

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, 20 OCTOBER 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 **MINUTES**

To confirm and sign the Minutes of the last meeting.

4 **SUB-COMMITTEE APPOINTMENTS**

To make changes to the Membership of the Education Awards (Review) and Miscellaneous Appeals Sub-Committees.

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

To agree that the quorum for the Miscellaneous Appeals Sub-Committee is 3 Members.

6 **COUNCIL AGENDA FOR THE NEXT MEETING**

To consider the Council agenda for the next meeting.
For information the order of Notices of Motion at the meeting will be Conservative, Liberal Democrat and Labour.

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| <u>9 - 28</u> | 7 | <u>OVERSEAS VISITS AND INWARD DELEGATIONS</u> | Report of the Deputy Chief Executive |
| <u>29 - 32</u> | 8 | <u>POLITICAL GOVERNANCE MEMBER REVIEW GROUP</u> | Report of the Service Director Localisation |
| <u>33 - 40</u> | 9 | <u>SUPPLEMENTARY REPORT OF THE INDEPENDENT REMUNERATION PANEL</u> | Report of the Director of Legal and Democratic Services |
| <u>41 - 42</u> | 10 | <u>REQUEST FOR THE USE OF THE COAT OF ARMS</u> | Report of the Director of Legal and Democratic Services. |
| <u>43 - 44</u> | 11 | <u>PETITIONS UPDATE</u> | Item Description |
| | 12 | <u>OTHER URGENT BUSINESS</u> | 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. |
| <u>45 - 54</u> | | <u>OTHER URGENT BUSINESS - SUTTON COLDFIELD PARISH COUNCIL STERERING GROUP</u> | Report of Service Director Localisation |
| | 13 | <u>AUTHORITY TO CHAIRMAN AND OFFICERS</u> | 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

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| COUNCIL BUSINESS MANAGEMENT COMMITTEE 28 JULY 2015 |
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MINUTES OF A MEETING OF THE COUNCIL BUSINESS MANAGEMENT COMMITTEE HELD ON TUESDAY 28 JULY 2015 AT 1200 HOURS, IN THE HMS DARING ROOM, THE COUNCIL HOUSE, BIRMINGHAM

PRESENT:

Councillor Sir Albert Bore in the Chair;

Councillors Robert Alden, Mohammed Idrees, Hendrina Quinnen, Valerie Seabright, Ian Ward and Mike Ward.

NOTICE OF RECORDING

- 2413 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

APOLOGIES

- 2414 Apologies for non-attendance were submitted on behalf of Councillor Anne Underwood.

MINUTES

- 2415 The Minutes of the last meeting held on 23 June 2015 were confirmed and signed by the Chair.

CITY COUNCIL APPOINTMENTS

Independent Remuneration Panel

It was noted that it was proposed to bring the terms of office of the appointees into line with each other.

- 2416 **RESOLVED:-**

That City Council is recommended to make the following appointment to the Independent Remuneration Panel.

Appointee

Subat Khan

Term of Office

15 September 2015 – 31 August 2016

COUNCIL AGENDA FOR THE NEXT MEETING

The following draft agenda was submitted:-

(See document No 1)

Members agreed that the length of time for the items entitled 'Community Governance Review' and 'Towards a Combined Authority' should be extended to 25 minutes each and that 55 minutes should be allowed for the Annual Report of the Overview and Scrutiny Committees, adding 30 minutes to the length of the meeting.

It was-

2417

RESOLVED:-

That the draft agenda be noted.

REVIEW OF THE CITY COUNCIL'S CONSTITUTION

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

(See document No 2)

It was noted that the time limit for the Lord Mayor's announcements was shown as 10 minutes, but that the indicative timetable showed a period of 5 minutes only. It was agreed that the indicative timetable should be corrected to say "2.00 – 2.10 pm" for the Lord Mayor's announcements and that 10 minutes should be allowed for petitions between 2.10 – 2.20 pm.

2418

RESOLVED:-

That, with the above amendment, approval be given to the minor changes to the City Council's Constitution set out in the report.

OTHER URGENT BUSINESS

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

A. Request for Use of the Coat of Arms

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

(See document No 3)

The Director of Legal and Democratic Services made introductory comments relating to the report and the content of the email sent by Two Towers Brewery was noted.

Members noted that the brewery was requesting to use the central section only of the Coat of Arms, rather than the complete Coat of Arms, but that use of any part required agreement. It was suggested that this Committee communicated its agreement to the proposed use of part of the Coat of Arms, subject to a request that the brewery made a donation to the Lord Mayor's charities.

2419 **RESOLVED:-**

That this Committee advises the Two Towers Brewery that it does not object to the proposed use of part of the Coat of Arms as set out in the report, subject to a request that the brewery makes a donation to the Lord Mayor's charities.

B. Chief Officer and Deputy Chief Officer Appointments, Dismissals and Service Conditions Sub-Committee

2420 The Chair advised that a meeting of the Sub-Committee would need to be arranged for September 2015 and that he was giving prior notice to Members ahead of the September meeting of this Committee.

AUTHORITY TO CHAIR AND OFFICERS

2421 **RESOLVED:-**

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

The meeting ended at 1230 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, 3 November 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) 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.

2 ELECTION OF THE DEPUTY LORD MAYOR

(i) To elect a Deputy Lord Mayor for the remainder of the Municipal Year.

(ii) To agree that the Deputy Lord Mayor receive the Allowance as agreed at the Annual Meeting in May 2015

Attached 3 MINUTES

To confirm and authorise the signing of the Minutes of the Annual Meeting of the Council held on 15 September 2015.

(1400-1410) **4 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) **5 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) **6 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)
- Attached 7 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 as set out on the attached schedule.
- 8 EXEMPTION FROM STANDING ORDERS**
- Councillor Valerie Seabright to move an exemption from Standing Orders.
- Attached 9 REPORT OF THE COUNCIL BUSINESS MANAGEMENT COMMITTEE (10 Minutes)**
- (1600-1610) **Supplementary Report of the independent Remuneration Panel**
- The leader to move the following Motion:**
- “The recommendations made by the independent Remuneration Panel on page 3 of the Supplementary Report be accepted and back dated to apply from 19 May 2015.”
- (break 1610 -1625)
- Attached 10 MOTIONS FOR DEBATE FROM INDIVIDUAL MEMBERS (90 minutes)**
- (1625-1755) To consider the attached Motions of which notice has been given in accordance with Standing Order 4(A).

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| Report to: | COUNCIL BUSINESS MANAGEMENT COMMITTEE |
| Report of: | DEPUTY CHIEF EXECUTIVE |
| Date of Decision: | 20 OCTOBER 2015 |
| SUBJECT: | OVERSEAS TRAVEL AND INWARD DELEGATIONS FROM ABROAD |
| Wards affected: | All |

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| 1. Purpose of report: |
| 1.1 To provide details, for information, of Member and Officer overseas travel undertaken between 30 March to 19 August 2015. |
| 1.2 To provide details, for information, of inward delegations from abroad. |

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| 2. Decision(s) recommended: |
| 2.1 To note approved Member and officer overseas travel. |
| 2.2 To note the details of inward delegations from abroad. |

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| Contact Officer: | Mike Murray |
| Telephone No: E-mail address: | 0121 303 4452 Mike_Murray@birmingham.gov.uk |

3. Relevant background/chronology of key events:

A. OVERSEAS TRAVEL

- 3.1 The Council Business Management Committee has responsibility for the oversight of arrangements for foreign travel undertaken by Members and officers of the City Council. Under the new administration the authorisation of foreign travel has been delegated to Strategic Directors and the Chief Executive or nominee.

At the request of Members, quarterly reports on foreign travel undertaken are reported to this Committee.

- 3.2 In line with established practice the attached schedule of visits are grouped to reflect the main activity areas identified within the Council's current international activities. With particular relevance to the City Council's priorities as detailed in the Council Plan. Those activities include:

Networks/Policy – The various European and international agencies on which we have representation or where we seek to further Birmingham's interests e.g. Eurocities and the Commonwealth Local Government Forum.

