

The Cabinet Agenda

Wednesday 8 July at 3.30pm

The meeting will be conducted virtually via Microsoft Team

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[The Cabinet - 8 July 2020](#)

This agenda gives notice of items to be considered in private as required by Regulations 5 (4) and (5) of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

- 1. Apologies**
To receive any apologies for absence.
- 2. Minutes**
To confirm the minutes of the meeting held on 10 June 2020 as a correct record.
- 3. Declarations of Interest**
To receive any declarations of interest from members relating to any item on the agenda, in accordance with the provisions of the Code of Conduct and/or S106 of the Local Government Finance Act 1992.
- 4. Additional Items of Business**
To determine whether there are any additional items of business arising which should be considered at the meeting as a matter of urgency.

Public Items

- 5. Sandwell Residential Education Centres: Charges for the period 1 August 2021-31 July 2022**
To consider proposals to introduce charges for the period 1 August 2021-31 July 2022.

6. **Appropriation of the Heath Lane Cemetery Lodge, West Bromwich to the Housing Revenue Account**

To consider proposals relating to Heath Lane Cemetery Lodge, West Bromwich.

David Stevens
Chief Executive

Sandwell Council House
Freeth Street
Oldbury
West Midlands

Distribution:

Councillor Y Davies (Chair);
Councillor Crompton (Statutory Deputy Leader);
Councillor Ali (Deputy Leader);
Councillor Millard (Deputy Leader);
Councillors Hadley, Shaeen, Taylor and Underhill.

Contact: democratic_services@sandwell.gov.uk

Information about meetings in Sandwell



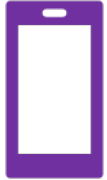
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The Cabinet

Wednesday 10 June 2020 at 15:30 at Sandwell Council House, Oldbury

- Present:** Councillor Y Davies (Chair);
Councillors Crompton, Hadley, Millard, Shaeen, Taylor and Underhill.
- In attendance:** Councillors E M Giles, Rollins and Singh.
- Officers:** David Stevens (Chief Executive), Alan Caddick (Housing and Communities), Neil Cox (Director – Prevention and Protection), Stuart Lackenby (Director – Adult Social Care), Rebecca Maher (Head of Finance), Lisa McNally (Director – Public Health), Elaine Newsome (Service Manager – Democracy), Sue Stanhope (Interim Director – Human Resources), Tammy Stokes (Interim Director – Regeneration and Growth), Suky Suthi-Nagra (Democratic Services Manager) and Surjit Tour (Director of Law and Governance and Monitoring Officer).

39/20 **Apology for absence**

Members noted the apology of Councillor Ali, Deputy Leader and Cabinet Member for Resources and Core Services and Inclusive Economic Growth, Councillor L Giles, Chair of the Budget and Corporate Scrutiny Management Board and Councillor Moore, Chair of the Safer Neighbourhoods and Active Communities Scrutiny Board.

40/20 **Minutes of Meetings**

The minutes of the meeting held on 27 May 2020 were confirmed as a correct record.

41/20 **Additional Business**

There were no additional items of business to consider.

42/20 **Declarations of Interest**

There were no declarations of interests declared at the meeting.

43/20 **Urban Design and Building Services Water Hygiene Services**

Approval was sought to award a contract for water hygiene services. The Council's current arrangements were due to terminate on 30 September 2020, having been extended to facilitate a review of future needs which would lead to a more efficient and effective delivery of services.

There was an opportunity to procure the water hygiene services arrangements as a Framework which could be made available for other public bodies to use, subject to an access agreement and fee. This would further enable us to promote the use of a local employee base and the associated training and development opportunities. However, depending on the use of the framework by other Contracting Authorities, the value may increase to the following values for the 4 years duration of the framework:

- a. Lot 1 - Risk Assessments, Consultancy Services and Training - £1,750,000
- b. Lot 2 Monitoring and Remedial Works - £12,000,000

The proposed access fee arrangement would consist of a fixed access charge of £2000, plus 2% of contract turnover. This would be based on a direct access arrangement between the Council provider and any interested third-party organisation. For a council of similar size to SMBC, approximately £8000 per annum would be required for access fee.

As the previous long-term agreements had now been extended and were due for retender, alternative options had already been explored. The most economically advantageous solution was to conduct tender processes in compliance with the Public Contracts Regulations 2015.

Agreed:-

- (1) that it be noted that the Interim Director – Regeneration and Growth in consultation with the Section 151 Officer are presently in the process of procuring external providers in support of the Council Water Hygiene Management Services across all Council operational sites in support of statutory compliance;
- (2) that the Interim Director – Regeneration and Growth in consultation with the Section 151 Officer award contracts for Water Hygiene Services following the conclusion of the current procurement exercise;

- (3) that the Section 151 Officer, Director – Regeneration and Growth and the Director of Law and Governance and Monitoring Officer agree terms and enter into a contract with relevant third parties as part of the proposed Water Hygiene Contract for the delivery of Water Hygiene Services to third parties accessing services from the Sandwell MBC contract;
- (4) that in connection with Resolution 1 and 2 above, the Director of Law and Governance and Monitoring Officer enter into or execute under seal any documentation in relation to award of the Water Hygiene Services contracts and/or other agreements as may be deemed necessary.

