resources to SENAR to improve services for children in 21/22 and 22/23, and the allocation of £7.607m to instigate transformation activity in October 2021. This is hugely significant and demonstrates the level of commitment to getting this right for our children and families.
- 1.11 The table below shows the significant investment that has already been made in Children's Services since the inspection revisit in May 2021:

	2021-22 £m	2022-23 £m	total £m
Addendum to Q1 21-22 Budget Report (SENAR)	5.100	5.300	10.400
Oct 2021 Cabinet approval for Transformation	4.815	2.792	7.607
Share of 2020-21 Corporate underspend	2.000	-	2.000
Policy Contingency	0.421	-	0.421
FUCR (Flexible Use of Capital Receipts)	1.263	-	1.263
Base budget growth - Commissioning	-	0.500	0.500
Base budget growth – SENAR/H2ST	-	10.000	10.000
One-off budget – Knife Crime	-	1.000	1.000
One-off budget - H2ST	-	6.800	7.800
	13.599	26.392	39.991

- 1.12 This investment has already had an impact. As this paper shows, frontline services provided by SENAR and Home to School Transport (H2ST) are improving and exceeding, meeting or beginning to meet national and council standards. Numbers of complaints are reducing. There is still a long way to go but improvement is evident and already having a real impact on the lives of children and families. Further details of this are provided later in this paper.
- 1.13 In further recognition of our commitment to the improvement journey, the Education and Skills Directorate has now been renamed as the **Children and Families Directorate** and a robust improvement programme has been set up across the directorate. Progress to date is presented as part of this paper and will be ongoing. We are under no illusion that this is not a quick process and, in line with improvement delivered in other authorities with similar levels of under-performance in Children's Services, we anticipate this will take 3-5 years. We are therefore requesting investment for the medium to long-term and not quick fixes. There is a need to begin building a permanent, skilled workforce with the commitment and capability necessary to take the directorate on this improvement journey.
- 1.14 An ambitious improvement programme is already underway in the Children and Families Directorate demonstrating both system and service leadership. This paper presents plans to begin developing a strengthened, more strategic, right-sized Children and Families Directorate that builds upon what already exists to ensure we are well set up to focus on the right priorities, leading to better outcomes for our children, young people and families. We want to do this properly and we want to do it right.
- 1.15 Beginning in May 2022, the Directorate is therefore commencing a full baselining exercise to ascertain how funding is currently allocated to priorities, how well different services are performing and benchmarking these against other similar services. We have taken the purposeful decision to do this in-house and not through a consultancy approach as we want to own and lead this process and the knowledge that is gained from it. In order to ensure this is thorough and sufficiently rigorous we have pulled together an experienced team made up of permanent and interim skilled staff from within our Directorate, and have secured additional resource from the Chief Executive's Delivery Unit to provide an element of external scrutiny and challenge.
- 1.16 Once concluded, this will allow us to have a better idea of the investment that is needed for the medium to long-term and where there are possibilities for streamlining or reducing overlap that may allow us to re-allocate resources to priorities or increase opportunities for developing traded services. **A paper will be presented to Cabinet in September 2022, with proposals based on this baselining exercise.**
- 1.17 In the interim, we will draw down on funds already allocated to the directorate as part of the budget setting process (as shown above). This paper therefore:

summarises progress to date and provides an update on the improvement journey and how funds are being allocated to drive improvement.

- 1.18 Funds are being allocated in two main ways: to spend on **ongoing transformation activity** for the Improvement Programme and for the Home to School Transport Programme building upon the transformation funded as a result of the paper that was brought to Cabinet in October 2021, and for **establishing key roles to embed a permanent, stable structure** that will enable the Directorate to meet its statutory duties effectively and begin building towards the excellent services the Council wants to provide.
- 1.19 At this stage, we are requesting agreement to recruit to one additional leadership post (Assistant Director for Thriving Children and Families). Further permanent roles below the AD level will be needed but will be sought as part of the September paper once the baselining has concluded and we are confident of ensuring that we are not duplicating. Some of the leadership posts proposed are temporary as the directorate builds capacity and embarks on the improvement programme. The leadership structure will be revisited once improvement is well underway and the directorate is on track to perform well.
- 1.20 As Cabinet has already allocated £10.000m to the Director of Children's Services for spend across H2ST and SENAR (through base budget growth), we have sought agreement of the Invest to Deliver Group to draw down on this immediately for the above and wish to update Cabinet on how this is being allocated to drive improvement.
- 1.21 We also plan to (with Section 151 Officer approval) begin creating some much-needed central functions that are not in place and bolstering leadership capacity. In particular we will begin to recruit some roles that will eventually sit within a permanent Commissioning function and a Strategy, Governance and Performance function. At this stage we will recruit interim staff or appoint on a secondment basis so that no ongoing commitments are made before the budget baselining exercise is finalised.
- 1.22 Cabinet will need to be aware that in September 2022, work to identify the level of investment required will be concluded and this will include the need to invest in the base budget for services.
- 1.23 **Cabinet is therefore asked to signal ongoing commitment to providing outstanding children's services across all areas and to agree to the proposed approach for ensuring this is delivered.**

2 Recommendations

2.1 That Cabinet:

- 2.1.1 Note the progress that has been made to date in creating the foundations for the improvement journey and the impact of the investment already made.

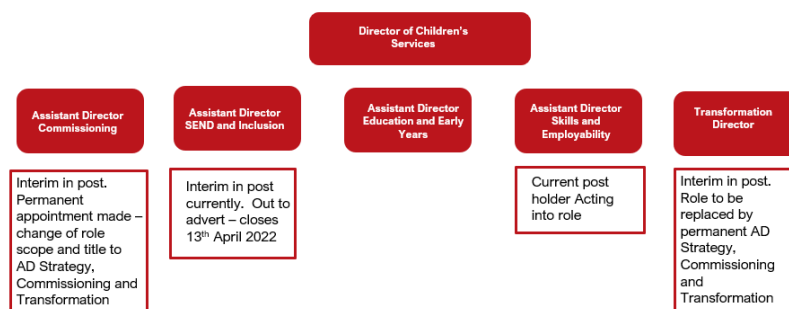
- 2.1.2 Agree to the Directorate drawing down a total of **£6.574m** (as detailed below) from the £10.000m funds already allocated to the Directorate for SENAR and H2ST and for the Directorate to allocate these as appropriate. Following the baselining exercise, a further report will be presented to Cabinet in September 2022 with a fully costed ask for the Directorate to design target operating models for SENAR and Home to School Transport has concluded.
- 2.1.3 Continue to invest in a right-sized leadership team for the Directorate that is able to bring the capability, capacity and stability needed to lead the Directorate on this vital improvement journey. The investment requested is for an additional Assistant Director post to lead work to support vulnerable children. This request is therefore for ongoing funding of **£0.127m** in addition to the current budget set aside for leadership in the Directorate. For 2022/23 this will be drawn down from funds already allocated. We will also seek to charge the DSG for the elements of this role as appropriate from financial year 2023/24 onwards.
- 2.1.4 Provide further transformation funds for the Home to School Transport Service to enable the newly appointed Interim AD SEND Transport to bring forward a more detailed plan for the future of this service and a request for more stable investment that will ensure the overspend is reduced and a high-quality service is delivered. This is **£2.155m** for the period May – July 2022, plus **£2.562m** for the period August 2022 – March 2023. Additionally, to draw down **£0.630m** for Home to School Transport Commissioning activity.
- 2.1.5 Provide a further six months of transformation funds for the Directorate Improvement Programme. This will require **£0.500m** and will also be drawn down from the £10m already allocated.
- 2.1.6 Agree to the directorate spending up to **£0.600m** on appointing to key roles to provide central functions to support directorate performance. These will be secondments or interim appointments at this stage and will also be drawn down from the £10m already allocated.
- 2.1.7 Note that a further ask will be made in September 2022 for base budget growth and for some ongoing transformation activity once full baselining has concluded.
- 2.1.8 The total £6.574m is summarised in the table below.

	£m	£m
Strategic		
AD post	0.127	
Directorate Improvement Programme	0.500	
Central Functions	0.600	
		<hr/> 1.227
Home to School Transport		
Commissioning	0.630	
Transformation May 22 - Jul 22	2.155	
Transformation July 22 - Mar 23	2.562	
		<hr/> 5.347
		<hr/> 6.574

3 Background

The Directorate - Overview

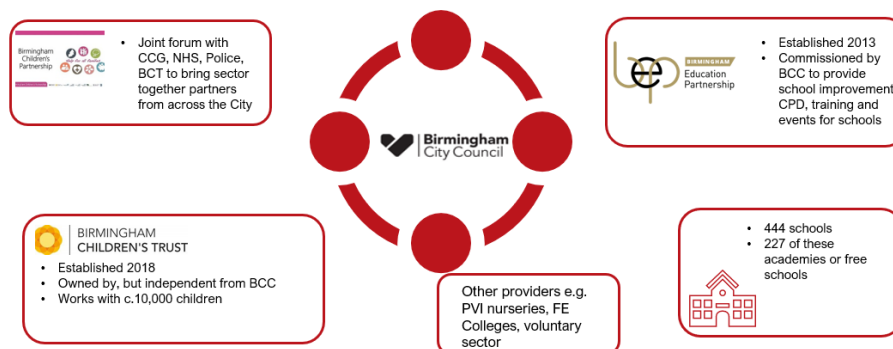
- 3.1 There are 1431 staff in the Directorate working across a wide range of areas (shown in **Appendix A**) for the more than 320,000 0-19-year olds in the city. In addition, we provide services for young people up to the age of 25 with Special Educational Needs and Disabilities – as at 31/03/22 we are working with 10,458 children and young people who have an Education, Health and Care Plan aged between 2.5 years and 25 years. The Directorate has responsibility for a wide range of vital services for children, young people and families including: Early Years, Library Services, Careers Service, Youth Service, Pupil Place Planning, Admissions and more. Full details of the department's areas of responsibility are shown in Appendix A on Slide page 4.
- 3.2 At the Corporate Leadership Team meeting on 14 February 2022, a decision was taken to accept the Director's recommendation that the Education and Skills Directorate is known from now on as the Children and Families Directorate. This is in recognition of the fact that the remit of the Directorate is far wider than Education and Skills and the roles of the Director of Children's Services and the Lead Member are statutory roles with responsibility for ALL children in the city, whether services for them are delivered directly or through commissioning arrangements. This change of emphasis has been welcomed by staff and stakeholders alike. This paper therefore refers to this henceforth.
- 3.3 The corporate response to the SEND Revisit has shown that senior leaders and Members alike all prioritise the need to improve our services so that children and young people get the support they are entitled to and deserve. The Directorate also has a dedicated workforce, who have experienced a period of uncertainty, with a high degree of leadership churn and yet remain passionate and committed. This we recognise is a key strength.
- 3.4 The current leadership structure for the Directorate is shown below:



- 3.5 This structure, and the infrastructure that sits underneath it is very light for a Directorate of this size and scope (in comparison BCT has 3 Directors and 9 Assistant Directors, which CIPFA have recently confirmed is right sized for the task). In the creation of our Birmingham Children's Trust, it appears that there was insufficient understanding of and planning for what was needed within BCC to deliver our statutory duties. This now needs to be rectified.

3.6 Since 2006, c.13 people have held the DCS role. As a result of leadership churn, staff and stakeholder trust in leaders has diminished significantly over the past 5-10 years - especially within our schools. At the same time, our partners are looking to us for leadership and are very keen to work together with us to make the changes needed to deliver good services for the children and families of Birmingham.

3.7 The Directorate operates within a partner landscape, illustrated below:



Children's Services History and Performance

3.8 Children's Services were first placed in special measures in 2006. The creation of Birmingham Children's Trust in 2018 was the start of an improvement journey for Children's Social Care and the recent Ofsted focused visit identified improvement but SEND Services have not improved during this period. SEND services were identified as poor with 13 areas of significant weakness in 2018 but services were failing for some time before this. In May 2021 sufficient improvement was found in only one area.

3.9 Birmingham is currently the only authority subject to a statutory direction and with a DfE appointed Commissioner for SEND Services.

3.10 The Commissioner's brief can be summed up with the question – 'Is SEND safe in Birmingham City Council's hands?' The Commissioner has made clear that his brief is to look at ALL education services provided by BCC. BCC therefore needs to provide assurance that adequate plans are in place that recognise the scale of the task and address the very serious weaknesses identified.

3.11 There is therefore a need to invest in improving the directorate and it is in the Council's interest to do this so that we can retain and improve our SEND and education provision from within the Council.

3.12 **Appendix B** contains a summary of performance which provides useful context. Some indicators are positive or suggest early improvement.

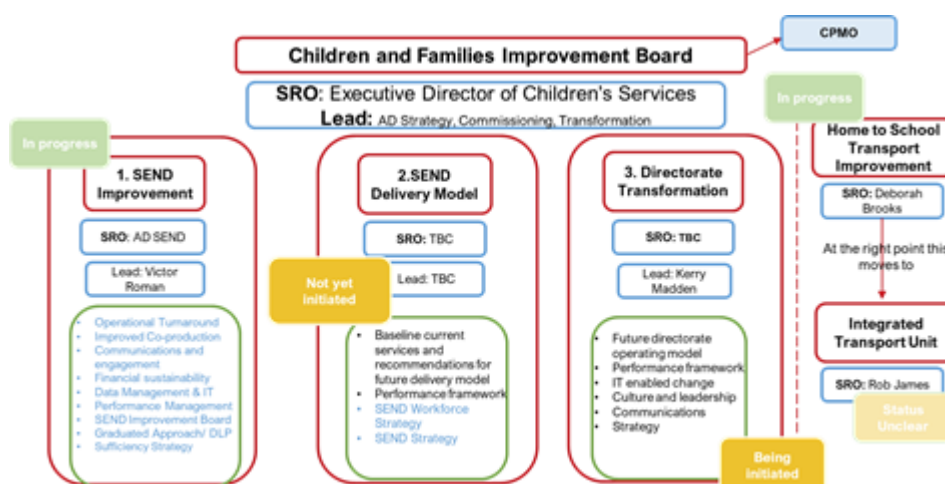
Local and National Context



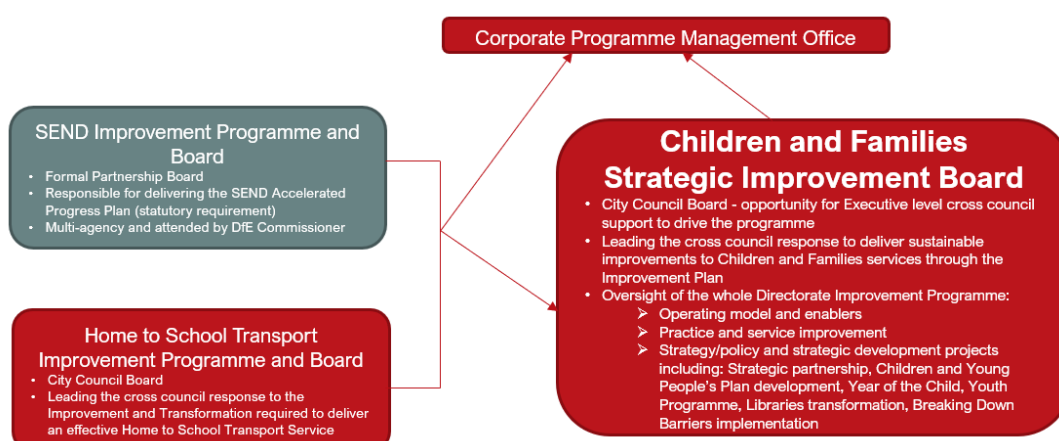
- 3.13 BCC needs a strong Children's Services Directorate to deliver on its own ambitious programme. The Directorate is a key part of delivering the Council's vision and tackling the grand challenges all of which have a children, families or youth element.
- 3.14 In particular, the Directorate is a key partner for Early Intervention and Prevention, Digital Inclusion Strategy and Breaking Down Barriers.
- 3.15 Nationally, there is a lot of change in the children's services landscape. The Schools White Paper published in March 2022, indicates a changing role for local authorities and at the point of writing this paper, we await further details of what this will entail but it is clear that this will involve changes in the way we work with schools and other partners. A SEND Green Paper and consultation have also been issued and again, at this point in time we are still assimilating what this may mean for the role of local authorities and how we may need to reconfigure our services accordingly.
- 3.16 It is fortuitous that we are still at the design stage for the future directorate and the SEND Service so we can build these changes into our future operating model.
- 3.17 The Levelling Up Agenda identifies two missions specifically related to areas within the Directorate: reading standards and skills training.

4 The Directorate Improvement Programme

- 4.1 The Directorate Improvement Programme was created in October 2021, following Cabinet agreement to provide funding of £7.607m following the Local Area SEND Revisit.
- 4.2 The funds were awarded for the period September 2021 to March 2022 and have all been allocated during this period with some being carried over into April 2022 in accordance with approval from the Section 151 Officer.
- 4.3 The Programme was initially set up in the following way:



- 4.4 An update on SEND Improvement is provided in paragraph 7.1 onwards and at **Appendix C**.
- 4.5 An update on Home to School Transport is provided in paragraph 8.1 and at **Appendix D**.
- 4.6 The SEND Delivery Model Programme has not been initiated. This was put in place in case it was thought necessary to create a new delivery model for SEND Services (e.g. a Trust). Instead, we are leading improvement from within the Council and so it has not been necessary to stand up this programme. Key elements of it (shown in blue) are instead being delivered from within the SEND Improvement Programme.
- 4.7 A decision has been taken to pause the Integrated Transport Unit programme.
- 4.8 An overarching Directorate Strategic Improvement Board chaired by the DCS has been initiated. The Directorate Improvement Programme will deliver a stable platform from which to lead an ambitious vision for the children and young people of Birmingham.



- 4.9 Over the next six months, the programme will be expanded to encompass all major change activity in the Directorate including work to establish the future strategy for libraries, work to support the move to increased prevention and early intervention across the council. This is shown above. This will be the

'engine room' through which all improvement work is led within the Directorate and where we respond to the Council's wider improvement agenda and oversee work to embed the Commonwealth Games Legacy and deliver 2023 Year of the Child activities.

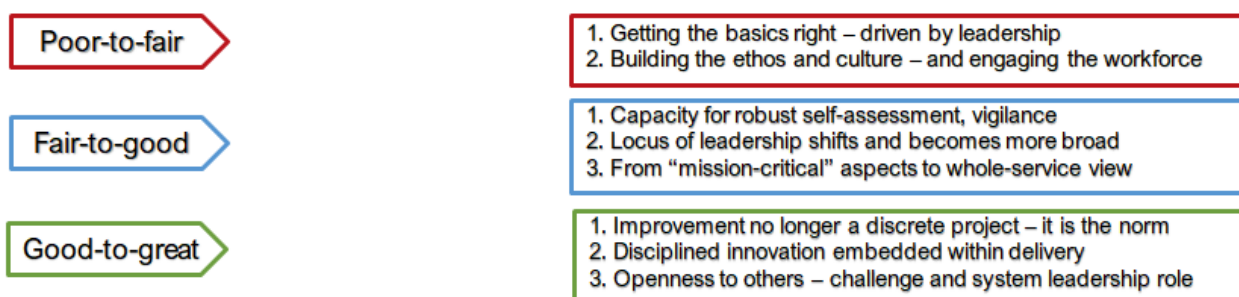
- 4.10 With one clear, Improvement Plan and vision, aligned to the wider partnership's vision, it will ensure that all parts of the directorate and partners are working together in shared endeavour to deliver better outcomes for our children and young people.
- 4.11 In time, we are confident people will want to come and work in Birmingham's Children's Services because they know that we are on a journey to excellence. We know that our plans are already generating interest across the sector. Our Roadmap to Excellence focuses initially on the following three areas, all of which are incorporated within our Improvement Plan:



5 The Improvement Journey

Background

- 5.1 The Local Government Association has published research into improvement in children's services and identifies three key phases:



- 5.2 The services delivered directly by BCC are not homogenous and some perform well, but as a directorate we would identify ourselves as being in Phase 1 with a strong need to ensure that the basics are in place and residents receive consistently good services.

- 5.3 Birmingham Children's Trust is further ahead on this journey and there are lessons to learn from the ways in which this has been achieved. Equally we know that Adult Services have been on an improvement journey and will learn from their experience.
- 5.4 BCT's most recent focussed visit identified '*a more child-focused culture*', '*senior managers understand the service well and work quickly to address weakening performance*' and '*a comprehensive and effective approach to assuring quality of practice and impact*'.
- 5.5 The LGA research identifies that it typically takes 'two years from the frank recognition and acceptance of the service's weakness to running a safe, effective core service' i.e. two years to go from poor to fair and identified seven key enablers for improvement. The Directorate has conducted a self-assessment against these seven enablers. This is attached as part of **Appendix A** (page 12) and makes it clear that we are in the early stages of our improvement journey.

Progress to date

- 5.6 **SEND Improvement Programme initiated** – majority of project staff recruited and in post, Improvement Board established, SROs for all workstreams. Improvements already evident in performance
- 5.7 **Home to School Transport Improvement Programme in place** – service performance stabilising but next phase now needed to tackle long-term challenges
- 5.8 **Programme of staff engagement initiated, and culture being reset** – over 400 staff attend sessions, and many involved in transformation, Staff Pulse Survey issued, Staff Reference Group and regular staff communications in place
- 5.9 **Stakeholder sessions** - positive engagement sessions run with Members and Head Teachers
- 5.10 **Birmingham Children's Partnership reignited** – plans in place to ensure sufficient resources to deliver work programme and to lead an ambitious programme of change across the city
- 5.11 **New permanent leadership role established and appointed to** the role of Assistant Director Strategy, Commissioning and Transformation
- 5.12 **Additional leadership post created** – Assistant Director SEND Transport and appointed on an interim basis, Assistant Director SEND post advertised. Building a permanent, stable team.

Priorities for next twelve months



5.13 A key part of the next twelve months will be working to 'baseline' all of our services. As part of this exercise we will:

- Assess how well each service is meeting its statutory duties and what more needs to be put in place to strengthen services and ensure full compliance
- Benchmark the service against other local authorities who are providing a good level of service and assess whether the service is adequately resourced and if so, whether it is making the most of existing resource
- Identify services that can be combined or streamlined in order to provide a higher quality service and/or realise efficiencies
- Identify opportunities for innovation and/or for improving the experience of those who interact with our services and any opportunities for growing/developing traded offer
- Assess quality assurance processes in place and identify whether these are sufficient to provide the necessary assurance to senior leaders and Members

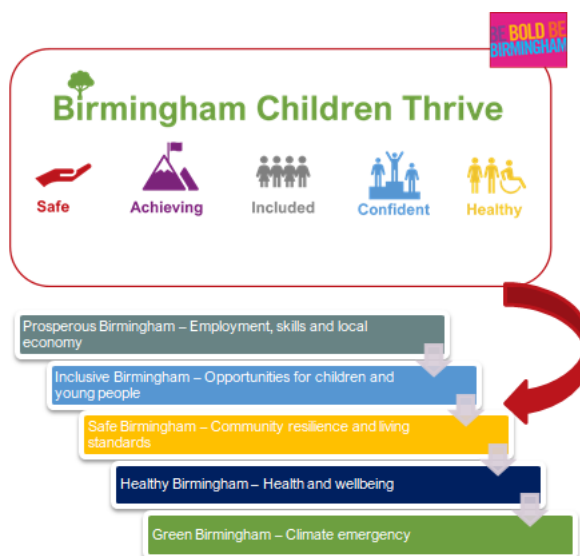
5.14 Once this is completed this will provide the basis for a more detailed redesign of the directorate where we will be able to consider and provide assurance that all resources allocated to the directorate by Cabinet are being used as effectively as possible in order to provide a high-quality service for children, young people and families in Birmingham.

6 Vision and Cultural Shift

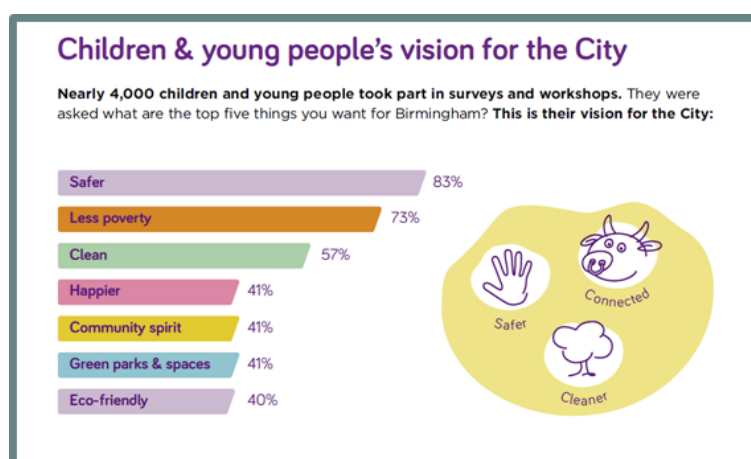
6.1 The Director of Children's Services has developed a vision for the Directorate that has been tested with staff, Members, and stakeholders and has been very well-received.

6.2 We want to create the environment where all children and young people in our city are supported to achieve their full potential and thrive.

- 6.3 This vision is closely aligned and contributes to BCCs ambition for delivering best in class services for the citizens of Birmingham and in addressing the grand challenges for our City.



- 6.4 The draft vision also encapsulates and builds on feedback from nearly 4000 children and young people collected by the Birmingham Children's Partnership in 2021.



- 6.5 In order to deliver the vision, we need a strong Directorate at the centre of BCC – with the right capacity and capability to provide city-wide leadership.
- 6.6 The Director of Children's Services, acting as the leader and convenor of Children's Services in the city is now the chair of a strong, re-ignited Birmingham Children's Partnership, bringing together Executive level partners from across the partnership to focus on improving outcomes for children and young people in the city. The partnership has established a clear agenda and has committed to develop and deliver a city-wide Children and Young People's Plan during 2022/23.
- 6.7 There is a need for a cultural shift to take place in BCC so that children and young people are placed at the heart of all decision making and their needs prioritised.

This has begun with the renaming of the Directorate from Education and Skills to Children and Families, but there is more to do.

- 6.8 The proposal in this paper is that Birmingham becomes a council that by default, places children and young people at the heart of all we do:

Children at the



7 SEND Improvement Update

- 7.1 Following the Ofsted/CQC Revisit in May 2021, a SEND Improvement Programme was put in place and formally initiated at Cabinet in October 2021, with a fully funded programme for two years being signed off.
- 7.2 The programme is delivering the Accelerated Progress Plan (APP) requested and approved by the Department for Education (DfE) and reports to the SEND Improvement Board chaired by the DfE appointed commissioner, John Coughlan CBE. This board meets monthly to monitor progress and has representatives from all political parties, schools, all partner organisations and the Parent Carer Forum (PCF).
- 7.3 The APP has four objectives:
1. System Leadership
 2. Getting the Basics Right – identifying and assessing need
 3. Working Together Well
 4. Pathways – meeting need and improving outcomes

Each objective has a partnership group focused on delivering the action within the APP, has representation from the Parent Carer Forum, and is engaging with schools and partners. An update on progress is attached at **Appendix C**.

- 7.4 The investment made is having an impact and progress has already been made. Cabinet has provided increased funding to the service in order to address capacity issues that were impacting on performance and meaning children and families received a poor service previously. This has allowed us to recruit 48 new officers into the SENAR service, increasing capacity to complete casework. The initial number of staff within the service was 22, we now have 70.
- 7.5 Following feedback from parents and schools, we have rearranged the SENAR service into 4 area teams – North, East, South and West, in addition we have added in further management capacity that is driving the change and embedding improvements in the service. We have also upgraded contact points for SENAR officers – providing all officers with phones to work alongside the parent link service. This means that parents are now more easily able to contact officers in order to have their queries addressed.

