



Coventry City Council

Council Meeting

22nd February, 2005

Booklet 1

Scrutiny Meetings

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SCRUTINY BOARD (2)
(CHILDREN SERVICES, SUPPORTED COMMUNITY SERVICES
AND HEALTH AND HOUSING)

9th December, 2004

Scrutiny Board (2) and
Substitute Members

Present:-
Councillor Clifford (Substitute for Councillor Mrs. Lucas)
Councillor Mrs. Dixon (Deputy Chair)
Councillor Field (Chair)
Councillor Mrs. Griffin
Councillor Mrs. Lacy (Substitute for Councillor Kelly)
Councillor Mrs. Maskell
Councillor Mrs. Rutter

Co-Opted Member

Present:-
Mr. R. Potter

Cabinet Members

Present:-
Councillor Blundell (Cabinet Member (Children Services))
Councillor H. Noonan (Cabinet Member (Community Services))
Councillor Ridley (Cabinet Member (Corporate and Customer Services))

Employees Present:-

P. Barnett (Legal and Democratic Services Directorate)
J. Bolton (Director of Social Services and Housing)
B. Hastie (Education and Libraries Directorate)
P. Longden (Education and Libraries Directorate)
J. McLellan (Legal and Democratic Services Directorate)
J. Parry (Education and Libraries Directorate)
M. Rose (Legal and Democratic Services Directorate)
J. Sembi (Social Services and Housing Directorate)
R. Sugars (Education and Libraries Directorate)
J. Teahan (Social Services and Housing Directorate)

Others Present:-

Andy Walmsley (Education Action Zone Director)

Apologies

Apologies for absence were received from Councillors Kelly, Mrs. Lancaster and Mrs. Lucas and from Councillor Matchet (Cabinet Member (Health and Housing)).

Minutes

The minutes of the meeting held on 14th October, 2004, were signed as a true record.

36. **Declarations of Interest**

Councillor Field declared a general personal interest as his brother is a supply teacher in Coventry. He remained in the meeting for the consideration of all matters.

Councillor Clifford declared a general personal interest as his wife is a retired teacher in Coventry. He remained in the meeting for consideration of all matters.

37. **Exclusion of Press and Public**

RESOLVED that, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the items of business shown below on the grounds that those items involve the likely disclosure of exempt information as defined in Schedule 12A of that Act, in particular those paragraphs of Part I of that Schedule as indicated:-

Minute No.	Subject	Relevant Paragraphs of Part I of Schedule 12A
45	New Homes for Old Phase 2 Private Finance Initiative (PFI) Preferred Bidder	7, 8 and 9
46	Serious Case Review	6

38. **Report Back on Conference – Working Together – Young People Making Their Mark on Democracy**

The Scrutiny Board questioned the Cabinet Member (Corporate and Customer Services) and the employees and noted the Cabinet Member report which summarised the above conference held on 21st October, 2004.

39. **Report Back on Conference – Communities that Care, Services that Deliver Annual Social Services Conference**

The Scrutiny Board questioned the Cabinet Member (Community Services), Cabinet Member (Children Services), and employees on aspects of a report of the Director of Social Services and Housing which summarised the above conference held between 20th and 22nd October, 2004.

RESOLVED that the report be noted and that the Scrutiny Board encourage the idea of positively promoting Social Services' success stories and request the officers to consider initiatives such as an annual dinner for foster carers.

40. **Fair Funding Consultation**

The Scrutiny Board considered a presentation of the Director of Education and Libraries which detailed Fair Funding Consultation. Details were provided about Individual School Budgets, how the fair funding formula works and Fair Funding Consultation which included new proposals.

The Scrutiny Board questioned the Cabinet Member (Children Services) and employees on aspects of the presentation.

RESOLVED that the Scrutiny Board be provided with additional information regarding what the Council can change within the fair funding formula, and information on class sizes in Coventry including those pupils accepted after appeal.

41. **OFSTED Implementation Action Plan**

Further to Minute 23/04, the Scrutiny Board noted the draft action plan produced as a result of the OFSTED inspection.

The Scrutiny Board questioned the Cabinet Member (Children Services) and employees on aspects of the action plan including funding implications, recruitment of teachers, recommendations, nursery places and training.

42. **Education Action Zones**

The Scrutiny Board considered two joint reports which gave details of the Coventry Education Action Zones (CEAZ) and the Coventry Excellence Cluster.

The CEAZ began in January 2000 and would continue until the end of December 2004 when it would transform into an Excellence Cluster. The CEAZ located in the north east of the City included 17 schools and 7,500 young people and the agreed aims included:-

- Developing and promoting learning culture.
- Making innovative use of ICT.
- Tackling disaffection and exclusion.
- Integrating services.
- Creating opportunities
- Extending business and education partnerships.

The Excellence Cluster would continue to offer a targeted programme of intervention and would focus on gifted and talented pupils, Learning Support Units and Learning Mentors, and language acquisition competence.

The Scrutiny Board questioned the Director of Education Action Zones, Andy Walmsley, and employees on aspects of the report including schools selected, achievements and Learning Support Units.

The Scrutiny Board acknowledged that the report was intended for Scrutiny and not for the Cabinet Member as stated in the report.

RESOLVED that the reports be noted and that the Education Action Zone Evaluation Report be considered at a future meeting.