Sister/Partner Cities – This refers to our on going work with Chicago, Frankfurt, Guangzhou, Johannesburg, Leipzig, Lyon and Milan.

Funding, Specific Projects/Professional – Where Birmingham participates in collaborative, practical or funding initiatives with benefits to Birmingham, or where joint work is undertaken through professional bodies.

3.2 Travel Undertaken

The attached Appendix A is a summary of approved overseas travel comprising of 3 visits undertaken by Members and 47 visits by officers at a maximum cost of £15,073.

B. INWARD DELEGATIONS FROM ABROAD

- 3.3 As part of the City Council's broader engagement with the international community consideration has been given to how the Council can improve the effectiveness of delegations to Birmingham from abroad. Consequently a registry of such visits was established in January 2008.

Subsequently the Council Business Management Committee requested, in December 2008, that regular reports be submitted with details of delegations visiting Birmingham from abroad. Attached is a summary of inward visits for April - August 2015
Appendix B

Signature:

Chief Officer:

Date:

List of Background Documents used to compile this Report:

Authorisation for foreign travel forms and report back from visits.
Registry of inward delegations.

| Date | Delegation | Country | Purpose/Outcome | Nos. | Department |
|--------------------------|--|--|---|------------------|--|
| 12 April 2015 | Staff from Library of Guangzhou | China | To present a photographic exhibition of Guangzhou | 4 | European & International Affairs/Library of Birmingham |
| 15-17 April 2015 | Officers from Eurocities | Belgium, Spain, Sweden, Germany, Netherlands, France, Serbia, Norway, Latvia | To attend a Joint Meeting of Eurocities, Education and Employment working group to discuss the transition of young people from education to employment. | 42 | European & International Affairs/Employment |
| 17th April 2015 | Fortone Group | China | Seeking large capital Investment opportunities | 3 | European & International Affairs/Marketing Birmingham |
| 30th -31st April 2015 | Various private Chinese investors | China | Seeking government cooperation in investing to several sectors in Birmingham | 15 | European & International Affairs |
| December 2014 - May 2015 | Seok Young | South Korea | Internship researching youth service provision in Birmingham, Chicago, Johannesburg and Seoul | 1 | European & International Affairs |
| 11-12 May 2015 | China Southern Rail | China | Chinese state owned rail company in Bham to sign Memorandum of Understanding | 10 | European & International Affairs/Marketing Birmingham |
| 26-27 May 2015 | Private Chinese investment delegation | China | Private Chinese property investors meeting with Leader on large scale capital invetsment projectss | 5 | European & International Affairs/Marketing Birmingham |
| 29 June 2015 | Peter Robinson, Chicago Sister Cities Programme | USA | To progress sporting aspects of the Birmingham / Chicago Sister City relationship | 1 | Sport Birmingham/European & International Affairs |
| 9 July 2015 | South African Honorary Consul to the Midlands | South Africa | To examine potential promotional links relating to the Rugby World Cup | 1 | Sport Birmingham/European & International Affairs |
| 24 July 2015 | Johannesburg Metropolitan Council | South Africa | To meet BCC Social Cohesion staff to compare differing models of service delivery | 5 | Equalities, Community Safety and Cohesion/European & International Affairs |
| 29 July 2015 | German Master's student | Germany | Research in to local government Sister Cities | 1 | European & International Affairs |
| 22nd July 2015 | National Library of Israel & Rothschild Foundation | Israel | To discover more about the LoB project and how LoB works today | 16 | Library of Birmingham |
| 12th August 2015 | New York Public Library | USA | To view LoB from a design perspective and to discover information about its architects | 2 | Library of Birmingham |
| 9 September 2015 | Chair of Chicago/Birmingham Sister City Committee | USA | Progression of Birmingham / Chicago joint work programme | 1 | European & International Affairs/Marketing Birmingham |
| 24 September 2015 | Delegation from Madhya Pradesh | India | Fact finding mission to Birmingham to learn how UK local government operates | 14 | European & International Affairs/Marketing Birmingham |
| 28-29 September 2015 | Representatives of US Embassy | USA | To learn of BCC's engagement with Chicago and wider city involvement with USA | 4 | European & International/British American Business Council-Chamber of Commerce |
| | | | | Total 125 | |
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PARTNER CITY RELATED VISITS

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|--|--|------------------------------------|---|--|
| European and International Affairs – 1 Officer | Guangzhou, Tianjin; China | 26 April – 2 May 2015 | To participate in a West Midlands regional delegation to identify opportunities for further mutual co-operation with Birmingham's Sister City of Guangzhou as part of the EU – China World Cities Initiative. This comprised progressing and extending the existing bi-lateral joint work programme to include: consideration of a small number of staff intern exchanges, good practice exchange around support to senior citizens, social cohesion, migration, youth and photographic exchange to commemorate the 10 th Sister City anniversary in 2016. | £10 for subsistence. Travel and accommodation costs met by EU China World Cities Authorised by Paul Dransfield |
| Councillor Tahir Ali European and International Affairs – 1 Officer | Milan, Italy | 3-5 June 2015 2-5 June 2015 | To attend the Expo in Citta Event as part of the Universal Expo. The event highlighted the sister city relationship through the Design for Europe project and showcasing the Birmingham Made Me. Approximately 50 people attended including SMEs, BCU reps, UKTI, Design Council. West Midlands Economic Forum and British Consul. Also met with colleagues the Milanese Office of International Relations to explore options for future collaboration around emerging fashion designers and extending employment and skills for ex- offenders. | £1,452 Flights £587 Accommodation £625 Subsistence £240 Authorised by Paul Dransfield |
| European and International Affairs – 1 Officer | Botswana, Johannesburg; South Africa | 15-23 June 2015 | To attend the Biennial Commonwealth Local Government Forum (CLGF) Conference in Botswana. In addition to attend a series of meetings with Johannesburg Metropolitan Council to progress our sister city relationship. The conference included a meeting of the Inclusive Cities Network, coordinated by BCC. That meeting discussed and agreed to remodel the Network to include political input and an initial focus on social cohesion, city management and migration. This enhanced role was supported by the CLGF Board | ALL COSTS MET BY CLGF Authorised by Paul Dransfield |

PARTNER CITY RELATED VISITS - CONTINUED

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|--|--------------------|---------------|---|---|
| European and International Affairs – 2 Officers | Frankfurt, Germany | 22 June 2015 | To meet with officers to discuss the celebration of our 50 th Anniversary of our sister city relationship. In addition make arrangements for this years Frankfurt Christmas Market. Draft programme of events for 2016 agreed with the City of Frankfurt including a business lunch on joint financial services, Botanical Gardens collaboration, youth choirs and film festival. Also held meeting with Goethe University to discuss ideas for the conference “University and the City” in Birmingham in 2016 | Flights £700 Authorised by Mark Rogers |
| Events and Parks – 2 Officers | Frankfurt, Germany | 7-9 July 2015 | To explore the opportunity of developing a partnership between Birmingham, Frankfurt and Lyon in a trilateral youth exchange around sport. Shared experience and models of service delivery. | £477 Flights £380 Accommodation costs met by Frankfurt Subsistence £97 Authorised by Sharon Lea |

NETWORK RELATED VISITS

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|---|-----------------|------------------|--|--|
| Development – 1 Officer | Sofia, Bulgaria | 12-15 April 2015 | To attend a Eurocities Urban Mobility Forum to consider issues including cycling and vehicle standards. Common interests were identified and experiences shared. | £665 Flights £300 Accommodation £280 Subsistence £85 Authorised by Paul Dransfield |
| European and International Affairs 1 Officer | Genoa, Italy | 15-17 April 2015 | To attend a Eurocities Economic Development Forum and Cohesion Policy Working Group comprising a seminar on metropolitan cities and spatial governance. Useful in terms of securing resources to support growth and inclusion in the City. | £360 Flights £85 Accommodation £200 Subsistence £74 Authorised by Paul Dransfield |

