

Report to Cabinet

15 December 2021

Subject:	B2022 Commonwealth Games – Host Integration Project
Cabinet Member:	Cabinet Member for Tourism and Culture Cllr. Danny Millard
Director:	Director for Regeneration and Growth Tony McGovern
Key Decision:	Yes
Contact Officer:	Chris Jones Project Director chris2_jones@sandwell.gov.uk

1.0 Recommendations

That approval be given:

- 1.1 To authorise the Director of Finance to agree a budget of £1,000,000 from Council reserves to enable the delivery of the Host Integration Project.
- 1.2 To authorise the Director of Finance to submit funding and agree funding bids with third parties that could support the delivery of the Host Integration Project.
- 1.3 To authorise the Director of Regeneration and Growth in consultation with the Director of Finance and the Director – Law and Governance and Monitoring Officer to undertake procurements and sign legal agreements that support the delivery of the Host Integration Project.
- 1.4 To authorise the Director of Regeneration and Growth to create three new fixed term FTE posts (until 31 August 2022) as follows:
 - Sandwell Aquatics Centre Facility and Operations Manager (H Grade);



- Sandwell Aquatics Centre Deputy Facility and Operations Manager (G Grade); and
- Sandwell Commonwealth Games Volunteer Co-ordinator (E Grade).

1.6 To authorise the Director Regeneration and Growth to submit a further report to Cabinet in March 2022 detailing the final Operational Plan for the Host Integration Project.

2.0 Reasons for Recommendations

2.1 Hosting a venue for the Birmingham 2022 (B2022) Commonwealth Games is a once in a lifetime opportunity for the borough of Sandwell and one that Sandwell Council wish to make the most of for its residents. Being a host borough brings with it amazing opportunities. The delivery of the Host Integration Project will support the delivery of these opportunities.

2.2 As part of the bid to host the Games, Sandwell Council agreed a 'Host City Guarantee' with the Commonwealth Games Federation and Birmingham City Council in September 2017. This agreement detailed what the Council would be required to deliver as part of the overall Games delivery. The Host Integration Project will deliver all the requirements detailed within the 'Host City Guarantee'.

2.3 The Host Integration Project and the outputs that will be delivered are being designed in partnership with the Birmingham 2022 (B2022) Commonwealth Games and Transport for West Midlands (TfWM) and will ensure that Sandwell Council are able to deliver business as usual services as well as the enhanced services required for Games time.

2.4 To support the delivery and success of the Host Integration Project and the B2022 Commonwealth Games, additional resources outlined, both from a financial and staffing perspective are required for the project to be a success.

2.5 On this basis, the earlier recommendations have been put forward for the consideration of Cabinet.



3.0 How does this deliver objectives of the Corporate Plan?

	<p>Strong resilient communities</p> <p>The delivery of the Host Integration Project primarily supports the delivery of two of the objectives of the Corporate Plan:</p> <ul style="list-style-type: none">• C7 – We will deliver the operational requirements to ensure the smooth running of the Commonwealth Games and ensure a lasting legacy for Sandwell – the Host Integration Project will deliver this outcome of Sandwell Council’s Corporate Plan.• C8 – We will showcase local, regional, national and international talent in an engaging and inspiring programme – the Host Integration Project is essential for the delivery of the B2022 Commonwealth Games and the hosting of the swimming, para swimming, and diving events at the Sandwell Aquatics Centre. The Host Integration Project will also lead on the delivery of other events across the borough to celebrate the Games such as the Queens Baton Relay and an official B2022 Commonwealth Games Live Site.
---	--

4.0 Context and Key Issues

4.1 Background

4.1.1 Sandwell Council supported Birmingham City Council with a bid to host the 2022 Commonwealth Games in 2017. To support the bid, Sandwell Council agreed a ‘Host City Guarantee’ with the Commonwealth Games Federation and Birmingham City Council in September 2017. This agreement detailed what the Council would be required to deliver as part of the overall Games delivery.

4.1.2 The agreement covered the delivery of the new Sandwell Aquatics Centre that will host the swimming, para swimming, and diving events (as approved at Cabinet on the 31 January 2018, 5 June 2019, and the 20 November 2019). This project is forecast to be delivered on time and in line with Sandwell Council’s capital contribution detailed cabinet report approved at the 20 November 2019 meeting of Cabinet.



4.1.3 The Host City Guarantee agreement also detailed the operational requirements, required to be delivered by Sandwell Council for the successful delivery of the B2022 Commonwealth Games. It is the operational requirements that are the primary subject of this report.

