

# **BIRMINGHAM CITY COUNCIL**

## **COUNCIL BUSINESS MANAGEMENT COMMITTEE**

**MONDAY, 18 DECEMBER 2023 AT 14:00 HOURS**  
**IN COMMITTEE ROOM 6, COUNCIL HOUSE, VICTORIA SQUARE,**  
**BIRMINGHAM, B1 1BB**

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

#### **1 NOTICE OF RECORDING/WEBCAST**

Chair to advise meeting to note that members of the press/public may record and take photographs except where there are confidential or exempt items.

#### **2 DECLARATIONS OF INTERESTS**

Members are reminded they must declare all relevant pecuniary and other registerable interests arising from any business to be discussed at this meeting.

If a disclosable pecuniary interest is declared a Member must not participate in any discussion or vote on the matter and must not remain in the room unless they have been granted a dispensation.

If other registerable interests are declared a Member may speak on the matter only if members of the public are allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless they have been granted a dispensation.

If it is a 'sensitive interest', Members do not have to disclose the nature of the interest, just that they have an interest.

Information on the Local Government Association's Model Councillor Code of Conduct is set out via <http://bit.ly/3WtGQnN>. This includes, at Appendix 1, an interests flowchart which provides a simple guide to declaring interests at meetings.

3 **APOLOGIES**

To receive any apologies.

**5 - 10**

4 **MINUTES**

To confirm and sign the Minutes of the meeting held on 20 November 2023.

**11 - 12**

5 **COMMISSIONER'S REVIEW AND COMMENTS ON AGENDA**

For the Committee to note the attached comments on the agenda.

**13 - 30**

6 **PETITIONS UPDATE**

Report of the Interim City Solicitor and Monitoring Officer.

**31 - 34**

7 **INDEPENDENT MEMBERS (INDEPENDENT REMUNERATION PANEL) APPOINTMENT**

Report of the Interim City Solicitor and Monitoring Officer.

**35 - 52**

8 **AMENDMENTS TO THE CONSTITUTION**

Report of the Interim City Solicitor and Monitoring Officer.

**53 - 58**

9 **COUNCIL AGENDA FOR THE NEXT MEETING - 9 JANUARY 2024**

To consider the Council agenda for the next meeting.

**59 - 90**

10 **CITY COUNCIL AND CBMC FORWARD PLAN**

To consider the City Council and Council Business Management Committee Forward Plan.

11 **COUNCIL BUSINESS MANAGEMENT COMMITTEE DATES FOR 2024**

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**2024:**

**22 January**

**12 February**

Tuesday 2 April

Tuesday 7 May

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12 **OTHER URGENT BUSINESS**

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.

13 **AUTHORITY TO CHAIR AND OFFICERS**

Chair to move:-

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



## BIRMINGHAM CITY COUNCIL

**COUNCIL  
BUSINESS  
MANAGEMENT  
COMMITTEE  
20 NOVEMBER  
2023**

**MINUTES OF A MEETING OF THE COUNCIL BUSINESS  
MANAGEMENT COMMITTEE HELD ON MONDAY 20 NOVEMBER  
2023 AT 1400 HOURS IN COMMITTEE ROOM 6, COUNCIL  
HOUSE, VICTORIA SQUARE, BIRMINGHAM**

**PRESENT:** - Councillor John Cotton in the Chair;

Councillors Robert Alden, Baber Baz, Sir Albert Bore,  
Brigid Jones, Gareth Moore, Sharon Thompson and  
Chaman Lal.

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**NOTICE OF RECORDING**

230 The Chair advised the meeting to note that members of the press/public may record and take photographs except where there were confidential or exempt items.

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**DECLARATION OF INTERESTS**

231 No declarations of interests were made.

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**APOLOGIES**

232 Apologies were received from Councillors Des Hughes and Miranda Perks.

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**EXEMPT INFORMATION – POSSIBLE EXCLUSION OF THE  
PRESS AND PUBLIC**

233 in accordance with Regulation 4 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England)

## **Council Business Management Committee – 20 November 2023**

Regulations 2012, the public were excluded from the meeting during consideration of those parts of the agenda designated as exempt on the grounds that it was 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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### **EXEMPT MINUTES – 1 SEPTEMBER 2023**

- 234 The exempt minutes of the meeting held on 1 September 2023 were confirmed and signed by the Chair
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### **MINUTES**

- 235 The minutes of the reconvened extraordinary meeting held on 1 September 2023 and the meeting held on 23 October 2023 were confirmed and signed by the Chair.
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### **COMMISSIONER'S REVIEW AND COMMENTS ON AGENDA**

- 236 There were no comments from Commissioners in relation to the meeting agenda or reports.
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### **OVERSEAS TRAVEL AND INWARD DELEGATIONS FROM ABROAD**

The following report of the Strategic Director – Place, Prosperity and Sustainability was submitted:-

(See document No 1)

Lloyd Broad, Head of European and International Affairs made introductory comments relating to the report.

The Committee noted that following the announcement of the Section 114 notice, overseas travel had been temporarily suspended unless funded by a ring-fenced grant and / or was contractually necessary. Any upcoming proposed visits would be subject to these tests and would be subject to Section 151 Board Approval.

Following a query from a Member, the Committee noted that in relation to visits undertaken by the Lord Mayor, there had been no overseas travel undertaken during the current municipal year and as of the date of this meeting, none was planned.

It was-

237

**RESOLVED:-**

That the Committee noted:

- 1.) Approved Member and officer overseas travel.
- 2.) That there were no proposed upcoming forward travel proposals.
- 3.) The details of inward delegations from abroad.
- 4.) That with effect from 19 January 2016 authority for foreign travel by City Council Members and officers would only be granted when 4 weeks' notice had been given. Visits proposed with less than 4 weeks' notice would be refused unless under EXCEPTIONAL CIRCUMSTANCES which would require written documentation and an extremely robust reason to travel.
- 5.) That additional requirements to complete a COVID risk assessment prior to travel had to be conducted as part of the Authorisation to Travel process.

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**PETITIONS UPDATE**

The following report of the Interim City Solicitor and Monitoring Officer was submitted:-

(See document No 2)

Ben Patel-Sadler, Senior Committee Manager, made introductory comments relating to the report.

Members noted that Committee Services staff continued to work with all directorates to ensure that petitions were responded to and discharged within a timely manner.

The Committee further noted that the Senior Committee Manager had contacted all directorates to emphasise the importance of responding to and discharging petitions within the agreed timeframe which was reflected in the appended report.

The Committee requested that the Senior Committee Manager contact the City Operations directorate to ensure that petitions submitted to this service area were responded to and discharged as per the timeframe outlined in the appended report.

It was-

238

**RESOLVED:-**

- 1.) That the Committee noted the progress made in relation to the responding to and discharging of petitions.
- 2.) That the Committee agreed to receive petitions update reports at each Committee meeting until further notice.

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**DECISIONS NOT ON THE FORWARD PLAN AND THOSE AUTHORISED FOR IMMEDIATE IMPLEMENTATION**

The following report of the Interim City Solicitor and Monitoring Officer was submitted:-

(See document No 3)

Christian Scade, Head of Scrutiny and Committee Services made introductory comments relating to the report.

The Committee noted that for the period in question, there was 1 key decision not included on the Forward Plan. This was: Ratification of Selective Licensing Fee (Cabinet. 17 October 2023). Further information on this was set out in Appendix 1 to the report.

It was-

239

**RESOLVED:-**

That the Committee noted the report and agreed it should be included on the agenda for consideration by Full Council on 5 December 2023.

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**COUNCIL AGENDA FOR THE NEXT MEETING**

The following draft agenda was submitted:-

(See document No 4)

During the ensuing discussion on the Council agenda the following was agreed/noted:-

Discussions remained ongoing in relation to the SACRE Constitution. Therefore, the item would not be considered at the 5 December meeting and would be rescheduled to a future meeting.

The Standard Committee Annual Report would be rescheduled and would be considered at the February 2024 meeting.

The Committee agreed to the following timings for the 5 December Council meeting:

Appointment of Interim City Solicitor and Monitoring Officer: 1 minute.



## Council Business Management Committee – 20 November 2023

Appointments by the Council: 4 minutes.

The Birmingham City Council Equal Pay Update: 60 minutes.

Executive Business Report: 35 minutes.

Decisions not on the Forward Plan and Those Authorised for Immediate Implementation: 5 minutes.

240

### **RESOLVED:-**

That the agenda for the meeting of the Council on 5 December 2023 be noted taking account of the timings as outlined above.

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### **CITY COUNCIL AND CBMC FORWARD PLAN**

Guy Chaundy, Assistant Director Housing, attended the meeting to provide the Committee with an update in relation to exempt accommodation.

The Committee noted the update, specifically that planning permission was not yet a statutory requirement in relation to exempt accommodation. This was an issue currently being considered by the government.

The Committee further noted the vacancies being carried by the Housing team at present and the impact this was having on the amount of work the team was able to undertake and complete.

The Committee emphasised the importance of Motions agreed at Council being progressed quickly and efficiently by the respective departments responsible for each area of work associated with each agreed Motion.

Committee Services would work with directorates moving forwards to ensure that Motions agreed at Council were progressed appropriately and that regular updates on their progress were provided to Members.

On a separate matter, the Committee noted that there had been an error in the allocation of Motions at Council meetings from the 6 February 2024 onwards. The Senior Committee Manager would recirculate a corrected order of Motions for the remainder of the municipal year following the completion of this meeting.

Members agreed to discharge the Motions which had been actioned.

241

The Committee noted the City Council and CBMC Forward Plan.

(See document No 5)

**COUNCIL BUSINESS MANAGEMENT COMMITTEE DATES FOR 2023/24**

242 The Committee noted the Council Business Management Committee dates for 2023/24:

To be held on Mondays at 1400 hours except where specified as follows:-

**2023:**

18 December

**2024:**

22 January

12 February

2 April

7 May

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**OTHER URGENT BUSINESS**

243 There was no urgent business.

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**AUTHORITY TO CHAIR AND OFFICERS**

244 **RESOLVED:-**

That in an urgent situation between meetings the Chair, jointly with the relevant Chief Officer, has authority to act on behalf of the Committee.

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The meeting ended at 14:38

**Birmingham City Council**  
**Council Business Management Committee**  
18 December 2023



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**Commissioner's Review:**

**Agenda Item 8 – Amendments to the Constitution**

The changes to the Audit Committee terms of reference to bring them into line with CIPFA model procedures are strongly supported. All Members appointed to the Audit Committee should be required to participate in relevant training before being allowed to participate in the committee's work and attend appropriate refresher training when required. A key part of the Audit Committees practice should be an annual self-review of its performance and practice led by the Independent appointee so that the committee and its members improve their performance. Good practice would suggest that the Chair of this committee should not be a member of the administration group but should come from the opposition to emphasise the need for effective stewardship from the whole Council. It is recommended that this change should be implemented at the Annual Meeting in 2024.



# Birmingham City Council

## Council Business Management Committee

18 December 2023



**Subject:** Petitions Update

**Report of:** Marie Rosenthal, Interim City Solicitor and Monitoring Officer

**Report author:** Ben Patel Sadler  
Senior Committee Manager  
[Ben.Patel-Sadler@birmingham.gov.uk](mailto:Ben.Patel-Sadler@birmingham.gov.uk)

Does the report contain confidential or exempt information?  Yes  No

If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential :

### 1 Executive Summary

- 1.1 To update the Committee on progress made in responding to petitions presented to full Council and to provide an update in relation to the continuing management of petitions.

### 2 Recommendation(s)

- 2.1 That the Committee notes the progress made in relation to the responding to and discharging of petitions.
- 2.2 That the Committee determines if any additional measures are required to ensure the continuing progress relating to the responding and discharging of petitions is maintained.

### 3 Background

- 3.1 During recent meetings of the Committee, Members have expressed concern with regards to the amount of time taken to respond to and subsequently discharge petitions submitted by Councillors.

- 3.2 The Interim City Solicitor has liaised with department Directors, via consultation with the Chief Executive, to emphasise the importance of responding to petitions submitted by Members in a timely manner.
- 3.3 Following these discussions, Committee Services have recorded a month on month increase of the number of petitions being responded to and subsequently discharged.
- 3.4 At the Council Business Management Committee held on 23 October 2023, Members agreed that a petitions update should be submitted to each meeting of the Committee until further notice due to the number of petitions which had not yet been discharged.
- 3.5 Following the Council Business Management Committee meeting held on 20 November 2023, Committee Services contacted all directorates to further emphasise that all petitions submitted at City Council meetings must be responded to and discharged within the agreed timescales set out at 4.2 of this report. If a petition(s) was not responded to and discharged within these timescales, then senior officers from those directorates would be invited to future meetings to outline the reasons behind any delays.
- 3.6 Appendix 1 to this report outlines the number of outstanding petitions as of the 5 December 2023 City Council meeting.
- 3.7 Between the 7 November 2023 and the 5 December 2023 City Council meetings, approximately 9 petitions have been responded to and subsequently discharged.

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

- 4.1 Committee Services are in regular contact with all directorates to seek updates on any outstanding petitions to ensure they are progressed and discharged in a timely manner.
- 4.2 The following protocol applies to all petitions submitted by Members:
1. Petition presented at City Council.
  2. Petition referred to the appropriate Director for response within 3 working days.
  3. Director to write to the Councillor presenting the petition and the first named petitioner to acknowledge receipt within 14 days of the City Council.
  4. Progress of investigation into petition to be notified by the relevant Director to Committee Manager for inclusion in the monthly Petitions Update by no later than 10 working days before the next City Council.

5. Final response to petition included in Petitions Update by the Committee Manager.

6. Director to notify the Councillor who presented the petition and the first named petitioner of the outcome within 14 days of the relevant City Council meeting discharging the same.

4.3 It should be noted that the protocol applies only to petitions sent internally and not to those which are referred to outside bodies for action.