44/20

Provision of Supply and Installation of Glazing to Sandwell MBC Properties

Approval was sought to award a contract for the provision of supply and installation of glazing to Council properties for a contract period of four years.

Following a tender process in accordance with the Council's Procurement and Contract Procedure Rules, Harris Glass Ltd was the winning submission. The anticipated value of the contract was £783,000 (£195,750 per annum) for a period of four years. The firm was currently employing one apprentice and sponsoring individuals from disadvantaged areas within Sandwell.

There were no other options available to the Council, this contract was required for the Council to be able to maintain its current housing stock.

The Leader confirmed the Council's commitment to ensure that contracts awarded enabled inclusive growth by providing jobs for local people.

Agreed:-

- (1) that the Executive Director – Neighbourhoods award the contract for provision of supply and installation of glazing to Sandwell MBC Properties to Harris Glass Ltd to the value of £195,750 per annum for the period 30 June 2020 to 30 June 2024;
- (2) that, in connection with Resolution (1) above, the Director of Law and Governance and Monitoring Officer enters into the appropriate contracts with Harris Glass Ltd.

Composite Door Programme

Approval was sought to award a contract for composite door replacements to various locations within Housing Stock owned by Sandwell Council. The delivery of this would include planned programmes of replacement as well as reactive maintenance where existing doors fail or were not fit for purpose.

The Council was responsible for the management, upkeep and repair of Sandwell's housing stock. This was currently achieved utilising a mix of in house resources and external contractors.

In accordance with the Council's Procurement and Contract Procedure Rules, the Contractors with the winning submissions were North - Lovell Partnerships Limited and South – Vinci Construction UK Limited. The contract period was for two years at an anticipated value of of £20 million (£10 million per annum) for a period of two years.

The alternative option considered was not to invest in our Council Housing Stock which in turn may lead to dissatisfaction from existing and potential new tenants as well as disrepair and additional burden on the Housing Revenue Account. However, this was not considered as the Cabinet sought to ensure that every resident felt safe and secure in their own home.

The social value benefits of contracting the two organisations was considered and the Leader emphasised the need to ensure future contractors create and train Sandwell residents for decent jobs in their neighbourhoods as part of the inclusive growth agenda in Sandwell.

Agreed:-

- (1) that the Executive Director – Neighbourhoods award the contract to undertake the Composite Door Programme to various properties to Lovell Partnerships Limited and Vinci Construction UK Limited for a contract period of two years, from June 2020 to May 2022 to a value of £10m per annum;
- (2) that in connection with Resolution (1) above, the Director – Law and Governance and Monitoring Officer enter into appropriate contracts with Lovell Partnerships Limited and Vinci Construction UK Limited.

Meeting ended at 15:45

This meeting was webcast live and is available to view on the Council's website <https://youtu.be/qXE2tUYbk6k>

REPORT TO CABINET

8 July 2020

Subject:	Sandwell Residential Education Centres: Charges for the period 1 August 2021- 31 July 2022
Presenting Cabinet Member:	Councillor Joyce Underhill - Cabinet Member for Best Start in Life
Director:	Director – Education, Skills and Employment – Chris Ward
Contribution towards Vision 2030:	
Key Decision:	Yes
Cabinet Member Approval and Date:	Councillor Joyce Underhill - Cabinet Member for Best Start in Life: 15.6.20
Director Approval:	Director – Education, Skills and Employment – Chris Ward: 15 June 2020: 15.6.20
Reason for Urgency:	Secure forward sales in competitive market
Exempt Information Ref:	Exempt provisions do not apply
Ward Councillor (s) Consulted (if applicable):	There is no requirement to consult at ward level
Scrutiny Consultation Considered?	Councillor Rajbir Singh, Chair – Children’s Services and Education Scrutiny Board:
Contact Officer(s):	Richard Oakes, Manager, Sandwell Residential Education Service richard_oakes@sandwell.gov.uk

DECISION RECOMMENDATIONS

That Cabinet:

Authorise the Director - Education, Skills and Employment to implement term-time charges for Sandwell Residential Education Centres for the period 1 August 2021 - 31 July 2022.

1 **PURPOSE OF THE REPORT**

- 1.1 The report proposes charges which seek to make the centres accessible to as many Sandwell children and school groups as possible, whilst generating sufficient income to provide a high-quality service at zero revenue cost to the Council.

2 **IMPLICATION FOR VISION 2030**

- 2.1 About 6,000 Sandwell children and young people experience residential visits to the centres each year, and about 2,000 experience day visits.

