

**BIRMINGHAM CITY COUNCIL**  
**COUNCIL BUSINESS MANAGEMENT COMMITTEE**

**MONDAY, 29 MARCH 2021 AT 14:00 HOURS**  
**IN ON-LINE MEETING, MICROSOFT TEAMS**

**A G E N D A**

**1     NOTICE OF RECORDING/WEBCAST**

The Chair to advise/meeting to note that this meeting will be webcast for live or subsequent broadcast via the Council's Internet site ([www.civico.net/birmingham](http://www.civico.net/birmingham)) and that members of the press/public may record and take photographs except where there are confidential or exempt items.

**2     DECLARATIONS OF INTERESTS**

Members are reminded that they must declare all relevant pecuniary and non pecuniary interests arising from any business to be discussed at this meeting. If a disclosable 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.

**3     APOLOGIES**

To receive any apologies.

**1 - 12**     **4     MINUTES**

A. To confirm and sign the Minutes of the meeting held on 8 February 2021.

B. To confirm and sign the Minutes of the meeting held on 12 March 2021.

**13 - 30**     **5     ANNUAL REPORT OF THE INDEPENDENT REMUNERATION PANEL**

Report of the City Solicitor.

**6     APPOINTMENT OF A WORKING GROUP**

To consider the appointment of a cross party and officer Working Group to develop criteria for the bestowing Honorary Freeman of the City titles and

Freedom of the City privileges and to develop a criteria for considering requests for the Use of the Coat of Arms.

- 31 - 38**
- 7     **PETITIONS UPDATE**
- Report of the City Solicitor.
- 39 - 44**
- 8     **CITY COUNCIL AND CBM FORWARD PLAN**
- To inform members of forthcoming items for City Council and Council Business Management Committee meeting agendas.
- 45 - 48**
- 9     **COUNCIL AGENDA FOR THE NEXT MEETING**
- To consider the Council agenda for the next meeting.
- 10    **APPOINTMENTS**
- To make any necessary appointments.
- 11    **OTHER URGENT BUSINESS**
- To consider any items of business by reason of special circumstances (to be specified) that in the opinion of the Chair are matters of urgency.
- 49 - 52**
- 11A   **IMPLEMENTATION OF THE REAL LIVING WAGE 2021/2022 (LIVING WAGE FOUNDATION)**
- Report of the Assistant Director OD.
- 12    **AUTHORITY TO CHAIR AND OFFICERS**
- Chair to move:-
- 'In an urgent situation between meetings, the Chair jointly with the relevant Chief Officer has authority to act on behalf of the Committee'.

## BIRMINGHAM CITY COUNCIL

<b>COUNCIL BUSINESS MANAGEMENT COMMITTEE 8 FEBRUARY 2021</b>
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**MINUTES OF A MEETING OF THE COUNCIL BUSINESS MANAGEMENT  
COMMITTEE HELD ON MONDAY 8 FEBRUARY 2021 AT 1400 HOURS,  
AS AN ON-LINE MEETING**

**PRESENT:** Councillor Ian Ward in the Chair;

Councillors Robert Alden, Fred Grindrod, Shabrana Hussain, Brigid Jones, Gareth Moore, Carl Rice, Martin Straker Welds and Mike Ward.

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**NOTICE OF RECORDING**

- 3068 The Chairman advised that the meeting would be webcast for live or subsequent broadcast via the Council's Internet site ([www.civico.net/birmingham](http://www.civico.net/birmingham)) and that members of the press/public may record and take photographs at the meeting except where there are confidential or exempt items.

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**DECLARATIONS OF INTEREST**

- 3069 Members were reminded that they must declare all relevant pecuniary and non pecuniary interests relating to any items of business to be discussed at this meeting. If a pecuniary interest was declared a Member must not speak or take part in that agenda item. Any declarations would be recorded in the minutes of the meeting.

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**APOLOGIES**

- 3070 No apologies were submitted.

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**MINUTES**

- 3071 That the Minutes of the last meeting held on 18 January 2021 were confirmed and signed by the Chair.

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**REMOTE MEETINGS**

The following report of the City Solicitor was submitted:-

(See document No 1)

Suzanne Dodd, City Solicitor, made introductory comments relating to the report.

Councillor Brigid Jones supported the recommendations particularly if the Country was likely to move in and out of lockdowns in the future. Virtual meeting also allowed more engagement by Councillors who would normally not be able to attend meeting because of childcare issues and had resource and environmental benefits of reducing travel.

Councillor Robert Alden was supportive of recommendations to overcome the short-term situation that the Council may find itself in if the Covid situation continued beyond May. However, as a long-term way of working there were some caveats. He was concerned that engagement via virtual meetings could be reduced as those present could do something else while being in the meeting. People's behaviour was different in on-line meetings. He also queried how the 6 month attendance rule could be administered if a person living away from Birmingham could still join meetings. He queried the cost of Hybrid meetings.

In agreeing with some of the issues raised by Councillor Alden, Councillor Mike Ward indicated he was broadly in favour of the recommendations noting that the report indicated that there was support for on-line meeting from Members. However, he felt that the support only came from the Members who had replied to the survey and were likely to be technologically knowledgeable and there may be a larger opposition to it than first thought. Councillor Mike Ward, in noting that on-line meetings had been taking place for 10 months, commented that because they had been seen as a short term need the length of Council meetings had been reduced by the removal of 'Motions from Individual Members' agenda item. He asked that, given the length of time on-line meetings had been used and the likelihood that they would continue for the foreseeable future, Motions be reintroduced to City Council agendas.

The Chair indicated that the agenda for the next meeting of City Council to be consider later in the meeting had a finishing time of 1915 hours which was the normal finishing time. He indicated that it was his intention to allow that to happen to see what it was like and have an item on the next agenda for this Committee that would allow a discussion on whether it was appropriate to extend the time of virtual City Council meetings and if so to reintroduce the motions agenda item.

Councillor Gareth Moore agreed with the comments made by Councillor Robert Alden. He went on to note that on-line meetings had been good whilst the current Covid restrictions were in place but questioned the suitability, going forward, of hybrid meetings. He was concerned that, for Regulatory meetings such as Planning Committee and Licensing Sub-Committees, what the legal position would be if the decisions were challenged because it was felt that members were not actively engaged in the decision making as, whilst people were logged in, it was hard to tell if they were concentrating on the matters before them. Councillor Moore indicated that there were issues now of people dropping out of meetings for technical reasons which would be an unnecessary

risk if on-line meetings continued in a hybrid form when face to face meetings were possible and he felt these issues should be considered.

Councillor Carl Rice highlighted the benefit of keeping work and home life separate and a balanced and measured approach to it should be taken in any future plans.

Councillor Fred Grindrod in supporting the recommendation felt that it should not be assumed that face to face Council meetings could be held safely in the near future and the regulations should be extended. He noted the success of the Council's move to on-line meetings and the benefits they had provided. He felt that the Council should not lose sight of the need for such working methods as there may be other pandemics in the future.

Suzanne Dodd, City Solicitor, advised that there would be no additional costs for Hybrid meetings as much of the technology was already in place. Training would have to be given to Chairs on how to Chair such a meeting. She continued that if a meeting became inquorate because a Member had dropped out of the meeting then the meeting would have to adjourn in till such time as Member could re-join the meeting.

The Chair proposed that the recommendations be amended to lobby Central Government to extend the regulations beyond 7 May 2021 and then in addition lobby the Government to undertake consultation nationally on whether the arrangements within the regulations should be made permanent or not. He felt that this would allow the views of local authorities to be sought including those made by various Members at the meeting. In response to a further comment from Councillor Robert Alden he indicated that if such consultation did take place there would be consultation across the Council.

3072

**RESOLVED:-**

- i) The Leader and City Solicitor be asked to add their voices to the calls for the regulations to be extended, to allow physical, remote and hybrid meetings to continue (with provisions for this clearly set out in the Constitution); and
- (ii) that Central Government be asked to undertake consultation nationally on whether the arrangements within the Local Authorities (Coronavirus) (Flexibility of Local Authority Meetings) (England) Regulations 2020 should be made permanent or not.

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**PROVISIONAL CITY COUNCIL AND COUNCIL BUSINESS MANAGEMENT COMMITTEE DATES FOR 2021/2022**

The following report of the City Solicitor was submitted:-

(See document No 2)

Phil Wright, Committee Manager, made introductory comments relating to the report and highlighted that the proposed meeting of Council Business Management Committee on the 1 June 2021 was after the Spring Bank Holiday so an alternative date of the 28 May had been suggested.

Councillors Robert Alden and Gareth Moore indicated that the 28 May 2021 date for Council Business Management Committee would not be convenient for them and they would prefer the Tuesday. It was agreed to have the meeting on Tuesday 1 June 2021.

In response to a comment from Councillor Fred Grindrod that on the 13 July there was a one-day international cricket match at Edgbaston, the Chair suggested, and it was agreed, that the City Council meeting proposed for that day be held on 6 July 2021.

Therefore it was-

3073

**RESOLVED:-**

- (i) That the following provisional City Council dates for 2021/2022 agreed at the meeting of the Committee on 28 August 2018 and amended in the forgoing preamble be noted;

To be held on Tuesdays at 1400 hours unless otherwise stated.