4.4 The Committee may wish to agree a set period of time to monitor the progress of and discharging of petitions.

## **5 Legal Implications**

5.1 There are no immediate legal implications arising from this report.

## **6 Financial Implications**

6.1 There are no immediate financial implications arising from this report.

## **7 Public Sector Equality Duty**

7.1 There are no immediate equality implications arising from this report.

## **8 Other Implications**

8.1 None.

## **9 Background Papers**

9.1 None.

## **10 Appendices**

10.1 Appendix 1: Outstanding petitions as of the 5 December 2023 City Council meeting.





**PETITIONS RELATING TO CITY COUNCIL FUNCTIONS PRESENTED TO CITY COUNCIL – 5 DECEMBER 2023**

<b><u>DATE OF RECEIPT/ PRESENTED BY CATEGORY</u></b>	<b><u>DESCRIPTION/SENT TO</u></b>	<b><u>RESPONSE</u></b>
2602 Councillor Shehla Moledina 06.12.2022 <b>EXEC</b>	From residents in the Balsall Heath West Ward calling upon Birmingham City Council to take necessary measures to help reduce speeding cars on Hallam Street and Lincoln Street junction – <i>Director of Place, Prosperity and Sustainability.</i>	21.02.23 – Petition forwarded to Inclusive Growth for a response to be provided.  13.11.23 – Petition falls under the remit of Place, Prosperity and Sustainability.
2638 23.05.2023 Councillor Timothy Huxtable <b>EXEC</b>	From residents of Hall Green South Ward calling upon Birmingham City Council to resurface the carriageway along Smirrells Road, Hall Green – <i>Director of City Operations</i>	26.05.23 - Acknowledgement sent to presenting Councillor.  26.05.23 - Petition sent to service area.  03.07.23 – Follow up email sent to Service asking for an update on the response for this petition.  05.09.23 - Email sent asking for an update.  15.09.23 - Email sent asking for an update.  22.09.23 - Email sent asking for an update.  05.10.23 – Email sent asking for an update.  27.10.23 - Email sent asking for an update.  10.11.23 - Email sent asking for an update.  23.11.23 - Email sent asking for an update.

<p>2645 13.06.2023 Councillor Zafar Iqbal <b>EXEC</b></p>	<p>From residents of Gladys Road calling upon Birmingham City Council to remove or reduce the number of trees in their road - <i>Director of City Operations</i></p>	<p>Petition Received 16.06.23</p> <p>19.06.23 - Acknowledgement sent to presenting Councillor.</p> <p>19.06.23 - Petition sent to service area.</p> <p>05.09.23 - Email sent asking for an update.</p> <p>15.09.23 - Email sent asking for an update.</p> <p>22.09.23 - Email sent asking for an update.</p> <p>05.10.23 – Email sent asking for an update.</p> <p>27.10.23 - Email sent asking for an update.</p> <p>10.11.23 - Email sent asking for an update.</p> <p>23.11.23 - Email sent asking for an update.</p>
<p>2648 13.06.2023 Councillor Diane Donaldson <b>EXEC</b></p>	<p>From residents of Brockhurst Road in Bromford and Hodge Hill Ward, calling upon Birmingham City Council to install new white LED streetlights in Brockhurst Road - <i>Director of City Operations</i></p>	<p>Petition Received 16.06.23</p> <p>19.06.23 - Acknowledgement sent to presenting Councillor.</p> <p>19.06.23 - Petition sent to service area.</p> <p>05.09.23 - Email sent asking for an update.</p> <p>15.09.23 - Email sent asking for an update.</p> <p>22.09.23 - Email sent asking for an update.</p> <p>05.10.23 – Email sent asking for an update.</p>

		<p>27.10.23 - Email sent asking for an update.</p> <p>10.11.23 - Email sent asking for an update.</p> <p>23.11.23 - Email sent asking for an update.</p>
<p>2652 13.06.2023 Councillor Timothy Huxtable <b>EXEC</b></p>	<p>From residents of Hall Green Road South calling upon Birmingham City Council to resurface the pavements along Doveridge Road - <i>Director of City Operations</i></p>	<p>Petition Received 16.06.23</p> <p>19.06.23 - Acknowledgement sent to presenting Councillor.</p> <p>19.06.23 - Petition sent to service area.</p> <p>05.09.23 - Email sent asking for an update.</p> <p>15.09.23 - Email sent asking for an update</p> <p>22.09.23 - Email sent asking for an update.</p> <p>05.10.23 – Email sent asking for an update.</p> <p>27.10.23 - Email sent asking for an update.</p> <p>10.11.23 - Email sent asking for an update.</p> <p>23.11.23 - Email sent asking for an update.</p>
<p>2653 13.06.2023 Councillor Roger Harmer <b>EXEC</b></p>	<p>From residents of Acocks Green Ward calling upon Birmingham City Council to resurface Marie Drive - <i>Director of City Operations</i></p>	<p>Petition Received 16.06.23</p> <p>19.06.23 - Acknowledgement sent to presenting Councillor.</p> <p>19.06.23 - Petition sent to service area.</p> <p>05.09.23 - Email sent asking for an update.</p>

		<p>15.09.23 - Email sent asking for an update.</p> <p>22.09.23 - Email sent asking for an update.</p> <p>05.10.23 – Email sent asking for an update.</p> <p>27.10.23 - Email sent asking for an update.</p> <p>10.11.23 - Email sent asking for an update.</p> <p>23.11.23 - Email sent asking for an update.</p>
<p>2658 11.07.2023 Councillor Rob Pocock <b>EXEC</b></p>	<p>From residents of Denholm Road calling upon Birmingham City Council’s Highways Directorate to improve the pavements on the odd-numbers side of their road and raised to a standard that is safe for walking - <i>Director of City Operations</i></p>	<p>05.09.2023 - Email sent asking for an update.</p> <p>15.09.23 - Email sent asking for an update.</p> <p>22.09.23 - Email sent asking for an update.</p> <p>05.10.23 – Email sent asking for an update.</p> <p>15.09.23 - Email sent asking for an update.</p> <p>22.09.23 - Email sent asking for an update.</p> <p>05.10.23 – Email sent asking for an update.</p> <p>27.10.23 - Email sent asking for an update.</p> <p>10.11.23 - Email sent asking for an update.</p> <p>23.11.23 - Email sent asking for an update.</p>
<p>2659 11.07.2023 Councillor Rob Pocock <b>EXEC</b></p>	<p>From residents of Falstone Road calling upon Birmingham City Council’s Highways Directorate to improve the pavements on the odd-numbers side of their road and raised to a standard that is safe for walking - <i>Director of City Operations</i></p>	<p>05.09.2023 - Email sent asking for an update</p> <p>15.09.23 - Email sent asking for an update.</p> <p>15.09.23 – Service area is working hard to provide a</p>

		<p>response ASAP.</p> <p>22.09.23 - Email sent asking for an update.</p> <p>27.10.23 - Email sent asking for an update.</p> <p>10.11.23 - Email sent asking for an update.</p> <p>13.11.23 – Email sent asking if the response has been issued.</p> <p>23.11.23 - Email sent asking for an update.</p>
<p>2662 11.07.2023 Councillor Tim Huxtable <b>EXEC</b></p>	<p>From residents of Hall Green South calling upon Birmingham City Council’s Highway Department to resurface the pavements along both Primrose Lane and Primrose Croft - <i>Director of City Operations</i></p>	<p>05.09.2023 - Email sent asking for an update.</p> <p>15.09.23 - Email sent asking for an update.</p> <p>22.09.23 - Email sent asking for an update.</p> <p>05.10.23 – Email sent asking for an update.</p> <p>15.09.23 - Email sent asking for an update.</p> <p>22.09.23 - Email sent asking for an update.</p> <p>05.10.23 – Email sent asking for an update.</p> <p>27.10.23 - Email sent asking for an update.</p> <p>10.11.23 - Email sent asking for an update.</p> <p>13.11.23 – Email sent to ask if the response has been issued.</p> <p>23.11.23 - email sent asking for an update.</p>
<p>2664</p>	<p>From residents of Moseley Ward calling upon</p>	<p>05.09.2023 - Email sent asking for an update.</p>

<p>11.07.2023 Councillor Izzy Knowles <b>EXEC</b></p>	<p>Birmingham City Council to include Chantry Road, Moseley in the next phase of resurfacing works covering the period 2023-24 – <i>Director of City Operations</i></p>	<p>15.09.23 - Email sent asking for an update. 22.09.23 - Email sent asking for an update. 05.10.23 – Email sent asking for an update. 15.09.23 - Email sent asking for an update. 22.09.23 - Email sent asking for an update. 05.10.23 – Email sent asking for an update. 27.10.23 - Email sent asking for an update. 10.11.23 - Email sent asking for an update. 13.11.23 – Email sent to ask if a response has been issued. 23.11.23 - Email sent asking for an update.</p>
<p>2667 11.07.2023 Councillor Jon Hunt <b>EXEC</b></p>	<p>From residents of Pendragon Road calling upon Birmingham City Council to prune/fell trees in their road due to them causing damage to properties and blocking gutters and drains with leaves – <i>Director of City Operations</i></p>	<p>05.09.2023 - Email sent asking for an update. 15.09.23 - Email sent asking for an update. 22.09.23 - Email sent asking for an update. 05.10.23 – Email sent asking for an update. 15.09.23 - Email sent asking for an update. 22.09.23 - Email sent asking for an update. 05.10.23 – Email sent asking for an update. 27.10.23 - Email sent asking for an update.</p>

		10.11.23 - Email sent asking for an update 13.11.23 – Email sent asking if a response has been provided. 23.11.23 - Email sent asking for an update.
2669 11.07.2023 Councillor Saima Ahmed <b>EXEC</b>	From residents of Balsall Heath West Ward objecting to the application to establish a Parish Council in the area - <i>City Solicitor</i>	
2677 12.09.2023 Councillor Morriam Jan and Jon Hunt <b>COMM</b>	From residents of Cliveden Avenue, Perry Barr objecting to the use of No. 95 Cliveden Avenue as an exempt property (HMO) on the grounds that it is not fit for purpose and therefore calling upon Birmingham City Council to take immediate action – <i>Director of Place, Prosperity and Sustainability</i>	01.11.23 - Referred to Enforcement Team for investigation and response. 05.12.2023 - Email has been sent asking for an update.
2680 12.09.2023 Councillor Robert Alden <b>EXEC</b>	From residents of Alum Rock Ward and the Alum Rock Traders Association calling upon Birmingham City Council to reconsider the selling of the surplus land on Adderley Road – <i>Director of Place, Prosperity and Sustainability</i>	01.11.23 - Referred to Property Services for investigation and response. 05.12.2023 - Email has been sent asking for an update.
2682 12.09.2023 Councillor Timothy Huxtable <b>EXEC</b>	From residents of Hall Green South calling upon Birmingham City Council to resurface the carriageway along Smirral Road, Hall Green – <i>Director of City Operations</i>	15.09.23 – Petition received. 19.09.23 - Petition sent to Service Area. 20.09.23 - Acknowledgement email sent to Councillor. 27.10.23 - Email sent asking for an update. 10.11.23 - Email sent asking for an update. 13.11.23 – Email sent asking if a response has been

		provided. 23.11.23 - Email sent asking for an update.
2683 12.09.2023 Councillor Colin Green <b>EXEC</b>	From residents of Whitecroft Road, Sheldon calling upon Birmingham City Council to prune the council managed trees on Whitecroft Road – <i>Director of City Operations</i>	15.09.23 – Petition received. 19.09.23 - Petition sent to Service Area. 20.09.23 - Acknowledgement email sent to Councillor. 27.10.23 - Email sent asking for an update. 10.11.23 - Email sent asking for an update. 13.11.23 – Email sent asking if a response has been provided. 23.11.23 - Email sent asking for an update.
2684 12.09.2023 Councillor Katherine Iroh <b>EXEC</b>	From residents of Glen Rise, Billesley calling upon Birmingham City Council to prune and lop trees on Glen Rise as they are blocking natural light and causing additional issues of footpaths being uneven and cracks in driveways – <i>Director of City Operations</i>	15.09.23 – Petition received. 19.09.23 - Petition sent to Service Area. 20.09.23 - Acknowledgement email sent to Councillor. 27.10.23 - Email sent asking for an update. 10.11.23 - Email sent asking for an update. 13.11.23 – Email sent asking if a response has been provided. 23.11.23 - Email sent asking for an update.
2687 12.09.2023 Councillor Sir Albert Bore <b>EXEC</b>	From residents of Ladywood and Birmingham calling upon Birmingham City Council to have a proper consultation process to explain the large, phased regeneration – <i>Director of Place, Prosperity and</i>	07.11.23 - Referred to Project Delivery Manager for investigation and response. 05.12.2023 - Email has been sent asking for an update.