43. **Outstanding Minutes**

The Scrutiny Board considered a report of the Director of Legal and Democratic Services which identified those items on which further reports have been requested or are outstanding.

RESOLVED that the report be updated to reflect changes discussed regarding dates for consideration.

44. **Work Programme**

The Scrutiny Board considered and noted the work programme.

45. **New Homes for Old Phase 2 Private Finance Initiative (PFI) Preferred Bidder**

The Scrutiny Board considered joint public and private reports which had previously been considered by the Cabinet (their Minutes 113/04 and 117/04 refers) which briefed Members on the outcome of the tender process for New Homes for Old Phase 2, Private Finance Initiative (PFI) Preferred Bidder.

The Scrutiny Board noted:-

- (i) that New Homes For Old was a strategic priority for the City Council and that the project aimed to deliver the Council's corporate objectives at every level.
- (ii) that the scheme comprised the provision of three schemes of housing within Domiciliary Care (HWDC) and two specialist residential schemes for older people living with dementia.

The Scrutiny Board questioned the Cabinet Member (Community Services) and employees on aspects of the report including PFI's, fees and the preferred bidder.

RESOLVED that the Scrutiny Board concur with the decisions of the Cabinet.

46. **Serious Case Review**

The Scrutiny Board considered a private report of the Director of Social Services and Housing which had previously been considered by the Cabinet Member (Children Services) regarding a Serious Case Review.

The Scrutiny Board questioned employees on aspects of the report.

RESOLVED that the Scrutiny Board concur with the decisions of the Cabinet Member.

SCRUTINY BOARD (2)
(CHILDREN SERVICES, SUPPORTING COMMUNITY
SERVICES AND HEALTH AND HOUSING)

26th November, 2004

Scrutiny Board (2) and
Substitute Members

Present:- Councillor Clifford (Substitute for Councillor Mrs. Lucas)
Councillor Mrs. Dixon
Councillor Field
Councillor Mrs. Lancaster
Councillor Mrs. Rutter

Co-Opted Member

Present:- Mr. R. Potter

Cabinet Members

Present:- Councillor Blundell (Cabinet Member (Children Services))
Councillor H. Noonan (Cabinet Member (Community Services))

Employees Present:-

P. Barnett (Legal and Democratic Services Directorate)
J. Bolton (Director of Social Services and Housing)
L. Bull (Social Services and Housing Directorate and Co-Chair of
the Learning Disabilities Partnership Board)
M. Rose (Legal and Democratic Services Directorate)
A. Townsend (Legal and Democratic Services Directorate)
J. Wesson (Social Services and Housing Directorate)

Others Present:-

Shamim Akhtar (Self Advocate)
Ellen Alcock (Supporter)
Julia Aylmer (Family Carer)
Kate Escolme (Coventry Teaching Primary Care Trust)
Helen MacDonald (Supporter)
Clair Roberts (Supporter)
Inderjit Singh (Self Advocate)
Linda Whitehouse (Co-Chair of the Learning Disabilities
Partnership Board and Self Advocate)
Claire Wightman (Voluntary Sector)
Patsy Woods (Self Advocate)

Apologies

Apologies for absence were received from Councillors Mrs. Griffin, Kelly, Mrs. Lucas, Mrs. Maskell and from Councillor Matchet (Cabinet Member (Health and Housing)).

35. **Learning Disabilities Partnership Board**

Further to Minute 12/04, the Scrutiny Board took part in a guided discussion with members of the Learning Disabilities Partnership Board (LDPB). A briefing note by the Director of Legal and Democratic Services previously circulated provided some background information on the LDPB, a list of questions that had been posed to the LDPB to provide a structure for the discussions and the 'LDPB strategy 2004 to 2007 and beyond'.

A key document for the LDPB was the Government White Paper "Valuing People – A New Strategy for Learning Disability for the 21st Century" (20th March 2001). The document set out four principles - rights, independence, choice and inclusion. Another important aspect highlighted was a commitment from all agencies to work together towards a person centred approach. The discussions were based around the themes of the LDPB, jobs, independence, housing, health, training and partnerships. The following issues were discussed in detail:-

- (a) The need for people with learning disabilities being listened to and being involved in decision making. Concerns were expressed regarding a perception that decisions are made before consultation is completed. The importance of ensuring that the LDPB are fully consulted on changes to services was stressed.
- (b) Links between the LDPB and the Local Strategic Partnership.
- (c) Housing – the importance of continuous support was highlighted, a proactive role was considered preferable to a reactive role. It was noted that the City Council's new Housing Strategy would take account of the importance of choice and meeting the needs of people with learning disabilities.
- (d) Person centred planning – it was noted that training for carers and service users was being developed.
- (e) Direct payments were praised for enabling the person with learning disabilities to choose how they received services.
- (f) Advocacy – self-advocacy support is provided by Grapevine however a wider advocacy support is needed to provide more choice to people with learning disabilities, having recently lost an advocacy service.
- (g) Health – it was noted that there is no mechanism to ensure all people with learning disabilities are registered with a G.P. Work was ongoing with the Teaching Primary Care Trust to increase support to ensure the health needs of people with learning disabilities are met.
- (h) Training and qualifications.
- (i) Council House facilities for people with learning disabilities.