4.1.4 Subsequently, Birmingham City Council, and by association Sandwell Council, were awarded the Host City Contract to deliver the Birmingham 2022 B2022 Commonwealth Games in December 2017.

4.1.5 As a consequence of being awarded the Host City Contract, the B2022 Commonwealth Games will take place at venues across the West Midlands region from the 28 July 2022 to the 8 August 2022, with the Aquatics Events being hosted at the new Sandwell Aquatics Centre located in Smethwick.

4.1.6 The Host Integration Project forms part of the overall Sandwell 'B2022 Commonwealth Games' Programme which has a full governance structure in place to support and assure its delivery.

4.1.6 From a Sandwell Council perspective, the delivery of the Programme is overseen by the Sandwell B2022 Commonwealth Games Members Steering Group which is chaired by the Leader of the Council and meets monthly.

4.2 Host Integration Project

4.2.1 The Host Integration Project is responsible for the delivery of all Sandwell Council's Games time responsibilities and will ensure that the Games are run smoothly, and that the borough is shown for the great place to live and visit that it is.

4.2.2 The Host Integration Project is broken down into 7 workstreams. These are as follows:

- **Street Scene** – this workstream will deliver all requirements from a waste collection, street cleansing, grounds maintenance and parks perspective. It will ensure that the borough is well presented for residents and visitors.
- **Communications, Engagement, Volunteers, and Events** – this workstream focuses on communications and engagement with residents, the promotion of the Games and the borough, engagement of volunteers to support Games delivery, and events



including, but not limited to, the Sandwell B2022 Live Site and Queens Baton Relay.

- **Regulations and Enforcement** – this workstream focuses on the enforcement of the B2022 Games Act (no authorised trading of B2022 merchandise, ticket touting etc) during the 10 days of the Games.
- **Transport and Traffic Management** – this workstream is led by a multi-partner (Sandwell Council, TfWM, and B2022 Organising Committee) Venue Transport Management Group and focuses on getting spectators and athletes to the Aquatics Centre with the minimum of disruption to Sandwell residents.
- **City Dressing and Wayfinding** – this workstream will deliver the ‘look’ of the Games for residents and visitors across the borough and will ensure that routes are clearly marked for spectators attending competition sessions at the Aquatics Centre.
- **Command, Control, and Communications (C3)** – this workstream focuses on the overall management and co-ordination of Sandwell Council’s Games time responsibilities.
- **Sandwell Aquatics Centre Operation** – this workstream will support the operation of the building for which the B2022 Organising Committee will be responsible for at Games time prior to the building being passed back to Sandwell Council to complete the legacy construction phase.

4.2.3 Work to develop the scope and operational requirements for each of the above workstreams, and the associated budget detailed in section 4.4 of this report, has been and continues to be developed in partnership with the relevant Council Service Manager and partners including the B2022 Organising Committee and TfWM.

4.2.4 All workstream operations and deliverables are being designed and funded so that Council ‘business as usual’ operations can continue across the borough during the B2022 Commonwealth Games.

4.2.5 The first output of the Host Integration Project will be a detailed Operations Plan. This Operations Plan will detail all works and activities required to deliver Sandwell Council’s responsibilities as part of the Host Integration Project to discharge the Host City Guarantee.

4.3 Host Integration Project Delivery and Timeline

4.3.1 The Host Integration Project will be delivered in the following Phases:



- Phase 1 – Development of final Operational Plan in partnership with the B2022 Organising Committee and TfWM – December 2021 to March 2022.
- Phase 2 – This phase will concentrate on the pre-Games operation and maintenance of the Aquatics Centre, which is at this point in Sandwell Council’s control, including test events, and the delivery of those works required pre-Games to ensure the smooth running of the even in Phase 3 – April 2022 to June 2022.
- Phase 3 – The final phase of delivery includes all Games time operations, including handing the Aquatics Centre over to the B2022 Organising Committee and subsequent handback so that the legacy construction can be completed – July 2022 to August 2022.

4.3.2 Throughout all phases, engagement with those residents impacted by Games delivery will be undertaken by Sandwell Council and partners from the B2022 Organising Committee and TfWM. Sandwell Council will also send monthly newsletters to residents local to the Aquatics Centre keeping them apprised of progress.