	<i>Sustainability</i>	
2689 07.11.2023 Councillor David Pears	From residents of Sutton Trinity Ward objecting to Planning Application No. 2023/06998/PA – for prior notification for installation of 20m high telecommunications mast on land at Sutton United Trinity Club, Tamworth Road – <i>Director of Place, Prosperity and Sustainability</i>	05.12.2023 - This relates to a current planning application (2023/06998/PA) and has been passed on to the Planning Officer to take into consideration when making a decision.
2690 07.11.2023 Councillor Adrian Delaney	From the residents of Hobbis House, Redditch Road calling upon Birmingham City Council to improve the heating in their flats as a priority – <i>Director of City Housing</i>	28.11.23 - Petition sent to Housing Management.
2691 07.11.2023 Councillor Adrian Delaney	From residents of Frankley Ward calling upon Birmingham City Council to give £580,000 compensation to Frankley Ward for building on Boleyn Road Playing Fields – <i>Interim Assistant Director Financial Performance &amp; Insight</i>	28.11.23 – Awaiting a response from service area.
2692 07.11.2023 Councillor Adrian Delaney	From residents of Rubery & Rednal Ward calling for Birmingham City Council to rule out Cofton Park/Nursery as a potential refuse tip whilst Lifford Lane is being re-developed – <i>Director of City Operations</i>	Petition received 09.11.23. 10.11.23 - Petition sent to Service Area. 20.11.23 - Acknowledgement email sent to Councillor.
2693 07.11.2023 Councillor Adrian Delaney	From residents of Rubery & Rednal Ward calling upon Birmingham City Council to introduce traffic calming measures on Wychall Road/Wychall Lane – <i>Director of City Operations</i>	Petition received 15.11.23. 21.11.23 - Petition sent to Service Area. 21.11.23 - Acknowledgement email sent to Councillor.
2694 07.11.2023 Councillor Majid Mahmood	From Friends of the Earth calling upon Birmingham City Council to produce and implement a no-pesticide strategy by 2025 and engage a strategy that applies	Petition received 15.11.23. 21.11.23 - Petition sent to Service Area

	equally across all Wards – <i>Director of City Operations</i>	21.11.23 – Advised by service area that Cllr Mahmood is aware of petition and understands the position (it is discussed weekly at his Cabinet Member Briefings).
2695 07.11.2023 Councillor Gareth Moore	From residents of Erdington Ward calling upon Birmingham City Council to reintroduce a concierge service and CCTV cameras across all tower blocks in Erdington to tackle anti-social behaviour – <i>Director of City Housing</i>	28.11.23 - Petition sent to Housing Management. Petition received 09.11.23. 10.11.23 - Petition sent to Service Area. 20.11.23 - Acknowledgement email sent to Councillor Moore. 10.11.23 – Petition referred to City Housing
2696 07.11.2023 Councillor Saddak Miah	From residents of Lea Hall Road calling upon Birmingham City Council to provide them with wheelie bins - <i>Director of City Operations</i>	Petition received 09.11.23. 10.11.23 - Petition sent to Service Area. 20.11.23 - Acknowledgement email sent to Councillor.
2697 07.11.2023 Councillor Morriam Jan	From residents of 181 Aldridge Road, Perry Barr calling upon Birmingham City Council to remove the lamppost outside their property to enable the bus for their severely autistic child to be able to stop outside their house – <i>Director of City Operations</i>	Petition received 09.11.23. 10.11.23 - Petition sent to Service Area. 20.11.23 - Acknowledgement email sent to Councillor.
2698 07.11.2023 Councillor Morriam Jan	From residents of Wilnecote Road, Perry Barr, Calling upon Birmingham City Council to make the street lights brighter – <i>Director of City Operations</i>	Petition received 09.11.23. 10.11.23 - Petition sent to Service Area 20.11.23 - Acknowledgement email sent to Councillor.
2699 07.11.2023 Councillor Alex Yip	From residents of Sutton Wylde Green Ward calling upon Birmingham City Council to introduce traffic calming measures at the junction of Pilkington and St Bernards Roads – <i>Director of City Operations</i>	Petition received 09.11.23. 10.11.23 - Petition sent to Service Area.

		20.11.23 - Acknowledgement email sent to Councillor.
2700 07.11.2023 Councillor Alex Yip	From residents of Sutton Wylde Green Ward calling upon Birmingham City Council to invest in the area in front of the shops from Verdo Lounge to Tony's Butchers, Birmingham Road to improve connectivity and safety to benefit the residents of Wylde Green – <i>Director of City Operations</i>	Petition received from Ghalub Hussain 21.11.23  21.11.23 – This petition (2700) should be referred to City Operation Directorate for Highways/Local Engineering to investigate and respond.
2701 07.11.2023 Councillor Alex Yip	From residents of Sutton Wylde Green Ward calling upon Birmingham City Council to extend the double yellow lines to cover the driveways of the residential houses on Webster Close – <i>Director of City Operations</i>	Petition received 09.11.23.  10.11.23 - Petition sent to Service Area  20.11.23 - Acknowledgement email sent to Councillor.
2703 07.11.2023 Councillor Alex Yip	From residents of Sutton Wylde Green Ward calling upon Birmingham City Council to condemn terrorist organisation, Hamas and to urge the Council to restrict marches on this issue away from schools, transport hubs, religious or education establishments and urge the Council to lobby Government for opening of safe passages for Gazan refugees into Egypt, Saudi Arabia and others of the Arab League of Nations – <i>Director of Strategy, Equality and Partnerships</i>	
2704 07.11.2023 Councillor Ray Goodwin	From residents of Lydd Croft calling upon Birmingham City Council to install a drop kerb and provide access for additional parking on their road to elevate the parking issues currently experienced – <i>Director of City Operations</i>	Petition received 09.11.23  10.11.23 - Petition sent to Service Area.  20.11.23 - Acknowledgement email sent to Councillor.
2705 07.11.2023 Councillor Katherine Iroh	From residents of Chamberlain Road calling upon Birmingham City Council to fit a bike barrier gate restraint at the end of their road to stop speeding cars	Petition received 09.11.23.  10.11.23 - Petition sent to Service area.

	and motorbikes using this route as a short cut through to Hollybank Road – <i>To be redirected to Transport Connectivity</i>	20.11.23 - Acknowledgement email sent to Councillor. 22.11.23 - Email to Cllr advising that petition sits with Transport Connectivity.
2708 07.11.2023 Councillor David Barker	From residents of Brandwood & Kings Heath Ward calling upon Birmingham City Council to introduce a car free school Street for Kings Heath Primary School – <i>Director of Place, Prosperity and Sustainability</i>	05.12.2023 - Referred to Head of Transport Planning.
2709 07.11.2023 Councillor Lisa Trickett	From residents of Brandwood & Kings Heath Ward objecting to Planning Application No. 2023/06840/PA re 25 Institute Road, Kings Heath – <i>Director of Place, Prosperity and Sustainability</i>	05.12.2023 - This relates to a current planning application (2023/06840/PA) and has been passed on to the Planning Officer to take into consideration when making a decision.
2710 07.11.2023 Councillor Kath Scott	From residents of Sutton Vesey Ward and adjoining areas calling on National Express and Transport for West Midlands to provide additional buses for a more reliable service for children attending John Willmott and Fairfax Schools and further call upon Birmingham City Council to use its influence to administer safety and support measures to ensure children have a safe journey to and from school – <i>Director of Place, Prosperity and Sustainability</i>	05.12.2023 - Referred to Head of Transport Planning.
2711 07.11.2023 Councillor Robert Alden	From residents of Erdington Ward objecting to Planning Application No. 2023/06270/PA for 63-65 Mason Road to be sub-divided into a hot food takeaway – <i>Director of Place, Prosperity and Sustainability</i>	05.12.2023 - This relates to a current planning application (2023/06270/PA) and has been passed on to the Planning Officer to take into consideration when making a decision.
2714	From the residents of Evelyn Road, Sparkhill	05.12.2023 – Still awaiting petition.

07.11.2023 Councillor Nicky Brennan	objecting to the re-opening of Exempt Accommodation that had previously shut down – <i>Director of Place, Prosperity and Sustainability</i>  <b>WAITING FOR CLLR BRENNAN TO EMAIL A  COPY OF THE PETITION</b>	

**CATEGORIES:**    **COMM**       = Petitions relating to Committees functions    **EXEC**       = Petitions relating to the Executive functions



# Birmingham City Council

## Council Business Management Committee

18 December 2023



**Subject: Independent Members (Independent Remuneration Panel) Appointment**

**Report of: Marie Rosenthal, Interim City Solicitor and Monitoring Officer**

**Report author: Robert Connelly, AD Governance**

Does the report contain confidential or exempt information?  Yes  No

If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential:

### 1 Executive Summary

1.1 The report seeks to appoint:

- i. 3 Independent Remuneration Panel Members (with the appointment of a further co-opted member (former Councillor) yet to be confirmed.

### 2 Recommendation(s)

2.1 That the Council's Business Management Committee recommends to City Council the following persons be appointed

ROLE	APPOINTEE	TERM OF OFFICE
Independent Remuneration Panel – Citizen Representative	Veronica Docherty	January 2024 – December 2027
Independent Remuneration Panel – Citizen Representative	Muhammed Ali	January 2024 – December 2027
Independent Remuneration Panel – TUC Appointed Member	Frank Duffy	January 2024 – December 2027
Independent Remuneration Panel –	TBC	TBC

Co-opted Member (former Councillor)		
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### 3 Background

#### Independent Remuneration Panel (IRP)

- 3.1 Councillors receive allowances to support them in carrying out their work as elected representatives. The amount of the allowance for the various Councillors roles is decided by the City Council taking into account a report from an Independent Remuneration Panel.
- 3.2 The Panel was established by the City Council at its meeting on 2<sup>nd</sup> July 2001. Current membership consists of:
- Four Citizen Representatives
  - Two appointed panel members
  - Two co-opted panel members, that are former Councillors of the City Council.
- 3.3 In August 2016, CBMC confirmed that the above balance of membership, and that each appointee should be appointed for four years.
- 3.4 Following the recent recruitment/appointments (and subject to formal agreement the membership position will be

Member	Term of Office Expires
Citizen	December 2027 – pending approval
Citizen	December 2027 – pending approval
Citizen	September 2026
Citizen	August 2025
Appointed (TUC appointed member)	December 2027 – pending approval
Appointed	August 2024
Co-opted	September 2026
Co-opted	TBC

### 4 Options considered and Recommended Proposal

- 4.1 It is proposed that the appointees, set out in this report are appointed.

### 5 Legal Implications

- 5.1 None other than those stated above.

### 6 Financial Implications

- 6.1 Payment of allowance due, will be provided by the members allowances allocated



budget.

## **7 Public Sector Equality Duty**

7.1 None

## **8 Background Papers**

8.1 None



# Birmingham City Council

## Council Business Management Committee

18 December 2023



**Subject:** Amendments to the Constitution  
**Report of:** Marie Rosenthal, Interim City Solicitor (Monitoring Officer)  
**Report author:** Christian Scade, Head of Scrutiny and Committee Services, 07517 550013, [christian.scade@birmingham.gov.uk](mailto:christian.scade@birmingham.gov.uk)

Does the report contain confidential or exempt information?  Yes  No

If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential : N/A

### 1 Executive Summary

- 1.1 Council constitutions provide a framework within which people can understand their own responsibilities, and the responsibilities of others. They allow decision-making, within a democratically elected body, to be consistent, accountable and transparent. They facilitate strong, effective relationships.
- 1.2 A constitution should be a living document – one that reflects not only evolving practice and law, but also one that is periodically strengthened and refined (as a whole document) to ensure it stays both relevant and consistent.
- 1.3 This report sets out:
  - Revised terms of reference for Audit Committee so immediate amendments to the Council's Constitution (Part B14) can be considered by Full Council on 9 January 2024
  - Plans for delivering a comprehensive review of the Council's Constitution.

### 2 Recommendation

That Council Business Management Committee:

- 2.1 Notes the proposed amendments to the Terms of Reference for Audit Committee (Part B14 of the Constitution), set out in Appendix 1, and agree that these be presented to Full Council on 9 January 2024 for approval.
- 2.2 Notes the timeline for delivering a comprehensive review of the Council's Constitution, set out in Section 5.

- 2.3 Re-establishes a cross-party working group, consisting of 5 Members (3 Labour, 1 Conservative and 1 Liberal Democrat) to support the Monitoring Officers review of the constitution.
- 2.4 Agrees who should Chair the Constitution Working Group (highlighted at 2.3 above).

### **3 Background**

*“How we interpret and use the Constitution is central to how effective governance is. A council that takes its Constitution seriously, where there’s a sense of collective ownership of the rules it contains, and where people live and breathe its values, is likely to be one with better governance overall, and that’s why these documents are important.”*

Ed Hammond, Centre for Governance and Scrutiny

[\(Local Government Lawyer\)](#)

- 3.1 Section 37 of the Local Government Act 2000 (as amended by the Local Government Act 2011) requires the Council to prepare, keep up to date and publicise a Constitution. This sets out how the Council operates, how decisions are made and the procedures to be followed to ensure these are efficient, transparent and accountable. Some of these processes are required by law, and others are processes which the Council has chosen.
- 3.2 Birmingham’s Constitution was originally adopted over 20 years ago, as the Council moved from a committee system to an executive model of governance. This was based upon national guidance and a model developed, for use by all Councils, by the Department for Transport, Environment and the Regions and the Local Government Association.
- 3.3 Since 2001 there have been no further updates from Government. As a result, local authorities have updated their constitutions themselves, usually by adding to the document as new legislation has been enacted or in response to internal changes within the Council, such as the reorganisation of governance arrangements or restructures of the Council’s management.
- 3.4 Birmingham has been typical in this regard and over time the Constitution has been revised to reflect additional requirements and duties from a range of legislation and guidance. However, many local authorities have recently introduced new formats and structures to help enhance accessibility, understanding, transparency and integrity around decision making.

### **4 Developments Since 2022**

- 4.1 Last year a cross party working group was established, by Council Business Management Committee (CBMC), to review areas of the Constitution. This was set up to help ensure business was well managed and decisions taken effectively

and efficiently, in accordance with statutory requirements and the council's governance framework.

4.2 Unfortunately, for a variety of reasons, it has not yet been possible to conclude this review. In addition, over the last couple of months the context for this review has changed and evolved significantly, including:

- Ongoing activity to agree an approach to achieve pay equity, culminating in a decision at an Extraordinary Full Council meeting on 12 October 2023.
- The issuing of 2 notices under Section 114 of the Local Government Finance Act 1988 during September 2023, and a Section 5 report issued by the previous Monitoring Officer.
- Statutory Recommendations issued on 29 September 2023 by the Council's External Auditors, Grant Thornton under Schedule 7 of the Local Audit and Accountability Act 2014. These recommendations related to equal pay, oracle implementation, financial pressures, governance and management capacity, and statutory accounts 2020/21, 2021/22, 2022/23.
- Government intervention: On 19 September 2023, DLUHC indicated that the Secretary of State was considering exercising the powers of direction under sections 15(5) and (6) of the Local Government Act 1999 in relation to the Council and its compliance with the best value duty. This was followed on 5 October by the appointment of Commissioners.

## 5 Next Steps and Timeline for Review

5.1 The incoming Interim City Solicitor and Monitoring Officer has been set a number of key deliverables by Commissioners, including delivering a comprehensive review of the Council's Constitution.

5.2 Moving forward, work to review the Constitution will be prioritised and will take place, at pace, over a number of stages:

Stage	Description	Reporting to Full Council
1	<p><b>Immediate Changes</b></p> <p>As set out in Section 6, this refers to new terms of reference for the Audit Committee.</p>	Jan 2024
2	<p><b>Priority Changes</b></p> <p>This will include, as a first step, completion of a statutory requirements check list. This useful tool will help identify any missing areas and/or areas requiring review and will also provide a quick reference point for finding statutory information across the Constitution.</p>	May 2024

	Once completed, priority review areas will be identified, so that proposed changes can be considered by CBMC/Full Council ahead of the start of the 2024/25 Municipal Year.  It's anticipated that the Member working group will meet for the first time in January 2024.	
<b>3</b>	<b>Comprehensive Review</b>  To make the Council's Constitution fit for purpose, for a financially secure 21 <sup>st</sup> Century Council, and ensure a training programme is in place to enable both Members and Officers to understand and comply with its provision, ahead of the next administration in May 2026.	<b>May 2026</b>

5.3 It is anticipated that the cross-party working group will support the review by considering governance changes suggested by Members, Officers and Commissioners, by reviewing areas of the Constitution to ensure they are fit for purpose; and by putting forward proposed changes for consideration by Full Council.