<b><u>2021</u></b>	<b><u>2022</u></b>
15 June	11 January
6 July	1 February
14 September	22 February
2 November	15 March
7 December	24 May (Annual meeting 1600 hrs)

and

- (ii) that the following dates for Council Business Management Committee meetings in 2021/2022 be agreed:

<b><u>2021</u></b>	<b><u>2022</u></b>
1 June (Tuesday)	17 January
28 June	7 February
31 August (Tuesday)	28 February
18 October	9 May
22 November	
20 December	

**CITY COUNCIL AND CBM FORWARD PLAN**

The following City Council and CBM Forward Plan was submitted:-

(See document No 6)

Emma Williamson, Head of Scrutiny, made introductory comments.

In response to a comment from Councillor Gareth Moore that some of the items on the City Council Resolutions – Tracker were dated, the Chair commented on the individual items and particularly noting some progress need to be made relating to the resolution relating to the GBM.

Suzanne Dodd, City Solicitor, advised that it was the intention to take a paper on the GMB resolution to the Group Leaders meeting and this Committee thereafter.

Emma Williamson noted that the Birmingham Suicide Prevention Strategy 2019-2024 had been put on hold as the Public Health team were engaged in Covid response work and undertook to get updates from officers.

3074

**RESOLVED:-**

That the City Council and CBM Forward Plan be noted.

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**COUNCIL AGENDA FOR THE NEXT MEETING**

The following draft agenda was submitted:-

(See document No 7)

Members of the Committee were content for the meeting to finish at 1915 hours.

The Chair indicated that he would wish to add an additional item to the agenda relating to the Chief Executive and following discussion it was agreed to:-

- Allocate 20 minutes to the item relating to the Chief Executive with the time for the budget finishing at 1855 hours.
- That there be a private agenda item relating to the Chief Executive item.
- Should the item relating to the Chief Executive not be required then authority be given to revert back to the original City Council agenda without the need to return to the Committee.

3075

**RESOLVED:-**

- (i) That, subject to the above changes, the draft agenda be noted;
  - (ii) that Standing Orders be waived so that, at the beginning of the debate on the Financial Plan 2021-2025 report, the time of the City Council meeting to 1855 hours is allocated for the whole debate, permit the Leader of the City Council to make a speech of up to 30 minutes, permit the other Group Leaders to make a speech of up to 30 minutes each, permit all other speakers in the debate to speak for up to 5 minutes and permit the Leader of the City Council to reply to the debate without time limit; and
  - (iii) that if the Chief Executive item is not required then the City Council agenda as originally submitted should be used.
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**APPOINTMENTS**

Following nominations from Councillor Martin Straker Welds it was-

3076

**RESOLVED:-**

- (i) That Councillor Mohammed Idrees (Lab) appointed to the Planning Committee in place of Councillor Lou Robson (Lab) for the period ending with the next Annual Meeting of the Council;
  - (ii) that Councillor Mohammed Idrees (Lab) appointed to the Transport Delivery Committee of the West Midlands Combined Authority filling the vacancy for the period ending with the next Annual Meeting of the Council; and.
  - (iii) That Councillor Safia Akhtar (Lab) to replace Councillor Fred Grindrod (Lab) as substitute member on the West Midlands Police and Crime Panel for the period ending with the next Annual Meeting of the Council.
- 

**OTHER URGENT BUSINESS**

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

**Issues at Council Meetings**

3077

The Chair made reference to an email that the City Solicitor had sent which contained a number of points he wished to seek the Committee's consensus to. The email made the following points as follows:-



1. Anyone who wishes to enter a Council meeting who is not using a council account would have to get permission from the City Solicitor before the meeting began in order to be allowed to enter the meeting from a non-council account.
2. That any amendments to voting at City Council must be made before the end of the item and once the item is closed and the decision declared by the Lord Mayor/Deputy Lord Mayor would be the decision.
3. As the City Council meeting is recorded and livestreamed everyone should be mindful of language used and accord due respect to other Members of the Council and officers.
4. At Overview and Scrutiny meetings where there is a request for call in when documents are shared the City Solicitor is suggesting if there are additional documents from either the Councillor requesting the Call-in or the Cabinet Member that they wish to share with the Committee they should be forwarded on to the Chair of the Overview and Scrutiny Committee who would discuss it with the scrutiny officers before circulation of the documents to Members.

Councillor Fred Grindrod felt that the use of non-council accounts should be the exception rather than the rule and highlighted the security implications of using non-council accounts. Councillors Robert Alden and Gareth Moore were of the opinion this would restrict people from joining meetings and note that during the meetings a member may have technical difficulties that would require them to use non-council equipment. The suggestion seemed to go against the flexibility put forward as a benefit of remote meetings.

In terms of voting Councillor Robert Alden sought clarification if at the next meeting the votes in the minutes could be amended if say a member raised an issue and the logic of extra papers going via the Chair Overview and Scrutiny Committees.

The Chair confirmed that the council account use suggestion was about ensuring people entering on a non-council account were who they said they were and they could advise their whip who would advise the appropriate officers.

Councillor Fred Grindrod emphasised that Members could log in to their council account on any device and why it was important to do so.

Emma Williamson, Head of Scrutiny, confirmed the issue of submission of additional documentation arose because of the need to ensure anything referred to in the meeting was available to the public via CMIS and allow members of the to understand what is been said. The Chair referred to a recent meeting from which the suggestion had come from.

The points made in the email from the City Solicitor were agreed and should be circulated to all Members.

**AUTHORITY TO CHAIR AND OFFICERS**

3078

**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 1449 hours.

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CHAIR

## BIRMINGHAM CITY COUNCIL

<b>COUNCIL BUSINESS MANAGEMENT COMMITTEE 12 MARCH 2021</b>
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**MINUTES OF A MEETING OF THE COUNCIL BUSINESS MANAGEMENT  
COMMITTEE HELD ON FRIDAY 12 MARCH 2021 AT 1500 HOURS,  
AS AN ON-LINE MEETING**

**PRESENT:** Councillor Ian Ward in the Chair;

Councillors Robert Alden, Fred Grindrod, Brigid Jones, Carl Rice, Martin Straker Welds and Mike Ward.

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**NOTICE OF RECORDING**

- 3079 The Chairman advised that the meeting would be webcast for live or subsequent broadcast via the Council's Internet site ([www.civico.net/birmingham](http://www.civico.net/birmingham)) and that members of the press/public may record and take photographs at the meeting except where there are confidential or exempt items.

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**DECLARATIONS OF INTEREST**

- 3080 Members were reminded that they must declare all relevant pecuniary and non pecuniary interests relating to any items of business to be discussed at this meeting. If a pecuniary interest was declared a Member must not speak or take part in that agenda item. Any declarations would be recorded in the minutes of the meeting.

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**APOLOGIES**

- 3081 An apology was received from Councillor Gareth Moore.

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**CHANGES TO POLLING STATION VENUES 6 MAY 2021**

The following report of the Returning Officer was submitted:-

(See document No 1)

Robert Connelly, Returning Officer, made introductory comments relating to the report. He noted the hard work being undertaken by his team to ensure that the elections could take place as smoothly as possible despite the difficulties caused by the pandemic and he thanked them. A further issue had arisen following the late letter from the Department for Education to all schools that schools should avoid closure on polling day, if at all possible. Schools had

been helpful in identifying local alternative accommodation. He highlighted the one outstanding issue currently at paragraph 4.2 in the report.

During the ensuing discussion Members of the Committee thanked staff for their efforts in ensuring a smooth election.

Councillor Mike Ward felt it was a concern that some polling stations had had to be moved to outside the polling district as it could depress turnout on the day. He was particularly concerned in relation to the polling station at Severne Junior & Infant (NC) School having to be moved outside the polling district and he queried whether any of the Polling Stations which were in different polling districts could be reconsidered.

Councillor Brigid Jones in noting that the alternative polling stations were in walking distance of the originals requested that appropriate guidance on polling cards, website and any other communications be given that polling stations may change, and electors should check beforehand. Signage on the original polling station giving details and directions to the new polling station should be provided. She also felt postal votes should be encouraged.

The Chair noted that details of postal votes were being sent out to all residential property with the Council Tax bills.

Councillor Robert Alden sought clarification if the issues in Bartley Green had been resolved as he was aware that the two Councillors in that Ward had had concerns at the alternative proposals put forward. In respect of Stockland Green Ward he highlighted that if the proposed alternative, which was the most suitable, there were community facilities at the other end of the Ward at the park and Greek Centre.

Robert Connelly, Returning Officer, referring to the Severne Junior & Infant (NC) School indicated that there were a lack of alternatives in the Ward. Consideration of using a car park was being given but that was not without problems due to the lack of huts due to the pandemic. He indicated that he would look at messaging but noted that the limited space on the polling Card had already been used for covid safety messaging but undertook to provide signage at old polling stations giving directions of the new polling station including a map. Mr Connelly noted that the situation had not yet been resolved and again there were issues of using car parks and trying to get alternative premises such as public houses but communication was difficult because they were shut or they were reluctant to use the outdoor space. With reference to Stockland Green that was also not resolved as the alternative premises' management needed to meet to decide if they could accommodate the polling station.

3082

**RESOLVED:-**

That the polling station venue changes be agreed for the polls taking place on Thursday 6 May 2021.