The Residential Education Service contributes to the Council's ambitions by:

- Raising aspirations and resilience by introducing participants to new experiences, places and challenges.
- Helping participants be healthier and happier for longer, by promoting healthy, active, enjoyable lifestyles and activities, and teaching how to identify and manage risk.
- Helping young people to have skills for the future, by developing and applying transferable skills, attitudes and values, creativity and adventure, and environmental awareness, through direct experience.
- Raising the quality of education and learning, by working with schools to enrich the broader curriculum.
- Lowering crime and anti-social behaviour by promoting good citizenship, positive traits and relationships.
- Enhancing Sandwell's reputation for getting things done. Retaining four residential education centres, with a focus on Sandwell priorities providing high value for the community, is increasingly recognised regionally and nationally as a success.

3 **BACKGROUND AND MAIN CONSIDERATIONS**

- 3.1 Sandwell Residential Education Centres' mission is "to provide sustainable lifelong learning opportunities for all Sandwell children, young people and adults to become healthier, happier and more successful through residential, outdoor and creative arts experiences." In short, to deliver beneficial visits for as many Sandwell children as possible.

- 3.2 The intention is to have centres occupied for as much of the school year as possible, increasing attendance and positive outcomes for Sandwell children, and generating income year-round.
- 3.3 This report seeks approval to implement the charges attached as Appendix A, in line with the Residential Education Centres' business plan, to provide a sustainable, accessible service.
- 3.4 The centres are open to Sandwell maintained schools, Sandwell academy schools, and non-Sandwell schools and groups. The proportion of non-Sandwell schools using the centres has risen in recent years, bringing in more income; but there is capacity to accommodate more Sandwell schools and children.
- 3.5 The proposed charges (Appendix A) indicate the "commercial" charge to non-Sandwell schools; and then the charges to Sandwell maintained schools with a 30% discount, and Sandwell academy schools with a 20% discount. These discounts for Sandwell children are financed by the service's other income streams, including weekend, school holiday, and day visit educational courses and commercial events. The percent changes compared with agreed charges for 2020-21 are shown.
- 3.6 Proposed low season charges have been reduced, and low season extended, to increase accessibility, participation and value particularly for Sandwell schools and children, and to encourage demand throughout the year and minimize empty periods, so increasing overall income.
- 3.7 There is greater demand in high season.
- 3.8 The proposal includes the introduction of a discounted rate for large groups at three of the centres, to encourage greater participation, increase competitiveness, and overall to generate more income. Smaller schools will be encouraged to share to take advantage of these rates.
- 3.9 Sandwell Looked After Children will continue to be able to attend the centres free of charge with their schools during term-time.
- 3.10 Demand for Plas Gwynant for 2020-21 is high, and it works at high occupancy levels. Operational costs at Plas Gwynant are higher than the other centres because of the adventurous nature of courses there. The proposed charges for 2021-22 reflect this.
- 3.11 It is anticipated that post Covid-19, many parents and possibly schools will be poorer. The service will continue to review efficiency and costs where possible to provide best value.

- 3.12 The Residential Education Service operates in a competitive market, with a zero-revenue budget since April 2017.
- 3.13 Centres have to generate sufficient income to cover all revenue costs of almost £2 million, including meeting pay awards.
- 3.14 Until the cancellation of courses at the end of March 2020, the service was projecting a balanced year-end budget for 2019-20. Further detail is set out in section 7.
- 3.15 The proposed new charges will be effective from 1 August 2021.
- 3.16 Sandwell maintained school and academy school discounts are largely covered by the generation of income at weekends and during school holidays. The proposal recommends that charges at these times will continue to be set at a rate determined by the Service Manager with Centre Heads.

4 THE CURRENT POSITION

- 4.1 The current charges are competitive for most of the year, as indicated by the increase of non-Sandwell schools buying into the service. The proposals take account of sector charges; and seek to ensure year-round competitiveness, especially for Sandwell schools and Sandwell academy schools with 30% and 20% discounts respectively. The sector operates with very low margins, so large price cuts are unlikely. There may be fewer providers post Covid-19. There is no current data on sector prices for 2021-22.
- 4.2 In 2019-20 there were several empty term-time weeks at all centres, with lost opportunity for children and income generation. The proposals seek to address this.
- 4.3 Sandwell maintained schools currently pay approximately 70%, and Sandwell academy schools about 80%, of the non-Sandwell schools rate.
- 4.4 Additional income to subsidise Sandwell charges is generated by weekends, day visits, holiday-time working, and commercial events, in part made possible by Council investment in the properties. The service manager has cabinet approval (SMBC03/07/2019 point 1.4, 17th July 2019) to set charges for these events to obtain best value for the Council.

5 CONSULTATION (CUSTOMERS AND OTHER STAKEHOLDERS)

- 5.1 Service managers regularly review the market in residential education to ensure that Sandwell's centres are competitive. They also regularly receive feedback and communicate with Sandwell and non-Sandwell school leaders and group leaders.

6 ALTERNATIVE OPTIONS

- 6.1 Making no change to charges risks having more empty weeks in low season, with a loss of uptake and opportunity, and income.
- 6.2 Reducing charges in high season risks reducing overall income and not meeting income budget targets; also, there is high demand in high season.
- 6.3 Increasing charges in all seasons risks reducing attendance and overall income.