5.4 To ensure recommendations can be made the working group will need to consider a range of documentary material, and other evidence, including:

- Information from the Council's Constitution, including findings from the completed statutory requirements checklist;
- Comparative data (where available) from other Core Cities and CIPFA's Nearest Neighbours;
- Good practice from other local authorities
- Information from Knowles on Local Authority Meetings: Manual of Law and Practice.

5.5 The Working Group will also need to consider findings from the review of Full Council meetings which was carried out by Colin Copus, Emeritus Professor of Local Politics, De Montfort University; Visiting Professor Ghent University.

5.6 This research was conducted before the issues set out in section 4.2 occurred. However, the review was commissioned by Council Business Management Committee to:

- assess if full council meetings were operating in the most appropriate way given the executive political arrangements existing; and to
- identify ways to improve and enhance:
  - o opportunities for genuine debate between and among members executive accountability;
  - o opportunities to engage with external partners and other agencies;

- how full council can instigate policy change and review and assess existing policy;
- the procedure for motions to council;

5.7 Following recent meetings with Group Leaders and a meeting between Colin Copus and the Lead Commissioner, a final report, setting out both findings and suggestions for change, is expected to be available before the end of the year.

## **6 New Terms of Reference for Audit Committee**

6.1 The new terms of reference for Audit Committee, attached at Appendix 1, will help ensure its alignment with current best practice as set out by CIPFA in the “Audit Committees: Practical Guidance for Local Authorities and Police 2022 Edition” and in compliance with CIPFA’s “Position Statement: Audit Committees in Local Authorities and Police 2022.”

6.2 Audit Committee was asked to make comments, including any specific amendments, to the new terms of reference as part of the meeting held on 29 November.

6.3 As part of this Commissioners noted (under item 6 of the agenda - [CMIS > Audit Committee 29 Nov 2023](#)) that they were pleased to see that the Committee were being recommended to adopt the CIPFA guidance and model terms of reference. The Commissioners also highlighted that:

- Changes to the terms of reference was seen as an important step in the process of recovery;
- The Council’s Constitution should make it explicit that no Councillor should be able to serve on the Audit Committee until they have attended the necessary training course on how to be an effective member of the Committee.
- As part of the annual review of the effectiveness of the Committee the training and development needs of councillors in general and members of this committee should be considered.

6.4 In response to the above, it should be noted that the need for training is addressed as part of section 14.5 para 3 of the new terms of reference, This is because the CIPFA Position Statement 2022 identifies that Audit Committee Members need to be trained.

6.5 Comments, from the Audit Committee, were made with reference to the Head of Internal Audit verses the internal audit service.

6.6 It is recognised that the terms of reference reflects not only the CIPFA guidance for Audit Committees 2022 and the CIPFA position statement 2022, but also the CIPFA Role of the Head of Internal Audit 2019 and the Accounts and Audit Regulations (2015) requirement for the service to be conformant with the Public Sector Internal Audit Standards 2017, both of which articulate a distinct role of the Head of Internal Audit, similar to how the S151 Officer role is defined by CIPFA but still supported by a finance team. Additionally, the new terms of

reference for the Corporate Governance Group and the Schedule for the Audit Committee, both of which support the Audit Committee's request for enhanced Annual Governance Statement activity and therefore have not been directly added into the Audit Committee Terms of Reference.

- 6.7 However, other enhancements have been made, and included at Appendix 1, including; additional wording on Value for Money; counter fraud; ethics and culture; membership and the Independent Technical Adviser role.

## **7 Legal Implications**

- 7.1 The Local Government Act 2000 requires the Council to have and maintain a constitution. Full Council is the decision making body with responsibility to adopt and amend the Constitution. The Monitoring Officer must be satisfied that the Council's Constitution continues to fulfil its stated purposes.

## **8 Financial Implications**

- 8.1 The work of the Audit Committee is a vital part of the Council's governance framework. An effective terms of reference should ensure the resources of the Audit Committee are directed at the most important areas of focus for the Committee.
- 8.2 There are no other direct financial implications arising from this report.

## **9 Public Sector Equality Duty**

- 9.1 There are no direct equality implications arising from this report.

## **10 Background Papers**

- 10.1 [The-review-and-redrafting-of-constitutions-v.3.pdf \(cfigs.org.uk\)](#)

## **11 Appendices**

- 11.1 Appendix 1 – New Terms of Reference for Audit Committee



## **Appendix 1 New Terms of Reference for the Audit Committee**

### **B14. Audit Committee**

#### **14.1 Statement of purpose**

The committee's purpose is to provide an independent and high-level focus on the adequacy of governance, risk management and control arrangements. Its role in ensuring there is sufficient assurance over governance, risk and control provides greater confidence to all those charged with governance that those arrangements are effective.

The committee has oversight of both internal and external audit, together with the financial and governance reports, helping to ensure there are adequate arrangements in place for both internal challenge and public accountability.

#### **14.2 Governance, risk and control**

1. To review the council's corporate governance arrangements against the good governance framework, including the ethical framework, and consider the local code of governance.
2. To review the ethics and culture of the Council to ensure appropriate behaviours and values operate and enable openness and transparency.
3. To monitor the effective development and operation of risk management in the council.
4. To monitor progress in addressing risk-related issues reported to the committee.
5. To consider reports on the effectiveness of internal controls and monitor the implementation of agreed actions.
6. To consider reports on the effectiveness of financial management arrangements, including compliance with Chartered Institute of Public Finance and Accountancy's (CIPFA) Financial Management Code.
7. To consider the council's arrangements to secure value for money and review assurances and assessments on the effectiveness of these arrangements, including review of the external audit, internal audit and other assurance providers' work relating to value for money.
8. To review the assessment of fraud risks and potential harm to the council from fraud and corruption.
9. To monitor the counter fraud strategy, actions and resources including the use of benchmarking and other analytics to inform this review.
10. To review the governance and assurance arrangements for significant partnerships or collaborations.

#### **14.3 Financial and governance reporting**

Governance reporting:

1. To review the Annual Governance Statement (AGS) prior to approval and consider whether it properly reflects the risk environment and supporting assurances, including the head of internal audit's annual opinion.
2. To consider whether the annual evaluation for the AGS fairly concludes that governance arrangements are fit for purpose, supporting the achievement of the authority's objectives.
3. That the Corporate Governance Group supports the Audit Committee in the review of the AGS to help ensure the effectiveness review of the Local Code of Corporate Governance remains a living and continually developing activity.

4. That a schedule of works for the Audit Committee includes a clear timeline for the production, consideration and monitoring of the AGS.

Financial reporting:

1. To monitor the arrangements and preparations for financial reporting to ensure that statutory requirements and professional standards can be met.
2. To review the annual statement of accounts. Specifically, to consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the council.
3. To consider the external auditor's report to those charged with governance on issues arising from the audit of the accounts.

**14.4 Arrangements for audit and assurance:**

To consider the council's framework of assurance and ensure that it adequately addresses the risks and priorities of the council.

External audit:

1. To support the independence of external audit through consideration of the external auditor's annual assessment of its independence and review of any issues raised by Public Sector Audit Appointments (PSAA) or the authority's auditor panel as appropriate.
2. To consider the external auditor's annual letter, relevant reports and the report to those charged with governance.
3. To consider specific reports as agreed with the external auditor.
4. To comment on the scope and depth of external audit work and to ensure it gives value for money.
5. To consider additional commissions of work from external audit.
6. To advise and recommend on the effectiveness of relationships between external and internal audit and other inspection agencies or relevant bodies.
7. To provide free and unfettered access to the audit committee chair for the auditors, including the opportunity for a private meeting with the committee.

Internal Audit

1. To approve the internal audit charter.
2. To review proposals made in relation to the appointment of external providers of internal audit services and to make recommendations.
3. To approve the risk-based internal audit plan, including internal audit's resource requirements, the approach to using other sources of assurance and any work required to place reliance upon those other sources.
4. To approve significant interim changes to the risk-based internal audit plan and resource requirements.
5. To make appropriate enquiries of both management and the head of internal audit to determine if there are any inappropriate scope or resource limitations.
6. To consider any impairments to the independence or objectivity of the head of internal audit arising from additional roles or responsibilities outside of internal auditing and to approve and periodically review safeguards to limit such impairments.

7. To consider reports from the head of internal audit on internal audit's performance during the year, including the performance of external providers of internal audit services. These will include:
  - a. updates on the work of internal audit, including key findings, issues of concern and action in hand as a result of internal audit work
  - b. regular reports on the results of the Quality Assurance and Improvement Programme (QAIP)
  - c. reports on instances where the internal audit function does not conform to the Public Sector Internal Audit Standards (PSIAS) and Local Government Application Note (LGAN), considering whether the non-conformance is significant enough that it must be included in the Annual Governance Statement.
8. To consider the head of internal audit's annual report, including:
  - a. the statement of the level of conformance with the PSIAS and LGAN and the results of the QAIP that support the statement (these will indicate the reliability of the conclusions of internal audit)
  - b. the opinion on the overall adequacy and effectiveness of the council's framework of governance, risk management and control, together with the summary of the work supporting the opinion (these will assist the committee in reviewing the AGS).
9. To consider summaries of specific internal audit reports as requested.
10. To receive reports outlining the action taken where the head of internal audit has concluded that management has accepted a level of risk that may be unacceptable to the authority or there are concerns about progress with the implementation of agreed actions.
11. To contribute to the QAIP and in particular to the external quality assessment of internal audit that takes place at least once every five years.
12. To consider a report on the effectiveness of internal audit to support the AGS where required to do so by the accounts and audit regulations.
13. To provide free and unfettered access to the audit committee chair for the head of internal audit, including the opportunity for a private meeting with the committee.

#### **14.5 Accountability arrangements**

1. To report to those charged with governance on the committee's findings, conclusions and recommendations concerning the adequacy and effectiveness of their governance, risk management and internal control frameworks, financial reporting arrangements and internal and external audit functions.
2. [The Chair of the Audit Committee to have the ability to place an item, attend and speak to it if there are significant issues arising that needs Cabinet and City Council to give specific attention to the issue.](#)
3. To report to full council on a regular basis on the committee's performance in relation to the terms of reference and the effectiveness of the committee in meeting its purpose.
4. To publish an annual report on the work of the committee, including a conclusion on the compliance with the CIPFA Position Statement 2022 (See below).

#### **14.6 Membership**

1. Members of the Audit Committee, and its Chair, are appointed by Full Council. There are eight members of the committee, and the quorum is three.
2. The Chair of Audit Committee should not be appointed to serve as a director on any of the City Council's wholly owned companies.

3. An Independent Technical Advisor (ITA) should be appointed to support the Committee. [The ITA would be appointed via a skills-based route and having identified where any skills gaps in Audit Committee were identified.](#)

#### **14.7 Conflicts of interest**

1. If a Cabinet Adviser (or former Cabinet Adviser) is a member of the Audit Committee when it is considering matters to which their role relates, then that Councillor must withdraw from the meeting during the consideration of such matter.
2. If the Audit Committee is considering items relating to the work of a relative of a member of the Committee, then that Councillor must withdraw from the meeting during the consideration of such matter.

#### **14.8 Review of these Terms of Reference**

These Terms of Reference are to be reviewed annually to ensure they remain appropriate, reflect best practice and align to relevant standards and regulations.

*CIPFA Audit Committee Position Statement 2022 available from:*

<https://www.cipfa.org/-/media/Files/Services/Support-for-audit-committees/CIPFA-Audit-Committee-Position-Statement-2022.pdf>

*Previous Terms of Reference – for information only*

## **B14. AUDIT COMMITTEE**

### **14.1 Purpose**

*i. The purpose of the Audit Committee is to support the Council's Corporate Governance responsibilities and to provide independent assurance to the Council in relation to internal control, risk management and governance.*

### **14.2 Functions**

*a) To review the City Council's Annual Accounts and Annual Governance Statement (AGS). This will include advising on significant changes throughout the year to financial regulations and policies.*

*b) To monitor progress in addressing control or governance issues identified in the AGS.*

*c) To review and provide the Executive with assurance on the embedding and maintenance of an effective system of corporate governance, including the Council's Corporate Governance Code and Framework, risk management framework, and the associated control environment.*

*d) To consider the Council's framework of assurance and ensure that it adequately addresses the risks and priorities of the Council.*

*e) To review the adequacy of treasury risk management arrangements as set out in the Treasury Management Policy, Strategy and treasury management practices.*

*f) Responsibilities as set out in the terms of reference in relation to external audit including reviewing the planned programme of work, noting fees and terms of engagement of the external auditor, considering, and advising the executive on responses to audit management letters, reports and investigations and reviewing whether agreed external audit or inspection recommendations have been implemented as timetabled.*

*g) To review and make recommendations to the executive regarding the effectiveness of internal audit to include ensuring the internal audit function is adequately resourced, to review its strategy, receive, challenge, and approve its annual plan and monitor its delivery and to review significant audit findings and monitor progress by managers in implementing agreed recommendations.*

*h) To consider and make recommendations to the executive on the Council's arrangements for deterring, preventing, detecting, and investigating fraud.*

*i) To consider reports from the Ombudsman and monitor management response in relation to these.*

*j) To consider, approve or make recommendations in respect of any other matters at the request of the Council.*

### **14.3 Membership**

*i. Members of the Audit Committee, and its Chair, are appointed by Full Council. There are eight members of the committee, and the quorum is three.*

*ii. The Chair of Audit Committee should not be appointed to serve as a Director on any of the City Council's wholly owned companies.*

*iii. An Independent Technical Advisor should be appointed to support the Committee.*

#### *14.4 Conflicts of interest*

*iv. If a Cabinet Adviser (or former Cabinet Adviser) is a member of the Audit Committee when it is considering matters to which their role relates, then that Councillor must withdraw from the meeting during the consideration of such matter.*

*v. If the Audit Committee is considering items relating to the work of a relative of a member of the Committee, then that Councillor must withdraw from the meeting during the consideration of such matter.*

The Chartered Institute of  
Public Finance & Accountancy

cipfa.org



## CIPFA's Position Statement: Audit Committees in Local Authorities and Police 2022

### Scope

This position statement includes all principal local authorities in the UK, corporate joint committees in Wales, the audit committees for PCCs and chief constables in England and Wales, PCCFRAs and the audit committees of fire and rescue authorities in England and Wales.