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**APPOINTMENTS**

Following nominations from Councillor Martin Straker Welds it was-

3083

**RESOLVED:-**

- (i) That Councillor Carl Rice (Lab) appointed to the WMCA Audit, Risk & Assurance Committee in place of Councillor Fred Grindrod (Lab) for the period ending with the next Annual Meeting of the Council;
- (ii) that Councillor Shabrana Hussain (Lab) appointed to the Economy and Skills Overview and Scrutiny Committee as Chair in place of Councillor Lou Robson (Lab) for the period ending with the next Annual Meeting of the Council;
- (iii) that Councillor Shabrana Hussain (Lab) appointed to the Co-ordinating Overview and Scrutiny Committee in place of Councillor Lou Robson (Lab) for the period ending with the next Annual Meeting of the Council;
- (iv) that Councillor Shafique Shah (Lab) appointed to the Housing and Neighbourhoods Overview and Scrutiny Committee in place of Councillor Shabrana Hussain (Lab) for the period ending with the next Annual Meeting of the Council.

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**OTHER URGENT BUSINESS**

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

**Use of The Coat of Arms**

Councillor Brigid Jones indicated that she had recently 'bumped into' the driver for the Lord Mayor who had had a face mask made up with the Coat of Arms on it. However, he had been advised that he was not allowed to use it as Council Business Management Committee had not agreed it under the usual procedure. She therefore requested that the Committee give its approval.

Councillor Robert Alden noted that the driver was travelling round Birmingham with the Lord Mayor representing the City and nobody should have stopped him from wearing it in the first place. Therefore, he was happy to agree to the suggestion made.

The Chair sought the agreement of the Committee to not having any objection to the Lord Mayor's driver using a facemask with the Coat of Arms on it.

3084

**RESOLVED:-**

That the Committee has no objection to the use of the Coat of Arms by the Lord Mayor's driver on a facemask.

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**AUTHORITY TO CHAIR AND OFFICERS**

3085

**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 1522 hours.

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CHAIR

**Birmingham City Council**  
**Council Business Management Committee**  
 29 March 2021



**Subject:** Annual Report of the Independent Remuneration Panel

**Report of:** City Solicitor

**Report author:** Emma Williamson, Head of Scrutiny Services  
 emma.williamson@birmingham.gov.uk

Does the report contain confidential or exempt information? ☐ Yes ☒ No

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

## 1 Executive Summary

- 1.1 This report summarises the recommendations of the Independent Remuneration Panel following the annual review of the City Councillors' Allowances Scheme and sets out the proposed motion to be considered by the City Council.
- 1.2 A full copy of the Independent Remuneration Panel's Annual Report is attached.

## 2 Recommendations

- 2.1 That the Council's Business Management Committee:

- Receives the annual report of the Independent Remuneration Panel;
- Recommends the following motion to the City Council:

The recommendations made by the Independent Remuneration Panel on Page 5 of its Annual Report be accepted and implemented with effect from 25 May 2021.

## 3 Background

- 3.1 An Independent Remuneration Panel (IRP) was established by the City Council at its meeting on 2nd July 2001. There are now eight members of the panel made up of four Citizen Representatives; two appointed and two co-opted members. An allowance is paid to each panel member.

- 3.2 The 2020/21 Annual Report of the IRP is attached to this report. Committee is reminded that the council must have full regard to the recommendations within the report.
- 3.3 The Panel has worked consistently within the requirements of the Local Government Act 2000 and the accompanying Statutory Guidance and Regulations on Councillors' allowances.

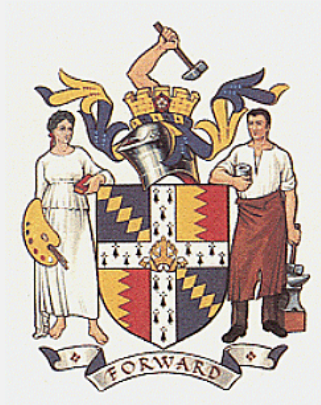
#### **4 2020/21 Report and Recommendations**

- 4.1 In 2019 the City Council accepted the Panel's recommendation to bring the Basic Allowance (BA) back in line with the Annual Survey of Household Earnings (ASHE) comparator. Previously, allowances paid to Councillors had fallen behind those rates of the comparator used at the time. In this year's report, the Panel noted the very different context of the 2020/21 but remained focussed on the need to make recommendations on the allowances paid to Birmingham City Councillors.
- 4.2 The Panel is recommending that the City Council increases the BA to £18,681. This represents an increase of 4.2% which is half of the difference between the current rate of BA and the ASHE rate for 2020, with the expectation that the Panel shall recommend a full catch-up for the municipal year commencing 2022. The Panel also recommends the same increase is applied to Special Responsibility Allowances (SRA). The Panel believes this a fair and equitable approach to setting the BA and SRAs in 2021 which incorporates the City Council's commitment to the catch-up element, whilst acknowledging the unprecedented economic and social circumstances faced by residents, communities and the City Council.
- 4.3 The report also notes several issues raised by Councillors which although falling outside the Panel's remit are recorded here as having relevance but are for others to follow up.
- 4.4 A member of the Panel will attend and present the report at Committee, and at Council, if required.

#### **5 Appendices**

- 5.1 Appendix 1: Annual Report of the Birmingham Independent Remuneration Panel 2020-2021





## **COUNCILLORS' ALLOWANCES**

### **Annual Report of the Birmingham Independent Remuneration Panel 2020-2021**

**MARCH 2021**

# ANNUAL REPORT OF THE INDEPENDENT REMUNERATION PANEL

2020-2021

## BIRMINGHAM CITY COUNCIL

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## FOREWORD

The Independent Remuneration Panel has once again had detailed discussions and carefully considered a broad range of information and evidence before making recommendations to Birmingham City Council in respect of the Basic Allowance (BA) Special Responsibility Allowances (SRA) and associated matters for the 2021/22 municipal year. As in previous years the Panel considered the need for an appropriate level of remuneration for the role of Councillors as defined in law and expected by local citizens, together with the role of the City Council regionally, nationally and internationally. The BA does not and should not represent a wage. The Panel is also minded of the desirability to have a Council which reflects Birmingham's growing, diverse and young population.

In May 2018, the City Council implemented the recommendations of the Boundary Commission whereby new wards were created; the number of Councillors was reduced from 120 to 101 and each ward was represented by a single or two Councillors, rather than three under the previous arrangements. All Councillors were elected for a four year term of office. With a population of 1.1 million, each Councillor in Birmingham represents an average of 11,300 citizens, a significantly higher number of citizens per Councillor than other West Midlands authorities or Core Cities including Leeds at 8,011 and Manchester at 5,477.

These changes marked a significant change to the way the City Council is governed and how Councillors fulfil their roles and responsibilities. Consequently, in 2019 the City Council accepted the Panel's recommendation to bring the BA back in line with the Annual Survey of Household Earnings (ASHE) comparator. Previously the economic and financial circumstances together with Government policy as it was then meant that allowances paid to Councillors had fallen behind those rates of the comparator used at the time. Therefore, in the 2019/20 municipal year the BA was reconnected to the annual ASHE comparator for the four year electoral term to May 2022 subject to annual review. This has been done by taking the rate currently being paid and then spreading the difference between that and the current ASHE figure over the remaining term of office - the catch-up element.

The context of the 2020/21 Panel report is quite different to that of previous years. The Covid-19 pandemic has seen significant challenges to how Birmingham City Council's democratic processes operate, and the way services are delivered. Councillors have adapted and modified the way they work to ensure that they remain in touch with their communities and are able to respond to both ongoing issues and new challenges. Whilst fully acknowledging the massive impact of the pandemic on communities and services, the Panel remains focussed on the need to make recommendations on the allowances paid to Birmingham City Councillors.

The Panel is recommending that the City Council increases the BA to £18,681. This represents an increase of 4.2% which is half of the difference between the current rate of BA and the ASHE rate for 2020, with the expectation that the Panel shall recommend a full catch-up for the municipal year commencing 2022. The Panel also recommends the same increase is applied to Special Responsibility Allowances. The Panel believes this a fair and equitable approach to setting the BA and SRAs in 2021 which incorporates the City Council's commitment to the catch-up element, whilst acknowledging the unprecedented economic and social circumstances faced by residents, communities and the City Council.

Finally, this report notes several issues raised by Councillors which although falling outside the Panel's remit are recorded here as having relevance but are for others to follow up. For example,

a Councillor has no automatic right to be part of the Local Government Pension Scheme nor is there any interim financial support if Councillors lose their seats - both issues are perceived as disincentives to becoming a Councillor. There is no pastoral or mental health support for Councillors; this is an ongoing issue but especially pertinent during the pandemic. In addition, there is a strong view that single Councillor wards are inappropriate. There is an opportunity to embed new and more effective ways of working on the back of the Covid-19 experience.

I would like to thank all those Councillors and officers who gave evidence for their valuable contributions; and to Emma Williamson, Head of Scrutiny Services and Ingrid Whyte, Senior Finance & Purchasing Officer (Democratic Services) for their help in producing this report.

Rose Poulter, Chair – Independent Remuneration Panel

March 2021

## RECOMMENDATIONS

1. The Basic Allowance increases by 4.2% to £18,681.00.
2. The Special Responsibility Allowances (SRAs) increase by 4.2% (as shown in Appendix 1).
3. The co-optee allowances increase by 2% (as shown in Appendix 1).
4. The independent carers' allowance (hourly rate) continues to be raised in line with the Living Wage, currently at £9.50 per hour, and that this allowance remains linked to the Living Wage in future years.
5. The professional care allowance (hourly rate) continues to be raised in line with the Council's rate for a Care Assistant (Grade 2 post) taking the mid-range spinal point, currently at £10.15 (at time of writing).
6. Travel expenses and Subsistence Allowances continue to reflect the Council's Scheme for officers.
7. The Parental Leave Policy be amended to allow Councillors on maternity leave entitlement to the full Special Responsibility Allowance (SRA) for six months, with a possible extension for a further six months to be agreed by Council Business Management Committee.