NETWORK RELATED VISITS - CONTINUED

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|---|------------------------|------------------|---|--|
| Development – 1 Officer | Eindhoven, Netherlands | 14-16 April 2015 | To attend a Eurocities Knowledge Society Forum Spring Conference on smart cities and Open Data. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Paul Dransfield |
| European and International Affairs 1 Officer | Brussels, Belgium | 27-28 April 2015 | <p>To attend a Eurocities EU Urban Agenda Working Group (EUUA) to bring together all the participating European Cities to develop the Eurocities position on Europe's new Urban Agenda. The meeting covered:</p> <ul style="list-style-type: none"> • The 'Status Report' and overview of next steps on an EU urban agenda: • The Ministerial Urban development group. Commission follow up on public consultation. • Report from capital cities meeting, Vienna 20-21 • Further development of our strategic framework and mapping of EU initiatives. • Met with staff at the Brussels Office to follow up priorities and issues. | £595 Flights £450 Accommodation £112 Subsistence £33 Authorised by Paul Dransfield |

NETWORK RELATED VISITS - CONTINUED

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|--|------------------------|-----------------|--|---|
| European and International Affairs – 1 Officer | Prague, Czech Republic | 20-22 May 2015 | To attend a Eurocities officers' Executive Committee meeting, including discussion on a financial report of the year to date, the EU Urban Agenda, and the EUROCITIES Declaration on Work. Made contacts with a number of cities that might be interesting partners for an EU URBACT project on how cities can learn from each other on how to deliver sustainable urban development. | £639 Flights £345 Accommodation £240 Subsistence £54 Authorised by Paul Dransfield |
| Development – 1 Officer | Brussels, Belgium | 3-5 June 2015 | To attend a Eurocities Working Group on Air Quality, Climate Change and Energy Efficiency. The focus of the meeting was to share working plans of the Environment Forum. Also held a joint meeting of the Waste and Water Working Groups relating to the work of the Green Commission. There was also opportunity to learn about the EU Mayors Adapt of relevance to the Green Commission's Natural capital and Adaptation Roundtable. | £383 Eurostar £130 Accommodation £223 Subsistence £30 Authorised by Paul Dransfield |
| European and International Affairs – 1 Officer | Nantes, France | 9-10 June 2015 | To attend a Eurocities Executive Committee meeting responsible for the strategic management of the network of which Birmingham is Treasurer. This included discussion on the EU Urban Agenda and the EUROCITIES Declaration on Work. Also participated in a discussion to refine and finalise EUROCITIES's policy statement on European cities and climate action; this statement will feed into the UN's COP 21. | £600 Flights £440 Accommodation £112 Subsistence £48 Authorised by Jon Warlow |
| European and International Affairs – 1 Officer | Brussels, Belgium | 15-16 June 2015 | To attend a Eurocities Economic Development and Cohesion Policy meeting. This included the working groups for Innovation, Entrepreneurship and SME's, Metropolitan Areas, International Economic Relations, City Branding and Cohesion Policy. Also a meeting of the Cohesion Policy and Metropolitan Areas Working Groups focusing on support for employment. | £633 Flights £456 Accommodation £112 Subsistence £65 Authorised by Paul Dransfield |

PROFESSIONAL, FUNDING AND SPECIFIC PROJECTS RELATED VISITS

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|---------------------------------|------------------------|------------------|--|--|
| Development – 1 Officer | Amsterdam, Netherlands | 30-31 March 2015 | To participate in a meeting of the Climate Kic Assembly. Climate Kic is currently creating a new legal entity to underpin the project as well as reforming partnership terms. The Assembly was followed by a session with consultants undertaking the strategy process. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Paul Dransfield |
| Development – 1 Officer | Brussels, Belgium | 16 April 2015 | To participate in an Open Transport Network consortium aimed at developing a new information service for residents and businesses in order to give them access to transport related data This included consideration of: UK Accident Dataset Visualisation and analysis of UK accident data, demonstration of a Crowdsourcing app that can be used for citizens to add data to the optcities portal. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Paul Dransfield |
| Corporate Strategy 1 Officer | Eindhoven, Netherlands | 23-24 April 2015 | Birmingham City Council invited to be a partner in developing a consortium bid for project funds through the EU (INTERRE) to enhance innovation performance of enterprises through North West Europe (NWE). The project aim is to develop new ways of implementing innovations that promote physical activity in large populations is needed, particularly for those in disadvantaged areas. The Vital Cities proposal will be submitted through the INTERREG VB NWE application process. The result would be €500k - €800k grant to Birmingham. | £575 Flights £370 Accommodation £125 Subsistence £80 Authorised by Paul Dransfield |

PROFESSIONAL, FUNDING AND SPECIFIC PROJECTS RELATED VISITS - CONTINUED

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|---|--------------------|------------------------------|---|---|
| European and International Affairs – 1 Officer | Berlin, Germany | 8 May 2015 | To attend a meeting with other European partners planning to submit a bid under the EU Interreg programme to tackle how SMEs can quickly bring to market new products and services in the growth sector. | £394 Flights £360 Subsistence £34 Authorised by Paul Dransfield |
| Development – 1 Officer European and International Affairs – 1 Officer | Riga, Latvia | 4-9 May 2015 5-9 May 2015 | To attend an URBACT Conference aimed at launching the new URBACTIII programme. BCC are considering leading on an URBACTIII proposal. Also hosted two 'Meet the Cities' workshops where BCC presented experiences from previous programmes and shared aspirations for the up-coming programme. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Paul Dransfield |
| Development – 1 Officer | Barcelona, Spain | 12-14 May 2015 | To attend a meeting of the TRANS-FORM FP7 project aimed at innovation procurement of low carbon vehicles; Birmingham's work in this area is with Adults and Communities, particularly in developing ultra-low emission minibuses. Reviewed the progress of all the city partners and planned for the final conference. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Paul Dransfield |
| European and International Affairs – 1 Officer | Rome, Italy | 18-20 May 2015 | To participate in an EU Active Inclusion final Conference aimed at improving the employment skills opportunities of people across Europe. BCC also took on the responsibility for the EU level learning networks on behalf of DWP. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Paul Dransfield |
| Development – 1 Officer | Krems, Austria | 19-21 May 2015 | To participate in a SHARE-PS1 Project aimed at bringing together organisations from the EU member states to exchange knowledge and best practice on the publication and reuse of public sector information and open data. Consideration of means to best collate best practice. Digital Birmingham had extensive conversations with representatives from the Scottish, Swedish and Finnish Governments, The Open Group. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Paul Dransfield |

PROFESSIONAL, FUNDING AND SPECIFIC PROJECTS RELATED VISITS - CONTINUED

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|--|--------------------|-----------------|---|--|
| European and International Affairs – 1 Officer | Brussels, Belgium | 1-3 June 2015 | To attend an EU Cities Forum and Urban Development Network. In addition met with staff at the Brussels Office to follow up on a range of staffing issues. The Cities Forum reported back on the EU Urban Agenda consultation and outlined the next steps for this agenda. This network covered a range of issues including the implementation of ITI's and Article 7 powers, opportunities in the next round of URBACT and the launch of the new Innovative Urban Actions programme that Birmingham would be eligible to apply for. | £788 Flights £410 Accommodation £296 Subsistence £82 Authorised by Paul Dransfield |
| Development – 2 Officers | Milan, Italy | 3-6 June 2015 | To participate in a My Neighbourhood Project aimed at reconnecting communities, with a focus on safe and sustainable travel as part of the EU's Smart Cities Programme. Successful rehearsal of the Council's inputs and presentation required for the final EC review taking place in Lisbon at the end of June 2015. Officers were also able to understand the timetable for closing the project in terms of finances and a final grant claim. Networking opportunities with members of the consortium in respect of future projects. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Paul Dransfield |
| Equalities – 1 Officer | Srebrenica, Bosnia | 7-10 June 2015 | To lead a delegation of Birmingham Faith Leaders and young people on a visit organised by the Remembering Srebrenica Charity. Various faith and other related events were convened to highlight the lessons learned from the Srebrenica experience. | ALL COSTS MET BY REMEMBERING SREBRENICA Authorised by Sharon Lea |