RESOLVED:-

- (1) That Scrutiny Board (4) be requested to consider health issues of people with learning disabilities as part of their review of G.Ps. and Community Nursing Services.
- (2) That the facilities in the Council House be reviewed with regard to people with learning disabilities i.e. use of clear pictorial instructions referring to where help is available if required.
- (3) That the Learning Disabilities Partnership Board be invited back to Scrutiny Board (2) in four or five months time at which items (a), (c), (d), (e), (f), (g) and (i) above will be reviewed.

SCRUTINY BOARD (4) (HEALTH)

5th January, 2005

Scrutiny Board (4)
Members Present:-

Councillor Asif
Councillor Bhyat
Councillor Clifford
Councillor Crookes
Councillor Ms Hunter
Councillor Ms McKay
Councillor Miss Reece (Deputy Chair)
Councillor Ridge (Chair)

Co-opted Members
Present:

Mr. T. Doyle
Miss. D. Hackford
Ms. S. Khan
Mr. D. Spurgeon

Other Members
Present:

Councillor Matchet (Cabinet Member – Health and Housing)

Employees Present

J. Jardine (Legal and Democratic Services Directorate)
S. Burton (Social Services and Housing Directorate)
S. Manzie (Chief Executive)
C. Sinclair (Legal and Democratic Services Directorate)

In Attendance:

J. Arrowsmith (Health Development Unit)
J. Barnes (Southfields School, Hillfields)
S. Lockhart (Southfields School, Hillfields)

Apologies

An apology for absence was received from Councillor Miss Reece.

Minutes

The minutes of the meeting held on the 24th November 2004 were signed as a true record.

31. Report Back on Conference – Coventry and Warwickshire Health and Regeneration Forum, Brussels – 24th and 25th November 2005

The Board noted a report of Councillor Matchet which summarised his attendance at the Coventry and Warwickshire Health and Regeneration Forum in Brussels on 24th and 25th November 2005. The programme for the conference and a review of the event was appended to the report.

The Forum had been established by UHCW Trust to promote the wider role of the health economy in the sub region. The conference was sponsored by the Forum,

organised by the Forum's Brussels's representative and hosted by West Midlands in Europe.

32. The Reality of School Nutrition

The Board received a presentation from Ms Lockhart and Ms Barnes, Nutrition Workers at Southfields School, Hillfields, summarising the work that they undertook in the school and particularly highlighting the issues they faced in providing nutritious school meals for children in an inner city, multi-cultural school.

Following discussion, it was agreed that issues raised regarding the content of school meals be referred to the Education Department for their consideration, and that the Chair would write to express the Board's support.

Ms Barnes and Ms Lockhart were thanked for their presentation.

RESOLVED that a letter expressing the Board's support be sent to the Education Department as detailed above.

34. Review of NHS Dentistry in Coventry – Follow-up

RESOLVED that this item be deferred to a future meeting for consideration with Coventry PCT and local dentists.

(NOTE: Local dentists had been invited to the meeting for consideration of the above item, however, due to unforeseen circumstances, were unable to attend.)

34. Statutory Consultation on the Development of Dental Training and Specialist Dentistry for the West Midlands – Draft Response

The Board considered a report of the Director of Legal and Democratic Services to secure approval for a response to the statutory consultation from South Birmingham PCT and Coventry PCT on the development of dental training and specialist dentistry for the West Midlands.

The draft response as set out at appendix 1 to the report, concluded that the consultation was adequate and that the preferred Option 3c would, if implemented, be in the interest of Coventry residents.

The Director of Legal and Democratic Services reported that the Local Dental Committee was also fully supportive of Option 3c as it would encourage newly qualified dentists to become established in the City.

RESOLVED that the draft response be agreed.

35. Consultation on the Future Support Arrangements for Patient and Public Involvement in Health

The Board considered a report of the Director of Legal and Democratic Services which set out a draft response to a national consultation on future support arrangements for patient and public involvement in health.

The Commission for Patient and Public Involvement in Health (CPPIH) was established in January 2003 to establish and support the 572 Patient and Public Involvement Forums – one for each NHS Trust. On 22nd July 2004, the Secretary of State announced that CPPIH would be abolished as part of the Governments review of arms-length bodies, and that there would be consultation on future support arrangements. The consultation began on 5th November 2004 and would close on 30 January 2005.

The response indicated that future support for PPI Forums be provided by local authorities subject to there being statutory protection for their independence together with adequate funding being provided to undertake this role.

The Board questioned the Health Scrutiny Co-ordinator on aspects of the report particularly with regard to how independence of the Forums could be ensured should this recommendation be adopted.

RESOLVED:

- (1) To recommend that Council approve the draft response at appendix 1 and that a written response be made to the consultation.
- (2) To recommend that Council make a joint response with University Hospitals Coventry and Warwickshire NHS Trust.

36. Health Scrutiny Budget

The Board noted that a request would be made to the Scrutiny Co-ordination Committee for further finance to fund the Boards work for the remainder of the municipal year.

37. Work Programme

The Board noted the Work Programme 2004/05

38. Outstanding Minutes

There were no outstanding minutes for consideration.

39. Increasing the Initiation and Duration of Breastfeeding – Launch Conference

The Chair reminded the Board that the Launch Conference for the Review on Increasing the Initiation and Duration of Breastfeeding would be taking place on Thursday 20th January 2005. Response to the event, which would include a number of prestigious speakers, had been positive with over 100 delegates having signed up to date.