## **MEMBERS' ALLOWANCES**

### **1. Background**

The City Council has an Independent Remuneration Panel which is made up of people independent from the Council. The City Council may only pay allowances and expenses after first considering a report from its Independent Remuneration Panel. It is for the Council to decide on the Members' Allowances Scheme that is put in place, having regard to the Panel's recommendations.

The Panel is well-established, having been formed by the City Council at its meeting on 3 July 2001. It has made a number of recommendations to the City Council over the years on Members' Allowances and Expenses. In 2012/13 it carried out a "root and branch" review of allowances and, in recent years, has also made reports to the New Frankley in Birmingham Parish Council and the Royal Sutton Coldfield Town Council.

The Panel has eight members, four of which are citizen representatives, two are appointed and two are co-opted, non-voting, members drawn from former Councillors of the City Council.

### **2. 2020/21 Annual Report**

This report is the Panel's annual report for the allowance scheme for 2021/22. The Panel met on a regular basis between November 2020 and February 2021 to consider evidence for the 2021/22 allowance scheme, and based the recommendations on fairness, from the information received.

### **3. Basic Allowance**

As in previous years, the Panel has worked within the requirements of the Local Government Act 2000 and the accompanying Guidance and Regulations on Councillors' allowances in making its recommendations for 2021/22.

The Panel reaffirms the principles of the Birmingham Members' Allowances Scheme set out in previous reports. The key factors which the Panel considers remain:

1. The promotion of a healthy democracy by reducing financial disadvantage as a barrier to people from a wide range of backgrounds and a wide range of skills standing for election or serving as Councillors.
2. The maintenance of an ethic of voluntary public service and the need to reflect this within the Basic Allowance (BA) paid to all Councillors.
3. Councillors should not expect nor receive a full-time salary.

The Basic Allowance covers the following range of activities

- ◆ Representative role including acting as an advocate for the interests of the ward, dealing with constituents' enquiries or representations, active participation in the shaping and management of services devolved to a local level and attendance at meetings of local organisations.
- ◆ City Council and Committee work including preparation for and attendance at meetings, interview panels, appeals, visits, seminars and conferences, service on or chairing ward forums and participation on other bodies relating to the work of the City Council.

- ♦ Service as the representative of the City Council or its Committees on outside bodies for which no separate remuneration is made.
- ♦ The time element of the Basic Allowance based on a gross commitment of no more than three days per week with a public service discount of 25%.

Our deliberations have been informed by the definition of the role of the Councillor as set out in the Constitution and we have given this due regard in adopting it as a framework, while retaining the above.

#### **4. Setting the 2021/2022 Basic Allowance**

In 2019, the Panel set out its rationale for recommending an increase in the Basic Allowance (BA) to re-establish the link to the comparator (Annual Survey of Household Earnings – ASHE) agreed as part of the “root and branch” review of 2013. To move straight to the ASHE 2018 figure would have resulted in a 10% rise on the 2017/18 basic allowance. The Panel’s intention therefore was to bring the basic allowance back to parity with ASHE over the remaining years of this four year electoral term (2018 – 2022).

As in previous years, and before coming to a conclusion for the 2021/22 year, the Panel invited evidence from a number of sources. Because of the restrictions imposed as a result of the Covid-19 pandemic, the Panel were unfortunately unable to meet with Councillors face to face, or to hold a “drop in” session as in previous years. However, an invitation was sent to all Councillors to meet with the Panel and five took up the invitation, including the Leader and Deputy Leader of the Council. The Panel also reviewed allowances paid by other local authorities including other core city allowances. The evidence received confirmed the Panel’s approach to remuneration.

Therefore, the Panel recommends:

That for the next municipal year (May 2021 to May 2022) the basic allowance increases to £18,681. This represents an increase of 4.2% which is half of the difference between the current rate of BA and the ASHE rate for 2020, with the expectation that the Panel shall recommend a full catch-up for the municipal year commencing 2022. This is in line with the commitment made by the Panel in previous reports and is a fair and equitable approach this year, all other factors being considered, with future years increases to be determined by the Panel on an annual basis.

**Table 1: Basic Allowance and ASHE**

	<b>CURRENT RATE</b>	<b>ASHE 2020</b>	<b>PROPOSED RATE</b>	
<i>Gross min. time (3 days x 52 weeks)</i>	156.00	156.00	156.00	<i>days</i>
<i>x Baseline per day</i>	<u>147.34</u>	<u>159.78</u>	<u>153.56</u>	<i>p.a.</i>
<i>Gross Rate</i>	22,985.04	24,925.68	23,955.36	
<i>Less public service discount 25%</i>	5,746.26	6,231.42	5,988.84	
<b>TIME ELEMENT</b>	<b>17,238.78</b>	<b>18,694.26</b>	<b>17,966.52</b>	
<i>ADDITIONAL EXPENSES ELEMENT</i>	<u>715.00</u>	<u>715.00</u>	<u>715.00</u>	
<b>BASIC ALLOWANCE</b>	<b>17,954.00</b>	<b>19,409.00</b>	<b>18,681.00</b>	<i>Rounded</i>

## 5. Special Responsibility Allowances (SRA)

In April 2015, the City Council accepted the Panel's recommended new approach for calculating Special Responsibility Allowances. The Panel recognised that the Leader's role takes the most responsibility assessed at 100% and all the other roles are then taken as a relative percentage of the Leader's role (see Table 2).

The City Council also accepted the Panel's recommendation that "the ASHE 2013 for all Industries and Services Male Full Time (top 10%) table 4.1a for the United Kingdom would be the most appropriate comparator to be used for the Leader's role in order to reflect the transferable skills of the role".

In line with the recommendations last year, and the approach to the BA set out above, the Panel further recommends an increase of 4.2% within the current banding (as set out in Appendix 1) for all Special Responsibility Allowances.

## 6. Co-optees' Allowances

The Panel took no new evidence on co-optee allowances and was of the view that a 2% rise would be reasonable, and in line with the increase to basic allowance (minus the step-up element).

Therefore, the Panel recommends an increase of 2% on co-optee allowances (as set out in Appendix 1).

## 7. Carers' Allowances

In 2012, the City Council agreed to adopt the Living Wage for all its employees, and subsequently extended this to externally-contracted care sector workers from October 2014.



In 2015, the Panel recommended that the Independent Carers' Allowance adopt the change from the National Minimum Wage to the Living Wage, currently at £9.50 per hour.

The Panel therefore recommends that this continues for 2021/22 and that this continues to track the Living Wage in line with the Council.

The professional care allowance (hourly rate) continues to be based on the Council's rate for a Care Assistant, Grade 2 post, mid-range spinal point at £10.15 per hour (at time of writing).

## **8. Travel expenses and Subsistence Allowances**

The Panel took no new evidence on travel or subsistence expenses and recommends that these continue to reflect the Council's Scheme for officers.

The Panel emphasised the need to ensure that the list of approved duties for which such expenses can be claimed is kept up to date and in accordance with all relevant legislation.

## **9. Work Programme 2020/21**

As agreed by the City Council, the Panel also considered the following matters as part of the 2020-2021 review:

Employment Appeals Panel – The Panel was asked to review the time commitment of participation in the Appeals Panel. The Covid-19 pandemic has had a big impact on the operation of the Appeals Panel and so the Panel did not feel that it was appropriate to recommend changes this year. However, if Councillors wish the Panel to reconsider this matter, then the evidence will be considered in the 2021/22 municipal year.

Banding – The Panel this year considered the banding table (see Table 2 below) and determined that no new evidence had been presented to merit a change in the bandings.

*Table 2*

Bands	Level of Responsibility	Title/Description
1	75% to 100%	Strategic Leadership with overall responsibility for decision making for the direction and running of Council Services.
2	50% to 74%	Strategic responsibility within Cabinet and individual responsibility as delegated by the Constitution.
3	15% to 49%	Responsibility for Chairing key Regulatory and Overview and Scrutiny Committees in order to meet regulatory requirements and where required hold the Executive to account.
4	5% to 14%	Other roles with Special Responsibilities.

Parental Leave - The Panel had been asked to keep the parental leave policy under review. The policy was introduced by the City Council following a recommendation from this Panel in 2018. As part of that review, the Panel received legal advice obtained by the City Solicitor that confirmed that there is legal justification for the Council's approach in having such a policy, and that another Councillor can receive an SRA whilst the incumbent is on parental leave. However, in respect of SRAs, there was also legal justification for stating that the payments should be in full, rather than on a percentage basis as is currently the case.

This latter point reflected evidence received from Councillors, one of whom pointed out that the current policy unintentionally created a loophole where a woman who takes six months off for having a baby gets paid less than a man or woman who takes six months off for being sick.

The Panel therefore recommends that the Parental Policy be amended to state that Councillors on maternity leave would be entitled to the full SRA for six months, with a possible extension for a further six months to be agreed by Council Business Management Committee.

Group Whip Role – Following on from evidence received last year, the Panel also asked Councillors about the Group Whip role and the Employment Appeals Committee. However, no new evidence was presented to merit any change.