PROFESSIONAL, FUNDING AND SPECIFIC PROJECTS RELATED VISITS - CONTINUED

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|-----------------------------------|--------------------|-----------------|--|--|
| Development – 1 Officer | Gothenburg, Sweden | 10-12 June 2015 | To attend and participate in an Opticities work package meeting that considers the use of technology in improving conditions for transport, with a particular focus on ensuring that information is provided to travellers when incidents occur on the network. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Paul Dransfield |
| Development – 1 Officer | Hamburg, Germany | 11-12 June 2015 | To speak at the 49 th Annual Congress of PEARLE – European professional body for the performing arts Established links between PEARLE and Eurocities, and briefed the conference on the EU funded Culture for Cities and Regions project which led by Eurocities Culture Forum in conjunction with the cultural agency KEA. | £40 for subsistence Flights and accommodation costs met by Conference organisers Authorised by Paul Dransfield |
| Development – 1 Officer | Paris, France | 14-16 June 2015 | To accompany representatives of the Advanced Manufacturing Supply Chain Initiative (AMSCI) to visit the Aerospace Defence and Security (ADS) pavilion at the Paris Air Show. The visit formed part of the review of the delivery of the £23m Advanced Manufacturing Supply Chain Initiative (AMSCI) funded National Aerospace Technology Exploitation Programme (NATEP). | ALL COSTS MET BY AMSCI Authorised by Mark Rogers |
| Development – 1 Officer | Paris, France | 16 June 2015 | To attend a Smart Mobility conference as part of the Transport Network (OTN) consortium project aimed at creating virtual service hubs (websites) that pull together openly available data on transport, with the aim of encouraging small businesses to develop new transport services and ultimately to improve the travel experience of citizens. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Paul Dransfield |
| Development – 2 Officers | Brussels, Belgium | 18-19 June 2015 | To attend the official launch of the OPTIMUM EU funded project aimed at researching the use of new technologies in transport. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Paul Dransfield |

PROFESSIONAL, FUNDING AND SPECIFIC PROJECTS RELATED VISITS - CONTINUED

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|--|-------------------|-----------------|---|--|
| Events and Parks – 1 Officer | Brussels, Belgium | 17-18 June 2015 | Invited to participate in a debate and meetings by the International Sport and Cultural Association (ISCA) to promote “Active Citizens”. Shared extensive good practice and alternative models of service delivery. | £438 Eurostar £248 Accommodation £116 Subsistence £74 Authorised by Rob James |
| Development – 1 Officers | Lisbon, Portugal | 22-26 June 2015 | To participate in a My Neighbourhood Project aimed at reconnecting communities, with a focus on safe and sustainable travel as part of the EU’s Smart Cities Programme. The project website will now be used by the Council to roll out its Green Travel Districts, helping to engage with hard to reach communities. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Mark Rogers |
| European and International Affairs – 1 Officer | Brussels, Belgium | 23-24 June 2015 | To attend a meeting with the new Head of DG Regio – Urban Unit in order to assist with the progress on themes for an EU urban agenda as well as helping DG REGIO prepare proposals on themes for an urban agenda to the other Commission. The outcome of this meeting will feed into the preparations for three workshops organised by DG REGIO in Sept on innovative, green and inclusive cities. This programme will be offering €5m grants for EU City led partnerships. | £496 Flights £350 Accommodation £112 Subsistence £34 Authorised by Paul Dransfield |
| Councillor James McKay | Brussels, Belgium | 24-25 June 2015 | Invited to speak at a Call to EuropeV: “Islam in Europe” Conference addressed an audience of politicians, policy makers, academics and civil society leaders from across the continent, this was an opportunity to showcase Birmingham’s cohesion on an international stage, and influence wider thinking on the cohesion agenda. | £38 for subsistence. Flight and accommodation costs met by Conference organisers Authorised by Paul Dransfield |

PROFESSIONAL, FUNDING AND SPECIFIC PROJECTS RELATED VISITS - CONTINUED

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|--|---------------------|-----------------|--|---|
| Development – 2 Officers | Luxembourg | 29-30 June 2015 | To participate in a DISCOVER project aimed at improving carers digital inclusion skills. All 9 European partners were in attendance. The main project output is the eLearning and information portal for carers at: www.discover4carers.eu . | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Paul Dransfield |
| Development – 1 Officer | Copenhagen, Denmark | 28-30 June 2015 | To participate in an extraordinary meeting of the Climate KIC Assembly to review progress, understand the needs of the community and improve connections. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Mark Rogers |
| Councillor Albert Bore European and International Affairs – 1 Officer | Brussels, Belgium | 29 June 2015 | To attend a meeting of the EU China Urbanisation Forum <ul style="list-style-type: none"> Presented at the EU-China Urbanisation Partnership event in the company of high level participants including the President of the EU, Claude Junker and Premier Li of China. Birmingham was one of only three EU cities given the stage to present its work and investments secured from China and outline future plans for EU-China engagement. | £388 Flights £350 Flight cost for Councillor Bore met by EU China Forum Subsistence £38 Authorised by Paul Dransfield |

PROFESSIONAL, FUNDING AND SPECIFIC PROJECTS RELATED VISITS - CONTINUED

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|--|--------------------|-----------------|--|--|
| Development – 1 Officer | Wroclaw, Poland | 29-30 June 2015 | To participate in a Transition Cities project meeting aimed at supporting the growth of the green economy through grant and business support for SMEs | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Paul Dransfield |
| Development – 1 Officer | Frankfurt, Germany | 1-2 July 2015 | Invited to speak at an Urban Land Urban Leaders' Summit. Outlined Birmingham's experience in urban development to an international audience of senior executives and decision makers within the real estate industry from across Europe, with a focus on promoting Birmingham as a place to invest. | £381 Flights £291 Accommodation costs met by ULI Subsistence £90 Authorised by Paul Dransfield |
| Development – 1 Officer | Brussels, Belgium | 8-9 July 2015 | To participate in a Opticities Project review meeting that considers the use of technology in improving conditions for transport, with a particular focus on ensuring that information is provided to travellers when incidents occur on the network. The meeting discussed progress on each of the work packages. Birmingham City Council presented its submission for Work Package 5 – Freight Information Service and is to receive a further €160k of grant to carry out the Freight Information Services project. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Jon Warlow |
| Events and Parks – 2 Officers | Strasbourg, France | 9-10 July 2015 | Invited to attend a European Sports Convention to promote "Active Cities". Also examined the potential of linking this into a regional 'active person, active region' strategy under the sustainable transport agenda in the near future. | £623 Flights and train £472 Accommodation £68 for one officer Subsistence £83 Authorised by Sharon Lea |
| European and International Affairs – 1 Officer | Brussels, Belgium | 9-10 July 2015 | To hold management supervision meetings with members of staff at the Greater Birmingham West Midlands Brussels office. In addition to meet with the Financial Manager of the Eurocities Network. Discussions held on delivery of our Service Level Agreements with partners and met the Financial Manager of Eurocities to follow up on financial report planning for the year. | £586 Flights £420 Accommodation £112 Subsistence £54 Authorised by Paul Dransfield |

PROFESSIONAL, FUNDING AND SPECIFIC PROJECTS RELATED VISITS - CONTINUED

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|--|---------------------------------|-----------------|---|--|
| European and International Affairs – 1 Officer | Beijing and Guangzhou; China | 11-17 July 2015 | <p>To engage with Chinese commercial property investors and auto manufacturing companies</p> <ul style="list-style-type: none"> Met with several inward investment leads in the logistics, e-commerce and luxury goods and jewellery sectors who are now progressing active investment projects with Birmingham including the launching of an investment fund in Birmingham in 2016. Held a joint meeting with the University of Birmingham's Centre for Rail and Engineering Excellence and the China Rail and Rollingstock Corporation (CRRC). Met with the sovereign wealth fund of China, China Investment Corporation, following their restructuring and recapitalisation to discuss their interest in Birmingham Curzon development. Met with the British Embassy in Beijing to brief them on current Birmingham/China work which resulted in us being able to table investment opportunities during the forthcoming Economic and Finance Dialogue in Beijing in September led by the Chancellor. Met with a Chinese digital healthcare company in Guangdong who are looking to establish their UK operation in Birmingham. Held several meetings with a large Chinese healthcare provider who are looking to finance innovative healthcare ventures in the UK including franchise operations with existing hospitals such as UHB. Met with two separate tech VC/Private Equity funds who are now looking at equity investment in a number of Birmingham companies and investment in to a tech fund run by Finance Birmingham is being discussed. Met with the Guangdong Enterprise Development Corporation to discuss their clients looking at Birmingham for expansion plans and outlined Birmingham as an investment location to 15 companies who had received government backing in Guangzhou to fund overseas operations. Met with the Private Investment Association of Guangzhou, a private wealth management company who assist its clients in investing capital overseas and outlined the mid market property investment landscape to them. | <p>£2,773 Flights £1,931 Accommodation £722 Subsistence £120 Authorised by Paul Dransfield</p> |

