

**Time and Date**

11.00 am on Thursday, 21st May, 2015

Place

Coventry Cathedral

Please note: Robing for Councillors will take place from 9.30 am in the Dame Ellen Terry Suite

Please be seated in the Cathedral by 10.45 am (with the exception of Councillors who are in the civic procession)

1. **Apologies**
2. **Correspondence and announcements of the Lord Mayor**
3. **Election of the Chair of the Council (being the Lord Mayor of the City)**
4. **Vote of thanks to the Retiring Lord Mayor**
5. **Election of the Vice-Chair of the Council (being the Deputy Lord Mayor of the City)**
6. **To receive a report of the Leader of the Council on the appointment of the Deputy Leader, composition of the Cabinet and the appointment of Deputy Cabinet Members and allocation of Executive Functions within the Cabinet (Pages 5 - 10)**
7. **Minutes (Pages 11 - 26)**
To confirm the Minutes of the meeting held on 17 March 2015
8. **Return of persons elected as Councillors for the City on 7 May 2015 (Pages 27 - 28)**
9. **Declarations of Interest**
10. **To establish the Licensing and Regulatory Committee, Planning Committee, Health and Wellbeing Board, Scrutiny Co-ordination Committee, Scrutiny Boards, Audit and Procurement Committee, an Ethics Committee and such other Committees as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are executive functions as set out in the Constitution. This also includes the appointment of the Chair and Deputy Chair of those bodies. (Pages 29 - 58)**

11. **To decide the size and Terms of Reference for those Boards and Committees (as set out in the Constitution)** (Pages 59 - 60)
12. **To receive nominations and appoint to Outside Bodies** (Pages 61 - 86)
13. **To approve a programme of ordinary meetings of the Council, Cabinet, Scrutiny Boards, Committees and Advisory Panels for 2015/16, including the date and time of the next Annual Meeting and agree the scheme of delegation as set out in the Constitution** (Pages 87 - 88)
14. **Changes to the Governance Arrangements of the West Midlands Integrated Transport Authority** (Pages 89 - 98)
Report of the Executive Director of Resources
15. **Amendments to the Terms of Reference of the West Midlands Joint Committee** (Pages 99 - 108)
Report of the Executive Director of Resources
16. **If required, to consider any changes to the Constitution or any other matters arising from the Annual Meeting decisions and appointments**

Chris West, Executive Director, Resources, Council House Coventry

Wednesday, 13 May 2015

Note: The person to contact about the agenda and documents for this meeting is Carolyn Sinclair/Suzanne Bennett 024 7683 3166/3072

Membership: Councillors F Abbott, N Akhtar, P Akhtar, M Ali, A Andrews, M Auluck, R Auluck, R Bailey, S Bains, L Bigham, J Birdi, J Blundell, R Brown, K Caan, D Chater, J Clifford, G Crookes, G Duggins, D Galliers, D Gannon, A Gingell, M Hammon (Deputy Chair), L Harvard, J Innes, D Kershaw, T Khan, A Khan, R Lakha, R Lancaster, M Lapsa, J Lepoidevin, A Lucas, P Male, K Maton, J McNicholas, C Miks, K Mulhall, J Mutton, M Mutton, H Noonan (Chair), J O'Boyle, E Ruane, T Sawdon, P Seaman, B Singh, D Skinner, T Skipper, H Sweet, K Taylor, R Thay, S Thomas, P Townshend, S Walsh and D Welsh

Please note: a hearing loop is available in the committee rooms

If you require a British Sign Language interpreter for this meeting
OR if you would like this information in another format or
language please contact us.

Carolyn Sinclair/Suzanne Bennett
024 7683 3166/3072

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Annual Meeting of the Council

21 May 2015

Report of the Leader:
Councillor Mrs Lucas

Ward(s) affected:
Not Applicable

Title:
Composition of the Cabinet, Appointment of Deputy Cabinet Members and Allocation of Executive Functions

Is this a key decision?
No

Executive Summary:

The report of the Leader confirms the composition of the Cabinet, the appointment of Deputy Cabinet Members and the allocation of executive portfolios/functions within the Cabinet for 2015/16.

Recommendation

The Council is recommended to note the report of the Leader

List of Appendices included:
Cabinet Portfolios 2015/16

Other useful background papers:
N/A

Has it or will it be considered by Scrutiny?
No

Has it, or will it be considered by any other Council Committee, Advisory Panel or other body?
No

Report title: **Composition of the Cabinet, Appointment of Deputy Cabinet Members and Allocation of Executive Functions**

1. Context (or background)

On 23rd February 2010, the Council resolved to implement the new Elected Leader and Cabinet (England) form of executive arrangements from 9th May 2010. This new form of executive arrangement provides the Leader of the Council with authority to appoint a Deputy Leader, Cabinet Members and their respective portfolios. In accordance with the Constitution, the Leader is also authorised to appoint Deputy Cabinet Members. The attached appendix confirms the appointments of Cabinet Members, Deputy Cabinet Members and their portfolios for 2015/16.

2. Options considered and recommended proposal

Not applicable

3. Results of consultation undertaken

Not applicable

4. Comments from Executive Director, Resources

4.1 Financial implications

Not applicable

4.2 Legal implications

The Leader and Cabinet Executive (England) form of executive arrangements is permitted by the Local Government Act 2000 and was formally adopted by the Council on 23rd February 2010. The implementation of these new arrangements took effect on 9th May 2010. The Leader is required to report on any changes to the Council for information.

5. Other implications

Not applicable

Report author(s): Helen Lynch

Name and job title: Legal Services Manager (Place and Regulatory)

Directorate: Resources

Tel and email contact: 024 7683, 3011 helen.lynch@coventry.gov.uk

Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Carol Bradford	Solicitor	Resources	13/5/15	13/5/15
Suzanne Bennett	Governance Services Officer	Resources	13/5/15	13/5/15
Approvers:				
Councillor Mrs Lucas	Leader of the Council		18/5/15	18/5/15

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**APPOINTMENTS – 2015/16
CABINET PORTFOLIOS**

Member	Portfolio
<p>The Leader Policy and Leadership</p> <p>Cllr Mrs Lucas</p>	<p>Corporate Plan Scrutiny External relations / public relations Image and reputation Partnership companies Liaison with Management Board Emergency Planning Regional Matters Risk Management Local Enterprise Partnership</p>
<p>The Deputy Leader Policing and Equalities</p> <p>Cllr Townshend</p> <p>Deputy Cabinet Member</p> <p>Cllr Dr Auluck (Special emphasis on Domestic Violence and Sexual Exploitation)</p>	<p>Community Safety Community Cohesion Refugees and Asylum Seekers Welfare Advice Services Public Protection and Licensing Democratic Services (incl. Lord Mayor's) Equalities Legal Services Training (Members) Neighbourhood Services Constitutional Matters + Political Management Delivering A Programme for Action Deputising on Leader items Domestic Violence and Sexual Exploitation Local Policing</p>
<p>Cabinet Member Strategic Finance and Resources</p> <p>Cllr Gannon</p>	<p>Strategic Finance including Budget Setting External Resources Operational Finance incl. Revenues and Benefits Service Transformation Procurement Value for Money Medium Term Financial Strategy Corporate Service Performance, Policy and Quality Human Resources e-Government Key Staff Recruitment and Retention Information Technology and Customer Services Health and Safety Single Status Operational Property Catering Fuel Poverty</p>

<p>Cabinet Member Children and Young People</p> <p>Cllr Ruane</p>	<p>Children and Families Children and Young People's Social Care Young People Youth Offending Service Safeguarding *S19 Children Act 2004 Lead Member Fostering and Adoption</p>
<p>Cabinet Member Education</p> <p>Cllr Kershaw</p> <p>Deputy Cabinet Member</p> <p>Cllr Thomas</p>	<p>Post 16 Education and Training Schools Early Years Libraries Adult Education Higher and Further Education (incl. Universities)</p>
<p>Cabinet Member Business, Enterprise and Employment</p> <p>Cllr Maton</p> <p>Deputy Cabinet Members:</p> <p>Cllr McNicholas (Transportation)</p> <p>Cllr Brown (Special emphasis on Small and Medium Size Enterprises)</p>	<p>Community Economic Development City Centre International liaison (including Lord Mayor's) Inward Investment Property (Commercial) Urban Regeneration Regional Housing and Planning Transportation Tourism and Marketing Agenda 21 Climate Change Strategy and Development Carbon Footprint Green Travel Nottingham Declaration Energy Conservation and Renewal Sustainability Energy Policy</p>
<p>Cabinet Member Public Services</p> <p>Cllr Lancaster</p>	<p>Building Cleaning Highways, Drainage and Lighting Licensing Policy (Hackney Carriage and Private Hire) Street Services (Ground Maintenance, Refuse (domestic and commercial), (Street Cleaning) Waste Management Flood Management Building Services Environment Bereavement Services Traffic Management and Road Safety</p>

<p>Cabinet Member Health and Adult Services</p> <p>Cllr Caan</p> <p>Deputy Cabinet Member</p> <p>Councillor Clifford</p>	<p>Social Care for Adults, Older People and People with Disabilities</p> <p>Carers</p> <p>Health Strategy and Policy</p> <p>Health Inequalities</p> <p>Local Health Economy</p> <p>Public Health</p> <p>Teenage Pregnancies</p> <p>Sexual Health</p> <p>Marmot</p>
<p>Cabinet Member Culture, Leisure, Sports and Parks</p> <p>Cllr A Khan</p>	<p>Archives</p> <p>Arts</p> <p>Heritage</p> <p>Museums</p> <p>Conservation</p> <p>Sport</p> <p>Parks</p> <p>Events</p>
<p>Cabinet Member Community Development, Co-Operatives and Social Enterprise</p> <p>Cllr Abbott</p>	<p>Social Enterprise Strategy</p> <p>Mutuals</p> <p>Community and Third Sector Relations</p> <p>City Centre Management</p> <p>City of Culture Bid</p> <p>Community Centres</p> <p>Homelessness</p> <p>Voluntary Sector</p>

*Councillor Ruane is designated as the Lead Member for Children's Services as required by Section 19 of the Children's Act 2004

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Coventry City Council
Minutes of the Meeting of Council held at 2.00 pm on Tuesday, 17 March 2015

PRESENT

Lord Mayor (Councillor Noonan)
Deputy Lord Mayor (Councillor Hammon)

Councillor Abbott	Councillor Kershaw
Councillor Ali	Councillor A Khan
Councillor Akhtar	Councillor T Khan
Councillor Andrews	Councillor Lakha
Councillor Auluck	Councillor Lepoidevin
Councillor Bailey	Councillor Mrs Lucas
Councillor Bains	Councillor McNicholas
Councillor Mrs Bigham	Councillor Maton
Councillor Birdi	Councillor Mrs Miks
Councillor Blundell	Councillor Mulhall
Councillor Brown	Councillor J Mutton
Councillor Caan	Councillor M Mutton
Councillor Chater	Councillor O'Boyle
Councillor Clifford	Councillor Ruane
Councillor Crookes	Councillor Sandy
Councillor Duggins	Councillor Sawdon
Councillor Fletcher	Councillor Singh
Councillor Galliers	Councillor Skipper
Councillor Gannon	Councillor Mrs Sweet
Councillor Gingell	Councillor Thay
Councillor Harvard	Councillor Thomas
Councillor Hetheron	Councillor Townshend
Councillor Howells	Councillor Walsh
Councillor Innes	Councillor Welsh
Councillor Kelly	

Honorary Alderman

Present:

Mr J Gazey

Apologies: Councillors Lancaster, Skinner and Taylor

Public Business

137. **Minutes of the Meeting held on 24 February 2015**

The minutes of the meeting held on 24th February 2015 were signed as a true record.