7.6 We are also developing the training plan for NEXUS, the upgraded case management system for the service. We have delivered training to SENAR staff to allow for the upgrade to be implemented in the Autumn 2022 and are reviewing the Quality Assurance processes, including holding regular meetings with partners to develop a Quality Assurance Framework.

7.7 All of this has led to a direct improvement in performance:

7.7.1 **Reviews** - We continue to address the backlog in Annual Reviews and are making progress. In September 2021 the % of annual reviews actioned within timescale was 0.4%, this had increased to 32.5% in February 2022. We are currently on track to be undertaking reviews within timescale by the end of September 2022.

7.7.2 **Assessments** - We continue to work to bring Assessment timeframes back in line with the 20 weeks. There is a current backlog that we are working through but once cleared we can impact positively. Within the last 12 months rolling we have completed 60% on time in December 2021, up from 53% in May 2021 and better than national average of 58%.

7.7.3 **Transfers** - As of 15th of February last year **0%** of transfers had been completed on time. This year it is **99.7%** demonstrating the huge improvement that has been made in delivering a service that meets expected statutory timescales. This makes an enormous difference to parents and to children and young people in providing greater clarity about their position.

7.7.4 **Complaints** for SENAR are currently sitting at 14, significantly improved from 137 in November 2021. Dedicated officers have been assigned and training has been delivered to the corporate complaints team to align the corporate procedure. More officers in the service has led to fewer complaints around communication and the majority of complaints are in relation to lack of special school places.

7.8 Over the coming few months, the SEND Improvement Programme will deliver:



SEND Improvement Programme Deliverables

8 Home to School Transport Update

8.1 The council's Home to School Transport Service is the biggest of its kind in the country. It supports over 4,000 children and young people with SEND and delivers over 1,000 transport routes every school day.

- 8.2 Daily performance monitoring shows that day to day service performance is good, with the service regularly reliably transporting the vast majority of pupils on time.
- 8.3 The Service has however under-performed historically and has some systemic problems that are complex to address including a significant overspend. An Improvement Programme was put in place in September 2020 and improvement has taken place as a result. The service now performs well on a day to day basis.

	11/02/2022	18/02/2022	25/02/2022	04/03/2022	11/03/2022	18/03/2022	25/03/2022
Safeguarding	0	3	0	0	0	0	0
Route Performance	99.92% (1020)	99.86% (1016)	100% (1)	99.98% (982)	100% (1027)	99.86% (1026)	99.92% (1027)
Pupil Performance	99.96% (3069)	99.93% (3052)	100% (1)	99.97% (2954)	100% (3068)	99.92% (3076)	100% (3070)
Route Time Performance	99.26% (1011)	99.16% (1007)	100% (1)	99.25% (975)	99.21% (1019)	99.15% (1017)	99.15% (1018)
Telephone Performance	92.24% (226)	96.89% (187)	95.00% (76)	93.47% (272)	95.34% (206)	95.87% (159)	99.42% (170)
Bus Pass Assessments Overdue	62	99	56	42	35	32	33
Transport Applications Overdue	33	37	36	42	39	42	34

- Day to day performance of the service is good and meets council service standards (as shown above and in **Appendix D**)
 - Improved contract management has led to an improvement in route time performance with an average of above 99% timeliness in March.
 - Historic bus pass application backlogs have now reduced from over 1100 in January 2021 to 32 in March 2022.
- 8.4 A fuller update on the Home to School Transport Improvement Programme is attached at **Appendix D**.
- 8.5 Now that the Council has decided to pause the Integrated Transport Unit programme, there is a need to look at the best way to deliver this service over the medium to long-term, particularly as all of our existing external contracts expire in the summer of 2023.
- 8.6 We have appointed an Interim Assistant Director SEND Transport, who is working on a plan that will be brought to Cabinet in the summer with the aim of creating a new and compelling vision and target operating model for the service. This rethinks the role and purpose of the service – proposing moving from a Home to School Transport Service to a Children and Young People's Travel Service, which works to provide a range of travel options that are based on need and that support our children and young people's independence and enablement. This and the significant improvements we will deliver, which include addressing long-standing, systemic challenges and increasing value for money, will be transformative.
- 8.7 In October 2021, funding of £2.662m was allocated from the £7.607m approved by Cabinet, for two areas:

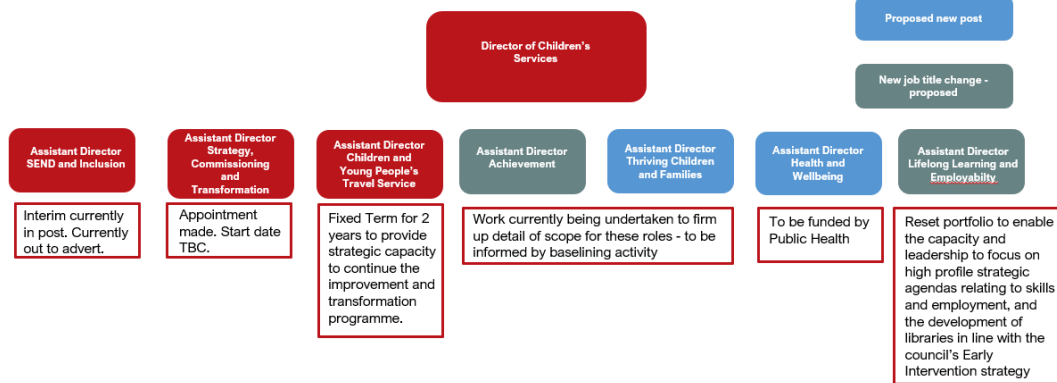
- **£1.466m** was allocated for the Contract Management and Compliance Function which does not exist in the substantive structure but is vital to managing providers effectively
- **£1.196m** was allocated for the Home to School Transport Improvement Programme

- 8.8 The request was made for six months only as it was planned that work could be carried out within this time to scope a permanent right-sized team that would replace the need for interim resource. This work remains underway however and has not yet concluded. This is an urgent priority for the newly appointed Assistant Director and is being prioritised accordingly.
- 8.9 At the same time, work is being carried out to rescope the Improvement Programme. The previous programme was set up with the understanding that it would be subsumed into the Integrated Transport Unit Programme and this is why only six months of funding was requested at that time in order to prepare the service for the move. Now that this is not the case, the improvement programme urgently needs to tackle the underlying issues leading to the overspend and to work towards a target operating model that is fit for the future. In order to do this work effectively, funding of **£2.562m** for the period August 2022 until March 2023 is requested. This is in addition to **£2.155m** for the period of May to July 2022. This shows that we are reducing the cost of transformation over time.
- 8.10 Investing in improvement now without delay will enable the service to continue improvement activity that will drive down the underspend and a fully worked up plan with milestones is being prepared to ensure Cabinet can be confident that this will take place. This will be presented to CLT and the Lead Member in June 2022 and to Cabinet in September 2022.

9 The Directorate Leadership Team

- 9.1 As outlined in paragraph 3.4 and 3.5, Cabinet has already agreed to extend the leadership team as a reflection of the scale of the task and two new roles have been added: Assistant Director for SEND Transport and an Assistant Director for Strategy, Commissioning and Transformation. This will bring much needed stability and additional capacity.
- 9.2 A proposed leadership team is shown below. In order for this to be delivered, we are requesting an additional investment of up to c.£0.127m for a further Assistant Director post:

Leadership team – interim proposed structure



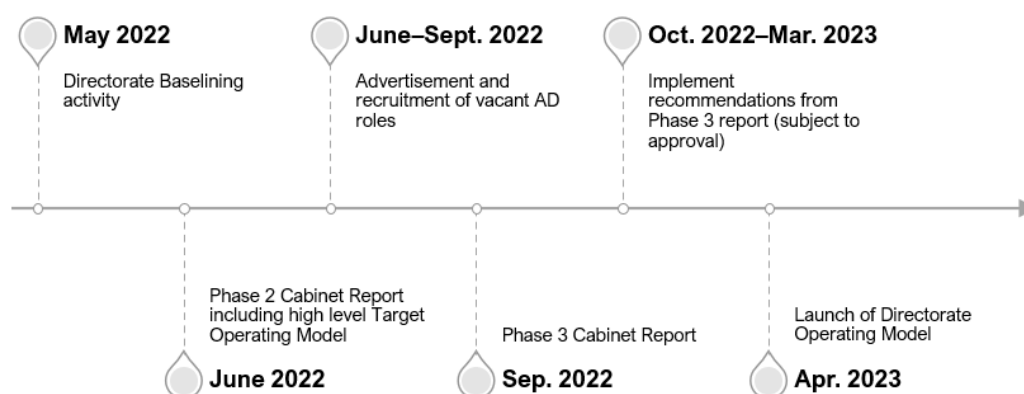
- 9.3 The creation of a new Assistant Director, Thriving Children and Families is in recognition of the huge importance of this area of work post-pandemic. This post will work closely with BCT to ensure that we have a clear line of sight to our vulnerable children and young people and to how we work with our partners to manage demand into statutory services and will link with early intervention and prevention work across BCC. The role will have the strategic capacity and experience to focus on quality of practice within the Directorate and to explore the strategic opportunities of implementing a locality approach to delivering our services.
- 9.4 The creation of the new Assistant Director, Thriving Children and Families provides the opportunity to bring together a number of our functions and teams who work directly with children and young people. In doing so, this creates further opportunity, releasing capacity from the currently broad in scope Assistant Director Employability and Skills role to provide the dedicated focus and strategic leadership required to optimise lifelong learning and employability functions. In line with these changes to portfolio and scope, it is proposed the job title of this role is changed to Assistant Director, Lifelong Learning and Employability.
- 9.5 The creation of a new Assistant Director, Health and Wellbeing will ensure this key area of work has the necessary emphasis. Wellbeing was previously one of the areas of responsibility of the Assistant Director SEND but given the breadth of this post it was not possible for sufficient focus to be given to wellbeing. Post-pandemic this is increasingly vital. Public Health have agreed to fund this post in order to deliver a joined-up approach to child health and wellbeing across the city working with our Health and Wellbeing Board
- 9.6 Further details are outlined in **Appendix E**.

10 Directorate Central Functions

- 10.1 The Children and Families Directorate currently has limited central functions required to support the successful delivery of an effective children and families service, for example: workforce development and quality assurance, governance and compliance, business intelligence and performance and communications.

Currently these functions are either non-existent or partially in place but scattered across services, with no overarching coordination of efforts.

- 10.2 Strengthening and aligning these work areas will ensure that the Children and Families Directorate in Birmingham has clear oversight and a firm grip of the strategic position and robust infrastructure to support the Children and Families Senior Leadership Team in leading improvement and transformation, both through the improvement journey over the next 18 months, and in the longer term in a culture of continuous improvement.
- 10.3 **Appendix E** outlines plans to provide these functions under our newly appointed AD Strategy, Commissioning and Transformation. This will require funding of c.£0.600m for 22/23, and we will recruit staff either on secondments or interims until we can ensure we have sufficient base budget following the September paper. Through our baselining activity and working with the Corporate team we will identify if there is existing capacity that can be drawn upon and where there are identified gaps will incorporate these into the September paper.
- 10.4 In particular there is a need to create a permanent right-sized commissioning team. £0.500m additional budget has been provided for 22/23 meaning that we do not need to seek additional funding at this stage but following the baselining there is a need to ensure adequate, stable resource is in place in order to commission strategically for outcomes and manage our important contracts successfully.
- 10.5 The timeline below summarises the milestones relating to establishing our fit for purpose permanent structure.



11 2023: Year of the Child

- 11.1 Cabinet together with the Corporate Leadership Team has already agreed to make 2023, the Year of the Child in Birmingham. This will build on and consolidate the legacy of the Commonwealth Games. The branding and name for this is still to be finalised, but will make it clear that this is not just about activities taking place over one year but about developing and embedding child friendly practice across the whole city.

- 11.2 We know that as a city we have some deep historical strengths and truly outstanding institutions. The City is also on the brink of transformation with huge economic opportunities for young people and the opportunities brought by hosting the Commonwealth Games this year.
- 11.3 However, without careful planning, there is a danger of many young people missing out and feeling excluded. The cost of living crisis risks exacerbating the poverty and inequality that already exist in the city. The city also faces some serious health challenges including infant mortality, childhood obesity and immunisation.
- 11.4 There is therefore a strong need to put children more at the centre of our discussions, decisions and the life of the council, as previously set out in this paper.
- 11.5 The Children and Families Directorate has therefore been working closely with Public Health, Birmingham Children's Partnership and with the Director for Strategy, Equalities and Partnerships to establish the aims and focus for the Year of the Child and these are presented here.

11.6 The Year of the Child will have four main strands:

- 11.6.1 **Attaining UNICEF Child Friendly City Accreditation** – The Child Friendly Cities Initiative seeks to support municipal governments in realizing the rights of children at the local level using the [UN Convention on the Rights of the Child](#) (UNCRC) as its foundation. Public Health has committed to fund the UNICEF fee for the first year (£45,000). After this, joint funding with partnership organisations will be sought.
- 11.6.2 **Publishing and Implementing a Children and Young People's Plan** – this will include a bold ambition for children and young people and plans for how to deliver it. It will also encompass work being delivered through existing strategies like Breaking Down Barriers.
- 11.6.3 **Voice of the Child** – carrying out work to ensure we understand and centre the voice of children and young people much more strongly in all we do as a council and partnership.
- 11.6.4 **Commonwealth Games Legacy** – through the Year of the Child Programme we will oversee how we will ensure the Commonwealth Games has a positive impact on child health and wellbeing, skills, participation in sport and physical activity and inclusion.
- 11.7 Engagement has already been carried out with Extended Corporate Leadership Team and Corporate Leadership Team colleagues and with the Birmingham Children's Partnership and further activities are planned to engage stakeholders more widely across the city.

- 11.8 The Director for Strategy, Equality and Partnerships has identified funding for three posts to oversee this work. These roles will also support the reinvigorated Birmingham Children's Partnership and this work will dual report through Council governance and through the Partnership ensuring this is a genuine city-wide endeavour.
- 11.9 These roles will be recruited to as soon as possible and this work initiated at pace. A further update will be brought to Cabinet in September.

12 Benefits and Outcomes

- 12.1 This programme is designed around a set of outcomes that BCC aims to achieve for the children and young people of Birmingham, and these will form the basis of a Children and Young People's Plan. A roadmap that identifies the priority outcomes and the key measures will be used to track impact and monitor the success of the work underway is already in place.
- 12.2 Each high-level outcome in the vision (Safe, Healthy, Included, Achieving, Confident) will have a set of measures and KPIs underneath it, tracked through the Corporate Plan.
- 12.3 Outcomes and targets will be focused on four areas: (i) improving outcomes on a city-wide basis where these are out of step with national performance, (ii) specific locality based targets that are intended to ensure all children in the city are enabled to thrive and achieve their full potential, (iii) setting stretching targets for outcomes where Birmingham has specific ambitions, (iv) improving the experience of those who interact with our services, in particular children and young people with SEND and their families.
- 12.4 The delivery of this programme will bring a number of benefits and lead to a directorate that is fit for purpose, can meet all of its statutory duties and has a permanent structure that delivers value for money. The directorate will also make better use of IT and Digital applications to improve customer communications, engagement and service and ensure the delivery of a more efficient and effective service. Performance will be monitored effectively.
- 12.5 A clear benefit of the Home to School Transport Improvement Programme will be reducing the overspend over a period of time.
- 12.6 The programme has effective governance, management and controls through project management disciplines and mechanisms in line with Corporate standards, ensuring delivery is undertaken efficiently, in a consistent and controlled manner, with the minimum level of risk and providing effective reporting and flow of information. Further details on planned benefits can be found in **Appendix E.**

13 Options considered and Recommended Proposal

Option 1: Cabinet to award a further £6.574m (the sum of the asks in this paper) in addition to funds already allocated

- 13.1 There is an option for Cabinet to award an additional £6.574m to the Children and Families Directorate on top of those already allocated, representing the sum of the 'asks' in this paper. However, this option is not preferred as it is thought optimal to scope the full requirements through a thorough baselining exercise and to await the outturns for Home to School Transport and SENAR so that a clear budget position can be arrived at and future projections designed based on this. It is presumed that an additional ask will be made on top of the £10m but it is not yet known what this will be. By September 2022, this will be fully scoped.

Option 2: Agree to a further paper coming to Cabinet in September with a fully costed plan and ask for the future Children and Families Directorate

- 13.2 The preferred option is for Cabinet to agree to the Directorate drawing down on funds already allocated so that improvement does not need to stall whilst further approvals are sought, recognising the need for increased capacity in the directorate to lead and embed improvement. There is some risk attached to this as the end year financial positions for Home to School Transport and SENAR are not yet known but by the point a further paper is brought in September 2022, this will be finalised and a fully costed plan for the future directorate can be brought forward for consideration and approval at this point informed by the baselining activity.

14 Consultation

- 14.1 No formal consultation is required at this stage. However, the Local Area partnership including the Parent Carer Forum has been engaged in the development of the Accelerated Progress Plan for SEND Improvement and there are a number of stakeholder forums involving partner organisations including the voluntary sector. Staff, school leaders and Members have all been consulted on the vision and plans for the Improvement Programme. The Trade Unions are also kept regularly updated through regular meetings.

15 Risk Management

- 15.1 If the requested funds were not repurposed, signalling that the necessary transformation will not be adequately funded and supported, there is a risk to the Council of failing to fulfil its statutory duties towards children and young people and that Birmingham City Council will be found incapable by the DfE appointed Commissioner of delivering SEND services to its residents and that it will be directed to deliver services through a different model.

16 Compliance Issues:

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

- 16.1.1 Birmingham is an aspirational city to grow up in. By investing in the described activities, the Local Authority will have the right resources to implement sustainable change in Children's Services for the City.

16.2 Legal Implications

- 16.2.1 The recommendations in this report will support the Council to fulfil many of its statutory duties. In particular, the Council must ensure that its relevant education and training functions are exercised by the authority with a view to promoting high standards, ensuring fair access to opportunity for education and training, and promoting the fulfilment of learning potential by every person under the age of 20 and person aged 20 or over for whom an EHC plan is maintained, by virtue of section 13A of the Education Act 1996.
- 16.2.2 The Future Children's Services plans outlined in this report will support the Director of Children's Services and Lead Member for Children's Services to fulfil the functions set out in Sections 18 and 19 of the Children Act 2004, in the associated statutory guidance on their roles and responsibilities [Directors of children's services: roles and responsibilities - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/publications/directors-of-childrens-services-roles-and-responsibilities) and in the Council's Constitution.

16.3 Financial Implications

- 16.3.1 No additional funds are being requested at this stage.
- 16.3.2 To note that £6.574m of funding already allocated to the Directorate will be repurposed and used as below:

	£m	£m
Strategic		
AD post	0.127	
Directorate Improvement Programme	0.500	
Central Functions	0.600	
		1.227
Home to School Transport		
Commissioning	0.630	
Transformation May 22 - Jul 22	2.155	
Transformation Aug 22 - Mar 23	2.562	
		5.347
		6.574

- 16.3.3 To note the risk of reallocating resources in this way, as the 2022/23 financial projection for Home to School Transport is not yet known. The 2022/23 budget available for Home to School Transport after reallocation of £6.574m

will be £35.302m. Forecast spend against this budget for 2021/22 totals £38.816m.

16.3.4 Cabinet to note that a further request will be made in September 2022.

16.3.5 This paper has been through Invest to Deliver Board and agreed.

16.4 Procurement Implications

16.4.1 Some of the work outlined above may be procured through a third-party supplier, at which point appropriate procurement routes will be utilised.

16.5 Human Resources Implications

16.5.1 There will be human resources implications when the programme is operationalised. All work will be carried out in close collaboration with colleagues in accordance with BCC corporate policies in relation to recruitment, staff engagement, consultation, and organisation design. Additional HR support will be required as part of this request for funds in recognition of the amount of activity that needs to be carried out. This will be recruited to in collaboration with the Directorate People Partner through the appropriate framework and contractual routes including making use of the council's People Services function where capacity permits and/or procuring additional resources to ensure the success of the programme.

16.6 Public Sector Equality Duty

16.6.1 The recommendations in this report will support the Council to fulfil its obligations under the Equality Act. We will have regard to the public sector equality duty at all stages of the programme set up, mobilisation and delivery.

17 Appendices

17.1 **Appendix A** – Directorate Improvement Programme Update

17.2 **Appendix B** – Children's Services Performance Update

17.3 **Appendix C** – SEND Improvement Update

17.4 **Appendix D** – Home to School Transport Update

17.5 **Appendix E** – Summary Business Case for Leadership Team and Central Functions

17.6 **Appendix F** – Summary of additional funding to the Children & Families directorate in 2021-22 and 2022-23

18 Background Documents

18.1 Cabinet Report 12th October 2021 – Education and Skills Transformation Programme Including Send Improvement and Home to School Transport (Forward Plan Reference: 009301/2021)

Future Children's Services: Children and Families Directorate Improvement Journey

Monday 14th February 2022 (updated April 2022)

Sue Harrison

BE BOLD
BE BIRMINGHAM



THE DIRECTORATE



Role of the DCS – overview of responsibilities

APPENDIX A

Professional responsibility for the leadership, strategy and effectiveness of local authority children's services

Responsible for securing the provision of services which address the needs of all children and young people, including the most disadvantaged and vulnerable, and their families and carers

Work closely with other local partners to improve the outcomes and well-being of children and young people

Responsible for the performance of local authority functions relating to the education and social care of children and young people

Ensuring that effective systems are in place for discharging these functions, including where a local authority has commissioned any services from another provider rather than delivering them itself

Have regard to the General Principles of the United Nations Convention on the Rights of the Child (UNCRC) and ensure that children and young people are involved in the development and delivery of local services

**Working
together for our
children and
young people**

Department
for Education

**Statutory guidance on the
roles and responsibilities
of the Director of
Children's Services and
the Lead Member for
Children's Services**

For local authorities

April 2013

Birmingham City
Council

Our community

Birmingham
Children's Trust

Our children,
young people
and their
families

Birmingham
Children's
Partnership

Wider partners
including
voluntary and
community sector

Early Years,
Schools and Post
16 settings



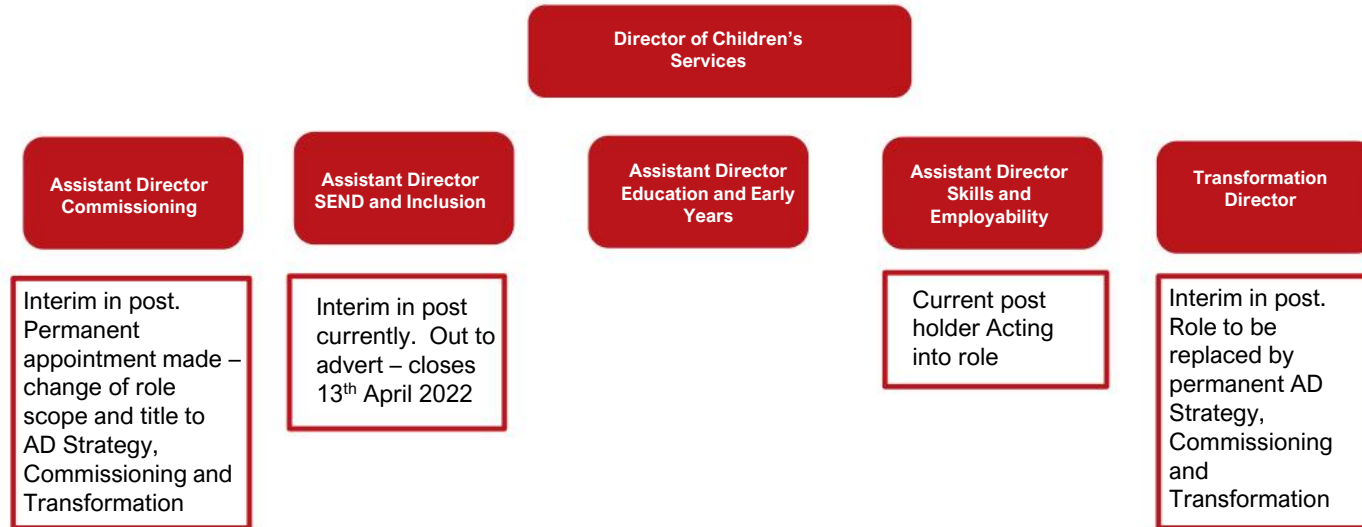
Directorate Functions

APPENDIX A

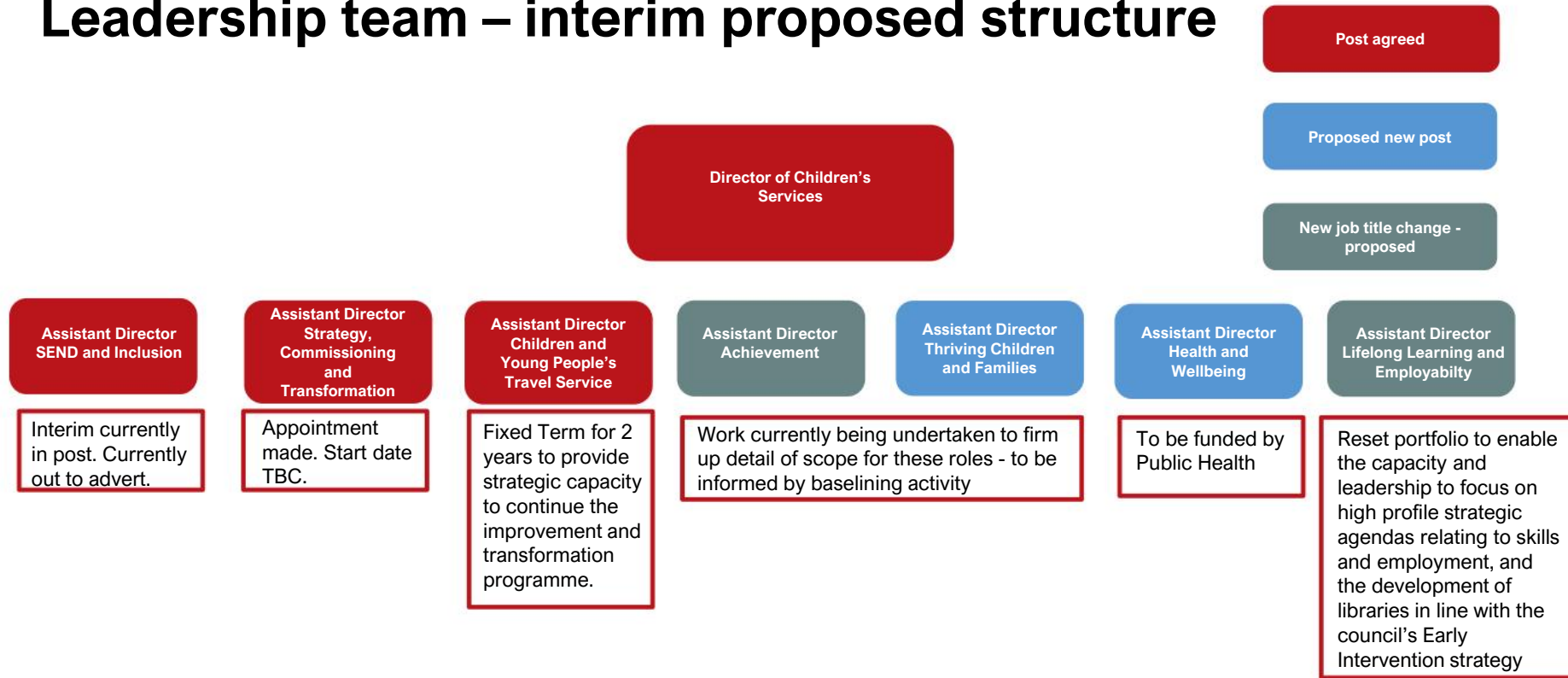
Functions

Education and Early Years	Inclusion and SEND	Skills and Employability	Commissioning
Virtual School for Children in Care	Special Educational Needs Assessment and Review (SENAR)	Youth Service including Youth Centres	Intelligent Client Function for BCT
Early Help and Safeguarding Advisors support to schools	Home to School Transport	Libraries Service (Central - LoB)	Commissioning and Contract Management on behalf of Education and Skills and Public Health of circa £481m of third party spend
Child Employment Licensing	Pupil Support Service including Specialist Teachers and support (Communication, Autism, Audiology, Hearing Impairment, Physical disabilities, Sensory)	Libraries Service (Community)	
Children Missing Education	Occupational Therapy	Archive and Collections Services	
Elective Home Education	Educational Psychology	14-19 Partnership (14-19 progression service)	Supporting on directorate wide initiatives i.e. covid response, risk management, bid applications
Early Years and childcare including Children's Centres, Sufficiency and funding	Special Educational Needs Coordinator support, Portage	Youth Education and Employment (14-19 Service)	
School and Governor Support	Special Educational Needs and Disabilities Information, Advice and Support Service (SENDIASS)	Careers Services	
School Admissions, Attendance and Exclusions	Wellbeing	Adult Education Service	
Education infrastructure e.g. property, cleaning, capital projects		Family Learning	
Pupil Place Planning		Employment and skills	
Lead for relationship with: Early Years, Schools and settings, Birmingham Education Partnership, Regional Schools Commissioner		Digital Inclusion Strategy	

Current Leadership Team



Leadership team – interim proposed structure

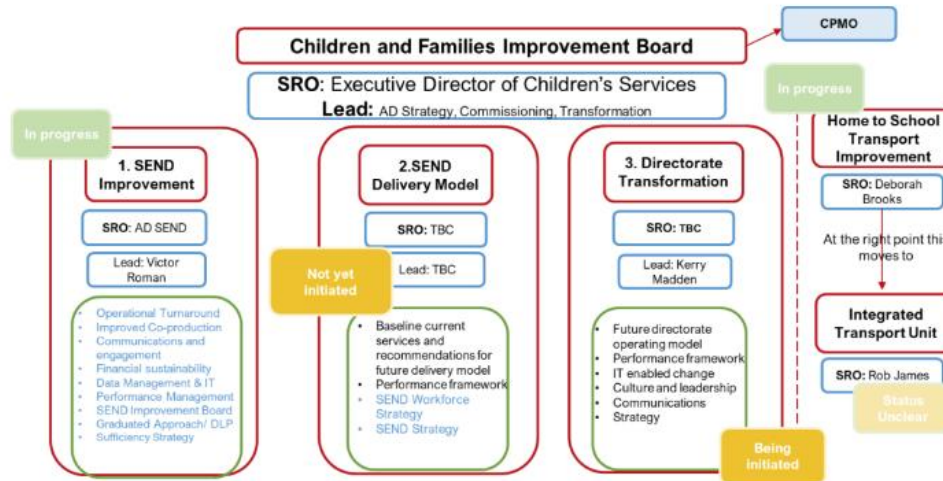


IMPROVEMENT IN CHILDREN'S SERVICES



Directorate Improvement Programme

- In October 2021, a paper was brought to CLT and then Cabinet to outline the first phase of improvement work post the Local Area SEND Inspection. The programme shown here has now been initiated as a result.
- Cabinet approved spend on transformation of **£7.29m** spready across these programmes.