4.3.3 To support the delivery of the Host Integration Project, there is a requirement to create three new posts that will be fixed-term FTE. These are as follows:

- **Sandwell Aquatics Centre – Facility and Operations Manager (H Grade)** – this position will manage the Aquatics Centre from when the building is handed over to Sandwell Council by Wates Construction Ltd at the end of the first phase of construction and until the building is handed over the B2022 Organising Committee for Games time operations. During Games time operations, the position will support the B2022 Organising Committee in their delivery. This position will also be responsible for the delivery of all required health & safety and operational document for the operation of the building and the management of the Deputy Facility and Operations Manager plus any lifeguards required. They will also be the manage the Facility Management Contract in place with Wates during Games time.



- **Sandwell Aquatics Centre – Deputy Facility and Operations Manager** (G Grade) – this position will support the Facility and Operations Manager in the discharge of their duties and cover where appropriate.
- **Commonwealth Games Volunteer Co-ordination** (F Grade) – this position will manage and co-ordinate the volunteers required for the delivery of the B2022 Commonwealth Games from a Sandwell Council perspective. The volunteers required to support this delivery will be assigned by the B2022 Organising Committee’s volunteering scheme.

4.3.4 The Facility and Operation Manger and Deputy Manager are required as there is no contractual or Cabinet Approval in place for an operator to manage the building during this phase of the project. As the building will be managed and staffed by the B2022 Organising Committee during Games time there is also not the need of a large contingency of staff from Sandwell Council other than the Facility and Operations Manager and Deputy Manager and required lifeguard provision.

4.4 Funding

4.4.1 As mentioned earlier in this report, the Sandwell Aquatics Centre Capital Project is on target to be delivered within Sandwell Council’s capital allocation of £28.6m. This report is not asking for any additional funding to support the capital project. All funding requested is solely for the purpose of delivering the Host Integration Project.

4.4.2 On this basis, the forecast funding required to deliver the Host Integration Project is as per the table below:

Workstream	Workstream Budget
Street Scene	£260,000
Communications, Engagement, Volunteers, and Events	£260,000
Regulations and Enforcement	£37,000
Transport and Traffic Management	£60,000
Borough Dressing and Wayfinding	£70,000
C3	£20,000
Sandwell Aquatics Centre Operation	£293,000
Total	£1,000,000



4.4.3 Whilst further work is being completed to determine the final operational plan for each of the workstreams, officers are comfortable that the Host Integration Project can be delivered within the overall budget identified above. However, it may be necessary to adjust budget lines within the overall funding to meet the need of individual workstreams.

4.4.4 Officers will continue to seek funding from third parties where possible to support the delivery of the Host Integration Project to reduce any funding requirement from the Council.

5.0 Alternative Options

5.1 Do nothing – this would leave Sandwell Council in breach of the ‘Host City Guarantee’ that was entered into in September 2017 and would leave Sandwell Council at risk of the recovery of funding towards the Aquatics Centre. Also, the non-delivery of the Host Integration Project would mean that the B2022 Commonwealth Games with all the excitement and benefits that it brings to the borough would not be able to be delivered.

6.0 Implications

Resources:	The £1,000,000 for the delivery of the Host Integration Project is being sourced from Council reserves.
Legal and Governance:	<p>The workstreams being delivered through the Host Integration Project are in line with the agreement that Sandwell Council signed in support of the Host City Contract in 2017. Failure to deliver these activities will leave Sandwell Council in breach of contract. Therefore, the delivery of the Host Integration Project is imperative for Sandwell Council and the delivery of the B2022 Commonwealth Games.</p> <p>Any procurement process required for the Host Integration Project to identify the most suitable supplier available to the Council, will be carried out in compliance with the Council’s Procurement and Contract Procedure Rules and the Public Contracts Regulations 2015.</p>
Risk:	The Host Integration Project forms part of the wider Sandwell B2022 Commonwealth Games Programme and is subject to the programme governance, including



	partners from the B2022 Organising Committee, the Department for Digital, Culture, Media, and Sport, Birmingham City Council, and Transport for West Midlands that has been set in place. A full risk register, including mitigative actions, is in place and is monitored monthly.
Equality:	The B2022 Commonwealth Games is an event for all people to be involved and the Host Integration Project is being designed as per this principle.
Health and Wellbeing:	It is planned that opportunities to participate in physical activity and sport will be delivered as part of the events itinerary. The B2022 Commonwealth Games will also offer opportunity for residents to come together to celebrate being involved in an international sporting event.
Social Value	Social Value will be the high on the agenda of the Project as any procurement process will seek a 75% requirement for local spend within 10 miles of the Sandwell. Job opportunities will form part of the procurement process also. Within the Host Integration Project that are also plans to be developed to upskill volunteers and where possible move them into employment.

7.0 Appendices

NA

8.0 Background Papers

NA