138. **Exclusion of the Press and Public**

RESOLVED that the City Council exclude the press and public under Section 100(A)(4) of the Local Government Act 1972 relating to the private report on 'Public Realm Phase 3 Extension (3a)' (Minute 156 below), on the grounds

that it involves the likely disclosure of information defined in Paragraph 3 of Schedule 12A of the Act as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information) and that in all of the circumstances of the case, the public interest in maintaining that exemption outweighs the public interest in disclosing the information.

139. **Coventry Good Citizen Award**

On behalf of the Council, the Lord Mayor presented Watch Commander Adrian Hutt with the Coventry Good Citizen Award. His citation read:

“Watch Commander Hutt identified a need to roll out a national campaign regarding Carbon Monoxide Poisoning. In an effort to make communities safer he worked with John Moores’ University gathering data, acquiring funding and devising a training programme, all of which is above his remit as Watch Commander

He represented the local Brigade in the House of Lords several times and engaged with political bodies, Gas safe and industry leaders with the aim of improving safety in communities whilst addressing the health inequalities within the UK. This has subsequently brought other Fire and Rescue Services on board, supporting their Prevention Strategies.

Back in 2010, Marmot was an unknown concept, but it is now recognised within the Fire Service’s strategic thinking and localised application in the form of Level Three planning, working within local authority organisations and charities, improving lives to save lives.

Watch Commander Hutt has achieved recognition on both local and national levels demonstrating the collaboration between both the Fire Service and local authorities.

The actions he has taken have been instrumental in making our communities a safer place to live and work and he is therefore truly deserving of this Good Citizen Award.”

140. **Illuminated Address**

The Lord Mayor presented Councillor Gary Crookes, Lord Mayor for 2013/14, with his Illuminated Address.

141. **Lord Mayor’s Charity Appeal**

As it was her last Council meeting of her mayoral year, the Lord Mayor updated members on her Charity Appeal. The current balance was £14,576.62, which had received a significant boost only two weeks ago with the Warwick Fused IV Charity Concert which raised nearly £5,000.

142. **Petitions**

RESOLVED that the following petitions be referred to the appropriate City Council bodies:

- (1) **Objection to using Leicester Row as part of the Ring Road – 112 signatures – Councillor Skipper.**
- (2) **Objection to turning Leicester Row into a short cut, diverting Ring Road traffic into the Foleshill Road – 70 signatures – Councillor Skipper.**
- (3) **Volume and speed of traffic using Hollyfast Lane – 92 signatures – Councillor Birdi.**
- (4) **Review of safety measures along The Windmill Hill / Browns Lane section of Road, particularly restricted visibility at crossroads of Washbrook Lane / Butt Lane – 539 signatures – Councillor Galliers.**
- (5) **Objection to plans to open Paddy Power Bookmakers at 396/398 Foleshill Road – 35 signatures – Councillor A Khan.**
- (6) **Request to resurface the full length of King Edwards Road – 34 signatures – Councillor Akhtar**
- (7) **Request for part time traffic signals on roundabout at A45, Pickford Way and Parkhill Drive – 36 signatures – Councillor Hetherton**

143. **Declarations of Interest**

Councillor Hammon declared a Disclosable Pecuniary Interest in the matters referred to in Minutes 149 and 156 below headed 'Public Realm Phase 3 Extension (3a)'. He withdrew from the meeting during consideration of this matter.

As members of the Planning Committee, Councillors Bailey, Brown, Caan, Crookes, Innes, Kelly, McNicholas, Miks, Sandy, Sweet and Thomas declared interests in the matter referred to in Minute 155 headed 'Debate – Keresley Green Belt. These members withdrew from the meeting during consideration of this matter.

144. **Re-order of the agenda**

In accordance with the Constitution, Councillor Townshend moved a notice without motion, seconded by Councillor Gannon, and which was agreed, to take agenda item 12 on the agenda (Better Care Coventry) before item 8 (Annual Pay Policy Statement 2015/16).

145. **Better Care Coventry**

Further to minute 134 of the Cabinet, the Council considered a joint report of the Executive Director for People and the Executive Director for Resources, which set out arrangements for entering into a Partnership Agreement with Coventry and Rugby Clinical Commissioning Group in order to implement the Better Care Fund proposals.

In June 2013, the Government announced the £3.9billion Better Care fund as part of its drive to integrate health and social care. Plans were required to be submitted identifying a minimum of £3.8billion of pooled resources with an expectation larger sums would be pooled. The value of the fund was now

£5.3billion based on the plans submitted nationally. The Better Care Fund was described as “a single pooled budget for health and social care services to work more closely together in local areas, based on a plan agreed between the NHS and Local Authorities”.

To ensure integration is delivered was delivered, the Better Care Fund required a pooling of resources delivered through a Section 75 agreement. The report indicated that a Section 75 agreement was a partnership agreement whereby NHS organisations and local authorities contributed an agreed level of resource into a single pot (the pooled budget), which is then used to drive the integration and improvement of existing services.

Coventry’s Better Care Visio was “through integrated working, people would receive personalised support that enabled them to be as independent as possible for as long as possible”. Health and Wellbeing Board approved Coventry’s original Better Care Plan and this was submitted in April 2014. Subsequently, new requirements were announced and plans had to demonstrate how they would reduce emergency admissions to hospital, with a target set of 3.5%. Coventry’s revised plan was resubmitted in September 2014 and was fully approved by NHS England on 22nd December 2014.

Coventry’s Better Care Fund Programme, known as Better Care Coventry, totalled £52m for 2015/16 and had four key areas of work, urgent care; short term support to maximise independence; long term care; and dementia, as well as other shared priorities such as support for the implementation of the Care Act 2014 and protecting adult social care services.

As NHS England required the Better Care Fund to be transferred into one or more pooled funds to enable the plan to be implemented, Coventry and Rugby Clinical Commissioning Group and the City Council were required to enter into an agreement by 1st April 2015. A ‘Partnership Agreement’ template appended to the report had been developed by Bevan Britain and provided by NHS England and the Local Government Association to support the local development and this was being used to develop the agreement for Coventry.

The report submitted provided detail on the key elements of the Partnership Agreement, including the governance arrangements; hosting the pooled budget; scheme specification and risk sharing.

RESOLVED that the Council:

- 1. Approve entering into a Partnership Agreement with Coventry and Rugby Clinical Commissioning Group for Better Care Coventry.**
- 2. Approve that the City Council is the host for the pooled budget.**
- 3. Delegate authority to the Executive Directors, People and Resources, in consultation with the Cabinet Member for Health and Adult Services and Cabinet Member for Strategic Finance and Resources to finalise the agreement with Coventry and Rugby Clinical Commissioning Group.**

4. Approve the proposed governance arrangements for the monitoring of the agreement and the pooled budget.

146. Annual Pay Policy Statement 2015/2016

Further to Minute 121 of the Cabinet, the Council considered a report of the Executive Director for Resources which set out the 2015/16 Annual Pay Policy Statement.

Local Authorities were required by Sections 38 and 39 of the Localism Act 2011 to produce an Annual pay Policy Statement. The statement must articulate the City Council's policies toward a range of issues relation to the pay of the workforce, particularly the most senior staff (or "chief officers") and the relationship of their pay to the lowest paid employees. The proposed Annual Pay Policy Statement for 2015/16 was attached to the report submitted as Appendix 1.

In considering the report and, in particular, the payment of large salary packages or severance packages (£100,000 or more), it was proposed that paragraphs 4 and 6 of the Statement be amended so that decisions on these packages be made in consultation with the Cabinet Member for Strategic Finance and Resources.

RESOLVED that the Council approve the Annual Pay Policy Statement 2015/16, subject to the amendment of paragraphs 4 and 6 of the Statement to indicate that decisions made in relation to large salary or severance packages be made in consultation with the Cabinet Member for Strategic Finance and Resources.

147. The Process for Addressing the Housing Needs of Coventry and Warwickshire

Further to Minute 123 of the Cabinet, the Council considered a report of the Executive Director for Place, which set out the process for addressing the housing needs of Coventry and Warwickshire.

At its meeting on 21st November 2014, the Coventry and Warwickshire Joint Committee for Economic Growth unanimously endorsed a report on the Coventry and Warwickshire Housing Market Area (HMA), which detailed an approach to meeting housing needs. The report also set out a transparent process and timeline for appropriately planning and delivering the housing needs in full.

The report, which was attached at Appendix 1 to the report now submitted, clarified the objectively assessed need for housing in the Coventry and Warwickshire HMA at 80,080 homes between 2011 and 2031 (4,004 per annum). In this context, Coventry's housing needs would equate to 36,220 homes (1,811 per annum). There was a clear acknowledgement that Coventry would be unable to meet this level of housing need and, as a result, the report endorsed a phased redistribution of housing need across the Housing Market Area.

The first phase of this redistribution built upon the Coventry and Warwickshire Joint Strategic Housing Market Assessment (Nov 2013) (SHMA). The second phase managed a remaining shortfall of unplanned housing need evidenced primarily by the most recent government population projections.

As a result, the city's housing target would reduce to around 23,600 (1,180 a year), although this would need to be considered in the context of land availability and sustainable development. In summary, the councils draft assessment of capacity within Coventry (the draft Strategic Housing Land Availability Assessment for Coventry (September 2014) (SHLAA)) currently identified land for housing of up to 23,300 dwellings, which included land currently within the Green Belt. The remaining 12,620 homes were then redistributed to Warwickshire through the phased approach.

Some of the housing need redistributed in phase 1 had already been planned for in Stratford and Warwick as these plans were more advanced. North Warwickshire's plan had not had regard to the redistribution approach at this stage as the new population projections placed an upward pressure on its own level of need. Opportunities may still exist to work alongside the local authority areas of Nuneaton and Bedworth and Rugby to explore how this initial redistribution could best be planned. Such opportunities would be explored through the Duty to Co-operate with consideration given to stakeholder engagement, the Joint Green Belt review, infrastructure issues and opportunities, landscape characteristics, land availability, employment opportunities and economic growth proposals.

The process and timeline provided a transparent basis for joint working across the Coventry and Warwickshire Housing Market Area for the coming years. It sought to adopt Local Plans across each authority by the end of 2016 ensuring a range of housing and economic growth opportunities were identified in the process. It then moved on to consider longer term options for a co-ordinated review of plans, which could include a joint plan for Coventry and Warwickshire.

In view of the significance of this matter, it was accepted that all the constituent authorities should be asked to formally commit to the process as agreed by the Joint Committee.