Department Improvement Programme

- This funding was for: 2 years funding for SEND Improvement but only 6 months funding for H2ST and Directorate Improvement. The paper signalled that the Directorate would carry out further scoping work and return for a more detailed ask in 2022. This will go to Cabinet in April.
- Initially efforts have been focused primarily on the SEND Improvement Programme and work has only just begun on the Directorate Transformation Programme
- The **SEND Delivery Model** programme is paused pending reporting by the DfE Commissioner and key elements being delivered through the SEND Improvement Programme instead
- The **ITU Programme** is paused

Children's Services Improvement

- The LGA has published research into improvement in local children's services. It identifies three key phases of improvement:

The three phases

Poor-to-fair

Fair-to-good

Good-to-great

Defining Characteristics

1. Getting the basics right – driven by leadership
2. Building the ethos and culture – and engaging the workforce

1. Capacity for robust self-assessment, vigilance
2. Locus of leadership shifts and becomes more broad
3. From “mission-critical” aspects to whole-service view

1. Improvement no longer a discrete project – it is the norm
2. Disciplined innovation embedded within delivery
3. Openness to others – challenge and system leadership role

Children's Services Improvement (continued.)

- The services delivered directly by BCC are not homogenous and some perform well, but as a directorate we would identify ourselves as being in **Phase 1** with a strong need to ensure that the basics are in place and residents receive consistently good services
- Birmingham Children's Trust and Adult Services are further ahead on this journey and there are lessons to learn from the ways in which this has been achieved
- BCT's most recent focussed visit identifying '*a more child-focused culture*', '*senior managers understand the service well and work quickly to address weakening performance*' and '*a comprehensive and effective approach to assuring quality of practice and impact*'.
- The LGA research identifies that it typically takes '*two years from the frank recognition and acceptance of the service's weakness to running a safe, effective core service*' i.e. two years to go from poor to fair, and identified seven key enablers for improvement

Seven enablers of improvement in children's services AP Assessment

	Criteria		Self-Assessment
Strategic Approach	<ul style="list-style-type: none"> Rigorous and forensic self assessment Honest and open response to feedback and inspections A vision and strategic plan that is right for the organisation 	●	<ul style="list-style-type: none"> Acceptance of current performance and need to improve Initiating full baseline of services Initiation work on Children's Plan and Directorate Plan
Leadership and Governance	<ul style="list-style-type: none"> Maintain the right, stable, focused leadership at all levels Don't rush into a restructure Effective, professional governance 	●	<ul style="list-style-type: none"> Permanent Director of Children's Services appointed Plans being worked up for some immediate changes and longer term redesign to align resources with priorities Governance being re-established
Engaging and Supporting the workforce	<ul style="list-style-type: none"> Change the rhetoric and avoid the 'blame game' Articulate high expectations and ambitious goals Stabilise the workforce Develop staff from within 	●	<ul style="list-style-type: none"> Staff have been impacted by leadership churn and insufficient focus on staff development Lack of clear departmental plans being addressed Staff are being engaged in improvement programme
Engaging partners	<ul style="list-style-type: none"> Engage senior partners' Align thresholds to ensure consistent decision making Review practice through multi-agency audits Remain outward facing 	●	<ul style="list-style-type: none"> Birmingham Children's Partnership re-established to bring partners together Need to conduct work on thresholds and consistent practice
Build Supporting Apparatus	<ul style="list-style-type: none"> Maintain a secure front door Ensure the flow of cases reflects a child's journey Know the business and track progress 	●	<ul style="list-style-type: none"> Front Door Unclear BCC Services not user-friendly, joined up or reflective of child's journey Use of performance data needs to be developed
Fostering Innovation	<ul style="list-style-type: none"> Create a learning culture Test and pilot new ideas carefully and evaluate rigorously 	●	<ul style="list-style-type: none"> Learning culture not yet embedded
Judicious Use of resources	<ul style="list-style-type: none"> Ensure strategic and financial planning are aligned Invest where it is needed Sustain investment Focus on long-term priorities 	●	<ul style="list-style-type: none"> BCC has invested in SEND and directorate but more investment needed over a long period of time Work being done to align improvement and financial planning for medium to long term

Progress to date

- **SEND Improvement programme initiated** –majority of project staff recruited and in post, Improvement Board established, SROs for all workstreams. Improvements already evident in service performance
- **Home to School Transport improvement programme in place** – service performance stabilising but next phase now needed to tackle long-term challenges
- **Programme of staff engagement initiated and culture being reset** – over 400 staff attend sessions and many involved in transformation
- **Birmingham Children's Partnership reinstated** – plans being worked up to ensure sufficient resources to deliver work programme
- **New permanent leadership role established and appointed to AD Strategy, Commissioning and Transformation** – start date agreed for July 2022.
- **Additional leadership post created** (AD SEND Transport) and AD SEND has been advertised. Building a permanent, stable team.
- **Experienced Programme Manager for Directorate Improvement Programme** appointed and in post

Priorities for next 12 months

APPENDIX A



Establish a Children's Plan for the city and an Improvement Plan for Directorate



Get the right leadership team in place underpinned by strong central functions



Establish strong governance



Improve communication and engagement with staff and stakeholders



Baseline all services



Continue to drive improvements in SEND

VISION, CULTURE AND IDENTITY



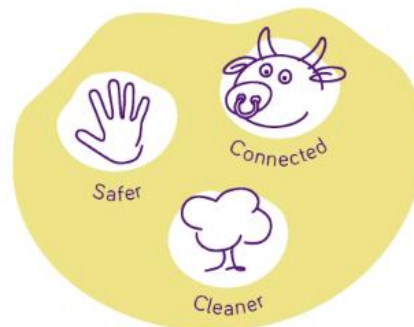
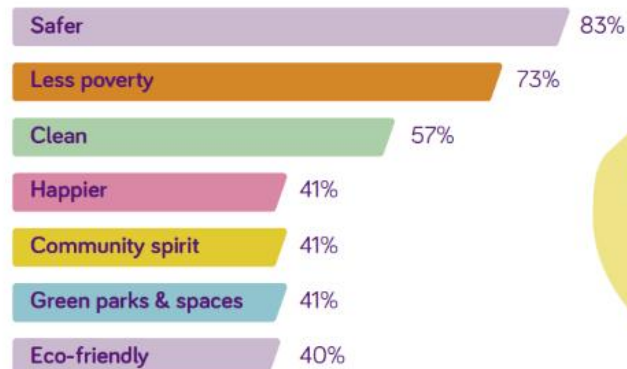
Vision

- The Director of Children's Services has been road-testing a vision for the Directorate with staff, Members, and stakeholders and this has been well-received
- We want to create the environment where all children and young people in our city are supported to achieve their full potential
- This vision is part of BCC delivering for the citizens of Birmingham



Children & young people's vision for the City

Nearly 4,000 children and young people took part in surveys and workshops. They were asked what are the top five things you want for Birmingham? **This is their vision for the City:**



Directorate Role in delivering the Vision

- In order to deliver this, we need a strong Directorate at the centre of BCC – with the right capacity and capability to provide city-wide leadership
- The Director of Children's Services, acting as the leader and convenor of Children's Services in the city will also chair a strong Birmingham Children's Partnership with a clear agenda and ownership of a city-wide Children's Plan



Birmingham Children Thrive



Supported by a **Children's Services Directorate** that has:
Strong governance, strong management, engaged staff, clear strategy

And partner organisations across the city working together as
one system that puts children and families at the heart of all we do



The Culture we will create in the Council:

Children at the



DIRECTORATE IMPROVEMENT PROGRAMME



Directorate Improvement Programme

- The Directorate Improvement Programme will deliver a stable platform from which to lead an ambitious vision for the children and young people of Birmingham
- With one clear, Improvement Plan and vision it will ensure that all parts of the directorate and partners work together to deliver better outcomes
- In time, people will want to come and work in Birmingham's Children's Services because they know that we are on a journey to excellence

Directorate Improvement Plan

CPMO

APPENDIX A

Birmingham Children Thrive



Safe



Achieving



Included



Confident



Healthy

Where we are now

High churn, interim leadership
Weak understanding of performance data and impact
Quality Assurance patchy
Reactive – led by external scrutiny or reacting to issues
Insufficient central functions
Partners have lost trust
Voice of the child not at centre
Very low trust from parents
Immature use of digital tools

Improvement Programme Board

Phase 1 – 2022/23

- Baseline all services
- Stable leadership team
- Directorate improvement plan
- Support functions in place
- Directorate operating model agreed
- Work to understand children's experience

Phase 2 – 2023 - 2025

- Full Directorate Redesign
- Fit for purpose IT systems in place
- Consistent Localities Model established
- One Front Door
- Balanced SEND System

Where we will be

Stable, permanent, ambitious SLT
Performance culture embedded – measure the right things
Quality Assurance embedded
Clear strategy and directorate plan
Central functions that support leaders to deliver
Working together well with partners
The child at the centre
Parental confidence restored
Digital tools in place to support customer journey

Birmingham Children's Services: Road Map to Excellence

Get the basics right

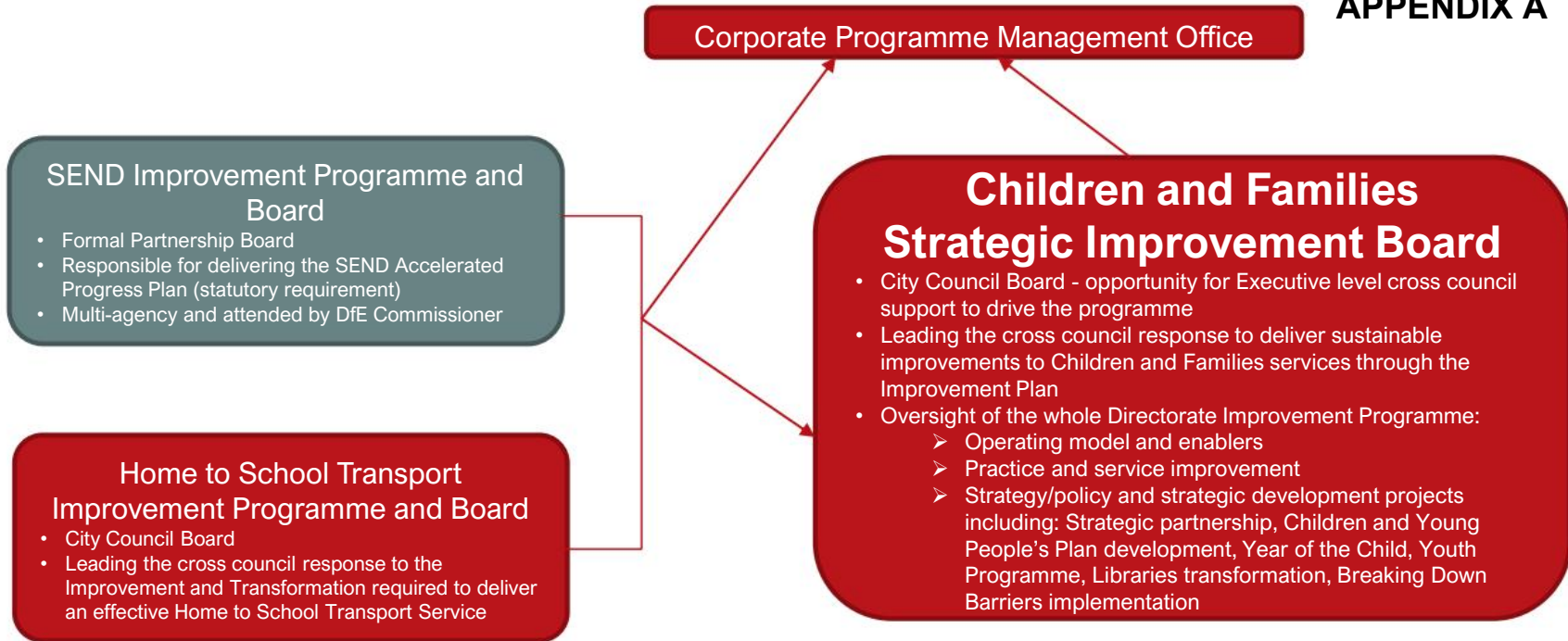
- Well managed teams with manageable workloads
- Staff have the right tools to get the job done
- Underpinned by robust quality assurance
- The right data and evidence to inform decision making

Get the culture right

- Everyone a leader, everyone a learner, everyone accountable
- Listen to children, recognise their lived experience and aim high
- Establish council's role in leading and shaping Birmingham's children's services

Deliver Better Outcomes

- Develop a clear strategy and Children's Plan for the children and young people of Birmingham
- Partnership working by default – working well with partner organisations
- Delivery Plans with clear, measurable milestones



CHILDREN AND FAMILIES DIRECTORATE PROGRAMMES: IN FLIGHT/IN PIPELINE
 (GOVERNANCE ARRANGEMENTS AS AT MARCH 2022)

APPENDIX A



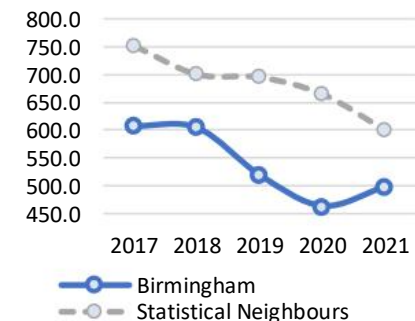
Appendix B: Children and families services Performance Highlights



Safeguarding

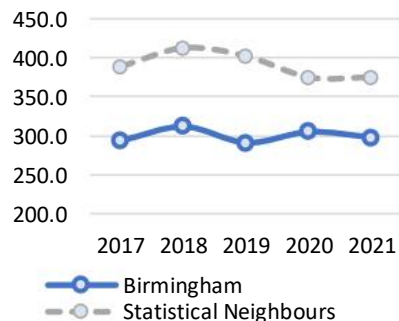
Rates per 10,000 of referrals to Children's Social Services

	2021	
Birmingham	498.0	↑
<i>Statistical neighbours</i>	600.8	↓
<i>England</i>	494.3	↓



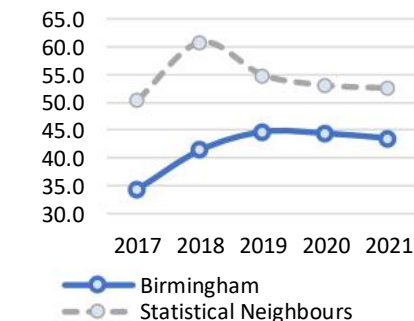
Children in Need rate per 10,000

	2021	
Birmingham	298.2	↓
<i>Statistical neighbours</i>	374.7	→
<i>England</i>	321.2	↓



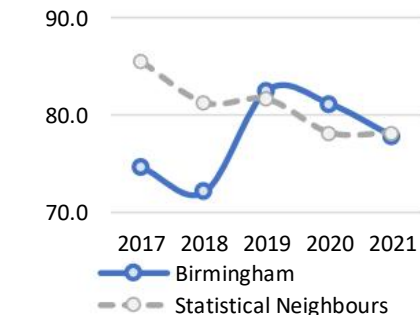
Children who are the subject of a Child Protection Plan - rate per 10,000

	2021	
Birmingham	43.5	↓
<i>Statistical neighbours</i>	52.5	↓
<i>England</i>	41.4	↓



Percentage of child protection conferences held within 15 days

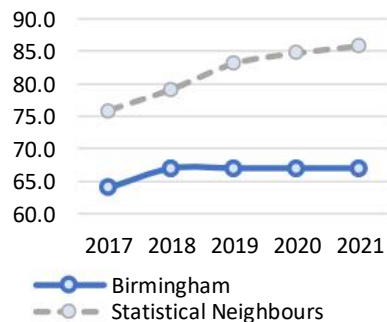
	2021	
Birmingham	77.8	↓
<i>Statistical neighbours</i>	78.1	→
<i>England</i>	83.0	↑



Looked after children

Children looked after rate, per
10,000 children aged under 18

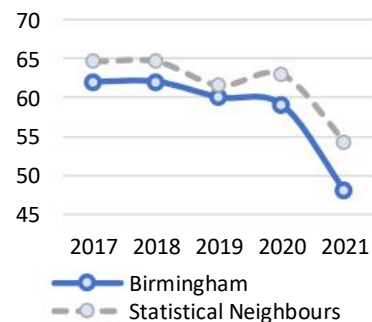
	2021	
Birmingham	67.0	→
<i>Statistical neighbours</i>	85.9	↑
<i>England</i>	67.0	→



Pre-school

Percentage of 2 year old children
benefitting from funded early
education

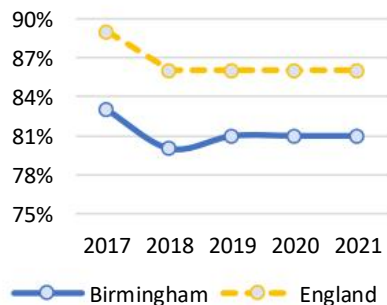
	2021	
Birmingham	48	↓
<i>Statistical neighbours</i>	54	↓
<i>England</i>	62	↓



Schools - overall

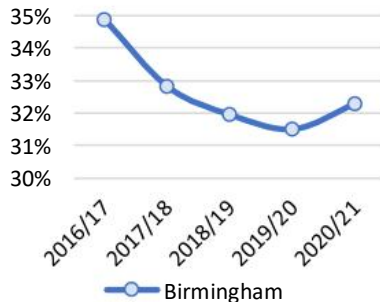
% of schools good or outstanding

	2021	
Birmingham	81%	→
<i>West Midlands</i>	<i>81%</i>	<i>→</i>
<i>England</i>	<i>86%</i>	<i>→</i>



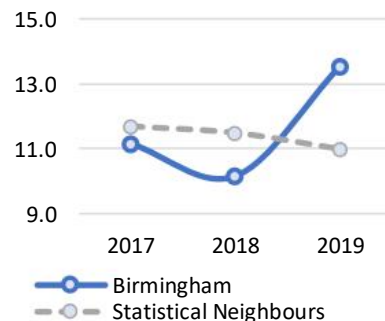
Percentage of children with EHCPs in mainstream school

	2020/21	
Birmingham	32.3%	↑
<i>West Midlands</i>	<i>-</i>	
<i>England</i>	<i>-</i>	



% of children who have been looked after continuously for at least twelve months with at least one fixed term exclusion from school

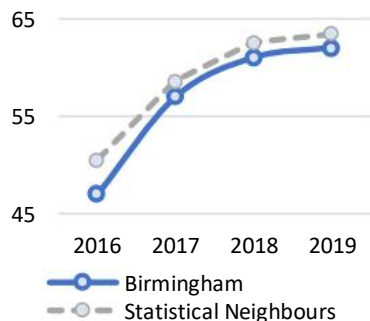
	2019	
Birmingham	13.5	↑
<i>Statistical neighbours</i>	<i>11.0</i>	<i>↓</i>
<i>England</i>	<i>11.4</i>	<i>↑</i>



Primary schools

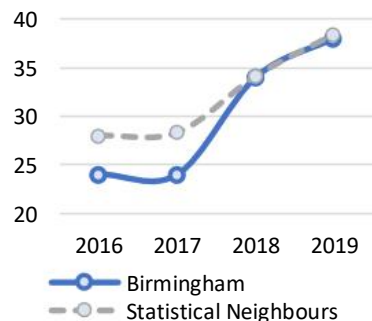
Key Stage 2 - Percentage in reading, writing and mathematics - Expected standard All Pupils

	2019	
Birmingham	62	↑
<i>Statistical neighbours</i>	64	↑
<i>England</i>	65	↑



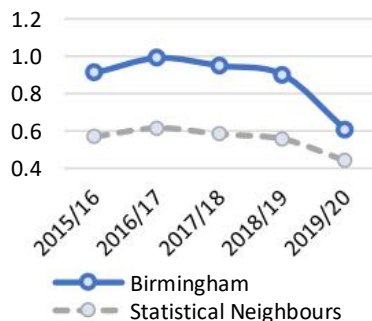
% of Looked After Pupils Reaching the expected standard in KS2 Reading, Writing, Maths

	2019	
Birmingham	38.0	↑
<i>Statistical neighbours</i>	38.4	↑
<i>England</i>	37.0	↑



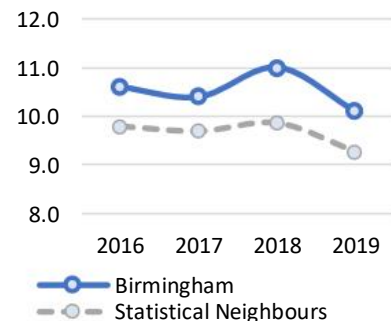
Primary school pupils with one or more suspensions from school as a % of the school population

	2019/20	
Birmingham	0.60	↓
<i>Statistical neighbours</i>	0.44	↓
<i>England</i>	0.50	↓



State Funded Primary persistent absence rates (% missing 10% or more of sessions)

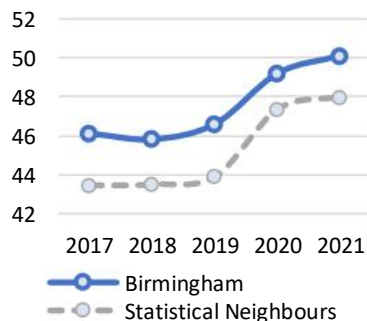
	2019	
Birmingham	10.1	↓
<i>Statistical neighbours</i>	9.3	↓
<i>England</i>	8.2	↓



Secondary schools (1 of 2)

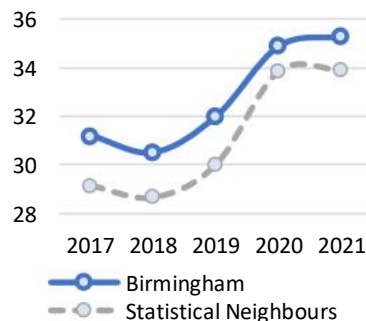
Average Attainment 8 score per pupil

	2021	
Birmingham	50.1	↑
<i>Statistical neighbours</i>	48.0	↑
<i>England</i>	48.9	↑



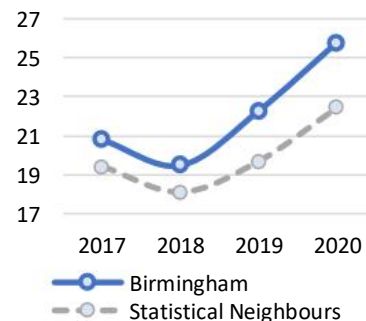
Average Attainment 8 score per pupil at end of Key Stage 4 for pupils with SEN Support

	2021	
Birmingham	35.3	↑
<i>Statistical neighbours</i>	33.9	→
<i>England</i>	36.7	↑



LAC - KS4 Average Attainment 8 Score

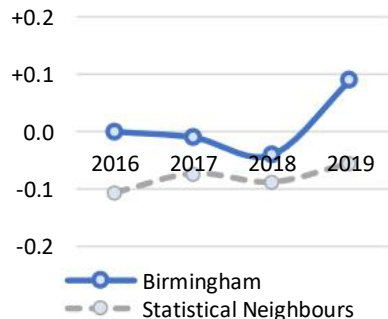
	2020	
Birmingham	25.8	↑
<i>Statistical neighbours</i>	22.4	↑
<i>England</i>	21.4	↑



Secondary schools (2 of 2)

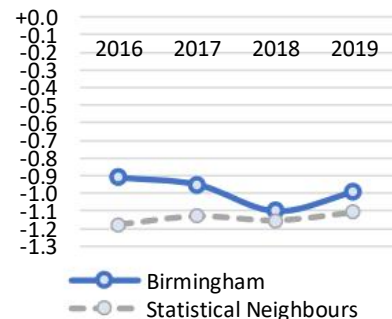
Average Progress 8 score per pupil

	2019	
Birmingham	+0.09	↑
<i>Statistical neighbours</i>	-0.06	↑
<i>England</i>	-	



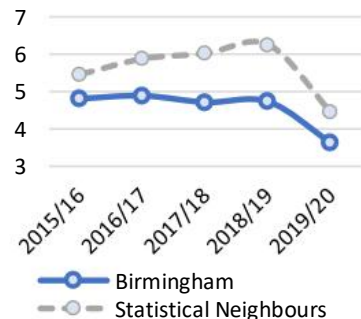
LAC - KS4 Average Progress 8 score

	2019	
Birmingham	-0.99	↑
<i>Statistical neighbours</i>	-1.11	↑
<i>England</i>	-1.23	↓



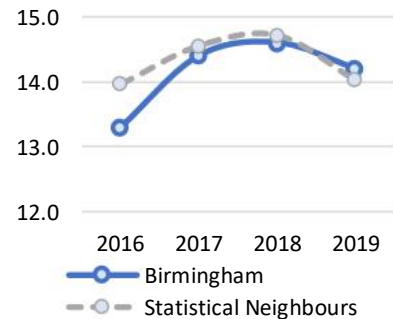
Secondary school pupils with one or more suspensions from school as a % of the school population

	2019/20	
Birmingham	3.63	↓
<i>Statistical neighbours</i>	4.44	↓
<i>England</i>	3.69	↓



State Funded Secondary persistent absence rates (% missing 10% or more of sessions)

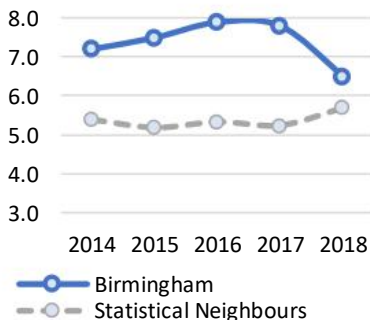
	2019	
Birmingham	14.2	↓
<i>Statistical neighbours</i>	14.0	↓
<i>England</i>	13.7	↓



Health

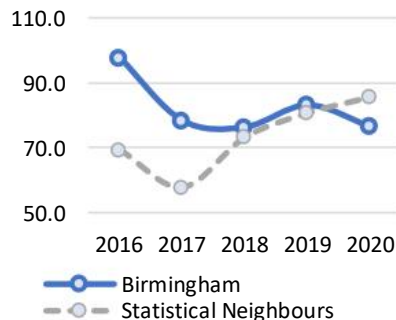
Infant Mortality rate per 1,000 live births

	2018	
Birmingham	6.5	↓
<i>Statistical neighbours</i>	5.7	↑
<i>England</i>	3.9	→



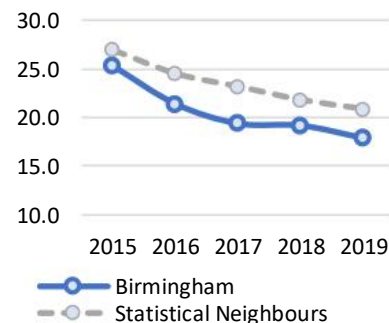
Inpatient admission rate for mental health disorders per 100,000 pop'n aged 0-17 years

	2020	
Birmingham	76.6	↓
<i>Statistical neighbours</i>	85.6	↑
<i>England</i>	89.5	→



Under 18 conception Rates per 1,000 girls (15-17)

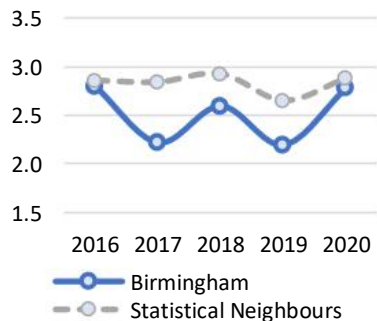
	2019	
Birmingham	17.9	↓
<i>Statistical neighbours</i>	20.9	↓
<i>England</i>	15.7	↓



NEETs

16-17 year olds that are Not in Education, Employment or Training.