7 STRATEGIC RESOURCE IMPLICATIONS

- 7.1 The proposed charges support the Residential Education Centres' business plan and sustainable, accessible service provision for a zero-revenue target budget. They also support sustainable positive use of the Council's property assets, capitalising on recent investment.
- 7.2 A 2.5% overspend was reported in 2018/19. The projected out-turn for 2019-20 was close to a balanced budget, prior to centres closing on 20 March 2020 because of COVID-19. The actual outturn was a 2.6% overspend for 2019/20.
- 7.3 The proposed charges are projected to increase overall income by 2%, roughly in line with inflation. This will be achieved by a combination of reducing some of the low season fees; as it is anticipated this will stimulate increased attendance and occupancy levels in low and mid-seasons, as well as increasing slightly the high season fees. This will enable the service to meet all costs and balance its budget.
- 7.4 The proposals assume that centres will be in a position to operate to their full potential by April 2021, following Covid-19.

8 LEGAL AND GOVERNANCE CONSIDERATIONS

- 8.1 There are no legal and governance considerations.

9 EQUALITY IMPACT ASSESSMENT

- 9.1 A screening exercise was completed and found that a full EIA was not required as the report is concerned with maintaining or increasing sustainable delivery of an existing service with no discrimination against service users.

10 DATA PROTECTION IMPACT ASSESSMENT

- 10.1 The recommendation has no data protection impact.

11 CRIME AND DISORDER AND RISK ASSESSMENT

- 11.1 The centres make a positive contribution to citizenship.
- 11.2 The Corporate Risk Management Strategy (CRMS) has been complied with – to identify and assess the significant risks associated with this decision/project. This includes (but is not limited to) political, legislation, financial, environmental and reputation risks.
- 11.3 The risk associated with these proposals are considered acceptable and manageable subject to the centres being able to fully operate from April 2021 following Covid-19. The financial risks are amber or red, depending on length of closure, should one or more centres be closed for a period of time due to, for example, Covid-19. This risk remains regardless of agreed charges.
- 11.4 Should social distancing and health considerations continue, and either prevent attendance or restrict occupancy or require additional expenditure in respect of facilities management and PPE, the risk is currently rated at red, should that situation persist for more than a few weeks into the next financial year. This risk will be monitored. When social distancing and health considerations allow, it will reduce to amber and then green. The level of risk is therefore time-dependent.

There is at present a lead-in time for courses of approximately nine months, giving time for service review. A protracted period of closure of all four centres would result in financial loss averaging £27,000 per week to the Council, which may be difficult or impossible to recover through schools' insurance, cost-cutting, or additional income generation.

12 SUSTAINABILITY OF PROPOSALS

- 12.1 The proposed charges support the Residential Education Service business plan. The Centres operate a full cost-recovery revenue budget; all expenditure has to be covered by income generation.

Income is monitored monthly on a centre by centre and service basis against profiled targets. Attendance figures are also monitored.

13 HEALTH AND WELLBEING IMPLICATIONS (INCLUDING SOCIAL VALUE)

13.1 The centres all deliver Sandwell's well-being charter, providing experiences beneficial to mental and physical health and well-being. They develop an appreciation of adventure and creativity, citizenship, and high aspirations. The centres work with a range of partners within and outside the Council to deliver projects and programmes of social value. Sandwell Looked After Children visiting the centres with their schools in term time do so free of charge.

14 IMPACT ON ANY COUNCIL MANAGED PROPERTY OR LAND

14.1 The recommendations support the Residential Education Centres' business plan and the sustainable delivery of service from those Council properties, capitalising on recent investment.

15 CONCLUSIONS AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

15.1 The recommendations will enable the centres to continue to generate sufficient income to operate an efficient high-quality service, with heavily subsidised places for Sandwell children, in support of Vision 2030; and make access to the centres more affordable at certain times of the year in anticipation of a post Covid-19 recession.

16 BACKGROUND PAPERS

16.1 None

17 APPENDICES:

Appendix A: proposed term-time charges for visits to Sandwell Residential Education Centres 2021-22.

Chris Ward
Director – Education, Skills and Employment

Appendix A.

Proposed per pupil 2021-22 term-time residential charges for Sandwell Residential Education Centres

		Edgmond Hall, Frank Chapman, Ingestre Hall						Plas Gwynant			
		4 nights			2 nights			4 nights			
Standard rate per student											
Season	Per pupil charge	% change from 20/21	Large group discount charge	% change from 20/21	Per pupil charge	% change from 20/21	Large group Discount charge	% change from 20/21	Per pupil charge (no large group discount)	% change from 20/21	
low	245	-7.5%	225		135	-7%	130		300	-2%	
mid	290	2%	270		155	same	150		330	3%	
high	315	7%	290		170	same	160		370	3%	
Sandwell academy schools: standard rate -20% discount											
low	196	-9%	180	-16%	108	-8.5%	104	-12%	240	-2%	
mid	232	3%	216	-4%	124	1%	120	-2%	264	3.5%	
high	252	3%	232	-5%	136	2%	128	-4%	296	7.5%	
Sandwell maintained schools: standard rate -30% discount											
low	171	-7%	158	-14%	95	-2%	91	-7%	210	-3%	
mid	203	4.5%	189	-3%	108	6%	105	3%	231	2.5%	
high	220	2%	203	-5%	119	5%	112	-1%	259	6%	

Notes.