SCRUTINY BOARD (2)
(CHILDREN'S SERVICES, SUPPORTED COMMUNITY SERVICES
AND HEALTH AND HOUSING)

16th December, 2004

Scrutiny Board (2) and
Substitute Members

Present:-

Councillor Mrs. Dixon (Deputy Chair)
Councillor Field (Chair)
Councillor Mrs. Griffin
Councillor Kelly
Councillor Mrs. Lacy (substitute for Councillor Mrs. Lancaster)
Councillor Mrs. Lucas

Co-opted Member

Present:-

Mr. R. Potter

Cabinet Members

Present:-

Councillor H. Noonan (Cabinet Member (Community Services))
Councillor Matchet (Cabinet Member (Health and Housing))

Employees Present:-

P. Barnett (Legal and Democratic Services Directorate)
S. Bennett (Legal and Democratic Services Directorate)
J. Bolton (Director of Social Services and Housing)
S. Burton (Social Services and Housing Directorate)
M. Collins (Chief Executive's Directorate)
S. Doolan (Chief Executive's Directorate)
A. Moffat (Education and Libraries Directorate)
G. Rigby (Social Services and Housing Directorate)
M. Rose (Legal and Democratic Services Directorate)
S. Shipton (Education and Libraries Directorate)
D. Wilson (Social Services and Housing Directorate)

Apologies

Apologies for absence were received from Councillors Mrs. Lancaster, Mrs. Maskell, Mrs. Rutter and Mrs. Wainscott and also from Councillor Blundell (Cabinet Member (Children Services)).

47. Report Back on Conference - The Effective Development of the PSHE Curriculum and Affective Education

The Scrutiny Board noted a report of a Director of Education and Libraries Services, which summarised the above conference held between the 9th and 10th September, 2004, in Portugal.

48. Report Back on Conference – Study Tour – Harvard Executive Exchange

The Scrutiny Board noted a report of the Director of Social Services and Housing, which summarised the above conference held between the 15th and 20th October, 2004, in Boston, USA.

49. Report Back on Conference – Study Tour – Health System

The Scrutiny Board noted a report of the Director of Social Services and Housing, which summarised the above conference held between the 29th September and 1st October, 2004, in Boston, USA.

50. Update on the Use of Anti Social Behaviour Orders in Coventry

The Scrutiny Board considered a report of the Head of Corporate Policy which provided an update on the use of Anti Social Behaviour Orders (ASBO's) in Coventry. Appended to the report was the ASBO Protocol for Coventry and the complaints process.

ASBO's were introduced in the 1998 Crime and Disorder Act and can be used against offenders of 10 years of age or more, who have demonstrated a pattern of anti social behaviour. It was noted that they are statutory measures that aim to protect the public from behaviour that causes or is likely to cause harassment, alarm or distress. An Order contains conditions prohibiting the offender from specific anti social acts or entering defined areas, and is effective for a minimum of two years. There is no maximum length of an Order.

The Scrutiny Board also noted that breach of an Order is a criminal offence, which is arrestable and recordable with a maximum of a five year custodial sentence.

In total, 62 ASBO's have been obtained in Coventry, of which 36 were currently in effect. The Council had successfully applied for 18 ASBO's. However, since the Police Reform Act 2002, the Council had not progressed any ASBO's because courts can impose them following a conviction for a relevant criminal offence. This had made the process simpler and quicker.

The Scrutiny Board questioned the Cabinet Member (Health and Housing) and employees on various issues including:-

- How ASBO's are dealt with by Magistrates
- Breaches of ASBO's
- Experiences of ASBO's in Coventry
- Protocol for case management meetings
- Partner agencies
- Implications of the Police Reform Act
- Raising the profile of ASBO's.

RESOLVED:-

- (1) That the Community Safety Team and Councillors, share with Councillor Mrs. Lucas examples of breaches of ASBO's and how they are dealt with by Magistrates, so that issues can be fed into the Local Government Association's Safer Communities Board, of which she is a member.
- (2) That ASBO's be included on a future agenda and that Councillor Harrison, who is a magistrate, be invited to attend to discuss this issue further.
- (3) That Councillor Field be invited to attend a meeting of the Community Safety Partnership Board.

51. Update on the Development of a Coventry Neighbourhood Warden Scheme

The Scrutiny Board considered a report of the Head of Corporate Policy which provided an update on the development of a Coventry Neighbourhood Warden Scheme. Appended to the report was the current status of the schemes operating in the City.

The Scrutiny Board noted that warden schemes had existed in Coventry since 2000. The schemes had been developed in an ad hoc way in response to the requirement of a range of different external funding regimes. Precise roles and responsibilities differ between various schemes but they were generally credited with providing reassurance, improving the environment and acting as the eyes and ears of the City Council and its partners in addressing neighbouring issues.

In October 2004, the Cabinet Member (Health and Housing) established an all party Member Advisory Panel to consider Neighbourhood Wardens in the City. The Board noted the Advisory Panel was considering the need to the expand the warden service and whether this might be supplemented by a team of Police Community Support Officers (PCSO), to deal with anti social behaviour issues across the City. It was envisaged that the warden service may be centrally managed, operating Monday to Friday, 8 am until 8 pm and that a team of PCSO's may work mainly evenings in responding to local need, operating through the OCU Police Operations Centres.