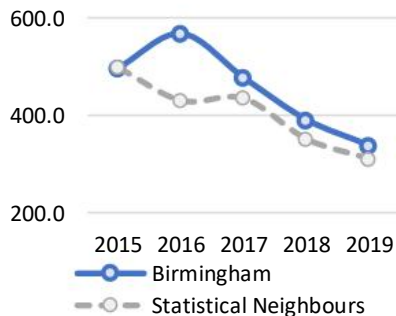
	2020	
Birmingham	2.78	↑
<i>Statistical neighbours</i>	2.88	↑
<i>England</i>	2.82	↑



Youth justice

First Time entrants to the Youth Justice System aged 10 - 17 per 100,000 population 10 - 17

	2019	
Birmingham	337.5	↓
<i>Statistical neighbours</i>	309.8	↓
<i>England</i>	208.0	↓





SEND Improvement Update

March 2022



SEND Improvement and SENAR Service

Commissioner is finalising his report at the moment and will submit to DfE – exact timeline not yet known

In the meantime we continue to progress the Accelerated Progress Plan and SEND Improvements:

APPENDIX C

We have created and recruited over 50 new officers into the SENAR service which has increased capacity to complete casework - initial number of service staff was 22 FTE in April 2021 – we now have over 80 FTE and we are still redefining the structure

We have improved on our 20 weeks statutory compliance with Education, Health and Care Needs Assessments (from 53% in April 2021 to 62% in February 2022, this is a 12-months average, compares to 58% national average)

We've been making progress on addressing the Annual Review backlog. % annual reviews actioned within 4 weeks of the meeting was at 0.4% in September, our latest performance is 32.5% in February 2022 (that's 96 out of 295 completed reviews actioned within 4 weeks in February 2022)

SEND Improvements and SENAR Service

- We are now in a position to be sharing the interim SENAR structure and reinforcing how officers can contact the services
- Currently sitting at 18 complaints in SENAR (18/03/22) – this is a significant improvement from 147 in September. We know there is still more to do!
- When the Local Offer website was relaunched in April 2021, there were 15k unique views that month. In the last 6 months unique views have averaged at 24k month, with a peak in October at 37k
- The percentage of young people who are Not in Education, Employment or Training with an Education, Health and Care Plan has dropped from 9% in April 2021 to 4.2% in February 2022 bringing us closer to national performance of 2.5% (latest available comparator data 2021)
- The average wait time for Speech and Language Therapy (SLT) has also improved, from 75 weeks in April 2021 to 21 weeks in February 2022, as has the longest wait time for SLT from 128 weeks to 44 weeks in the same time period

APPENDIX C



SEND Accelerated Progress Plan: Getting the Basics Right

(update provided to SEND Improvement Board February 2022)





Progress To Date...

- Secured additional funding from Cabinet to fulfil capacity issues in the service
- Recruited 48 new officers into the SENAR service – increased capacity to complete casework - initial number of service staff was 22 – we now have 70
- Rearranged the SENAR service into 4 area teams – North, East, South & West
- Added in further management capacity – this will drive the change and improvements into the service
- Changed the decision making process from the DMG (decisions making groups) back to multi layered decisions including SEN officers and SEND panel attended by partnership representation.
- Developed the training plan for NEXUS – the upgraded case management system - and delivered to SENAR staff to allow for the upgrade to be implemented
- Reviewed and Identified the needs from the Nexus case management system upgrade
- Reviewed the Quality Assurance processes and a holding regular meeting with partners to develop a Quality Assurance framework



Impact / Green Shoots...

- We have increased staffing levels in the service teams and introduced senior officers to track and monitor work and timescales.
- Upgrading contact points for SENAR officers – providing all officers with phones to work alongside the parent link service.
- **Reviews** - Although we are currently still dealing with a backlog that is impacting on timescales we expect to be back within timescales by end of September 2022
- **Assessments** - We are working to bring the Assessment timeframes back in line with the 20 weeks. There is a current backlog that we are working through but once cleared we can impact positively. Within the last 12 months rolling we have completed **60%** on time in December 2021, up from 53% in May 2021 and better than national average of 58%.
- We are building a new assessments process through coproduction (further info to follow)
- **Complaints** for SENAR are currently sitting at **14** (was 137 in November). Dedicated officers have been assigned and training delivered to corporate complaints team to align the corporate procedure. More officers in the service has led to fewer complaints around communication and the majority of complaints are in relation to lack of special school places.

SEND Complaints



Complaints overview

	Citizen	Member	Total
Q1	168	28	196
Q2	145	54	199
Q3	177	97	274

Root causes (Dec)	
Policy and procedure	45%
Service quality	40%
Communication	9%
Service failure	3%
Staff conduct	3%

Service quality: in Q3 most of these related to SENAR and Home to School Transport

Policy and procedure: in Q3 most of these related to School Admissions (eg parents unhappy with an offer).

SENAR Complaints

Dedicated officers have been assigned to resolve complaints coming into the service through all channels. They have focused on key themes and communication with parents/carers, councillors, MPs and officers to improve outcomes.

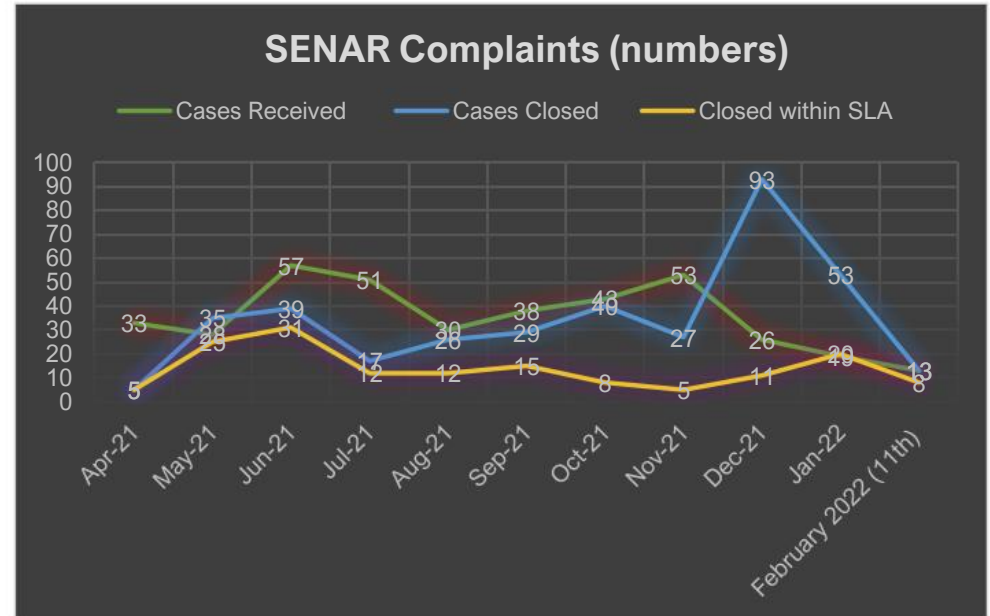
Training has been delivered to the business support corporate complaints team to align the corporate procedure and to provide further investigative support to the service teams.

We have aligned more officers in the service to complaint resolution and this has led to quicker responses and more answered within SLA.

There are now fewer complaints around communication and statutory functions and the majority of complaints are in relation to lack of special school places.

SENAR Complaints

Month	Cases Received	Cases Closed	Closed within SLA	Percentage Closed within SLA
April 2021	33	5	5	100%
May 2021	28	35	25	71%
June 2021	57	39	31	79%
July 2021	51	17	12	70%
August 2021	30	26	12	46%
September 2021	38	29	15	51%
October 2021	43	40	8	20%
November 2021	53	27	5	18%
December 2021	26	93	11	11%
January 2022	19	53	20	37%
February 2022 (11 th)	13	13	8	61%
Total:	391	377	152	Average: 51%



APPENDIX C



Home to School Transport Update

Appendix D

March 2022



HOME TO SCHOOL TRANSPORT



Progress to Date



We have increased capacity to support the recovery and delivery of the service – we have a new interim Assistant Director SEND Transport, with a fixed term 2 year contract out to advert.



We have reduced the backlog of bus pass applications from 1017 in February 2021 to 32 in March 2022



We have reduced the number of complaints from 20 complaints with 4 overdue in October 2021 to 6 complaints with 1 overdue, as at 30th March 2022



Call volumes reduced from 1964 week ending 10th September 2021 with average call length of 626 seconds to 170 calls with average call length of 477 seconds as at week ending 25th March 2022



We have published Frequently Asked Questions on the Local Offer page and all staff share the link at the end of emails – this provides a central point for parents to direct questions.

Service performance

Improved contract management has led to an improvement in route time performance.

Backlog of bus pass applications reduced from 1017(February 2021) to 32 (March 2022).

Over last 2 academic years c3000 pupils have received travel passes that allow unlimited travel on the local network 7 days a week, 52 weeks a year

	11/02/2022	18/02/2022	25/02/2022	04/03/2022	11/03/2022	18/03/2022	25/03/2022
Safeguarding	0	2	0	0	0	0	0
Route Performance	99.92% (1020)	99.86% (1016)	100% (1)	99.98% (982)	100% (1027)	99.86% (1026)	99.92% (1027)
Pupil Performance	99.96% (3069)	99.93% (3052)	100% (1)	99.97% (2954)	100% (3068)	99.92% (3076)	100% (3070)
Route Time Performance	99.26% (1011)	99.16% (1007)	100% (1)	99.25% (975)	99.21% (1019)	99.15% (1017)	99.15% (1018)
Telephone Performance	92.24% (226)	96.89% (187)	95.00% (76)	93.47% (272)	95.34% (205)	95.87% (159)	99.42% (170)
Bus Pass Assessments Overdue	62	99	56	42	35	32	33
Transport Applications Overdue	33	37	36	42	39	42	34

Home to School Transport Complaints and Compliments

Home to School Transport Complaints



	No Further Action	Member - Enquiry	Member - Complaint	Citizen - Stage 1	Citizen - Stage 2	Total
Oct 21	1		5	23		29
Nov 21	3	2	9	26		40
Dec 21	1		7	11		19
Jan 22			4	8	1	13
Feb 22	1		4	16		21
Mar 22		1	3	8		12
	6	2	32	92	1	134

Complaints

	Bus Pass	Travel Route	Personal Travel Budget	Poor/Lack Comms	Travel Application	Guide/Driver	Data Breach	Total
Oct 21	6	6	1	3	5	6	2	29
Nov 21	4	8	5	2	14	7		40
Dec 21	1	6	3	1	1	7		19
Jan 22	2	4	0	0	2	5		13
Feb 22	1	13	1	1	3	2		21
Mar 22	3	2		1	1	5		12
	17	39	10	8	26	32	2	134

Compliments

	Bus Pass	Travel Route	Personal Travel Budget	Poor/Lack Comms	Travel Application	Guide/Driver	Data Breach	Total
Oct 21			1					1
Nov 21								0
Dec 21	1					3		4
Jan 22		2				1		3
Feb 22		1						1
Mar 22					3	3		6
	1	3	1	0	3	7	0	15

Home to School Transport Complaints and Compliments – context

The Service would expect a higher trend of complaints at the start of an academic year due to children settling into revised routes. This year, the need to terminate North Birmingham Travel at speed and move to HATS increased the complaints numbers further.



October and November figures started to settle but were impacted mainly by NEAT route failures. NEAT has now agreed to reduce its routes operated for BCC due to persistent staff shortages.



February numbers are slightly distorted by 1 parent complaint where the parent asked for friends and family to send in complaints on her behalf totalling 8 overall.



Compliments are generally under-reported as staff who receive them, do not always record under formal process and this is something the team are working to improve recording of. The Service have started to receive increased numbers of compliments with one week showing more compliments than complaints.



APPENDIX E:

BIRMINGHAM CHILDREN AND FAMILIES DIRECTORATE SUMMARY BUSINESS CASE FOR LEADERSHIP TEAM AND CENTRAL FUNCTIONS

Introduction

The table below outlines the scope of the potential functions aligned to the service areas, this is indicative and will be informed by the Baselining activity to be undertaken in April and May 2022.

Executive Director: Children and Families (Statutory DCS)

Assistant Director Children and Young People's Travel Service	Assistant Director SEND and Inclusion	Assistant Director Thriving Children and Families *NEW POST	Assistant Director Achievement	Assistant Director Early Years, Health and Wellbeing	Assistant Director Lifelong Learning and Employability	Assistant Director Strategy, Commissioning and Transformation
Transporting children Transport operations Strategic and policy leadership areas: Children and Young People's Travel Service transformation	SENAR and SEND services Advisory Services and support for children to thrive in mainstream schools Functions such as Educational Psychology, Local Offer, Developing Local Provision School Forum High Needs Block Lead SEND Information, Advice and Support Services – currently under review Strategic and policy leadership areas: SEND Improvement and Transformation Implementation of SEND Green paper	Strategic lead for operational services and teams working with children and young people and families for example: Children Missing Education Elective Home Education Careers Service 16-18 statutory service Careers Service – pre-16: traded 14-19 Partnership Young People and NEET prevention Children and Young People's voice and engagement Children and Young People's Participation – Youth Parliament, City Youth Board Youth Service including Youth Centres Child Employment and Licensing Safeguarding Advisors to Schools Exclusions Pupil Referral Unit(s) - TBC School locality behaviour collaboratives Strategic and policy leadership areas: Joint Inclusion lead Tackling Youth Violence, knife crime, violence against women and girls Anti-Bullying strategic lead	Achievement for all children including: Virtual School School Improvement Lead for relationship with the Regional Schools Commissioner/Dfe/Ofsted Lead for relationship with BEP and all schools Independent schools link Pupil Premium Pupil Place Planning Dedicated Schools Grant (DSG) Schools Forum School Governor Support School Admissions, Attendance Local Authority MAT Development Education Infrastructure lead for example: Property, cleaning, capital projects Standing Advisory Council on Religious Education Pupil Referral Unit(s) - TBC Strategic and policy leadership areas: Joint Inclusion lead Lead for School Place Sufficiency strategy Lead for School Improvement strategy	Early Years Early Years SEND Early Years and Childcare Sufficiency and Funding Occupational Therapy Early Years Provider relationship lead Children and young people's emotional wellbeing School Nurses oversight Health Visiting oversight Parenting Link for Children and Young People's JSNA Strategic and policy leadership areas: Early Years Children and young people's health and wellbeing	Youth Skills and Employability Service (16-29 Service) Adult Employability and skills 14-29 Progression Pathway for young people with Special Educational Needs and/or Disabilities Youth Hubs (employment focused) Educational Needs and Disability (APP) Lifelong Learning (BAES) Family Learning Community Libraries Library of Birmingham Archive and Collections Service Commercial/income regeneration: Café/rooms/space/private funded courses Strategic and policy leadership areas: Jobs/Skills Plan PPP Breaking Down Barriers Digital Inclusion Strategy Regeneration/inclusive growth – linking with Combined Authority LEP/Chambers	Strategic Commissioning and Contracts e.g. BCT, BEP SEND Brokerage, Finance and Commissioning Directorate Communication (working closely with Corporate Comms) - NEW Directorate Business Intelligence function - NEW Directorate Transformation Programme oversight - NEW Strategic Partnership facilitation - NEW Directorate Governance oversight: Risk, Audit, Assurance, Complaints Directorate Lead for Inspections, Self- assessment, Peer Review - NEW Workforce Development and Practice model co- ordination - NEW Quality Assurance lead and co-ordination - NEW Policy, Practice and Procedures co-ordination - NEW Strategic and policy leadership areas:

		Early Help directorate strategic lead Directorate practice lead NEET DfE relationship Operational directorate lead for Family Hubs	School Capital strategic lead Schools White paper		University partnerships Colleges DfE, DLUHC, DWP	Birmingham Children Partnership directorate lead Children and Young People's Plan Year of the Child Family Hubs directorate strategic oversight
High level rationale						
Fixed Term for 2 years to provide strategic capacity to continue the improvement and transformation programme	Enables the service to continue its focus on improving SEND and Inclusion with strategic capacity and leadership.	This role enables us to bring together our teams that work directly with children, young people and families with the intention of developing integrated working between teams both within the service and in the partnership. It enables us to have a clear line of sight across vulnerable children and manage demand into statutory services. The role will have the strategic capacity and experience to focus on quality of practice and to explore the strategic opportunities of implementing a locality approach to delivering our services. The role will also have the strategic link to Birmingham Children's Trust for our operational services.	Dedicated role to school improvement will ensure strategic capacity and leadership to develop the Council's relationship and partnership with schools and MATs across phases.	This is a new role, however, it is being established as a joint role between Children and Families and Public Health. The role is to be funded by Public Health and matrix managed between the DPH and the DCS. The role will provide the strategic capacity and leadership to drive forward early years priorities and working alongside commissioners, to provide the expertise and capacity on future models of joint working with health.	As a result of transferring operational services to the new AD Thriving Children and Families, the reset portfolio of this role will enable the capacity and leadership required to focus on high profile strategic agendas to the City relating to skills and employment, and the development of libraries in line with the council's Early Help strategy.	This role brings together the strategic functions that underpin the successful delivery of services across the Directorate including strategic commissioning and provides the capacity required to facilitate crucial partnership working and relationships. The role will work closely alongside the DCS in delivering a best in class service.

Appendix F: Summary of additional funding to Children and Families Directorate 2021-22 to 2022-23

programme	2021-22						2022-23					total
	addendum to Q1 2021- 22 report	Oct 2021 cabinet approval *	share of 2020-21 corporate	Policy Contingency	FUCR	total	addendum to Q1 2021- 22 report	Oct 2021 Cabinet approval *	base budget growth	base budget growth	one-off budget	
	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m	£m
Delivery & Improvement												
Commissioning	-	-	-	-	-	-	-	-	0.500	-	-	0.500
Early Help	-	-	-	-	1.123	1.123	-	-	-	-	-	-
Home to School Transport	-	-	-	0.421	-	0.421	-	-	-	3.000	6.800	9.800
Home to School Transport / SENAR	-	-	-	-	-	-	-	-	-	7.000	-	7.000
Knife Crime	-	-	-	-	-	-	-	-	-	-	1.000	1.000
SENAR	5.100	-	2.000	-	-	7.100	5.300	-	-	-	-	5.300
	5.100	-	2.000	0.421	1.123	8.644	5.300	-	0.500	10.000	7.800	23.600
Transformation												
Education & Skills Transformation	-	0.226	-	-	-	0.226	-	-	-	-	-	-
Home to School Transport	-	2.662	-	-	0.140	2.802	-	-	-	-	-	-
SEND Improvement	-	1.837	-	-	-	1.837	-	2.792	-	-	-	2.792
SEND Strategy & Delivery Model	-	0.090	-	-	-	0.090	-	-	-	-	-	-
	-	4.815	-	-	0.140	4.955	-	2.792	-	-	-	2.792
	5.100	4.815	2.000	0.421	1.263	13.599	5.300	2.792	0.500	10.000	7.800	26.392

* note on total funding approved by Oct 2021 cabinet

	2021-22 £m	2022-23 £m	total £m
Home to School Transport	2.662	-	2.662
SEND Improvement	1.837	2.792	4.629
Education & Skills Transformation	0.226	-	0.226
SEND Strategy & Delivery Model	0.090	-	0.090
	4.815	2.792	7.607

Birmingham City Council

Report to Cabinet

7th June 2022



Subject: USE OF HOUSEHOLD SUPPORT FUND

Report of: Sue Harrison
Director for Children & Families

Relevant Cabinet Members: Cllr Karen McCarthy - Children, Young People & Families
Cllr Mariam Khan - Health & Social Care
Cllr Yvonne Mosquito - Finance & Resources

Relevant O&S Chairs: Cllr Kerry Jenkins - Education & Children's Social Care
Cllr Mick Brown - Health & Social Care
Cllr Akhlaq Ahmed - Resources

Report author: Nigel Harvey-Whitten
Interim Assistant Director Children's and Families
Directorate
Email: Nigel.Harvey-Whitten@birmingham.gov.uk

Are specific wards affected?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s):		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 010200/2022		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential:		

1 Executive Summary

- 1.1 This report sets out Birmingham's allocation under the government's Household Support Fund.
- 1.2 It seeks approval for the proposed use of Birmingham's second allocation.

2 Recommendations

- 2.1 That Cabinet; -
 - 2.1.1 Approves the use of the Household Support Fund as set out in 3.5 - 4.5 below.
 - 2.1.2 Delegates the management of the distribution to the Director Children & Families and the Director Adult Social Care.
 - 2.1.3 Approves the direct award of contract to BVSC via a Single Contractor Negotiation for the management and administration of the localities funds (worth £9.102m) to provide financial assistance to vulnerable households in crisis, at cost of £0.350m, until 30th September 2022 for 5 months.
 - 2.1.4 Authorises the Interim City Solicitor (or delegates) to execute and complete all necessary legal documents to give effect to the above.
 - 2.1.5 Approves the transfer of £1.880m to Birmingham Children's Trust to provide financial assistance to vulnerable families with children until 30th September 2022.

3 Background

- 3.1 In the Spring Statement 2022, The Chancellor of the Exchequer announced an additional £500m for the Household support fund (HSF). Birmingham City Council was allocated a further £12.791m from the Department for Work and Pensions, (which was the same amount awarded in the first round) in respect of the government's Household Support Fund.
- 3.2 The only change to the allocation this time is with regards to how the money must be spent. The amount available specifically for families with children has been reduced, although the overall allocation remains the same.
- 3.3 The Household Support Fund seeks to help vulnerable households with essentials over the coming months as the country continues its recovery from the pandemic.
- 3.4 The government's guidance on use of the fund states that Councils have the flexibility to identify which vulnerable households are in most need of support and apply their own discretion when identifying eligibility.
- 3.5 The grant must be spent in full between 1st April 2022 and 30th September 2022.
- 3.6 The focus of the spend is the same as the last allocation; essential goods and supplies, food, energy, water and crisis arrears support.
- 3.7 This report seeks approval for the use of the of the fund, as set out below.

Household Support Grant: 01 April 2022 to 30 September 2022 Delivery Plan

Area of Funding	Planned Activities	2022/23	2022/23
		allocation (£)	% 's
Support for all age:			
Hardship Grant Scheme (All Age Household Groups)	Will include households with children and pensioners. Hardship Grants up of £200 per household - delivered across Birmingham's ten localities available to all household groups	2,732,000	21.36%
Local Welfare Provision Top Up (All Household Groups)	Enhancement of LWP for all groups to assist with crisis payments housing and other living costs	500,000	3.91%
Discretionary Housing Payments	Top Up Top up DHP funding	100,000	0.78%
Support for vulnerable children & families:			
Hardship Grant Scheme for Families with children in receipt of Free School Meals	Assistance for food and essentials targeted at households with FSM children and vulnerable children- option to incorporate alongside the BVSC all age grant scheme	2,120,000	16.57%
Support for Essentials for Vulnerable Children	Emergency one off payments to support vulnerable families	1,580,000	12.35%
	Early Help Funding to meet increased demand through HSF	300,000	2.35%
Support for vulnerable pensionable age:			
Pensioner Household Hardship Grants	Develop a scheme modelled on round 1 of HSF targeted older adults known to social work teams	3,250,000	25.41%
Assessment and enabling Costs			
Localities Handling and processing	Localities Support, advice and processing via trustee partner organisations	1,000,000	7.82%
NNS and Early Help enabling and mobilisation for central support BVSC and BCC	Administrative costs for Hardship Grant Schemes BVSC and BCC for handling and processing hardship grant applications	1,209,000	9.45%
Overall	TOTAL	12,791,000	100%

Note - Highlighted items within the table identify those items that make up the £9.102m to BVSC

- 4 £9.102m to Birmingham Voluntary Service Council (BVSC) as a package of grant assessment, distribution, processing and payments, across Birmingham's ten districts available to all age groups and households utilising existing welfare support channels.
 - 4.1.1 BVSC's Housing Support Fund will cover small crisis grant and voucher based financial assistance to citizen's faced with financial hardship.
 - 4.1.2 This will deliver financial payments in the region of up to a maximum of £200 payment, reaching a minimum of 40,000 households across the city.
 - 4.1.3 The hardship payments will be delivered through existing locality-based arrangements providing outreach-based welfare support, advice and assistance to vulnerable communities across the city.
- 4.2 £0.600m to be distributed by Adult Social Care as follows:
 - 4.2.1 £0.500m Top up to Local Welfare Provision (LWP)
 - 4.2.2 £0.100m Top up to Discretionary Housing Provision (DHP)
- 4.3 £1.880m to Birmingham Children's Trust to distribute as follows:
 - 4.3.1 To distribute as hardship payments to families with children across the early help networks, families with no recourse to public funds, care leavers, section 17 (children in need) activities, independent living grants and personal allowance payments

- 4.4 £1.209m for administration/management costs incurred by BVSC, Birmingham Children's Trust and Birmingham City Council related to the distribution of the fund.
- 4.5 £1m to trusted voluntary sector partner organisations for the assessment, support and completion of grant applications. Which forms part of the £9.102m outlined in 4.0.