PROFESSIONAL, FUNDING AND SPECIFIC PROJECTS RELATED VISITS - CONTINUED

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|--|-------------------|-----------------|--|---|
| European and International Affairs – 1 Officer | Brussels, Belgium | 13-14 July 2015 | To attend a partner meeting with Birmingham City University on a proposal to be submitted to the INTERREG EUROPE programme to support initiatives where EU cities work together on special thematic areas which are being supported in their European Structural and Investment Funds (ESIF) BCC leads on the GBSLEP ESIF programme. The meeting facilitated the prepared an outline workplan and financial plan for the 5 year project duration. | £472 Flights £330 Accommodation £112 Subsistence £30 Authorised by Paul Dransfield |
| Development – 1 Officer | Lyon, France | 15-16 July 2015 | To attend and participate in a Opticities work package 3.1 Project meeting which covers the development of a Decision Support Tool for Traffic Management. This included: an evaluation of the traffic prediction system, a demonstration of the Birmingham. Also demonstrated BCC open data system for traffic data. | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Mark Rogers |
| Development – 1 Officer | Berlin, Germany | 14-15 July 2015 | To attend a Smart Cities Workshop looking at helping city to achieve their smart city aspirations <ul style="list-style-type: none"> DIN (German Institute for Standards) and BSI (British Standards Institute) convened a first of a kind initiative to bring together a group of progressive informed cities to explore commonalities and aspirations in the area of Smart Cities. The workshop enabled the establishment of a set of key priorities and activities that will be jointly developed between the UK and German cities. These will be worked in proposals for funding opportunities through the European Innovation Partnership. Also investigated a number of businesses models for the use of city assets around health, inequality, economic inactivity and governance. These funding proposals and activities are aimed at supporting business growth and creating new start ups. | £68 for subsistence. Flight and accommodation cost met by workshop organisers Authorised by Paul Dransfield |

PROFESSIONAL, FUNDING AND SPECIFIC PROJECTS RELATED VISITS - CONTINUED

| DEPARTMENT /REPRESENTATION | DESTINATION | DURATION | PURPOSE OF VISIT | TOTAL COST |
|--------------------------------|------------------------|-------------------------|---|---|
| Equalities – 1 Officer | Washington, USA | 27 July – 1 August 2015 | <p>To attend an international Conference on Radicalisation and Violet Extremism.</p> <ul style="list-style-type: none"> Shared Birmingham approach and learning with regards to the Preventing Extremism agenda with international peers from Canada and the United States. Received up to date Research on counter terrorism approaches and policies by leading academic institutions from the UK, USA and Canada. Exploring an opportunity via the Home Office for some cross City collaboration between Birmingham and Boston (Both Cities considered Best Practice Models) to further explore structures and strategies and learning opportunities | £194 for subsistence. Flights and accommodation costs met by the Home Office Authorised by Jacqui Kennedy |
| Development – 2 Officers | Frankfurt, Germany | 29 July 2015 | <p>To participate in a Climate KIC Transition Cities Project meeting aimed at supporting the growth of the green economy through grant and business support for SMEs. In depth discussion on 'Proof of Concept', 'Testing and Delivery' and 'Roll Out' between project partners.</p> | ALL COSTS MET BY EUROPEAN FUNDING Authorised by Paul Dransfield |
| Corporate Strategy – 1 Officer | Eindhoven, Netherlands | 18-19 August 2015 | <p>To attend a follow up INTERREG Consortium in order to secure funding for an active data initiative. There is likely to be 10 partner organisations meaning an estimated fund for Birmingham City Council of €600-800K (with match fund of 40% required).</p> <ul style="list-style-type: none"> Seeking to identify opportunities for innovations to increase physical activity in urban populations, focussing on disadvantaged communities. | £305 Flights £154 Accommodation £68 Subsistence £83 Authorised by Paul Dransfield |

Total Cost of visits = £15,073

No of visits by Members = 3

No of visits by Officers = 47

No of visits at No Cost to the City = 21

Total cost of visits undertaken between 30 March and 19 August 2015

| Date | No of visits | Cost |
|------------------------------|--------------|--------|
| 1 April 2015 to 30 June 2015 | 36 | £8,648 |
| 1 July – to date | 11 | £5,849 |

Visits summary 2014/2015

| Date | No of visits | Cost |
|---------------------------------|---------------------|----------------|
| 1 April 2014 to 30 June 2014 | 28 | £21,966 |
| 1 July – 30 September 2014 | 16 | £7,833 |
| 1 October – 30 December 2014 | 39 | £14,659 |
| 1 January 2015 to 31 March 2015 | 21 | £9,540 |
| Totals | 104 | £53,998 |

Visits summary 2013/2014

| Date | No of visits | Cost |
|---------------------------------|---------------------|----------------|
| 1 April – 30 June 2013 | 52 | £18,467 |
| 1 July - 30 September 2013 | 12 | £8,210 |
| 1 October –30 December 2013 | 38 | £5,696 |
| 1 January 2014 to 31 March 2014 | 23 | £15,243 |
| Totals | 125 | £47,616 |

Visits summary 2012/2013

| Date | No of visits | Cost |
|-------------------------------|---------------------|----------------|
| 1 April – 30 June 2012 | 32 | £8,332 |
| 1 July – 30 September 2012 | 17 | £2,709 |
| 1 October – 30 December 2012 | 32 | £12,111 |
| 1 January 2013 -31 March 2013 | 34 | £12,690 |
| Totals | 115 | £35,842 |

Visits summary 2011/2012

| Date | No of visits | Cost |
|--------------------------------|---------------------|----------------|
| 1 April - 30 June 2011 | 45 | £9,811 |
| 1 July - 30 September 2011 | 21 | £5,053 |
| 1 October - 30 December 2011 | 37 | £19,619 |
| 1 January 2012 – 31 March 2012 | 24 | £10,309 |
| Totals | 127 | £44,792 |

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| Report to: | COUNCIL BUSINESS MANAGEMENT COMMITTEE |
| Report of: Date of Decision: | Service Director Localisation 20 October 2015 |
| SUBJECT: | POLITICAL GOVERNANCE MEMBER REVIEW GROUP |

1. Purpose of report:

- 1.1 To approve the establishment of a new cross-party Political Governance Member Review Group to take on the remit of the Community Governance Review Group in relation to community governance arrangements including the emparishment of Sutton Coldfield and potential further emparishment arrangements in the city, refinements to the Council's devolution arrangements together with governance arrangements at city and sub-regional level.
- 1.2 To approve the membership of the new Political Governance Member Review Group and its role and remit.

