

**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**

**TUESDAY, 17 NOVEMBER 2015 AT 12:00 HOURS**  
**IN COMMITTEE ROOM 2, 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 **APOLOGIES**

To receive any apologies.

**3 - 8**

3 **MINUTES**

To confirm and sign the Minutes of the last meeting.

**9 - 10**

4 **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 Labour, Conservative and Liberal Democrat.

**11 - 42**

5 **REVIEW OF SACRE - INTERIM CONSTITUTION AND GOVERNANCE ARRANGEMENTS**

Report of the Director of Legal and Democratic Services

**43 - 46**

6 **THE LORD MAYORALTY FORMULA**

Report of the Director of Legal and Democratic Services

7 **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.

**47 - 64**

7a **COMMUNITY GOVERNANCE REVIEW - DRAFT REORGANISATION ORDER**

Report of the Service Director, Localisation.

8 **AUTHORITY TO CHAIRMAN AND OFFICERS**

Chairman 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

<b>COUNCIL BUSINESS MANAGEMENT COMMITTEE 20 OCTOBER 2015</b>
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## **MINUTES OF A MEETING OF THE COUNCIL BUSINESS MANAGEMENT COMMITTEE HELD ON TUESDAY 20 OCTOBER 2015 AT 1200 HOURS, IN COMMITTEE ROOM 2, THE COUNCIL HOUSE, BIRMINGHAM**

### **PRESENT:**

Councillor Sir Albert Bore in the Chair;

Councillors Robert Alden, Hendrina Quinnen, Sharon Thompson, Anne Underwood, Ian Ward and Mike Ward.

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### **NOTICE OF RECORDING**

- 2421 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**

- 2422 There were no apologies submitted.

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### **MINUTES**

- 2423 The Minutes of the last meeting held on 28 July 2015 were confirmed and signed by the Chair.

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### **SUB-COMMITTEE APPOINTMENTS**

During a brief debate it was agreed that the Chair be authorised to make the appointments if appropriate.

- 2424 **RESOLVED:-**

That the Chair be authorised to make changes to the Membership of the Education Awards (Review) and Miscellaneous Appeals Sub-Committee if appropriate.

**QUORUM FOR THE MISCELLANEOUS APPEALS SUB-COMMITTEE**

During the debate Councillor Mike Ward made reference to the occasional problem that arose when Personnel Appeals (Dismissals) Sub-Committee had been inquorate as there had been only 2 Members which had led to the situation where the appeal had been cancelled. The Director of Legal and Democratic Services commented on the reasons relating to the reason for having 3 members as a quorum for Personnel Appeals and an indication that in unforeseen circumstances when there are only 2 Members the appeal could go ahead with the agreement of all parties.

Councillor Mike Ward indicated his opposition to the change in the quorum for the Miscellaneous Appeals Sub-Committee.

2425

**RESOLVED:-**

That a quorum for the Miscellaneous Appeals Sub-Committee be 3 members subject that in the event that quorum is not achieved on the day of the meeting due to unforeseen circumstances, and with the agreement of all parties to the appeal, two Members may continue with the meeting.

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**COUNCIL AGENDA FOR THE NEXT MEETING**

The following draft agenda was submitted:-

(See document No 1)

Following a comment from the Chair relating to Overview and Scrutiny Committee reports, the Sub-Committee was advised that there were none for the November Council meeting.

In response to a comment from Councillor Robert Alden suggesting that an item relating to the 'Future Council' could be included on the Council agenda, the Chair noted that further meetings were shortly to take place relating to that issue which would be the appropriate forum to agree on reporting to City Council. He undertook to reconsider inclusion of a 'Future Council' item on the Council agenda following those meetings

It was-

2426

**RESOLVED:-**

That, subject to the comments made in the foregoing preamble and any further amendments agreed by the Chair, the draft agenda be noted.

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At this point in the meeting the Chair proposed and it was agreed that the order of the agenda be varied to allow consideration of item No. 9.

**SUPPLEMENTARY REPORT OF THE INDEPENDENT REMUNARATION PANEL**

The following report of the Director of Legal and Democratic Services was submitted:-

(See document No 2)

The Chair of the Independent Remuneration Panel made introductory comments relating to the report and, in response to a comment from Councillor Robert Alden, indicated that work in respect of next year would begin next month with a view of reporting to City Council in April 2016.

Councillor Mike Ward welcomed the finding in the report of the Independent Remuneration Panel.

2427

**RESOLVED:-**

- i) That the supplementary report of the Independent Remuneration Panel be received; and
- ii) That the following Motion be recommended to the City Council  
“The recommendations made by the Independent Remuneration Panel on page 3 of the Supplementary Report be accepted and back dated to apply from May 2015.”

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At this point in the meeting the Chair indicated his intention to return to the original order of the agenda.

**OVERSEAS TRAVEL AND INWARD DELEGATIONS**

The following report of the Deputy Chief Executive was submitted:-

(See document No 3)

2428

**RESOLVED:-**

- i) that the approved Member and officer overseas travel be noted; and
  - ii) that the details of inward delegations from abroad be noted.
-

**POLITICAL GOVERNANCE MEMBER REVIEW GROUP**

The following report of the Service Director Localisation was submitted:-

(See document No 4)

The Service Director Localisation made introductory comments relating to the report.

2429

**RESOLVED:-**

- i) That the creation of a cross party Political Governance Member Review Group to undertake the functions and responsibilities in the terms of reference in paragraph 3.7 of the report be approved; and
- ii) That approval be given that the Political Governance Member Review Group is comprised of twelve Members on a proportionality basis (8 Labour, 3 Conservatives and 1 Liberal Democrat); and
- iii) That the Group Leaders be asked to nominate membership of the Group in line with recommendation ii) above.

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**REQUEST FOR THE USE OF THE COAT OF ARMS**

The following report of the Director of Legal and Democratic Services was submitted:-

(See document No 5)

Following some consideration it was-

2430

**RESOLVED:-**

That the request from Mr V Sudra, Secretary of the Birmingham Local Dental Committee to use the Coat of Arms on the Committee's letterhead and website be refused and the City Council would object to such use which was not closely associated with the Council.

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**PETITIONS UPDATE**

The following report of the Director of Legal and Democratic Services was submitted:-

(See document No 6)

In response to a request from Councillor Robert Alden, the Committee Manager undertook to provide Members of the Committee with details of the two petitions from 2014.

2431

**RESOLVED:-**

Page 6 of 64

That the report be noted.

**OTHER URGENT BUSINESS**

The Chair was of the opinion that the following item should be considered as matter of urgency in view of the need to expedite consideration thereof and to instruct officers if necessary:-

**Sutton Coldfield Parish Council Steering Group**

The following report of the Service Director Localisation was submitted:-

(See document No 7)

The Service Director Localisation made introductory comments relating to the report.

Councillor Anne Underwood expressed disappointment that the organisations had not taken up their places but agreed that the proposals set out in the report were the appropriate way forward.

Councillor Mike Ward enquired whether a Member from the Liberal Democrat Group could have a seat on the Steering Group. The Chair indicated that not all Councillors in Sutton Coldfield had a place on the Group, whilst Councillor Anne Underwood did not believe the suggestion to be appropriate.

2432

**RESOLVED:-**

- i) that the Terms of Reference for the Sutton Coldfield Parish Council Steering Group be approved; and
- ii) that it be approved that the Sutton Coldfield Parish Council Steering Group selects two local organisations to be represented on the Steering Group.

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**AUTHORITY TO CHAIR AND OFFICERS**

2433

**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 1231 hours.

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CHAIR





**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, 1 December 2015 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](http://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**

To confirm and authorise the signing of the Minutes of the Annual Meeting of the Council held on 3 November 2015.

**(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)

**6     APPOINTMENTS BY THE COUNCIL (5 minutes)**

- (1555-1600)     To make appointments to, or removals from, committees, outside bodies or other offices which fall to be determined by the Council.
- The Leader of the Council

**7     DEPUTY LORD MAYOR(5 minutes)**

- (1600-1605)     Councillor ?? to move?

**8     EXEMPTION FROM STANDING ORDERS**

Councillor Sharon Thompson to move an exemption from Standing Orders.

**(Break 1605-1620)**

**Attached     9     REPORTS OF THE EXECUTIVE  
(60 minutes (3x 20 minutes))**

**a)   "Birmingham forward, together" Our 2020 Future Council Vision**

- (1620-1640)     **Councillor ?? to move the following Motion:**

"That the ????"

**b)   Education and Schools Strategy and Improvement Plan**

- (1640-1700)     **Councillor ?? to move the following Motion:**

"That the ????"

**c)   Early Help and Children's Social Care Improvement Plan 2015-17**

- (1700-1720)     **Councillor ?? to move the following Motion:**

"That the ????"

**To Follow     10     MOTIONS FOR DEBATE FROM INDIVIDUAL MEMBERS  
(90 minutes)**

- (1720-1850)     To consider the attached Motions of which notice has been given in accordance with Standing Order 4(A).

