

Members are reminded that they must declare all relevant pecuniary and non-pecuniary interests relating to any items of business to be discussed at this meeting

BIRMINGHAM CITY COUNCIL

COUNCIL BUSINESS MANAGEMENT COMMITTEE

FRIDAY, 27 MAY 2016 AT 09:30 HOURS
IN COMMITTEE ROOM 1, COUNCIL HOUSE, VICTORIA SQUARE,
BIRMINGHAM, B1 1BB

A G E N D A

1 NOTICE OF RECORDING

Chairman 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 APPOINTMENT OF COMMITTEE

To note a resolution of the City Council passed at the Annual Meeting on 24 May 2016 appointing the Council Business Management Committee and Chair for the Municipal Year 2016/2017.

3 ELECTION OF DEPUTY CHAIR

To elect a Deputy Chair for the Municipal Year 2016/17.

4 APOLOGIES

5 DECLARATIONS OF INTERESTS

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

6 TERMS OF REFERENCE OF COUNCIL BUSINESS MANAGEMENT COMMITTEE

To Follow

3 - 8

7 **MINUTES**

To confirm and sign the Minutes of the last meeting.

9 - 14

8 **APPOINTMENT OF SUB-COMMITTEES AND OTHER BODIES**

Report of the City Solicitor.

15 - 16

9 **ORDER OF NOTICES OF MOTION AT FUTURE CITY COUNCIL MEETINGS**

To agree the order in which Notices of Motion will be considered at City Council meetings.

17 - 18

10 **COUNCIL AGENDA FOR THE NEXT MEETING**

To consider the Council agenda for the next meeting.

For information the order of Notices of Motion at this meeting will be Liberal Democrat, Labour and Conservative.

11 **COUNCIL BUSINESS MANAGEMENT COMMITTEE DATES FOR 2016/2017**

It is proposed that meetings of this Committee be held on Tuesdays at 1400 hours except where specified as follows:-

2016

28 June
31 August (1200 hours)
18 October
22 November
13 December

2017

24 January
14 February
21 March
9 May

12 **OTHER URGENT BUSINESS**

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

13 **AUTHORITY TO CHAIRMAN 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 9 MAY 2016

MINUTES OF A MEETING OF THE COUNCIL BUSINESS MANAGEMENT COMMITTEE HELD ON MONDAY 9 MAY 2016 AT 1200 HOURS, IN COMMITTEE ROOM 2, THE COUNCIL HOUSE, BIRMINGHAM

PRESENT:

Councillors Robert Alden, John Clancy (for part of the meeting) ,Mohammed Idrees, Hendrina Quinnen, Sharon Thompson, Anne Underwood, Ian Ward and Mike Ward.

CHAIR

- 2488 At the start of the meeting, in the absence of the Chair, the Deputy Chair assumed the Chair for the duration of the whole meeting.

COUNCILLOR IAN WARD IN THE CHAIR

NOTICE OF RECORDING

- 2489 The Chair advised the meeting to note that members of the press/public may record and take photographs except where there are confidential or exempt items.
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APOLOGIES

- 2490 An apology for non-attendance was submitted on behalf of Councillor John Clancy.
-

MINUTES

- Councillor Robert Alden commented that the minutes should reflect that apologies had been received from Councillors Robert Alden, John Clancy and Anne Underwood who had been unable to attend because they were still attending the Cabinet meeting.
- 2491 Subject to the above, the Minutes of the last meeting held on 22 March 2016 were confirmed and signed by the Chair.
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OVERSEAS TRAVEL AND INWARD DELEGATIONS

The following report of the Strategic Director for Change and Support Services was submitted:-

(See document No 1)

A debate ensued concerning the cost of travel to Brussels and Mike Murray, International Education and Development Manager, explained the process of signing off visits proposed in the report.

Councillor Robert Alden noted that costs were increasing year on year.

2492

RESOLVED:-

- (i) That approved Member and officer overseas travel be noted;
- (ii) that the details of inward delegations from abroad be noted; and
- (iii) that it be noted that with effect from 19 January 2016 authority for foreign travel by City Council Members and officers will only be granted when 4 weeks' notice has been given. Visits proposed with less than 4 weeks, notice will be refused unless under EXCEPTIONAL CIRCUMSTANCES which will require written documentation and an extremely robust reason for travel.