2. Recommendations :

- 2.1 That Council Business Management Committee approves the creation of a cross party Political Governance Member Review Group to undertake the functions and responsibilities in the terms of reference in para 3.7.
- 2.2 That Council Business Management Committee approve that the new Political Governance Member Review Group is comprised of twelve members on a proportionality basis (eight Labour, three Conservative and one Liberal Democrat).
- 2.3 That Group Leaders be asked to nominate membership in line with recommendation 2.2 above.

| | |
|---------------------------------|--|
| Lead Contact Officer(s): | Ifor Jones, Service Director, Localisation |
| Telephone No: | 0121 303 4595 |
| E-mail address: | Ifor_jones@birmngham.gov.uk |

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|-----------|---|
| 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 | The recommendations of the Community Governance Review Group were approved by Full Council in September 2015. Council approved the creation of a parish council for Sutton Coldfield, for an Interim Council to be established on 1 March 2016 and for the first elections to the new parish Council to be held in May 2016. |
| 3.4 | Council also agreed the establishment of a steering group of key local stakeholders to act as a consultative body and take forward the planning and implementation of the proposed new parish council until the new parish council is formally created and elections to the parish Council are held. Council agreed that the steering group would report to the proposed new Political Governance Member Review Group and that the Member Review Group would consider the draft re-organisation order, which will formally create the parish council, prior to its submission to Council Business Management Committee on 17 November 2015. |
| 3.5 | Council were advised that the Community Governance Review Group would be submitting a report to Council Business Management seeking approval to change the remit of the Review Group and for a new Political Governance Member Review Group to be established, with the same membership as the existing group. |
| 3.6 | Further policy development of community governance at the neighbourhood level has been incorporated as part of the Future Council programme through a Political Governance Sub Group with links to other sub programmes where necessary. |
| 3.7 | Proposed terms of reference: |
| 3.7.1 | Oversight of the work to establish the Sutton Coldfield Parish Council ¹ and bring recommendations to CBM in relation to the delegations made by Full Council in September 2015 to agree the Draft Reorganisation Order; |
| 3.7.2 | Receive work undertaken by the Steering Group and City Council officers in relation to functions and responsibilities and refer proposals for agreement at CBM/Full Council/Cabinet as appropriate; |

¹ Following Full Council's approval of the Recommendations of the Community Governance Review in September 2015.

- 3.7.3 Consider options for further emparishment across Birmingham building on the learning from Sutton Coldfield and wider afield;
- 3.7.4 Consider options for effective community leadership at a ward level taking into account commitments in the Council's Improvement Plan and forthcoming changes in ward boundaries and electoral arrangements of ward councillors;
- 3.7.5 Consider wider governance arrangements at city and city regional level as appropriate linked to the Council's triple devolution model, commitments in the Improvement Plan and work on the Combined Authority and Devo Deal.

Signatures of approval to submit the report to Committee:

Signed:

Title:

Dated:

List of Background Documents used to compile this Report:

List of Appendices accompanying this Report (if any):

| | |
|-------------------------|---|
| Report to: | COUNCIL BUSINESS MANAGEMENT COMMITTEE |
| Report of: | DIRECTOR OF LEGAL AND DEMOCRATIC SERVICES |
| Date of Meeting: | 20 OCTOBER 2015 |
| Subject: | SUPPLEMENTARY REPORT OF THE INDEPENDENT REMUNERATION PANEL |
| Wards affected: | N/A |

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| 1. | Purpose of report: |
| 1.1 | This report summarises recommendations of the Independent Remuneration Panel following additional work by the Panel to supplement the annual review of the City Councillors' Allowances Scheme presented to City Council in April 2015. A full copy of the Independent Remuneration Panel's Supplementary Report is attached. |

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| 2. | Decision(s) recommended: |
| | That the Council's Business Management Committee: |
| 2.1 | Receives the supplementary report of the Independent Remuneration Panel; |
| 2.2 | Recommends the following motion to the City Council: |
| 2.2.1 | The recommendations made by the Independent Remuneration Panel on Page 3 of the Supplementary Report be accepted and back dated to apply from 19 May 2015. |

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|-------------------------------------|--|
| Contact Officer: | Emma Williamson, Head of Scrutiny Services |
| Telephone no/e-mail address: | 0121 464 6870 emma.williamson@birmingham.gov.uk |

| | |
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| 3. | Brief Summary of Report: |
| 3.1 | <p>An Independent Remuneration Panel (IRP) was established by the City Council at its meeting on 2nd July 2001. The main features are:</p> <ul style="list-style-type: none"> • Eight members of the panel made up of four Citizen Reps; two appointed and two co-opted members; • Panel members are appointed for a mixture of two and three year periods; • An allowance is paid to each panel member. |
| 3.2 | <p>The 2015 annual report of the IRP was presented to City Council in April 2015, and the recommendations agreed.</p> |
| 3.3 | <p>That report was presented against the backdrop of the publication of Sir Bob Kerslake's report, The way forward: an independent review of the governance and organisational capabilities of Birmingham City Council, and the subsequent publication of a Council improvement plan. It was clear to the Panel that the City Council was facing major changes over the following 12 months, including changes to the roles and responsibilities of councillors. The Panel therefore undertook to return to those Special Responsibility Allowances (SRAs) affected by changes to the Constitution agreed in May, and report back to City Council.</p> |
| 3.4 | <p>This report is therefore a supplementary to that annual report, following fresh evidence being taken on roles of Executive Members for Local Services and Overview & Scrutiny Chairs, and the SRAs re-assessed.</p> |
| 3.5 | <p>Committee is reminded that the council must have full regard to the recommendations within the report.</p> |
| 3.6 | <p>The Panel has worked consistently within the requirements of the Local Government Act 2000 and the accompanying Statutory Guidance and Regulations on Councillors' allowances.</p> |
| 3.7 | <p>A member of the Panel will attend and present the report at Committee, and at Council, if required.</p> |

4. Compliance and Financial Issues:

- 4.1 The annual review has been conducted in accordance with the Local Authorities (Members Allowances) (England) Regulations 2003.
- 4.2 One of the key objectives of the Allowances Scheme is to 'promote a healthy democracy by removal of financial disadvantage as a barrier to people from a wide range of backgrounds and with a wide range of skills standing for election or serving as Councillors'.

Signature:



Chief Officer

DAVID TATLOW – DIRECTOR OF LEGAL & DEMOCRATIC SERVICES

List of Appendices:

Annual Report of the Independent Remuneration Panel 2014-2015 – Supplementary Report

ANNUAL REPORT OF THE INDEPENDENT REMUNERATION PANEL – SUPPLEMENTARY REPORT

2014-2015

BIRMINGHAM CITY COUNCIL

FOREWORD

On 14th April 2015, the Independent Remuneration Panel presented its Annual Report to City Council. This report made recommendations on the Basic Allowance, co-optee allowances, the independent carers' allowance and some Special Responsibility Allowances (SRA). The recommendations were accepted by City Council.

It had been the Panel's intention to present a full report to City Council in April 2015, so that councillors could see the remuneration due to the different roles at the start of the municipal year. However, it was clear to the Panel that the City Council was facing major changes and that these changes could result in significant variations to some roles in receipt of an SRA.

The Panel therefore undertook to return to those SRAs after changes to the Constitution were agreed in May, and report back to City Council.

In September 2015 the Panel met again; fresh evidence was taken on the Executive Members for Local Services and Overview & Scrutiny Chairs, and the SRAs re-assessed. This report sets out the findings.

The Panel would like to thank those councillors and officers who gave evidence for their valuable contributions; and to Ingrid Whyte, Senior Finance & Purchasing Officer (Democratic Services) and Emma Williamson, Head of Scrutiny Services, for their support to the Panel.

Sandra Cooper,
Chairman
October 2015

SPECIAL RESPONSIBILITY ALLOWANCES

In April 2015, the Panel recommended a new approach for calculating Special Responsibility Allowances and this was agreed by City Council. 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.

Table 1

| 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 also 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 |

Chairs of Overview & Scrutiny Committees

In September 2014, the Panel recommended a Special Responsibility Allowance at 22% of the Leader's Special Responsibility Allowance for the Chair of the Governance, Resources and Customer Services O&S Committee, and a Special Responsibility Allowance at 20% of the Leader's Special Responsibility Allowance for the other Overview & Scrutiny Chairs. These rates were approved by the City Council to take effect from 19th May 2015 pending further review by the Panel.

Since then, the number of Overview & Scrutiny Committees has been reduced from nine to five, and the oversight role of the former Governance, Resources and Customer Services O&S Committee chair has been awarded collectively to all five O&S Chairs. The panel heard evidence that the wider remits of the committees had resulted in increased responsibilities (including at regional scrutiny level), as had the requirement to oversee the scrutiny function collectively. The Panel therefore agreed that the SRA should increase to 25% of the Leader's Special Responsibility Allowance.

