
Report to
Scrutiny Co-ordination Committee

6th April 2011

Report of
Councillor Duggins and Councillor Foster

Title
Report Back on the Work Of Outside Bodies – Coventry Venture Capital Ltd 2010/2011

1 Purpose of the Report

- 1.1 At their meeting on 10th May, 2005, the Cabinet approved a process of reporting back to the Scrutiny Co-ordination Committee on the work of those outside bodies appointed to by the City Council. This reports sets out details of the work of Coventry Venture Capital Ltd over the preceding twelve months and details of attendance by the City Council's representatives.

2 Recommendations

- 2.1 That the City Council continue to appoint a Director to the Board of Coventry Venture Capital Ltd. and also authorise that same person to exercise the Council's vote at Company Member meetings.

3 Information on Work of Outside Body

- 3.1 Members may recall that this Company is the vehicle by which the City Council receives a proportion (17.5%) of the rental income from a building on the Warwick University Science Park. This is in proportion to the Council's shareholding in the Company: the remaining shares are held by West Midlands Enterprise Ltd.
- 3.2 The Company has three directors: one nominated by the City Council and two by West Midlands Enterprise Ltd. The Company's business relates only to contractual arrangements and therefore the role of the Directors in practice is limited to ensuring that the Company complies with its legal obligations. They normally meet only once a year to approve the annual accounts and to convene the Annual General Meeting of Company Members. Given this limited role, this meeting is usually a "virtual" meeting "held" by means of correspondence, as this is more cost-effective in terms of money and time than a "normal" meeting.

3.3 In addition, the City Council is a member of the Company and is entitled to appoint a representative to vote on its behalf at Company meetings. The only meetings of the Company in recent years have been the Annual General Meetings, which have been very low key affairs to consider the Annual Report and Accounts. The Council's representative has usually not attended these meetings, but used a proxy vote.

3.4 However, in 2010/2011 there were more meetings than usual, as follows:-

Directors' Meetings

- 25th January – to carry out a business review, approve the declaration of an additional dividend and agree to call an Extraordinary Meeting of the Company
- 16th July – to approve the Annual Report and Financial Statement
- 1st October (virtual meeting) – to agree to convene the Company Annual General Meeting

Company Meetings

- 1st March – Extraordinary General Meeting, to appoint a new Director
- 26th October – Annual General Meeting

3.5 The Committee are asked to note that the Council could appoint either a Member or an officer as the Council's Director and its Company voting representative.

4 Benefits to the City Council of the Appointment

4.1 The appointments enable the Council to protect its interest in this Company. The rental income received by the Council is in the region of £15,000 per year, which is used to support its regeneration work.

5 Attendance Record and Remuneration for the Appointment

5.1 Councillor Foster was the Council's representative between January and April 2010. He attended the Directors' meeting on 25th January, but did not attend the Company meeting on 1st March.

5.2 Councillor Duggins was the Council's representative from May onwards. He did not attend the meeting on 16th July, but took part in the virtual meeting on 1st October and voted by proxy at the 26th October meeting.

5.2 There is no remuneration associated with the appointment.

List of background papers

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Papers open to Public Inspection

Description of paper

Previous reports to Scrutiny Co-ordination
Committee

Location

Customer and Workforce Services
Directorate
CH59