5 Options considered and Recommended Proposal

- 5.1 Do nothing now. The impact of this will be a delay in the use of Birmingham's Household Support Fund allocation to support vulnerable households will possibly mean not all of the allocation is used. The government's guidance to Council's states that funds should be spent or committed before 30 September 2022 and cannot be held over for future usage.
- 5.2 Competitively tender for the services: this is not the preferred option as BVSC are the only organisation with the experience and the networks in place to deliver the project in the time available and already have the skills and capacity to deliver in short timescales due to their successful distribution of a large proportion of the original funding. This Fund is available until 30 September 2022 and it is anticipated that most of the funding will be distributed during June and July.
- 5.3 Preferred option – approve the use of the Fund as set out above. This will ensure that Birmingham's allocation is used to support vulnerable households over the summer months in accordance with the government's guidance on the use of the fund.
- 5.4 Justification for preferred option: At the time we were aware of significant pressure on residents that would be eligible for the HSF scheme, so could not delay in the implementation and distribution of the latest round of funding which started on 1st April 2022. It is for this reason we sought delegated authority for Chief Financial Officer approval (Birmingham City Council Constitution PART D: Financial, Contract & Procurement Regulations May 2021 para 1.9 p12) to agree grant fund spend as described here. Please note the proposed funding distribution is shown in Annex A. The last (autumn 2021) HSF funding allocation is shown in Appendix B.
- 5.5 We have built up expertise in the distribution of this funding now and plan to continue with the mechanism used previously e.g. via BVSC the locality approach and specific voucher schemes.
- 5.6 We have the payment and grant funding arrangements from earlier iterations of the fund to make these payments.
- 5.7 We have set up a 'Household Support Fund Oversight Group' (HSFOG) and allocated a lead to each strand of the funding.in '2'. The group will provide a 'Lessons Learned' report with recommendations for future funding exercises

- 5.8 Administrative resources have been identified for the completion of the necessary returns and for data analysis purposes
- 5.9 Leads have explored and agreed the processes for citizens to access funds to ensure maximum coverage including grant applications and targeted payment via Council Tax records.
- 5.10 We have agreed to a briefing of new elected members by end of May 2022.
- 5.11 Agreement to formalise arrangements with this Cabinet Paper to be submitted in May 2022 to meet deadline for June Cabinet.

6 Consultation

- 6.1 Each of the (3) strands of the funding have a lead assigned to them who is responsible for the agreement on the 'how' they propose to distribute the funding allocated to their beneficiaries. All leads have responded to feedback from the previous round of funding. So, whilst formal consultation has not been undertaken, changes to the disbursement of the funding (such as moving away from the FSM voucher scheme) has been as a result of feedback received. The grant itself comes with specific terms and conditions that must be adhered to, so the scope of our changes from feedback is limited to how we distribute the funding.
- 6.2 We have worked closely across children's and adult services and with voluntary and community sector colleagues to ensure the funding can be distributed quickly and effectively to those who are assessed as in most need.
- 6.3 The funding will be monitored centrally by the administrative resource in the Children's and Families directorate. We work through nominated leads these will cover each of the 3 areas: Adults, Children, and families, LWP/DHP to ensure their support within each area of this project. We will establish an Oversight Group to allocate plan and communicate the programme of work.

7 Risk Management

- 7.1 The main risk is that we delay our decision to distribute funding for beneficiaries of this funding at a time of critical need. We have considered the risks of the proposal for immediate distribution of funding in this way. We have the experience and expertise (and controls in place) to meet DWP guidance and expectations. We do not plan to use FSM Vouchers for this April -Sept 2022 unless there is an issue with distribution of funds through BVSC. We are heavily reliant on the BVSC support to distribute money within scope of the fund. We have confirmed with BVSC that is possible to achieve the distribution of fund for April -September 2022 as we require. BCT will process their own arrangement as they did last iteration of the fund with support from the BCT Commissioner.
- 7.2 If funding is not distributed, we risk having return this to DWP unspent and Birmingham families missing out on much needed support.

8 Compliance Issues:

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

- 8.1.1 Outcome 2, Priority 1: We will improve protection of vulnerable children and young people (including those with Special Educational Needs and Disability).
- 8.1.2 The distribution of Birmingham's allocation of the fund proposed in this report takes account of the guidance issued by the government for use of the Household Support Fund.

8.2 Legal Implications

- 8.2.1 Under S 1 Localism Act 2011, a Local Authority has a general power to do anything that individuals generally may do"
- 8.2.2 Under the general power of competence per Section 1 of the Localism Act 2011, the Council has the power to enter into the arrangements set out in this report and they are within the boundaries and limits of the general power of competence Section 2 and 4 of the Localism Act 2011.
- 8.2.3 Under S.111 Local Government Act 1972 the Council has power to do anything (whether or not involving the expenditure, borrowing or lending of money or the acquisition or disposal of any property or rights) which is calculated to facilitate, or is conducive or incidental to, the discharge of any of its functions.

8.3 Financial Implications

- 8.3.1 Birmingham City Council has been allocated a further £12.791m HSF for the period 1st April 2022 to 30th September 2022.
- 8.3.2 The amount is the same as the allocated for 1st October 2021 to 31st March 2022. The change to the allocation this time is with regards to how the money must be spent.
 - 8.3.2.1. In the first allocation at least 50% of the total funding was to be ring-fenced to support households with children, with up to 50% of the total funding to other households genuinely in need of support during the winter.
 - 8.3.2.2. In this allocation at least one third of the total funding will be ring-fenced to support households with children, at least one third of the total funding will be ring fenced to support pensioners with up to one third of the total funding to other households genuinely in need of support.
- 8.3.3 Section 3.7 outlines the proposed distribution of this grant in full. This report seeks formal approval for this distribution.

8.4 Procurement Implications

- 8.4.1 A Single Contractor Negotiation under Standing Order 2.5 is the recommended route for these services as market investigation demonstrates that there is only

one contractor that can meet the Council's requirements due to the reasons set out in 5.2 above.

- 8.4.2 This contract falls under services covered by the Light Touch Regime (LTR) for the purposes of public procurement and, due to their value being below the threshold for LTR, are not subject to the full Public Procurement Regulations.

8.5 Human Resources Implications

- 8.5.1 The distribution of the fund set out in this report will be overseen by the Director Children & Families and the Director Adult Social Care.

- 8.5.2 There are no other HR implications.

8.6 Public Sector Equality Duty

- 8.6.1 The funding will be distributed in line with the terms and conditions outlined in the grant allocation documentation from DWP. There are no adverse impacts.

9 Appendices

9.1 Funding allocations Round 1 and 2 Comparison.

Household Support Grant: 01 April 2022 to 30 September 2022 Delivery Plan comparison with 2021/22 allocation

Area of Funding	Planned Activities	Area	2021/22	2022/23	2022/23
			Total	Total	%s
Support for all age:					
Hardship Grant Scheme (All Age Household Groups)	Will include households with children and pensioners. Hardship Grants up of £200 per household - delivered across Birmingham's ten localities available to all household groups	BVSC	4,000,000	2,732,000	21.36%
	£250,000 energy and Water £150,000 wider essentials	Adults	400,000		
Local Welfare Provision Top Up (All Household Groups)	Enhancement of LWP for all groups to assist with crisis payments housing and other living costs	Adults	450,000	500,000	3.91%
Discretionary Housing Payments	Top Up Top up DHP funding	Adults		100,000	0.78%
Support for vulnerable children & families:					
Hardship Grant Scheme for Families with children in receipt of Free School Meals	Assistance for food and essentials targeted at households with FSM children and vulnerable children- option to incorporate alongside the BVSC all age grant scheme	Children's - BVSC	3,220,000	2,120,000	16.57%
Support for Essentials for Vulnerable Children	Emergency one off payments to support vulnerable families	BCT	3,262,000	1,580,000	12.35%
	Early Help Funding to meet increased demand through HSF	BCT/VIA BCC		300,000	2.35%
Support for vulnerable pensionable age:					
Pensioner Household Hardship Grants	Develop a scheme modelled on round 1 of HSF targeted older adults known to social work teams	Adults		3,250,000	25.41%
Admin and Management fee:					
NNS enabling and mobilisation	Administrative costs for Hardship Grant Schemes with trusted partner agencies costs for handling and processing hardship grant applications	BVSC £250,000 Localities £500,000		500,000	3.91%
Early Help enabling and mobilisation	Administrative costs for FSM targeted Schemes BVSC and trusted partner agencies costs for handling and processing hardship grant applications	BVSC £250,000 Localities £500,000	500,000	500,000	3.91%
BVSC admin management and reporting			250,000	350,000	2.74%
Admin and Management fee	Administrative costs for Hardship Grant Schemes BVSC and trusted partner agencies costs for handling and processing hardship grant applications	BCC	709,000	859,000	6.72%
Overall	TOTAL		12,791,000	12,791,000	100%

10 Background Documents

- 10.1 <https://www.gov.uk/government/publications/spring-statement-2022-documents>

Birmingham City Council

Report to Cabinet

7th June 2022



Subject: THE PINES SCHOOL - APPROVAL FOR CAPITAL WORKS TO CREATE A TWO STOREY CLASSROOM BLOCK AND CAR PARKING TO INCREASE KS1/2 AND KS3 PROVISION

Report of: Sue Harrison - Director Children & Families

Relevant Cabinet Member: Cllr Karen McCarthy - Children, Young People & Families
Cllr Yvonne Mosquito - Finance & Resources

Relevant O & S Chair(s): Cllr Kerry Jenkins - Education & Children's Social Care
Cllr Akhlaq Ahmed - Resources

Report author: Zahid Mahmood
Capital Programme Manager
Education Infrastructure
Email: zahid.mahmood@birmingham.gov.uk

Are specific wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No – All wards affected
If yes, name(s) of ward(s): Stockland Green		
Is this a key decision?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, add Forward Plan Reference: 010174/2022		
Is the decision eligible for call-in?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential:		

1 Executive Summary

- 1.1 To seek approval for the Full Business Case and note the contract award for the capital scheme at The Pines School (part of Birmingham Special Schools Trust) as described in **Appendix A**. The capital costs of the scheme will not exceed £1,719,446.
- 1.2 The procurement route for the works is to use the Constructing West Midlands 2 Framework Agreement by direct award.

2 Recommendations

That Cabinet:

- 2.1 Approves the Full Business Case (**Appendix A**) for the capital expansion works at The Pines School at a total project cost of up to £1,719,446 including Education Infrastructure Capitalisation of £64,351, Professional Fees of £91,780, Loose F&F of £12,000 and Client Contingency of £115,543.
- 2.2 Approves the award of a contract to Seddons Construction Limited for the capital works for a two-storey classroom block and car parking for The Pines School by direct award using Constructing West Midlands 2 (CWM2) Framework Agreement for a period of 5 months.
- 2.3 Authorises the Director of Children & Families to place orders to the value of £91,780 to Acivico Ltd for technical professional services.
- 2.4 Authorises the Acting City Solicitor & Monitoring Officer to negotiate, execute and complete all necessary documents to give effect to the above recommendations.

3 Background

- 3.1 The Local Authority has a statutory duty to ensure there are sufficient pupil places, secure diversity in the provision of schools and increase opportunities for parental choice through planning and securing additional provision (Section 14, Education Act 1996).
- 3.2 There are significant pressures in respect of the sufficiency of special school places within the city and there is an urgent need to develop a five-year plan that will underpin the commissioning of appropriate special school places for SEND pupils. Forecast for special school places has been completed and officers are working on the strategy to meet future needs which will be published in the very near future.
- 3.3 However, we know already that there is a significant need for more school places for children with Education, Health and Care Plans (EHCPs), both in the special school and resource base sectors. As a result of annual commissioning conversations with special schools, we have increased places by over 400 (or 10%) over the last four years. We are currently working with five of our special schools on urgent capital proposals to increase places further from September

2022. There is a particular pressure in respect of secondary transition. The size of the secondary transfer EHCP cohort for 2022 is 20% higher than two years ago and early indications suggest another 20% increase for 2023. In addition, the percentage of parental preferences for specialist provision is increasing year on year. For 2022 this amounted to 68% of the cohort and an immediate need was identified for a further 90 special school places for Year 7 alone.

- 3.4 More generally, there has been an increase in the number of EHCPs maintained for school aged pupils within the city – over 800 in the last two years. We are also seeing an increase in the numbers of requests for statutory assessments which could lead to the issuing of EHCPs. New requests are currently averaging 150 per month.
- 3.5 The Pines School is one of 27 Special Schools and currently has up to 244 pupils on roll with an Education and Health Care Plan (EHCP) for Moderate Learning Difficulties, Severe Learning Difficulties, Autism and Social, Emotional and Mental Health needs, (SEMH). This project is subject to school organisation proposals being approved which would increase the total number of pupil places offered up to a total of 270 by 2023. The additional capacity will also cater for pupils that are currently on roll within the school. School organisation proposals have been prepared for publication which will commence on the 9th June 2022. The Pines is a Foundation Special School within the Birmingham Special Schools Co-Operative Trust. The Local Authority is the decision maker for these expansion proposals and it is expected that a decision will be made by September 2022 once the statutory process has been followed.
- 3.6 The project is proposing to create a two-storey classroom block and car parking provision in order to provide an additional 16 SEND places for September 2022, with a further 16 places created for 2023. The project will be completed by September 2022.
- 3.7 If Cabinet agrees the recommendations in this report it is expected that work at the school will begin in June 2022.

4 Options considered and Recommended Proposal

- 4.1 The option of 'do nothing' would mean the Local Authority fails to meet its statutory obligation to ensure that there are sufficient SEND places.
- 4.2 The recommended option is to create additional classrooms to increase the number of SEND places.

5 Consultation

- 5.1 The Governing Body at The Pines School fully supports the proposed improvements to the school and it is fully welcomed by the parent/carer community for children attending the school.
- 5.2 All pupils, parents, governors, teaching and non-teaching staff have been consulted as a result of the proposed development and were supportive.

- 5.3 The Leader and local Ward Members for Stockland Green have been consulted in relation to the proposals and are supportive of the proposals proceeding to an executive decision.

6 Risk Management

- 6.1 Availability of materials and labour. With the impact of Brexit, Covid-19 and the situation in Eastern Europe, there is a risk of shortage of materials and labour. As a result, cost increases from materials and delay to programme could occur. Project meetings are held to ensure that all parties are informed of progress and that any issues and concerns are picked up at the earliest opportunity and resolution is sought to ensure the project meets the required timescales.
- 6.2 Completing the project on time for the classroom block and car parking to be fully operational for the start of School term in September 2022. Any delay to the manufacture process of the modular units would impact installation timescales. Regular 2 – 4 weekly project meetings will be held to ensure that all parties are informed of progress and that any issues and concerns are picked up at the earliest opportunity and resolution is sought to ensure the project meets the required timescales. Regular meetings between Education Infrastructure and Acivico Ltd will also be held to closely monitor financial budgets to ensure that costs do not exceed the approved budget.
- 6.3 The school expansion proposals that are linked to this project have not yet completed the statutory process, meaning that a decision has not yet been made to increase pupil numbers at the school. If the expansion proposals are not approved, there is therefore a risk that additional classroom space will have been created without the pupils to fill that space. However, if the decision in this report is not made to enable the works to commence, then there is a risk that the building works will not be complete before the start of the new Academic year.
- 6.4 Working in a live school building and ensuring Health & Safety is maintained. Acivico Ltd has many years' experience at delivering modular building projects of this nature and will manage and co-ordinate the works with the principal contractor, overseen by the Local Authority. The majority of the invasive work will take place during the summer shut down.
- 6.5 A project risk register will be maintained and managed by Acivico Ltd. The risks will be observed and apportioned between the Council and Acivico Ltd.

7 Compliance Issues:

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

- 7.1.1 These works are to ensure that all pupils at The Pines School are provided with a safe and secure learning environment. The spending priorities

proposed are in accordance with the Schools' Basic Need Programme 2022-23 approved by Cabinet on 26 April 2022, and the Council's Vision and Forward Plan priorities for Children, particularly 'A great place to grow up in by providing an environment where children have the best start in life and are able to realise their full potential through great education'.

7.1.2 Birmingham Business Charter for Social Responsibility (BBC4SR)

Seddons Construction Limited is a certified signatory to the BBC4SR and has produced an action plan with commitments relevant and proportionate to the contract. These actions will be monitored and managed during the contract period.

The social value outcomes to be delivered include:

- Create a minimum of 1 full-time work experience and training placement during the life of the project
- Undertake 2 community engagement activities to support the school and the local community
- 100% of all persons employed on the project will be paid above the living wage
- 85% of construction waste recycled

7.2 Legal Implications

7.2.1 The recommendations in this report facilitate the discharge of functions contained within section 14 of the Education Act 1996 whereby the local authority has a duty to ensure that there are sufficient school places to provide all pupils the opportunity of appropriate education.

7.2.2 The Local Authority must also keep under review the educational provision, training provision and social care provision made in its area for children and young people who have special educational needs or a disability, under section 27 of the Children and Families Act 2014.

7.2.3 The arrangements set out in this report comply with the powers of general competence as set out in Section 1 of the Localism Act 2011 and they are within the boundaries and limits of the general power of competence set out in Section 2 and 4 of the Localism Act 2011.

7.3 Financial Implications

7.3.1 The capital costs of the proposed works at The Pines School are detailed in the attached FBC (**Appendix A**). The capital costs will not exceed £1,719,446 and will be funded from the High Needs Allocation.

7.3.2 In addition to the £1,719,446 a Pre-Construction Services Agreement (PCSA) has been drawn up, as per the new Constructing West Midlands 2 procurement framework requirement. In order to have a chance of making

the timescales to complete this project for September 2022, a payment of £489,951 has been committed at risk. This payment is to be funded from the allocation of £2.000m of Basic Need Grant for the development of Feasibility Studies to inform Full Business Cases in order to deliver the Basic Need and High Needs Provision Programme (approved by Cabinet 28th April 2022). Without this approval, the contractors couldn't progress the design and orders, and the project wouldn't be able to progress over Summer 2022.

- 7.3.3 Consequential revenue costs arising including additional staffing, utility and any on-going day to day repair and maintenance of the asset will be the responsibility of The Pines school and will be funded via the school's budget.

7.4 Procurement Implications (if required)

7.4.1 The Council's primary route for schemes of this type and proposed for this project is to use Acivico Ltd's CWM2 Framework Agreement Lot 1 (projects valued between £250,000 and £5,000,000). The Council is entitled to access this Framework Agreement. The Council, in collaboration with Acivico Ltd, has been involved in selecting the most appropriate contractor for the project based the Framework evaluation methodology. The Council has amended and added clauses to the call off contract specific to this project. Alternative frameworks agreements were considered. However, they tend to be single contractor led which does not provide the competitiveness required to evidence best value, therefore were discounted as a procurement route.

7.4.2 The rules for calling off the Framework Agreement are either to undertake a further competition exercise or a direct award. The direct award route was selected to ensure that the programme could be met. Classrooms must be ready for occupation at the beginning of the new academic year in September 2022. It was also important for much of the works to take place during the summer break to minimise disruption to the operation of the school and health and welfare risks to the young pupils. Undertaking a further competition exercise would have added 8 weeks to the programme, which would have meant that the classrooms would not be ready by September 2022. This would have deferred the project for another year which is not acceptable.

7.4.3 Value for money is demonstrated by:

- A cost quality appraisal based on the framework set criteria of 70/30 Cost/Quality ratio for direct award was undertaken and demonstrated that Seddons Construction Limited was the most economically advantageous and is therefore recommended for award.
- The cost is based on the default rates taken from the Framework Pricing Schedules. This includes the respective contractors' preliminaries rates, utilisation factors and rates for Overheads & Profit. Quality has been assessed using the quality scores awarded to the

respective Contractors at Framework ITT stage which included Social Value as a key component of the evaluation matrix.

- 7.4.4 Acivico Ltd has advised of a contingency figure of £115,543 to cover the project due to the unknowns which may be uncovered during the construction process.

7.5 Human Resources Implications (if required)

- 7.5.1 The project will be managed by Education Infrastructure staff.

7.6 Public Sector Equality Duty

- 7.6.1 A Full Equality Analysis EQUA650 was carried out in 2021 for Education Infrastructure's Schools' Capital Programme 2021-22. The outcomes from consultation demonstrate that proposed capital developments support positive outcomes for children, young people, their families and carers. No negative impact on people with Protected Characteristics was identified. It was concluded that sufficiency of educational places and opportunities for all children and young people contributes to providing positive life chances, and supports a positive approach to Safeguarding in Birmingham: actively reducing the number of children and young people out of school helps to mitigate risk to their safety and wellbeing. We have assessed the content and can confirm that it still remains relevant to the proposed expansion works referred to in this report by having a positive impact.

8 List of Appendices

- 8.1 **Appendix A** - Full Business Case
8.2 **Appendix B** – Environment & Sustainability Assessment

9 Background Documents

- 9.1 Schools' Capital Programme –School Condition Allocation, Basic Need Allocation 2022-23+ Future Years Cabinet Report (Approved at Cabinet 26 April 2022)

APPENDIX A

FULL BUSINESS CASE (FBC)			
A. GENERAL INFORMATION			
A1. General			
Project Title <i>(as per Voyager)</i>	THE PINES SCHOOL - APPROVAL FOR CAPITAL WORKS TO CREATE A TWO STOREY CLASSROOM BLOCK AND CAR PARKING TO INCREASE KS3/4 PROVISION		
Voyager code	TBC		
Portfolio /Committee	Education and Skills	Directorate	Children & Families
Approved by Project Sponsor	Jaswinder Didially	Approved by Finance Business Partner	Clare Sandland
A2. Outline Business Case approval (Date and approving body)			
Schools' Capital Programme – School Condition Allocation, Basic Need Allocation 2022-23+ Future Years Cabinet Report (Approved by Cabinet on 26 th April 2022)			
A3. Project Description			
The scheme is for a two-storey classroom block to be created and additional car parking provision in order to provide an additional 16, SEND places for September 2022, with a further 16 places provided for September 2023.			
A4. Scope			
This scheme involves works as described in the above project description			
A5. Scope exclusions			
No works outside this scope will be undertaken			
B. STRATEGIC CASE			
<i>This sets out the case for change and the project's fit to the Council Plan objectives</i>			
B1. Project objectives and outcomes			
<i>The case for change including the contribution to Council Plan objectives and outcomes</i>			
<ul style="list-style-type: none"> ▪ Birmingham is an aspirational city to grow up in ▪ Birmingham is a great city to live in ▪ Birmingham is an entrepreneurial city to learn, work and invest in ▪ Enjoy and achieve by attending school; ▪ Schools Capital Programme ▪ Compliance with the requirement of the 'Birmingham Business Charter for Social Responsibility'. ▪ Enjoy and achieve by attending school; ▪ Schools Capital Programme 			

B2. Project Deliverables

These are the outputs from the project eg a new building with xm2 of internal space, xm of new road, etc

Create sufficient pupil accommodation to enable the school to increase its Planned Admission Number (PAN) and accommodate a permanent increase in pupil numbers to meet local demand. Existing accommodation to be remodelled and refurbished to create additional teaching space along with the provision of a new classroom block and associated external works.

B3. Project Benefits

These are the social benefits and outcomes from the project, eg additional school places or economic benefits.

Measure	Impact
<i>List at least one measure associated with each of the objectives and outcomes in B1 above</i>	<i>What the estimated impact of the project will be on the measure identified – please quantify where practicable (eg for economic and transportation benefits)</i>
The students will be taught in modern fit for purpose accommodation allowing for the delivery of a quality education.	Providing appropriate accommodation addresses identified demand and fulfils the Authority's statutory obligations to provide sufficient pupil places
The project delivers new teaching spaces.	Raised standards, improved behaviour, staff well-being and reduced turnover, mobility, facilitation of the sharing of good practice.
Support and enrich community and family learning e.g. positive parenting programme, basic skills, opportunities to address worklessness.	Children and young people will have a safe, warm and dry environment before, during and after school hours.
Promoting designs which support Birmingham's Education Vision.	Creating teaching and learning environments that are suitable for delivering education.

B4. Benefits Realisation Plan

Set out here how you will ensure the planned benefits will be delivered

Additional pupil numbers to be accepted by The Pines School and commissioned numbers agreed accordingly through formal agreement with Local Authority.

B5. Stakeholders

A stakeholder analysis is set out at G4 below.

C. ECONOMIC CASE AND OPTIONS APPRAISAL

This sets out the options that have been considered to determine the best value for money in achieving the Council's priorities

C1. Summary of options reviewed at Outline Business Case

(including reasons for the preferred option which has been developed to FBC)

If options have been further developed since the OBC, provide the updated Price quality matrix and recommended option with reasons.

- The option of doing nothing would mean the City Council failing to meet its statutory obligation to ensure that there are sufficient pupil places, promote diversity and increase parental choice through planning and securing additional provision.
- The recommended option is to expand provision by creating a two storey classroom block and car parking facilities in order to provide additional SEND places for KS3/4 pupils.

C2. Evaluation of key risks and issues

The full risks and issues register is included at the end of this FBC

- To ensure Birmingham City Council meets its statutory obligations by providing sufficient capacity and condition of building for educating children.
- Working in a live school building and ensuring Health & Safety is maintained. Acivico has many years' experience at delivering modular building projects of this nature and will manage

and co-ordinate the works with the principal contractor, overseen by the Local Authority. The majority of the invasive work will take place during the summer shut down.

- A project risk register will be maintained and managed by Acivico. The risks will be observed and apportioned between the Council and Acivico.

C3. Other impacts of the preferred option

Describe other significant impacts, both positive and negative

- Facilities will provide sufficient and appropriate accommodation that is fit-for-purpose and meets the education standards for 21st Century teaching provision.
- Sufficient accommodation will be available to enable The Pines School to permanently increase its PAN.

D. COMMERCIAL CASE

This considers whether realistic and commercial arrangements for the project can be made

D1. Partnership, Joint venture and accountable body working

Describe how the project will be controlled, managed and delivered if using these arrangements

Scheme will be delivered by Project Team as follows:

- Client for the Project is the Education Infrastructure Team, Birmingham City Council
- Project Manager, Design Services, Cost Management, contract Administration and Principal Designer services will be provided by Acivico.
- End User will be The Pines School, Stockland Green Birmingham
- Project will be managed by personnel identified above and End User throughout the duration of the project development and delivery to ensure that project deliverables are achieved.
- Regular 2 – 4 weekly meetings held with Project Team including client and end user
- Programme monitored and developed to ensure that required timescales are achieved.
- Scheme costs assessed, developed and monitored

D2. Procurement implications and Contract Strategy:

What is the proposed procurement contract strategy and route? Which Framework, or OJEU? This should generally discharge the requirement to approve a Contract Strategy (with a recommendation in the report).

- The procurement route for this project is to use Acivico Ltd.'s Constructing West Midlands 2 Framework Agreement (Lot 1) (projects valued between £250,000 and £5,000,000).