RESOLVED that the Council endorse the Joint Committee paper attached as Appendix 1 to the report submitted.

148. **European Regional Development Fund (ERDF) Open Call for Extension to Projects**

Further to Minute 124 of the Cabinet, the Council considered a report of the Executive Director for Place, which set out proposals for the extension of existing projects funded through the European Regional Development Fund (ERDF) following an opportunity to bid for additional funds.

Coventry and Warwickshire had been very successful in the current round of European Regional Development Fund (ERDF) in attracting external funding to the area. Under the ERDF Sustainable Urban Development Programme Coventry & Warwickshire (C&W) had a notional allocation of £12.5m to spend on urban projects between 2006-2015 and over the course of the programme, through the City and Coventry and Warwickshire Local Enterprise Partnership (CWLEP) demonstrating a clear understanding of ERDF priorities and an ability to deliver on time, to budget and profile, the original allocation was tripled to over £38m. When averaging this grant across the population, Coventry City Council had secured an

average of over £116 per resident – the best across the West Midlands. This compared to £32 in Birmingham, £36 in Solihull, £58 in Stoke-on-Trent, £27 in Dudley £27 and £12 in Sandwell.

The Department for Communities and Local Government (DCLG) had given current ERDF programmes the opportunity to bid for more funds to extend delivery. Coventry put forward a number of schemes for additional funds and would be likely to find out at the end of February whether it had been successful or not. This presented a good opportunity for the City to look at its capital programme and future schemes, and to start to develop proposals for future projects. As always the Council had positioned Coventry & Warwickshire with the Department for Communities and Local Government (DCLG) as a place that they can invest ERDF in and it will successfully deliver.

If any projects were successful, the spend and delivery would need to have been made by 31st December 2015 as that was the fixed end of the programme and DCLG are not in a position to extend this.

Early indications from DCLG are that there is little additional funding available at this stage, and priority will be given to projects 'bridging the gap' between the current European Funding programme and the new European Programme, such as business support type projects, rather than capital projects. However, the Council is clear on its priorities and submitted a bid which, if given the opportunity, could spend any further ERDF underspend in the future as it becomes available.

It was noted that the report was submitted in advance of knowing the outcome of the Council's bids and was seeking approval that, if the Council were successful in securing ERDF, it could quickly move to become the accountable body for any additional ERDF it is allocated, contract and mobilise the workforce accordingly to ensure delivery by 31 December 2015. Any delay in the decision making process would jeopardise the Council's ability to deliver the schemes within the timeframes set.

In summary, the bids submitted related to Public Realm works; Friargate Bridge / Whitley; Enterprise and Business Growth; Fargo Village; Coventry International Transport Museum and CWLEP Small Business Loans.

It was noted that a separate report was submitted detailing submissions in relation to Public Realm Phase 3 extension (3a) which covered Friargate Bridge / Whitley and Public Realm projects in more detail.

The Council further noted that the Cabinet had agreed to:

1. Recognise the opportunity to bid for further ERDF as a significant part of the Regeneration of the City, and retrospectively confirm, its support to bid for further of ERDF for the projects listed in the report.
2. Receive a further report at a subsequent meeting of Cabinet confirming what projects, if any, have been successful in securing additional ERDF.

3. Authorise the City Council to act as guarantor and delegate authority to the Executive Director for Place in consultation with the Executive Director for Resources to enter into grant aid agreements with DCLG on ERDF terms and conditions projects if they are successful in securing ERDF for the following projects: Enterprise & Business Growth, Fargo Village and Coventry International Transport Museum

RESOLVED that, subject to being notified that it has been successful in securing additional ERDF, the Council authorise the City Council to act as guarantor and delegate authority to the Executive Director for Place in consultation with the Executive Director for Resources to enter into grant aid agreements with DCLG on ERDF terms and conditions projects if they are successful in securing ERDF for the following projects: Public Realm and Friargate Bridge/ Whitley.

149. **Public Realm Phase 3 extension (3a)**

Further to Minute 127 of the Cabinet, the Council considered a report of the Executive Director for Place, which set out proposals for potential extensions to the Public Realm Phase 3 programme following an opportunity to bid for further European Regional Development Funding.

A corresponding private report detailing commercially confidential aspects of the proposals was also submitted for consideration.

An opportunity had arisen to bid for further European Regional Development Funding (ERDF) to continue Coventry's extremely successful programme of public realm and infrastructure improvements.

A bid for a further £11.7m had been submitted and this, along with up to an additional £3m from the Growth Deal 2 grant (subject to formal approval) could take the total investment in public realm projects to over £40m with only £3.5m having been funded using the Council's own funds. The benefits of this investment were now being seen with the announcement of the conversion of Cathedral Lanes into a restaurant quarter, the expansion of Coventry University and growing interest in Friargate.

When considered with the investment in the Station Masterplan and Highways and Transport Capital Programme, the total additional investment in the City for 2015/16 was over £70m. This would further bolster the confidence evidenced in the recent report from the thinktank 'Centre for Cities' where Coventry was named as the most successful city in the West Midlands and a top 10 City in the Country in terms of economic and jobs growth. The public realm works would help bring forward future investment in the city centre, including the City Centre South development.

The report indicated that the additional public realm investment could see:

- An extension of the Belgrade Plaza scheme to include the provision of an alternative route to West Orchards car park to alleviate congestion.
- An enhancement of the Lidice Place proposals in front of St Johns church;

- A major initiative to promote tourism in the city including improvements to the links between the Cathedral and the revamped and expanded Motor Museum along with enhancements to the Hill Top conservation area;
- Re-paving of Far Gosford Street to complement the Gosford Street public realm scheme, the redevelopment of many historic buildings and Fargo Village;
- Partial de-culverting of the River Sherbourne and waterside landscaping at Palmer Lane to kickstart the regeneration of this area;
- Enhancement to Bishop Street to complete the link between existing public realm works and the canal basin scheme to help promote regeneration;

It was noted that the bid also included additional funding for the Friargate infrastructure and Whitley Bridge.

Although the Council had been invited to make the bid by the Department for Communities and Local Government (DCLG), the actual amount available was going to depend on how much other authorities decide to hand-back and DCLG interpretation of the bids being submitted as expansion to current schemes. All authorities in the ERDF programme had to report quarterly on progress and were expected to 'de-commit' funding if they thought they could not spend it by the deadline of December 2015. Therefore, the programme set out for Coventry would have to be flexible so that any money the City Council received could be spent efficiently as the deadline was non-negotiable.

To ensure that the capital programme as a whole could be managed within the available budget, the Council noted a proposed priority order for the schemes. The first priority would be to ensure the Friargate (including Warwick Road Station Access) and Whitley projects were completed.

The bid was submitted on 16th January 2015 and the outcome was expected at the end of February 2015. It was also noted that there was the possibility of even further ERDF funding being available following the submission of the April returns.

The Council noted that the Cabinet had agreed to delegate authority to the Executive Director Place, in consultation with Cabinet Members for Public Services and for Business, Enterprise and Employment, to agree the detailed works for schemes in Coventry city centre Public Realm Phase 3a as set out in Appendix B of the report submitted and their prioritisation for implementation given the uncertainty on the available funding.

RESOLVED that the Council:

1. **Authorise the new and additional programme of works, as set out in Appendix B of the report submitted, for Public Realm Phase 3a totalling £15.4m, to be added to the approved capital programme for 2015/16, utilising £11.7m ERDF, £3m Growth Deal grant, £0.7m LTP, subject to funds being made available and priority order set out in the report.**

- 2. Subject to funding agreement and conditions, authorise the accelerated expenditure of £3m Growth Deal grant from the 'Coventry City Centre' project from 2016/17 to 2015/16 to part-fund the public realm programme and cash-flowed by the capital programme;**
- 3. Authorise the updating of the Council's approved Capital programme, in consultation with Cabinet Member for Public Services, to reflect the revised detailed programme of works as can be afforded within funding available including any new ERDF and Growth Deal 2 monies.**

150. **Coventry Investment Fund**

Further to Minute 136 of the Cabinet, the Council considered a joint report of the Executive Director for Resources and the Executive Director for Place, which sought approval of changes to the levels of delegation in respect of the Coventry Investment Fund (CIF).

The CIF had been put in place to invest in real growth opportunities right from the way through from manufacturing businesses to retail businesses, leisure services and road improvements and included the development of the Council's commercial property portfolio, with a view to getting the best return possible from its assets.

The report highlighted the need to balance the speed of decision making which private sector partners require with robust governance. It was noted that an investment board was in place in the form of the Coventry Investment Fund Cabinet Committee, which reviewed business cases and made decisions on projects in which to invest.

The Council were currently in negotiations with a number of potential investors that had the potential to generate jobs and boost the local economy. As a result of these negotiations, a number of new deals may emerge which align with CIF objectives.

The possible investment decisions would be highly sensitive and commercial and confidence and certainty of tight decision making timelines had to be given to investors early in the process. Through the CIF Committee, the Council was able to show its commitment to these investments. However, there was a risk that the Council was currently unable to move swiftly enough to engage in negotiations with these investors, who often work to very demanding timescales. Decision making processes within the Council move at a pace which was not in line with the market and Coventry may continue to lose out on significant investment opportunities.

To address this emerging issue, and to ensure that the Council's CIF remained an effective tool in growing the local economy with game changing investment, the Council was recommended to respond to the market and temporarily increase the delegated authority for the CIF Committee and Cabinet to make investment decisions.

The Council noted that, having considered the report submitted, the Cabinet requested that officers investigate the establishment of a small fund aimed to support small to medium business enterprises for a grant funding process, similar to that operated by the Princes Trust.

The Leader of the Council, Councillor Mrs Lucas, indicated that she would give consideration to the request from the Conservative Group regarding their attendance at the Coventry Investment Fund Cabinet Committee.

RESOLVED that the Council:-

- 1. Approve an increase to the delegated authority for the Coventry Investment Fund Cabinet Committee allowing individual grant and loan awards up to a maximum of £5 million.**
- 2. Where the recommendation to the CIF Cabinet Committee is to determine an individual grant in excess of £2 million and up to a maximum of £5 million, then require an additional two Cabinet Members to be determined by the Leader of the City Council become members of the CIF Cabinet Committee (making five in total).**
- 3. Approve that Cabinet are delegated to determine an individual grant or loan in excess of £5 million up to a maximum of £10 million.**
- 4. Approve that recommendations (1) to (3) will remain in place for a period of 12 months after which the previous and original financial approval thresholds for the CIF Committee will be restored to £1 million for grants and £2 million for loans.**

(NOTE: This matter was considered as urgent business, the reason for urgency being to facilitate proposals and negotiations that take place at short notice due to market requirements that could have a significant impact on the City and thereby protecting the Council's and City's interests.)

151. Question Time

Councillors Kershaw and Ruane provided written answers to the questions set out in the Questions Booklet, together with oral responses to Supplementary Questions put to them at the meeting.