<b>Report to:</b>	<b>COUNCIL BUSINESS MANAGEMENT COMMITTEE</b>
<b>Report of:</b>	<b>Director of Legal &amp; Democratic Services</b>
<b>Date of Decision:</b>	<b>17<sup>th</sup> November 2015</b>
<b>SUBJECT:</b>	<b>REVIEW OF SACRE – INTERIM CONSTITUTION &amp; GOVERNANCE ARRANGEMENTS</b>

## **1. Purpose of report:**

### **Purpose:**

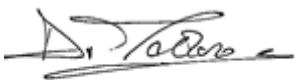
- 1.1 This report outlines the proposal for an Interim Constitution and governance arrangements for the Birmingham Standing Advisory Council on Religious Education (SACRE), and seeks approval for the proposals to enable SACRE to be re-constituted in time for SACRE to meet in early 2016.
- 1.2 The Peter Clarke report and the Ian Kershaw report both identified issues of importance relating to the role of SACRE. Following these inquiry reports it was decided that a fundamental review of SACRE was required. It was agreed that SACRE's Constitution, membership, and ways of operating should be reviewed to ensure that it reflected best practice, transparency and enabled SACRE to perform an enhanced advisory and monitoring role.
- 1.3 The Assistant Director – Education and Skills, along with the reconstituted SACRE will take forward a consultation on a new Constitution and governance arrangements.
- 1.4 The Assistant Director – Education and Skills will consider the results of the consultation, and report back to this committee with proposals for a new Constitution and governance arrangements to be put in place by April 2016.
- 1.5 The detailed objectives of the Interim Constitution and governance arrangements are included at Appendix 1. In summary the proposals are aimed at ensuring that SACRE's Constitution, and governance arrangements are brought up to date; and that the issues raised in the inquiry reports are taken into account, and that the new arrangements reflect best practice governance.
- 1.6 The Education and Schools Strategy & Improvement Plan emphasised a whole system change with partners working collaboratively and differently to improve life chances for children and young people. SACRE was identified as a key partner in supporting curriculum development and providing an extended monitoring role in relation to religious education.

<b>2. Decisions Recommended :</b>	
Council Business Management Committee:	
2.1.	Approves the interim Constitution and governance arrangements attached as Appendices to this report, to be introduced from December 2015, alongside a full review and consultation process to be undertaken by the Assistant Director - Education and Skills.
2.2.	Authorises the Assistant Director – Education and Skills to recommend, following a full review and consultation, a new Constitution and governance process which takes account of the recommendations from the Peter Clarke and Ian Kershaw reviews, and is robust and contributes to effective and improved governance of SACRE.
2.3.	Note 1: that a new process based on the recommendations from the Assistant Director – Education and Skills will be presented to this committee for approval in or before April 2016.
2.4.	Note 2: The report from the Assistant Director – Education and Skills will make recommendations on how, and who should make decisions on appointments to SACRE in the future.

<b>Lead Contact Officer(s):</b>	Ian Burgess Head of Law (Education) Legal & Democratic Services
<b>Telephone No:</b>	0121 303 4643
<b>E-mail address:</b>	ian.burgess@birmingham.gov.uk

### 3. New Standards Requirements:

#### Signatures of approval to submit the report to Committee:



Director of Legal & Democratic Services:

Dated: 9<sup>th</sup> November 2015

#### List of Background Documents used to compile this Report:

- The Education and Schools Strategy & Improvement Plan 1/12/14
- SACRE Constitution
- BCC Constitution
- Education legislation
- Kershaw and Clarke reports
- Religious Education in English Schools: Non-statutory guidance 2010 (Department for Education)

#### List of Appendices accompanying this Report (if any):

1. Objectives of the Review of the Constitution
2. Interim Constitution
3. Interim Recruitment Process
4. Interim SACRE Code of Conduct
5. SACRE Aims, Values, Mission and Objectives



## **Birmingham SACRE**

### **The objectives of the review of the constitution**

#### Objectives:

- The original template for SACRE was first published following the 1944 Education Act. It has been revised only to a limited extent since then. BCC have made some minor changes to it in 1977 and 1995. The Constitution is in need of modernisation and improvement alongside BCC's ambition to transform its governance and that of its sub-committees and other statutory organisations.
- That SACRE has clear values, principles, objectives and aims that reflect the values of the Council and are the types of values that represent a democratic, diverse, pluralistic and modern society.
- It is suggested that the values that SACRE and its members should subscribe to are:
  - BCC Values as taken from its Constitution
  - The Code of Conduct of BCC
  - The Nolan Principles
  - Any statutory and non-statutory Guidance from the DFE, Ofsted and NASCRE on values and principles that can be said to apply to schools or SACREs
- That the wider legal duties on the Council and SACRE are reflected in the Constitution i.e. the Human Rights Act and Equality Act duties.
- That members of SACRE are required to subscribe to those values.
- That there is a transparent and efficient appointments process that ensures that nominees establish their commitment and suitability to be members.
- That nominees are properly vetted and the procedures operate in such a manner to ensure good governance

Briefing on the Objectives of the Review of SACRE and the development of the Constitution 09 09 15

- That where a member of SACRE gives SACRE, or the Council cause for concern that there is a procedure for their removal.
- To make the SACRE accountable for its own budget
- That the functions of SACRE are clear and spelt out in the Constitution
- To ensure that the issues identified in the various reviews are considered, and appropriate safeguards are factored into the Constitution, functions and ways of working of the SACRE to prevent any possibility of these issues ever affecting SACRE



**BIRMINGHAM CITY COUNCIL**  
**STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION**  
**INTERIM CONSTITUTION NOVEMBER 2015**

## **1. PURPOSE**

This document explains the duties and responsibilities of the Standing Advisory Council on Religious Education in Birmingham.

In carrying out its functions the SACRE, shall have regard to the following legal duties pertaining to SACRE and also more widely within the school system:

1. The duties in respect of Religious Education and Worship (The Education Act 1996, Sections 375-397)
2. The duties on governing body of a maintained school to promote the well-being of pupils at the school, and in the case of a school in England, to promote community cohesion (s 38 the Education and Inspections Act 2006)
3. The Public Sector Equality Duty (s149 the Equality Act 2010)
4. The human rights implications of its work (s 6 the Human Rights Act 1998)

In addition to the duties under the legislation SACRE shall also have regard to the following statutory guidance or other non-statutory matters including policy statements from Birmingham:

- Guidance issued by the Department for Education
- The Birmingham City Council's Values and Objectives
- Guidance and best practice issued by the National Association of Standing Advisory Councils on Religious Education (NASACRE).

## **NOLAN PRINCIPLES**

Each member of SACRE is required to uphold The Seven Principles of Public Life - Nolan Principles and Birmingham City Council's Values and Objectives (appendix 1).

## **Equality Act Obligations**

SACRE Members must have due regard to the need to:-

- eliminate discrimination, harassment, victimization and any other conduct that is prohibited by the Equality Act
- advance equality of opportunity between persons who share a relevant protected characteristic and who do not share it
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

## **Human Rights Act Obligations**

SACRE Members must have due regard to the Human Rights Act and recognise that all people have fundamental human rights. These rights apply regardless of race, age, gender, religion, sexual orientation or other differences a person may have

### **2. The functions of SACRE**

SACRE's main functions are:

"to advise the authority upon such matters connected with Collective Worship in county schools and the Religious Education to be given in accordance with an Agreed Syllabus ". [Education Act 1996 section 391]

SACRE also shall, on application by the head teacher of any county school maintained by the authority:

"...Consider whether it is appropriate for the Collective Worship requirement to apply to that school or in any class within that school. [Education Act 1996 section 394]

### **3. Terms of Reference**

The responsibilities of SACRE are:

- To provide advice to the LA on all aspects of its provision for R.E. in its schools (this does not include Voluntary Aided Schools)

- To monitor the effectiveness and appropriateness of the LA's Agreed Syllabus for R.E, decide when it needs to be reviewed and require that the LA carries out such a review, at least every five years
- To provide advice to the LA on Collective Worship in its schools (this does not include Voluntary Aided or Voluntary Controlled Schools)
- To advise on matters relating to continuing professional development (training) for teachers in R.E. and Collective Worship
- To provide advice on methods of teaching in R.E and the choice of teaching materials for R.E
- To monitor the effectiveness of R.E. and Collective Worship in community schools
- To grant a determination where it feels this would be appropriate. This allows the school to be released from the requirement for Collective Worship to be "wholly or mainly of a broadly Christian character".
- To advise the LA upon such matters connected with the religious education to be given in accordance with an agreed syllabus as the LA may refer to the SACRE or as the SACRE itself may think fit.
- To offer advice to the LA on such matters connected with collective worship in community schools and foundation schools which have not been designated as having a religious character as the LA may refer to the SACRE or as SACRE thinks fit.
- To consider applications made by head teachers of community and foundation schools which have not been designated as having a religious character for determinations to lift the requirement for collective worship to be wholly or mainly of a broadly Christian character for some or all of the pupils at that particular school.
- To provide the Agreed Syllabus and learning resources to Birmingham City Council (BCC) schools and to work with Academy Schools and Free Schools that might use the BCC Agreed Syllabus
- To publish an Annual Report which outlines its work, details its findings and its advice to the LA. This is made available to all schools and a copy has to be sent to the Qualifications and Curriculum Development Authority (QCDA).
- To carry out any other activities necessary to achieve the SACRE's aims and comply with the law.

- To promote effective teaching and learning in Religious Education which allows pupils to explore what religious belief *and absence of religious belief* involves, promotes enquiry, independent thinking, discussion, collaboration, creativity and reflective thinking and enables pupils to develop positive values and beliefs by which to live their lives

#### **4. Membership**

1. The number of representative members shall be determined from time to time by the LA. The individual appointments shall be made by the LA after taking all reasonable steps to assure itself that the individual is representative of the denomination, or the teacher association concerned. It is desirable that all members have an interest in education in general and in religious education in particular.
2. SACRE is to be comprised of the members of the four Representative Groups, and members co-opted to SACRE.
3. The four Representative Groups shall be:
  - A. Such Christian denominations and other religions and religious denominations as, in the opinion of the LA, will appropriately reflect the principal religious traditions in the City of Birmingham. The number of representatives of each religion and religious denomination appointed shall, so far as consistent with the efficient discharge of the Council's functions, reflect broadly the proportionate strength of that denomination or religion in the area as indicated by the 2011 census data and the findings of the British Social Attitudes Survey 2009 listed in Appendix 1.
  - B. The Church of England;
  - C. Such associations representing teachers, as in the opinion of the authority, ought to be represented; and
  - D. The Authority.
4. Group A shall not include persons appointed to represent the Church of England

#### **5. Composition of Representative Groups**

1.All representatives shall be expected to report back to their nominating bodies

2.Group A - to be nominated by the bodies listed in Appendix 2

Roman Catholic	3	
United Reform Church	1	
Methodist	1	
Other Christian denominations	4	Council of Black Led Churches Baptist and Evangelical (2) Orthodox Church
Buddhist	1	
Hindu	1	
Jewish	1	
Muslim	7	
Sikh	1	
	20	

Total: 20

3.Group B – The Church of England

The Bishop to nominate six Representatives

Total: 6

4.Group C

Teacher Association representatives to reflect the representation on the LA's Employees Consultative Forum as follows;

3 representatives of the BANUT  
3 representatives of the BANASUWT  
2 representatives of the ATL  
2 representatives of the NAHT  
1 representative of the ASCL

Total: 11

5.Group D

The LA to appoint eight members, who may, but need not be, members of the City Council.