1. Large group discounts encourage non-Sandwell schools to bring bigger numbers and more income. Large numbers: 65+ at Ingestre; 45+ at Frank Chapman and Edgmond. Plas Gwynant works close to maximum numbers, so no large number discount applies.
2. A minimum number requirement applies at all centres. Schools can share to meet minimum numbers.
3. Sandwell Looked After Children come free of charge with their schools during term-time.
4. 2-night courses are not normally offered at Plas Gwynant; and at Ingestre only at certain times.
5. Low season: the first 2 weeks of the autumn term; 20 Nov-31 Jan;
Mid-season: the third week of autumn term-20 Nov; Feb, March, April (and to SATs week, Plas).
High season: May, June and July (post SATs at Plas Gwynant).
6. With inflation forecast at 2% (as of Feb 2020), any proposed increase less than 2% is a reduction in real cost, recognising a competitive need to keep prices low in times of likely austerity.
7. Frank Chapman Centre pods are open Easter to October, with prices to be set at 85% of main centre charges, providing a lower-cost summer option.

Equality Impact Assessment Template

Please complete this template using the [Equality Impact Assessment Guidance document](#)

Version 3: January 2013

Title of proposal (include forward plan reference if available)	Sandwell Residential Education Centres: Charges for the period 1 August 2021- 31 July 2022
Directorate and Service Area	Education, Skills and Employment; Residential Education Centres
Name and title of Lead Officer completing this EIA	Richard Oakes Manager, Sandwell Residential Education Service
Contact Details	E: richard_oakes@sandwell.gov.uk T: 01952 810799
Names and titles of other officers involved in completing this EIA	
Partners involved with the EIA where jointly completed	
Date EIA completed	21 May 2020
Date EIA signed off or agreed by Director or Executive Director	
Name of Director or Executive Director signing off EIA	
Date EIA considered by Cabinet Member	

See [Equality Impact Assessment Guidance](#) for key prompts that must be addressed for all questions

- 1. The purpose of the proposal or decision required
(Please provide as much information as possible)**

- 1.1 Sandwell Residential Education Centres mission is “to provide sustainable lifelong learning opportunities for all Sandwell children, young people and adults to become healthier, happier and more successful through residential, outdoor and creative arts experiences.” In short, to deliver beneficial visits for as many Sandwell children as possible, in support of Sandwell Vision 2030.
- 1.2 The intention is to have centres occupied for as much of the school year as possible, increasing attendance and positive outcomes for Sandwell children, and generating income year-round.
- 1.3 About 6,000 Sandwell children and young people experience residential visits to the centres each year, and about 2,000 experience day visits, but numbers have declined in recent years and there is capacity to do more. The proposals aim to encourage access and uptake of places by reducing low-season charges; and increasing the length of the low season.
- 1.4 This report seeks approval to implement the charges attached in line with the Residential Education Centres’ business plan, to provide a sustainable, accessible service.
- 1.5 The centres are open to Sandwell maintained schools, Sandwell academy schools, and non-Sandwell schools and groups. The proportion of non-Sandwell schools using the centres has risen in recent years, bringing in more income, but there is capacity to accommodate more Sandwell schools and children.
- 1.6 The proposed charges (Appendix A) indicate the “commercial” charge to non-Sandwell schools; and then the charges to Sandwell maintained schools with a 30% discount, and Sandwell academy schools with a 20% discount. These discounts for Sandwell children are financed by the service’s other income streams, including weekend, school holiday, and day visit educational courses and commercial events. The percent changes in charges compared with agreed charges for 2020-21 are shown.
- 1.7 Proposed low season charges have been reduced, and low season extended, to increase accessibility, participation and value particularly for Sandwell schools and children, and to encourage demand throughout the year and minimize empty periods, so increasing overall income.

- 1.8 There is greater demand in high season.
- 1.9 The proposal includes the introduction of a discounted rate for large groups at three of the centres, to encourage greater participation, increase competitiveness, and overall to generate more income. Smaller schools will be encouraged to share to take advantage of these rates.
- 1.10 Sandwell Looked After Children will continue to be able to attend the centres free of charge with their schools during term-time.
- 1.11 Demand for Plas Gwynant for 2020-21 is high, and it works at high occupancy levels. The proposed charges for 2021-22 reflect this.
- 1.12 It is anticipated that post Covid-19, many parents and possibly schools will be poorer. The service will continue to review efficiency and costs where possible to provide best value.
- 1.13 The Residential Education Service operates in a competitive market, with a zero-revenue budget since April 2017.
- 1.14 Centres have to generate sufficient income to cover all revenue costs of almost £2 million, including meeting pay awards.
- 1.15 Until the cancellation of courses at the end of March 2020, the service was projecting a balanced year-end budget for 2019-20.
- 1.16 The proposed new charges will be effective from 1 August 2021.
- 1.17 Sandwell maintained school and academy school discounts are largely covered by the generation of income at weekends and during school holidays. The proposal recommends that charges at these times will continue to be set at a rate determined by the Service Manager with Centre Heads.
- 1.18 Service managers regularly review the market in residential education to ensure that Sandwell's centres are competitive. They also regularly receive feedback and communicate with Sandwell and non-Sandwell school leaders and group leaders.
- 1.19 Options to further increase charges are likely to result in a decrease in attendance and reduced social value.