CMIS-HISTORICAL DATA CLASSIFICATION

The following report of the City Solicitor was submitted:-

(See document No 2)

Prakash Patel, Head of Committee and Members Services, made introductory comments relating to and in response to comments from Members confirmed that the cost of £9,500 would be a one off cost and covered the developing, testing and deployment of the software.

The Chair commented that the project should proceed with the funding being met from the Policy Contingency Budget.

2493

RESOLVED:-

That the report be noted and officer be authorised to proceed with the suggested option at paragraph 5.1 with the cost of £9,500 being met from the Policy Contingency Budget.

ANNUAL REVIEW OF THE CITY COUNCIL'S CONSTITUTION

The following report of the City Solicitor was submitted:-

(See document No 3) Page 4 of 18

Stuart Evans, the City Solicitor, indicated that the Constitution was a 'living' document that would be amended throughout the year to modernise it.

A debate ensued during which it was acknowledged that making the quorum for Licensing Sub-Committees 3 was beneficial but Members should be advised of the expected length of meetings.

It was emphasised that Standing Orders for motions should be amended to allow for motions to be voted upon should time run out.

Councillor Mike Ward was concerned that the Committee was being asked to agree to something which was not set out in the report relating to Assistant Leaders. He also had concerns that the timescales for written question were been extended which would allow officers greater time to respond.

Councillor Robert Alden felt the workload for Members serving on Licensing Sub Committee, Personnel Appeals and, to some extent, Planning Committee should be acknowledged and he requested that the matter be considered by the Independent Remuneration Panel. The Leader indicated that he was willing for that to occur.

Members noted that they normally received such reports with 'tracked changes' to allow them to see what was changing and requested that they receive a copy of the report to City Council with tracked changes in the next few days.

The City Solicitor responded to the comments made and undertook to provide a copy of the report to City Council with 'tracked changes'

2494

RESOLVED:-

That the report be noted.

PROPORTIONALITY

The following report of the City Solicitor was submitted:-

(See document No 4)

The Committee Manager highlighted the current situation with regard to proportionality.

2495

RESOLVED:-

That the report be noted.

CITY COUNCIL APPOINTMENTS

The following report of the City Solicitor was submitted:-

(See document No 5)

2496

RESOLVED:-

That the report be noted.

APPOINTMENT TO THE ROLL OF HONORARY ALDERMEN

The following report of the City Solicitor was submitted:-

(See document No 6)

2497

RESOLVED:-

That the City Council be recommended to admit former Councillors Vivienne Margaret Barton, Jeremy Evans and Anita Alison Ward to the Roll of Honorary Aldermen at a special meeting of the Council to be held at 1555 hours on Tuesday 24 May 2016.

PROVISIONAL COUNCIL BUSINESS MANAGEMENT COMMITTEE DATES FOR 2016/2017

The following report of the City Solicitor was submitted:-

(See document No 7)

Following a short discussion it was-

2498

RESOLVED:-

That the Committee meet on the previously agree pattern of dates, Tuesdays at 1400 hours with the exception of the June meeting being held on Friday 27 May at 0930 hours and the August date being on 31 August at 1200 hours.

DRAFT AGENDA FOR EXTRAORDINARY AND ANNUAL CITY COUNCIL MEETINGS ON 24 MAY 2016

The following draft agendas were submitted:-

(See document No 8)

It was-

2499

RESOLVED:-

That the draft agendas be noted.

LOCAL GOVERNMENT ASSOCIATION ANNUAL CONFERENCE

It was agreed that the names of the Labour Members nominated would be submitted as soon as possible.

2500

RESOLVED:-

That Councillors (3 Lab) Robert Alden (Con) and Jon Hunt (Lib Dem) be appointed to attend the Local Government Association Annual Conference to be held from 5 July to 7 July 2016 at Bournemouth International Centre.

AUTHORITY TO CHAIR AND OFFICERS

2501

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 1240 hours.

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CHAIR

BIRMINGHAM CITY COUNCIL**PUBLIC REPORT**

Report to:	COUNCIL BUSINESS MANAGEMENT COMMITTEE
Report of:	CITY SOLICITOR
Date of Decision:	27 MAY 2016
SUBJECT:	APPOINTMENT OF SUB-COMMITTEES AND OTHER BODIES
Wards affected:	All

1. Purpose of report:
1.1 To seek the instructions of the Committee in relation to the appointment and functions of Sub-Committees and other bodies.
1.2 To appoint Councillors to serve on the bodies.