The statement sets out the purpose, model, core functions and membership of the audit committee. Where specific legislation exists (the Local Government & Elections (Wales) Act 2021 and the Cities and Local Government Devolution Act 2016), it should supplement the requirements of that legislation.

### Status of the position statement

The statement represents CIPFA's view on the audit committee practice and principles that local government bodies in the UK should adopt. It has been prepared in consultation with sector representatives.

CIPFA expects that all local government bodies should make their best efforts to adopt the principles, aiming for effective audit committee arrangements. This will enable those bodies to meet their statutory responsibilities for governance and internal control arrangements, financial management, financial reporting and internal audit.

The 2022 edition of the position statement replaces the 2018 edition.

**The Department for Levelling Up, Housing and Communities and the Home Office support this guidance.**

## CIPFA's Position Statement 2022: Audit committees in local authorities and police

### Purpose of the audit committee

Audit committees are a key component of an authority's governance framework. Their purpose is to provide an independent and high-level focus on the adequacy of governance, risk and control arrangements. The committee's role in ensuring that there is sufficient assurance over governance risk and control gives greater confidence to all those charged with governance that those arrangements are effective.

In a local authority the full council is the body charged with governance. The audit committee may be delegated some governance responsibilities but will be accountable to full council. In policing, the police and crime commissioner (PCC) and chief constable are both corporations sole, and thus are the individuals charged with governance.

The committee has oversight of both internal and external audit together with the financial and governance reports, helping to ensure that there are adequate arrangements in place for both internal challenge and public accountability.

### Independent and effective model

The audit committee should be established so that it is independent of executive decision making and able to provide objective oversight. It is an advisory committee that has sufficient importance in the authority so that its recommendations and opinions carry weight and have influence with the leadership team and those charged with governance.

The committee should:

- be directly accountable to the authority's governing body or the PCC and chief constable
- in local authorities, be independent of both the executive and the scrutiny functions
- in police bodies, be independent of the executive or operational responsibilities of the PCC or chief constable
- have rights of access to and constructive engagement with other committees/functions, for example scrutiny and service committees, corporate risk management boards and other strategic groups
- have rights to request reports and seek assurances from relevant officers
- be of an appropriate size to operate as a cadre of experienced, trained committee members. Large committees should be avoided.

The audit committees of the PCC and chief constable should follow the requirements set out in the Home Office Financial Management Code of Practice and be made up of co-opted independent members.



The audit committees of local authorities should include co-opted independent members in accordance with the appropriate legislation.

Where there is no legislative direction to include co-opted independent members, CIPFA recommends that each authority audit committee should include at least two co-opted independent members to provide appropriate technical expertise.

### Core functions

The core functions of the audit committee are to provide oversight of a range of core governance and accountability arrangements, responses to the recommendations of assurance providers and helping to ensure robust arrangements are maintained.

The specific responsibilities include:

#### Maintenance of governance, risk and control arrangements

- Support a comprehensive understanding of governance across the organisation and among all those charged with governance, fulfilling the principles of good governance.
- Consider the effectiveness of the authority's risk management arrangements. It should understand the risk profile of the organisation and seek assurances that active arrangements are in place on risk-related issues, for both the body and its collaborative arrangements.
- Monitor the effectiveness of the system of internal control, including arrangements for financial management, ensuring value for money, supporting standards and ethics and managing the authority's exposure to the risks of fraud and corruption.

#### Financial and governance reporting

- Be satisfied that the authority's accountability statements, including the annual governance statement, properly reflect the risk environment, and any actions required to improve it, and demonstrate how governance supports the achievement of the authority's objectives.
- Support the maintenance of effective arrangements for financial reporting and review the statutory statements of account and any reports that accompany them.

#### Establishing appropriate and effective arrangements for audit and assurance

- Consider the arrangements in place to secure adequate assurance across the body's full range of operations and collaborations with other entities.
- In relation to the authority's internal audit functions:
  - oversee its independence, objectivity, performance and conformance to professional standards
  - support effective arrangements for internal audit
  - promote the effective use of internal audit within the assurance framework.

- Consider the opinion, reports and recommendations of external audit and inspection agencies and their implications for governance, risk management or control, and monitor management action in response to the issues raised by external audit.
- Contribute to the operation of efficient and effective external audit arrangements, supporting the independence of auditors and promoting audit quality.
- Support effective relationships between all providers of assurance, audits and inspections, and the organisation, encouraging openness to challenge, review and accountability.

### Audit committee membership

To provide the level of expertise and understanding required of the committee, and to have an appropriate level of influence within the authority, the members of the committee will need to be of high calibre. When selecting elected representatives to be on the committee or when co-opting independent members, aptitude should be considered alongside relevant knowledge, skills and experience.

Characteristics of audit committee membership:

- A membership that is trained to fulfil their role so that members are objective, have an inquiring and independent approach, and are knowledgeable.
- A membership that promotes good governance principles, identifying ways that better governance arrangement can help achieve the organisation's objectives.
- A strong, independently minded chair, displaying a depth of knowledge, skills, and interest. There are many personal skills needed to be an effective chair, but key to these are:
  - promoting apolitical open discussion
  - managing meetings to cover all business and encouraging a candid approach from all participants
  - maintaining the focus of the committee on matters of greatest priority.
- Willingness to operate in an apolitical manner.
- Unbiased attitudes – treating auditors, the executive and management fairly.
- The ability to challenge the executive and senior managers when required.
- Knowledge, expertise and interest in the work of the committee.

While expertise in the areas within the remit of the committee is very helpful, the attitude of committee members and willingness to have appropriate training are of equal importance.

The appointment of co-opted independent members on the committee should consider the overall knowledge and expertise of the existing members.

## Engagement and outputs

The audit committee should be established and supported to enable it to address the full range of responsibilities within its terms of reference and to generate planned outputs.

To discharge its responsibilities effectively, the committee should:

- meet regularly, at least four times a year, and have a clear policy on those items to be considered in private and those to be considered in public
- be able to meet privately and separately with the external auditor and with the head of internal audit
- include, as regular attendees, the chief finance officer(s), the chief executive, the head of internal audit and the appointed external auditor; other attendees may include the monitoring officer and the head of resources (where such a post exists). These officers should also be able to access the committee members, or the chair, as required
- have the right to call on any other officers or agencies of the authority as required; police audit committees should recognise the independence of the chief constable in relation to operational policing matters
- support transparency, reporting regularly on its work to those charged with governance
- report annually on how the committee has complied with the position statement, discharged its responsibilities, and include an assessment of its performance. The report should be available to the public.

## Impact

As a non-executive body, the influence of the audit committee depends not only on the effective performance of its role, but also on its engagement with the leadership team and those charged with governance.

The committee should evaluate its impact and identify areas for improvement.



**Birmingham City Council**  
**Council Business Management Committee**

18 December 2023



**Subject:** City Council Agenda for the Next Meeting – 9 January 2024

**Report of:** Marie Rosenthal, Interim City Solicitor and Monitoring Officer

**Report author:** Ben Patel Sadler  
Senior Committee Manager  
[Ben.Patel-Sadler@birmingham.gov.uk](mailto:Ben.Patel-Sadler@birmingham.gov.uk)

Does the report contain confidential or exempt information?  Yes  No

If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential :

**1 Executive Summary**

- 1.1 As per the latest version of the Constitution, the Committee is responsible for the planning and preparation of the agenda, papers and other arrangements for meetings of the Council.
- 1.2 The Committee has received a request from Councillor Mick Brown, namely that at the 9 January 2024 City Council meeting, could the Scrutiny Inquiry – Children and Young People’s Mental Health item be scheduled on the agenda, so it is taken after schools / colleges have closed, but also not too late so that any young people who have contributed to the report and want to attend are able to.
- 1.3 The Committee is further asked to consider that if any young people are able to attend on 9 January, would they be able to speak after Councillor Brown has presented the report.

**2 Recommendation(s)**

- 2.1 That the Committee considers the comments received from Councillor Mick Brown in relation to the Scrutiny Inquiry – Children and Young People’s Mental Health

report, taking these into account when determining the agenda for the 9 January 2024 meeting.

2.2 That the Committee discusses and agrees the agenda items for consideration at the 9 January 2024 City Council meeting.

2.3 The Committee is also asked to discuss and agree the time allocated to each agenda item.

### **3 Legal Implications**

3.1 There are no immediate legal implications arising from this report.

### **4 Financial Implications**

4.1 There are no immediate financial implications arising from this report.

### **5 Public Sector Equality Duty**

5.1 There are no immediate equality implications arising from this report.

### **6 Other Implications**

6.1 None.

### **7 Background Papers**

7.1 None.

### **8 Appendices**

8.1 Appendix 1: Draft agenda for the 9 January 2024 City Council meeting.

# **BIRMINGHAM CITY COUNCIL**

## **MEETING OF THE CITY COUNCIL**

**TUESDAY, 9 JANUARY 2024 AT 1400 HOURS**  
**IN THE COUNCIL CHAMBER, COUNCIL HOUSE, VICTORIA SQUARE,**  
**BIRMINGHAM, B1 1BB**

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

#### **1 NOTICE OF RECORDING**

Lord Mayor to advise that this meeting will be webcast for live or subsequent broadcast via the Council's Public-I microsite (please click this link) and that members of the press/public may record and take photographs except where there are confidential or exempt items.

#### **2 DECLARATION OF INTERESTS**

Members are reminded they must declare all relevant pecuniary and other registerable interests arising from any business to be discussed at this meeting.

If a disclosable pecuniary interest is declared a Member must not participate in any discussion or vote on the matter and must not remain in the room unless they have been granted a dispensation.

If other registerable interests are declared a Member may speak on the matter only if members of the public are allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless they have been granted a dispensation.

If it is a 'sensitive interest', Members do not have to disclose the nature of the interest, just that they have an interest.

Information on the Local Government Association's Model Councillor Code of Conduct is set out via <http://bit.ly/3WtGQnN>. This includes, at Appendix 1, an interests flowchart which provides a simple guide to declaring interests at meetings.

#### **3 MINUTES**

To confirm and authorise the signing of the Minutes of the meeting held on 5 December 2023.

#### **4 LORD MAYOR'S ANNOUNCEMENTS**

**(10 minutes allocated) (1400-1410)**

To receive the Lord Mayor's announcements and such communications as the Lord Mayor may wish to place before the Council.

**5 PETITIONS**

**(10 minutes allocated) (1410-1420)**

To receive and deal with petitions in accordance with Council Rules of Procedure (B4.4 E of the Constitution).

As agreed by Council Business Management Committee a schedule of outstanding petitions is available electronically with the published papers for the meeting and can be viewed or downloaded.

**6 QUESTION TIME**

**(70 minutes allocated) (1420-1530)**

To deal with oral questions in accordance with Council Rules of Procedure (B4.4 F of the Constitution).

- A. Questions from Members of the Public to any Cabinet Member or Ward Forum Chair (20 minutes)
- B. Questions from any Councillor to a Committee Chair, Lead Member of a Joint Board or Ward Forum Chair (10 minutes)
- C. Questions from Councillors other than Cabinet Members to a Cabinet Member (20 minutes)
- D. Questions from Councillors other than Cabinet Members to the Leader or Deputy Leader (20 minutes)

**7 APPOINTMENTS BY THE COUNCIL**

**(5 minutes allocated) (1530-1535)**

To make appointments to, or removals from, committees, outside bodies or other offices which fall to be determined by the Council.

**8 SCRUTINY BUSINESS REPORT**

**(25 minutes allocated) (1535-1600)**

**Councillor X to move the following recommendation:**

**9 SCRUTINY ENQUIRY- CHILDREN AND YOUNG PEOPLE'S MENTAL HEALTH**

**(25 minutes allocated) (1600-1625)**



**Councillor X to move the following recommendation:**

(break 1625– 1655)

**10 ROUTE TO ZERO ANNUAL REPORT**

**(20 minutes allocated) (1655-1715)**

**Councillor X to move the following recommendation:**

**11 LEAD MEMBER REPORT – WEST MIDLANDS FIRE AUTHORITY**

**(15 minutes allocated) (1715-1730)**

**Councillor X to move the following recommendation:**

**12 AMENDMENTS TO THE CONSTITUTION**

**(10 minutes allocated) (1730-1740)**

**Councillor X to move the following recommendation:**

**13 IRP MEMBER ALLOWANCES**

**(5 minutes allocated) (1740-1745)**

**Councillor X to move the following recommendation:**

**14 MOTIONS FOR DEBATE FROM INDIVIDUAL MEMBERS**

**(90 minutes allocated) (1745-1915)**

To consider the attached Motions of which notice has been given in accordance with Council Rules of Procedure (B4.4 G of the Constitution).



# Birmingham City Council

## Council Business Management Committee

18 December 2023



**Subject:** City Council and Council Business Management Committee Forward Plan

**Report of:** Marie Rosenthal, Interim City Solicitor and Monitoring Officer

**Report author:** Ben Patel Sadler  
Senior Committee Manager  
[Ben.Patel-Sadler@birmingham.gov.uk](mailto:Ben.Patel-Sadler@birmingham.gov.uk)

Does the report contain confidential or exempt information?  Yes  No

If relevant, state which appendix is exempt, and provide exempt information paragraph number or reason if confidential :

### 1 Executive Summary

1.1 At each Committee meeting, Members are presented with the latest version of the forward plan of agenda items for both meetings of the Council Business Management Committee and the City Council. The document also provides the Committee with a progress update in relation to City Council Resolutions.

### 2 Recommendation(s)

2.1 That the Committee discusses and notes the forward plan of agenda items related to meetings of the Council Business Management Committee and the City Council.