Evidence was also taken on the new role Overview & Scrutiny Committee Chairs would have in relation to working with District Committees, particularly through the Neighbourhood Challenge. This has yet to be fully understood, and the Panel will review its operation in future reports.

As stated in the April 2015 Annual Report, the Panel expects that any changes to Special Responsibility Allowances will be applicable from the date of the Constitution change.

Executive Member for Local Services

In September 2014, the Panel recommended a Special Responsibility Allowance for Executive Members for Local Services at 12% of the Leader's Special Responsibility Allowance, within band 4 of the new structure. This rate was approved by the City Council to take effect from 19th May 2015 pending further review by the Panel.

The Panel took fresh evidence on the significant changes to the role, including the emphasis on providing leadership across the district area, responsibility for driving forward partnership working in districts, and responsibility for the public challenge in the form of Neighbourhood Challenge.

The Panel therefore agreed that the level of responsibility was commensurate with that of a band 3, and that the SRA should increase to 15% of the Leader's Special Responsibility Allowance. However, there are still unknowns in relation to how the role will develop in practice, and therefore the Panel will review further evidence regarding this role as it develops.

Again, the Panel expects that any changes to Special Responsibility Allowances will be applicable from the date of the Constitution change.

RECOMMENDATIONS

1. The Special Responsibility Allowance for Overview & Scrutiny Committee Chairs should increase to 25% of the Leader's Special Responsibility Allowance;
2. The Special Responsibility Allowance for Executive Members for Local Services move to band 3 and increase to 15% of the Leader's Special Responsibility Allowance;
3. The allowances rates to be applied with effect from 19th May 2015.

Appendix 1: Special Responsibility Allowances 2015-16

| Bands | Role | % Level of responsibility | SRA £ | Basic Allowance £ | Total £ |
|-------|--|---------------------------|-----------|----------------------|------------|
| 1 | Leader of the Council | 100% | 50,000.00 | 16,267.00 | 66,267.00 |
| 1 | Deputy Leader of the Council | 80% | 40,000.00 | 16,267.00 | 56,267.00 |
| 2 | Cabinet Member | 50% | 25,000.00 | 16,267.00 | 41,267.00 |
| 3 | Chair of the Planning Committee | 30% | 15,000.00 | 16,267.00 | 31,267.00 |
| 3 | Chair of the Licensing & Public Protection Committee | 30% | 15,000.00 | 16,267.00 | 31,267.00 |
| 3 | Leader of the Largest Qualifying Opposition Group | 25% | 12,500.00 | 16,267.00 | 28,767.00 |
| 3 | Chair of Overview & Scrutiny Committees | 25% | 12,500.00 | 16,267.00 | 28,767.00 |
| 3 | Executive Member for Local Services | 15% | 7,500.00 | 16,267.00 | 23,767.00 |
| 4 | Deputy Leader of the Largest Qualifying Opposition Group | 14% | 7,000.00 | 16,267.00 | 23,267.00 |
| 4 | Chair of the Audit Committee | 10% | 5,000.00 | 16,267.00 | 21,267.00 |
| 4 | Chair of the Trust & Charities Committee | 10% | 5,000.00 | 16,267.00 | 21,267.00 |
| 4 | Leader of Other Qualifying Opposition Groups | 10% | 5,000.00 | 16,267.00 | 21,267.00 |
| 4 | Deputy Leader of Other Qualifying Opposition Groups | 5% | 2,500.00 | 16,267.00 | 18,767.00 |
| 4 | Lead Opposition Spokesperson (Shadow Cabinet Member) | 5% | 2,500.00 | 16,267.00 | 18,767.00 |
| 4 | Political Group Secretaries | 5% | 2,500.00 | 16,267.00 | 18,767.00 |

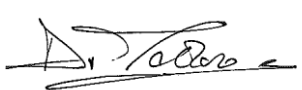
BIRMINGHAM CITY COUNCIL**PUBLIC REPORT**

| | |
|--------------------------|--|
| Report to: | COUNCIL BUSINESS MANAGEMENT COMMITTEE |
| Report of: | DIRECTOR OF LEGAL AND DEMOCRATIC SERVICES |
| Date of Decision: | 20 OCTOBER 2015 |
| SUBJECT: | REQUEST FOR THE USE OF THE COAT OF ARMS |
| Wards affected: | All |

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| 1. Purpose of report: |
| 1.1 To consider an application for the use of the Coat of Arms by the Birmingham Local Dental Committee. |

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| 2. Decision(s) recommended: |
| 2.1 The Committee is asked to determine the application. |

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

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| Signature: |
|  |
| Chief Officer(s): |
| Dated: 5 October 2015 |

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| List of Background Documents used to compile this Report: |
| Email from Secretary Birmingham Local Dental Committee. |

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| List of Appendices: |
|----------------------------|

3. Relevant background/chronology of key events:

Request for the Use of the Coat of Arms by the Birmingham Local Dental Committee

- 3.1 A request has been received from Mr V Sudra, Secretary Birmingham Local Dental Committee, for the use of the Coat of Arms.
- 3.2 The Committee is a statutory body representing all Birmingham Dentists and the Coat of Arms would be used on their letterhead. Mr Sudra is also seeking to use the Coat of Arms on the homepage of the Birmingham Local Dental Committee's website.

BACKGROUND IN RESPECT OF THE USE OF THE BIRMINGHAM COAT OF ARMS

- 3.3 Section 73 of the West Midlands County Council Act 1980 provides that –

“If any person without the consent of the local authority uses in connection with any trade, business, calling or profession any part of the armorial bearings of that authority, or any emblem or device closely resembling any such part, in a manner calculated to lead to the belief that he displays the part, emblem or device with the approval of that local authority, he may at the suit of the local authority be restrained by an injunction from continuing to use that part, emblem or device.”
- 3.4 The Coat of Arms is a dignity granted by Royal Charter and, as such, is not a property right. The Council cannot therefore license or authorise its use (by others) as such. All that the Council can do is to indicate whether it has any objection to its use. If the Council has no objection, then it would be safe to assume that it will not seek to restrain the use by way of an injunction.
- 3.6 The Committee's normal practice has been to indicate that the Council would object to the use of the Coat of Arms except on materials sponsored or produced by, or closely associated with, the Council or in other special circumstances.

BIRMINGHAM CITY COUNCIL**PUBLIC REPORT**

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|---|--|
| Report to: | COUNCIL BUSINESS MANAGEMENT COMMITTEE |
| Report of: Date of Decision: | DIRECTOR OF LEGAL AND DEMOCRATIC SERVICES 20 OCTOBER 2015 |
| SUBJECT: | PETITIONS UPDATE |
| Wards affected: | ALL |

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| 1. Purpose of report: |
| To update Committee on progress made in responding to petitions presented to full Council |

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| 2. Decision(s) recommended: |
| 2.1 The Committee note this quarterly report. |

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| Contact Officer: | Phil Wright |
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| Signature: Chief Officer(s): Dated: |
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| List of Appendices: |
| None |

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| List of Background Documents used to compile this Report: |
| Public Petition Records |

3. Relevant background/chronology of key events:

- 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: -

Protocol

1. Petition presented at City Council.
 2. Petition referred to the appropriate Chief Officer for response within 3 working days.
 3. Chief Officer to write to the Councillor presenting the petition and the first named petitioner to acknowledge receipt within 14 days of the City Council.
 4. Progress of investigation into petition to be notified by the relevant Chief Officer 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. Chief Officer 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 36) and those which are the responsibility of external organisations (currently 38).
- 4.2 Of the outstanding City Council related petitions, 2 were presented in 2014 and 34 were presented in 2015.
- 4.3 Since May 2005, 1744 out of a total of 1780 petitions received have been discharged – 98%.

