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| **Birmingham City Council** | |  |
| **Executive Report Record of Approvals**  **2019/20** | |
| Title of Report: | **PUBLIC CONSULTATION ON DRAFT LOCAL ENFORCEMENT PLAN** |
| Version ref: | **Final** |
| Report Author: | Mark Franklin, Principal Enforcement Officer, Telephone No: 0121 464 3513  Email Address: mark.franklin@birmingham.gov.uk |

To be completed in respect of all Cabinet and Cabinet Member Reports. Committee Services have been instructed to return any Report which does not have a fully completed Checklist attached. The purpose is for the author to indicate who has been consulted in the preparation and clearance of the report and when.

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| **APPROVALS** | | | **Names and dates to be inserted** |
| Has the final report been approved by the Relevant Cabinet Member(s): | | | Approved by: Ian Ward  Date:21 September 2020  Approved by:  Date: |
| Other Cabinet Member consultation: | | |  |
| Has the report been cleared with relevant Director? | | | Cleared by: Ian MacLeod  Date:14 July 2020 |
| Has the report been cleared with relevant Finance Officer? (see over page) | | | Cleared by: Simon Ansell  Date: 14 September 2020 |
| Has the report been cleared with relevant Head of Law or delegate (Senior Solicitor)? (see over page) | | | Cleared by: Brigid Duffy  Date: 10 July 2020 |
| Has the report been cleared with relevant Corporate Procurement Officer? (see over page) | | | Cleared by:  Date: |
| Has the report been cleared with relevant Property Services? (see over page) | | | Cleared by:  Date: |
| **MEDIA CONSIDERATIONS**  Has relevant Media officer been made aware of report and agreed draft press release/statement? YES | | |  |
| **COVER SHEET REQUIREMENTS** |  | | |
| Was the report on the forward plan? | If the answer to any of these questions is no, then please complete the cover sheet and alert committee services. | | |
| If a confidential or exempt appendix is used, was this notified 28 days in advance? |
| Is the report going to be late (i.e. not sent out with the agenda)? |

Relevant Finance Officers

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| Business Partner – Adult Social Care | Mark Astbury |
| Business Partner – Education & Skills | Paul Stevenson |
| Business Partner – Digital & Customer Services, HR and Partnerships, Insight and Prevention | Toyin Bamidele |
| Business Partner – Inclusive Growth | Simon Ansell |
| Business Partner – Neighbourhoods | Parmjit Phipps |
| Business Partner – Finance and Governance | Toyin Bamidele |
| Projects (e.g. Commonwealth Games, BHMT, Enterprise Zone) | Guy Olivant |

Relevant Directorate Legal Officers

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| Legal Business Partner – Adults  (Adult Services and Human Rights Law Team) | Charmaine Murray  (0121 303 28) |
| Legal Business Co-Partner – Inclusive Growth: Commercial & Procurement (Commercial, Procurement & Data Protection Law Team) | Connie Price  (0121 303 3496) |
| Acting Legal Business Co-Partner – Inclusive Growth: (Planning & Property Law Team & Regeneration Team) | Brigid Duffy  (0121 303 3864) |
| Legal Business Partner – Education  (Education Law Team) | Ian Burgess  (0121 303 4643) |
| Legal Business Partner Employment & Civil Litigation (Employment Law & Civil Litigation Team) | Shugufta Jabeen  (0121 213884) |
| Legal Business Partner – Neighbourhoods  (Criminal Law, Licencing & Housing Litigation Team) | Lisa Morgan  (0121 303 4938) |
| Partnerships, Insight and Prevention (Assistant Chief Executive) | Suzanne Dodd  (0121 303 4826) |

Relevant Procurement Officers – any can clear reports

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| Head of Procurement Team | Mike Smith (0121 303 7519) |
| Head of Strategy & Development | Haydn Brown (0121 303 0016) |
| Head of Contract Management | Richard Tibbatts (0121 303 0015) |
| Head of Commissioning Team | Mike Smith (0121 303 7519) |

Relevant Property Services Officers – any can clear reports

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| Assistant Director of Property | Kathryn James (0121 303 3844) |
| Head of Operational Property Management | Philip Andrews (0121 303 3696) |