The Scrutiny Board questioned the Cabinet Member (Health and Housing) and employees on aspects of the report including:-

- Police Community Support Officers
- support for neighbourhood watch schemes
- OCU police operation centres and wards
- New Deal for Communities
- different roles of wardens and police community support officers
- local knowledge of wardens

The Scrutiny Board noted that the issue of the future role of Wardens was tied up with the Review of Area Co-ordination that was currently taking place.

RESOLVED that the report updating the Board be noted and that the issue be considered again at a joint meeting with Scrutiny Board (1), once the proposals for Area Co-ordination were available.

52. Supporting Vulnerable People in New Housing Tenancy

RESOLVED that consideration of the matter be deferred to a future meeting of the Board.

53. Social Services and Housing Office Accommodation

The Scrutiny Board considered a report of the Director of Social Services and Housing which advised the Board on the quality of Social Services office accommodation and which detailed future developments that may impact on their continued use. Appended to the report was a list of accommodation used as offices, with a general statement on their suitability, sufficiency and current condition.

The Scrutiny Board questioned the Cabinet Member (Community Services) and employees on aspects of the report including:-

Timescales
Temporary solutions
Communication
Member visits
Local Improved Finance Trust (LIFT)

RESOLVED:-

- (1) That staff be advised of the Scrutiny Board's concerns regarding accommodation and that staff continue to be regularly updated on the current situation.
- (2) That a visit be arranged every two months to the Children Services Teams for Scrutiny Board (2) Members, together with Councillor Mrs. Lacy and the relevant ward councillors.

54. Developing an Integrated Rehabilitation and Intermediate Care Service

The Scrutiny Board noted a report of the Director of Social Services and Housing which had previously been considered by the Cabinet (their Minute 123/04 refers), which set out proposals for the creation of a single Rehabilitation and Intermediate Care Service between the NHS in Coventry and the City Council.

The report proposed that:-

- (i) subject to the final agreement of the Professional Executive Committee of the PCT, the lead agency for these services would be the City Council.

- (ii) that the best use of the resources allocated to the current in-house, domiciliary care service (known as CSS) be allocated to this new integrated service and that the Council should, in effect, withdraw from the "routine" home care market and focus its internal staff on assessment, rehabilitation and urgent care.

Intermediate care consists of a range of rehabilitative services aimed to help people live at home with appropriate support by:-

- preventing unnecessary admission to hospital
- facilitating discharge from hospital and further rehabilitation and recovery,
- reducing the need for admissions to long term care, enabling people to live in their own homes and play a role in their families and community life.

The Scrutiny Board questioned the Cabinet Member (Community Services) and employees on aspects of the report including the current system, staffing and the new proposals.

55. Report on Social Services Star Rating

RESOLVED that consideration of this matter be deferred to a future meeting of the Scrutiny Board.

SCRUTINY CO-ORDINATION COMMITTEE

5th January, 2005

Members Present:-
Councillor Clifford
Councillor Mrs. Johnson
Councillor Mutton
Councillor Patton
Councillor Ridge
Councillor Sawdon (Chair)

Cabinet Member
Present:-
Councillor Arrowsmith (Cabinet Member (Urban Regeneration and Regional Planning))

Other Scrutiny Board
Members Present:-
Councillor Charley
Councillor Lee

Employees Present:-
A. Auty (City Development Directorate)
J. McGuigan (Director of City Development)
C. Hinde (Director of Legal and Democratic Services)
A. Jack (City Development Directorate)
C. Steele (Legal and Democratic Services Directorate)
A. Townsend (Legal and Democratic Services Directorate)

Minutes

The minutes of the meetings held on 10th and 24th November and 1st and 8th December, 2004, were signed as a true record.

73. University Square – Proposed Traffic Regulation Order

The Committee considered a joint report, which had previously been considered by the Cabinet Member (Urban Regeneration and Regional Planning) (their Minute 59/04 refers) and which had been called-in by Councillors Mrs. Johnson, Lee and Charley. The validity of this call-in had been confirmed by the Chair of the Scrutiny Co-ordination Committee in consultation with the Director of Legal and Democratic Services as permitted under paragraph 4.5.25.4 of the City Council's Constitution.

The report sought approval for a permanent Traffic Regulation Order (TRO) to restrict vehicular movements through the area known as University Square. The Members calling in a decision indicated that they were concerned that there were several outstanding concerns regarding the proposed scheme which they believed should be addressed before the legal process to implement the TRO was commenced.

The Director of City Development briefly outlined the background to the scheme which had been developed to increase the length of time tourists spent in the city. It had

been envisaged that coach operators would drop off visitors at the Cathedral and pick them up later at Pool Meadow so encouraging the visitors to pass through the Phoenix Initiative to the Museum of British Road Transport.

The Committee went on to consider the scheme in detail, the Members calling in the decision were concerned that the roads around the Cathedral, including St. Mary's Street, were not capable of accommodating larger coaches. The employees advised that coaches were able to make the required manoeuvre although there were often problems when cars were parked on double yellow lines in the area, it was noted that coach operators had been consulted during the consultation process for the experimental scheme and that a consultation period was included in the advertisement process for the permanent TRO. Members suggested that in order to save costs, those parties that had previously been consulted be contacted again to confirm their agreement to the scheme prior to the TRO being advertised. This would hopefully address any potential objections before the order was advertised and so save the need to re-advertise should any objections be received, along with associated costs.

