

To: Scrutiny Co-ordination Committee

11th July 2012

Subject:
Reports Back on Outside Organisations

1 Purpose of the Note

- 1.1 To ask the Scrutiny Co-ordination Committee to decide its approach to reports back from the Council's representatives on outside organisations.

2 Recommendations

- 2.1 The Committee is recommended to:
- 1) Revise the approach to dealing with reports from outside organisations.
 - 2) Support option 5.4 **Establish a rolling programme of reports**
 - 3) Authorise the Chair with support from officers, to identify which outside bodies report to Scrutiny Boards and when.

Information/Background

3 Current Position and Constitution Requirements

- 3.1 The Council currently appoints representatives to 75 outside organisations, including some of the governing bodies of new academies. The Council's Constitution gives the Council's representatives on each outside organisation the responsibility for reporting annually to Scrutiny Co-ordination Committee on the work of that organisation, the benefits to the City Council of continuing its membership and the added value that the City Council's representatives bring to the organisation. The Committee has also asked for the attendance records of the Council's representatives to be included in each report. Representation on these bodies is usually because the governance structure of the outside body requires Council representation, or that it is desirable for the Council to be represented on the outside body.
- 3.2 The Constitution also provides for this Committee to decide the organisations from which it wishes to receive reports (8.6.1). In the past it has decided not to receive reports from 28 of the outside organisations - mostly school trusts/academies, which could be included in the work programme of the Children and Young People Scrutiny Board or small charities which give grants to particular categories of Coventry people. Appendix 1 shows the bodies which are currently required to report. Appendix 2 shows those which aren't required to report.

4 Reasons for Suggested Change

- 4.1 In the past the reporting process has not been entirely satisfactory: Reasons for this are:
- a) reports have mostly been fairly short, as it is difficult for report authors to provide a succinct but meaningful overview of organisations' work, particularly national and regional organisations such as the Local Government Association. It should be borne in mind the number of outside organisations means that if a lengthy report on each

one were produced, a great deal of the Committee's time would be taken up in considering them, to the exclusion of other work.

- b) there has been a lack of consistency relating to reports from Trust schools/academies/Colleges: some are required to report and others not. As is the case with a) above, it is difficult for report authors to provide a succinct but meaningful report on the work of these academic institutions.
- c) there has been some duplication in that some organisations are scrutinised by the relevant Scrutiny Board as well as reporting annually to this Committee (e.g. the Belgrade Theatre Trust will be scrutinised by the Wellness, Liveability and Public Health Scrutiny Board, the Coventry and Warwickshire LEP is scrutinised by this Committee in relation to its governance arrangements and strategic direction and the Jobs, Skills and Growth Scrutiny Board in relation to particular projects).
- d) there are some bodies for which reports are not really appropriate e.g. the Bus Lane Adjudication Service Joint Committee (the Council holds membership in order to access the appeals process) or the Board of Directors of Birmingham International Airport Holdings Limited.

4.2 Therefore, in order to make the best use of its time in future, it is recommended that the Committee considers how the approach to dealing with reports should be changed. Options for this are set out in section 5 below.

4.3 Appendix 1 shows the outside organisations with Council representation, which report to Scrucoco, whether it receives grant funding, whether its minutes are publicly available, and whether it also reports elsewhere.

5 Options considered

5.1 Keep the Status Quo

5.1.1 The information set out in section 4 above shows that this is not the best way to deal with these reports.

5.2 Minimal reporting - receive attendance reports only

5.2.1 The Committee could receive a report showing only the attendance records for the Council's representatives. If the Committee had any concerns about levels of attendance it could ask for more information.

5.2.2 Although this would free up more of the Committee's time, it would not provide information on the work of the organisations or the benefits of the Council's membership.

5.3 Receive reports only on the bodies which are funded by the Council and/or support the Council's objectives in the Council Plan

5.3.1 With fewer organisations to report on, reports could provide more detail than in the past and the Member representative(s) and relevant officers from the organisation could be asked to attend the Committee to present them and answer questions.

5.3.2 This would give the Committee more idea about the work of each of these organisations and would make the organisation more accountable for the funding it receives. There may also be existing reporting mechanisms through funding agreements, which could be used to provide information to the committee.

5.3.3 The Scrutiny Co-ordination Committee (or a sub-group of) could also decide whether some outside bodies would be better reporting to specific Scrutiny Boards, such as the Belgrade Theatre Trust, or governing bodies of academies.

5.4 Establish a rolling programme of reports

5.4.1 The Committee could consider reports from a small number of organisations each year (different ones each year) and therefore each organisation would report less often.