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| Report to: | COUNCIL BUSINESS MANAGEMENT COMMITTEE |
| Report of: Date of Decision: | Service Director Localisation 20 October 2015 |
| SUBJECT: | SUTTON COLDFIELD PARISH COUNCIL STEERING GROUP |

1. Purpose of report:

- 1.1 In September 2015, Council approved the establishment, remit and proposed membership of a steering group of key local stakeholders to take forward the planning and implementation of Sutton Coldfield Parish Council. Council Business Management Committee is recommended to approve the terms of reference (Appendix 1), which the Parish Council Steering Group agreed to adopt at their inaugural meeting on 13 October 2015.
- 1.2 Two of the local organisations nominated by Council to join the Parish Council Steering Group have decided not to take up the offer of a place on the Steering Group. Council are recommended to approve that the Steering Group selects two alternative local organisations to be represented on the Steering Group.

2. Recommendations :

- 2.1 To approve the Terms of Reference for the Sutton Coldfield Parish Council Steering Group.
- 2.2 To approve that the Sutton Coldfield Parish Council Steering Group selects two local organisations to be represented on the Steering Group.

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| Lead Contact Officer(s): | Ifor Jones, Service Director, Localisation |
| Telephone No: | 0121 303 4595 |
| E-mail address: | Ifor_jones@birmingham.gov.uk |

3. Relevant background/chronology of key events.

- 3.1 The recommendations of the Community Governance Review Group were approved by Full Council in September 2015. Council approved the creation of a parish council for Sutton Coldfield, for an Interim Council to be established on 1 March 2016 and for the first elections to the new parish Council to be held in May 2016.
- 3.2 Council also agreed the establishment of a steering group of key local stakeholders to act as a consultative body and take forward the planning and implementation of the proposed new parish council until the new parish council is formally created and elections to the parish Council are held.
- 3.3 The Community Governance Review Group recommended that the steering group should be comprised of community representatives as well as city council elected members. The Sutton Coldfield Charitable Trust and the Sutton Coldfield Business Improvement District were two of the local organisations approved by Council to join the Steering Group.
- 3.4 Having received an invitation to join the steering group, both of these organisations declined the offer of a place on the Steering Group. The Sutton Coldfield Charitable Trust felt that the political overtones of a Parish Council would be incompatible with the objectives of the Trust and therefore decided against membership of the Steering Group.
- 3.5 The Sutton Coldfield Business Improvement District (BID) has also advised that it will not be nominating a representative to join the Steering Group, as it does not have the capacity to do so at the present time. The BID advised that it is currently progressing its renewal programme to achieve a second term in 2017, therefore its workload has increased significantly and it does not have the capacity to undertake further responsibilities. The BID however expressed their wish to work with the Parish Council at the appropriate time.
- 3.6 In order to ensure that key with local key stakeholders are represented on the Parish Council Steering Group at the earliest opportunity, Council Business Management Committee is recommended to approve that the Steering Group be authorised to select two appropriate alternative local organisations to be represented on the Steering Group.

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: |
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| List of Appendices accompanying this Report (if any): |
| Appendix 1 Terms of Reference for the Sutton Coldfield Parish Council Steering Group |

TERMS OF REFERENCE

For the Sutton Coldfield Parish Council Steering Group

1. Proposed Role of the Sutton Coldfield Parish Council Steering Group:

- To engage with residents, community groups, citizens panel members, local businesses and other stakeholders on the emerging proposals for the Sutton Coldfield Parish Council.
- To begin to work up the aspirations for the future shape, purpose, role and priorities of the Sutton Coldfield Parish Council.
- To begin to work up the detailed aspirations for services within the schedule of statutory services town councils are eligible to manage.
- To begin to work up detailed aspirations for services within the schedule of statutory services town councils are not eligible to manage and would require best value consideration by the principal authority.
- To consider the Quality Standards and other criteria that is required in order for a parish council to exercise the General Power of Competence.
- To examine the transfer of assets and liabilities in relation to the above.
- To examine whether there is an aspiration to manage services directly or rather to become an enabling and commissioning town council with its precept and other resources.
- To look at the budget development in relation to the above,
- To consider the detailed governance arrangements and accountability arrangements and options for the town council.

- To act as a sounding board and consultative body on the initial and developing proposals underpinning the draft reorganisation order.
- To ensure a cohesive and inclusive approach amongst members and community stakeholders prior to the institution of the town council and election of town councillors.

2. Membership

The Sutton Coldfield Parish Council Steering Group, hereafter in this document called the Steering Group, will be made up of:-

- Two city councillors from each of the current four city wards that make up the Sutton Coldfield Constituency,
- In respect of the Sutton Vesey Ward, there shall be one city councillor from the Conservative party and one from the Labour party,
- Three representatives of the Town Council Referendum Group,
- Two community organisations from Sutton Coldfield to each nominate one representative; these representatives could be from a resident, citizen, or voluntary/ third sector organisation,
- One representative of the cross party Political Governance Review Group from outside of Sutton Coldfield.

Additional or replacement members of the Committee will be recruited /co-opted as and when needed.

3. Chairman and Vice Chair

The Steering Group will be chaired by the Chairman of the Sutton Coldfield District Committee. The Steering Group membership shall appoint a Vice Chair from the Community Representatives.

If the Chairman is unable to Chair or attend a meeting, then the Vice Chair will take the

Chair. If either is absent or unable to Chair then the Steering Group will elect a Chair for that meeting only.

4. Governance and Accountability

The Steering Group will report to the Birmingham City Council, cross-party, Political Governance Member Review Group. The political Governance Member Review Group has been charged by City Council to oversee the work to establish the Sutton Coldfield Parish Council.

The Political Governance Review Group will make recommendations in relation to the Sutton Coldfield Parish Council to the City Council's Business Management Committee which has delegated authority from City Council to approve the Reorganisation Order to formally establish the Sutton Coldfield Parish Council.

5. Meetings

Meetings of the Steering Group will be arranged and organised by the Neighbourhood Delivery Unit, who will also provide secretarial support to meetings. Meetings will be held at least monthly at a venue within the Sutton Coldfield Constituency.

For the Steering Group to be quorate and where it wishes to make a decision, it will require a minimum of five of its members present to include either the Chairman or the Vice-Chair. This is the quorum.

A special meeting can be called with the agreement of the Chairman with three days' notice, with the usual quorum of five members present.

There may be start and finish groups of the Steering Group established, as required.

6. Voting

It is presumed that the Steering Group will generally operate by consensus but in the event that a vote is necessary, the Chairman will have the casting vote or in their absence the Vice-Chair who is acting as the Chairman for the meeting.

7. Confidentiality

Agendas, minutes and reports will be available to members of the public, unless agenda items contain information that is considered confidential. This could include information that is commercially sensitive or proposals that are not yet confirmed – these items will be clearly marked ‘confidential’.

8. Conflicts of Interest

A ‘conflict of interest’ can be defined as any situation in which a member of the Steering Group’s personal interests, or interests which they owe to another body or partnership, and the interests of the Steering Group arise simultaneously or appear to clash.

A conflict of interest may arise if a member of the Steering Group or an organisation or partnership they are linked to could benefit or be disadvantaged by a decision of the Steering Group.

Members should declare at meetings of the Steering Group any potential conflict of interest. The meeting will decide whether any conflict of interest should require the member to leave the meeting for the duration of that agenda item or to prevent them from voting or contributing to the discussion. If a member leaves the room for part of a meeting, this will be recorded in the meeting minutes.

Members of the Steering Group may be involved in a wide range of other groups or organisations, and when making statements in public or to an organisation or partnership, should make clear which organisations they are representing.

9. Equality of Opportunity and Commitment to Diversity

The Steering Group will strive to ensure that in its own operation and in the way it influences services there will be equality of opportunity and commitment to diversity. Members of the Steering Group must treat each other and ensure that the Steering Group treats others with fairness and without prejudice or discrimination.

10. Protocol / Code of Conduct

All members will adhere to the agreed Protocol / Code of Conduct. If any member is found by a majority of the Steering Group to be in breach of the Code of Conduct they may be asked to leave the Steering Group.

11. Changes to Terms of Reference

Changes to the Terms of Reference will require agreement of 10 Sutton Coldfield Parish Council Steering Group members.

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