The following Members answered oral questions put to them by other Members as set out below, together with supplementary questions on the same matters:

No	Question Asked By	Question Put To	Subject Matter
1	Councillor Lepoidevin	Councillor Kershaw	Pupil Premium
2	Councillor Lepoidevin	Councillor Ruane	Government Funding made available for most vulnerable families

3	Councillor Bailey	Councillor Brown	Green Belt
4	Councillor Chater	Councillor Kershaw	Primary School Standards
5	Councillor Sawdon	Councillor Brown	Reorganisation of the NHS which allowed the privatisation of services.
6	Councillor Sawdon	Councillor Gingell	Reorganisation of the NHS which allowed the privatisation of services.
7	Councillor Sawdon	Councillor Gingell	Number of Coventry patients sent for cataract surgery outside of Coventry.
8	Councillor Sawdon	Councillor Gingell	A&E departments hitting waiting time targets.
9	Councillor Sawdon	Councillor Kershaw	Finham Library.

152. **Statement by the Cabinet Member for Children and Young People**

The Cabinet Member for Children and Young People, Councillor Ruane, made a statement in respect of the “Children’s Services Improvement Plan”.

Councillor Lepoidevin responded to the statement.

153. **Statement by the Cabinet Member for Policing and Equalities**

The Cabinet Member for Policing and Equalities, Councillor Townshend, made a statement in respect of ‘The Lord Mayor’s Office – Overview for 2014/15’.

Councillor Blundell responded to the statement.

154. **Debate – Negotiation of a Fairer Funding Settlement**

Councillor Gannon moved the following Motion which was seconded by Councillor Hetherton:

- * “This Council condemns the significant cuts to its core funding meaning that by 2017 half its funding from Government will have been cut since 2010. It notes that Government reforms to the national funding settling have cost the Council over £10.5m/year. It further notes that increased demands in

Children’s and Adult Services mean that soon the Council will not be able to deliver anything but the most basic of statutory services.

The Council also condemns the wasteful, top-down reorganisation of the NHS that has cost billions of pounds and put patient safety at risk

As such, it requests an urgent meeting with MPs, Ministers and Shadow Ministers to negotiate a fairer funding settlement for the City and raise concerns about the NHS.”

Councillor Sawdon proposed an amendment, which was seconded by Councillor Andrews, and lost, the effect of which would have been to amend the debate to read as follows:

“This Council noting the economic mess made by the last Labour Government, as evidenced by the comments of Liam Byrne MP, recognises the significant cuts to its core funding had to be made to its budget. It further notes that increased demands in Children’s and Adult Services, due to the incompetence of the ruling Labour Administration that resulted in Children’s Service’s being downgraded to inadequate, mean that soon the Council will not be able to deliver anything but the most basic of statutory services.

The Council further recognises that the manifesto commitment of the Conservative Party in 2010 to ring fence funding for the NHS was fulfilled noting that the Labour Party in 2010 declined to give that commitment”.

RESOLVED that the Motion as set out at * above be adopted.

155. **Debate – Keresley Green Belt**

Councillor Blundell moved the following Motion which was seconded by Councillor Birdi:

“This Council believes, in light of the Inspector's recommendation to the Secretary of State for Local Government on the Gateway application, that the recommendation of the Planning Committee on Thursday 26 February to delegate powers to the head of planning in consultation with the chair and deputy chair of planning committee to grant outline planning permission subject to conditions for the erection of up to 800 dwellings (OUT/2014/2282) in Bablake Ward was fundamentally flawed and the final decision should be referred to a future meeting of the full Council.”

RESOLVED that the above Motion not be adopted.

NOTE: In accordance with the Constitution, a recorded vote was required. The Councillors voting for and against the Motion were as follows:-

For	Against	Abstain
Councillor Birdi	Councillor Abbott	
Councillor Blundell	Councillor Akhtar	
Councillor Hammon	Councillor Ali	
Councillor Lepoidevin	Councillor Auluck	

Councillor Sawdon
Lord Mayor

Councillor Bains
Councillor Bigham
Councillor Chater
Councillor Clifford
Councillor Duggins
Councillor Fletcher
Councillor Galliers
Councillor Gannon
Councillor Harvard
Councillor Hetherton
Councillor Howells
Councillor Kershaw
Councillor A Khan
Councillor Lakha
Councillor Mrs Lucas
Councillor Maton
Councillor Mulhall
Councillor J Mutton
Councillor M Mutton
Councillor O'Boyle
Councillor Ruane
Councillor Sawdon
Councillor Singh
Councillor Skipper
Councillor Thay
Councillor Townshend
Councillor Walsh
Councillor Welsh

Result: 6 for
31 against
0 abstentions

156. Public Realm Phase 3 Extension (3a)

Further to Minute 130 of the Cabinet, the Council considered a report of the Executive Director for Place, which detailed commercially confidential aspects of proposals for potential extensions to the Public Realm Phase 3 programme following an opportunity to bid for further European Regional Development Funding.

The Council noted that the Cabinet had agreed to:

1. Retrospectively authorise expenditure at risk up to the sum indicated in the report submitted on the programme until the outcome of the ERDF bid is known.
2. Subject to funding, authorise the City Council to enter into a Joint Works Agreement with individuals/organisations identified within the report submitted in relation to proposals set out in Appendix E, under the term identified, in addition to a Joint Works Agreement with the

individuals/organisations identified within the report in respect of proposals set out in Appendix F.

3. Subject to award of funding, authorise the City Council to enter into back to back ERDF Grant Aid Agreements with individuals / organisations identified within the report submitted to enable them to spend ERDF monies directly, and seek complementary and/or refurbishment of Council-owned land in the vicinity.
4. Delegate authority to the Executive Director Place, in consultation with Cabinet Members for Public Services and for Business, Enterprise and Employment, to agree the detailed works for schemes in Coventry city centre Public Realm Phase 3a as set out in Appendix C and their prioritisation for implementation given the uncertainty on the available funding.

RESOLVED that the Council:

1. **Authorise the new and additional programme of works, as set out in Appendix A, for Public Realm Phase 3a totalling £15.4m, to be added to the approved capital programme for 2015/16, utilising £11.7m ERDF, £3m Growth Deal grant, £0.7m LTP subject to funds being made available and priority order set out in this report.**
2. **Subject to funding agreement and conditions, authorise the accelerated expenditure of £3m Growth Deal grant from the ‘Coventry City Centre’ project from 2016/17 to 2015/16 to part-fund the public realm programme and cash-flowed by the capital programme;**
3. **Authorise the updating of the Council’s approved Capital programme in consultation with Cabinet Member for Public Services, to reflect the revised detailed programme of works as can be afforded within funding available including any new ERDF and Growth Deal 2 monies.**

(Meeting closed at 4.35 pm)

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Return of Persons Elected as Councillors for the City on 7 May 2015

Ward	Name	Political Party	Year of Retirement
BABLAKE	David E Kershaw	Labour	2019
BINLEY AND WILLENHALL	Ram P Lakha	Labour	2019
CHEYLESMORE	Richard J Brown	Labour	2019
EARLSDON	Ken Taylor	Conservative	2019
FOLESHILL	Abdul S Khan	Labour	2019
HENLEY	Patricia Seaman	Labour	2019
HOLBROOK	Joe Clifford	Labour	2019
LONGFORD	Linda J Bigham	Labour	2019
LOWER STOKE	John D McNicholas	Labour	2019
RADFORD	Tony Skipper	Labour	2019
SHERBOURNE	Damian Gannon	Labour	2019
ST MICHAEL'S	Jim O'Boyle	Labour	2019
UPPER STOKE	Randhir K Auluck	Labour	2019
WAINBODY	Tim Sawdon	Conservative	2019
WESTWOOD	Marcus E Lapsa	Conservative	2019
WHOBBERLEY	Pervez Akhtar	Labour	2019
WOODLANDS	Peter R Male	Conservative	2019
WYKEN	Hazel J Sweet	Labour	2019

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REPORT 10 AND 11

COUNCIL

21 May, 2015

APPOINTMENTS – 2015/16

CABINET

Appointed by the Leader (Report 6)

Non-Voting Representatives on Cabinet

Councillor Andrews

Councillor Blundell

CABINET COMMITTEE (COVENTRY INVESTMENT FUND)

Councillor Maton (Chair)	Cabinet Member for Business, Enterprise and Employment
Councillor Gannon	Cabinet Member for Strategic Finance and Resources (Deputy Chair)
Councillor Lucas	Leader of the Council

CABINET COMMITTEE (CHILDREN'S SERVICES)

Councillor Gannon	Cabinet Member for Strategic Finance and Resources (Chair)
Councillor Ruane	Cabinet Member for Children and Young People (Deputy Chair)
Councillor Lucas	Leader of the Council
Councillor Townshend	Deputy Leader of the Council

By invitation as non-voting Members:-

Councillor Noonan	Shadow Cabinet Member for Children and Young People
Councillor Sawdon	Shadow Cabinet Member for Strategic Finance and Resources
Councillor Blundell	Leader of the Opposition
Councillor Andrews	Deputy Leader of the Opposition
Councillor M Mutton	Chair of the Education and Children's Services Scrutiny Board (2)

CABINET CONSULTATIVE GROUP PSPO (COVENTRY DOG CONTROL)
(NB – This Group was appointed by the Leader in January, 2015 for a maximum period of 12 months)

Sue Bent	Director – Coventry Law Centre (Chair)
Roger Archer	Representative of Friends of Allesley Park
Councillor Bigham	Coventry City Council
Caroline Blake	Member of Public with interest in issue
Councillor Blundell	Coventry City Council
Alan Dadley	Fixtures Secretary, Coventry & District Sunday Football League
Mike Konrad	Chairperson, Dogs in Coventry Group
PC Nick Mansall	West Midlands Police ASB Co-ordinator
Elly Pittaway	Veterinary Surgeon
Glenys Roberts	General Secretary, Coventry Dog Training Club
Dr Abdullah Shehu	Chairperson of the Coventry Muslim Forum
Jim Smallman	Member of the Physical & Sensory Impairment Partnership

LICENSING AND REGULATORY COMMITTEE

CHAIR	DEPUTY CHAIR
Councillor Galliers	Councillor Thay

Councillor Ali

Councillor Andrews

Councillor Dr Auluck

Councillor Bigham

Councillor Birdi

Councillor Crookes

Councillor Duggins

Councillor Harvard

Councillor Innes

Councillor Lapsa

Councillor J Mutton

Councillor O'Boyle

Political Balance	
Conservative	4
Labour	10

PLANNING COMMITTEE

CHAIR	DEPUTY CHAIR
Councillor Sweet	Councillor Chater

Councillor N Akhtar

Councillor P Akhtar

Councillor Bailey

Councillor Brown

Councillor Crookes

Councillor Lepoidevin

Councillor McNicholas

Councillor Miks

Councillor Thomas

Political Balance	
Conservative	3
Labour	8

ETHICS COMMITTEE

CHAIR:	Councillor Clifford
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Councillor Andrews

Councillor Bigham

Councillor Gannon

Councillor McNicholas

Independent Person

Mr K Sloan

Political Balance	
Conservative	1
Labour	4

INDEPENDENT REMUNERATION PANEL

5 Independent Members

(Up to 5 to be appointed by the Executive Director of Resources after consultation with the Group Leaders)

SCRUTINY

Scrutiny Co-ordination Committee

Designated as the Crime and Disorder Committee

CHAIR	DEPUTY CHAIR
Councillor Duggins	Councillor N Akhtar

Councillor Blundell

Councillor T Khan

Councillor Lakha

Councillor J Mutton

Councillor M Mutton

Councillor Taylor

Councillor Welsh

Political Balance	
Conservative	2
Labour	7

Co-opted Members for Education Matters

Mr. R. Potter (Nominated by the Roman Catholic Church)

1 Vacancy (Nominated from other faith groups in the city)

Mrs. S. Hanson (Nominated by the Church of England)

Mrs. K. Jones (Primary Parent Governor Representative)

1 Vacancy (Secondary Parent Governor Representative)

Finance and Corporate Services Scrutiny Board (1)

CHAIR:	Councillor J Mutton
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Councillor Bains

Councillor Blundell

Councillor Chater

Councillor Duggins

Councillor Lakha

Councillor Sawdon

Councillor Skipper

Councillor Singh

Political Balance	
Conservative	2
Labour	7

Note: The Chair of the Audit and Procurement Committee (Cllr Skipper) has been appointed as a Member of this Board.