## 10. Other Issues Raised

During the Panel's discussions with Councillors, several issues were raised that fall outside the remit of the Panel but that the Panel nevertheless wishes to bring to the attention of the Council:

- **Impact of Covid on the Role of a Councillor:** a number of Councillors raised this, in terms of increased workloads (both in the council and in the community) and in the additional strains resulting from working almost exclusively from home and the difficulty in maintaining a separation between home and work life – something experienced by many people. The Council should consider the support available to Councillors to manage this and **ensure Councillors' good mental health is supported.**
- The **ratio of Councillors to residents** has been raised over the past few years since the boundary changes, as has the impact of single member wards, or two-member wards where one Councillor has significant additional responsibilities or is off sick. Appendix 3 sets out some comparisons. The Panel notes this and recognises the difficulties this causes.
- The Panel also notes that Councillors receive **no equivalent to a redundancy payment** if they lose their seat (as MPs do), **nor any pension provision**, which has an impact on the recruitment and retention of Councillors.

## 11. Work Programme in 2021/22

During the evidence gathering undertaken this year, some issues were raised where the Panel felt that there was not enough evidence to make recommendations this year but would warrant further consideration next year. Therefore, next year's work programme will include:

- Chief Whips role and how this intersects with the Group Secretaries role – if the three parties on the Council request this;

- Parental leave will be kept under review;
- Frankley in Birmingham Parish Council – following a request from the Parish Council;
- Clarifying the role Councillors play on outside bodies and the impact, if any, on allowances.

## Appendix 1: Proposed Members' Allowances Rates (from May 2021)

### **BASIC ALLOWANCE** (per annum unless otherwise stated)

	£
Baseline per Day Rate	153.56
Basic Allowance	<b>18,681.00</b>
Time Element	17,966.52
Additional Expenses Element	715.00

### **SPECIAL RESPONSIBILITY ALLOWANCE** (per annum unless otherwise stated)

Baseline per week (£1,280.08 discounted by 15%)	1,088.06
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#### **STRATEGIC LEADERSHIP**

Leader of the Council	56,579.00
Deputy Leader of the Council	45,263.00

#### **STRATEGIC SHARED RESPONSIBILITY**

Cabinet Member	28,289.00
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#### **RESPONSIBILITY FOR CHAIRING KEY REGULATORY, OVERVIEW & SCRUTINY COMMITTEES**

Chair of the Planning Committee	16,973.00
Chair of Licensing & Public Protection Committee	16,973.00
Leader of the Largest Qualifying Opposition Group	16,973.00
Chair of an Overview & Scrutiny Committee	14,145.00

#### **OTHER ROLES WITH SPECIAL RESPONSIBILITY**

Deputy Leader of the Largest Qualifying Group	9,618.00
Chair of the Audit Committee	5,658.00
Chair of the Trusts and Charities Committee	5,658.00
Chairs of the Licensing Sub Committees	5,658.00
Leader of Other Qualifying Opposition Groups	7,921.00
Deputy Leader of Other Qualifying Opposition Groups	3,960.00
Lead Opposition Spokesperson (Shadow Cabinet)	5,658.00
Political Group Secretaries	3,960.00

*(A Qualifying Opposition Group is one with a minimum of 6 Members)*

<b>CO-OPTEE ALLOWANCES</b> ( <i>per annum</i> )	£
Chair of the Standards Committee	1,082.00
Member of an Overview & Scrutiny Committee	900.00
Member of the Standards Committee	602.00

### **CARERS' ALLOWANCES**

Independent care – hourly rate	9.50
Professional care with supporting documentation – hourly rate	10.15

*Where applicable figures have been rounded.*

### **TRAVEL EXPENSES AND SUBSISTENCE ALLOWANCES**

Car, Motorcycle and Bicycle Allowance Rates are set in line with those paid to officers of the authority.

Subsistence Allowances are set in line with those paid to officers of the authority or the inflation factor in the council's budget.

#### ***Car Mileage Rates***

First 10,000 business miles in tax year	45p per mile
Each business mile over 10,000 in tax year	25p per mile
Supplement for official passenger	5p per mile

If car mileage is claimed for travel outside the West Midlands area, the payment will be the lesser of the value of the actual mileage claimed or the peak time standard rail fare.

***Motorcycle Mileage Rates***                      *24p per mile*

***Bicycle Mileage Rates***                      *20p per mile*

#### ***Other Travel Expenses***

Rail Travel (supporting receipt required)	Standard Class Fare
Taxi, Tube and Bus Fares, Car Parking, Toll Charges (Supporting receipts if possible)	Actual Cost

If a travel pass is provided by the Council the recipient must make a contribution of 40% towards the total cost met by the Council. The recipient also forgoes the right to claim for travel allowances or expenses for duties undertaken in the area covered by the pass or to make use of transport services provided directly by the Council, unless the relevant travel service is not available, or there are health and safety reasons.

## **Appendix 2: Membership of the Independent Remuneration Panel**

### ***Chair of the Panel***

Rose Poulter (Chair)

### ***Council Appointees***

David Grainger

Sajid Shaikh

### ***Citizen Representatives***

Sandra Cooper (Deputy Chair)

Veronica Docherty

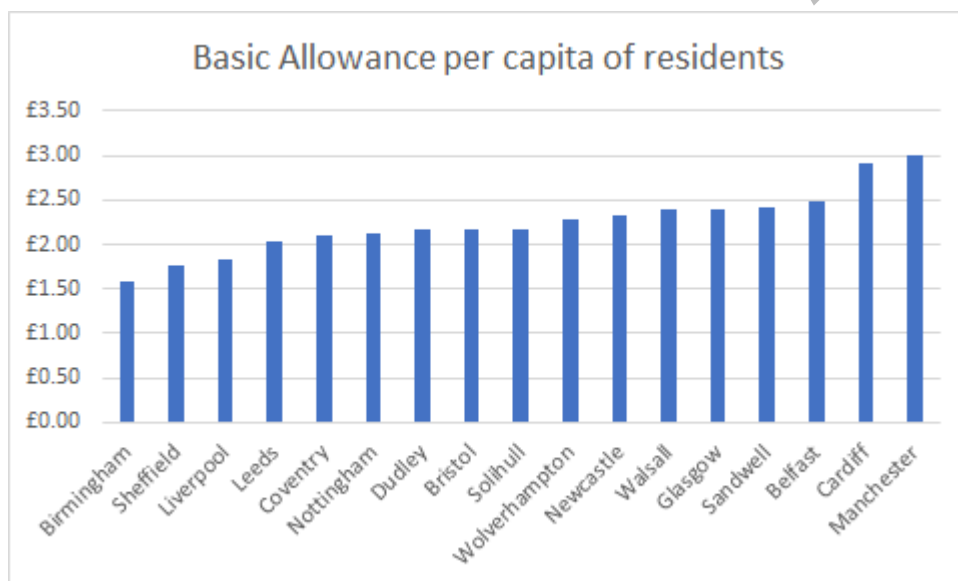
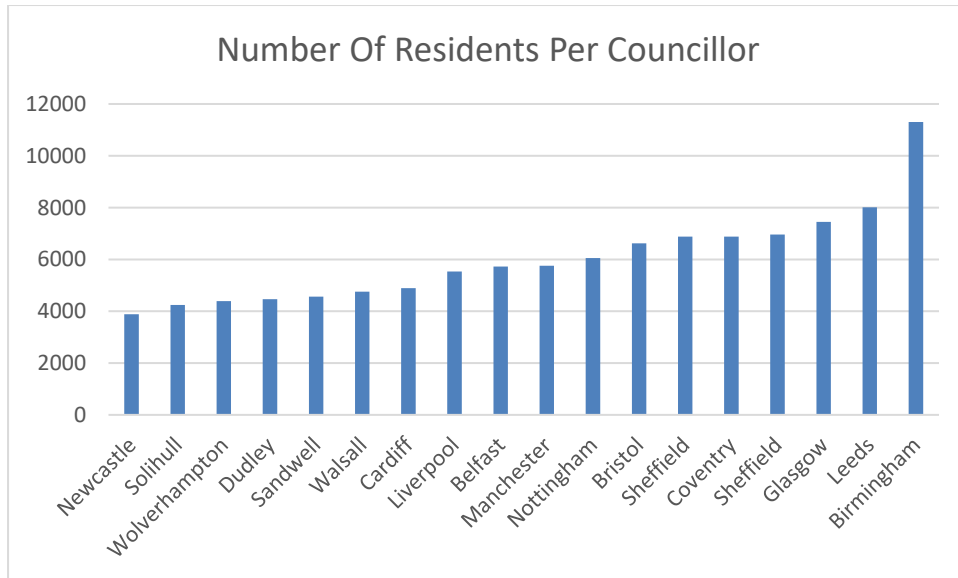
Jacqui Francis

### ***Co-opted Members***

Honorary Alderman Fergus Robinson

Honorary Alderman Stewart Stacey

### Appendix 3: Residents per Councillor and Basic Allowance per Capita of Residents







**Birmingham City Council**  
**Council Business Management Committee**  
 29 March 2021



**Subject:** Petitions Update  
**Report of:** Suzanne Dodd, City Solicitor  
**Report author:** Phil Wright  
 Group Team Manager  
 0121 303 0216  
 phil.wright@birmingham.gov.uk

Does the report contain confidential or exempt information? ☐ Yes ☒ No

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

## **1 Executive Summary**

- 1.1 To update Committee on progress made in responding to petitions presented to full Council

## **2 Recommendations**

- 2.1 The Committee note this quarterly report.

## **3 Protocol**

- 3.1 The current protocol for responding to petitions presented to City Council was agreed by this Committee in May 2007 and is set out below:
1. Petition presented at City Council.
  2. Petition referred to the appropriate Director for response within 3 working days.
  3. Director to write to the Council or presenting the petition and the first named petitioner to acknowledge receipt within 14 days of the City Council.