2. Decision(s) recommended:
2.1 That the Sub-Committees and other bodies detailed in the Appendix to the report be appointed for the Municipal Year 2016/17.
2.2 That Councillors be appointed to serve on the Sub-Committees and other bodies detailed in the Appendix to the report for the Municipal Year 2016/17.

Contact Officer:	Phil Wright
Telephone No:	0121 675 0216
E-mail address:	Phil.Wright@birmingham.gov.uk

Signature:
Chief Officer(s):
Dated:

List of Background Documents used to compile this Report:

3	Background:
3.1	Appointments to Sub Committees with the exception of the Lord Mayor's Advisory Board have historically been subject to proportionality rules. However in order to maintain the cross party representation on the Election Matters Members Forum it is proposed to not apply the proportionality rules to it and the membership will remain at 7 (4 Lab, 2 Con, 1 Lib Dem).
3.2	In addition it is proposed to increase the membership of the Personnel Appeal (Dismissals) Sub Committee by to 11 Members (7 Lab, 3 Con, 1 Lib Dem) to allow a greater pool of Members.

APPOINTMENT OF SUB-COMMITTEES AND OTHER BODIES

A. EDUCATION AWARDS (REVIEW) SUB-COMMITTEE

The Committee is requested to appoint the above Sub-Committee with the following Functions:-

To review and determine appeals against the decisions of the Strategic Director of Children, Young People and Families in respect of arrangements for the home/school transport of pupils

The Committee is requested to appoint the Chair and Members to the Sub-Committee as follows:-

5 Members (3 Lab, 1 Con, 1 Lib Dem)

2015/2016

Cllr Mariam Khan (Lab)
Cllr Chauhdry Rashid (Lab)
Cllr Valerie Seabright (Lab) (Chair)
Cllr Matt Bennett (Con)
Cllr Karen Trench (Lib Dem)

2016/2017

Cllr (Lab)
Cllr (Lab)
Cllr (Lab)
Cllr (Con)
Cllr (Lib Dem)

with Cllr..... as Chair

Note: Membership not to include the Chair of the Education and Vulnerable Children Overview and Scrutiny Committee.

B. MISCELLANEOUS APPEALS SUB-COMMITTEE

The Committee is requested to appoint the above Sub-Committee with the following Functions:-

1. To consider any appeal under the Rules and Regulations for the Operation of the Retail Markets.
2. To consider any other appeal(s) that are not covered by any of the other Committees or Sub-Committees of the City Council.

The Committee is requested to appoint the Chair and Members to the Sub-Committee as follows:-

5 Members (3 Lab: 1 Con: 1 Lib Dem)

2016/2017

Cllr Alex Buchanan (Lab) – Chair
Cllr Nawaz Ali (Lab)
Cllr Marje Bridle (Lab)
Cllr Timothy Huxtable (Con)
Cllr Carol Jones (Lib Dem)

2016/2017

Cllr (Lab)
Cllr (Lab)
Cllr (Lab)
Cllr (Con)
Cllr (Lib Dem)

Page 11 of 18
With Cllr..... as Chair

C. ELECTION MATTERS MEMBERS FORUM

The Committee is requested to appoint the above Forum with the following Functions:-

1. To recommend further improvements to the Elections Office and/or the Elections processes;
2. To be consulted over relevant consultation papers relating to the Elections Process;
3. To discuss issues that the Returning Officer may wish to raise with the Members Forum.

The Committee is requested to appoint the Chair and Members to the Sub-Committee as follows:-

7 Members (4 Lab, 2 Con, 1 Lib Dem) (out of proportionality rules)

2015/2016

Cllr Sir Albert Bore	(Lab) (Chair)
Cllr Ian Ward	(Lab)
Cllr Valerie Seabright	(Lab)
Cllr James McKay	(Lab)
Cllr Robert Alden	(Con)
Cllr Timothy Huxtable	(Con)
Cllr Paul Tilsley	(Lib Dem)

2016/2017

Cllr	(Lab)
Cllr	(Lab)
Cllr	(Lab)
Cllr	(Lab)
Cllr	(Con)
Cllr	(Con)
Cllr	(Lib Dem)

with Cllr..... as Chair

D. LORD MAYOR'S ADVISORY GROUP

The Committee is requested to appoint the above Sub-Committee with the following purpose, and membership:-

Purpose

1. To act as a sounding board to the Lord Mayor at the request of the Lord Mayor on Civic and Mayoral matters;
2. To provide guidance on protocol matters as necessary;
3. To review Civic functions as necessary; and
4. To advise on the appropriateness of Parlour arrangements.