Total: 8

## **6.Co-opted Members**

1. At any stage, the SACRE may co-opt members for the remainder of the municipal year.
2. These members are not members of any of the four Groups.
3. The co-opted members shall be appointed only by those members of SACRE who have not themselves been co-opted
4. Such co-opted members may participate fully in the discussion of the SACRE but may not vote or participate in the co-option of others.

## **7.Vacancies**

- a) A member appointed to fill a vacancy shall hold office only for the unexpired term of office of the member in whose place s/he is appointed.
- b) Any vacancy occurring within three months of the expiration of the term of office of a member need not be filled.
- c) The validity of proceedings of the SACRE or of the members of the SACRE of any particular category shall not be affected:
  - I. By a vacancy in the office of any member of the Council; or
  - II. On the grounds that a member of the Council appointed to represent any denomination or associations does not at the time of the proceedings represent the denomination or associations in question.

## **8.Officer Support**

1. The Strategic Director for Children, Young People and Families (or representatives) shall be able to attend all meetings of the SACRE and to offer advice.

## **9.The Clerk**

The LA shall appoint and supervise a Clerk to:

- a. Attend the meetings of the SACRE;
- b. Take appropriate minutes and notes at the meetings;
- c. Maintain and update the records of SACRE and its meetings; and
- d. Perform any other necessary administrative duties.

## **10. Appointment of Members to SACRE**

1. The LA shall appoint the members of the SACRE after consulting with the Nominating Bodies listed in Appendix 2 as appropriate.
2. Each Nominating Body will be required to complete a nomination form and the nominee will be required to complete an application form and to submit a curriculum vitae with the application form. (Appendix 4).
- 3.The LA shall consider each nominee's application to satisfy itself that the nominee meets the requirements to be appointed to SACRE.
4. Nominating Bodies will review their representation at the beginning of each municipal year or up to every three years as they see fit.
5. An individual representative member may resign at any time by giving notice in writing to their Nominating Body and to the Secretary of SACRE.
6. An individual representative member may be removed from membership by the LA, if, in the opinion of the LA, he or she ceases to be representative of the nominating denomination or teacher association.
7. An individual representative member may be removed from membership by the LA, if, in the opinion of the LA, he or she ceases to adhere to principles and values of SACRE, or act in some way to bring SACRE into disrepute
8. Following non-attendance of a member at two consecutive meetings without apology, the SACRE will recommend to the LA that a replacement nomination be sought from the relevant Nominating Body.

## **11.Chairmanship**

1. The LA will appoint the Chair of SACRE from the membership of Group D before the first meeting of SACRE in each municipal year.
2. The LA will appoint a Vice-Chair from the membership of Group D before the first meeting of SACRE in each municipal year.

## **12.Chairs' Consultative Group**

1. The Chairs' Consultative Group will consist of the Chair and Vice-Chair of SACRE, the elected Chairs of each Representative Group and a representative of the Strategic Director of Children, Young People and Families.
2. The Chairs' Consultative Group will meet in accordance with the cycle of SACRE meetings in order to support the Chair with regard to agendas, identifying priorities and deadlines.

## **13.Sub-Committees**

1. The SACRE may establish such sub-committees as it sees fit and in doing so shall establish the Terms of Reference and membership of each Sub-Committee.
2. Any sub-committee shall normally be comprised of members of the Representative Groups and a representative of the Strategic Director for Children, Young People and Families.
3. A Sub-Committee shall report back to the SACRE with any recommendations as appropriate.

## **14.Budgetary Management**

The SACRE shall:

- a) Monitor the use of funds provided by the Council for its activities and
- b) Appoint one of its members (who shall be elected annually by the SACRE) to oversee the SACRE budget, meet with the Chair of SACRE and



Council officers at least three times a year and report to SACRE at each meeting on the use of the funds.

#### **15. SACRE Voting and other Procedures**

1. Meetings of SACRE shall be quorate when each Representative Group is represented.
2. SACRE will meet once each school term as a whole Council.
3. To facilitate discussion, SACRE meetings may divide into Representative Groups.
4. Any question to be decided by a vote shall require a majority of the votes cast. Only the Representative Groups shall be entitled to vote on any question and each such group shall have a single vote.
5. The vote on behalf of each Representative Group shall be cast by its Chair.
6. It shall be the responsibility of the LA to ensure that minutes are kept of all meetings of SACRE, its Representative Groups and sub-committees.

#### **16. Meetings of SACRE**

1. Meetings will be called by the Clerk in consultation with the Chair and the Officer serving the SACRE and will generally be open to the press or the public.
2. The SACRE must meet at least three times a year, unless otherwise agreed in writing by the Chair.
3. Special meetings may be called by the Chair and the LA acting jointly.
4. Details of the business to be considered at the meeting, which will be included in the agenda, must reach the Clerk not later than ten days before the meeting.
5. The Clerk, in consultation with the Chair, shall no later than five days before the meeting;
  1. Prepare the agenda; and

2. Circulate the agenda to those Members and bodies entitled to receive a copy of the minutes.
  3. Each agenda shall, amongst other matters, include:
    - a. An invitation to the SACRE to approve the minutes of the previous meeting; and
    - b. Any applications for a determination if any have been received.
6. It is expected that all members of the SACRE will attend the meetings planned unless they are prevented from so doing due to circumstances over which they have no control.
7. Meetings of the SACRE shall be held in public except where an item of business is being considered which involves the consideration of confidential information in accordance with the Religious Education (Meetings of Local Conferences and Councils) Regulations 1994.
8. For the purpose of suppressing or preventing disorderly conduct or other misbehaviour at a meeting the SACRE may exclude any person from a meeting.
9. Public notice of the time and place of a meeting of the SACRE shall be given by posting it at the Council House of the LA at least three days before the meeting.
10. Copies of the agenda for a meeting and copies of any reports for the meeting shall be available for inspection by members of the public at the Council House of the LA at least three days before the meeting unless an item is added to the agenda to be considered as a matter of urgency or the report relates only to items during which the meeting is not likely to be open to the public.
11. After a meeting of the SACRE a copy of the agenda and any report which relates to an item during which the meeting was open to the public and a copy of so much of the minutes of the meeting as relates to any such item shall be available for inspection by members of the public at the Council House of the LA for a period of 6 years from the date of the meeting.
12. The right to inspect any document shall include the right to make copies or to take extracts except where it is considered that such copying may infringe copyright.

## **17. Representative Group Procedures**

The following procedures will be adopted for meetings of Representative Groups:

1. Each of the four SACRE Representative Groups will elect its own Chair from its members.
2. Any question which needs to be decided by a vote in a Representative Group shall require a majority of the votes cast by those present who are entitled to vote.
3. Each member of the Representative Group shall be entitled to one vote, with the exception of the Chair who will have a casting vote in the event of a tie in voting.

## **18. Validity of Proceedings**

1. The validity of the proceedings of SACRE or of any Representative Group shall not be affected:
  - a. by any vacancy in the office of any member.
  - b. on the grounds that any member of SACRE appointed to represent any denomination or association does not at the time of the proceedings represent the denomination or associations in question.
  - c. by reason of an individual not having received written notice of a meeting or a copy of the agenda.

## **19. Voting**

A proposal shall not be deemed to be carried unless it has been approved by at least three representative groups unless otherwise required by the law or guidance issued by Parliament, the Department for Education or the LA.

## **19. Annual Report**

1. SACRE will publish an annual report on its work:

- (a) specifying any matters on which it has given advice to the LA;
  - (b) broadly describing the nature of that advice;
  - (c) setting out its reasons for offering advice on any matters which were not referred to it by the LA; and
2. The SACRE will send a copy of each report prepared by them to the Qualifications and Curriculum Development Agency and such other interested parties as they see fit.

## **20. Agreed Syllabus**

- 1. The Representative Groups of SACRE, other than Group D, may at any time require a review of any agreed syllabus for the time being adopted by the LA.
- 2. Each Representative Group shall have a single vote on the question of whether to require such a review.

## **21. Availability of papers to the public**

All papers of the SACRE shall be available on the local authority's website, except in relation to any matter deemed by the SACRE to be confidential.