4. Progress of investigation into petition to be notified by the relevant Director to Committee Manager for inclusion in the monthly Petitions Update by no later than 10 working days before the next City Council.
  5. Final response to petition included in Petitions Update by the Committee Manager.
  6. Director to notify the Councillor who presented the petition and the first named petitioner of the outcome within 14 days of the relevant City Council meeting discharging the same.
- 3.2 It should be noted that the protocol applies only to petitions sent internally and not to those which are referred to outside bodies for action.

#### **4 Action Taken**

- 4.1 In accordance with minute No. 2044 of this Committee the petition schedule has been split into City Council related petitions (currently 29) and those which are the responsibility of external organisations (currently 66).
- 4.2 Of the outstanding City Council related petitions 2 were presented in 2019.
- 4.3 Since May 2005, 2234 out of a total of 2263 City Council related petitions received have been discharged – 98%.
- 4.4 Of the 51 petitions presented in the last six months 28 have been discharged – 55%.

#### **5 Appendices**

- 5.1 The current City Council Petition Schedule is at appendix 1.

**PETITIONS RELATING TO CITY COUNCIL FUNCTIONS PRESENTED TO CITY COUNCIL**

<b><u>DATE OF RECEIPT/ PRESENTED BY CATEGORY</u></b>	<b><u>DESCRIPTION/SENT TO</u></b>	<b><u>RESPONSE</u></b>
2163 Councillor Bruce Lines 10.09.2019 <b>COMM</b>	From residents of Loftus Close, Weoley Castle, Birmingham, B29 5PG objecting to the proposed plans to construct a roadway from Loftus Close into the proposed housing development site off Long Nuke Road – <i>Director of Inclusive Growth</i>	This relates to current Planning Application and it has been assigned to a Planning Officer. 24.10.2019 Current Planning Application. 13.03.2020 Current Planning Application. 02.07.2020 Current Planning Application. 20.11.2020 This planning application is still ongoing with no decision date as yet. 31.12.2020
2173 Councillor Neil Eustace 05.11.2019 <b>COMM</b>	From residents of Yardley East Ward objecting to the development of 117 properties in Barrows Lane, Yardley, B26 1SA – <i>Head of Planning Management</i>	This relates to current Planning Application and it has been assigned to a Planning Officer. 03.01.2020 Current Planning Application. 13.03.2020 Current Planning Application. 02.07.2020 Current Planning Application. 20.11.2020 Officers have re-consulted on layout and final house types on this planning application. 31.12.2020
2186 Councillor Fred Grindrod 04.02.2020 <b>COMM</b>	From residents of Selly Oak objecting to Planning Application No 2020/00376/PA and calling upon the Council not to approve any plans for Elliot Road in Selly Oak that include student halls of residence – <i>Acting Director of Inclusive Growth</i>	This relates to current Planning Application and it has been assigned to a Planning Officer. 14.02.20 Current Planning Application. 13.03.2020 Current Planning Application. 02.07.2020 Current Planning Application. 20.11.2020 Amended plans have been submitted last month, so officers have re-consulted on these new details. 31.12.2020
2198 Mr D Hussain 09.06.2020 <b>COMM</b>	From residents of Kenilworth Road and Tewkesbury Road objecting to HMOs being created on the streets and calling on the Council and all relevant authorities to stop HMO's from operating on the streets with immediate	Referred to Enforcement Team for investigation. 02.07.2020 Enforcement cases are still open, and Investigation is ongoing. 31.12.2020

	effect – <i>Acting Director of Inclusive Growth</i>	
2205 Councillor Roger Harmer 14.07.2020 <b>COMM</b>	From residents of Grayland Close and surrounding local residential streets objecting to the introduction of Social Housing, houses in multiple occupation at No. 12 Grayland Close – <i>Acting Director of Inclusive Growth</i>	Referred to Enforcement Team for investigation and response. 03.09.2020 Enforcement case is still open, and Investigation is ongoing. 20.01.2021
2206 Councillor Debbie Clancy 14.07.2020 <b>COMM</b>	From residents of Longbridge calling upon Birmingham City Council to modify the existing Article 4 Directive to properly reflect Austin Village, Longbridge and its community – <i>Acting Director of Inclusive Growth</i>	Referred to City Design and Conservation Team for investigation and response. 03.09.2020 <b>The petition was discharged as part of a report to Cabinet on 19 January 2021. A response has been sent to Councillor Debbie Clancy and the first-named petitioner. 11.03.2021</b> <b>Petition to be discharged</b>
2214 Councillor Julie Johnson 15.09.2020 <b>EXEC</b>	From residents of Bournville, Cotteridge, Weoley and Selly Oak areas of Birmingham and calling upon Birmingham City Council to reconsider the introduction of the new temporary bus lanes on the A38 Bristol Road South due to the confusion and danger to all road users - <i>Acting Director of Inclusive Growth</i>	Had an issue with gaining access to the petition. Councillor Julie Johnson has been emailed to inform her of the issue. Referred to Head of Transport Planning and Network Strategy Services for investigation and response. 20.11.2020 Holding response letter has been emailed to Councillor Julie Johnson to update her of the situation. 20.01.2021
2223 Councillor Adrian Delaney 15.09.2020 <b>EXEC</b>	From residents of Birmingham calling on the City Council to scrap the bus lane along the A38 from Selly Oak to Northfield – <i>Acting Director of Inclusive Growth</i>	Referred to Head of Transport Planning and Network Strategy Services for investigation and response. 08.10.2020 Holding response letter has been sent to Councillor Adrian Delaney and first name petitioner to update them of the situation. 12.02.2021
2229 Councillors Adam Higgs, Roger Harmer and John O'Shea 03.11.2020	From residents of Acocks Green requesting Birmingham City Council to put in place a conservation area in Arden Road, Acocks Green – <i>Acting Director of Inclusive Growth</i>	Referred to Principal Development Planning Officer for investigation and response. 20.11.2020 <b>The petition was discharged as part of a report to Cabinet on 19 January 2021. A response has been sent to Councillors Adam Higgs, Roger Harmer</b>

<b>EXEC</b>		<b>and John O'Shea. 11.03.2021</b> <b>Petition to be discharged</b>
2230 Councillor Liz Clements 03.11.2020 <b>EXEC</b>	From residents of Birmingham calling upon Birmingham City Council to keep and improve the A38 bus and cycle lane from Selly Oak to Northfield - <i>Acting Director of Inclusive Growth</i>	Referred to Head of Transport Planning and Network Strategy Services for investigation and response. 20.11.2020 Holding response letter has been emailed to Councillor Liz Clements to update her of the situation. 20.01.2021
2231 Councillor Alex Yip 03.11.2020 <b>EXEC</b>	From residents of Birmingham calling upon Birmingham City Council to step in and secure the long-term future of Norman Laud Association, Emscote Drive, Wylde Green - a charity that has been providing respite care for people with profound learning difficulties since 1961 – <i>Director of Adult Social Care</i>	Response sent to first named petitioner and Councillor Alex Yip on 30 November 2020. See petition No.2244. 01.12.2020 To be debated at a meeting of Health and Social Care O and S Committee on 16 February 2021. 04.01.2021
2240 Councillor Kate Booth 03.11.2020 <b>COMM</b>	From residents of Flemming Road, Quinton calling upon Birmingham City Council to return No. 56 Flemming Road to a family property as it is currently operating as a HMO creating anti-social behaviour – <i>Acting Director of Inclusive Growth</i>	Referred to Enforcement Team for investigation and response. 20.11.2020
2242 Councillor Chaman Lal 01.12.2020 <b>COMM</b>	From residents of Soho Road, calling upon Birmingham City Council to move the HMO/Hostel in Soho Road, Handsworth on the grounds of children and parents' safety as it is located next to 2 primary schools, a nursery and a girl's high school - <i>Acting Director of Inclusive Growth</i>	This relates to a live Enforcement Case and has been passed onto the Senior Enforcement Officer. 15.12.2020
2244 Councillor Alex Yip 01.12.2020 <b>EXEC</b> Repeat of petition No. 2231 with several more pages of signatures	From residents of Birmingham calling upon Birmingham City Council to step in and secure the long-term future of Norman Laud Association, Emscote Drive, Wylde Green - a charity that has been providing respite care for people with profound learning difficulties since 1961 – <i>Director of Adult Social Care</i>	May meet the threshold for consideration by CBM Committee. 01.12.2020 To be debated at a meeting of Health and Social Care O and S Committee on 16 February 2021. 04.01.2021