5.4.2 As in 5.3, each report would be more detailed than is currently the case.

5.4.3 Over time, this option would give the Committee some understanding of the work of all the organisations.

5.4.4 The Scrutiny Co-ordination Committee (or a sub-group of) could also decide whether some outside bodies would be better reporting to specific Scrutiny Boards, such as the Belgrade Theatre Trust, or governing bodies of academies.

6 Recommended options and future approach

6.1 It is recommended that the Committee does not approve 5.1 or 5.2, but that it gives further consideration to options 5.3 and 5.4.

6.2 Both of these options would provide an opportunity for the Committee to be more aware of the work of outside organisations, but without taking up so much of the Committee's time.

6.3 In relation to the organisations where a report is not required, it would be appropriate to include some in the work programmes of the relevant Scrutiny Boards. In addition, if Members have any concerns about any of them, they could request a report to Scrutiny Co-ordination Committee or the relevant Scrutiny Board, or ask questions at the Council Meeting.

6.4 In addition, as can be seen from Appendix 1, a number of organisations publish minutes of their meetings on their websites. This information is freely available if members require further information.

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Appendix 1

No	TYPE	ORGANISATION	PURPOSE	BASIS FOR APPOINTMENT	ORGANISATIONAL RECORDS AVAILABLE ONLINE	
Funded Outside Bodies						
1	OBP9	Partnership Organisation	Voluntary Action Coventry	The umbrella body for voluntary and community organisations in Coventry	GOVERNANCE ARRANGEMENTS OF OB	✓
2	OB10	Outside Body	Coventry Heritage and Arts Trust	Trust established to run Heritage and Arts Facilities within the city including the Herbert and Lunt Roman Fort	GOVERNANCE ARRANGEMENTS OF OB	✓
3	OB11	Outside Body	Coventry Law Centre Limited	Coventry Law Centre is a charity employing Solicitors and paralegals to offer free legal advice and representation in the areas of housing, immigration, employment and discrimination, education, mental health, community care and welfare benefits, to the people of Coventry.	GOVERNANCE ARRANGEMENTS OF OB	✓
4	OB12	Outside Body	Coventry Refugee Centre	The work of the Centre falls into two main categories: 1. help for asylum seekers in the many problems they face with subsistence, housing, health, racial harassment etc. 2. help to set up home for those given leave to remain.	GOVERNANCE ARRANGEMENTS OF OB	✓
5	OB30	Outside Body	Transport Museum	To manage the Museum of British Road Transport and the Council's collection of vehicles	GOVERNANCE ARRANGEMENTS OF OB	
6	OBC6	Charity and Non-municipal Year	Coventry Citizens' Advice Bureau Management Board	Manages the business of the bureau	GOVERNANCE ARRANGEMENTS OF OB	
Non-funded Outside Bodies						
7	OBP2	Partnership Organisation	Connexions Strategic Partnership Board	To oversee the work of Coventry and Warwickshire Connexions Service	LOCAL GOVT STRUCTURE	
8	OBP4	Partnership Organisation	Coventry Fairtrade City Steering Group	A group of individuals and organisations from across Coventry who are working together to achieve Fairtrade City Status		
9	OBP5	Partnership Organisation	Coventry Learning Disabilities Partnership Board	Brings together key partners to create a joint strategy for the future shape of services to people within the remit of the Board; to develop a commissioning strategy and to improve services across the city.	LOCAL GOVT STRUCTURE	✓
10	OBP6	Partnership Organisation	Coventry Mental Health Partnership Board	Brings together key partners to create a joint strategy for the future shape of services to people within the remit of the Board; to develop a commissioning strategy and to improve services across the city.	LOCAL GOVT STRUCTURE	
11	OBP7	Partnership Organisation	Older People's Partnership Board	Set priorities, plan future service delivery, monitoring the implementation of the Older Peoples National Service Framework and developing service and Commissioning Strategies for Older people, including Older People with mental health problems.	LOCAL GOVT STRUCTURE	
12	OBP8	Partnership Organisation	The Coventry Partnership	The Partnership is made up of senior people from Coventry's key public, private, community and voluntary organisations to "Improve mainstream services to produce better outcomes in the most deprived areas and contribute to sustainable development."	LOCAL GOVT STRUCTURE	✓
13	OB1A	Outside Body	Albany Theatre Trust			
14	OB2	Outside Body	Belgrade Theatre Trust (Coventry) Limited	The promotion, maintenance, improvement and advancement of education or for the encouragement of the arts	GOVERNANCE ARRANGEMENTS OF OB	