2.2 The Committee is also asked to agree any changes (if required) to the forward plan of agenda items related to meetings of the Council Business Management Committee and the City Council.

2.3 The Committee is asked to note the updates provided in relation to City Council Resolutions.

### **3 Legal Implications**

3.1 There are no immediate legal implications arising from this report.

### **4 Financial Implications**

4.1 There are no immediate financial implications arising from this report.

### **5 Public Sector Equality Duty**

5.1 There are no immediate equality implications arising from this report.

### **6 Other Implications**

6.1 None.

### **7 Background Papers**

7.1 None.

### **8 Appendices**

8.1 Appendix 1: Latest version of the forward plan of agenda items related to meetings of the Council Business Management Committee and the City Council.



## CITY COUNCIL FORWARD PLAN 2023/24 – DECEMBER 2023

CBM	Item	City Council	Item
9 May 2023	Education and Children’s Social Care Overview and Scrutiny Committee – Co-Optees and Voting Rights (verbal update) Proportionality City Council Appointments Review of the City Council’s Constitution Schedule of Travel and Inward Delegations Petitions Update	23 May 2023	ANNUAL MEETING Annual Report of the Lord Mayor 2022/23 Presentation to Honorary Alderman Updated Pay Policy Constitution Review City Council Appointments
30 May 2023	Terms of Reference of the Council Business Management Committee Appointment of Sub-Committees and Other Bodies – Request to Appoint Recruitment to the Independent Remuneration Panel and Standards Committee Petitions Update Order of Motions for 2023/24	13 June 2023	Executive Business Report (Leader and Children, Young People & Families) Housing Ombudsman Update – report requested by Full Council in January 2023

CBM	Item	City Council	Item
26 June 2023	<p>Petitions Update</p> <p>The Lord Mayoralty Formula</p> <p>Reports not on the Forward Plan</p> <p>Appointment of CBMC Sub-Committees and Other Bodies – to note confirmed memberships</p>	11 July 2023	<p><b>Council as Trustee Meeting on Highbury Hall</b></p> <p>Scrutiny Business Report</p> <p>Srebrenica Memorial Day (Cross Party / CBMC Motion)</p> <p>Reports not on the Forward Plan</p>
29 August 2023	<p>Schedule of Travel and Inward Delegations</p> <p>Review of Polling Districts and Places</p> <p>The Lord Mayoralty Formula</p> <p>Membership for Council House Sub-Committee / Female Cllr Working Group</p> <p>Changes to the Constitution to enable reports on Equal Pay to Full Council on a quarterly basis (Verbal Update)</p>	12 September 2023	<p>Youth Justice Plan</p> <p>Executive Business Report (Environment and Transport)</p> <p>Lead Member Report - WMCA Scrutiny</p>
23 October 2023	<p>Petitions Update</p> <p>Options Paper ref Changes to the Constitution to enable reports on Equal Pay to Full Council on a quarterly basis.</p>	7 November 2023	<p>Lead Member Report - West Midlands Police &amp; Crime Panel</p> <p>Lead Member report: Transport Delivery O&amp;S Committee (moved from the 11 July meeting to align with annual reporting cycle)</p>
20 November 2023	<p>1 September 2023 Extraordinary Meeting Minutes</p> <p>Reports not on the Forward Plan</p> <p>Petitions Update</p> <p>Schedule of Travel and Inward Delegations</p> <p>Exempt Accommodation – issues to be considered as part of the Motion Tracker item</p>	5 December 2023	<p>Executive Business Report (Health and Social Care and Social Justice, Community Cohesion and Equalities)</p> <p>Equal Pay Update</p> <p>Reports not on the Forward Plan</p> <p>Independent Member Recruitment (Under Appointments Update Item)</p>
18 December 2023	<p>Petitions Update</p>	9 January 2024	<p><b>Council as Trustee (Highbury – TBC)</b></p>

CBM	Item	City Council	Item
	Changes to the Constitution IRP Appointments		Changes to the Constitution IRP Appointments – to be picked up under the Appointments by the Council Lead Member Report - West Midlands Fire Authority Route to Zero Annual Report Scrutiny Business Report (timing TBC – move to 6 Feb?) Scrutiny Inquiry - Children and Young People’s Mental Health
22 January 2024	Petitions Update Budget Council – Discussion Lord Mayor Nomination – 2024/25 – Discussion Reports not on the Forward Plan	6 February 2024	Reports not on the Forward Plan Annual Report from the Chair of Audit Committee Scrutiny Inquiry - Child Criminal Exploitation (TBC – will now likely need to go to April – TBC) Annual Report – Standards Committee (Debate not Hate) <b>SACRE constitution – timing TBC</b>
12 February 2024	Petitions Update Schedule of Travel and Inward Delegations Suspension of Standing Orders (Budget Council)	27 February 2024	BUDGET MEETING
2 April 2024	Petitions Update Reports not on the Forward Plan Petitions Update	16 April 2024	Executive Business Report (Finance and Resources and Housing & Homelessness) Reports not on the Forward Plan

CBM	Item	City Council	Item
	IRP Member Allowances Changes to the Constitution (TBC)		IRP Member Allowances Changes to the Constitution (TBC) Scrutiny Business Report

**Four Yearly or ad-hoc items:**

Appointment to the Roll of Honorary Alderman (May 2026); Appointment of the Leader (May 2026), Appointment of the Council’s External Auditor (2027)

**Items to be scheduled / proposed:**

Executive Business Reports – June 2024 (Digital, Culture, Heritage and Tourism and Deputy Leader), Sept/Nov, January and April

Quarterly Scrutiny Business Reports

Lead Member reports: West Midlands Fire Authority (January); Transport Delivery O&S Committee (November); WMCA Scrutiny (September); GBSLEP Scrutiny (date tbc); West Midlands Police & Crime Panel (November/tbc)

Reports not on the Forward Plan (quarterly basis)

Annual Report from the Chair of Audit Committee to City Council (early February)

Schedule of Travel and Inward Delegations (quarterly basis TO CBMC)

Annual Standards Committee Report (Contact: Rob Connelly, Assistant Director, Governance)

Balsall Heath Governance Review TBC

The Lord Mayoralty Formula (updated each June/July)



\* Pre-meeting of members to select Lord Mayor elect    \*\* Annual Council Photograph

**Appendix 1: City Council Resolutions – Tracker**

<b>Ref no</b>	<b>Date</b>	<b>Summary of Council Resolution</b>	<b>Lead Cabinet Member / Officer(s)</b>	<b>Update</b>
1.	12 July 2022	<p><b>(Other) Changes to the Constitution</b></p> <p>That the following two areas be clarified in the next review of the constitution to reflect previous custom and practice:</p> <ul style="list-style-type: none"> <li>- The rules around the time available for questions (Section B 4.4) be amended to ensure that the full allocation of time, usually 70 minutes, is used for questions to ensure accountability of the executive and other office holders. This may be done by amendment to clause (v).</li> <li>- Ensure that significant changes to the constitution are reported to Full Council and that there is a clear process for gaining all party approval and notifying all councillors of changes when it is deemed that changes do not need approval of Full Council.'</li> </ul>	Leader / Deputy Leader	A cross party working group has been established, by Council Business Management Committee, to look at options ahead of reporting back to City Council. The membership is Cllr Des Hughes (Labour) with Cllr Rinkal Shergill (as a deputy); Cllr Robert Alden (Conservative) and Cllr Colin Green (Lib Dem). <b>Ongoing</b>
2.	1 November 2022	<p><b>Motion A - Exempt Accommodation</b></p> <p>This Council resolves to:</p> <ul style="list-style-type: none"> <li>- Support the campaign led by the homelessness charity Crisis to 'Regulate the Rogues', which calls on the Government to urgently introduce new laws in England to strengthen the regulation of Supported Exempt Accommodation.</li> </ul>	Cabinet Member for Housing and Homelessness	<p>The topic of Exempt Accommodation was discussed by Scrutiny on 9<sup>th</sup> December 2022 and progress will continue to be monitored though the Exempt Accommodation Sponsor Board</p> <p><b>Ongoing</b> - work continues as part of the Supported Housing Improvement Programme to ensure standards in Birmingham are improved. The Council are also part of the stakeholder meetings with DLUHC and the LGA in</p>

Ref no	Date	Summary of Council Resolution	Lead Cabinet Member / Officer(s)	Update
		<ul style="list-style-type: none"> <li>- Welcome the Levelling Up, Housing and Communities Select Committee report into Exempt Accommodation, call on Government to implements its' recommendations and place on record the Council's thanks to all those locally who contributed to the Select Committee's work.</li>   <li>- Continue to lobby the Government for greater powers to control provision and growth based on the city's needs assessment.</li>   <li>- Launch an independent public inquiry into the growth of Exempt Accommodation in the city, helping to strengthen the case for nationwide legislative reform. This inquiry should be independent not only of the council but also anyone involved in any way in the exempt</li> </ul>		<p>respect of the proposed Supported Housing (Regulatory Oversight) Act regulations</p> <p>A press release was issued in October 2022, which included a thank you from Councillor Sharon Thompson</p> <p><b>Ongoing</b> – the Supported Housing Bill is now an Act and became law on 29<sup>th</sup> August 2023, we are awaiting wider consultation on the regulations in January 2024. The regulations include the Secretary of State setting up a National Advisory Panel, The requirement for LA's to have strategies in place to identify current and future needs, national standards for property and support, a Supported Housing licensing scheme, changes to homelessness legislation prevention an intentionally homeless decision from being made for tenants leaving below standard SEA accommodation, Data sharing licensing protocols.</p> <p>Crisis will be taking a lead role in regard to the independent Inquiry working with the Council.</p> <p>Progressing the launch of the inquiry has been paused due to the financial implications associated in the current financial control climate.</p>

Ref no	Date	Summary of Council Resolution	Lead Cabinet Member / Officer(s)	Update
		<p>accommodation market, including housing providers in Birmingham and elsewhere.</p> <p>- In addition, the Council calls on the Standards Committee to update the Council Code of Conduct so that:</p> <p style="padding-left: 40px;">Any elected member, or their spouse or partner, save for their primary residence, shall declare the use of all other properties they own and/or have an interest in. If the usage has potential safeguarding implications, the details shall be provided to the Monitoring Officer and held on a confidential basis as part of the Register of Interest.</p> <p style="padding-left: 40px;">Call on all Members, in conjunction with the Monitoring Officer, to ensure that existing legal requirements, as set out in the Localism Act 2011 and associated guidance, are understood and enforced so that every elected member declares all disclosable interests. This includes all land and property interests within Birmingham held by either themselves or their spouse or partner. Details of these should only be withheld where the member and the monitoring officer, who is responsible for the register of members' interests, consider that disclosure of its details could</p>		<p>Briefing note circulated to All Members on progress on 24 February 2023 from Paul Langford, Strategic Director City Housing; and Janie Berry, City Solicitor</p> <p>The Council's Standards Committee met in the week commencing 13<sup>th</sup> February and has agreed to commission Hoey Ainscough LTD to review the Council's Code of Conduct and associated procedures. Hoey Ainscough LTD are lead national advisors and assisted the Local Government Association in developing the Model Code of Conduct which BCC has adopted. The review will take into account the Council Motion relating to the declaration of property interests.</p> <p>The Standards Committee has also commissioned training both for the Committee and all Political Groups and key Officers across the Council to raise awareness about the importance of the Code of Conduct and the need to correctly declare and Register interests.</p> <p>Members of the Committee have received training and aiming to roll out the training to all members from October 2023 onwards.</p> <p>Revised declaration forms have now gone live and all members have been asked to submit updated declarations.</p>

Ref no	Date	Summary of Council Resolution	Lead Cabinet Member / Officer(s)	Update
		<p>lead to the member, or a person connected to the member, being subject to violence or intimidation or potential safeguarding implications.</p> <p>Council notes that commercial interests are not a legitimate reason to withhold information from the public register of members' interests.</p> <p>Council .... also resolves to lobby the Government to invest more in socially rented housing and reform the way 'Right to Buy' operates to reduce the loss of existing stock.</p> <p>Council calls on the Executive to:</p> <ul style="list-style-type: none"> <li>• Bring a report forward before the end of the calendar year setting out a policy for the use and enforcement of covenants on properties sold and owned by the council to prevent the conversion of family homes into HMOs or Exempt Accommodation.</li> </ul> <p>Carry out and publish an urgent review into all council owned property currently being used as exempt accommodation, converting all former family homes back into their original use and assessing the impact on other accommodation on the local area to ensure it is appropriately sited, well managed, and used to</p>		<p><b>Ongoing</b> This will be picked up as part of the Council's external affairs activity where this alongside other key areas of lobbying will be taken through the corporate External Affairs activity.</p> <p>Policy was approved by Cabinet Member in July 2023. Members have been briefed.</p> <p>A cross directorate group mobilised to focus on this area of work. Properties disposed of by the Council either by Right to Buy or commercial disposal has been identified and processes are being finalised to proceed with testing an enforcement approach following sign-off of the policy. Successful enforcement can only be tested through the courts so – test cases will be identified based on likelihood of success. Offices within Legal and officers from PRS, Benefits, property and Housing continue to develop the approach.</p>

Ref no	Date	Summary of Council Resolution	Lead Cabinet Member / Officer(s)	Update
		<p>prioritise demand placed on the city council and not that of other local authorities”.</p>		<p><b>Ongoing</b> Following approval of policy, Member briefings were undertaken in July. Cross directorate procedures are being developed with Legal services and test cases are currently with legal services to develop approach.</p> <p>On 19 October 2023 the Homes OSC reviewed the updates of outstanding recommendations of the Exempt Accommodation Inquiry. <a href="#">Exempt Inquiry Tracking Report</a></p> <p>Update on progress was provided to Council Business Management Committee on Monday 20 November 2023.</p> <p><b>Recommend to Discharge</b></p>
3.	1 November 2022	<p><b>Motion B – Educational Attainment</b></p> <p>Council ... resolves to call on the Government to:</p> <ul style="list-style-type: none"> <li>- Deliver on its pledge to restore education spending, in real terms. to 2010 levels.</li> <li>- End tax exemptions for independent schools, using the £1.7 billion raised to fund state school efforts to bridge the attainment gap.</li> </ul> <p>Council further resolves to:</p> <ul style="list-style-type: none"> <li>- Ensure that 'Change For Children and Young People', Birmingham Children’s Partnership (BCP) Board's emerging Children and Young People’s Plan 2023-2027, identifies and addresses gaps in attainment.</li> </ul>	Cabinet Member for Children, Young People and Families	<p>Our Birmingham Children’s Partnership Board brings together the city council, our Birmingham Children’s Trust, NHS Integrated Care Board, NHS health providers, the police, and the voluntary sector. During 2022, the Board has overseen the development of a cohesive framework for the delivery of our Plan.</p> <p>Over 4,000 of Birmingham’s children and young people told us about the outcomes that matter most to them. Our Plan: Change for Children and Young People 2023-27 will be based on what they told us. Our ambition is for Birmingham to be a great place for us to grow up, ensuring our children and young people are at the heart of everything we do.</p> <p>There continues to be progress on implementing the recommendations from Breaking the Barriers report, to</p>