2245 Councillors Roger Harmer, Rob Pocock, Julien Pritchard and Robert Alden 01.12.2020 <b>EXEC</b>	From residents of Birmingham calling upon Birmingham City Council to produce a plan, based on environmental best practice, to (1) End the burning of mixed waste at the council's Tyseley incinerator, so that the City of Birmingham can conform to the targets of Zero Carbon emissions by 2030 and Clean Air in the city; (2) Introduce separated collections of household waste (including food and textiles) so it can be beneficially re-used, recycled, composted or digested; (3) Involve citizens in co-designing the most suitable schemes, and then in making the change - <i>Acting Director of Neighbourhoods</i>	Petition referred to Officers in Street Scene to investigate. 24.12.2020 <b>Officers have been asked to provide an update. 11.03.2021</b>
2248 Councillor Simon Morrall 12.01.2021 <b>EXEC</b>	From residents of Frankley Great Park Ward urging Birmingham City Council to install waste and dog bins alongside the lanes and Great Park duck pond within the Ward - <i>Acting Director of Neighbourhoods</i>	Petition referred to officers in Street Scene to investigate. 20.01.2021 <b>The petition response is awaiting approval. 11.03.2021</b>
2249 Mr Mohammed Shakeel 12.01.2021 <b>COMM</b>	From residents of Moseley Ward calling upon Birmingham City Council to revoke the HMO licence of the property at 80 Springfield Road, Moseley, B13 9NP due to the constant anti-social behaviour of the tenants residing in the property and to review further applications - <i>Acting Director of Inclusive Growth</i>	Referred to Enforcement Team for investigation and response. 12.02.2021
2251 Councillor Shabrana Hussain 12.01.2021 <b>EXEC</b>	From residents of Gough Road, calling upon Birmingham City Council to provide wheelie bins in their road - <i>Acting Director of Neighbourhoods</i>	Petition referred to officers in Street Scene to investigate. 20.01.2021 <b>Acknowledgement has been sent to the Councillor. Response is still being worked on. 11.03.2021</b>
2253 Councillor Robert Alden 12.01.2021 <b>COMM</b>	From residents of Erdington Ward objecting to Planning Application 2020/09673/PA – Abbeyrose Nursing Home demolition - <i>Acting Director of Inclusive Growth</i>	This relates to current Planning Application and it has been assigned to a Planning Officer. 12.02.2021

2254 Councillor Chaman Lal 12.01.2021 <b>COMM</b>	From residents of Soho and Jewellery Quarter Ward objecting to Planning Application No 2020/03506/PA – Former Henry's Restaurant - <i>Acting Director of Inclusive Growth</i>	This relates to current Planning Application and it has been assigned to a Planning Officer. 20.01.2021
2255 Councillor Robert Alden 02.02.2021 <b>COMM</b>	From residents of Erdington objecting to Planning Application No xxx / xx /PA to convert No. 29 Norfolk Road, Erdington into a HMO - <i>Acting Director of Inclusive Growth</i>	Waiting to receive the petition. 12.02.2021
2256 Councillor Aikhlaq Ahmed 02.02.2021 <b>EXEC</b>	From residents of Cateswell Road, B11 3DZ, Hall Green North calling upon Birmingham City Council to implement traffic calming measures – <i>Acting Director of Inclusive Growth</i>	Referred to Local Engineer for investigation and response. 12.02.2021 <b>A response was agreed by Cabinet Member for Transport &amp; Environment. Response letter has been sent to Councillor Aikhlaq Ahmed. 11.03.2021</b> <b>Petition to be discharged</b>
2257 Councillor Olly Armstrong 02.02.2021 <b>EXEC</b>	From the Unite Community who provide food for the vulnerable are asking the Leader of the Council and Birmingham City Council to learn from the motion that Liverpool Council has put in on access to food as a human right and asking us if we will debate and pass a motion to make access to food a human right.	
2258 Councillor Olly Armstrong 02.02.2021 <b>EXEC</b>	From the Food Justice Network who provide food for the vulnerable are asking the Leader of the Council and Birmingham City Council to learn from the motion that Liverpool Council has put in on access to food as a human right and asking us if we will debate and pass a motion to make access to food a human right.	
2259 Councillor John Lines 23.02.2021 <b>EXEC</b>	From residents of Deepwood Grove, Birmingham requesting Birmingham City Council to either remove or shorten the island on Deepwood Grove due to fly tipping issues - <i>Acting Director of Inclusive Growth</i>	<b>Referred to Local Engineer for investigation and response. 11.03.2021</b>

2260 Councillor Rob Pocock 23.02.2021 <b>COMM</b>	From residents of Birmingham calling upon Birmingham City Council to support the Landscape Practice Group proposals to improve the car parks at the Boldmere Gate entrance to Sutton Park for the Commonwealth Games (2021/00528/PA) - <i>Acting Director of Inclusive Growth</i>	<b>This relates to current planning application (2021/00528/PA) and has been passed onto the Planning Officer to take into consideration when making a decision. 11.03.2021</b>
2261 Councillor Alex Yip 23.02.2021 <b>EXEC</b>	From residents of Heron Court, Birmingham requesting Birmingham City Council to improve the heating system as the flats/hallways remain cold even with heating on 24 hours - <i>Acting Director of Neighbourhoods</i>	<b>Petition sent to the Housing Team for Investigation and Report. 11/03/2021</b>
2262 Councillor Fred Grindrod 23.02.2021 <b>EXEC</b>	From residents of Beech Road, Bournville requesting Birmingham City Council to introduce traffic calming measure in order to make the junction of Beech Road, with Bournville Road safe - <i>Acting Director of Inclusive Growth</i>	<b>Referred to Local Engineer for investigation and response. A response was agreed by Cabinet Member for Transport &amp; Environment. Response letter has been sent to Councillor Fred Grindrod and the first-named petitioner. 11.03.2021 Petition to be discharged</b>
2263 Councillor Roger Harmer 23.02.2021 <b>EXEC</b>	From residents of Acocks Green area requesting Birmingham City Council to re-instate the litter bins recently removed from the streets in Acocks Green - <i>Acting Director of Neighbourhoods</i>	<b>Petition sent to the Street Scene Team for Investigation and Report. 11/03/2021</b>

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





## CITY COUNCIL FORWARD PLAN 2020/21 – March 2021

CBM	Item
05 May 2020	Overseas Travel and Inward Delegations from Abroad Covid-19 Temporary Governance Arrangements
28 May 2020	Reports not on the Forward Plan – Annual Report Proportionality City Council Appointments
29 June 2020	Membership of the Co-operative Council's Innovation Network Recommendation to appoint representatives – Independent Remuneration Panel Petitions Update
24 August 2020	Appointment to Roll of Honorary Alderman Request for Use of Coat of Arms

City Council	Item
09 June 2020	Executive Business Report – Covid-19 Reports not on the Forward Plan
14 July 2020	Submission of the 'Development Management in Birmingham' Development Plan Document Membership of the Co-operative Council's Innovation Network Scrutiny Business Report Lead Member report: Transport Delivery Committee
15 September 2020	Executive Business Report (Covid-19 Update) Executive: Route to Zero Interim Report Scrutiny Inquiry: Home to School Transport (Education & Children's Social Care)

CBM	Item
19 October 2020	Proposed Amendments to the Constitution Petitions Update
16 November 2020	
21 December 2020	Tributes at Full Council Petition – Handsworth Cemetery Petition – Norman Laud Association Request for use of Coat of Arms Petitions Update
18 January 2021	Lord Mayor 2021/22 Meetings during Pre-Election Period Petition – Perry Barr Flyover
8 February 2021	Remote Meetings Provisional City Council and CBM dates for 2021/22

City Council	Item
	Annual report of Independent Remuneration Panel COUNCIL AS TRUSTEE
3 November 2020	Scrutiny Inquiry: Customer Services (Co-ordinating) Street Trading Policy Amendments to the Constitution COUNCIL AS TRUSTEE
1 December 2020	Scrutiny Business Report Statement of Licensing Policy 2020 Lead Member report: WMCA Scrutiny
12 January 2021	Route to Zero Report Rough Sleeping Addendum and Action Plan 2020-23 - Homelessness Prevention Strategy (Homelessness Prevention Strategy went to Full Council on Tuesday 9 <sup>th</sup> January 2018) Lead Member report: West Midlands Police & Crime Panel
2 February 2021	Executive Business Report Scrutiny Inquiry: Fly-tipping (Housing and Neighbourhoods) Lead Member report: West Midlands Fire Authority Annual Report from the Chair of Audit Committee to City Council
23 February 2021	BUDGET MEETING – Financial Plan 2020-2024

CBM	Item	City Council	Item
12 March 2021	<i>Changes to polling station venues</i>		
29 March 2021	Petitions Update Annual Report of the Independent Remuneration Panel	13 April 2021	Scrutiny Business Report Scrutiny Inquiry: Infant Mortality (Health and Social Care) Annual Report of the Independent Remuneration Panel
10 May 2020	Proportionality City Council Appointments Annual Review of the City Council's Constitution Overseas Travel and Inward Delegations from Abroad	25 May 2021	ANNUAL MEETING

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

Appointment to the Roll of Honorary Alderman (May 2022); Appointment of the Leader (May 2022)

**Items to be scheduled / proposed:**

Executive Business Report – June, Sept/Nov, January and April; Scrutiny Business Report – July, December, February; Lead Member reports: West Midlands Fire Authority (February); Transport Delivery Committee (July); WMCA Scrutiny (September); GBSLEP Scrutiny (November); West Midlands Police & Crime Panel (December)

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

Scrutiny Inquiry – Council Assets - TBC

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

## Appendix 1: City Council Resolutions – Tracker

Ref no	Date	Summary of Council Resolution	Lead Cabinet Member / officer	Update
5b	04 December 2018	<p>Women &amp; Democracy:</p> <ul style="list-style-type: none"> <li>That the attached Statement of Intent is agreed;</li> <li>That Cabinet Members and named officers are asked to implement the action plan included within the report in order to tackle the many barriers to women's representation in Local Government;</li> <li>Add the following to action plan: Noting the small proportion of women representing the new single member wards, to lobby the Boundary Commission for a further review of city wards to tackle this issue.</li> </ul>	Deputy Leader / Jonathan Tew, Assistant Chief Executive / City Solicitor	Action plan implementation underway [January 2019]
6g	15 January 2019	<p><i>Motion for Debate:</i> The Council therefore calls on the Executive to place into the public domain all documents relating to the GMB payment including, but not limited to:</p> <ul style="list-style-type: none"> <li>A copy of the ACAS deal itself</li> <li>Copies of all delegated decision reports</li> <li>Copies of any briefings or correspondence with any cabinet member, previous or current, regarding the deal</li> <li>Copies of any correspondence between the Council and GMB in the run up to and after the Unite settlement regarding the proposed settlement and any objections GMB had to that</li> <li>Copies of any correspondence concerning the decision to exclude GMB from talks after the Unite settlement</li> </ul>	Leader / City Solicitor	<p>Motion will be monitored regarding release of documentation, earliest possible date Feb 2020</p> <p>Monitoring Officer reviewing the information [August 2020 update]</p>