D3. Staffing and TUPE implications:

None

Capital Costs & Funding		Financial Year	Totals
		2022/23	
Expenditure			
The Pines School			
Construction costs, incl. Surveys, Investigations, Planning & Statutory Fees (Including Client Contingency)		£1551,315	£1551,315
Professional Fees		£91,780	£91,780
Loose FF&E Allowance		£12,000	£12,000
EDSI capitalisation		£64,351	£64,351
Total Project Cost		£1,719,446	£1,719,446
Funding sources			
High Needs Allocation		£1,719,446	£1,719,446
Totals		£1,719,446	£1,719,446

E2. Evaluation and comment on financial implications:

The project will cost £1,719,446

The costs are being met from High Needs Allocation.

Due to the challenging timescales for the project to meet the new school academic year, a Pre-Construction Services Agreement (PCSA) for the value of £489,951 has been entered into with Seddons Construction Ltd to commence the detailed design and to place orders with their sub-contractors to provide a firm commitment. This covers RIBA stages 0-4. This is subject to approval under Chief Officer delegated authority by the Director of Children and Families. Should Cabinet Approval not be obtained, the PCSA costs are abortive costs.

The Edsi Fees is 3% of the overall cost of the project (including the £489,951 cost of the PCSA)

E3. Approach to optimism bias and provision of contingency
A contingency sum of up to £115,543 has been included in the overall project costs to cover any unforeseen circumstances during the construction period.
E4. Taxation
<i>Describe any tax implications and how they will be managed, including VAT</i>
There are no anticipated adverse VAT implications for the City Council in this scheme as the maintenance of highways is a statutory function of the City Council such that any VAT paid to contractors is reclaimable.

F. PROJECT MANAGEMENT CASE		
This considers how project delivery plans are robust and realistic		
F1. Key Project Milestones		Planned Delivery Dates
The summary Project Plan and milestones is attached at G1 below		
Cabinet Approval		June 2022
Main Construction works		June 2022 – September 2022
Practical completion		September 2022
F2. Achievability		
Describe how the project can be delivered given the organisational skills and capacity available		
<ul style="list-style-type: none">• Scope of work identified as in the project description.• Site investigation reports have been commissioned.• Project programme and costs have been developed.• Funding is in place subject to this approval, up to the estimated cost.• Contractor has considerable previous experience in delivering similar projects.• Availability of resources confirmed by contractors.		
F3. Dependencies on other projects or activities		
<ul style="list-style-type: none">• Planning Permission has been submitted and a decision is due on 24 May 2022.		
F4. Officer support		
Project Manager:	Zahid Mahmood 07860906126	Capital Programme Manager, Education Infrastructure zahid.mahmood@birmingham.gov.uk
Project Accountant:	Jaspal Madahar 07766922478	Finance & Resources Manager jaspal.madahar@birmingham.gov.uk
Project Sponsor:	Jaswinder Didially 07825 117334	Head of Education Infrastructure jaswinder.didially@birmingham.gov.uk
F5. Project Management		
Describe how the project will be managed, including the responsible Project Board and who its members are		
As per D1		

G. SUPPORTING INFORMATION
<i>(Please adapt or replace the formats as appropriate to the project)</i>

G1. PROJECT PLAN

Detailed Project Plan supporting the key milestones in section F1 above

1. Contractor allocation – 17/03/2022
2. Cabinet approval – 07/06/2022
3. Planning approval – 24/05/2022
4. Start on site – June 2022
5. Completion – September 2022

G2. SUMMARY OF RISKS AND ISSUES REGISTER

Risks should include Optimism Bias, and risks during the development to FBC

Grading of severity and likelihood: High – Significant – Medium – Low

		Risk after mitigation:	
Risk or issue	Mitigation	Severity	Likelihood
Stakeholders do not consider School Travel Plans and transportation issues prior to consultation	Review school travel plans in partnership with transportation prior to local consultation in order to mitigate possible objections.	Low	High
Stakeholders/ Trust do not engage in project and do not sign up to the solution	The Design Team will ensure regular meetings and consultation with stakeholders and Trust.	Low	Medium
New Free Schools and Academies opening across Birmingham	Liaise closely with Free School Providers and Academies when planning the provision of Additional Primary and Secondary SEND Places.	Medium	Medium
Building costs escalate	The Design Team will closely monitor the schedule of works and build costs. Cost schedules include contingency sums. Any increase in costs will need to be met through value re-engineering to ensure projected spend remains within overall allocation	Low	Medium
Building works fall behind	The Design Team will closely monitor schemes on site and liaise with Contractor Partners to identify action required.	High	Medium
BCC faced with increasing revenue costs	Consequential revenue costs arising including additional staffing, utility costs and any on-going day to day repair and maintenance of the asset will be the responsibility of the school. Any increase in revenue costs will be offset by an increase in income through increased pupil numbers provided by the DfE.	Medium	Medium

G3. EXTERNAL FUNDING AND OTHER FINANCIAL DETAILS

Description of external funding arrangements and conditions, and other financial details supporting the financial implications in section E1 above (if appropriate)

N/A

G4. STAKEHOLDER ANALYSIS

Stakeholder	Stake in project	Potential impact on project	What does the project expect from stakeholder	Perceived attitudes and/or risks	Stakeholder management strategy	Responsibility
Cabinet Members for ES&C and F&R	Strategic Overview of DGCF expenditure	High	Ratification of BCC approach to TBN	Strategy not approved	Early Consultation and Regular Briefing on all aspects of Special Provision	BCC / EDI
School's Consultant Partners	Design and Delivery	High	Design of build Project management	Unable to design to budget Unable to deliver to timescales	Close working with other stakeholders Regular feedback	School Leadership Team
Planning Officers	Granting Planning Consent	High	Close Liaison with EDI to design a scheme that can receive planning approval	N/A	Frequent communication on all aspects of project design	School's Consultant Project Manager EDI Project Officer
School Leadership Team / Governors	Governing Body Agreement and End Users	High	Compliance with GBA Ongoing Revenue costs for R&M once build complete	N/A	Governing Body Agreement signed and regular project meetings	School Leadership Team / Governing Body EDI Project Officer
Pupils	End user	Low	Consultation	Nil	Through schools council	School Leadership Team
Ward Councillors	Knowledge of other developments affecting local communities	High	Consultation with community and support for project	Objections from local residents	Involve in consultation and planning permission process	EDI Project Officer Governors/ School Leadership Team

APPENDIX A

	that may link into project					
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G5. BENEFITS REGISTER

For major projects and programmes over £20m, this sets out in more detail the planned benefits. Benefits should be monetised where it is proportionate and possible to do so, to support the calculation of a BCR and NPSV (please adapt this template as appropriate)

Measure	Annual value	Start date	Impact
<i>List at least one measure associated with each of the outcomes in B1 above</i>			<i>What the estimated impact of the project will be on the measure identified</i>
(A) Monetised benefits:	£		
(B) Other quantified benefits:			
(C) Non-quantified benefits:	n/a		

Other Attachments

provide as appropriate

•

Environment and Sustainability Assessment

Birmingham City Council is required to assess any positive or negative impacts that any policy/strategy/ decision/development proposal is likely to have on the environment. This assessment must be completed for CLT and Cabinet reports where appropriate. It is the responsibility of the Service Director signing off the report to ensure that the assessment is complete.

To complete the assessment, you should consider whether the proposal will have a positive or a negative impact on each of the key themes by placing a (√) for positive, (x) for negative and (?) for unclear impact, and (N/A) for non-applicable impact. Further guidance on the completion of the template is available on page 3 below.

Project Title:	The Pines School - Student places expansion projects			
Directorate: Children & Families	Team: Education Infrastructure		Person Responsible for assessment: Zahid Mahmood/Angela Clarke	
Date of assessment: 05/03/22	Is it a new or existing proposal? New			
Brief description of the proposal: Install additional modular classrooms at The Pines School site – New two storey teaching block with 4.No. new classrooms and associated accommodation. Remodelling of existing car park area also to be carried out. This project creates initial an additional 16 SEN student places by providing new accommodation.				
Potential impacts of the policy/development/ decision on:	Positive Impact	Negative Impact	No Specific Impact	What will the impact be? If the impact is negative, how can it be mitigated, what action will be taken?
Natural Resources - including water, soil, air			✓	Minimal impact – New two storey modular structure.
Energy use and CO ₂ emissions			✓	Energy efficient materials and production to be used in construction of new teaching block. New accommodation has been designed with enhanced 'U' value requirements in order to reduce heat loss from the proposed building. Proposed air tightness values also significantly reduce heat loss and so both measures reduce energy usage. No energy expenditure from

				mechanical ventilation within new classroom spaces. New lighting will be LED so low energy usage.
Quality of environment	✓			Significantly improved to match the specific needs of the students to be in occupation. New Classroom spaces are to be naturally ventilated and will be able to achieve cross ventilation. Significant natural lighting is proposed due to dual aspect window configuration.
Impact on local green and open spaces and biodiversity			✓	There is minimal reduction or negative impact to local green spaces in the proposals There is no significant impact on current soft landscape areas but where these are being affected by the remodelled carparking, like for like replacement of bushes and plants will be provided.
Use of sustainable products and equipment	✓			Modern method of construction being utilised to create additional pupil places using sustainable material and energy efficient materials and processes. Materials with the new building have been specified to provide both longevity and recyclability. Heating, power and water sources will be provided by existing on site infrastructure so no renewable energy sources are being proposed
Minimising waste			✓	The majority of the works are on the new modular unit. The use of modern methods of construction i.e. modular construction results in less waste This is a new building proposal so waste removal on the project will be minimal. A significant amount of works on the modular proposals will be carried out off site and factory production compared to onsite works is renowned for minimal material wastage. As part of the commitment to BBC4SR 85% of construction waste will be recycled
Council plan priority: a city that takes a leading role in tackling	✓			The plans directly improve the local area and city climate change contribution, by extending the useful life

climate change				expectancy of the sites and buildings on them, while reducing their ongoing demand for energy and carbon emissions, and without adversely introducing significant negative impacts during the construction process
Overall conclusion on the environmental and sustainability impacts of the proposal	With the use of Modern Methods of Construction we are reducing the impact of the building works on the environment whilst providing the required additional pupil spaces.			

Guidance for completing the template

Theme	Example
Natural Resources - Impact on natural resources including water, soil, air.	<p>Does the decision increase water use?</p> <p>Does the decision have an impact on air quality?</p> <p>Does the decision discourage the use of the most polluting vehicles (private and public) and promote sustainable modes of transport or working from home to reduce air pollution?</p> <p>Does the decision impact on soil?</p> <p>For example, development will typically use water for carrying out various operations and, once complete, water will be needed to service the development. Providing water to development and treating affluent water requires energy and contributes to climate change. Some of the activities including construction or disposal of waste may lead to soil pollution. The decisions may lead to more journeys thereby deteriorating air quality and thus contribution to climate change and greenhouse gases.</p>
Energy use and CO ₂ emissions.	<p>Will the decision have an impact on energy use?</p> <p>Will the decision impact on carbon emissions?</p> <p>Most day-to-day activities use energy. The main environmental impact of producing and using energy such as electricity, gas, and fuel (unless it is from a renewable source) is the emission of carbon dioxide.</p>
Quality of environment.	<p>Does the decision impact on the overall quality of the built environment?</p> <p>Decisions may have an impact on the overall setting, character and distinctiveness in the area. For example, if development involves ground digging and excavations etc. it may have an impact on the local archaeology.</p>
Impact on local green and open spaces and biodiversity	<p>The proposal may lead to localised impacts on the local green and open spaces which may have an impact on local biodiversity, trees and other vegetation in the area.</p> <p>Will the proposal lead to loss (or creation) of green and blue infrastructure?</p> <p>For example, selling an open space may reduce access to open space within an area and lead to a loss of biodiversity. However, creating a new open space would have positive effects.</p>
Use of environmentally sustainable products, equipment and packaging'	<p>Will the decision present opportunities to incorporate the use of environmentally sustainable products (such as compostable bags, paper straws etc.), recycled materials (i.e. Forest Stewardship Council (FSC) Timber/wood), non-polluting vehicles, avoid the use of single use plastics and packaging.</p>
Minimising waste	<p>Will the decision minimise waste creation and the maximise recycling during the construction and operation</p>

	of the development/programme/project? Will the decision provide opportunities to improve recycling? For example, if the proposal involves the demolition of a building or a structure, could some of the construction materials be reused in the new development or recycled back into the construction industry for use on another project?
Council plan priority: a city that takes a leading role in tackling climate change and deliver Route to Zero.	How does the proposal or decision contribute to tackling and showing leadership in tackling climate change and deliver Route to Zero aspirations?

If you require further assistance with completing this template, please contact: ESAGuidance@birmingham.gov.uk

Birmingham City Council

Report to Cabinet

7th June 2022

Subject: Call off framework to accelerate digital transformation

Report of: Director, Digital and Customer Services

Relevant Cabinet Member: Councillor Jayne Francis, Cabinet Member for Digital, Culture, Heritage and Tourism

Relevant O & S Chair(s): Councillor Aikhlaq

Report author: Cheryl Doran, Assistant Director of Information, Technology & Digital Services

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

1 Executive Summary

- 1.1 The Council's Digital Strategy 2022-25 was approved by Cabinet on 22 March 2022. The Strategy sets out clear ambitions for the Council which will change how services are delivered. Meeting the digital aspirations and needs of our citizens, improving services whilst becoming leaner and more efficient.
- 1.2 The Council has significant financial challenges over the next three years as set out in the Medium-Term Financial Plan. Digital initiatives will be a key enabler for the Council to deliver within the budget and significant increases in project demand is forecast.

- 1.3 We are developing our own digital skills and this is our preference but this will not be sufficient to meet project demand within the timescales that are required. This is likely to have a significant negative impact on the MTFP.
- 1.4 Available routes to augment digital skills gaps are proving difficult due to current market conditions and existing partnering arrangements are due to expire imminently.
- 1.5 The call off framework will be an enabler for capacity to support savings initiatives in 2022-23, and 2023-24, to align with the drivers within the MTFP and large-scale corporate programmes.

2 Recommendations

- 2.1 To establish a £3m call-off framework for strategic partners to support business cases that deliver improved outcomes enabled by digital funded as per section 7.3
- 2.2 Agrees the procurement approach as per section 7.4
- 2.3 Delegates authority to the Director of Digital and Customer Services (or their delegate) in conjunction with the Interim Assistant Director, Procurement (or their delegate), Director of Council Management (or their delegate) and the City Solicitor (or their delegate) to award the contract following completion of the procurement process.
- 2.4 Delegates authority to Assistant Director, Information, Technology and Digital Services to award call-off contracts under a Delegated Award Report once the Framework is established as set out in this report.

3 Background

- 3.1 The Council's Digital Strategy 2022-25 was approved by Cabinet on 22 March 2022. The Strategy sets out clear ambitions for the Council which will change how services are delivered. Meeting the digital aspirations and needs of our citizens, improving services whilst becoming leaner and more efficient.
- 3.2 The Council has significant financial challenges over the next three years as set out in the Medium-Term Financial Plan as well as bold ambitions to improve services for residents. Digital initiatives will be a key enabler for the Council to deliver within the budget and significant increases in project demand is forecast.
- 3.3 Analysis has been done of the incoming demand through programmes and the MTFP and we do not have sufficient capacity in IT&D to meet that demand.
- 3.4 The IT and Digital Service is currently going through a redesign and in accordance with the Digital Strategy Delivery plan, skills and training is planned for the service to upskill in specialist digital roles. This plan will take two years plus to move the service from existing "analogue" IT roles to the digital enabling roles we require.
- 3.5 As part of the service re-design we have completed a maturity assessment which has concluded that we are lacking in some of the specialist digital skills that will be called upon now to deliver the service improvements and savings in the Medium-Term Financial Plan.
- 3.6 To support delivery of digital initiatives, a similar partnership has delivered good outcomes for the Council. This arrangement has supported the development of our digital strategy and the data programme.

- 3.7 Through this partnership, a number of our own people have grown into digital roles through experience and skills transfer from working alongside the partner.
- 3.8 This contract will be spent by July 2022 therefore a new arrangement for the provision of digital skill and skills transfer is needed to support delivery of business-critical projects.
- 3.9 At Birmingham's current level of digital maturity, it is advisable to have a diverse range of suppliers to select from to support in delivering projects and services, so that we get the benefit of working with, and learning from, multiple styles of delivery whilst maintaining a consistent approach in line with our Digital Strategy and our commitment to the Local Digital Declaration. It also gives the best chance of having access to highly skilled people pre-briefed and bought into the Council's goals and aspirations at short notice when this is needed.

4 Options considered and Recommended Proposal

- 4.1 Several options have been considered to meet the challenges:
 - 4.1.1 Use in house teams only: This would give limited capacity to deliver both the digital strategy and the projects outlined in the MTFP. It would mean throttling project demand which would in turn mean that savings would not be delivered within time putting pressure on the Council's budget.
 - 4.1.2 Use current agency and interim arrangements: current experience shows that we cannot achieve the levels of assurance and consistency through single hires. Hiring of single individuals for short terms projects is also time consuming and has high administrative overheads. Day rates for individual interims are increasing with the level of quality subsequently not improving and in a lot of cases dropping or not available. They also bring limited opportunity for new innovations to the council.
 - 4.1.3 Go to market for support per business case: Whilst this would give us a range of suppliers, this would create an administrative overhead in additional procurement activity as well as a lead in time of 6-12 weeks to select a provider. Also as these will be smaller engagements, the day rate is likely to be higher than a strategic arrangement over a longer period.
 - 4.1.4 With clear definitions of the digital skills we need for the new Digital Strategy, go to market for multiple delivery partners, across multiple lots under the compliancy of a singular call-off arrangement, with such delivery partners chosen by BCC to include SME's.
- 4.2 4.1.4 above is the preferred option as it will ensure the consistency, quality and accountability of the people brought in to augment our team. This option further supports the delivery of the strategy through skills transfer and, following initial set up, reduces administrative overheads by default of bringing people in to increase our digital capacity and capability and delivering the best value in terms of day rates. *(See section 7.4 for the Procurement Implications and mechanism)*

5 Consultation

- 5.1 The Digital Strategy which this framework supports was designed following extensive citizen and internal consultation.
- 5.2 In determining the most appropriate route to market, we have consulted informally with suppliers and reviewing best practice from other local authorities.

6 Risk Management

- 6.1 The recommendations in this report seek to mitigate risks around insufficient skills and resources to support the Council's transformation needs,
- 6.2 There are low level risks in the implementation of the framework. The process will be supported by Procurement professionals to mitigate this risk.

7 Compliance Issues:

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

- 7.1.1 The recommended decisions are consistent with the Council's priorities, plans and strategies, supporting the Council's stated mission and commitments to ensure we are a truly customer centric organisation. The digital strategy works alongside other programmes of change to maximise the opportunities to embed digital and innovation to support the Council's outcomes, addressing inequalities and striving for continuous improvement that will accelerate our ambition to be the best digital Council.

7.2 Legal Implications

- 7.2.1 The Council is under a duty under Section 3 of the Local Government Act 1999 to make arrangements to secure continuous improvement in which its functions are exercised, having regard to a combination of economy, efficiency and effectiveness. The Council has a duty under Section 135 of the Local Government Act 1972 to make standing orders for the supply of good and services or the execution of works.
- 7.2.2 The City Council will carry out this work under the General Powers of Competence Section 1 of the Localism Act 2011.

7.3 Financial Implications

- 7.3.1 All spend called off against this framework must be approved spend i.e.
 - 7.3.1.1. MTFP commitment and within the revenue budget of the service
 - 7.3.1.2. A sponsored capital programme.
 - 7.3.1.3. Approved project and funding from the Invest to Deliver Board.
- 7.3.2 The funding for call off will be applied in the order of existing service budgets, investment already provided in the MTFP or the capital programme and lastly the Invest to Deliver Fund as defined in the business case.
 - 7.3.2.1. The maximum limit of the call off arrangement will be £3m over a period of three years.
- 7.3.3 £3m will be set aside from the Invest to Deliver fund with delegated approval given to the Director of Council Management to draw this down for projects as defined in the business case.

7.4 Procurement Implications

- 7.4.1 The recommendation of this report is to run a procurement exercise to establish a call off framework.
- 7.4.2 The proposed route to market will be a compliant direct award to Insight UK Limited (as the ranked 1 provider) under the HealthTrust Europe ICT Solutions Framework Agreement (ComIT) whereby all pre-selected and approved delivery partners (and lots) will be

specified under this singular agreement. Insight UK Limited will be instructed to 1). award directly to a delivery partner or 2). carry out a further competition, free-of-charge - per engagement - to evidence value for money. The reseller uplift has been agreed and capped to a maximum of 2.5%, which represents a nominal charge for administration and processing.

7.5 Human Resources Implications (if required)

7.5.1 There are no direct HR implications of this report,

7.6 Public Sector Equality Duty

No adverse impacts were identified. A copy of the report is attached.

8 Background Documents

Report to Cabinet 21st March 2022 – Digital Strategy 2022-2025

List of appendices accompanying this report:

Appendix A – Equality impact assessment [EQUA893](#)

Title of proposed EIA

Call-off framework to accelerate digital transformation

Reference No

EQUA893

EA is in support of

New Service

Review Frequency

Two Years

Date of first review

11/04/2024

Directorate

Digital and Customer Services

Division

IT&D

Service Area

ITD Programmes

Responsible Officer(s)

James E Gregory

Quality Control Officer(s)

Cheryl Doran

Accountable Officer(s)

Cheryl Doran

Purpose of proposal

To provide access to resources to deliver digital transformation

Data sources

relevant reports/strategies

Please include any other sources of data

Digital Strategy; Cabinet Report for approval to procure call-off contracts for digital transformation specialists

ASSESS THE IMPACT AGAINST THE PROTECTED CHARACTERISTICS

Protected characteristic: Age

Not Applicable

Age details:

It is judged that there is no impact on age. Typically, suppliers will recruit and be able to provide a range of people with a range of ages. Age will not be a criteria for using a particular resource from the contract.

Protected characteristic: Disability

Service Users / Stakeholders ;Employees

Disability details:

One of the positive principles of service design is to design for everyone. The resources we would call-off from this proposed contract will be experts in user centred design and in designing services that are useable by anyone regardless of ability. This will have positive benefits for both staff(where we are designing and delivering digital services for staff); and for our citizens and businesses for our outward-facing services. The same applies to all other protected characteristics

Protected characteristic: Sex

Not Applicable

Gender details:

See 'Disability' section

Protected characteristics: Gender Reassignment

Not Applicable

Gender reassignment details:

See 'Disability' section

Protected characteristics: Marriage and Civil Partnership

Not Applicable

Marriage and civil partnership details:

See 'Disability' section

Protected characteristics: Pregnancy and Maternity

Not Applicable

Pregnancy and maternity details:

See 'Disability' section

Protected characteristics: Race

Not Applicable

Race details:

See 'Disability' section

Protected characteristics: Religion or Beliefs

Not Applicable

Religion or beliefs details:

See 'Disability' section

Protected characteristics: Sexual Orientation

Not Applicable

Sexual orientation details:

See 'Disability' section

Socio-economic impacts

There is no direct impact, but designing services that are easy to use will support the early support and intervention approach which will have positive socio-economic impacts
Please indicate any actions arising from completing this screening exercise.

No actions

Please indicate whether a full impact assessment is recommended

NO

What data has been collected to facilitate the assessment of this policy/proposal?

Guided by Digital Strategy/. User research conducted as part of the strategy found a need to build better digital services that are accessible by all. It also found that digital skills in BCC are not mature enough to achieve this alone. A digital partner will help us to achieve these aspirations

Consultation analysis

As above

Adverse impact on any people with protected characteristics.

None

Could the policy/proposal be modified to reduce or eliminate any adverse impact?

N/A

How will the effect(s) of this policy/proposal on equality be monitored?

BCC will introduce service assessments to ensure that prior to services being made live they are assessed for accessibility and equality

What data is required in the future?

Service Assessment data

Are there any adverse impacts on any particular group(s)

No

If yes, please explain your reasons for going ahead.

no

Initial equality impact assessment of your proposal

The recruitment of a number of digital specialist agencies to provide call-off support to the council in designing and delivering digital services will have a positive impact on equalities. Digital services are designed with equality at their heart and are 'designed for everyone'. There is judged to be no negative impact of this proposal

Consulted People or Groups

Informed People or Groups

Summary and evidence of findings from your EIA

There is no negative impact of this proposal - only likely positive impacts.

QUALITY CONTORL SECTION

Submit to the Quality Control Officer for reviewing?

Yes

Quality Control Officer comments

Decision by Quality Control Officer

Submit draft to Accountable Officer?

No

Decision by Accountable Officer

Approve

Date approved / rejected by the Accountable Officer

13/04/2022

Reasons for approval or rejection

Please print and save a PDF copy for your records

Yes

Content Type:

Item

Version: 14.0

Created at 11/04/2022 11:08 AM by James E Gregory

Last modified at 13/04/2022 11:28 AM by Workflow on behalf of Cheryl Doran Close

Public Report

Birmingham City Council

Report to Cabinet

7 June 2022



Subject: Increase in the contract value for the provision of Webcasting Council Meetings

Report of: Director, Digital and Customer Services

Relevant Cabinet Member: Cllr Jayne Francis, Cabinet Member for Digital, Culture, Heritage & Tourism and Cllr Yvonne Mosquito, Cabinet Member for Finance & Resources

Relevant O & S Chair(s): Cllr Akhlaq Ahmed, Chair of Resources OSC and Cllr Albert Bore, Chair Coordinating OSC

Report author: Barry Greenwood, ICT Category Manager, Barry.m.greenwood@birmingham.gov.uk, 07443 529548.

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

1 Executive Summary

- 1.1 This report provides details of a previous Planned Procurement Activity Report for Webcasting Council Meetings that was approved by cabinet on the 18th of January 2022, the estimated value was £400,000 over a 5 year period.
- 1.2 An open procurement exercise has been conducted and the contract value is £499,038.

- 1.3 This report is being presented to Cabinet for a decision because the contract value following an open procurement exercise exceeds the Planned Procurement Activity Report by 20%, this is a requirement of the Council's Constitution.

2 Recommendations

That Cabinet

- 2.1 Further to an open procurement competition, approves an additional budget of £99,038 to allow the Council to progress to the contract award stage and subsequent installation of the Webcasting hardware and software.

3 Background

- 3.1 A Planned Procurement Activity Report was approved by Cabinet on the 18th January 2022 for the provision of Webcasting Council Meetings. The estimated value was £400,000 (£200,000 for installation and £40,00 per year for maintenance and support). This was for a 3 year contract with the option to extend for 2 x 12 month periods.
- 3.2 The estimated value was based on a market testing exercise that was concluded in October 2021.
- 3.3 On the 21 February 2022 the contract was advertised on Find a Tender Service, Contracts Finder and on www.finditinbirmingham.com. The process followed was an open procurement in line with Regulation 27 of the Public Contract Regulations 2015.
- 3.4 A robust evaluation has been carried out by the evaluation panel undertaken by officers from Information Technology & Digital and Legal & Governance, supported by Corporate Procurement Services.
- 3.5 The evaluation criteria were set at Quality 45%, Social Value 20%, Price 30% and demonstrations 5%.
- 3.6 The evaluation has now been concluded and the winning bidder has a 5 year contract value of £499,038.
- 3.7 The contract value following is 24.75% over the estimated value in the Planned Procurement Activity Report.
- 3.8 The Council's Constitution Part D – Finance, Contract and Procurement Rules, 3.4 Tolerances for Operation states "a decision must go to cabinet where the estimated total value of the contract exceeds the figure stated in the Planned Procurement Activities Report by 20% or £500,000 (whichever is the lower)"
- 3.9 The reason for the increase costs is due to the changes in the market since the original market test was conducted. As a result of Covid-19 the cost of Hardware has increased due to micro chop shortages. There was a global slowdown in the production of equipment. The slowdown resulted in high demand and less availability. Resulting in equipment prices becoming more expensive due to rising costs. The proposed Webcasting solution has additional functionality that will allow

for future proofing voting and the streaming of meetings in all committee rooms to consider any future covid lockdowns and changes in legislation.