15	OB3	Outside Body	Birmingham International Airport Holdings Limited – Board of Directors	Airport Company Board of Directors	GOVERNANCE ARRANGEMENTS OF OB	
16	OB5	Outside Body	Bus Lane Adjudication Service Joint Committee (BLASJC)	Participation in the committee puts in place adjudication arrangements for parking Penalty Charge Notice appeals.	DESIRABLE BY COUNCIL	✓
17	OB8	Outside Body	Coventry and Solihull Waste Disposal Company Limited - Shareholders' Panel	The Shareholders' Panel oversees the operation of the Waste Disposal Company	GOVERNANCE ARRANGEMENTS OF OB	✓
18	OB9	Outside Body	Coventry and Warwickshire Local Enterprise Partnership Board	To drive Local Enterprise Partnership for the area, which was approved by Government on 28 October, 2010.	GOVERNANCE ARRANGEMENTS OF OB	✓
19	OB13	Outside Body	Coventry, Solihull and Warwickshire Leaders Board	To provide strategic leadership and policy direction for the sub-region	GOVERNANCE ARRANGEMENTS OF OB	
20	OB14	Outside Body	Coventry, Solihull and Warwickshire Partnership Limited	To improve the quality of life, prosperity and wealth of the inhabitants of Coventry and Warwickshire	GOVERNANCE ARRANGEMENTS OF OB	✓
21	OB15	Outside Body	Coventry Venture Capital Fund	Investment, property holding and dealing company	GOVERNANCE ARRANGEMENTS OF OB	
22	OB16	Outside Body	Destination Management Partnership Board	To coordinate the visitor economy development activities and plans of the partners and to monitor the action and business plans designed to deliver the Sub-regional Visitor Economy Strategy	GOVERNANCE ARRANGEMENTS OF OB	
23	OB21	Outside Body	Local Government Association – General Assembly	The LGA General Assembly acts as the "parliament" for local government	DESIRABLE BY COUNCIL	✓
24	OB22	Outside Body	Local Government Association - Urban Commission	A forum within the association for member authorities whose areas are wholly or partly urban	DESIRABLE BY COUNCIL	✓
25	OB24	Outside Body	Moat House Community Trust	To develop as a sustainable community anchor organisation working for and with our area of benefit (the WEHM/NDC area), to stimulate wealth creation and community development.	GOVERNANCE ARRANGEMENTS OF OB	
26	OB25	Outside Body	Parking and Traffic Regulation Outside London Adjudication Joint Committee (PATROLAJC)	Participation in the committee puts in place adjudication arrangements for parking Penalty Charge Notice appeals.	DESIRABLE BY COUNCIL	
27	OB26	Outside Body	Regional Flood Defence Committee	Consider matters relating to the flood risk programme for the midlands region, capital schemes, maintenance policy, strategy and funding.	DESIRABLE BY COUNCIL	✓
28	OB27	Outside Body	SIGOMA (Special Interest Groups of Municipal Authorities)	Represents most of the large towns and cities in the northern, midland and south coast regions of England, is the collective voice of urban areas across these regions and work to release the opportunities and potential of the communities represented.	DESIRABLE BY COUNCIL	