## Appendix 1 – 2011 Census

### Population by religion (2011)

	England & Wales		West Midlands		Birmingham	
	No	%	No	%	No	%
<b>Christian</b>	33,243,175	59.28	3,373,450	60.22	494,358	46.07
<b>Buddhist</b>	247,743	0.44	16,649	0.30	4,780	0.45
<b>Hindu</b>	816,633	1.46	72,247	1.29	22,362	2.08
<b>Jewish</b>	263,346	0.47	4,621	0.08	2,205	0.21
<b>Muslim</b>	2,706,066	4.83	376,152	6.71	234,411	21.85
<b>Sikh</b>	423,158	0.75	133,681	2.39	32,376	3.02
<b>Other religion</b>	240,530	0.43	25,654	0.46	5,646	0.53
<b>No religion</b>	14,097,229	25.14	1,230,910	21.97	206,821	19.27
<b>Religion not stated</b>	4,038,032	7.20	368,483	6.58	70,086	6.53

			Fractional	Whole numbers
<b>Christian</b>	494,358			
<i>Church of England</i>	229,318			
<i>Roman Catholic</i>	99,102	17.8%	2.85	3
<i>Presbyterian</i>	25,352	4.6%	0.73	1
<i>Methodist</i>	14,981	2.7%	0.43	1
<i>No denomination</i>	13,828	2.5%	0.40	1
<i>Others</i>	107,169	19.3%	3.08	4
<b>Buddhist</b>	4,780	0.9%	0.14	1
<b>Hindu</b>	22,362	4.0%	0.64	1
<b>Jewish</b>	2,205	0.4%	0.06	1
<b>Muslim</b>	234,411	42.1%	6.74	
	1			7
<b>Sikh</b>	32,376	5.8%	0.93	1
		100%		21

<b>Religion/Denomination</b>	<b>Percent %</b>
No religion	50.7
Church of England	19.9
Roman Catholic	8.6
Presbyterian/Church of Scotland	2.2
Methodist	1.3
Other Protestant	1.2
Christian (no denomination)	9.3
Other Christian	0.4
Muslim	2.4
Hindu	0.9
Sikh	0.8
Judaism	0.4
Other religions	0.3
Refused / NA	0.4

British Social Attitudes Survey 2009

## **Appendix 2**

### **Nominating Bodies**

Muslim Liaison Committee

Jewish Representative Council

Roman Catholic Board of Education, Archbishop of Birmingham

Council of Black Led Churches

Such other organisations as determined by the City Council as to be representative of religions or denominations to be nominated to Committee A.

## APPENDIX 3

### BIRMINGHAM CITY COUNCIL CONSTITUTION - VALUES AND OBJECTIVES

Underpinning the Council's approach to carrying out its obligations are a number of key values and objectives:

- Maintaining the highest standards of propriety and accountability
- Being open and transparent
- Being agile and efficient in making decisions and taking actions
- Respecting the importance of the democratic mandate
- Leading to ensure a clean and safe city
- Protecting vulnerable people of all ages
- Improving health and well-being
- Helping people into work and improving education and skills
- Collaborating between service areas and other public agencies

### THE NOLAN PRINCIPLES

The Seven Principles of Public Life, known as the Nolan Principles, were defined by the Committee for Standards in Public Life. They are:

- **Selflessness** Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other benefits for themselves, their family or their friends.
- **Integrity** Holders of public office should not place themselves under any financial or other obligation to outside individuals or organizations that might seek to influence them in the performance of their official duties.
- **Objectivity** In carrying out public business, including making public appointments, awarding contracts, or recommending individuals for rewards and benefits, holders of public office should make choices on merit.

- **Accountability** Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.
- **Openness** Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands it.
- **Honesty** Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.
- **Leadership** Holders of public office should promote and support these principles by leadership and example.



## APPENDIX FOUR

### DECLARATION OF ACCEPTANCE OF MEMBERSHIP OF THE STANDING ADVISORY COUNCIL ON RELIGIOUS EDUCATION

I \_\_\_\_\_ have been appointed to membership of the  
Standing Advisory Council on Religious Education.

I affirm my commitment to:

- the Values and, Objectives of the SACRE.
- the Seven Principles of Public Life and to the Values of the Council.
- Comply with the obligations under the Equality Act and the Human Rights Act

If a SACRE Member fails to act within the parameters of this Code of Conduct,  
the appointment of the Member concerned will be reviewed and depending  
on the nature and severity of the conduct it may be terminated.

I will adhere to the standards of conduct, behaviour and practice referred to in  
this document.

Signed.....

Print Name.....

Date.....

\*The relevant protected characteristics are age, disability, gender  
reassignment, pregnancy and maternity, race, religion or belief, sex and sexual  
orientation.



### **Interim Recruitment process for appointment to SACRE**

The Interim Recruitment process:

1. Nominating bodies are required to complete a short application form including an endorsement of the nominee, and confirm that they believe the nominee has appropriate experience, knowledge or training to be appointed to SACRE
2. Anyone who has been debarred, or removed from governing body or SACRE is ineligible for membership of SACRE
3. All nominees are required to complete a short application form including questions concerning:
  - i. Whether they have been debarred
  - ii. Declaration of commitment to the objectives of SACRE
  - iii. Disclosure of whether there is any information about them that could reasonably be regarded as potentially bringing SACRE into disrepute or would suggest that their involvement would not be conducive to SACRE's ability to carry out its duties, or enhancing SACRE's standing
4. Nominees are required to provide a CV to support their application
5. Nominees are required to confirm that they agree to comply with the Code of Conduct, SACRE's principles, the Aims Values and Objectives, and the Nolan Principles
6. Nominations will be subject to panel vetting
7. Nominees who are offered membership will be required to sign an acceptance of appointment form including confirmation of their commitment to SACRE's principles and values

## 2. **Process for appointment of members of SACRE**



Proposed process for appointment of members of SACRE 22 10 15

Successful applicants  
required to sign acceptance

Unsuccessful applicants  
informed

## **SACRE CODE OF CONDUCT FOR MEMBERS 2015 - 2016**

The following Code of Conduct has been developed to guide Members in carrying out their duties on SACRE. If a Member fails to act within the parameters of this Code of Conduct, the appointment of the Member concerned will be reviewed by the Local Authority, and depending on the nature and severity of the conduct it may be terminated.

### **SACRE Members must comply with this Code of Conduct when carrying out their duties as a member of SACRE.**

1. Act professionally and in good faith at all times.
2. Attend all SACRE meetings and take a full and active part in its work. Read through the paperwork in advance of the hearing and prepare appropriate questions.
3. Treat other Members with respect and empathy and appreciate that they may have a different perspective on the issues being considered.
4. Express your views and opinions openly and sensitively, recognising others may have views that are different from your own, and where there are differences of view you must disagree respectfully.
5. Ask relevant and appropriate questions, remaining sensitive to the situation at all times, and listen with respect to the views of other members.
6. Declare conflicts of interest. This includes any business, personal or other interest in connection with the work of SACRE or decisions being made by SACRE.
7. Members must not pass any confidential information on to anyone who is not entitled to know the confidential information gained, nor may you use it for personal gain or pass it on to others who might use it in this way.
8. If Members become aware of any activities which they reasonably believe are illegal, improper or in some way inconsistent with this Code of Conduct they should inform the Clerk to SACRE who will seek advice from BCC Legal Services.

9. Members must have due regard to the need to :-

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by the Equality Act
- advance equality of opportunity between persons who share a relevant protected characteristic \*and who do not share it
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

10. The position of Member is a public appointment and therefore the Seven Principles of Public Life (The Nolan Principles) will apply :-

- (1) Selflessness – Holders of public office should act solely in terms of the public interest. They should not do so in order to gain financial or other material benefits for themselves, their family or their friends.
- (2) Integrity- Holders of public office should not place themselves under any financial or other obligation to outside individuals or organisations that might seek to influence them in the performance of their official duties.
- (3) Objectivity- In carrying out public business, holders of public office should make choices on merit.
- (4) Accountability- Holders of public office are accountable for their decisions and actions to the public and must submit themselves to whatever scrutiny is appropriate to their office.
- (5) Openness- Holders of public office should be as open as possible about all the decisions and actions that they take. They should give reasons for their decisions and restrict information only when the wider public interest clearly demands.
- (6) Honesty- Holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest.
- (7) Leadership- Holders of public office should promote and support these principles by leadership and example.

## **CONDUCT WHEN VISITING SCHOOLS**

An important aspect of SACRE's work is its relationship with schools. Accordingly, Members will be asked to visit schools or may request a visit to a school.

In order to ensure the success of these visits Members should:

- Have a clear, mutually agreed understanding of the purpose of the visit with the school before the visit takes place
- Be willing to share your beliefs values and experiences whilst ensuring that pupils understand that you are representing a particular faith view and your particular interpretation of it, and that others from that faith may not always interpret ideas in exactly the same way
- Avoid being critical of others or imposing your own views
- Ensure you do not say or do anything that could be perceived as denigrating to others, or to other faiths
- Be familiar with the school's aims, ethos and policies in RE and Collective Worship
- In an RE lesson, know where the lesson fits into the unit of work from the Agreed Syllabus and what pupils' prior and future learning objectives are
- Communicate at an appropriate level for the age group concerned, recognising that content and language may at times be inappropriate and confusing

Members should be well-supported by the class teacher who should always be present and take an active role in question and answer sessions, and ensure that you are well-briefed.

### **Breach of this Code of Conduct**

If following investigation it is deemed that this Code of Conduct has been breached by a Member, and the matter cannot be resolved in a constructive way, then SACRE, or Birmingham CC will consider their suspension or, in some circumstances, removal.

### **Declaration**

I will adhere to the standards of conduct, behaviour and practice referred to in this document.

Signed.....

Print Name.....

Date.....

\*The relevant protected characteristics are age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.





## **SACRE Aims & Values,**

### **Mission Statement**

To offer Birmingham City Council high quality, informed advice in relation to the provision of Religious Education and Collective Worship in schools.

### **Values**

In undertaking its statutory functions SACRE will:

- Value and promote cultural diversity and religious, social and racial harmony;
- Respect and value the beliefs, views and opinions of individual members;
- Establish effective, sensitive, respectful and positive partnerships.