Education and Children's Services Scrutiny Board (2)

CHAIR:	Councillor M Mutton
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Councillor N Akhtar

Councillor Bains

Councillor Bigham

Councillor Lepoidevin

Councillor Miks

Councillor Noonan

Councillor O'Boyle

Councillor Seaman

Political Balance	
Conservative	2
Labour	7

Co-opted Members for Education Matters

Mr. R. Potter (Nominated by the Roman Catholic Church)

1 Vacancy (Nominated from other faith groups in the city)

Mrs. S. Hanson (Nominated by the Church of England)

Mrs. K. Jones (Primary Parent Governor Representative)

1 Vacancy (Secondary Parent Governor Representative)

Business, Economy and Enterprise Scrutiny Board (3)

CHAIR:	Councillor Lakha
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Councillor Ali

Councillor Bigham

Councillor Birdi

Councillor Crookes

Councillor Mulhall

Councillor M Mutton

Councillor Sweet

Councillor Walsh

Political Balance	
Conservative	2
Labour	7

Communities and Neighbourhoods Scrutiny Board (4)

Designated as the Flood Management Committee

CHAIR:	Councillor T Khan
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Councillor P Akhtar

Councillor M Auluck

Councillor Innes

Councillor Male

Councillor Mulhall

Councillor Singh

Councillor Skinner

Councillor Thay

Political Balance	
Conservative	2
Labour	7

Health and Social Care Scrutiny Board (5)

Designated as the Health Overview and Scrutiny Committee

CHAIR:	Councillor Welsh
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Councillor Ali

Councillor Galliers

Councillor Innes

Councillor T Khan

Councillor O'Boyle

Councillor Skinner

Councillor Taylor

Councillor Walsh

Political Balance	
Conservative	2
Labour	7

Co-opted Member

1 Representative from Coventry Healthwatch

AUDIT AND PROCUREMENT COMMITTEE

CHAIR	DEPUTY CHAIR
Councillor Skipper	Councillor Bains

Councillor Blundell

Councillor Harvard

Councillor Sawdon

Councillor Welsh

Political Balance	
Conservative	2
Labour	4

Labour Group Substitute – Councillor Brown

Conservative Group Substitute – Councillor Andrews

COVENTRY HEALTH AND WELL-BEING BOARD

Councillor Lucas	Leader of the Council
Councillor Caan	Cabinet Member for Health and Adult Services (Deputy Chair)
Councillor Ruane	Cabinet Member for Children and Young People
Councillor Gingell	One additional Councillor nominated by the Leader (Chair)
Councillor Taylor	Conservative Group Representative

Executive Director of People	(Statutory Appointment)
Director of Public Health	(Statutory Appointment)
Coventry Healthwatch – 2 representatives	(Statutory Appointment)
Coventry and Rugby Clinical Commissioning Group – 2 representatives	(Statutory Appointment)
Voluntary Action Coventry – 1 representative	
Coventry University – Vice-Chancellor (or representative)	
Warwick University – Vice-Chancellor (or representative)	
NHS Commissioning Board – 1 representative	
West Midlands Police – 1 representative	
West Midlands Fire Service – Operations Commander Coventry	
Coventry and Warwickshire Partnership Trust – 1 representative	
University Hospitals Coventry and Warwickshire – Chief Executive or representative	

CHAIRS OF WARD FORUMS

Bablake – Councillor Galliers

Binley and Willenhall – Councillor Chater

Cheylesmore – Councillor Noonan

Earlsdon – Councillor Andrews

Foleshill – Councillor A Khan

Henley – Councillor Ruane

Holbrook – Councillor Lancaster

Longford – Councillor Duggins

Lower Stoke – Councillor Miks

Radford – Councillor M Mutton

Sherbourne – Councillor Gannon

St. Michael's – Councillor N Akhtar

Upper Stoke – Councillor Caan

Wainbody – Councillor Blundell

Westwood – Councillor Skinner

Whoberley – Councillor Innes

Woodlands – Councillor Lepoidevin

Wyken – Councillor Thay

ADVISORY PANELS / PANEL TO BE RE-APPOINTED DURING 2014/15

ADVISORY PANELS TO BE RE-APPOINTED

CORPORATE PARENTING BOARD (TO ACT AS THE CABINET ADVISORY PANEL FOR LOOKED AFTER CHILDREN)

Councillor Ruane	Cabinet Member for Children and Young People (Chair)
Councillor Kershaw	Cabinet Member for Education
Councillor Thomas	Deputy Cabinet Member for Education
Councillor M Mutton	Chair of Education and Children's Scrutiny Board (2)
Councillor Dr Auluck	Labour Group Representative
Councillor Blundell	Shadow Cabinet Member for Education
Councillor Noonan	Shadow Cabinet Member for Children and Young People
Councillor Taylor	Conservative Group Representative

CABINET MEMBER FOR POLICING AND EQUALITIES - CONSTITUTIONAL ADVISORY PANEL

2 Council Members on Ethics Committee

Councillor Andrews Conservative Member on Ethics

Councillor Clifford Labour Member on Ethics

2 Group Secretaries (Labour Group representative to be appointed Chair)

Councillor Bailey

Councillor Gannon (Chair)

1 Member from Controlling Group

Councillor Lucas

CABINET ADVISORY PANEL – SCHOOL ORGANISATION

(NOTE: Councillors may not be Cabinet Members, one to be the Shadow Cabinet Member for Education)

Councillor Dr Auluck Labour Councillor

Councillor Miks Labour Councillor

Councillor M Mutton Labour Councillor

Councillor Blundell Shadow Cabinet Member (Education)

3 Head Teachers (1 x Primary, 1 x Secondary, 1 x Special)

3 Governors (1 x Primary, 1 x Secondary, 1 x Special)

2 Voluntary Aided Sector (1 x Roman Catholic Diocese, 1 Church of England Diocese)

(NOTE: Chair elected at each meeting and may not be an elected member)

CABINET ADVISORY PANEL - COVENTRY LOCAL DEVELOPMENT PLAN

Councillor Maton	Cabinet Member for Business, Enterprise and Employment (Chair)
Councillor Lancaster	Cabinet Member for Public Services
Councillor Sweet	Chair of Planning Committee
Councillor Lucas	Leader
Councillor Lakha	Chair of Business, Economy and Enterprise Scrutiny Board (3)
Councillor Chater	Deputy Chair of Planning Committee

NOTE: The Deputy Leader is invited to attend meetings of this Panel.

CABINET MEMBER FOR POLICING AND EQUALITIES ADVISORY PANEL - ELECTORAL ARRANGEMENTS

Councillor Townshend	Deputy Leader & Cabinet Member for Policing and Equalities (Chair)
Councillor Lucas	Leader and Cabinet Member for Policy and Leadership
Councillor Duggins	Labour Councillor
Councillor Welsh	Labour Councillor
Councillor Blundell	Leader of Opposition
Councillor Andrews	Deputy Leader of Opposition

CABINET MEMBER FOR POLICING AND EQUALITIES ADVISORY PANEL - THE COVENTRY AWARD OF MERIT

Councillor Townshend	Cabinet Member for Policing and Equalities (Chair)
Councillor Gannon	Cabinet Member for Strategic Finance and Resources
Councillor Duggins	Chair of Scrutiny Co-ordination Committee (or their nominee)
Councillor Andrews	Shadow Cabinet Member for Policing and Equalities
Councillor Hammon	Lord Mayor, ex officio
His Honour Judge Griffith-Jones	The Honorary Recorder

CABINET MEMBER FOR POLICING AND EQUALITIES ADVISORY PANEL – THE GOOD CITIZEN AWARD

Councillor Maton	Cabinet Member for Business, Enterprise and Employment
Councillor A Khan	Cabinet Member for Culture, Leisure, Sports and Parks
Councillor Abbott	Cabinet Member for Community Development, Co-operatives and Social Enterprise
Councillor Andrews	Shadow Cabinet Member for Policing and Equalities
Councillor Blundell	Conservative Group Nominee
Councillor Hammon	Lord Mayor, ex officio
His Honour Judge Griffith – Jones	The Honorary Recorder (Chair)

The Coventry Member of the UK Youth Parliament

Chief Superintendent of Coventry (or nominee)

CABINET MEMBER FOR POLICING AND EQUALITIES ADVISORY PANEL - DISABILITY EQUALITY

Councillor Abbott	Labour Group Nominee
Councillor Dr Auluck	Substitute for Labour Group Nominee

CABINET ADVISORY PANEL - SPORTS VISION AND STRATEGY, TOURISM AND CITY WIDE EVENTS

Councillor Abbott	Cabinet Member for Community Development, Co-operatives and Social Enterprise
Councillor Maton	Cabinet Member for Business, Enterprise and Employment
Councillor A Khan	Cabinet Member for Culture, Leisure, Sports and Parks (Chair)
Councillor Kershaw	Cabinet Member for Education
Councillor Ruane	Cabinet Member for Children and Young People
Councillor M Mutton	Chair of Education and Children's Services Scrutiny Board (2)
Councillor Duggins	Labour Councillor
Councillor O'Boyle	Labour Councillor
Councillor Skipper	Labour Councillor
Councillor Birdi	Conservative Councillor

CABINET ADVISORY PANEL – REGENERATION AND INFRASTRUCTURE

Councillor Lucas	Leader (Chair)
Councillor Gannon	Cabinet Member for Strategic Resources and Finance
Councillor Maton	Cabinet Member for Business, Enterprise and Employment
Councillor Lancaster	Cabinet Member for Public Services
Councillor Lakha	Chair, Business, Economy and Enterprise Scrutiny Board (3)
Councillor Blundell	Leader of Opposition

ACL PANEL

Councillor Lucas	Leader (Chair)
Councillor Townshend	Deputy Leader (Deputy Chair)
Councillor Gannon	Cabinet Member for Strategic Finance and Resources
Councillor Ruane	Cabinet Member for Children and Young People
Councillor Kershaw	Cabinet Member for Education
Councillor Maton	Cabinet Member for Business, Enterprise and Employment
Councillor Lancaster	Cabinet Member for Public Services
Councillor Abbott	Cabinet Member for Community Development, Co-operatives and Social Enterprise
Councillor Caan	Cabinet Member for Health and Adult Services
Councillor A Khan	Cabinet Member for Culture, Leisure, Sports and Parks
Councillor Dr Auluck	Deputy Cabinet Member for Policing and Equalities
Councillor McNicholas	Deputy Cabinet Member for Business, Enterprise and Employment
Councillor Brown	Deputy Cabinet Member for Business, Enterprise and Employment
Councillor Thomas	Deputy Cabinet Member for Education
Councillor Clifford	Deputy Cabinet Member for Health and Adult Services
Councillor Blundell	Leader of the Opposition
Councillor Andrews	Deputy Leader of the Opposition

NOTE: The Chair of Scrutiny Co-ordination Committee (Councillor Duggins) and the Chair of the Ethics Committee (Councillor Clifford) are invited to attend meetings of this Panel and the Leader or Deputy Leader are able to invite other member(s) or individual(s) to Panel meetings as required.

