

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.

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.

DECLARATION OF INTERESTS

231 No declarations of interests were made.

APOLOGIES

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

**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)

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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.

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.

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.

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-

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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.

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.

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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.

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RESOLVED:-

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

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.

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The Committee noted the City Council and CBMC Forward Plan.

(See document No 5)

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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

OTHER URGENT BUSINESS

243 There was no urgent business.

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.

The meeting ended at 14:38