Membership

1. The Deputy Lord Mayor;
2. The three next immediate past Lord Mayors who are current Councillors; and
3. The three Group Secretaries.

2015/2016

Cllr Shafique Shah
 Cllr Mike Leddy
 Cllr John Lines
 Cllr Anita Ward (Chair)
 Cllr Sharon Thompson
 Cllr Anne Underwood
 Cllr Mike Ward

2016/2017

Cllr Ray Hassall
 Cllr Shafique Shah
 Cllr Mike Leddy
 Cllr John Lines
 Cllr Sharon Thompson
 Cllr Anne Underwood
 Cllr Mike Ward

with Cllr..... as Chair

**E. CHIEF OFFICER AND DEPUTY CHIEF OFFICER APPOINTMENTS,
 DISMISSALS AND SERVICE CONDITIONS SUB-COMMITTEE**

The Committee is requested to appoint the above Sub-Committee with the following Functions:-

1. To consider and determine the form of the employment contracts and other Terms and Conditions (including related structural issues) for the Chief and Deputy Chief Officer Posts as defined in the Constitution of the City Council.
2. To be responsible for making appointments to all posts falling within 1 above and to recommend to the Council the appointment of the Chief Executive.
3. To deal with all termination and disciplinary arrangements relating to Chief Officer and Deputy Chief Officer posts (including early retirement and the award of added years).

The Committee is requested to appoint the Chair and Members to the Sub-Committee as follows:-

The Leaders of the three main political parties (or their nominees), two other members subject to the proportionality rules and the Chief Executive as an advisor.

2015/2015

Cllr John Clancy	(Lab) (Chair)
Cllr	(Lab)*
Cllr	(Lab)*
Cllr Robert Alden	(Con)
Cllr Jon Hunt	(Lib Dem)

2015/2016

Cllr	(Lab)
Cllr	(Lab)
Cllr	(Lab)
Cllr	(Con)
Cllr	(Lib Dem)

*To be appointed dependent on the Directorate to which the post relates.

with Cllr..... as Chair

F. PERSONNEL APPEALS (DISMISSALS) SUB-COMMITTEE

The Committee is requested to appoint the above Sub-Committee with the following Functions:-

1. To consider, with Delegated Power the appeals relating to the Dismissal of Council managed employees.

(the process to be followed by appellants shall be as laid down on the People Solutions website and in accordance with City Council's policy with no appeals being submitted direct to this body without first exhausting the prescribed HR process).

2. In hearing an appeal, the Sub-Committee shall not have the power to award financial compensation to any appellant.
3. The Sub-Committee shall have the right to determine whether appeals shall be dealt with, where appropriate, by means of written representations.
4. All meetings of the above Sub-Committee must be chaired by one of the three appointed Chairs of the Sub-Committee and a Quorum for the full Sub-Committee or an individual Panel hearing an appeal shall be 3. No appeal may be heard in the absence of a Quorum.
5. To authorise the Chair of the Sub-Committee or any Member thereof to give evidence at any Employment Tribunal should they be required to do so.
6. To recommend to the Council Business Management Committee and oversee any appropriate training and guidance being given to Members and Officers, as necessary, on how to manage Personnel Appeals.
7. To recommend to the Council Business Management Committee any appropriate or desirable improvements for dealing with the effective and efficient administration of future Personnel Appeals arising from case hearings.
8. To make any other recommendations to the Council Business Management Committee.