### **Aims**

SACRE's aims are:

- To promote a positive understanding of Religious Education and the valuable contribution that it can make to young people's education and personal development;
- To promote effective teaching and learning in Religious Education which allows pupils to explore what religious belief, *and absence of religious belief*, involves, promotes enquiry, independent thinking, discussion, collaboration, creativity and reflective thinking and enables pupils to develop positive values and beliefs by which to live their lives
- To promote high quality Religious Education in Birmingham schools, encouraging schools to see the value of the subject as part of the education young people receive;
- To recognise and celebrate high quality provision of Religious Education and to disseminate good practice;

- To help teachers to raise standards in Religious Education by supporting and promoting training for schools and sharing good practice;
- To help schools to improve the quality of Collective Worship in schools in order that it makes an effective contribution to pupils' spiritual, moral, social, cultural and physical development;
- To monitor and evaluate:
  - The training and support given to schools;
  - Standards in R.E. in Birmingham schools;
  - The effectiveness of the Agreed Syllabus;
  - The effectiveness of SACRE.
- To contribute towards Community Cohesion by ensuring that local faith communities, schools and the local authority come together to share the common aim of working towards a society which values the individual and the diversity of beliefs; encourages empathy, sensitivity and respect; and which promotes a sense of belonging to local, national and global communities;

## BIRMINGHAM CITY COUNCIL

### PUBLIC REPORT

<b>Report to:</b>	<b>COUNCIL BUSINESS MANAGEMENT COMMITTEE</b>
<b>Report of:</b>	<b>Director of Legal and Democratic Services</b>
<b>Date of Meeting:</b>	<b>17 NOVEMBER 2015</b>
<b>Relevant Forward Plan Ref:</b>	<b>N/A</b>
<b>Subject:</b>	<b>THE LORD MAYORALTY FORMULA</b>

#### **1. Purpose of report:**

To remind the Committee of the present formula for the Lord Mayoralty and advise of the latest “roll forward” position for the Lord Mayoralty in 2016/17.

#### **2. Decision(s) recommended:**

That it be noted that, in accordance with the formula set out in the Appendix to the report, the Labour Group is entitled to put forward one of its members to be the Lord Mayor for 2016/17.

<b>Contact Officer:</b>	<b>Phil Wright</b>
<b>Telephone no:</b> <b>e-mail address:</b>	675 0216 Phil.wright@birmingham.gov.uk

### **3. Brief Summary of Report:**

#### **May 2012 rolling forward**

- 3.1 The Appendix to this report shows the working of the formula from May 2012 onwards. In particular, it shows the recent rolling forward of the formula to reflect the election of a Liberal Democrat Group Member as Lord Mayor for the current year; and the strengths of the 3 Party Groups at the time of the May 2015 Annual Council Meeting.
- 3.2 Under this formula the Labour Group now has the lowest score and will therefore be entitled to put forward one of their members to be the Lord Mayor for 2016/17.

### **4. Relevant background/chronology of key events:**

1. The present formula was first adopted in 1993 by the former General Purposes Committee. Its purpose is to ensure that, over a period of years, the Lord Mayoralty is allocated to the various Party Groups in proportion to their numerical strength (i.e. number of Councillors) over that same period.
2. It is “rolled forward” each year, to take account of -
  - the numerical strength of each of the 3 Party Groups at the date of the Annual Council Meeting. This is achieved by subtracting each Group’s proportion of Councillors (of the total of 120) from that Groups previous “score”; and
  - the choice of Lord Mayor for the year in question. This is achieved by adding 1 to the “score” of the Party Group to which the Member elected as Lord Mayor belongs.
3. After rolling forward the formula as above, the Party Group with the lowest score is the Group which is entitled, according to the formula, to put forward one of its members to be the Lord Mayor for the year beginning in the following May.
4. The formula is of course no more than an informal means of allocating the Lord Mayoralty between the various Party Groups. It is not in any sense binding on the full Council. Whatever the formula may provide, a Councillor can only become Lord Mayor by being nominated and elected at the Annual Council Meeting.
5. The formula has however been followed in every year, bar two, since 1993. The two exceptions have been –
  - when the Labour Group voluntarily surrendered their entitlement to the Lord Mayoralty for 1998/99 and it was taken by the Liberal Democrat Group (who had the second lowest score at the time); and
  - when the nominee of the Conservative Group for 2001/02 was rejected at the Annual Council Meeting in May 2001 and instead a Liberal Democrat Group Member was elected as Lord Mayor.

#### **List of background documents:**

Report to former General Purposes Committee in January 1993.

## APPENDIX

### **THE LORD MAYORALTY 2016/2017 – WORKING OF FORMULA FROM MAY 2012 ONWARDS**

	<b><u>LAB</u></b>	<b><u>CON</u></b>	<b><u>LIB DEM</u></b>
<b>May 2012 scores</b> Following City Council AGM	0.55	1.70	1.08
ADD 1 to Lab (LM for 2013/14)	1.55	1.70	1.08
SUBTRACT to reflect Group Strengths at May 2013	0.64	0.23	0.13
<b>May 2013 scores</b> Following City Council AGM	0.91	1.47	0.95
ADD 1 to Lab (LM for 2014/15)	1.91	1.47	0.95
SUBTRACT to reflect Group Strengths at May 2014	0.64	0.26	0.10
<b>May 2014 scores</b> Following City Council AGM	1.27	1.21	0.85
ADD 1 to Lib Dem (LM for 2015/16)	1.27	1.21	1.85
SUBTRACT to reflect Group Strengths at May 2015	0.66	0.25	0.09
<b>May 2015 scores</b> Following City Council AGM	0.61	0.96	1.76

The **Labour** Group is therefore entitled, under the formula, to the Lord Mayoralty for 2016/17.

#### **Notes:**

Under the formula, it is the Group with the lowest score in May which is entitled to the Lord Mayoralty for the year beginning in the following May.



<b>Report to:</b>	<b>COUNCIL BUSINESS MANAGEMENT COMMITTEE</b>
<b>Report of:</b> <b>Date of Decision:</b>	<b>Service Director Localisation</b> <b>17 November 2015</b>
<b>SUBJECT:</b>	<b>COMMUNITY GOVERNANCE REVIEW - DRAFT REORGANISATION ORDER</b>

**1. Purpose of report:**

- 1.1 To approve the terms of the draft Reorganisation Order (Appendix 1) which sets out the mechanics for the establishment of Sutton Coldfield Parish Council. The draft Reorganisation Order details the area covered by the Parish Council, the date on which the Parish Council will come into effect, the electoral arrangements, the date of first elections to the parish council and the precept for the 2016/17 financial year. In addition, the Order sets out the arrangements for an Interim Parish Council (with all the powers of a statutory parish council) which will be created on 1 March 2016 until councillors are elected to the new parish of Sutton Coldfield.
- 1.2 To authorise the Director of Localisation to take the necessary steps to consult with relevant local bodies on the draft Reorganisation Order and to bring a final draft of the Order for approval at the 15 December 2015 Council Business Management Committee.

**2. Recommendations :**

- 2.1 That, under the delegations made by Full Council in September 2015, Council Business Management Committee approves the terms of the draft Reorganisation Order in relation to the Community Governance Review.
- 2.2 That Council Business Management Committee authorises the Director of Localisation to consult with relevant local bodies on the terms of the draft Reorganisation Order.
- 2.3 That a final draft of the Order is submitted for approval at the 15 December 2015 Council Business Management Committee Meeting.

<b>Lead Contact Officer(s):</b>	Ifor Jones, Service Director, Localisation
<b>Telephone No:</b>	0121 303 4595
<b>E-mail address:</b>	<a href="mailto:Ifor_jones@birmingham.gov.uk">Ifor_jones@birmingham.gov.uk</a>

### 3. Relevant background/chronology of key events.

- 3.1 Following the submission of a validated petition from the residents of Sutton Coldfield for a Town Council, in December 2013 Council Business Management Committee approved the creation of a cross party working group to determine the terms of reference for a Community Governance Review.
- 3.2 The terms of reference for the Community Governance Review were approved by Full Council in September 2014, when the remit for the Review was expanded to examine the Council's wider devolution structure. Council also approved that the Cross Party Governance Working Group (subsequently called the Community Governance Review Group) would agree the work programme for the Community Governance Review and submit final recommendations of the Review to Full Council.
- 3.3 On 26 May 2015 Council Business Management Committee gave authority to conduct a consultative postal ballot within the Sutton Coldfield parliamentary constituency and approved the ballot question and FAQs.
- 3.4 The result of votes cast in the consultative ballot, undertaken by Electoral Reform Services, between 25 June – 16 July 2015 in response to the question "Should a Town Council be established for the Parliamentary constituency of Sutton Coldfield within the City of Birmingham?" are as follows:-

Number of eligible voters	75,431
Total number of votes cast	29,908
Turnout	39.6%
Total number of valid votes counted	29,851
Number of votes found to be invalid	57
Number voting YES	20,871 (69.9% of the valid vote)
Number voting No	8,980 (30.1% of the valid vote)

- 3.5 At the Community Governance Review Group on 17 July 2015 to consider the result of the consultative ballot, members unanimously agreed to recommend the creation of a town council in Sutton Coldfield to Full Council in September 2015. However, the City Council cannot confer the title of 'town council', as, under legislation that is a matter to be resolved by the new parish council once formed. The recommendation to City Council therefore was to create a parish council for Sutton Coldfield.
- 3.6 The recommendations of the Community Governance Review Group were approved by Full Council in September 2015 and in accordance with section 93(7) and 96(2) of the 2007 Act, a Statement of the recommendations made was published. The following recommendations were approved by Council, subject to further consultation:
- That a new parish should be constituted for the area designated within the existing Sutton Coldfield Constituency boundary (Appendix 2).
  - That the name of the new parish should be Sutton Coldfield Parish.



- That the new parish should have a parish council (once established the parish council can elect to use the title of 'town council').

3.7 The proposed date for commencement of the Order, i.e. the date on which it will come into force and the new parish is created is 1 March 2016. An Interim Parish Council will be established on 1 March 2016 and elections to the new parish council will be held on 5 May 2016, the ordinary day of elections of councillors in 2016.

3.8 The annual meeting of the new parish council in 2016 shall be convened by the Chief Executive of Birmingham City Council and shall take place by no later than 14 days after the day on which councillors are elected to the new parish council.