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		<ul style="list-style-type: none"> <li>- Call on the Government to adopt the solutions proposed by the cross-party Education Select Committee report and continue to review its findings.</li> <li>- Call on the City Council Executive to ensure that the report's findings and solutions where appropriate to Birmingham, are factored into existing and developing strategies including 'Everyone's Battle, Everyone's Business' and its emerging Inclusion Strategy.</li> <li>- Call on Overview and Scrutiny to incorporate these Birmingham-specific strategies into their work programmes to track outcomes and monitor actions taken to address issues, ensuring they receive full analysis of achievement by socio-economic and ethnic background</li> <li>- Work with employers to ensure opportunity is spread equally, by creating career pathways for the most disadvantaged and deprived areas of the city.</li> <li>- Build on the findings of the Breaking Down Barriers report to develop communication and social media strategies to target the many young and disenfranchised pupils, in particular NEETS, who do not normally engage with standard and legacy forms of Council communication.</li> </ul>		<p>improve the experiences of children and young people in education and employment opportunities.</p> <p>This work has continued and a report on progress on all 10 recommendations was presented at City Partnership Board on 14 December 2022. In 2023, an employers forum will be established to ensure a greater focus on this area as part of the Council's year of change for children and young people. This will be complemented by the development of our Good Employment Charter which aims to support employers in providing attractive opportunities for the citizens of Birmingham.</p> <p>Our employer forum will play a key role in encouraging local businesses and industries to expand their operations and reskill local people and grow their workforce. In addition, in partnership with the combined authority we will be refreshing our careers offer to support schools, colleges and training providers to provide the best vocational advice for young people who do not wish to pursue an academic route.</p> <p>In April 2023, Birmingham City Council adopted as policy: <a href="#">CHANGE for children and young people 2023-2028</a>, a plan to make Birmingham a great place to grow up for children and young people. This Plan aims to improve outcomes for all babies, children, and young people in our city, and is delivered via <a href="#">Birmingham Children and Young People's Partnership</a>, which is a formal collaboration between Birmingham City Council,</p>

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		<ul style="list-style-type: none"> <li>- Promote vocational training, apprenticeships and entrepreneurship in schools.</li> <li>- Ensure that solutions are fully inclusive to ensure the city's most disadvantaged young people, including those in the care system, have access to a full range of opportunities through a school system empowered to work collectively for the benefit of all students.</li> <li>- Continue to highlight the risks to students of failure to maintain school budgets and, in particular, levels of pupil premium".</li> </ul>		<p>Birmingham Children's Trust, Birmingham and Solihull Integrated Care Board, West Midlands Police and Crime Commissioner, West Midlands Police, and Birmingham Voluntary Services Council.</p> <p>Birmingham has been accepted onto UNICEF's Child Friendly City Programme, the 11th place in the UK to join. An updated version of the Change for Children and Young People Plan, including Birmingham's Child Friendly City action plan, will be taken to Cabinet in 2024. <b>Ongoing</b></p>
4.	18 April 2023	<p><b>Motion A</b></p> <p>This Council acknowledges that work on improving road safety, requires co-operation between Birmingham City Council, West Midlands Police and the Combined Authority, but calls on the Council continue to be proactive in working with these partners and delivering projects that will make our roads safer. It specifically requests for the Government to be lobbied to release findings of the national parking on pavements consultation and for the Executive to:</p> <ul style="list-style-type: none"> <li>a. Ask the Sustainability and Transport Overview and Scrutiny Committee to review and help shape the Council's new Road Safety Strategy including looking into relevant criteria and a near miss strategy, which would enable criteria</li> </ul>	Cabinet Member for Transport	<p>Ongoing</p> <p>Officers continue to engage with the Sustainability and Transport Overview and Scrutiny Committee to support and inform the development of the refreshed Road Harm Reduction Strategy. The new strategy aligns closely with the Birmingham Transport Plan and wider</p>



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		<p>such as records of non-injury accidents, proximity to schools, community facilities with high pedestrian and cyclist use, and recorded levels of speeding to be considered.</p> <p>b. Work with partners including the police and other metropolitan local authorities to publish a clear plan for the promised development of the average speed camera network.</p>		<p>best practice in road harm reduction, following Vision Zero and the Healthy Streets approach.</p> <p>In November, a working draft of the new Road Harm Reduction Strategy was shared with the Task and Finish Group of the Sustainability and Transport Overview and Scrutiny Committee, set up to focus on road safety issues.</p> <p>The terms of reference for this enquiry are focused primarily on enforcement, and the findings will feed into the new Strategy and operational practice, as appropriate.</p> <p>Comments received from the group are being used to update and improve the strategy in advance of public consultation commencing <b>in January 2024</b>.</p> <p>The results of this consultation process will be analysed, and findings presented to the Sustainability and Transport Overview and Scrutiny Committee to steer completion of the final version of the new Road Harm Reduction Strategy, before it is presented to the Cabinet to approve its adoption in spring/summer 2024.</p> <p>BCC, West Midlands Police and West Midlands Metropolitan Local Authorities continue to deliver a programme of coordinated enforcement activity, on an intelligence-led basis.</p> <p>BCC officers continue to work in close partnership with West Midlands Police, Transport for West Midlands and partner authorities to develop a revised, regional operating model for delivery of speed enforcement (including Average Speed Enforcement) across Birmingham and the wider West Midlands metropolitan</p>

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		<p>c. Ensure, where possible and practicable, road and pavement resurfacing programmes are aligned with any potential road safety work.</p> <p>d. Ensure use of all potential funding sources for road safety work is maximised, including community chest, town council and parish council funding and funding for other highways projects and money from the clean air zone revenue where appropriate. And not limit itself to the small, dedicated funding for road safety</p>		<p>area. Regrettably, this process has stalled whilst partners seek to reach consensus. Intense work is underway to overcome these issues, and BCC officers are proactively supporting these efforts.</p> <p>As soon as regional consensus is reached and a workable regional model is identified, it is proposed to seek Cabinet approval for the principles of this work, with detailed arrangements approved subsequently by the Cabinet Member for Transport.</p> <p>The Road Harm Reduction Strategy will not include a bespoke delivery programme. Instead, the approach involves mainstreaming road harm reduction across Birmingham’s transport and highways delivery programme via the Birmingham Transport Plan: Delivery Plan. This approach will deliver a number of significant advantages, including the ability to coordinate with planned maintenance activities more efficiently, and enabling schemes to attract funding from a much wider range of potential sources to deliver greater overall value for money, through economies of scale.</p> <p>As above c.</p> <p>The new Road Harm Reduction Strategy includes the introduction of a ‘Healthy Street Fund’, to replace the Ward Minor Measures Fund. This will be presented for approval in the Transport and Highways Delivery Programme via Cabinet Report in January.</p> <p>This fund will support Local Ward Councillors, in their role as local community leaders, to identify and deliver interventions which comply with the Healthy Streets</p>

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		<p>schemes from Government. Noting the importance of not fettering local ward councillor discretion in how funds such as Community Chest are best applied in their area and that local funding pots, including those listed above, must remain recommended by the relevant ward councillors. And money from the clean air zone revenue where appropriate.</p> <p>e. Encourage ward councillors in their role as local community leaders to bring forward road safety priorities in ward plans.</p> <p>f. Reaffirm its commitment to a vision zero approach for road safety in the new road safety strategy, which should aim to eliminate all deaths and serious injuries on Birmingham's roads by 2034.</p> <p>g. Ensure the new road safety strategy: (i) Prioritises the most vulnerable road users (E.g. those on foot, on bike, or with access needs, such as wheelchair users), in line with the new Highway Code hierarchy of road users; (ii) Includes measures to tackle speeding, and anti-social obstructive and dangerous parking (e.g on pavements, cycle lanes, and across dropped kerbs) in a way that prioritises the most vulnerable road users.</p> <p>h. Ensure road safety schemes and other highway</p>		<p>approach via Local Engineering Teams in their local areas. Officers are currently working with Lucy Saunders of Healthy Streets, to identify a training package for officers, Local Ward Councillors and partners to support the transition towards this proactive approach.</p> <p>As above d.</p> <p>The refreshed Road Harm Reduction Strategy has Vision Zero at its heart and seeks to eliminate fatal and serious injuries on Birmingham's roads.</p> <p>The refreshed Road Harm Reduction Strategy proposes the adoption of the Healthy Streets approach to deliver road harm reduction. This holistic approach involves gradual, proactive redesign of the streetscape to prioritise the needs of people above motorised traffic.</p> <p>As above g.</p>

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		<p>improvements work to design out speed and other harmful behaviours.</p> <p>Reaffirm Birmingham City Council's commitment to 20mph on all its residential roads.</p> <p>i. Lobby Government once again for the powers to make this change to 20mph without having to resort to costly Traffic Regulation Orders for every change of speed limit on every residential road.</p> <p>j. Lobby West Midlands Police for more monitoring and enforcement of speed and more enforcement of anti-social, obstructive and dangerous parking that is under their jurisdiction.</p> <p>k. Investigate what can be done to give greater support to groups wanting to set up and run Community Speedwatch sessions”.</p>		<p>The approach to lobbying is being reviewed currently in the light of the recent publication of the Government's Plan for Drivers.</p> <p>As above b.</p> <p>As above b.</p>
5.	18 April 2023	<p><b>Motion B</b></p> <p>The Council resolves to:</p> <ul style="list-style-type: none"> <li>formally support the Show Us You Care Too campaign and adopt 'care experience' as an additional equality strand alongside the protected characteristics as set out in the Equality Act 2010.</li> </ul>	Cabinet Member for Children, Young People and Families	<p><b>Ongoing</b></p> <p>Meetings are being arranged to ensure progress is being made to take forward resolutions agreed.</p> <p>A new Elected Member handbook has been created that will be available to elected members regarding their Corporate Parenting responsibilities. This will have links to information for individuals, businesses, and organisations.</p>

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		<ul style="list-style-type: none"> <li>• formally call upon our partners to treat care experience as a Protected Characteristic.</li> <li>• lobby Government to amend the Equality Act 2010 to include care experience as a protected characteristic.</li> <li>• continue to build on the work of our Children’s Trust and to continue to support the efforts of our Corporate Parenting Board”.</li> </ul>		<p>A new Corporate Parenting Video produced to share with individuals, businesses and organisations across Birmingham and promote way to get involved.</p> <p>A ‘Social Value’ support document has been drafted for council and Birmingham Childrens Trust contracts on how they can support those with care experience.</p> <p>Work being undertaken to support changes within council contracts to ensure weighting includes and prioritises those with care experience.</p> <p>Plans developed and underway, so all Birmingham Children’s Trust contracts are shaped and weighted through our Corporate Parenting Team and ‘Social Value’ support document.</p> <p>Offers developed with businesses and organisations we procure with as a council and as Birmingham Childrens Trust (e.g., Kier, Equans and Fortem).</p> <p>Some good examples from businesses and partners can be seen with Lovell Homes who have launched a new training, employment and housing pathway, titled ‘We Got You’ <u><a href="#">Lovell - We've Got You</a></u></p> <p>NHS are supporting care experienced young people to access Free Prescriptions and “Priority Cards’ for GP appointments through their work with the Corporate Parenting Board.</p>

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				<p>NHS are supporting care experienced young people to access Free Prescriptions and ‘Priority Cards’ for GP appointments through their work with the Corporate Parenting Board.</p> <p>Co-Produced Perinatal Pathway launch ensuring our care experienced young parents get the right support. This includes access to support and services that can provide early support that has been designed with young parents.</p> <p>The Corporate Parenting Board has an ongoing Action Tracker so that members and partners can be accountable for their actions.</p>
6.	13 June 2023	<p><b>Motion A</b></p> <p>This Council commits to working with the local community to find suitable places to place defibrillators, acknowledging that they are most effective within 3 minutes of a person collapsing.</p> <p>This Council, therefore, resolves to work with partners to commission a report into the accessibility of defibrillators and bleed kits in Birmingham and to ascertain what steps are necessary to ensure that there is a defibrillator and bleed kit within a 3-minute radius of our local centres and high-streets including a campaign of improved public awareness of where these are and how to use them as well. This ongoing work requires a multi-agency, collaborative approach to ensure the maximum impact.</p>	Cabinet Member for Social Justice, Community Safety and Equalities	<p><b>Ongoing</b></p> <p>The Public Health team are working alongside community safety colleagues and will be leading on producing the report and presenting it to the Birmingham Community Safety Partnership and the Police and Crime Commissioner for action. Timeframes are currently being agreed.</p>