2. Evidence used/considered

Evidence considered is based on:

- On-going monitoring of uptake of courses and places by groups – especially schools – from within and outside Sandwell
- Monitoring of attendance by gender, disability, and LAC.
- Benchmarking against other external providers of similar services.
- Feedback from Head teachers, and other school/group leaders.

3. Consultation

Consultation has taken place through formal and informal discussion with Head Teachers individually, at Learning Community meetings, and Secondary and Primary Partnership meetings.

4. Assess likely impact

Please give an outline of the overall impact if possible.

Reduced charges in low season, and an extension of that season, are intended to give school leaders and parents better value and more confidence in booking courses for their pupils, so increasing opportunity, attendance, positive outcomes and social value.

Prior to Covid-19, bookings for 2020-21 were very strong, particularly year-round at Plas Gwynant. However, all centres had some empty term-time weeks in 2019-20, and the proposed charging strategy seeks to encourage school leaders to take up these slots and increase overall uptake.

In addition to the 30% and 20% discounts for Sandwell schools and academy schools respectively, large groups will qualify for an additional discount, bringing the per person cost down further. Smaller schools will be encouraged to share, or to take two or more year-groups, to benefit from this.

Seasonal charges, various duration of courses, and accommodation choices give schools more price options.

There is no separate change to any of the protected characteristics listed below.

Please complete the table below at 4a to identify the likely impact on specific protected characteristics

4a. Use the table to show:

- Where you think that the strategy, project or policy could have a negative impact on any of the equality strands (protected characteristics), that is it could disadvantage them or if there is no impact, please note the evidence and/or reasons for this.
- Where you think that the strategy, project or policy could have a positive impact on any of the groups or contribute to promoting equality, equal opportunities or improving relationships within equality characteristics.

Protected Characteristic	Positive Impact	Negative Impact	No Impact	Reason and evidence (Provide details of specific groups affected even for no impact and where negative impact has been identified what mitigating actions can we take?)
	✓	✓	✓	
Age			✓	Centres are attended by all age groups from reception upwards. There is no variation in strategy regarding age.
Disability			✓	Centres have improved their facilities and provision for disabled people, and monitor attendance. It is anticipated that proportional attendance will be retained.
Gender reassignment			✓	No variation in strategy.
Marriage and civil partnership			✓	No variation in strategy.

Pregnancy and maternity			✓	No variation in strategy.
Race			✓	No variation in strategy.
Religion or belief			✓	No variation in strategy.
Sex			✓	No variation in strategy.
Sexual orientation			✓	No variation in strategy.
Other			✓	No variation in strategy.

Does this EIA require a full impact assessment? Yes No

If there are no adverse impacts or any issues of concern or you can adequately explain or justify them, then you do not need to go any further. You have completed the screening stage. You must, however, complete sections 7 and 9 and publish the EIA as it stands.

If you have answered yes to the above, please complete the questions below referring to the guidance document.

5. What actions can be taken to mitigate any adverse impacts?

The Centres have developed more versatile cost-options, including pods, more adaptable accommodation, different lengths of courses, and seasonal charging. Overall capacity at the Centres has increased, with more external income and commercial income from lettings and events enabling the service to subsidise Sandwell schools and children.

Schools are encouraged to use Pupil Premium, PE funding and other sources to enable pupils to attend, and where appropriate we can put fund-raisers in touch with schools.

6. As a result of the EIA what decision or actions are being proposed in relation to the original proposals?

None.

7. Monitoring arrangements

Attendance is monitored and reported by the Residential Education Service Manager.

8. Action planning

You may wish to use the action plan template below

Action Plan Template

Question no. (ref)	Action required	Lead officer/ person responsible	Target date	Progress

9. Publish the EIA

Where can I get additional information, advice and guidance?

In the first instance, please consult the accompanying guide “Equality Impact Assessment Guidance”

Practical advice, guidance and support



Help and advice on undertaking an EIA, using the electronic EIA toolkit or receiving training related to equalities legislation and EIAs is available to **all managers** across the council from officers within Improvement and Efficiency. The officers within in Improvement and Efficiency will also provide overview quality assurance checks on completed EIA documents.