#### 4. **Electoral Arrangements.**

4.1 The electoral arrangements for the proposed parish council were considered alongside the electoral review of Birmingham City Council which is currently being carried out by the Local Government Boundary Commission for England. While it is understood that the Boundary Commission cannot change the boundaries of the parish council, i.e. the Sutton Coldfield parliamentary constituency boundary, it could make consequential orders on the warding arrangements and allocation of councillors to the proposed parish council. The electoral arrangements recommended by the Community Governance Review which were agreed by City Council and included in the draft Reorganisation Order are therefore interim arrangements and subject to possible change from 2018 following the outcome of the Boundary Commission Review.

4.2 The Review concluded that the number of local government electors for the parish would make a single election of councillors impracticable or inconvenient and that it is desirable that the areas of the parish should be separately represented on the parish council and therefore recommended that the parish of Sutton Coldfield is divided into wards.

4.3 Having decided that the parish should be divided into wards, the City Council approved the following interim electoral arrangements for inclusion the draft Reorganisation Order:

- That the new Sutton Coldfield Parish Council should have 24 councillors.
- That the parished area of Sutton Coldfield is divided into four voting wards coterminous with the existing City Council Sutton Coldfield ward boundaries. The wards in the parish will bear the same names as the City Council wards.
- That there are six parish councillors in each of the four wards in the proposed parish council.
- That the first parish elections will take place in 2016, with further elections to take place in 2018 and every four years thereafter to reflect the new Birmingham City Council electoral arrangements arising from the Boundary Commission review.

## **5. Calculation of Budget Requirement (Precept)**

- 5.1 The Local Government Finance (New Parishes) (England) Regulations 2008 requires the Council to anticipate a precept from the new parish council for the 2016/17 financial year and for the amount to be stated in the Reorganisation Order.
- 5.2 It was made clear to local electors in the supporting information for the consultative ballot what the impact of the national average precept of £50 a year would be for a Band D property in Sutton Coldfield. At the 15 September 2015 Council meeting, Council approved that, subject to consultation, the precept for the 2016/17 financial year should be £50.00 for a Band D property, subject to final approval in the Reorganisation Order. Setting the precept at £50 a year for a Band D property would generate the sum of £1,823,850 (Appendix 3) based on the tax base as at 5 October 2015. The actual tax base for 2016/17 will be used in calculating council tax bills to take account of the latest information about housing completions and other relevant factors. However, the sum set out above and for inclusion in the draft Reorganisation Order is based on best available information at the time of compiling the draft Order.

## **6. Transfer of Property, Rights and Liabilities**

- 6.1 The draft Reorganisation Order states that any land, property rights and liabilities to be transferred to Sutton Coldfield Parish Council shall be arranged by separate agreement between Birmingham City Council and Sutton Coldfield Parish Council.
- 6.2 At the 15 September 2015 Council meeting, Council approved that a number of detailed matters will need to be addressed through an agreement or agreements under Section 99 of the 2007 Act. Section 99 provides for public bodies affected by a reorganisation order to make agreements with respect to any property, income, rights, liabilities and expenses and any financial relations between parties to the agreement.
- 6.3 The intention is that the detail of any agreements between the parish council and the principal authority (Birmingham City Council) is developed over a period of time. This will enable the proposed new parish council to have sufficient time to fully consider what it wished to do for the future. It would fall to Birmingham City Council Cabinet to enter any such agreements.

## **7. Transitional Provision**

- 7.1 The Community Governance Review recommended that an Interim Parish Council (with all the statutory powers of a parish council) be created on 1 March 2016, the date the Order will come into effect, until councillors are elected to the council of the new parish of Sutton Coldfield.
- 7.2 The Review recommendations approved at Council in September 2015 also set out arrangements for a steering group to be established to take forward the planning and implementation of Sutton Coldfield Parish Council.

- 7.3 Council approved that the membership of the Parish Council Steering Group would comprise 2 councillors from each of the current four electoral wards in Sutton Coldfield, together with 5 community representatives (including 3 representatives from the Sutton Coldfield Independent Residents Group, formerly the Sutton Coldfield Referendum Group) together with a representative from the Political Governance Member Review Group from outside of Sutton Coldfield (formerly the Community Governance Review Group).
- 7.4 At the 20 October 2015 Council Business Management Committee, Committee approved the terms of reference for the Sutton Coldfield Parish Council Steering Group and that the Steering Group be authorised to select 2 appropriate local organisations to be represented on the Steering Group, as two of the local organisations previously nominated by Council declined the offer to take up a place.
- 7.5 Section 98 (3) of the 2207 Act states “A reorganisation order may include such incidental, consequential, transitional or supplementary provision as may appear to the principal council to be necessary or proper for the purpose of, or in consequence of, or giving full effect to, to order”. Under the terms of the legislation, it is proposed that the membership of the Interim Parish Council that is established on 1 March 2016, until councillors are elected to the council of the new parish of Sutton Coldfield, is comprised of the Sutton Coldfield ward councillors on the Parish Council Steering Group together with the community representatives on the Parish Council Steering Group.
- 7.6 Schedule 2 of the draft Reorganisation Order sets out the proposed membership of the Interim Parish Council.
8. **Consultation**
- 8.1 Following publication of the outcome of the Community Governance Review and the Statement of Recommendations, 6 responses were received via a dedicated mailbox set up via the Council’s website. It is proposed that wider consultation is undertaken on the terms of the draft Reorganisation Order, which will be via the Sutton Coldfield Ward Committee meetings, the Parish Council Steering Group and a focus group discussion with residents from the Birmingham City Council Peoples Panel.
- 8.2 Following consultation on the terms of the draft Order a report will be considered by the Political Governance Member Review Group on the final terms of the Order before submission to 15 December 2015 Council Business Management Committee for final approval.

**Signatures of approval to submit the report to Committee:**

Signed:

Title:

Dated:

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**List of Background Documents used to compile this Report:**

'Taking forward the proposal for a Sutton Coldfield Parish Council', report of the Community Governance Review Group to Birmingham City Council, 15 September 2015  
'Community Governance Review Statement of Recommendations'  
Sutton Coldfield Town Council Consultative Ballot and Frequently Asked Questions'  
'Political Governance Member Review Group ' Report to CBM 20 October 2015  
'Sutton Coldfield Parish Council Steering Group' Report to CBM Committee 20 October 2015

**List of Appendices accompanying this Report (if any):**

Appendix 1 - Draft Reorganisation Order  
Appendix 2 - Boundary of the Proposed Sutton Coldfield Parish Council  
Appendix 3 - Sutton Coldfield Parish Council Precept

LOCAL GOVERNMENT AND PUBLIC INVOLVEMENT IN HEALTH ACT  
2007

The Birmingham City Council (Reorganisation of Community Governance)  
Order 2015

Made - - - - [day] [month] [year]

*Coming into force in accordance with article 1(2)*

Birmingham City Council (“the council”), in accordance with section 83 of the Local Government and Public Involvement in Health Act 2007 (“the 2007 Act”), has undertaken a community governance review and made recommendations dated 15<sup>th</sup> September 2015:

The council has decided to give effect to those recommendations and, in accordance with section 93 of the 2007 Act, has consulted with the local government electors and other interested persons and has had regard to the need to secure that community governance reflects the identities and interests of the community and is effective and convenient:

The council, in accordance with section 100 of the 2007 Act, has had regard to guidance issued under that section:

The council makes the following Order in exercise of the powers conferred by sections 86, 98(3), 98(4), 98(6) and 240(10) of the 2007 Act.

**Citation and commencement**

1.—(1) This Order may be cited as the Birmingham City Council (Reorganisation of Community Governance) Order 2015.

(2) Subject to paragraphs (3) and (4) below this order shall come into force on 1st March 2016.

(3) Article 6 (*establishing parish electoral arrangement*), shall come into force for the ordinary day of election of councillors in 2016.

(4) For the purposes of:

- (a) this article,
- (b) article 5 (*Calculation of budget requirement*); and
- (c) proceedings preliminary or relating to the election of parish councillors for the parish of Sutton Coldfield, to be held on the ordinary day of election of councillors in 2016,

this Order shall come into force on the day after that on which it is made.

## **Interpretation**

### **2. In this Order—**

“city” means the city of Birmingham;

“map” means the map marked “Map referred to in the Birmingham City Council (Reorganisation of Community Governance) Order 2015” and deposited in accordance with section 96(4) of the 2007 Act: and any reference to a numbered sheet is a reference to the sheet of the map which bears that number;

“ordinary day of election of councillors” has the meaning given by section 37 of the Representation of the People Act 1983; and

“registration officer” means an officer appointed for the purpose of, and in accordance with, section 8 of the Representation of the People Act 1983.

## **Effect of Order**

**3.** This Order has effect subject to any agreement under section 99 (agreements about incidental matters) of the Local Government and Public Involvement in Health Act 2007 relevant to any provision of this Order.

## **Constitution of a new parish**

**4.** (1) A new parish, comprising the area outlined with a *blue* line on the map, shall be constituted within the city.

(2) The name of the new parish shall be Sutton Coldfield.

## **Calculation of budget requirement**

**5.** For the purposes of regulation 3 of the Local Government Finance (New Parishes) (England) Regulations 2008 there is specified in relation to the parish of Sutton Coldfield the sum of £1,823, 850

## **Parish council for the parish of Sutton Coldfield**

**6.** (1) There shall be a parish council for the parish of Sutton Coldfield.

(2) The name of that council shall be “Sutton Coldfield Parish Council”.

## **Elections for the parish of Sutton Coldfield**

**7.** (1) The election of all parish councillors for the parish of Sutton Coldfield shall be held on the ordinary day of election of councillors in 2016.

(2) The term of office of every parish councillor elected on the ordinary day of election of councillors in 2016 for the parish of Sutton Coldfield shall be two years.