4 Options considered and Recommended Proposal

- 4.1 To award the contract – this is the recommended option as the contract will enable the webcasting of Council meetings ensuring a transparent and open process for decision making.
- 4.2 Not to award the contract – the Council would need to extend the interim webcasting and streaming arrangements. This option is not recommended as it would mean the City continuing to use aging equipment with lower quality than the proposed solution and with an increased likelihood of failure. Arrangements in committee rooms are very basic with no facility for electronic voting

5 Consultation

- 5.1 The details were included in the Planned Procurement Activity Report approved on the 18th January 2022. The same continues to apply.

6 Risk Management

- 6.1 The details were included in the Planned Procurement Activity Report approved on the 18th January 2022. The same continues to apply.

7 Compliance Issues:

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

- 7.1.1 The contract award will enable the webcasting of Council meetings ensuring a transparent and open process for decision making.

7.2 Legal Implications

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

7.3 Financial Implications

- 7.3.1 The budget required for the Webcasting of Council Meetings over 5 years would be £499,038.
- 7.3.2 NWoW will fund 300k implementation and the £40K p/a rental/support costs will come from existing service budgets.

7.4 Procurement Implications (if required)

- 7.4.1 The report concerns the increase in budget for the Webcasting of Council Meetings, an open procurement process has been conducted in line with Regulation 27 of the Public Contract Regulations 2015.

7.5 Human Resources Implications (if required)

7.5.1 Not Applicable

7.6 Public Sector Equality Duty

7.6.1 The requirements of the Equality Act 2010 will be specifically included in the Contract to comply with, the Act.

8 Background Documents

8.1 Appendix A – Planned Procurement Activity Report, 18th January 2022.

**BRIEFING NOTE ON PLANNED PROCUREMENT
ACTIVITIES CABINET – 18TH JANUARY 2022**

Title of Contract	Webcasting Council Meetings
Contact Officers	Director / Assistant Director: Peter Bishop/Rob Connelly (AD Governance) Client Officer: Sharon Richards Procurement Officer: Barry Greenwood
Briefly describe the service required	The provision of Webcasting Infrastructure and Services in the Council House. This includes web streaming and webcasting Council meetings at the Council House, including the refresh of existing Audio Visual (AV) hardware systems and infrastructure.
What is the proposed procurement route?	To undertake an open procurement process advertised on Find a Tender, Contracts Finder and www.finditinbirmingham.com .
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The previous contract with Civico expired in June 2021. This was not renewed as the Council House was no longer in use due to the refurbishment. The infrastructure that is owned by the Council is now very old and no longer supported.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	N/A, as this is the replacement of a hardware required to provide webcasting services in the Council House. Cannot be provided in house. Voyager search undertaken. Specialist technology is required for this solution and there is no contract currently in place with a supplier which could be utilised.
How will this service assist with the Council's commitments to Route to Zero?	Implementing technology to support hybrid meetings and streaming of meetings for City Council, Cabinet and committees contributes to reducing the number of journey's required relating to those meetings (reduction in traffic).
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is not a statutory duty to provide this service. However, the service is required because formal meetings have been webcast in Birmingham since 2012 and has become the norm during the pandemic. Members are expecting a full webcasting service on return to the Council House in May 2022.
What budget is the funding from for this service?	This is funded by ITDS capital monies.
Proposed start date and duration of the new contract	The proposed start date is 1 st May 2022 for a period of 3 years with the option to extend for further 2 x 12-month periods.

Birmingham City Council

Report to Cabinet

Date: 7th June 2022



Subject: **PLANNED PROCUREMENT ACTIVITIES (JULY 2022 – SEPTEMBER 2022)**

Report of: **ASSISTANT DIRECTOR – PROCUREMENT (INTERIM)**

Relevant Cabinet Member: **Councillor Yvonne Mosquito, Finance and Resources**

Relevant O &S Chair(s): **Councillor Akhlaq Ahmed, Resources**

Report author: Steve Sandercock, Assistant Director, Procurement (Interim)
Email Address: steve.sandercock@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 July 2022 – September 2022 and all contract award decisions made under Chief Officer's delegation during the previous quarter. Planned procurement activities reported previously are not repeated in this report

- 1.2 The report enables Cabinet to identify whether any reports for procurement activities should be brought to this meeting for specific executive decision, otherwise they will be dealt with under Chief Officer delegations up to the value of £10m, unless TUPE applies to current Council staff.
- 1.3 Appendix 4 informs Cabinet of the contract award decisions made under Chief Officers delegation during the period January 2022 – March 2022.

2 Recommendations

- 2.1 Notes the planned procurement activities under chief officer delegations set out in the Constitution for the period July 2022 – September 2022 as detailed in Appendix 1.
- 2.2 Notes the contract award decisions made under Chief Officers delegation during the period January 2022 – March 2022 as detailed in Appendix 4.

3 Background

- 3.1 At the 1 March 2016 meeting of Council changes to procurement governance were agreed which gives Chief Officers the delegated authority to approve procurement contracts up to the value of £10m over the life of the contract. Where it is likely that the award of a contract will result in staff employed by the Council transferring to the successful contract under TUPE, the contract award decision has to be made by Cabinet.
- 3.2 In line with the Procurement Governance Arrangements that form part of the Council's Constitution, this report acts as the process to consult with and take soundings from Cabinet Members and the Resources Overview & Scrutiny Committee.
- 3.3 This report sets out the planned procurement activity over the next few months where the contract value is between the procurement threshold £177,897.50 (excluding VAT) and £10m (excluding VAT). This will give members visibility of all procurement activity within these thresholds and the opportunity to identify whether any procurement reports should be brought to Cabinet for approval even though they are below the £10m delegation threshold.
- 3.4 It should be noted that the procurement threshold has changed from £189,330 to £177,897.50 (excluding VAT) and applies from 1st January 2022 for a period of 2 years.
- 3.5 Individual procurements may be referred to Cabinet for an executive decision at the request of Cabinet, a Cabinet Member or the Chair of Resources Overview & Scrutiny Committee where there are sensitivities or requirements that necessitate a decision being made by Cabinet.
- 3.6 Procurements below £10m contract value that are not listed on this or subsequent monthly reports can only be delegated to Chief Officers if specific approval is sought from Cabinet. Procurements above £10m contract value will still require

an individual report to Cabinet in order for the award decision to be delegated to Chief Officers if appropriate.

- 3.7 A briefing note with details for each item to be procured is listed in Appendix 2. The financial information for each item is detailed in Appendix 3 – Exempt Information.

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.

- 7.3.2 Any cashable savings generated as a result of the procurement exercises are detailed in Appendix 2 to the delivery of procurement related savings and be removed from Directorate where identified in addition to the existing service area savings target as set out in the MTFP in line with the principles to treatment of identified savings against third party contracts as agreed by CLT on 24th January 2022.

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 July 2022 – September 2022
 - 2. Appendix 2 – Background Briefing Paper
 - 3. Appendix 3 – Exempt Information
 - 4. Appendix 4 – Quarterly Awards Schedule (January 2022 – March 2022)

APPENDIX 1 – PLANNED PROCUREMENT ACTIVITIES (JULY 2022 – SEPTEMBER 2022)

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	Professional Services for Integrated Care System - Place Strategic Commissioning Programme	TBC	The purpose of the programme is to establish integrated approaches to markets and areas of commissioning activity in which the local authority and the NHS are both currently acting independently. Professional services support is required to assist with programme development and management to: •Support workstream leads to develop implementation plans, identify benefits and approaches to benefit realisation •Provide capacity to progress actions within workstreams •Establish robust programme governance •Add value to the process in respect of expertise in establishing cross-organisation commissioning arrangements	1 year	Adults Social Care	Health & Social Care	Andrew Healey	Michael Walsh / Mike Smith	18/07/2022
Mutiple Contractor Negotiations	Snow Hill Public Realm Programme	TBC	To deliver construction works for the remaining funded schemes on the Snow Hill Public Realm programme: •Project 2.3 – Steelhouse Square - Public Realm Works at the junction with Steelhouse Lane and Colmore Circus Queensway •Phase 3a – Newhall Street / Colmore Row Traffic Management - Changes to traffic flows on Newhall Street, Bennetts Hill, Waterloo Street and Temple Row West. (signage and lining)	2 years	Planning, Transport & Sustainability	Transport	Carl Tomlinson	Robert Bird / Charlie Short	18/07/2022
Strategy / Award	Contact Centre Telephony	TBC	A cloud hosted solution that provides functionality for call routing, call queuing along with omni channel capability (web chat, email and social). The procurement will extend the usage of the current contact centre hosted platform with provider support.	2 years with option to extend for a further 12 months	Digital and Customer Services	Digital, Culture, Heritage & Tourism	Lee Bickerton	Chris Nairn / Jamie Parris	29/06/2022
Strategy / Award	F5 Load Balancer and Secure Remote Access Refresh	TBC	The F5 Load Balancer and Secure Remote Access solutions (hardware and software) that runs the councils IT network across our estates and underpins most of our users and applications, requires modernisation as it is reaching end of support and requires refresh.	2 years	Digital and Customer Services	Digital, Culture, Heritage & Tourism	Lee Bickerton	Chris Nairn / Jamie Parris	18/07/2022
Strategy / Award	Cycle to Work Salary Sacrifice	TBC	There is a requirement for the provision of bicycles in line with the Birmingham Cycle to Work salary sacrifice scheme.	4 years	Council Management	Finance and Resources	Lee Bickerton	Selina Erfani / Richard Tibbatts	18/07/2022
Strategy / Award	Financial Viability Assessments	P0496_2022	Provision of Independent Assessment of Financial Viability Appraisals Submitted in Support of Planning Applications and Appeals.	4 years	Planning, Transport & Sustainability	Transport	Carl Tomlinson	Nicholas Jackson / Andrea Webster	01/08/2022
Approval to Tender Strategy	Recreational and Leisure Activities in Selected Parks	TBC	There is a requirement for the facility for the delivery of recreational and leisure activities in 66 of the Council's parks (including 35 sites within the Future Parks Accelerator Programme).	5 years	City Operations	Environment	Carl Tomlinson	Matt Hageney / Stuart Follows	18/07/2022
Strategy / Award	Contract to Explore and Develop Commercial Opportunities for Birmingham City Council	TBC	The council is looking for a commercial partner to develop a business case for the future of a number of traded services currently provided to schools.	6 months	Council Management	Finance and Resources	Lee Bickerton	Nic Fell / Richard Tibbatts	11/07/2022
Strategy / Award	Commercial and Development Advice for the Perry Barr 2040 Regeneration Project	TBC	The Perry Barr Regeneration Scheme is continuing at pace and the Perry Barr 2040: A Vision for Legacy Masterplan was recently adopted. To continue delivery and move on to future phases of this ambitious and transformational regeneration programme is it necessary for specialist commercial and development advice that is not available in-house to support the programme.	2 years	Planning, Transport & Sustainability	Leader	Guy Olivant	Rebecca Farr / Charlie Short	18/07/2022
Strategy / Award	Capacity, capability and transformation delivery partner for Internal Audit	TBC	As part of the wider holistic transformation of support services for the Council it is recognised that the current functions of the Internal Audit Service require review and overhaul in order to ensure the future Internal Audit Service is fit for purpose to support the complex and dynamic nature of the Council.	1 year, 5 months	Council Management	Finance and Resources	Lee Bickerton	Sara Pitt / Lisa Taylor	11/07/2022
Single Contractor Negotiation	Job Evaluation Specialist Resourcing	TBC	The engagement of Specialist Job Evaluation capability to support the Job Evaluation / Pay and Grading Programme.	1 year with the option to extend for a further period of up to 18 months.	Council Management	Finance and Resources	Lee Bickerton	Anthony Sharwood / Richard Tibbatts	11/07/2022

APPENDIX 2

BRIEFING NOTE ON PLANNED PROCUREMENT ACTIVITIES **CABINET – 7th JUNE 2022**

Title of Contract	Professional Services for Integrated Care System - Place Strategic Commissioning Programme
Contact Officers	Director / Assistant Director: Louise Collett – Assistant Director – Commissioning, Adult Social Care Client Officer: Michael Walsh, Service Lead Procurement Officer: Mike Smith, Head of Category - People
Briefly describe the service required	Commissioners from the NHS and the Local Authority have been working to develop a Strategic Commissioning Programme. The purpose of the programme is to establish integrated approaches to markets and areas of commissioning activity in which the local authority and the NHS are both currently acting independently. Professional services support is required to assist with programme development and management. In particular, a professional services provider is required to: <ul style="list-style-type: none"> • Support workstream leads to develop implementation plans, identify benefits and approaches to benefit realisation • Provide capacity to progress actions within workstreams • Establish robust programme governance • Add value to the process in respect of expertise in establishing cross-organisation commissioning arrangements
What is the proposed procurement route?	To undertake a further competition via an established compliant framework, e.g. Crown Commercial Services Management Consultancy Framework 3.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
Will any savings be generated?	No cashable savings will be generated by this project. However, in the longer term it is anticipated that the approaches to strategic commissioning established through the programme will deliver financial benefits to the Local Authority and NHS partners through streamlining of commissioning arrangements and maximising the value of investment. In particular, the programme will focus on investing in prevention to manage demand.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and as this is a one-off contract for technical professional services and the test demonstrated this is not suitable to be carried out in-house as there are not the skills and capacity to deliver internally.
How will this service assist with the Council's commitments to Route to Zero?	The specification will require the Council's commitments to Route to Zero to be considered, in particular to reduce transport.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is not a statutory duty to provide this service. However, the service is required in order to develop more effective integrated approaches to the commissioning of a range of statutory services.
What budget is the funding from for this service?	This is funded from Better Care Fund budget.
Proposed start date and duration of the new contract	The proposed start date is August 2022 for a period of up to 2 years.

Title of Contract	Snow Hill Public Realm Programme
Contact Officers	Director / Assistant Director: Philip Edwards, Assistant Director, Transport and Connectivity Client Officer: Robert Bird, Principal Transport Delivery Officer Procurement Officer: Charlie Short, Procurement Manager
Briefly describe the service required	To deliver the construction works for the remaining schemes for the Snow Hill Public Realm programme: <ul style="list-style-type: none"> • <u>Project 2.3 – Steelhouse Square - Public Realm Works</u> at the junction with Steelhouse Lane and Colmore Circus Queensway • <u>Phase 3a – Newhall Street / Colmore Row Traffic Management</u> - Changes to traffic flows and signal works on Newhall Street, Bennetts Hill, Waterloo Street and Temple Row West. (signage and lining)
What is the proposed procurement route?	To enter into multiple contractor negotiation with McPhillips (Wellington) Ltd and Fitzgerald Contractors Ltd and a competitive process will be commenced with these prospective contractors to conclude the award of contract for each scheme.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The previous schemes under the programmes were awarded following further competition exercises using the Council's Highways and Infrastructure Works Framework Agreement which has since expired and is due to be replaced in April 2023.
Will any savings be generated?	No cashable savings will be generated by this project.
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)?	In accordance with the procurement strategy for the Snow Hill Public Realm programme approved by Cabinet on 27 th March 2018 a further competition exercise was undertaken. McPhillips Construction (Wellington) Ltd and Fitzgerald Contractors Ltd ranked first and second and the rules and contractual requirement for the further competition were that a competitive process would be undertaken for each subsequent scheme sent to the first two ranked contractors. The programme for the works has been delayed and the procurement process for the schemes above could not be commenced in time prior to the expiry of the framework agreement whilst the designs were finalised. Entering into multiple contractor negotiations with the two prospective contractors for these schemes who are unlikely to submit an unqualified quotation and will ensure best value is demonstrated. In addition, the level of consistency in construction throughout the programme will be maintained with this approach. The value of the contracts is below the works threshold for the BBC4SR. However, the requirement for the Real Living Wage will apply.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as there is not the ability to undertake works.
How will this service assist with the Council's commitments to Route to Zero?	The service supports the Birmingham Transport Plan's policies such as reallocating road space and prioritising active travel in local neighbourhood.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is not a statutory duty for this service. However, the works will improve air quality through reduction of motorised vehicles and promote walking and cycling in the City Centre.
What budget is the funding from for this service?	This is a named project within the Transport and Highways Capital Programme approved by Cabinet on 22 nd March 2022.
Proposed start date and duration of the new contract	<ul style="list-style-type: none"> • <u>Phase 3a – Newhall Street / Colmore Row Traffic Management</u> - Commences Feb '23 and completes May '23 • <u>Project 2.3 – Steelhouse Square</u> – Commences Aug '23 and completes May '24

Title of Contract	Contact Centre Telephony
Director / Assistant Director	Director / Assistant Director: Cheryl Doran, Assistant Director CIO & Digital and Customer Services Client Officer: Chris Nairn, Programme Manager Procurement Officer: Jamie Parris, Head of Category - IT Procurement
Briefly describe the service required	<p>A cloud hosted solution that provides functionality for call routing, call queuing along with omni channel capability (web chat, email and social). The procurement will extend the usage of the current contact centre hosted platform with provider support.</p> <p>The contact centre telephony platform supports the delivery of key statutory services to the public via Customer Services such as Revenues & Benefits, Housing, Highways in addition to providing the 'mini contact centres' for areas such as the Service Desk, HR, Adults and Children's Services via Birmingham Children's Trust (BCT).</p> <p>In order to support the Customer Service Strategy and NWOW for the whole council, a 2-year extension is proposed which will enable us to finalise requirements. This will enable separate procurements to be conducted (scheduled for Nov 2022 for delivery in 2023/24).</p> <p>A direct award will be undertaken in accordance with the framework rules to the supplier with the overall lowest cost using the framework rates.</p>
What is the proposed procurement route?	The proposed route to market will be a compliant direct award via a regional or national framework agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract with Cirrus Contact Centre under G Cloud 10 expires on 30 th June 2022.
Will any savings be generated?	No cashable savings will be generated by this project.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as the Council does not have the technical ability to be able to provide this service.
How will this service assist with the Council's commitments to Route to Zero?	The solution is Cloud Hosted and so will not increase the Council's current carbon footprint for IT hosted services.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is no statutory duty to provide this service. However, the platform supports the delivery of key statutory services via the Contact Centre Platform (i.e. Adults, Children's, Housing, Revenues & Benefits etc).
What budget is the funding from for this service?	This is funded from the IT&D base operating budget.
Proposed start date and duration of the new contract	The proposed start date is 1 st July 2022 for a period of 2 years with an option to extend for a further 12 months.

Title of Contract	F5 Load Balancer and Secure Remote Access Refresh
Director / Assistant Director	Director / Assistant Director: Cheryl Doran, Assistant Director CIO & Digital and Customer Services Client Officer: Chris Nairn, Programme Manager Procurement Officer: Jamie Parris, Head of Category - IT Procurement
Briefly describe the service required	The F5 Load Balancer and Secure Remote Access solutions (hardware and software) that runs the Council's IT network across our estates and underpins most of our users and applications, requires modernisation as it is reaching end of support and requires refresh. This planned modernisation has been moved forward in order support the following strategic benefits and drivers: <ul style="list-style-type: none"> • The NWOW Programme exit of Lancaster Circus where the BCC core networking hub and internet termination points reside linking our technical estate together. These services need to be migrated to vacate the basement area of the site. The current hardware cannot be 'lifted and shifted' due to age and technical constraints thus requiring the refreshed virtualised solution to facilitate exit • The wider property strategy by reducing the reliance/ dependency on IT points of presence in council buildings through IT network consolidation • An increase in the Council's security posture through the removal of legacy hardware
What is the proposed procurement route?	The proposed route to market will be via a compliant regional or national framework agreement dependent on the appropriateness of the framework, the lot and the best fit for the purposes of the requirement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There is no current contract.
Will any savings be generated?	Any cashable savings generated will contribute to the existing service area savings target as set out in the MTFP.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as the Council does not have the technical ability to be able to provide this service.
How will this service assist with the Council's commitments to Route to Zero?	This will support the wider council move to managed data centres in addition to moving applications currently running in Lancaster Circus to newer hardware which has lower electricity draw, therefore contributing to the councils Route to Zero.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is no statutory duty to provide this service. However, the networking technology the Council uses underpins the delivery of the majority if not all Council statutory and/or discretionary services.
What budget is the funding from for this service?	The budget will be funded from the £1.2M IT&D technical refresh budget.
Proposed start date and duration of the new contract	The proposed start date August 2022 for a period of 2 years.

Title of Contract	Cycle to Work Salary Sacrifice
Contact Officers	Director / Assistant Director: Darren Hockaday, Director, HR and Organisation Development (interim) Client Officer: Selina Erfani, Senior Job Evaluation & Research Officer, HR and Organisation Development Procurement Officer: Richard Tibbatts, Head of Category - Corporate
Briefly describe the service required	There is a requirement for the provision of bicycles in line with the Birmingham Cycle to Work salary sacrifice scheme.
What is the proposed procurement route?	To carry out further competition exercises using the Eastern Shires Purchasing Organisation (ESPO) Staff benefits framework agreement (319).
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There is not a current contract in place. The existing contract expired 31 st July 2021. Due to staff shortages and movements within the team it was not possible to re-procure this in time. However, the services have continued to be provided by Halfords under the contractual arrangements.
Will any savings be generated?	As the bicycles are purchased from employees' salaries, there will be no savings to the revenue budget as a result of this procurement exercise.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as there is not the capacity within the Council to provide bicycles.
How will this service assist with the Council's commitments to Route to Zero?	The service will support the Birmingham Transport Plan aspiration to promote public transport and active travel.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is not a statutory duty for these services. However, the cycle to work scheme encourages employees to develop a healthier more active lifestyle.
What budget is the funding from for this service?	This is funded from the salary sacrifice scheme budget B1 AV0KB 5DR0 DMAD E00 and deductions from employee's salaries are credited to the same budget to cover the cost.
Proposed start date and duration of the new contract	The proposed start date is 1 st August 2022 for a period of 4 years.

Title of Contract	Financial Viability Assessments (P0496_2022)
Contact Officers	Director / Assistant Director: Simon Delahunty Forrest, Assistant Director Client Officer: Nick Jackson, Area Planning Manager Procurement Officer: Andrea Webster, Procurement Manager
Briefly describe the service required	Provision of Independent Assessment of Financial Viability Appraisals Submitted in Support of Planning Applications and Appeals. The planning applications requiring assessment include a wide variety of submissions of varying scales including residential, commercial and mixed-use schemes. Assessment of appraisals at appeal or pre-application stages together with appearing as an expert witness at appeal may also be required. As part of ensuring that an appropriate level of planning gain is secured, an independent assessment of the developer's financial appraisal is often required. These assessments should take account of existing planning policy (national and local), prevailing market conditions and any site-specific issues.
What is the proposed procurement route?	The proposed procurement route is a Further competition using the Crown Commercial Services Framework RM6168: Estates Management Services.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract expires on 19 th August 2022 which was approved via Chief Officer delegation.
Will any savings be generated?	Note below in terms of how funding would work. However, quality viability advice will assist in making robust decisions on planning applications which in turn will assist in avoiding or minimising costs to the Council through the appeals or legal judicial review challenge processes.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	The In-house preferred test has been undertaken and demonstrates that this service is not suitable for delivery In-house.
How will this service assist with the Council's commitments to Route to Zero?	The independent assessment of viability appraisals supports the determination of all major planning applications across the city. All development is required to address the city's sustainability and low carbon policies. These are likely to be further strengthened as part of the ongoing Development Plan review process.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is no statutory requirement to provide this service. However, Planning and Regeneration is responsible for making decisions on submitted planning applications as well as defending appeals across the City Council's administrative area.
What budget is the funding from for this service?	Funding is from the Planning and Development Budget. Costs are recouped from the planning applicant.
Proposed start date and duration of the new contract	The proposed start date is 20 th August 2022 for a period of 4 years.

Title of Contract	Recreational and Leisure Activities in Selected Parks
Contact Officers	Director / Assistant Director: Rob James, Managing Director, City Operations Client Officer: Matt Hageney, Partnership Manager Procurement Officer: Stuart Follows, Assistant Category Manager
Briefly describe the service required	<p>There is a requirement for the facility for the delivery of recreational and leisure activities in 66 of the Council's parks (including 35 sites within the Future Parks Accelerator Programme).</p> <p>The Council is seeking to engage with operators who offer various types of commercial, recreational and leisure activities to visitors to the parks to generate income. Licences will be granted to suitable operators on a concessionary basis for a fee.</p>
Has the In-House Preferred Test been carried out?	Yes, and the test demonstrated this is not suitable to be carried out in-house as there is not the resources within the Council to provide these services.
How will this service assist with the Council's commitments to Route to Zero?	Tenderers will be required to demonstrate how their proposals will assist in reducing their carbon footprint in their submission to be evaluated as part of the tender process.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	No, there is not a statutory duty. However, this service is incoming generating and assists with attracting visitors to use the Council's parks and enhances the visitor experience of the parks.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	There are no existing contract arrangements in place. This is a new requirement. A procurement process was undertaken November 2021 and was aborted due to unsatisfactory bids and lack of interest for some parks.
Will any savings be generated?	Not applicable. This is income generating.
What budget is the funding from for this service?	This is income-generating with the funds going into the individual parks' budget.
What is the proposed procurement route?	A procurement process for a concession contract below the procurement threshold will be undertaken and advertised in Contracts Finder and www.finditinbirmingham.com . The opportunity to tender will be open for new bidders for a duration of 4 years.
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 from 1st September 2022, with awarded contracts being for a period of 5 years (if awarded during the 4-year period the opportunity is opened for).

Title of Contract	Contract to Explore and Develop Commercial Opportunities for Birmingham City Council
Contact Officers	Director / Assistant Director: Rebecca Hellard, Director of Council Management Client Officer: Sara Pitt, Director of Finance Procurement Officer: Richard Tibbatts, Head of Category - Corporate
Briefly describe the service required	The Council is looking for a commercial partner to develop a business case for the future of a number of traded services currently provided to schools.
What is the proposed procurement route?	Under Regulation 12 of the Public Contract Regulations 12 (Teckal exemption), a direct award to Local Partnerships LLP, owned by the Local Government Association of which the Council is a member.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract awarded to Local Partnerships LLP in January 2022 expires on 31 March 2023.
Will any savings be generated?	Any cashable savings generated will contribute to the existing service area savings target as set out in the MTFP reference CO008 23+ (Traded Services). Any additional cashable savings in excess of the target will be removed from client Directorate budget.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	The Council selected Local Partnerships LLP for the current commission (awarded January 2022) following a soft market testing exercise on the basis Local Partnerships provide commercial experience and expertise that the Council does not have in-house.
How will this service assist with the Council's commitments to Route to Zero?	As the contract will generate negligible carbon emissions there are no opportunities for this to assist with the Council's Route to Zero commitments.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	The focus of this work is on services that the council does not have a statutory duty to provide.
What budget is the funding from for this service?	This is funded from Delivery Plan Reserve budget.
Proposed start date and duration of the new contract	The proposed start date is July 2022 for a period of 6 months.