RESOLVED that the Cabinet Member be requested to postpone the legal process to implement the Traffic Regulation Order at University Square while all parties previously consulted are contacted for their comment on the proposed scheme, and that a report be prepared for the Cabinet Member and referred onto this Committee outlining the results of this consultation process and any proposed future action.

74. Commercial Property Repairs Programme 2004/05

The Committee considered a joint report which had previously been considered by the Cabinet (their Minute 122/04 refers) and had been called-in by Councillors Mrs. Johnson, Lee and Charley. The validity of this call-in had been confirmed by the Chair of the Scrutiny Co-ordination Committee in consultation with the Director of Legal and Democratic Services as permitted under paragraph 4.5.25.4 of the City Council's Constitution.

The report set out proposals for major repairs and improvement work to the City Council's commercial property portfolio for the remainder of 2004/05 and identified provisional projects for information in 2005/06 and 2006/07. The programme of repair works would fulfil the City Council's legal obligation as a commercial landlord and maintain the portfolio's ability to generate rental income.

The Committee questioned the Cabinet Member and employees on aspects of the report in particular the relationship between the Corporation Street Service Area works and the Belgrade Theatre development, there were concerns that expenditure had been approved for works that would be taken out/damaged during the Belgrade Theatre development works. The Employees confirmed that the area was adjacent to the revised Belgrade Theatre service yard and that the works had been deferred until the service yard works were complete in order that they were not adversely affected by them.

The Committee went onto question the Employees on the item in the report relating to the demolition of the Chace Avenue former hostel block, Members believed there was concern that the property was in the ownership of Whitefriars and that, if this was the case, the City Council should not be funding its demolition.

RESOLVED:-

- (1) That the Committee concur with the decisions of the Cabinet.
- (2) That Employees be requested to establish liability for the Chace Avenue former hostel block.

75. Report Back from Conference – West Midlands Local Government Association Overview and Scrutiny Network – 30th November, 2004, Telford

The Committee considered a joint report on the attendance at the above Conference by the Chair and Deputy Chair of this Committee and an employee of the Scrutiny Co-ordination Group. The delegates had not felt that the Conference had been particularly useful although it was acknowledged that other Conferences were often more beneficial. It was noted that the only expenditure associated with the attendance at the Conference was travel costs as the Conference itself was covered by the City Council's subscription to the West Midlands Local Government Association.

RESOLVED:-

- (1) That the Committee note the report.
- (2) That Employees be requested to forward a copy of the report to the West Midlands Local Government Association for their information.

76. Review Topic – Coventry Transport Museum

RESOLVED that consideration of this item be deferred to the meeting on 12th January, 2005.

77. Outstanding Issues

The Committee considered and noted a report of the Director of Legal and Democratic Services that identified those issues on which further reports had been requested in order that Members can monitor progress.

RESOLVED:-

- (1) That item 1, Best Value Review Highways/Highways Maintenance and Planning and Transportation, consideration of the item 'Restructuring of the City Development Directorate' be scheduled for March, 2005, and consideration of the item on issues raised at the meeting of 1st December, 2004, be scheduled to 26th January, 2005.
- (2) That item 5, 'Coombe Abbey Boathouse' and items 10, 11, 'Coombe Abbey – The Menagerie' be scheduled to 2nd February, 2005.

- (3) That item 6, 'New Footway between 215 and 315 Lentons Lane' be scheduled to 2nd February, 2005.
- (4) That item 7, 'Lord Mayor's Report Back from Conference' be scheduled for consideration by the Committee at a meeting in February, 2005.
- (5) That item 12, 'Canley Regeneration' be scheduled for consideration by the Committee at a meeting in February, 2005.

78. IDeA Scrutiny Workshops

Councillor Sawdon advised Members that two half day Scrutiny Workshops would be held on 24th January, 2005, as part of the Member Development Programme which IDeA is helping to deliver.

Councillor Sawdon went onto stress that it was important Members attended one of the two sessions and requested that Members of this Committee emphasise this to their colleagues.

SCRUTINY CO-ORDINATION COMMITTEE

12th January, 2005

Members Present:-
Councillor Clifford
Councillor Mrs. Johnson
Councillor Mutton
Councillor Patton
Councillor Ridge
Councillor Sawdon (Chair)

Employees Present:-
P. Barnett (Legal and Democratic Services Directorate)
C. Hinde (Director of Legal and Democratic Services)
J. McGuigan (Director of City Development)
J. McLellan (Legal and Democratic Services Directorate)
S. Roach (Chief Executive's Directorate)

Apology

An apology was received from Councillor Mrs. Dixon who had been invited to attend the meeting.

79. Call-Ins – Stage 1

The Committee noted that no call-ins had been received this week.

80. Building Communities, Beating Crime: A Better Police Service for the 21st Century – Home Office White Paper on Police Reform

The Committee considered a report of the Head of Corporate Policy, which had previously been considered by Cabinet (their Minute 136/04 refers) and which would also be considered by the City Council at their meeting on 18th January, 2005. The report sought agreement to a response to the above Home Office White Paper on police reform, which was published on 9th November, 2004.

The response to the proposals had been developed in consultation with the Community Safety Partnership, a copy of which was appended to the report.