(3) There will be further elections of the Sutton Coldfield Parish Council on the ordinary day of election of councillors in 2018.

(4) The term of office of every parish councillor elected on the ordinary day of election of councillors in 2018 for the parish of Sutton Coldfield shall be four years.

### **Number of parish councillors for the parish of Sutton Coldfield**

8. The number of councillors to be elected for the parish of Sutton Coldfield shall be 24.

### **Wards of the parish of Sutton Coldfield and numbers of parish councillors**

9. (1) The parish of Sutton Coldfield shall be divided into four wards which shall be named as set out in column (1) of Schedule 1.

(1) Each ward shall comprise the area of the city ward specified in respect of the ward in column (2) of that Schedule.

(2) The number of councillors to be elected for each ward shall be six as specified in respect of the ward in column (3) of that Schedule.

### **Annual Meeting of the parish Council**

10. The annual meeting of the new parish council in 2016 shall be convened by the Chief Executive of Birmingham City Council. The meeting shall take place by no later than 14 days after the day on which the councillors elected to the new parish council take office.

### **Electoral register**

11. The registration officer for the city shall make such rearrangement of, or adaptation of, the register of local government electors as may be necessary for the purposes of, and in consequence of, this Order.

### **Transfer of property, rights and liabilities**

12. Any land, property, rights and liabilities to be transferred to Sutton Coldfield Parish Council shall be arranged by separate agreement between Birmingham City Council and Sutton Coldfield Parish Council.

### **Transitional provision**

13. (1) Until the councillors elected to the council of the new parish of Sutton Coldfield at the elections to be held on the ordinary day of election of councillors in 2016 come into office, an interim parish council will be created (with all the statutory powers of a parish council).

(2) The interim parish council shall consist of 2 councillors from each ward who immediately before 1st March 2016 are elected city councillors for those wards as set out in schedule 2.

(3) The interim parish council shall in addition consist of 5 community representatives as set out in subsection (5) below and detailed in schedule 2.

(4) In respect of Sutton Vesey, there shall be 1 City councillor from the Conservative party and 1 City Councillor from the Labour party.

(5) Prior to the establishment of an interim parish council, a steering group of key local stakeholders is to be established to act as a consultative body and take forward the planning and implementation of the proposed new parish council until the new Parish Council of Sutton Coldfield is formally created. The steering group will include 2 City Councillors from each of the current 4 city wards as set out in schedule 2 together with appropriate community representation, including 3 representatives from the Sutton Coldfield Independent Residents Group, a representative from the Sutton Coldfield Civic Society and a representative from the Sutton Coldfield YMCA. A representative will also be appointed from the City Council's Political Governance Member Review Group.

### **Order date**

**14.** 1st March 2016 is the order date for the purposes of the Local Government (Parishes and Parish Councils) (England) Regulations 2008.

Sealed with the seal of the council on the [day e.g. 31st] day of [month] [year]

[Signature]  
[Title of signatory]



## SCHEDULE 1

### WARDS OF THE PARISH OF SUTTON COLDFIELD

#### NAMES AND AREAS OF WARDS AND NUMBERS OF COUNCILLORS

<i>Column (1)</i>	<i>Column (2)</i>	<i>Column (3)</i>
<i>Name of Ward</i>	<i>Area of Ward</i>	<i>Number of Councillors</i>
Sutton Four Oaks	Whole of the ward as shown on the map	6
Sutton New Hall	Whole of the ward as shown on the map	6
Sutton Trinity	Whole of the ward as shown on the map	6
Sutton Vesey	Whole of the ward as shown on the map	6

## SCHEDULE 2

### INTERIM PARISH COUNCIL MEMBERSHIP

<i>Name of Ward/Organisation</i>	<i>Number of Representatives</i>	<i>Nominated Representatives</i>
Sutton Four Oaks	2	Councillor Anne Underwood Councillor Meirion Jenkins
Sutton New Hall	2	Councillor David Barrie Councillor Ken Wood
Sutton Trinity	2	Councillor David Pears Councillor Ewan Mackey
Sutton Vesey	2	Councillor Lin Collin Councillor Rob Pocock
Sutton Coldfield Independent Residents Group	3	Ken Rushton Stephen Smallwood Paul Long
Sutton Coldfield Civic Society	1	Elizabeth Allison
Sutton Coldfield YMCA	1	Stephanie Patrick

## **EXPLANATORY NOTE**

*(This note is not part of the Order)*

This Order gives effect to recommendations made by Birmingham City Council for the new parish of Sutton Coldfield, within the city of Birmingham.

The parish of Sutton Coldfield will be created with effect from 1 March 2016. The electoral arrangements apply in respect of parish elections to be held on and after the ordinary day of election of councillors in 2016.

Article 7 provides for parish elections in the parish of Sutton Coldfield in 2016, with further parish elections in 2018 and then to continue according to the established cycle of parish elections every four years.

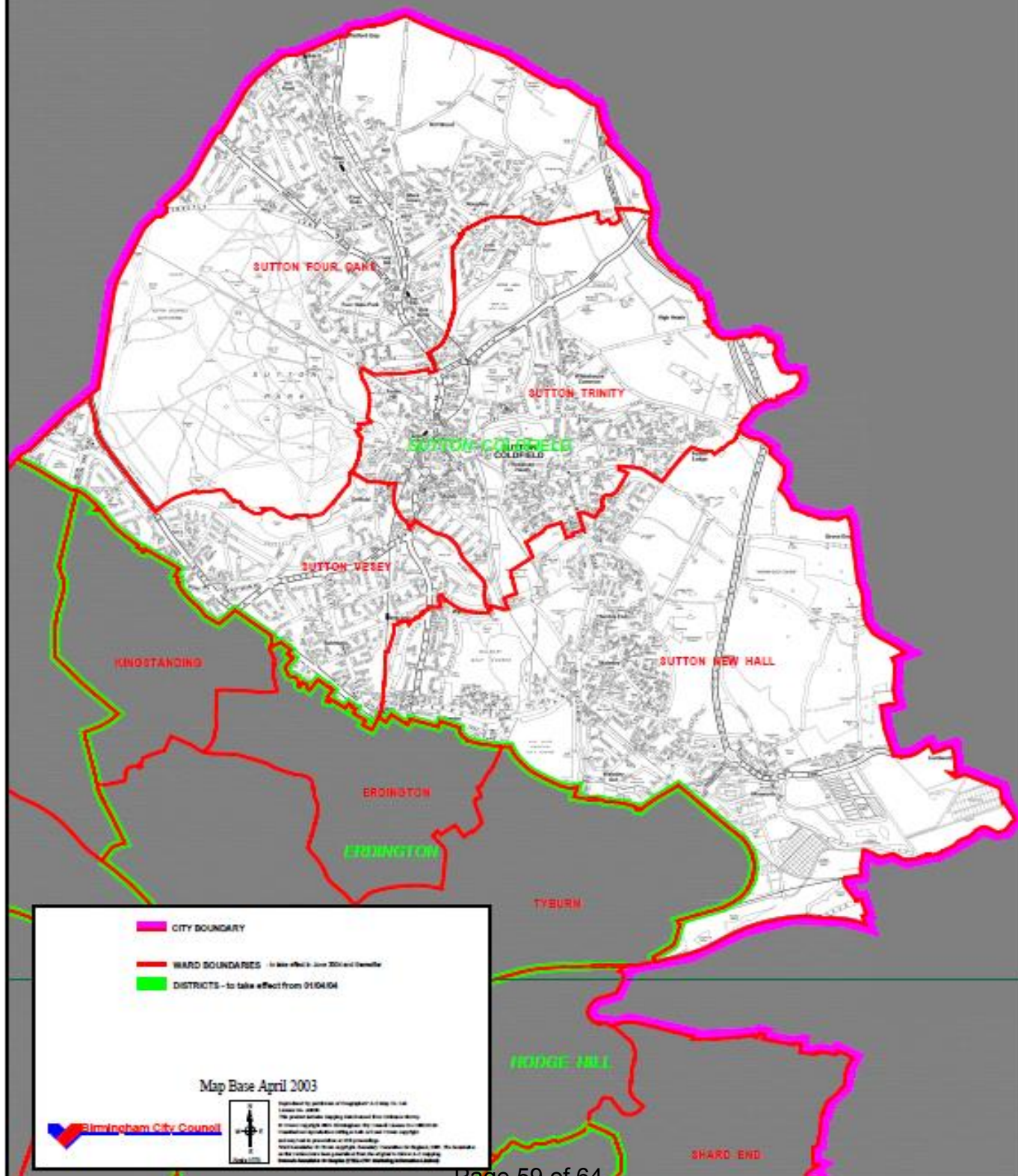
Article 8 specifies the numbers of parish councillors for the new parish of Sutton Coldfield.

Article 9 and the map establish the names and areas of the wards of the new parish of Sutton Coldfield and the numbers of councillors for each ward.

Article 11 obliges the Electoral Registration Officer to make any necessary amendments to the electoral register to reflect the new electoral arrangements.

The map defined in article 2 shows the new wards of the parish of Sutton Coldfield. It is available, at all reasonable times, at the offices of Birmingham City Council.

# Sutton Coldfield Parliamentary Constituency





### **Sutton Coldfield Parish Council - Precept Calculation**

There is a set formula to calculate the local precept, based on the number of equivalent band D properties.

Firstly, the number of domestic “dwellings on valuation list”, is established, of which there are 41,196 in Sutton Coldfield. This number is then adjusted to take account of estimated relief and council tax discounts etc. to arrive at the “equivalent number of chargeable dwellings” and in the case of Sutton Coldfield, this number is 34,256.