29	OB31	Outside Body	University of Warwick Science Park Business Innovation Centre Limited	Management board for the body Note : combined meetings are held for the Business Innovation Centre Limited, Science Park Foundation Limited and Science Park Limited therefore appointments need to be consistent across all three bodies	GOVERNANCE ARRANGEMENTS OF OB	
30	OB32	Outside Body	University of Warwick Science Park Foundation Limited		GOVERNANCE ARRANGEMENTS OF OB	
31	OB33	Outside Body	University of Warwick Science Park Limited		GOVERNANCE ARRANGEMENTS OF OB	
32	OB34	Outside Body	UWSP Concepts Limited		GOVERNANCE ARRANGEMENTS OF OB	
33	OB35	Outside Body	West Midlands Councils	Co-ordinates a variety of activities and events covering the full range of Local Government issues	GOVERNANCE ARRANGEMENTS OF OB	
34	OB36	Outside Body	West Midlands Fire and Rescue Authority	Statutory responsibilities to the community of the West Midlands	GOVERNANCE ARRANGEMENTS OF OB	✓
35	OB37	Outside Body	West Midlands Integrated Transport Authority	The WMPTA co-ordinates public transport across the West Midlands county area and is composed of 27 Councillors appointed by the seven West Midlands metropolitan councils. Centro provides the WMPTA with professional advice and puts WMPTA policies and strategies into practice.	GOVERNANCE ARRANGEMENTS OF OB	✓
36	OB38	Outside Body	West Midlands Joint Committee	Formally constituted body of West Midlands District Councils to discharge specific functions concerning the West Midlands	GOVERNANCE ARRANGEMENTS OF OB	
37	OB39	Outside Body	West Midlands Joint Committee – Planning and Transportation Sub-Committee	Consideration of strategic planning and transportation issues	GOVERNANCE ARRANGEMENTS OF OB	
38	OB40	Outside Body	West Midlands Leaders Board - Member Development Steering Group	To seek the engagement of elected Members to ensure a widespread commitment to the principles of Member Development as a key means of improving the performance of local authorities.	GOVERNANCE ARRANGEMENTS OF OB	
39	OB41	Outside Body	West Midlands Superannuation Committee	To oversee the pensions administration and investment expenses relating to the West Midlands Metropolitan Authorities Pensions Fund	GOVERNANCE ARRANGEMENTS OF OB	
40	OB42	Outside Body	Whitefriars Housing Group	Management of Housing Group	GOVERNANCE ARRANGEMENTS OF OB	
41	OBC4	Charity and Non-municipal Year	Coventry Association for International Friendship	To bring together Organisations and Individuals to promote International friendship and to create closer ties between the citizens of Coventry and the people of its twinned towns	GOVERNANCE ARRANGEMENTS OF OB	
42	OBC8	Charity and Non-municipal Year	Daimler Green Recreational Trust	The Community Recreation Trust has been established to take responsibility for the new community facilities being provided at Daimler Green	GOVERNANCE ARRANGEMENTS OF OB	
43	OBC17	Charity and Non-municipal Year	University of Warwick - Advisory Board of the Institute of Education	Oversees the activities of the University of Warwick Institute of Education	GOVERNANCE ARRANGEMENTS OF OB	

School Governing Bodies

44	OB4A	Outside Body	Governing Body of Blue Coat Academy			
45	OB16 A	Outside Body	Governing Body of Finham Park Academy			
46	OB17	Outside Body	Foxford School Trust	Foundation acting on behalf of the School		GOVERNANCE ARRANGEMENTS OF OB
47	OB18	Outside Body	Governing Body of Sidney Stringer Academy	The trust was set up by sponsors who own and run the school with those functions discharged through the governing body and head teacher		GOVERNANCE ARRANGEMENTS OF OB
48	OB19	Outside Body	Grace Academy	The trust was set up by sponsors who own and run the school with those functions discharged through the governing body and head teacher		GOVERNANCE ARRANGEMENTS OF OB
49	OB28 A	Outside Body	Governing Body of Tile Hill Academy			
50	OB42 A	Outside Body	Governing Body of Woodlands Academy			
51	OBC9	Charity and Non-municipal Year	Governing Body of City College	College Executive, collective decision making body		GOVERNANCE ARRANGEMENTS OF OB

Outside Organisations which the Scrutiny Co-ordination Committee has decided do not need to provide an annual report

Adoption Panel	
Annie Bettmann Foundation	
Barr's Hill School Trust	SB2 to consider whether to include this in its work programme
Birmingham International Airport Consultative Committee	
Blue Coat School Foundation	
Bond's Hospital Estate Charity Trustees	
Children and Young People's Commissioning Board	SB2 to consider whether to include this in its work programme
Coventry Airport Consultative Committee	
Coventry and Solihull Valuation Tribunal	
Coventry and Solihull Waste Disposal Company Advisory Forum	
Coventry Church (Municipal) Charities Trustees	
Coventry General Charity Trustees	
Coventry Community Safety Partnership	This organisation reports to SB4
CV One/Coventry City Council Joint Working Group	
Fostering Panel	
John Friends Memorial Fund Management Committee	
Leicester University Court	
Lyng Hall Trust Limited	SB2 to consider whether to include this in its work programme
Martha Flint and Emma Osmond Educational Foundation	
Sir Charles Barratt Memorial Foundation	
Soothern and Craner Educational Foundation	
Stoke Park School Trust	SB2 to consider whether to include this in its work programme
Swillington's Charity Trustees	
Tansley Charity Trustees	
The West wood Trust	SB2 to consider whether to include this in its work programme
Tom Mann Centre Trust Management Committee	No routine report required but Committee requested a report on the winding up of the Charity when this occurs
Whitley Abbey Foundation	SB2 to consider whether to include this in its work programme
William Proffitt's Charity	