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		<p>The council resolves to facilitate the provision of bleed kits in schools, colleges, youth clubs, bars and nightclubs, and ensure that training in their use is provided by a qualified practitioner.</p> <p>Trained users should have refresher training every three years. New persons should be appointed when trained individuals step down or leave.</p> <p>The council will write to the Police Crime Commissioner for the West Midlands requesting that all West Midlands Police vehicles carry first aid kits that include bleed kits.”</p>		Letter sent
7.	13 June 2023	<p><b>Motion B</b></p> <p>This council further calls for the government to pass legislation to allow English councils to set up municipal bus companies on the model of the award-winning Nottingham City Transport.</p> <p>Getting people onto public transport and out of cars vital for reducing congestion, and this is a key pledge for the Council’s “route to zero” commitment which aims for carbon neutrality by 2030, and the WMCA ambition of carbon neutral travel by 2041. The WMCA green paper stated that 92% of respondents were concerned about climate change.</p> <p>Road space reallocation and bus priority are vital to make bus journeys quicker across Birmingham, and this council re-affirms its commitment to them and to the principles set out in the Birmingham Transport Plan.</p>	Cabinet Member for Transport	<p>Lobbying letters were sent to the Secretary of State for Transport and the West Midlands Combined Authority in October 2023. A response from DfT was received on 13 November 2023: <a href="#">MarkHarper.pdf</a></p> <p>The government have recently announced that the voluntary fares cap will remain at £2 per journey through the whole of 2024, rather than increasing to £2.50 in November 2023 as originally proposed.</p> <p>Greater Manchester have launched the first part of their franchised ‘Bee’ Network and are proposing to roll it out to other parts of their conurbation next year.</p> <p>A Bus Franchising Working Group has been convened by TfWM which meets fortnightly and includes senior transport officers from all of the West Midlands authorities. This will provide steer, review and challenge to the technical work now underway on franchising options for the area.</p>

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		<p>It also reaffirms its commitment to ensuring that buses are accessible to everyone, including disabled people and people with additional needs of all kinds, and will continue to use its influence through the Enhanced Partnership and Bus Alliance to ensure that bus operators provide accessible services.</p> <p>Since the pandemic, services have been cut, and reliability has been patchy.</p> <p>Bus scheduling shouldn't be devolved to private companies but should be run for the public good.</p> <p>Government must provide an adequate and consistent level of bus recovery funding and end its current stop-start approach. With services in the West Midlands still badly affected by a shortage of bus drivers, government must also work with the bus operators to increase the number of applicants and respond to the bus industry's calls for bus drivers to be added to the UK immigration shortage occupation list.</p> <p>This council calls on the government to live up to its own requirement that half of all journeys in towns and cities are on foot, bike or public transport by 2030. This means a 'London-style' transport system in cities across the country to make public transport accessible and the natural choice.</p> <p>Transport for the West Midlands, Birmingham City Council and its partner councils in the WMCA need the powers and the funding to make this a reality.</p>		<p>The re-basing of the CRSTS programme has been completed by TfWM, and is now subject to review and ratification by DfT. Subject to dft approval, this will retain funding for Cross-City Bus and Sprint Phase 2 public transport priority schemes.</p>



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		<p>The 2017 Bus Services Act gave Mayoral Combined Authorities the powers to regulate bus services and create bus franchising schemes. However, this also specifically prevented Combined and Local Authorities from setting up new municipally owned bus operators. The few remaining municipally owned bus companies in the UK are some of best performing bus operators both on price and quality of service.</p> <p>The Council calls on the West Midlands Mayor and the West Midlands Combined Authority to use what powers they do have to move to franchise and regulate West Midland bus services.</p> <p>The Council calls on Westminster to give local and combined authorities the full range of powers to regulate, franchise and own local bus services, depending on what is appropriate for their local area.</p> <p>The Council calls on Westminster for an expansion of current fare subsidy with the aim to get to a £1 single bus fare.</p> <p>The Council resolves to write to the Secretary of State for Transport to lobby for powers to regulate franchise and set up local bus operators.</p> <p>The Council resolves to write to the Secretary of State for Transport to lobby for a funding model that helps move to cheaper £1 single bus fares.</p>		

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		<p>The Council resolves to lobby the West Midlands Mayor and Combined Authority to move to a franchising model for West Midlands bus services and use the full extent of their powers for bus regulation.</p> <p>The Council resolves to lobby and work with the West Midlands Mayor and Combined Authority to improve cross-suburban bus routes.”</p>		
8.	11 July 2023	<p><b>Motion B</b></p> <p>“Given the seriousness of the current situation brought about by the Council’s reported equal pay liability, this Council is taking a range of urgent actions to address the unsustainable growth in Equal Pay liability, improve governance and strengthen organisation capacity, including: Appointing three Strategic Expert Advisers to support the Council’s Directors and Cabinet; Formally commissioning an independent Governance Review in collaboration with the Department for Levelling-Up, Housing and Communities; Commissioning an independently chaired, internal management review to ascertain the root causes of the failure to effectively implement Oracle; Setting out plans to instigate a judge-led inquiry to determine the causes of the equal pay liability growth since 2012, to begin following the outcome of the Governance Review; Implementing mandatory spending restrictions/</p> <p>To oversee this work, a new Strategic Delivery Board will be created to develop and deliver plans for improvement. To ensure openness and transparency, the Strategic External Advisers will produce an</p>	Leader	<p><b>Ongoing.</b></p> <p>The first quarterly report on equal pay was considered by the City Council on 5 December 2023.</p> <p>The commitments made relating to the appointment of Strategic Expert Advisers, and the creation of a Strategic Delivery Board have been superseded by the Statutory Intervention dated 5 October by the Secretary of State for Department for Levelling-Up, Homes and Communities and the subsequent appointment of Commissioners.</p> <p>The Council will now work to develop and deliver an Improvement and Recovery Plan that will set out the action to secure continuous improvement and restore public trust across all the Authority's function with a particular focus on housing, waste, finance, HR, governance and corporate services.</p> <p>The IRP will have three overarching themes and outcomes for improvement and change predicated on</p>

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		<p>independent report on a quarterly basis with an update on progress and an analysis on whether there is adequate grip and pace in relation to the delivery of the change that is required.</p> <p>This Council commits to bringing these reports to Full Council each quarter to update members and allow a debate of not less than one hour on progress against actions to address the crisis. This should continue until such a time as the situation is fully resolved as agreed by a future resolution of Council. Council Business Management Committee is asked to consider revisions to the Council's Constitution to accommodate this.</p> <p>Further, this Council resolves that any amendment to the 2023/24 Council Budget, made in response to the Equal Pay Crisis, should come to Full Council for debate and approval.</p> <p>In addition the Council resolves to ask the Executive to ensure that all political groups are fully briefed on any developments between Council meetings.</p> <p>The Council also believes that ordinary residents, particularly those most in need and those most left behind, should not have to pay for the Council's financial crisis. Further, there are ongoing existing challenges, particularly in the Council's housing service, that urgently need to be addressed. The cost-of-living crisis is still massively affecting our residents and one of the best ways of tackling high energy bills are</p>		<p>BCC, becoming a financial sustainable council, that is well run and delivers good services."</p> <p><b>Recommend to discharge</b></p>

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		<p>measures that also address the climate crisis, such as energy efficiency measures.</p> <p>This Council therefore resolves, and asks the Executive, that future debates and decisions, including around the values framework:</p> <ul style="list-style-type: none"> <li>• Prioritise improving the City Council’s appalling housing conditions</li> <li>• Protect services for those residents who need them most, particularly social care</li> <li>• Protect our vital youth and library services</li> <li>• Protect investment in our most left behind communities</li> <li>• Prioritise action to tackle the cost-of-living crisis</li> <li>• Ensure the Council lives up to its climate commitments”.</li> </ul>		
09.	12 September 2023	<p><b>Motion A</b></p> <p>...Pre-consultation is an important phase of planning. People that will be affected by redevelopment and regeneration should be consulted so that a body of evidence can be given to developers and planners before plans are drawn up.</p> <p>The Council developed a Statement of Community Involvement which was adopted by Cabinet in 2020</p>	Leader	<p>The current Statement of Community Involvement (SCI) was adopted in 2020. It sets out how, when and who we will engage on planning applications and on plan making. The steps committed to in the SCI go beyond what is statutory required by planning legislation.</p> <p>Reviewing the SCI would only be worthwhile if we consider that we should be fundamentally changing the way in which we engage citizens. However, we should</p>

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		<p>and sets out how the Council will work to encourage more people to participate in decision-making in Planning. The statement sets out the Council's minimum standards for consultation on new policies and planning applications.</p> <p>The Council resolves to call on the Executive to work with relevant officers to assess the impact of the Statement of Community Involvement, taking into account how the statement delivers effective engagement with all stakeholders of Birmingham in accordance with the Consultation Principles outlined in the SCI.</p>		<p>be clear that any increase in our consultations measures will have a cost, and a staff resource implication. Given the financial challenges currently being faced by the Council, we do not currently have the ability to increase either of these burdens.</p> <p>The current SCI doesn't stop us doing more on any particular consultation and we frequently go beyond the measures it sets out. For example, when consulting on the Future City Framework earlier this year, we committed to doing an extensive 8 week consultation (beyond the required 6) with a wide variety of events using different mediums of engagement. We then received a request to extend the consultation period, which we extended to 12 weeks. Similarly, when processing planning applications we often extend the official period of consultation to accommodate extended dates, for example school holidays.</p> <p>When considering updates to the SCI, we should also be mindful that the government are in the process of implementing the new planning system. In the new system, there will likely be new requirements on how local authorities engage and any review of our SCI at this stage is likely to result in abortive work. For example, we know that there will be new requirements within the Local Plan process that will likely include a requirement to commence the Local Plan process with the preparation of a Project Initiation Document (PID) that will include the proposed consultation arrangements. This PID will be reviewed at an early stage by an independent party through what's called a</p>

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				<p>Gateway check to ensure the proposed consultation measures are legally compliant.</p> <p>In relation to developers engaging with citizens on their proposed plans, we have no powers to require applicants or developers to engage with communities prior to submitting a planning applications – those powers don't exist in current planning legislation. However, where the Planning department is approached from developers as part of the formal preapplication process, we will continue to strongly encourage engagement with local communities at an early stage of the project development.</p> <p>We will continue to review the current Statement of Community Involvement as the planning system gets updated and will keep members updated via the Local Plan Member Working group.</p> <p><b>Recommend to Discharge</b></p>
10.	12 September 2023	<p><b>Motion B</b></p> <p>...This Council believes in adopting a Psychologically-Informed and Trauma-Informed Practice. This is a strengths-based, non-pathologizing approach, which seeks to understand and respond to the impact of trauma on people's lives. The approach emphasises physical, psychological, and emotional safety for everyone and aims to empower individuals to re-establish control of their lives.</p>	Cabinet Member for Children, Young People and Families	<p><b>Ongoing</b></p> <p>Dates to be agreed with service areas to look at how the council can become more trauma informed. Also to look at types of training that is needed.</p>

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		<p>We call on the Executive to take the following steps to help the Council to become ‘trauma informed’: Use the learning and research on trauma to inform change in practice and thus be better able to reduce the negative effects of trauma on the lives of all with whom we come in contact.</p> <p>Look into providing Trauma Informed Practice training to officers and members.</p> <p>Assess options to broaden and embed Trauma Informed Practice within Council directorates.</p> <p>Continue to work with our partners and key stakeholders as a trauma informed network and implement a consistent approach across all bodies.</p> <p>Deliver services by responding to individuals’ needs and creating nurturing and supportive environments where people feel valued, and efforts are made to resist inadvertent re-traumatisation.</p> <p>Adopting the trauma-informed principles of safety, trust, choice, collaboration, empowerment, and cultural sensitivity so that we can help people to overcome the effects of trauma and improve both access to services and long-term outcomes.</p>		
11.	7 November 2023	<p><b>Motion A</b></p> <p>This Council believes that the City’s heritage and cultural assets are fundamental to our ambitions to</p>	Cabinet Member for Digital, Culture, Heritage & Tourism	<b>In progress</b>

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		<p>attract investment and visitors and essential to the physical and mental well-being of our residents...</p> <p>...Council... commits to continue to look at all possible ways to:</p> <p>Protect all cultural and heritage assets, including all libraries, parks, playing fields, public open spaces and museum sites, from any capital disposals.</p> <p>Work with community campaigns such as the ‘Save Birmingham – protect our community places’ campaign by Cooperatives West Midlands, by supporting community asset transfers and other community-led governance models where these can be shown to be the best and most sustainable solution to protecting the long-term future of these assets.</p> <p>Work closely with Arts and Culture organisations, the community sector, external funding organisations and other partners to promote that the city is open for business despite the Council’s own challenges and that its arts and culture offering remains rich and vibrant, with world-class performances and exhibitions with something for everyone.</p> <p>Replicate Friends of Parks and/ or Birmingham Open Spaces Forum resident volunteer models to help manage and maintain cultural and heritages sites and services, and;</p>		<p>The Cabinet Member for Environment, as part of his regular engagement with Birmingham Open Spaces Forum (BOSF), has highlighted the work of the Save Birmingham campaign and the potential for new community groups to emerge with an interest in maintaining and supporting their local parks and open spaces. BOSF, as the leading umbrella agency for such</p>



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		Develop a work programme for Scrutiny to review the policy plans of the “Digital, Culture, Heritage and Tourism” portfolio to assess the current ‘health’ of our arts, heritage and cultural assets, their risk of disposal and strategies to protect their provision in the short-, mid- and long-term.”		groups on a city-wide basis, has confirmed it will support anyone seeking to formally establish their own local groups. The Cabinet Member is also committed to actively signposting anyone who enquires to him/his office in the direction of BOSF.
12.	7 November 2023	<p><b>Motion B</b></p> <p>This council recognises that the horrors and repercussions of the conflict in Palestine and Israel have had a profound affect across all communities, but notably the Muslim and Jewish communities here in Birmingham...This Council therefore:</p> <ul style="list-style-type: none"> <li>- Will write to the Government seeking the provision of a support package for refugees fleeing the conflict and provide further aid to assist the UN Agencies in their humanitarian work so that British citizens can get home safely, and Palestinian people are able to stay in their homeland.”.</li> <li>- Will support the active engagement of the voluntary sector in delivering aid and support to refugees from the conflict.</li> </ul>	Cabinet Member for Social Justice, Community Safety and Equalities	<b>In progress</b>

Ref no	Date	Summary of Council Resolution	Lead Cabinet Member / Officer(s)	Update
		<ul style="list-style-type: none"> <li>- Will proactively engage with any Government schemes to house refugees from the conflict to ensure that all refugees are given a warm welcome in Birmingham.</li>   <li>- Calls on everyone in Birmingham to show tolerance and respect at this time of significant stress to many communities; especially those of the Muslim and Jewish faiths.</li>   <li>- Will work with faith communities to explore setting up more third-party hate crime reporting mechanisms and write to the Home Secretary to urge Government to reverse its decision to downgrade the monitoring of non-crime hate incidents specifically related to antisemitism and Islamophobia so they can be logged by the police.”</li> </ul>		