The Committee noted that the Cabinet had been informed that the proposed response indicated a broad support of the proposals within the paper, with the exception of not providing enforcement powers to Police Community Support Officers (PCSO's)). It was considered that if enforcement powers were not given to PCSO's, the public would see them as powerless and they would not be afforded respect, which would be detrimental to them performing their duties. It was accepted that the majority of their time would be spent on the street providing a visible and reassuring presence, but it was felt that enforcement powers should be available should the situation arise where they were needed.

The Cabinet had decided to support the response as set out in the report.

The Committee questioned the employee on aspects of the response and discussions that had been held with the Police Federation.

RESOLVED:-

- (1) That the Committee concur with the decisions of the Cabinet and that this be reported at the meeting of the City Council on 18th January, 2005.
- (2) That Scrutiny Board (2) be requested to include the monitoring of the White Paper on police reform in their work programme to ensure that the City Council would be prepared to make any response to the bill that was considered necessary.
- (3) That Scrutiny Board (2) also be requested to look at the Local Authority's role in the legislation and if necessary a seminar be arranged for all Members of the City Council.

81. Outstanding Issues

The Committee considered a report of the Director of Legal and Democratic Services that identified those issues on which further reports had been requested in order that Members could monitor progress.

RESOLVED:-

- (1) That the report be noted and that item 4 (New Roads and Street Works Act) and item 6 (Lentons Lane Footpath) be rescheduled to 27th January, 2005.
- (2) That item 1 (Best Value and Scrutiny Reviews) – second bullet point be rescheduled to 26th January, 2005, and that if this deadline could not be met the matter be considered on 2nd February, 2005.

82. Coventry Transport Museum

Further to Minute 76/04, the Committee gave detailed consideration to documents provided by the Director of City Development which related to:-

- (a) Clarification that the City Council bought the whole of the Matterson, Huxley and Watson Building in 1962, and that the acquisition file (for a purchase 42 years ago) no longer exists.
- (b) An extract from the (old) Corporate Asbestos Register relating to the Museum of British Road Transport, which records information and action over the years 1984 to 1999.
- (c) Financial data on the costs and funding of the MBRT/Coventry Transport Museum.

The Committee questioned the Director of City Development on aspects of the information provided which included the decision making process and funding for the work undertaken at the Coventry Transport Museum.

RESOLVED:-

- (1) That a further report by the Director of City Development be submitted to the meeting of the Committee on 2nd February, 2005, and that it include:-
 - (i) Background information available at the time the key decisions were made regarding the Coventry Transport Museum.
 - (ii) Who made the decision, what costings were considered and how the decision regarding asbestos was reached.
 - (iii) Who gave advice on the matter at the time.
- (2) That as soon as is practicable a report be submitted to the Committee on funding for future projects.

**JOINT MEETING OF SCRUTINY CO-ORDINATION COMMITTEE,
SCRUTINY BOARDS (1), (2), (3) AND (4)
AND THOSE SCRUTINY MEMBERS NOT ON SCRUTINY BOARDS**

13th December, 2004

Members Present:-

- Councillor Auluck
- Councillor Mrs. Basu
- Councillor Batten
- Councillor Bhyat
- Councillor Chater
- Councillor Clifford
- Councillor Crookes
- Councillor Mrs. Dixon
- Councillor Field
- Councillor Mrs. Griffin
- Councillor Mrs. Harper
- Councillor Ms. Hunter
- Councillor Mrs. Johnson
- Councillor Kelsey
- Councillor Mrs. Lacy
- Councillor Lakha
- Councillor Mutton
- Councillor M. Noonan
- Councillor Ridge
- Councillor Ms. Rutter
- Councillor Sawdon
- Councillor Mrs. Stone

Employees Present:-

- M. Coult (Finance and ICT Directorate)
- J. Glover (Chief Executive's Directorate)
- K. Rice (Legal and Democratic Services Directorate)
- C. Steele (Legal and Democratic Services Directorate)
- A. Townsend (Legal and Democratic Services Directorate)
- J. Venn (Chief Executive's Directorate)

Apologies

Apologies for absence were received from Councillors Asif, Benefield, Cliffe, Harrison, Ms. McKay, Nellist, Miss Reece and Williams.

4. Appointment of Chair

RESOLVED that Councillor Sawdon be appointed Chair of the Joint Meeting.

5. Policy, Priorities and Resources Process

The Joint Meeting considered and noted a report of the Chief Executive, which informed Members of Scrutiny of the Council's financial position for the 2004 Policies,

Priorities and Resources Process, outlined the timescale for resolving budgetary pressures, prior to setting the Council tax on 22nd February, 2005, and sought comments from Scrutiny on the priorities for new spending and savings in 2005/06.

The report had previously been considered by the Cabinet at their meeting on 7th December, 2004 (their Minute 121/04 refers), and had been referred to this forum in order that all Members had the opportunity to influence the Council's priorities and budget proposals. The Joint Meeting were requested to consider the report and forward any comments to the Cabinet before their meeting on 8th February, 2005.

6. Arrangements for Future Meetings

Councillor Sawdon explained that all groups had already been briefed on the PPR process, only the Co-opted Members, who were not in attendance at this meeting although they had been invited, remained to be consulted. He suggested that the Constitution Working Group should be requested to consider alternative arrangements to brief co-opted members on PPR proposals, so removing the need to call meetings of all members of Scrutiny.

RESOLVED that the Constitution Working Group be requested to examine alternative ways to brief Members including Co-opted Members on the PPR process.