Please contact:

Kashmir Singh - 0121 569 3828

REPORT TO CABINET

08 July 2020

Subject:	Appropriation of Heath Lane Cemetery Lodge, West Bromwich to the Housing Revenue Account
Presenting Cabinet Member:	Cllr Wasim Ali - Cabinet Member for Inclusive Economic Growth
Director:	Interim Director – Regeneration and Growth – Tammy Stokes
Contribution towards Vision 2030: 	
Key Decision:	Yes
Cabinet Member Approval and Date:	Cllr Wasim Ali
Director Approval:	Tammy Stokes
Reason for Urgency:	Urgency provisions do not apply
Exempt Information Ref:	Exemption provisions do not apply
Ward Councillor (s) Consulted (if applicable):	N/A
Scrutiny Consultation Considered?	Scrutiny has not been consulted
Contact Officer(s):	David Harris Service Manager - Strategic Assets & Land David_harris@sandwell.gov.uk Paul Evans Thematic Asset Manager Strategic Assets & Land paul_evans@sandwell.gov.uk

DECISION RECOMMENDATIONS

That Cabinet:

- 1 Declare Heath Lane Cemetery Lodge, West Bromwich surplus to the requirements of Sandwell Council Bereavement Services as identified on site plan identification reference SAM/23400/006.
- 2 Subject to 1 above, authorise the Director – Regeneration and Growth to appropriate the land and premises shown for identification purposes as Appendix A from the general fund to housing revenue account;
- 3 Authorise the Director – Housing and Communities to manage and let the premises as part of the Council’s housing stock; and
- 4 Authorise the Section 151 Officer to adjust the accounts accordingly.

1 PURPOSE OF THE REPORT

- 1.1 The purpose of this report is to authorise the appropriation of land identified under section one of the recommendations of this report to accommodate subsequent use by Housing and Communities as part of the housing stock.
- 1.2 The property will be rented as a council property.

2 IMPLICATION FOR VISION 2030

- 2.1 The proposals in this report contribute to achieving the Council’s ambition as follows:
 - Ambition 7 – We now have many new homes to meet a full range of housing needs in attractive neighborhoods and close to key transport routes – It will provide the opportunity to bring this asset back into use and to provide a good quality and attractive home for the residents of Sandwell.

3 BACKGROUND AND MAIN CONSIDERATIONS

- 3.1 The Heath Lane cemetery lodge provided accommodation for a service tenant. The house is now empty and the service wish to declare the house surplus to their requirements.

4 THE CURRENT POSITION

- 4.1 Following appropriation, the house will undergo various improvements and then be rented as part of the council's housing stock.

5 CONSULTATION (CUSTOMERS AND OTHER STAKEHOLDERS)

- 5.1 There has been no consultation with customers or stakeholders.

6 ALTERNATIVE OPTIONS

- 6.1 Do Nothing. Not a viable option as the council should not be leaving a house empty. The service will continue to incur expenditure by doing so.
- 6.2 Sell the House; The lodge is sensitively located at the entrance of the cemetery. Disposal would reduce the ability of the council to respond to any possible management issues post sale. This option would mean the council will lose the opportunity to add to the council's housing stock.

7 STRATEGIC RESOURCE IMPLICATIONS

- 7.1 The Heath Lane Cemetery lodge has an asset valuation of £137,500.
- 7.2 The recommendations set out in this report are in line with current housing policy. Housing, including privately owned accommodation is currently being considered and identified for acquisition as one of several initiatives to help meet the increasing demand for council housing.
- 7.3 Subject to the approval of the recommendation set out in this report the current holding asset valuation would be used to support the appropriation of the sites from the General Fund in to the Housing Revenue Account.

8 LEGAL AND GOVERNANCE CONSIDERATIONS

- 8.1 Section 122 of the Local Government Act 1972 the Council may appropriate land which belongs to the council and which is no longer required for the purpose for which it was acquired and is subsequently held.
- 8.2 A title check of the property has been completed. No issues that would prevent the proposals identified for the property has been found.

9 EQUALITY IMPACT ASSESSMENT

9.1 An equality impact assessment has been undertaken and is available on request.

10 DATA PROTECTION IMPACT ASSESSMENT

10.1 The sharing of any relevant data for the delivery of this contract will be in compliance with the General Data Protection Regulations.

11 CRIME AND DISORDER AND RISK ASSESSMENT

11.1 Crime and disorder implications will be considered as part of the alternative use of the premises by service area concerned.

12 SUSTAINABILITY OF PROPOSALS

12.1 The appropriation of the property to the Council's housing stock is a welcome addition to provide greater opportunities for housing Sandwell residents.

13 HEALTH AND WELLBEING IMPLICATIONS (INCLUDING SOCIAL VALUE).

13.1 By bringing the property into residential use and refurbishing the property will result in a positive impact on not only the occupants but the residents within the locale.

14 IMPACT ON ANY COUNCIL MANAGED PROPERTY OR LAND

14.1 This report is in line with Council's asset management strategy to make a greater use of underutilised assets. Appropriating the premises to the Housing Revenue Account assists in accommodating a more efficient and effective asset portfolio.