The Committee is requested to appoint the Chairs and Members to the Sub-Committees as follows in accordance with proportionality requirements

11 Members (7 Lab, 3 Con, 1 Lib Dem)

2015/2016

Cllr Lynda Clinton	(Lab)
Cllr Peter Griffiths	(Lab)
Cllr Valerie Seabright	(Lab)*
Cllr Hendrina Quinnen	(Lab)*
Cllr Mahmood Hussain	(Lab)
Cllr Mike Leddy	(Lab)*
Cllr Des Hughes	(Lab)
Cllr Gary Sambrook	(Con)
Cllr Maureen Cornish	(Con)
Cllr Ray Hassall	(Lib Dem)

*Chairs

2016/2017

Cllr	(Lab)
Cllr	(Lab)
Cllr	(Lab)
Cllr	(Lab)
Cllr	(Lab)
Cllr	(Lab)
Cllr	(Lab)
Cllr	(Con)
Cllr	(Con)
Cllr	(Con)
Cllr	(Lib Dem)

3 Chairs to be appointed.

ORDER OF “NOTICES OF MOTION” AT FUTURE CITY COUNCIL MEETINGS

Members will recall that in previous years an informal arrangement in respect of alternating the order in which “Notices of Motion” (Motions for Debate from Individual Members under Standing Order 4 (A) (1) are considered at City Council Meetings has been in operation.

If the same arrangement is adopted the order for the Municipal Year 2017/2017 would be as follows:-

<u>Council Date</u>	<u>1st</u>	<u>2nd</u>	<u>3rd</u>	<u>Deadline*</u>
14 June 2016	Lib Dem	Lab	Con	2 June 2016
12 July 2016	Con	Lib Dem	Lab	30 June 2016
13 September 2016	Lab	Con	Lib Dem	1 September 2016
1 November 2016	Lib Dem	Lab	Con	20 October 2016
6 December 2016	Con	Lib Dem	Lab	24 November 2016
10 January 2017	Lab	Con	Lib Dem	22 December 2016
7 February 2017	Lib Dem	Lab	Con	26 January 2017
28 February 2017	Budget Meeting (No Notices of Motion)			
4 April 2017	Con	Lib Dem	Lab	23 March 2017
23 May 2017	Annual Meeting (No Notices of Motion)			

* Deadline for submission of Notices of Motion - 7 clear working days before City Council except for the January 2017 meeting.

Reminder: Members must declare all relevant pecuniary and/or non-pecuniary interests relating to any items of business to be discussed at this meeting

BIRMINGHAM CITY COUNCIL

CITY COUNCIL

**Tuesday, 14 June 2016 at 1400
hours in The Council Chamber,
Council House, Birmingham**

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 Internet site (www.birminghamnewsroom.com) and that members of the press/public may record and take photographs.

The whole of the meeting will be filmed except where there are confidential or exempt items.

Attached

2 MINUTES

(a) To confirm and authorise the signing of the Minutes of the Extraordinary Meeting of the Council held on 24 May 2016.

(b) To confirm and authorise the signing of the Minutes of the Annual Meeting of the Council held on 24 May 2016.

(1400-1410)

3 LORD MAYOR'S ANNOUNCEMENTS

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

(1410-1425)

4 PETITIONS (15 minutes)

To receive and deal with petitions in accordance with Standing Order 8.

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.

(1425-1555)

5 QUESTION TIME (90 minutes)

To deal with oral questions in accordance with Standing Order 9(B)

A. Questions from Members of the Public to any Cabinet member or District Committee Chairman (20 minutes)

B. Questions from any Councillor to a Committee Chairman or Lead Member of a Joint Board (20 minutes)

- C. Questions from Councillors other than Cabinet members to a Cabinet member (25 minutes)
- D. Questions from Councillors other than Cabinet members to the Leader or Deputy Leader (25 minutes)

(1555-1600) **6 APPOINTMENTS BY THE COUNCIL (5 minutes)**

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

7 EXEMPTION FROM STANDING ORDERS

Councillor Sharon Thompson to move an exemption from Standing Orders.

(1645-1700 break)

Attached 8 REPORTS OF THE EXECUTIVE (55 Minutes)

(1600-1655) **ITA Movement for Growth WM Strategic Transport Plan**

Councillor to move the following Motion:

Birmingham Cultural Strategy 2016-19 – Imagination, Creativity And Enterprise

Councillor to move the following Motion:

(1655-1710 break)

Attached 9 REPORT OF THE OVERVIEW AND SCRUTINY COMMITTEES (60 minutes may be reduced to 20 minutes)

(1710-1730) **Overview and Scrutiny Committees Work Prograamme**

To consider a report of the Committee.

Councillor to move the following Motion:

Attached 11 MOTIONS FOR DEBATE FROM INDIVIDUAL MEMBERS (90 minutes)

(1730-1900) To consider the attached Motions of which notice has been given in accordance with Standing Order 4(A).