TERMS OF REFERENCE

1. The terms of reference for the following are as set out in the Constitution:

Audit and Procurement Committee

Cabinet

Cabinet Committee (Coventry Investment Fund)

Coventry Health and Well-being Board

Ethics Committee

Independent Remuneration Committee

Licensing and Regulatory Committee

Planning Committee

Scrutiny Coordination Committee

Scrutiny Boards

2. The terms of reference for the other bodies are as set out below:

Cabinet Committee (Children's Services)

Terms of Reference

1. To approve spending up to £1.5m within the additional funding allocated by Council to support improvements within the Children's Service.
2. To monitor, review and make any further specific recommendations in respect of the additional funding provided to enable improvements within Children's Services to be undertaken.
3. To recommend to Cabinet Member, Cabinet and Council any further specific amendments regarding the funding of Children's Services.
4. To ensure the funding of improvements within Children's Services and the actions taken to improve the service are transparent, open and fair.

Corporate Parenting Board (To act as a Cabinet Advisory Panel for Looked after Children)

Terms of Reference

1. The Board will be constituted as a Cabinet Advisory Panel with a politically balanced membership.
2. To focus on the requirements in legislation and in good practice advice for Elected Member involvement and support in service improvement for looked after children and young people.
3. To develop a work programme and allocate and monitor tasks within the City Council to improve outcomes for looked after children.
4. To identify key areas where services and partner agencies need to deliver improved support for looked after children and refer these issues to the relevant organisations as necessary.
5. To develop and support direct communication with looked after children, including formal meetings and consultation leading to the establishment of a Children's Council, a structured pattern of visits to children's homes and social work team offices, and also informal meetings with looked after children and young people with a social and enjoyable element.

Cabinet Consultative Group (PSPO) (Coventry Dog Control)

Terms of Reference

1. Have a scope to monitor the efficacy and effectiveness of the Public Space Protection Order (Coventry Dog Control) and make such recommendations to Cabinet as are deemed necessary
2. Have the Chairperson appointed by the Council Leader
3. Remain in existence for a maximum period of 12 months (from January 2015)
4. Have a maximum membership of 12 persons (including the Chairperson)
5. Meet as often as is deemed necessary to:
 - Receive regular updates on the implementation of the 'Order', with specific regard to the local authorities performance in publicising and educating local people on the requirements of the 'Order' and ultimately, enforcement where necessary. This will include specific data on enforcement and relevant complaints/service requests received by the City Council concerning dogs.

Cabinet Advisory Panel – School Organisation

Terms of Reference

1. The group will be constituted as a Cabinet Advisory Panel Group.
2. To consider any objections received to school organisation proposals (for example the establishment of a new school or the closure of a school) and make recommendations to the Local Authority (Cabinet) on the determination of those proposals.

Cabinet Advisory Panel - Coventry Local Development Plan

Terms of Reference

There is no legal requirement to set up an Advisory Panel to inform the development of a new Core Strategy, however, it is considered to be good practice to do so. The Advisory Panel would ensure regularly timetabled interaction between Elected Members of the group, in relation to the development of the Core Strategy, and ensure that key issues were identified and discussed early in the process.

Cabinet Member for Policing and Equalities Advisory Panel - Electoral Arrangements

Terms of Reference

- (1) To review the division of the 18 Wards within the City into Polling Districts in accordance with the Representation of the People Acts and associated legislation.
- (2) In consultation with local Ward Councillors and other such stakeholders as the Panel believe appropriate, to make recommendations to the Returning Officer about suitable polling places within each Ward within the City.
- (3) To consider the staffing arrangements, including the payment of fees, associated with elections and make appropriate recommendations to the Returning Officer and the Cabinet Member.
- (4) To make recommendations to the Cabinet Member and the Returning Officer in relation to any changes to procedures and practices as appropriate with regard to the electoral process within the City, especially in relation to any proposed legislative changes.

- Advise, comment and make recommendations on the City Council's implementation of the 'Order'.
- Promote collaboration and partnership working with relevant organisations in implementing the 'Order'.
- Provide a conduit for disseminating key messages on the implementation of the 'Order' through members' own organisations and contacts.
- Promote consistency in the introduction of the 'Order' throughout the City.

Cabinet Member for Policing and Equalities Constitutional Advisory Panel

Terms of Reference

1. To be responsible for keeping the Constitution up to date and to make recommendations on proposed amendments to the Constitution to the Cabinet Member for Policing and Equalities.
2. To consider recommendations from the Monitoring Officer or the Officer Working Group on updates to the Constitution or on ways in which the Constitution can be amended in order to better achieve its purpose.
3. To bring to the attention of the Monitoring Officer and the Cabinet Member for Policing and Equalities any matters of concern regarding the City Council's Constitution.

Note

Where the timescale does not permit the Advisory Panel to consider any proposed constitutional amendments, any recommendations to Council on those proposed changes to the constitution will be made by the Cabinet Member only

Cabinet Member for Policing and Equalities Advisory Panel - The Coventry Award of Merit

Terms of Reference

1. The object of the Coventry Award of Merit shall be to publicly acknowledge and honour behaviour reflecting the highest ideals of citizenship or outstanding performance in any worthy field of human endeavour which enhances the good name of the City of Coventry and affords inspiration to its citizens.
2. Any person, company or other organisation shall be eligible for consideration for the Coventry Award of Merit who has:-
 - 2.1 Rendered outstanding service to the City of Coventry in service to the local community.
 - 2.2 By outstanding personal effort in the field of sport, industry, government or the arts, brought particular renown to the City of Coventry.
 - 2.3 Made an outstanding contribution to the national life or in international affairs in any field of human activity in a manner which has brought credit upon the City of Coventry.
 - 2.4 By personal example of courage or devotion to duty and service to others, demonstrated the highest ideals of citizenship.
3. The grant of the Award of Merit shall be made by the City Council on the recommendation of Cabinet Member for Policing and Equalities, who will be advised by an Advisory Panel established for the purpose.
4. The Cabinet Member and Advisory Panel shall endeavour to maintain consistently high standards in the submission of recommendations and accordingly shall be at liberty to make such further enquiry into a nomination as they think proper, and shall be under no obligation to submit any recommendation unless they are satisfied that in doing so such standards would be maintained.
5. Any individual or organisation (including any member of the panel of Assessors) may submit a nomination for the Award of Merit. Any such nomination shall be in writing and submitted to the Executive Director, Resources, with a detailed statement of the grounds on which it is made.
6. The Award of Merit shall take such form as the City Council may from time to time determine but shall include a Citation signed by the Lord Mayor for the time being stating the grounds on which the Award has been made. Awards shall be made by the Lord Mayor at a public ceremony.

Cabinet Member for Policing and Equalities Advisory Panel – The Good Citizen Award

Terms of Reference

To provide advice and guidance and make recommendations to the Cabinet Member for Policing and Equalities on the Good Citizen Award.

In particular, to assist the Cabinet Member in the following roles:-

1. Promoting the Good Citizen Award and the honour conferred by the Council on recipients of the Award.
2. Promoting the Council's Equality and Diversity objectives and encouraging nominations from all the communities within Coventry
3. Considering nominations received and, in accordance with agreed criteria, approving recipients for the award to full Council

Cabinet Member for Policing and Equalities Advisory Panel - Disability Equality

Terms of Reference

To advise the Cabinet Member responsible for equalities on disabled people's issues and to monitor, review and advise the Council on the development of the action plan for its Equality Strategy.

Cabinet Advisory Panel - Sports Vision and Strategy, Tourism and City Wide Events

1. To co-ordinate the Council's work in facilitating and supporting the development of a renewed partnership Vision and Strategy to meet the sporting needs and aspirations of the City of Coventry, for the benefit of the City's residents and its visitors.
2. To support the Cabinet Member on the development of a Tourism Strategy for Coventry, on the marketing of the City and on the provision of tourism services.
3. To support the Cabinet Member on the monitoring of Tourism services and Strategy outcomes.
4. To advise on links with wider tourism and destination partners and partnerships, identifying opportunities to collaborate to ensure services work together to achieve the best possible outcomes for the City.
5. To provide direction to officers on a range of project and policy matters and advise on the overall events programme and the development of a city wide events strategy. In doing so it will ensure that the events programme and strategy considers other major areas of work including:

City Centre events
Events in the parks and open spaces
Events in the city centre

The Godiva Festival
Christmas related events

6. To provide political guidance in relation to the City's Bid to become UK City of Culture in 2021 and a European Capital of Culture in 2023.

Cabinet Advisory Panel - Regeneration and Infrastructure

1. To direct the work of Coventry in helping to negotiate the City Deal for Coventry and Warwickshire.
2. To ensure that the development of the City Deal and future policy on a single pot for economic growth meets the economic needs of the City
3. To provide political guidance and support to the operational aspects of the wider Friargate programme, including agreeing the scope and general remit of the programme delivery team in accordance with the governance arrangements approved by Cabinet.

ACL Panel

Terms of Reference

The ACL Panel will be responsible for providing an overarching governance role in relation to the outstanding loan facility provided to ACL. This will include but not be limited to an overview of the following areas:-

- Financial overview
- Risk management
- Consider matters submitted by the Council's observer or appointee (as the case may be) on the Board of ACL
- Consider matters submitted by the Council's S.151 Officer
- Receive updates on any outstanding legal matters
- Any other item deemed appropriate

The Panel will also be responsible in making recommendations to the appropriate Council body. In order to facilitate the Panel's function it will have the authority to obtain any external professional advice deemed appropriate.