SCRUTINY BOARD (1)
(POLICY AND GOVERNANCE, FINANCE, AREA CO-ORDINATION,
EQUALITIES AND CORPORATE AND CUSTOMER SERVICES)
(AUDIT COMMITTEE)

12th January, 2005

Scrutiny Board (1)

and Substitute

Members Present:-

Councillor Duggins
Councillor Harrison
Councillor Kelsey (Chair)
Councillor Lee
Councillor Mutton
Councillor Ridge (Substitute for Councillor Charley)
Councillor Sawdon (Substitute for Councillor Williams)

Cabinet Members

Present:-

Councillor O'Neill (Cabinet Member (Finance and Equalities))
Councillor Ridley (Cabinet Member (Corporate and Customer Services))

Employees Present:-

M. Coult (Finance and ICT Directorate)
H. Drummond (Chief Executive's Directorate)
M. Fraser-Ryan (Chief Executive's Directorate)
S. Iannantuoni (Chief Executive's Directorate)
S. Lal (Chief Executive's Directorate)
U. Patel (Legal and Democratic Services Directorate)
C. Steele (Legal and Democratic Services Directorate)

Apologies

Apologies for absence were received from Councillors Charley and Williams.

Minutes

The minutes of the meeting held on 1st December, 2004, were signed as a true record.

39. Outstanding Issues Report

The Committee considered a report of the Director of Legal and Democratic Services which identified those issues on which further reports/actions had been requested in order that the progress could be monitored. The Board noted that work was ongoing to submit the reports/information within the timescales specified.

40. **Recruitment and Retention Policy – Review**

The Board considered a briefing note of the Chief Executive which provided an overview of the review of Recruitment and Retention undertaken by the Human Resources Service. In addition, the Board received a presentation which detailed performance against best value performance indicators, recruitment and retention review and progress to date.

The review included the following elements:-

- An Equality Impact Needs assessment to shape the review of recruitment policies, processes and structures.
- An audit of our recruitment processes by PriceWaterhouseCoopers the Council's external auditors.
- An audit of the processing of Criminal Records Bureau checks by the City Council's internal auditors.
- The development of Corporate Recruitment and Selection policy, processes and practice.
- The tendering process for a new advertising agency to operate from 1st April 2005.

The Board noted that as a result of the review, access points were launched enabling the public to contact the Council either by e-mail or by telephone, a centralised recruitment team was established, a computerised system was purchased, a recruitment code of practice was developed and would be implemented by the end of March 2005 and also improvements were made to the Council's website to enable members of the public to download job descriptions, person specifications and application forms.

The Board questioned the employees present on aspects of the report, particularly in relation to the recruitment of ethnic minorities and the importance of approaching different ethnic groups separately. In addition, the Board questioned what was being done to develop greater links with the City's two universities.

The Board noted that work was being undertaken in conjunction with Remploy to improve the recruitment and retention of disabled people.

RESOLVED:-

- (1) That the report be noted.
- (2) That a progress report be submitted in six months time incorporating details from exit interviews.

41. **Second Quarter Sickness Absence 2004/05**

The Board considered a report of the Head of Human Resources which detailed the levels of sickness absence for the Council for the second quarter of 2004/05 and outlined the actions being taken to monitor absence and promote health at work. The report had previously been approved by the Cabinet at their meeting on 11th January, 2005.

The Board noted that Quarter 2 sickness absence data was based on days lost against the full time equivalent average days per person available for work. As a result, previous quarter's/year's information was not available using this formula and therefore comparisons could only be made with Quarter 1 data, when the new methodology was introduced.

The Board noted that as there was no previous performance information using this methodology, projecting performance to the end of the year would be difficult although traditionally Quarters 3 and 4 were the highest quarters resulting from seasonal variations.

RESOLVED that the Board concur with the decisions of the Cabinet.

42. **The Prudential Code**

The Board noted a presentation by the Director of Finance and ICT which detailed the Prudential Code and what it entailed.

The Prudential Code was introduced by the Government to give local authorities greater freedom and flexibility to make capital spending decisions based on what the Council could afford. The Board noted that the General Fund Budget for 2004/05 was made up of 8% reserve contributions, 3% leasing, 16% supported borrowing, 11% prudential borrowing, 25% Government grants and 37% capital receipts. In addition, it was noted that the Council's prudential borrowing in the Capital Programme 2004/05 amounted to £21m.

The Board expressed concern that while the Prudential Code gave the Council greater freedom and flexibility, prudential borrowing needed to be monitored closely so as not to create problems for the future.

43. **Report Back on Conferences**

(a) **LGA Annual Commission and Conference "Think Rural: Rural Proofing in Local Authorities"**

The Board considered a report of Councillor Mrs. Rutter which summarised the above conference held between 14th and 15th September, 2004.

RESOLVED:-

- (1) That the report be noted.

(2) That the benefits of attending such a conference be discussed with Councillor Mrs. Rutter before a decision is taken on future attendance.

(b) **INTERACT Conference on Urban Governance**

The Board noted a report of the Policy and Performance Manager which summarised the above conference held between 21st and 22nd October, 2004.

(c) **LGIU Annual Conference**

The Board noted a joint report which summarised the above conference held between 12th and 13th November, 2004.

44. **Work Programme 2004/05**

The Board noted the work programme 2004/05.



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