14.2 The recommendations set out in this report also support current housing policy.

15 CONCLUSIONS AND SUMMARY OF REASONS FOR THE RECOMMENDATIONS

15.1 The main reasons for seeking to appropriate the land/properties in question is to ensure the properties are brought back into economic beneficial use, supporting the increasing demand for council housing in Sandwell.

16 BACKGROUND PAPERS

16.1 None

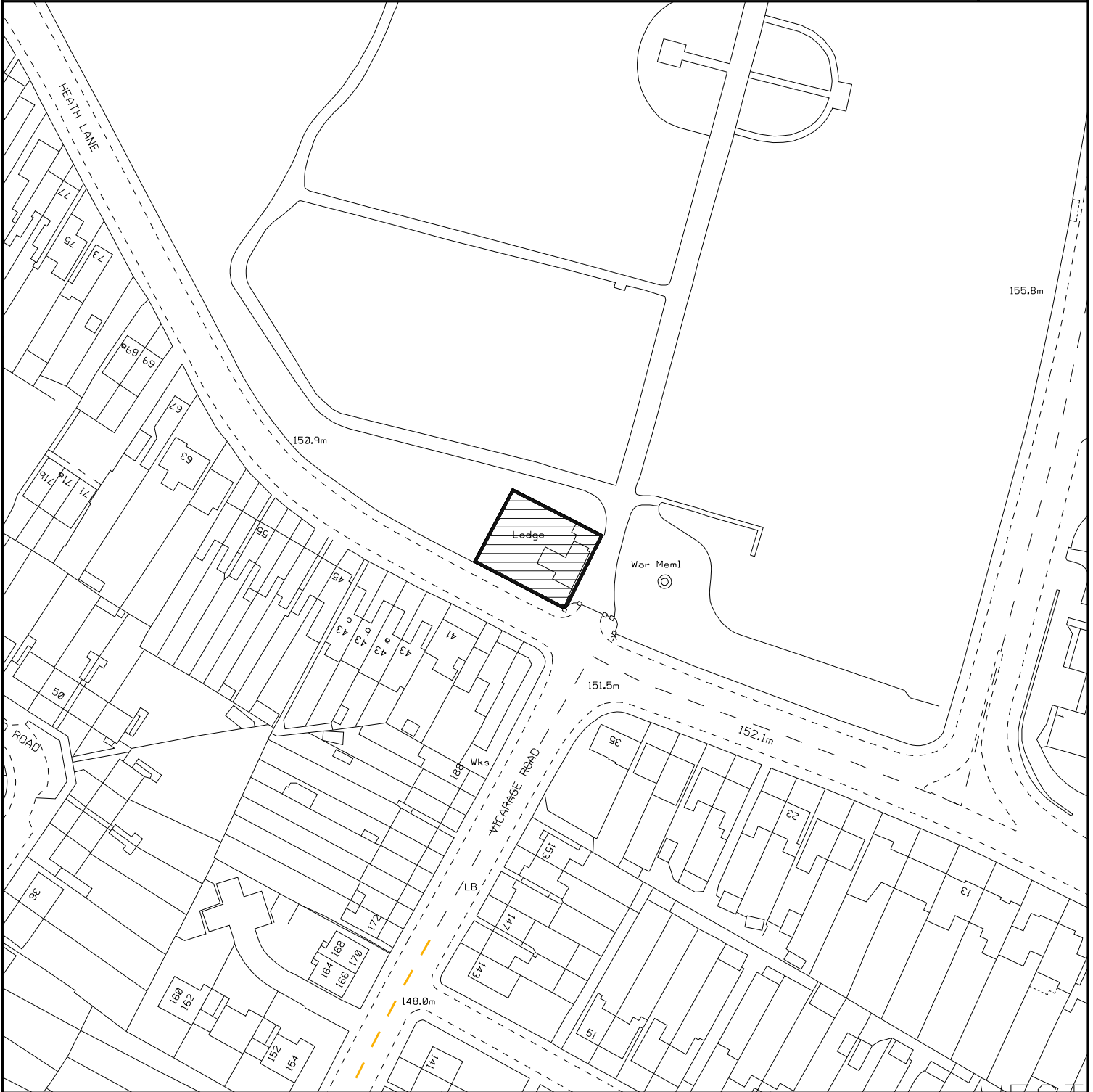
17 APPENDICES:

None

Tammy Stokes
Interim Director – Regeneration and Growth

REGENERATION AND PLANNING

STRATEGIC ASSET MANAGEMENT



LEGEND	DESCRIPTION	SANDWELL	TERRIER
	CEMETERY LODGE	SP0093SE	121
LEGEND	HEATH LANE	SCALE	CENTROID
	WEST BROMWICH	1:1250	400860/293089
LEGEND		DRAWN	DATE
		DM	07-NOV-2018
LEGEND	AREA	THIS MAP IS BASED UPON ORDNANCE SURVEY MATERIAL WITH THE PERMISSION OF ORDNANCE SURVEY ON BEHALF OF THE CONTROLLER OF HER MAJESTY'S STATIONERY OFFICE	
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