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	Proportional Entitlement for groups rounded up			Proportional Entitlement for groups (1 dec place))		
	Total	Con	Lab	Total %	Con %	Lab %
Party seats	54	13	41	100.0%	24.1%	75.9%
Cabinet	10	0	10	10.0	n/a	n/a
Entitlement per group excl Cabinet places				0.00	22	68
Planning Cttee	11	3	8	11.00	2.7	8.3
Licensing & Reg Cttee	14	4	10	14.00	3.4	10.6
Ethics	5	1	4	5.00	1.2	3.8
Audit & Procurement Cttee	6	2	4	6.00	1.4	4.6
Scrutiny Board 1	9	2	7	9.00	2.2	6.8
Scrutiny Board 2	9	2	7	9.00	2.2	6.8
Scrutiny Board 3	9	2	7	9.00	2.2	6.8
Scrutiny Board 4	9	2	7	9.00	2.2	6.8
Scrutiny Board 5	9	2	7	9.00	2.2	6.8
Scrutiny Co-ordination	9	2	7	9.00	2.2	6.8
Totals (excludes Cabinet)	90	22	68	90.00	21.7	68.3
Actual proportionality	100.0%	24.1%	75.9%	100.0%	24.1%	75.9%

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REPORT 12

PRESENTED AT ANNUAL MEETING 21ST MAY 2015

**APPOINTMENTS TO OUTSIDE BODIES FOR THE 2015/2016
MUNICIPAL YEAR**

Appointments to Other City Council Forums

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OBF1	Adoption Panel	Councillor Seaman	Councillor Seaman	Considers the placement of children for adoption bearing in mind background information on the child/proposed placement given to the panel	Meets fortnightly
OBF2	Coventry School Admissions Forum	Councillor Kershaw Councillor Blundell	Councillor Kershaw	Statutory Body - considers school admission matters	Meets twice per annum
OBF3	Fostering Panel	Councillor Mrs Miks	Councillor Mrs Miks	Considers the placement of children for fostering bearing in mind background information on the child/proposed placement given to the panel	25 meetings per year

Appointments to Partnership Organisations

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OBP1	Children and Young People's Commissioning Board	Councillor Ruane - Cabinet Member (Children and Young People) Councillor Noonan - Shadow Cabinet Member (Children & Young People) Councillor Kershaw - Cabinet Member (Education) Councillor Blundell - Shadow Cabinet Member (Education)	Councillor Ruane	Ensures that within the context of the Children Act 2004 services are jointly and efficiently commissioned	Meets monthly
OBP2	Council of Governors of the Coventry and Warwickshire Partnership Trust	Councillor Thomas	Councillor Thomas	To manage the transition to become a NHS Foundation Trust	tbc

Page 64	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OBP3	Coventry and Warwickshire Local Enterprise Partnership Board (LEP)	Councillor Mrs Lucas Councillor Maton	Councillor Mrs Lucas	To drive Local Enterprise Partnership for the area, approved by Government on 28th October 2010	6 full Board meetings held per annum. Anticipated AGM will be held in September prior to the Board meeting for that month
OBP4	Coventry and Warwickshire Local Enterprise Partnership: Local Transport Body	Councillor Maton	Councillor Maton	To deal with devolved Government funding for the 2015-2019 period for Major Transport Schemes	Meetings held ad-hoc - anticipated to be an average of 3 per annum
OBP5	Coventry Learning Disabilities Partnership Board	Councillor Clifford Councillor Taylor	Councillor Clifford	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	Meets monthly. No AGM held

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OBP6	Coventry Partnership	Councillor Mrs Lucas Councillor Townshend Councillor Maton Councillor McNicholas Councillor Blundell Councillor Andrews	Councillor Mrs Lucas	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"	Meets twice per annum. No AGM held
OBP7	Older People's Partnership Board	Councillor Caan Councillor Taylor	Councillor Caan	Set priorities, plan future service delivery, monitor the implementation of the Older People's National Service Framework and develop service and Commissioning Strategies for Older people, including Older People with mental health problems	Meets quarterly. No AGM held

Page 66	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OBPP	Voluntary Action Coventry	Councillor Mrs Abbott Councillor Sawdon	Councillor Mrs Abbott	The umbrella body for voluntary and community organisations in Coventry. The City Council representatives act as observers on the Management Board	Meets quarterly

Appointments to Outside Bodies

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OB1	Albany Theatre Trust	Councillor Kershaw	Councillor Kershaw	To manage the affairs of the Albany Theatre	Meetings held monthly. AGM held in June
OB2	Barr's Hill School Trust Limited	Councillor Walsh	Councillor Walsh	Foundation acting on behalf of the Trust School	3 meetings held annually - 1 meeting per school term. AGM held in September
OB3	Belgrade Theatre Trust (Coventry) Limited	Councillor Mrs Bigham Councillor Bailey (Cllr Mrs Bigham, or in her absence Councillor Bailey, authorised to exercise the Council's vote at General Meetings)	Councillor Mrs Bigham	The promotion, maintenance, improvement and advancement of education or for the encouragement of the arts	Meets 6 to 7 times annually. AGM held in September

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OB4	Birmingham International Airport Holdings Limited - Board of Directors	Councillor McNicholas (Authorised to exercise the Council's vote at General Meetings. Substitutes not permitted)	Councillor McNicholas	Airport Company Board of Directors	Meets 4 times annually. AGM held in July
OB5	Birmingham International Airport - Consultative Committee	Councillor McNicholas	Councillor McNicholas	To enable aerodrome operators, communities in the vicinity of the aerodrome, local authorities, local business representatives, aerodrome users and other interested parties to exchange information/ideas; to allow the concerns of interested parties to be raised and taken into account by the aerodrome operators; and to complement the legal framework within which the aerodrome operates.	AGM held in May
OB6	Blue Coat Academy - Governing Body	No appointments required at the current time	N/A	The academy was set up by sponsors who own and run the school with those functions discharged through the Governing Body and Head Teacher	Meet at least once per school term

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OB7	Bus Lane Adjudication Service Joint Committee (BLASJC)	Councillor Lancaster - Cabinet Member (Public Services) Councillor Maton - Cabinet Member (Business, Enterprise and Employment)	Councillor Lancaster	The Committee puts in place adjudication arrangements for parking Penalty Charge Notice appeals	Meetings held every 3 months
OB8	Coventry Airport Consultative Committee	Councillor Chater Councillor Lakha (Substitute)	Councillor Chater	To enable aerodrome operators, communities in the vicinity of the aerodrome, local authorities, local business representatives, aerodrome users and other interested parties to exchange information/ideas; to allow the concerns of interested parties to be raised and taken into account by the aerodrome operators; and to complement the legal framework within which the aerodrome operates	Meets every 3 months of the year
OB9	Coventry Ambassadors Social Enterprise Board	Councillor Mrs Abbott	Councillor Mrs Abbott	To continue the development of Coventry Ambassadors to enable them to play a key role in future events for the City	When required

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OB10	Coventry and Solihull Waste Disposal Company Limited - Advisory Forum	Councillor Maton Councillor Harvard Councillor Andrews Councillor Blundell	Councillor Maton	Consider the waste disposal activities and financial results of the joint account for the two Authorities	Meets once per annum
OB11	Coventry and Solihull Waste Disposal Company Limited - Shareholders' Panel	Councillor Lancaster (Authorised to exercise the Council's vote at General Meetings) Councillor Townshend (Substitute for exercising Council's vote at General Meetings) In the absence of both of the above, Chris West, Executive Director of Resources (or his nominated substitute), is the voting representative Councillor Crookes	Councillor Lancaster	The Panel oversees the operation of the Waste Disposal Company	Meets quarterly

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OB12	Coventry Law Centre Limited	Councillor Mrs Bigham (Councillor Mrs Bigham is a trustee of the charity) Councillor Hammon	Councillor Mrs Bigham	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.	Meets monthly
OB13	Coventry Refugee and Migrant Centre	Councillor A Khan Councillor Ruane Councillor Andrews	Councillor A Khan	The Board oversees the work of the Centre which covers the following 2 main categories: 1. help for asylum seekers with subsistence, housing, health and racial harassment 2. help set up home for those given leave to remain	Board meets monthly except for August and December. AGM held in September
OB14	Culture Coventry Trust Board of Directors	Councillor Skipper Councillor Mrs Abbott Councillor Mrs Bigham Councillor McNicholas Councillor Sawdon	Councillor Skipper	To oversee the operations of facilities	Meets quarterly. AGM held in October
OB15	Foxford School Trust Limited	Councillor Mrs Bigham	Councillor Mrs Bigham	Foundation acting on behalf of the School	Meet at least once per school term

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OB16	Grace Academy - Governing Body	Councillor Ruane	Councillor Ruane	The academy was set up by sponsors who own and run the school, with those functions discharged through the Governing Body and Head Teacher	Meet at least once per school term
OB17	Local Government Association - General Assembly	Councillor Mrs Lucas Councillor Townshend Councillor Lancaster Councillor Blundell (Councillor Taylor substitute for Councillor Blundell)	Councillor Mrs Lucas	The LGA General Assembly acts as the "parliament" for local government	Meets once per annum - an AGM held in June
OB18	Lyng Hall Trust Limited	Mrs Fletcher	Mrs Fletcher	Foundation acting on behalf of the Trust School	Meetings are arranged ad-hoc. AGM held in June

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OB19	Parking and Traffic Regulation Outside London Adjudication Joint Committee (PATROLAJC)	Cabinet Member (Public Services) - Councillor Lancaster Cabinet Member (Business, Enterprise and Employment) - Councillor Maton (Deputy)	Councillor Lancaster	Participation in the committee puts in place adjudication arrangements for parking Penalty Charge Notice appeals	Meetings held approx. every 3 months
OB20	Police and Crime Panel	Councillor Mrs Lucas Councillor Townshend (substitute)	Councillor Mrs Lucas	The Police and Crime Commissioners will be held to account on an on-going basis by the Crime Panel	Meets 7 times per annum. AGM expected to be held in June
OB21	Regional Flood and Coastal Committee (Severn and Wye)	Councillor Lancaster	Councillor Lancaster	Considers matters relating to the flood risk programme, shapes local flood and coastal management plans and helps influence the future of the environment.	Meets five times per annum
OB22	Seva School	Councillor Kershaw Bal Claire	Councillor Kershaw	Free School underpinned by the Sikh Faith that operates like an Academy and is funded by Central Government	Meets approx once per school term

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OB23	SIGOMA (Special Interest Groups of Municipal Authorities)	Councillor Skipper	Councillor Skipper	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 the regions. Works to release the opportunities and potential of the communities represented.	Meets monthly. AGM held in July
OB24	Stoke Park School Trust Limited	Councillor Bains	Councillor Bains	Foundation acting on behalf of the Trust School.	Meets quarterly. AGM held in November.
OB25	University of Warwick Business Innovation Centre Limited	Councillor Maton (Authorised to exercise Council's vote at General Meetings)	Councillor Maton	Management Board for the body	Meets 3 times per annum. AGM held in July

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OB26	University of Warwick Science Park Foundation	Councillor Maton (Authorised to exercise the Council's vote at General Meetings) Councillor Skipper (Also the named substitute for exercising Council's vote at General Meetings)	Councillor Maton	Management Board for the body.	AGM held in July each year
OB27	West Midlands Employers	Councillor Mrs Lucas Councillor Townshend (alternate)	Councillor Mrs Lucas	An Employers Organisation advising, supporting and representing authorities in human resource management, industrial relations and employee / organisational development	The full body meets aprox. twice per annum
OB28	West Midlands Fire and Rescue Authority	Councillor B Singh (Lead Member for Questions) Councillor Mrs Mijs (Substitute Member for Questions) Councillor Skinner	Councillor B Singh	Statutory responsibilities to the community of West Midlands	Meets 5 times per annum (Policy Planning Forum, comprising all members, meets 8 times per annum)