Title of Contract	Commercial and Development Advice for the Perry Barr 2040 Regeneration Project
Contact Officers	Director / Assistant Director: Ian MacLeod, Director Client Officer: Rebecca Farr, Development Planning Manager Procurement Officer: Charlie Short, Procurement Manager
Briefly describe the service required	The Perry Barr Regeneration Scheme is continuing at pace and the Perry Barr 2040: A Vision for Legacy Masterplan was recently adopted. To continue delivery and move on to future phases of this ambitious and transformational regeneration programme is it necessary for specialist commercial and development advice that is not available in-house to support the programme.
What is the proposed procurement route?	A direct award will be undertaken using Lot 3 (Complex and Transformation) of the Crown Commercial Services (CSS): Management Consultancy 3 Framework Agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	This is a new requirement.
Will any savings be generated?	No savings will be generated by the award of this contract.
If single /multiple contractor negotiations are proposed, what is the reason for not tendering the requirement, how do we ensure value for money and compliance with the Birmingham Business Charter for Social Responsibility (BBC4SR)?	Not applicable.
Has the In-House Preferred Test been carried out?	Yes, and as this is a one-off contract for technical professional services and the test demonstrated this is not suitable to be carried out in-house as there are not the skills and capacity to deliver internally.
How will this service assist with the Council's commitments to Route to Zero?	Any specification will require the Council's commitments to Route to Zero to be considered, in particular to a reduction in zero emission materials and transport.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is not a statutory duty to provide this service. However, the service will assist in supporting the Council's vision for the Perry Barr 2040 with commercial and development advice that reflect current and future market conditions.
What budget is the funding from for this service?	This will be funded by the approved Perry Barr Regeneration Scheme budget.
Proposed start date and duration of the new contract	The proposed start date is August 2022 for a duration of 2 years.

Title of Contract	Capacity, capability and transformation delivery partner for Internal Audit
Contact Officers	Director / Assistant Director: Rebecca Hellard, Director of Council Management Client Officer: Lisa Taylor, Head of City Finance
Briefly describe the service required	<p>As part of the wider holistic transformation of support services for the Council it is recognised that the current functions of the Internal Audit Service require review and overhaul in order to ensure the future Internal Audit Service is fit for purpose to support the complex and dynamic nature of the Council. To enable this a fundamental review is required which would look at:</p> <ul style="list-style-type: none"> • To reposition the Council's Internal Audit and Corporate Fraud function: To create a transformed service built on continuous improvement and fit for a fast-changing and complex risk environment; • Capability and Capacity: To bring additional capacity and capability to support the transformation by provision of skilled resource, including Subject Matter Experts (SMEs), to assist in the delivery of internal audit and corporate fraud services, alongside upskilling and knowledge transfer to existing BCC staff. • Innovation: Embedding of new technology and methodologies (Data analytics, soft controls, LEAN) to drive continuous improvement, efficiency and value for money. <p>Delivered through:</p> <ul style="list-style-type: none"> • Provision of 'on the ground' resource, working closely with our internal team to implement a transformation plan including a new target operating model which is aligned to finance. <p>Deliverables include:</p> <ol style="list-style-type: none"> i. Reviewing and updating methodologies, reports, recommendation tracking and a refreshed risk assessment with a new three-year strategic audit plan. ii. Deployment of highly skilled and specialist resource, including SME's to support our team in delivering risk-based reviews against key areas of focus in the refreshed plan. iii. Additional capacity and capability (Inc. SMEs) to support delivery of the internal audit and corporate fraud plans, as well as implementation of innovations such as data analytics, soft control and LEAN. Delivery of wider training, upskilling and knowledge transfer to BCC staff <p>The support is considered required for a term of 17 months in order to bring about the required changes.</p>
What is the proposed procurement route?	The proposed procurement route is to carry out a competition exercise will be carried out using Crown Consultancy Services Management Consultancy 3 Framework Agreement.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	No current contract in place.
Will any savings be generated?	No savings will be generated by the award of this contract, but the work will ensure that through development of an effective fit for purpose Internal Audit Service it will ensure sound assurance and safeguard the wider organisational interests.
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 as award will be via a compliant framework and in line with the call off arrangements.
Has the In-House Preferred Test been carried out?	The In-house preferred test has been undertaken and demonstrates that this service is not suitable for delivery In-house due to the specialist nature of the support and advice required.

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?	The Council has statutory obligations under Section 151 of the Local Government Act 1972. More specifically the obligations of a CFO to ensure good financial management to safeguard value for money and operate a fit for purpose Finance function, which includes assurance from a fit for purpose Internal Audit service.
What budget is the funding from for this service?	The cost of the service will be met from the Council Management Directorate budget
Proposed start date and duration of the new contract	The proposed start date is July 2022 for a period of 17 months.

Title of Contract	Job Evaluation Specialist Resourcing
Contact Officers	Director / Assistant Director: Darren Hockaday Client Officer: Anthony Sharwood Procurement Officer: Richard Tibbatts, Head of Category - Corporate
Briefly describe the service required	The engagement of Specialist Job Evaluation capability to support the Job Evaluation / Pay and Grading Programme.
What is the proposed procurement route?	To enter into single contractor negotiations.
What are the existing arrangements? Is there an existing contract? If so when does that expire?	The existing contract, awarded as a result of single contractor negotiations was for a specific 20-day piece of work to help the Council to gain a view of what the potential 'envelope' of payments might be once the Job Evaluation programme has delivered and a new pay model is to be introduced has expired.
Will any savings be generated?	No tangible cashable savings will be generated by this project.
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)?	As a result of market investigation there is only one supplier able to meet all of the Job Evaluation / Pay and Grading programmes requirements. The basis of the negotiations will be to secure this additional work either at or below the discounted day rate agreed for the expired contract therefore demonstrating value for money. The appointed contractor will be required to be certified to the Birmingham Business Charter for Social Responsibility and produce actions proportionate to the value of this contract.
Has the In-House Preferred Test been carried out?	The In-house preferred test has been undertaken and demonstrates that this service is not suitable for delivery In-house.
How will this service assist with the Council's commitments to Route to Zero?	Negotiations with the single contractor will require the Council's commitments to Route to Zero to be considered.
Is the Council under a statutory duty to provide this service? If not, what is the justification for providing it?	There is not a statutory duty to provide this service. However, the service is required to fulfil the commitment made to address the current failings within Job evaluation / Pay and Grading.
What budget is the funding from for this service?	This will be funded from the Job Evaluation project funding Fund.
Proposed start date and duration of the new contract	The proposed start date is July 2022 for an initial period of 12 months with the option to extend for a further period of up to 18 months if required.

APPENDIX 4 - QUARTERLY CONTRACT AWARD SCHEDULE (JANUARY 2022 – MARCH 2022)

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Value of Contracts	Chief Officer	Actual G Live date
Delegated Award Report	Ward End Park Lakeside Renewal Project	P0778R	The requirements for: -Landscaping works including: -Lake reclamation works -Footbridges, cycle paths and boardwalk -Tree works -Creation of heathland -Building works including: -Extension and retrofitting of the Dolphin Centre -Green energy installation -Fitting and fixtures, sanitaryware and a lift (It should be noted that this element will only proceed subject to availability of funding)	11 months	City Operations	Homes and Neighbourhoods	Carl Tomlinson	Robert Churn / Charlie Short	Presented to Cabinet for info 15/12/2020. Approval to Tender Strategy signed 04/06/2021 and delegated the award to CO. Delegated Award Report signed 10/01/2022.	Haystoun Construction Limited	£798,679	Steve Sandercock / Rob James	17/01/2022
Delegated Award Report	For the provision of Mobile Catering for Parks (remaining pitches)	P0647	Provision of mobile catering concessions for up to 60 pitches within the Council's parks. The concessions will include the sale of ice cream and also hot and cold food from either small mobile kiosks or vans.	4 years	City Operations	Street Scene and Parks	Carl Tomlinson	Matt Hogeney / Stuart Follows	Presented to Cabinet for info 30/07/2019. Approval to Tender Strategy Report signed 19/09/2019 and delegated the award to CO. Delegated Award Report signed 04/12/2019. There were 32 remaining pitches which received no bids or unsatisfactory submissions without award and were to be retendered in 2020 under the Concession Contracts Regulations 2015. This retendered date subsequently put on hold due to the COVID pandemic and also internal reviews of the street trader procedures. Delegated Award Report signed 21/01/2022.	<u>Blue Boy Ice Cream</u> A29 - Ward End Park (Washwood Heath Road, Saltley) <u>Taste of Sages</u> B4 - City Centre Gardens (behind Library of Birmingham), Ladywood	£3,500 income generation per annum £2,040 income generation per annum Total income generation for the contracts combined over the contract period is £22,160	Steve Sandercock / Rob James	24/01/2022
Strategy / Award	Tame Valley Viaduct Main Strengthening Works - Contract Management and Site Supervision Support	P0568	-To provide operational safety, longevity and functionality of the viaduct through enhancing its carrying capacity and service life by implementing a strengthening and refurbishment programme; -To remove safety risks including the need for the imposition of any future weight and/or width restrictions; -To remove the potential risk of failure of the viaduct.	3 years, 10 months	City Operations	Transport and Environment	Carl Tomlinson	Kamyar Tavassoli / Satinder Bains	This contract has been included in the "A38(M) Aston Expressway Tame Valley Viaduct Strengthening Works" Report approved by Cabinet on the 30/07/2019. Strategy / Award Report signed 28/01/2022.	VolkerFitzpatrick Ltd	£59,237m	Steve Sandercock / Rob James	01/04/2022
Delegated Award Report	Welfare Benefits and Debt Advice Service	P0583	There is an requirement for independent third sector providers to deliver advice services relating to welfare benefits and debt advice to the citizens of Birmingham via Face to Face Advice Services, a Telephone Advice Service and a Tribunal Representation Service.	3 years	City Operations	Social Inclusion, Community Safety and Equalities	Carl Tomlinson	Mike Davis / Sandra Asiedu	Presented to Cabinet for info 07/09/2021. Approval to Tender Strategy signed 22/10/2021 and delegated the award to CO. Delegated Award Report signed 02/02/2022.	<u>Lot 1b & Lot 1c (Face to Face Advice and Area Leadership Role - South and East) and Telephone services</u> Citizens Advice Birmingham <u>Lot 1d (Face to Face Advice and Area Leadership Role - West & Central) services</u> Birmingham Settlement <u>Lot 1a (Face to Face Advice and Area Leadership Role - North) and the Tribunal Services</u> Spitfire Advice Services <u>Lot 2: Telephone Advice - Citywide</u> Birmingham Citizens Advice <u>Lot 3: Tribunal Services - Citywide</u> Spitfire Advice Services	£420,000 £210,000 £210,000 £247,500 £90,000 Total value £1,177,500	Steve Sandercock / Rob James	01/04/2022
Delegated Award Report	Provision of Advocacy Services	P0793	The service will offer a single door access to all Advocacy Services and triaged accordingly. To ensure a referral process is in place to capture the information required to accept the referral and provide feedback to the referring agency. Referrals will be made via the Local Authority; NHS Trust; CCG and Self-referral.	5 years with option to extend for a further period of up to 2 years	Adults Social Care	Health and Social Care	Andrew Healey	Manvinder Kaur / Marie Kennedy	Cabinet approved the Approval to Tender Strategy for Advocacy Services on 07/09/2021 and delegated the award to CO. Delegated Award Report signed 03/02/2022.	POHWIER	Up to £9.8m	Steve Sandercock / Graeme Betts	01/04/2022
Delegated Award Report	Provision of IT Equipment for Digital Inclusion	P0794	The provision of a managed service loaning IT equipment for service users of the PURE Project. There will be a range of equipment and software purchased by the provider as specified by the Council. The equipment will loaned out to support citizens who are far away from the employment and training.	2 years, 2 months	Adults Social Care	Health and Social Care	Andrew Healey	Tabriz Hussain / Jamie Parris	Presented to Cabinet for Info 18/05/2021. Approval to Tender Strategy Report signed 10/06/2021 and delegated the award to CO. Delegated Award Report signed 04/02/2022.	XMA Limited	£500,000	Steve Sandercock / Graeme Betts	07/02/2022
Delegated Award Report	Contract Award for UK Athletics 10 Year Partnership	P0875	For the hosting of the Indoor Grand Prix and British Indoor Championships and related services.	10 years	City Operations	Leader	Carl Tomlinson	Laura Denham / Chanel Herbert	Presented to Cabinet for info 07/09/2021. SCN signed 01/02/2022. Delegated Award Report signed 07/02/2022.	UK Athletics	£1,850,000	Steve Sandercock / Rob James	09/07/2022
Delegated Award Report	Arboriculture services (Non-Highways) - Lot 1 - North Contract	P0560 - 2021	The Council has approximately 736,000 trees within its tree stock on land which it is responsible for. Works are required to maintain these trees, as determined by the Council and will ensure that any emergency works are carried out to ensure that the Council adheres to its legal obligations. Tree maintenance is also undertaken to make safe dangerous trees on privately-owned land.	5 years	City Operations	Street Scene and Parks	Carl Tomlinson	Darren Share / Andrea Webster	Presented to Cabinet for info 21/07/2020. Approval to Tender Strategy signed 13/01/2021 and delegated the award to CO. Delegated Award Report signed 06/09/2021 for Lot 2 along with the re-tender of Lot 1 - North Contract. (Cabinet approved the extension of the existing contracts). Delegated Award Report signed 04/02/2022.	CTS Environmental Management Ltd	£2,750,000	Steve Sandercock / Rob James	01/04/2022
Strategy / Award	For the provision of legal advice for the Commonwealth Games 2022		For the provision of legal advice to support the Council's responsibilities for the delivery of Commonwealth Games 2022 called off under the Crown Commercial Services Wider Public Sector Legal Services Framework Agreement.	7 months	Commonwealth Games	Leader	Alison Jarrett	Guy Olivant / Charlie Short	Presented to Cabinet for info 08/02/2022. Strategy / Award Report signed 14/02/2022	Trowers and Hamlin LLP	£200,000	Steve Sandercock / Craig Cooper	16/02/2022

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Value of Contracts		Chief Officer	Actual Go Live date
Delegated Award Report	Accommodation and Support to address Homelessness at Point of Discharge	P0871	Accommodation is required to provide a safe space for people who are homeless at the point of discharge from hospital, enablement beds and mental health provision. The service will also be for support for these individuals to assist with addressing their long-term housing needs.	5 years with option to extend for a further 2 years	Adults Social Care	Health and Social Care	Andrew Healey	Sarah Feeley / Mike Smith	Presented to Cabinet for info 27/07/2021. Approval to Tender Strategy signed 20/10/2021 and delegated the award to CO. Delegated Award Report signed 17/02/2022.	Claremont Living	£1,000,000	£400,000	Steve Sandercock / Graeme Betts	01/04/2022
Strategy / Award	For the Provision of Rubrik On Premise Back Up Solution		Under the NHS Shared Business Framework Agreement for Digital Workplace Solutions for the Provision of a Rubrik On-Premise Back-up Solution Services. The need for the Council to provide an "immutable" backup solution given the growing threat of Cyber Attacks and Ransomware that could target the Councils Back Up solution and prevent recovery of service by encrypting or deleting the backups.	3 years with the option to extend for a further 24 months	Digital and Customer Services	Deputy Leader	Lee Bickerton	Jamie Parris	Presented to Cabinet for info 07/09/2021. Strategy / Award Report signed 19/02/2022.	CDW Limited	£3.535M		Steve Sandercock / Peter Bishop	21/02/2022
Strategy / Award	Works for the CWG Public Realm Improvements		There is a requirement for delivery of civil engineering works to improve the crossing facilities on Hurst Street/Bromsgrove Street Junction by incorporating pedestrian aspects, push buttons and detectors as well as renewing the existing signal equipment to optimise capacity for all users.	18 weeks	Place, Prosperity and Sustainability	Leader	Guy Oliver	Conchita Murar	Presented to Cabinet for info 07/09/2021. Strategy / Award Report signed 25/02/2022.	Haystoun Construction Ltd	£258,377.49 (which included the Smallbrook Queensway scheme which is now not proceeding).		Steve Sandercock / Paul Kitson	01/03/2022
Strategy / Award	Water Supply and Waste Water Services	P0662	Following the deregulation of the water supply market in April 2017, it has been permissible to purchase water and billing services from other licenced water retailers authorised to provide the services. The services provided are provision of metered and unmetered water supplies, waste water and surface drainage services. Call off contract under the West Mercia Energy framework.	2 years with option to extend for a further 1 year	Council Management	Finance and Resources	Lee Bickerton	Adele Rawlins	Presented to Cabinet for info 12/10/2021.Strategy / Award Report signed 24/02/2022.	Wave Utilities Ltd	£5,220,000	£2,610,000	Steve Sandercock	01/03/2022
Delegated Award Report	Miscellaneous Drainage Works Framework Agreement	P0800	The works will include flood defence, property level protection / property flood resilience measures, reservoir maintenance, watercourse improvement and maintenance, environmental works, replacement and repair of general drainage infrastructure, sustainable drainage maintenance and to attract the necessary external grants / committed sums to enable these works.	4 years	Planning, Transport and Sustainability	Transport and Environment	Carl Tomlinson	Iqbal S Sangha / Stuart Follows	Presented to Cabinet for info 09/02/2021. Approval to Tender Strategy signed 16/09/2021 and delegated the award to CO. Delegated Award Report signed 28/02/2022.	Haystoun Construction Ltd Onsite Central Ltd R W Services Contractors Ltd	£4,400,000		Steve Sandercock / Ian MacLeod	01/03/2022
Strategy / Award	Operational & Strategic Taxation Advice		This contract will provide the Council with specialist technical, financial and commercial skills that do not exist in house. These skills are essential to minimise financial, reputational and legal risks to the Council arising from this complex area of activity, following a further competition exercise using the Crown Commercial Services Management Consultancy 3 Framework Agreement.	4 years	Finance and Governance	Finance and Resources	Lee Bickerton	Mohammed Sajid	Presented to Cabinet for info 29/06/2021. Strategy / Award Report signed 04/03/2022. The maximum cost of the additional services is £123,440 up to the approved PPAR value including the 20% tolerance.	PricewaterhouseCoopers LLP	£1,185,000		Steve Sandercock / Rebecca Hellard	01/04/2022
Delegated Award Report	Neighbourhood Network Schemes (NNS)	P0900	The service will support the Council's priority of moving from a crisis response to prevention. Adult Social Care's Vision (2020) is to enable citizens to live independently within their own homes and communities. Neighbourhood Network Schemes (NNS) are therefore designed to enable engagement with and investment in community assets.	5 years with an option to extend a further 2 years	Adults Social Care	Health and Social Care	Andrew Healey	Emil Prysak / Marie Kennedy	Cabinet approved the Tender Strategy for Neighbourhood Network Schemes (NNS)27/07/2021 in consultation with Cabinet Member for Health and Social Care and Cabinet Member for Finance and Resources and delegated the award to CO. Delegated Award Report signed 04/03/2022.	Lot 1 - Citywide NNS and Prevention and Community Grants, Programme Support service, Birmingham Voluntary Sector Community (BVSC) Lot 2 - NNS Grant Maker Service Edgbaston and Northfield, Constituencies and city-wide NNS grants programme Heart of England Lot 3 - Lead Facilitator Service - 6 geographical sub lots: 3.1 - Edgbaston Constituency** (excludes Grant Maker and Community Partnership Worker) Age UK Birmingham 3.2 - Erdington Constituency, Witton Lodge Community Association 3.3 - Hall Green Constituency - Accord Housing Association 3.4 - Hodge Hill Constituency - POWWER 3.5 - Ladywood Constituency - Birmingham Settlement 3.6 - Northfield Constituency** (excludes Grant Maker and Community Partnership Worker) - Northfield Community 3.7 Sutton Constituency - Age Concern 3.8 - Yardley Constituency - Birmingham Disability Resource	£495,518.32 £2,127,299.80 £637,320 £1,850,000		Steve Sandercock / Graeme Betts	01/04/2022
Delegated Extension Award	Framework agreement for the provision of Home Support Framework agreement for the provision of Quick Discharge Service		Framework agreement for the provision of Home Support Framework agreement for the provision of Quick Discharge Service	2 years	Adults Social Care	Health and Social Care	Andrew Healey	Alison Malik	The Commissioning Strategy for Adult Social Care was approved by Cabinet on 12/12/2017 and the subsequent Framework Agreement contracts were entered into by Delegated Decision on 13/03/2019 (Home Support) and 23/04/2019 (QDS). The contract periods were for 3 years with the option to extend for a further 2 periods of 12 months each. Delegated Extension Award Report signed 10/03/2022.	The list of providers for Column K is published on Care Services Directory. https://www.birmingham.gov.uk/info/2018/adult_social_care/1724/how_to_use_the_care_services_directory	£1,450,000 £1,743,495 £1,550,000 £758,380.80 £1,400,000 £1,883,515 Total value £13,995,528.92		Steve Sandercock / Graeme Betts	08/04/2022 08/06/2022
Delegated Award Report	Framework Agreement for the Provision of Home Support for Adults in Prison at HMP Birmingham	P0866	There is a requirement for the delivery of care and support for service users in HMP Birmingham. The service will support service users to achieve their identified outcomes in order to improve their independence and ability to self-manage and to achieve and maintain their desired potential in relation to their physical, intellectual, emotional and social capacity.	5 years	Adults Social Care	Health and Social Care	Andrew Healey	Chris MacAdams / Manjit Samra	Presented to Cabinet for info 27/07/2021. Approval to Tender Strategy signed 17/11/2021 and delegated the award to CO. Delegated Award Report signed 14/03/2021.	Aspects Care Limited	£500,000		Steve Sandercock / Graeme Betts	28/03/2022
Delegated Award Report	Removal of Japanese Knotweed at the Bordesley Park Development Site		For the treatment and removal of Japanese knotweed at the Bordesley Park development site.	3 months	Place, Prosperity and Sustainability	Leader	Carl Tomlinson	Nick Matthews / Charlie Short	The Bordesley Park (Wheels Site) Development: Strategic Business Case Update to Cabinet dated 12/10/2021 approved the commencement of the procurement activity and delegated the award to CO. Delegated Award Report signed 17/03/2022.	Ebsford Environmental Limited	£231,009		Steve Sandercock / Paul Kitson	21/03/2022

Type of Report	Title of Procurement	Ref	Brief Description	Contract Duration	Directorate	Portfolio Finance and Resources	Finance Officer	Contact Name	Comments - including any request from Cabinet Members for more details	Contractor(s) Awarded to	Value of Contracts	Chief Officer	Actual Go Live date
Strategy / Award	Multi Use Games Area at Holford Drive Community Sports Hub		To provide a legacy from the Commonwealth Games 2022, there is a requirement for works to be undertaken at Holford Drive Community Sports Hub following a further competition exercise using the Eastern Shires Purchasing Organisation (ESPO)'s Outdoor Playground, Fitness and Sports Facilities Framework Agreement.	6 months	City Operations	Leader	Guy Olivant	Mark Byrne / Charlie Short	Presented to Cabinet for info 07/09/2021. Strategy / Award Report signed 21/03/2022.	Blakedown Sport & Play Limited	£323,795	Steve Sandercock / Rob James	15/08/2022
Delegated Extension Award	Repair, Maintenance, and Major Refurbishment of Lifts in Housing, Council Buildings and Schools	P0391	For the provision of services for the Repair, Maintenance, and Major Refurbishment of Lifts in Housing, Council Buildings and Schools.	2 years	City Housing	Homes and Neighbourhoods	Andrew Healey	Steve Wilson / Harpal Gill	Cabinet approved the Tender Strategy 15/08/2017 for the a duration of 4 years with an option to extend for up to 2 years subject to satisfactory performance and budget availability and delegated the award and extensions to CO. Delegated Award Report signed 16/02/2018. Delegated Extension Award Report approved on 22/03/2022.	Schindler Ltd	£8,000,000	Steve Sandercock / Julie Griffin	01/04/2022
Strategy / Award	For the development of the Birmingham Transport Plan Delivery Plan		There is a requirement for technical professional services to support the creation of the Birmingham Transport Plan Delivery Plan. The services required include: •Review of work previously undertaken. •Assessment and sifting of proposed schemes. •Assessment of carbon reduction potential of implementing the proposed schemes. •Scheme development guidance. •Creation of implementation plan. •Financial modelling for scheme development and delivery. •Review of societal impacts of rapid transport decarbonisation in Birmingham •Stakeholder pre-consultation engagement. •Full public consultation. •Creation of monitoring and evaluation framework. Under the Transportation and Development Professional Services Framework Agreement, Lot 2b - Multi-Disciplinary: Planning and Development, by following further competition exercise in accordance with its protocol.	1 year	Planning, Transport & Sustainability	Transport and Environment	Carl Tomlinson	Ioanna Moscholidou / Charlie Short	Presented to Cabinet for info 07/09/2021. Strategy / Award Report signed 23/03/2022.	Arcadis Consulting (UK) Ltd	£246,769	Steve Sandercock / Paul Kitson	25/03/2022
Strategy / Award	Birmingham Municipal Housing Trust Development of Housing at Lowden Croft, Birmingham	P0766	There are a number of schemes approved within this report ready for the commencement of a procurement process: Lowden Croft for the development of 3 units (for rent).	9 months	Place, Prosperity and Sustainability	Homes and Neighbourhoods	Andrew Healey	Sarah Edmead / Manjit Samra	Presented to Cabinet for info 21/07/2020. Strategy / Award Report signed 23/03/2022.	J Harper & Sons (Leominster) Limited	£522,951	Steve Sandercock / Paul Kitson	01/04/2022
Strategy / Award	Birmingham Municipal Housing Trust Development of Housing at Clements Road, Birmingham	P0767	There are a number of schemes approved within this report ready for the commencement of a procurement process: Clements for the development of 4 units (for rent).	Various Dates	Place, Prosperity and Sustainability	Homes and Neighbourhoods	Andrew Healey	Sarah Edmead / Manjit Samra	Presented to Cabinet for info 21/07/2020. Strategy / Award Report signed 23/03/2022.	Jessup Brothers Limited	£883,500	Steve Sandercock / Paul Kitson	01/04/2022
Strategy / Award	Birmingham Smithfield Development Economic Adviser		Economic Adviser services are required to support the production of the Business Cases through the provision of strategic economic advice, economic modelling, economic appraisal and associated transportation appraisal, following a further competition exercise using the Homes England Strategic Research and Economic Analysis Framework Agreement.	5 years	Leader	Transport and Environment	Ian Harris / Guy Olivant	Marlene Slater / Charlie Short	Presented to Cabinet for info 12/10/2021. Strategy / Award Report signed 23/03/2022.	Amion Consulting Limited	£376,000	Steve Sandercock / Paul Kitson	01/04/2022
Strategy / Award	Provision of an hosted Invoice scanning and reconciliation service		Provision of a hosted invoice scanning and invoice reconciliation service with the critical requirement of a proven back office API integration with the Oracle Fusion AP product suite using the HealthTrust Europe ICT Solutions 2019 Framework Agreement.	3 years	Digital and Customer Services	Deputy Leader	Lee Bickerton	Jamie Parris	Presented to Cabinet for info 14/12/2021. Strategy / Award Report signed 25/03/2022.	Insight Direct UK Ltd	£210,000	Steve Sandercock / Peter Bishop	01/03/2022
Strategy / Award	Control Centre CCTV Software and Recording System & new/existing Camera Upgrade	P0833	Purchase of front end CCTV operating, recording system and software support. The software controls the Council's CCTV cameras & enables users to review the recorded footage: and the purchase of 20 new CCTV cameras and an upgrade to 30 existing cameras all embedded in time for the CWG 2022 & post warranty periodic repair & maintenance.	5 years	Partnerships Insight and Prevention	Social inclusion, Community Safety and Equalities	Lee Bickerton	Keith Bray / Andrea Webster	Presented to Cabinet for info 07/09/2021 (software) & 14/12/2021 (cameras)	ATEC Security Limited	£619,355	Steve Sandercock / Rob James	24/12/2021