The statutory proportion and a 2.9% reduction for non-collection (based on Citywide) is then applied to arrive at the number of “equivalent band D properties” of which there are 36,477 in Sutton Coldfield, as summarised in Table 1 below

**Table 1: Sutton Coldfield Parish Council - Precept Calculation**

Tax Band	*Dwellings on Valuation List	**Equivalent Number of Chargeable Dwellings	Statutory Proportion	***Equivalent Band D Properties
Band AR	0	2	5/9	1
Band A	3,279	1,636	6/9	1,059
Band B	5,495	3,879	7/9	2,930
Band C	7,454	6,074	8/9	5,242
Band D	9,396	8,282	1	8,042
Band E	8,549	7,800	11/9	9,257
Band F	4,079	3,799	13/9	5,328
Band G	2,574	2,436	15/9	3,942
Band H	370	348	18/9	676
	<b>41,196</b>	<b>34,256</b>	<b>0</b>	<b>36,477</b>

\* data source: tax base as at 5 October 2015

\*\*after estimated adjustments and discounts

\*\*\* after statutory proportion and a 2.9% reduction for non-collection

### **Sutton Coldfield Parish Council – Estimated Total Local Precept Yield**

The Tax Base for Sutton Coldfield Parish Council is estimated at 36,477 Band D Equivalent properties. The precept yield, therefore, for each £10 levied would be £364,770 as summarised in Table 2 below.

At the national average of a £50 precept, the estimated total precept for Sutton Parish Council would be in the region of £1,823,850.

**Table 2: Sutton Coldfield Parish Council - Estimated Total Local Precept Yield**

<b>Local Precept</b>	<b>Tax Base (Band D Equivalent Properties)</b>	<b>Estimated Total Local Precept</b>
£10	36,477	£364,770
£20	36,477	£729,540
£30	36,477	£1,094,310
£40	36,477	£1,459,080
£50	36,477	£1,823,850

**Sutton Coldfield Parish Council – Estimated Local Precept Per Resident**

As in the case of Council Tax, the local precept payable by residents will vary according to the tax band of the property they live in.

**Worked Example**

If a precept of £50 is set for a given year, a resident living in a Band D property would pay £50 compared to a resident living in a Band H property, who would pay double the amount i.e. £100. On the other hand, a resident living in a Band B property would pay £39 (78% of £50).

**Table 3: Sutton Parish Council – Local Precept Per Resident**

<b>Tax Band</b>	<b>Statutory Proportion (fraction)</b>	<b>Statutory Proportion (percentage)</b>	<b>Precept £</b>	<b>Precept £</b>	<b>Precept £</b>	<b>Precept £</b>	<b>Precept £</b>
Band AR	5/9	56%	6	11	17	22	28
Band A	6/9	67%	7	13	20	27	33
Band B	7/9	78%	8	16	23	31	39
Band C	8/9	89%	9	18	27	36	44
<b>Band D</b>	<b>1</b>	<b>100%</b>	<b>10</b>	<b>20</b>	<b>30</b>	<b>40</b>	<b>50</b>
Band E	11/9	122%	12	24	37	49	61
Band F	13/9	144%	14	29	43	58	72
Band G	15/9	167%	17	33	50	67	83
Band H	18/9	200%	20	40	60	80	100

**Council Tax Tax Base - Sutton Coldfield October 5th 2015-16**

											Total	Band D Equivalent
Property Band		Band AR	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Properties	Properties
i)	Dwellings on valuation list	0	3,279	5,495	7,454	9,396	8,549	4,079	2,574	370	41,196	43,852
ii)	Estimated Exemptions	0	(64)	(75)	(65)	(82)	(68)	(30)	(12)	(2)	(398)	(391)
iii)	Net adjustment in respect of estimated disabled relief	4	13	17	12	41	(49)	(11)	(17)	(10)	0	(48)
iv)	Net adjustment in respect of estimated successful appeals	0	0	0	0	0	0	0	0	0	0	0
v)	Net adjustment in respect of estimated new properties	0	0	0	0	0	0	0	0	0	0	0
vii)	No. of chargeable dwellings	4	3,228	5,437	7,401	9,355	8,432	4,038	2,545	358	40,798	43,413
viii)	Total no. of discounts (including Council Tax Support)	(2)	(1,592)	(1,558)	(1,327)	(1,073)	(632)	(239)	(109)	(10)	(6,542)	(5,846)
	Equivalent no. of chargeable dwellings net of discounts (vii-viii)	2	1,636	3,879	6,074	8,282	7,800	3,799	2,436	348	34,256	37,567
	Statutory proportion	5/9	6/9	7/9	8/9	1	11/9	13/9	15/9	18/9		
	<b>Equivalent Band D properties (the "Relevant Amounts")</b>	<b>1</b>	<b>1,091</b>	<b>3,017</b>	<b>5,399</b>	<b>8,282</b>	<b>9,533</b>	<b>5,487</b>	<b>4,060</b>	<b>696</b>	<b>TOTAL =</b>	<b>37,566</b>
	ALLOWANCE FOR NON-COLLECTION 2.9%	0	(32)	(87)	(157)	(240)	(276)	(159)	(118)	(20)	TOTAL =	(1,089)
	<b>TOTAL</b>	<b>1</b>	<b>1,059</b>	<b>2,930</b>	<b>5,242</b>	<b>8,042</b>	<b>9,257</b>	<b>5,328</b>	<b>3,942</b>	<b>676</b>	<b>TOTAL =</b>	<b>36,477</b>

Summary of Adjustments to the Taxbase											
	Band AR	Band A	Band B	Band C	Band D	Band E	Band F	Band G	Band H	Equivs	Total
RRV708										-	-
Net Increase in additions -	-	3,279	5,495	7,454	9,396	8,549	4,079	2,574	370	43,852	41,196
<b>Revised Valuation List</b>	-	<b>3,279</b>	<b>5,495</b>	<b>7,454</b>	<b>9,396</b>	<b>8,549</b>	<b>4,079</b>	<b>2,574</b>	<b>370</b>	<b>43,852</b>	<b>41,196</b>
Adjustments for estimates of:											
exemptions	-	64	75	65	82	68	30	12	2	391	398
CTS Scheme Adjustment	-	1,082	915	668	452	215	67	23	-	2,877	3,423
effect of disabled relief	4	13	17	12	41	49	11	17	10	48	-
successful appeals	-	-	-	-	-	-	-	-	-	-	-
net new properties	-	-	-	-	-	-	-	-	-	-	-
<b>Total Properties</b>	<b>3</b>	<b>2,146</b>	<b>4,522</b>	<b>6,733</b>	<b>8,903</b>	<b>8,217</b>	<b>3,971</b>	<b>2,522</b>	<b>358</b>	<b>40,536</b>	<b>37,375</b>
discounts											
Single Persons Discount from new properties 25%*	-	2,099	2,599	2,688	2,505	1,686	677	326	32	2,991	12,614
Reduction in SPD @25%											
50%	-	1	3	7	4	4	8	11	5	29	43
	-	-	-	-	-	-	-	-	-	-	-
<b>Total No. Discounts</b>	<b>2</b>	<b>2,100</b>	<b>2,602</b>	<b>2,695</b>	<b>2,509</b>	<b>1,690</b>	<b>685</b>	<b>337</b>	<b>37</b>	<b>3,020</b>	<b>12,657</b>
Number of dwellings paying 100% council tax	1	46	1,920	4,038	6,394	6,527	3,286	2,185	321	28,516	24,718
<b>Total equivalent number of dwellings after exemptions &amp; disabled relief</b>	<b>2</b>	<b>1,621</b>	<b>3,871</b>	<b>6,057</b>	<b>8,275</b>	<b>7,794</b>	<b>3,798</b>	<b>2,435</b>	<b>348</b>	<b>37,517</b>	<b>34,200</b>
Ratio to Band D	0.56	0.67	0.78	0.89	1.00	1.22	1.44	1.67	2.00		
<b>No. Band D Equivalents</b>	<b>1</b>	<b>1,080</b>	<b>3,011</b>	<b>5,384</b>	<b>8,275</b>	<b>9,526</b>	<b>5,486</b>	<b>4,058</b>	<b>695</b>	<b>37,517</b>	<b>37,517</b>
Empty Home Premium	-	14	7	18	7	7	1	1	1	50	55
<b>Subtotal</b>	<b>-</b>	<b>14</b>	<b>7</b>	<b>18</b>	<b>7</b>	<b>7</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>50</b>	<b>55</b>
Ratio to Band D	1	1	1	1	1	1	1	2	2		
<b>No. Band D Equivalents</b>	<b>-</b>	<b>9</b>	<b>5</b>	<b>16</b>	<b>7</b>	<b>8</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>50</b>	<b>50</b>
<b>Gross Taxbase</b>	<b>1</b>	<b>1,090</b>	<b>3,016</b>	<b>5,400</b>	<b>8,282</b>	<b>9,534</b>	<b>5,488</b>	<b>4,060</b>	<b>697</b>	<b>37,566</b>	<b>37,566</b>
2.2% Non-Collection Allowance based on 3 year collection rate 97.8% SB contract	0.05	43.44	78.62	121.36	174.67	194.97	111.09	81.66	13.94	820	820
Exemptions Adj due to new scheme 10% non collection	-	-	-	-	-	-	-	-	-	-	-
Scheme Adj 20% non collection	0	15	15	12	9	5	2	1	-	60	60
Adj due to changes to 10% discount allowance under new scheme 5% non collection	-	-	-	-	-	-	-	-	-	-	-
Empty Homes Premium	-	-	-	-	-	-	-	-	-	-	-
Non Collection Adjustment 2.9%	0	32	87	157	240	276	159	118	20	1,089	880
<b>Taxbase at 05/10/15</b>	<b>1</b>	<b>1,058</b>	<b>2,929</b>	<b>5,243</b>	<b>8,041</b>	<b>9,257</b>	<b>5,329</b>	<b>3,942</b>	<b>677</b>	<b>36,477</b>	<b>36,687</b>