Ref no	Date	Summary of Council Resolution	Lead Cabinet Member / officer	Update
		<ul style="list-style-type: none"> <li>Copies of minutes from all meetings between the Council and any Union concerning implementation of the Nov 2017 settlement</li> <li>Full details of all costs involved, including the total payment itself and any legal costs</li> <li>Copies of any correspondence regarding how and why the deal should be kept secret and not included in usual processes such as the requirement to publish all spend over £500</li> <li>The Council also calls for an immediate review into the use of delegated powers within the constitution</li> </ul>		
5a	14-Jan-2020	<p><i>Birmingham Suicide Prevention Strategy 2019-2024:</i></p> <p>That Council endorses the Birmingham Suicide Prevention Strategy and calls on elected members across all parties to support the delivery of the strategy moving forward.</p> <p>That the Action Plan that underpins this strategy is circulated to all Members and that updates on progress are published on an annual basis.</p>	Cabinet Member Health and Social Care / Justin Varney, Director of Public Health	An advisory group which meets bi-monthly are currently working on the action plan which will be circulated in the Summer. [February 2020 update]

#### Other Actions from City Council Meetings

Date	Agenda Item	To Respond	Request/Question	Action taken



**BIRMINGHAM CITY COUNCIL****CITY COUNCIL****Tuesday, 13 April 2021 at 1400  
hours as an on-line meeting****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.civico.net/birmingham](http://www.civico.net/birmingham)) and that members of the press/public may record and take photographs except where there are confidential or exempt items.

**2 DECLARATION OF INTERESTS**

Members are reminded that they must declare all relevant pecuniary and non pecuniary interests arising from any business to be discussed at this meeting. If a disclosable 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

**Attached****3 MINUTES**

To confirm and authorise the signing of the Minutes of the meeting of the Council held on 23 April 2021.

**4 LORD MAYOR'S ANNOUNCEMENTS****(1400-1410)**

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

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

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

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

**6 QUESTION TIME****(Maximum of 80 minutes allocated) (1420-1540)**

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

- A. Questions from Members of the Public to any Cabinet Member or Ward Forum Chair (10 minutes)
- B. Questions from any Councillor to a Committee Chair, Lead Member of a Joint Board or Ward Forum Chair (Up to 10 minutes)
- C. Questions from Councillors other than Cabinet Members to a Cabinet Member (Up to 30 minutes)
- D. Questions from Councillors other than Cabinet Members to the Leader or Deputy Leader (Up to 30 minutes)

**Attached**      **7**      **ANNUAL REPORT OF THE INDEPENDENT REMUNERATION PANEL 201920**

**(10 minutes allocated) (1540-1550)**

To consider a report of the Council Business Management Committee.

**The Leader, Councillor Ian Ward, to move the following Motion:-**

“The recommendations made by the Independent Remuneration Panel on Page 5 of its Annual Report be accepted and implemented with effect from 25 May 2021.”

**Attached**      **8**      **SCRUTINY BUSINESS REPORT**

**(45 minutes allocated) (1550-1635)**

To consider a report of the.

**Councillor ----- to move the following Recommendation:**

“”

A 15 minute break will be taken.

**Attached**      **9**      **SCRUTINY INQUIRY: INFANT MORTALITY**

**(40 minutes allocated) (1650-1730)**

To consider a report of the Health and Social Care Overview and Scrutiny Committee.

**Councillor Rob Pocock to move the following Recommendation:**

“”



**Attached      10      BIRMINGHAM & MIDLAND INSTITUTE - DISPOSITION OF LAND**

**(15 minutes allocated) (1730-1745)**

To consider a report of the .

**Councillor ----- to move the following Recommendation:**

““”



**Birmingham City Council**  
**Council Business Management Committee**  
 29 March 2021



**Subject:** Implementation of The Real Living Wage 2021/2022  
 (Living Wage Foundation)

**Report of:** Report of the Assistant Director OD

**Report author:** Craig Scriven – AD OD/Melanie James – Reward & Recognition Manager

Does the report contain confidential or exempt information? ☐ Yes ☒ No

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

## 1 Executive Summary

- 1.1 This report outlines the implications of the annual review of the rate paid by the Council to employees in receipt of the Real Living Wage supplement. It seeks the agreement of Council Business Management Committee to apply the new rate of £9.50 from 1<sup>st</sup> April 2021.

## 2 Recommendations

- 2.1 That, Council and Business Management agree:
- 2.1.1 To increase the Real Living Wage supplement so that with effect from 1<sup>st</sup> April 2021, all Council employees are paid a minimum of £9.50 per hour;
  - 2.1.2 That the full year costs of Schools' staff from 2021/22 be the subject of consultation with the Schools Forum;
  - 2.1.3 That the full year costs of the other Council employees from 2021/22 are met from existing service budgetary provision, including any corporate provision for inflation;
  - 2.1.4 To delegate future increases to the Chief Finance Officer and Head of HR, providing these are in line with the Real Living Wage rate.

### 3 Background

- 3.1 The Council took the decision in June 2012 to implement the Real Living Wage for all employees including those working within schools. The new pay rates took effect in July 2012. The concept of the Real Living Wage was developed by the Joseph Rowntree Foundation Trust and is the term used to describe the minimum hourly wage necessary for shelter, housing and incidentals such as clothing and other basic needs and nutrition. This standard generally means that a person working full-time with no additional income, should be able to afford a specified quality or quantity of housing, food, utilities, transport, health and recreation.
- 3.2 The rate for the Real Living Wage is annually reviewed by Loughborough University and is then recommended to Foundation 'Living Wage Employers' for adoption. The Council's policy is to review the rate annually and for any changes if agreed to be applied alongside any annual pay increase in the April of each year. The recommended rate for the Real Living Wage for 2021/22 is £9.50 per hour, currently applicable to JNC for Youth Workers and those receiving SCP1 of NJC for LGS.
- 3.3 Community Schools, Acivico and Birmingham Children's Trust will be required to implement the new rate of pay, additionally; Academies and Voluntary Aided Schools will be encouraged to also adopt this approach for the lowest paid workers in the City. Adoption of the Real Living Wage is also a fundamental cornerstone of the Council business charter.

### 4 Financial Implications

- 4.1 The estimated cost of implementing the Real Living Wage at a rate of £9.50 per hour is expected to be £34,232 for corporate functions. BCC Schools total cost is estimated £56,355, and these are reflected in the table below:

Area	Salary	On Cost	Total
BCC	23,565.06	10,667.17	34,232.23
Schools	41,272.95	18,082.86	59,355.81
<b>Grand Total</b>	<b>64,838.02</b>	<b>28,750.03</b>	<b>93,588.05</b>

- 4.2 The above column "On Costs" is inclusive of National Insurance and Superannuation. At time of going to press, national pay bargaining has not been agreed for NJC for LGS workers for 21/22, so once agreed, it may well be that SCP 1 exceeds the Real Living Wage (RLW) once again, akin to 2020, however, with no further guidance, we must proceed with RLW application. JNC for Youth Workers is unlikely to supersede the RLW, based on the pay award in recent years.
- 4.3 Subject to approval by Council and Business Management Committee, it is recommended that the costs of implementing the Real Living Wage are met as follows:

- The full year costs of Schools' staff from 2021/22 be the subject of consultation with the Schools Forum
- The full year costs of the other Council employees from 2021/22 are met from existing service budgetary provision, including any corporate provision for inflation.

## **5 Legal Implications**

- 5.1 To ensure that any potential Equal Pay risks are mitigated it is essential that the principles of the Real Living Wage are applied consistently across the Council to all Council managed and School managed (non-teaching) employees and workers.
- 5.2 In order for the Council to continue to justify and defend challenges to its current Job Evaluation Scheme it is essential that the current grading structure, including the current scale points matched against current job scoring is maintained.
- 5.3 Governing Bodies in City Council Community Schools are required to apply the Real Living Wage in Schools for those non-teaching staff so that the minimum wage paid by the School for these staff is at the same minimum level as the Council to ensure that neither the school nor the Council is subject to equal pay litigation.

## **6 6. Public Sector Equality Duty**

- 6.1 An initial Equality analysis has been undertaken to identify whether there is any disparate impact arising from this proposal. This has identified that the proposal benefits the lowest paid employees within the Council who are predominantly female and part time.
- 6.2 The council has data on sexual orientation and religious belief for around 10% of the workforce. The percentage is greatly reduced for the cohort of employees affected by the Foundation Living Wage therefore it is not possible to provide meaningful data on the impact.

## **7 Evaluation of Alternative Option(s)**

- 7.1 Non-payment of the real Living Wage would create a misalignment with established City Council policy decisions. The cost of implementation has significantly reduced as a consequence of national pay offer.

## **8 Reason for Decision(s)**

- 8.1 The Council is committed to tackling poverty and worklessness in Birmingham, the implementation of the real Living Wage makes an important contribution to achieving this goal.