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OB29	West Midlands Integrated Transport Authority	Councilor Mrs Lucas Councillor McNicholas (The named substitute for Voting purposes)	Councillor Mrs Lucas	Leads on strategy, prioritisation and commissioning, and seeks new investment in transport for the area. ITA comprises the seven Leaders of the seven West Midlands Metropolitan Councils who's focus is on policy and budget.	AGM held in June
OB30	West Midlands ITA - Transport Delivery Committee (formerly Centro Members Joint Committee)	Councillor McNicholas (Appointed as Chair by the ITA) Councillor P Akhtar Councillor Taylor (until after the body's AGM)	Councillor McNicholas	Responsible for operational transport matters and, as required, provides advice to the new ITA on matters referred to them	To be scheduled in line with work programme

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OB31	West Midlands ITA Joint Overview and Scrutiny Committee	Councillor Welsh	Councillor Welsh	To review and/or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the West Midlands ITA	Will take place when the Committee considers it expedient to have an overview of the overall expressed purpose and intended outcomes of the West Midlands ITA, with a minimum of one meeting of the Scrutiny Committee held in each municipal year
OB32	West Midlands Joint Committee	Councillor Mrs Lucas (Leader Voting Member) Councillor Townshend (Also the named substitute Voting Member) Councillor Blundell	Councillor Mrs Lucas	Formerly constituted body of West Midlands District Councils to discharge specific functions concerning the West Midlands	Meets every 3 months

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OB33	West Midlands Pensions Committee	Councillor Gannon (Lead Member) Councillor Bains (Substitute Member)	Councillor Gannon	To oversee the pensions administration and investment expenses relating to the West Midlands Metropolitan Authorities Pensions Fund	Meets every four months
OB34	Whitefriars Housing Group	Councillor Mrs Bigham Councillor Thay Councillor Thomas Councillor Crookes (Voting - Councillors Mrs Bigham and Thay authorised as the City Council's representative and substitute representative, respectively, to exercise its vote at Annual General Meetings of Whitefriars Services Limited. Chris West, Executive Director of Resources, authorised to act as the voting representative in the absence of the authorised representative and the substitute representative)	Councillor Mrs Bigham	Management of Housing Group	Meets 4 times per annum. AGM for Whitefriars Services Limited is held in October

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OB35	Woodlands Academy - Governing Body	Councillor Thomas (Woodlands Ward Councillor)	Councillor Thomas	The academy was set up by sponsors who own and run the school with those functions discharged through the Governing Body and Head Teacher	Meet at least once per school term

Appointments to Charity and Other Non Municipal Year Appointments

OBC	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OBC1	Annie Bettman Foundation	Mrs Fletcher Councillor Townshend Councillor Skinner Mrs A Brown Mr P Cordle His Honour Donald Hamilton (retired) (Appointments expire 2017)	Mrs Fletcher	To provide assistance to those between the ages of 21 and 40 who are looking to set up a business within the geographical limits of the Council, and in exceptional circumstances , to offer assistance to those about to finish education with a view to setting up a business in Coventry	Meets once per annum
OBC2	Blue Coat School Foundation	Mrs I Cribdon Mrs J Jackson	Mrs I Cribdon	Charitable body responsible for property management	Meets 2 or 3 times per annum

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OBC3	Bond's Hospital Estate Charity Trustees	Councillor Townshend (Appointment expires 31st May 2016) Councillor Mrs Abbott (Lead) (Appointment expires 31st May 2018) Mrs S C Forte (Appointment expires 31st May 2017)	Councillor Mrs Abbott	Charitable organisation that manages property for the benefit of the elderly	Meets May, June and July each year
OBC4	Coventry Association for International Friendship	Councillor Lakha	Councillor Lakha	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	Meets twice per annum AGM held in May

Page 62	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OBC6	Coventry Church (Municipal) Charities Trustees	Councillor Clifford (Appointment expires 30th May 2018) Councillor Kershaw (Appointment expires 30th June 2019) Mrs R Mason (Appointment expires 30th June 2019)	Councillor Clifford	Charitable body concerned with the relief of poverty for elderly people	Meets March, June, September and December each year
OBC6	Coventry Citizens' Advice Bureau Management Board	Councillor Mrs Abbott (Appointment expires May 2017)	Councillor Mrs Abbott	Manages the business of the bureau	Meets bi-monthly on the second Tuesday of the month at 5.45pm - 7.30pm.

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OBC7	Coventry General Charities Trustees	Councillor Mrs Miks Councillor Lakha Councillor Clifford Councillor Crookes Councillor Lapsa Mrs E Eaves Mrs P Hetherton Mrs Lancaster Mr W Thomson (Appointments expire 16th May 2016)	Councillor Mrs Miks	Yearly payment to the vicar and church wardens of the ecclesiastical parish of St Michael for the poor; yearly payment to the Governors of the Monks Kirby exhibition foundation; relief for persons in conditions of need, hardship or distress in the City of Coventry; the payment of pensions to poor people, preference being given to Freemen of the City; the general advancement of education to persons under 25 years, preference being given to sons and daughters of the City.	Meets monthly. AGM held in January
OBC8	Daimler Green Recreational Trust	Councillor M Mutton (Radford Ward Councillor) (Appointment expires May 2017)	Councillor M Mutton	The Community Recreation Trust has been established to take responsibility for the new community facilities being provided at Daimler Green.	Meetings likely to be monthly in the first year of the operation of the trust after which the frequency will be reviewed.

Page 84	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OBC9	John Friends Memorial Fund Management Committee	Councillor Clifford Councillor Mrs Bigham Councillor Crookes (Appointments expire 2017)	Councillor Clifford	Gives grants to schools and individuals for the study of astronomy and meteorology.	Meets twice per annum
OBC10	Martha Flint and Emma Osmond Educational Foundation	Councillor Clifford (Appointment expires 2017)	Councillor Clifford	To award scholarships, bursaries or maintenance allowances to young persons tenable at any university or other place of learning approved by the governors	Meets twice per year
OBC11	Sir Charles Barratt Memorial Foundation	Councillor Innes Councillor Crookes	Councillor Innes	Charitable body that gives grants for musical instruments.	AGM held in January
OBC12	Soothern and Craner Educational Foundation	Councillor Mrs Abbott Councillor Mrs Miks Councillor Thomas Councillor Taylor (Appointments expire May 2017)	Councillor Mrs Abbott	To assist girls of Friends (Quakers) in Coventry and other girls in the City by means of monetary grants	Meets once per year. AGM held in July/August

	ORGANISATION	2015/2016 REPRESENTATIVES	2015/2016 LEAD REPRESENTATIVE	PURPOSE	FREQUENCY OF MEETINGS and AGM
OBC13	Swillington's Charity Trustees	Councillor Lancaster Councillor Townshend	Councillor Lancaster	Charity for the general benefit of the poor in the City of Coventry	Meets bi-monthly
OBC14	Tansley Charity Trust	Councillor Auluck Councillor Mrs Abbott Councillor Caan (Appointments expire May 2017) Lord Mayor Ex-Officio)	Councillor Auluck	To award grants to elderly or infirm women.	Meets June and December each year. Additional meetings held on an ad-hoc basis
OBC15	Tom Mann Centre Trust Management Committee	Councillor Chater Councillor Lakha Councillor Thay (Appointments expire May 2017)	Councillor Chater	Charity fund to promote the life of Tom Mann and his involvement with Trade Unions.	Meets once per annum
OBC16	William Proffitt's Charity	Councillor M Auluck Councillor Mrs Abbott Mr W P Thomson	Councillor M Auluck	Education of the poor, money distributed to the Charities and Schools in the parish of Foleshill	Meets March and December

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CALENDAR OF MEETINGS 2015/16

* denotes "if required"

Meeting	Time (unless indicated otherwise)	May 15	Jun 15	July 15	Aug 15	Sept 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16
Council	2.00 pm		23	14*		8	13		1	12	23	15		19 agm
Cabinet / Cabinet Members														
Cabinet	2.00 pm	28 (12 noon)	17	7	11	1	6	24		5	9, 23	8	19	
Cabinet Briefing	2.00 pm		2, 24	28	19	22		10	15	26	16		5	
CM for Business, Enterprise and Employment	10.00 am			20			19			18		21		
CM for Children & Young People	2.00 pm		30			15			8			22		
CM for Community Development, Co-Operatives & Social Enterprise	10.00am			16			8			28			7	
CM for Culture, Leisure, Sports & Parks	9.30 am			23		24		12				17		
CM for Education	2.30pm			8		30				20			20	
CM for Health & Adult Services	1.00pm			20			12		14		1			
CM for Policing & Equalities	2.00 pm		22	23		24		5	10	28		3		
CM for Policy & Leadership	1.00 pm			9			8			21			14	
CM for Public Services	10.00 am		16	7	4	1	6	3	8 (2pm)	12	22	15		
CM for Strategic Finance & Resources	2.00 pm			6			12		7			7		
Coventry Investment Fund Cabinet Committee	10.00 am			7		1		10		19		8		
Scrutiny Boards														
Scrutiny Co-ordination Committee	10.00 am		10	8, 29*	12*	9, 23*	14, 21*	4, 18*	9	13, 20*	10, 24*	9, 23*	20	
Finance and Corporate Services Scrutiny Board (1)	10.00 am		17	1		2		11		6		2	27	
Education and Children's Scrutiny Board (2)	2.00 pm		18	2		10	8	5	10	7	25	17	14	
Job, Skills & Growth Business, Economy and Enterprise Scrutiny Board (3)	10.00 am		24	15		16		25		27		16	13	
Communities & Neighbourhoods Scrutiny Board (4)	3.00 pm		17	8		16		4		13		9	20	
Health and Social Care Scrutiny Board (5)	2.00 pm		10	1		9	14	18		6	3	2		
Committees														
Audit and Procurement Committee	3.30 pm		22		3		26		14		15		11	
Ethics Committee	10.00 am			2		17			10			24		
Licensing & Regulatory Committee	9.30 am		30	28	25	22	20	17	8	19	16	22	26	
Planning Committee	2.00 pm		11	9	6	3	1, 29	26	17	14	11	10	7	12
Planning Committee Quarterly Seminar	2.00 pm			16		17			3			3		

Meeting	Time (unless indicated otherwise)	Jun 15	July 15	Aug 15	Sept 15	Oct 15	Nov 15	Dec 15	Jan 16	Feb 16	Mar 16	Apr 16	May 16
Advisory Panels													
ACL Shareholders	Rising of Cab / Brief	Dates & Times to be Confirmed											
Constitutional	2.00pm	9											
Corporate Parenting Board	2.00 pm		30			22			21		24		
Coventry Award of Merit		Dates & Times to be Confirmed											
Coventry Local Development Plan	2.00pm	1, 29		3	7	26	30		18	22	21	18	
Disability Equality	10.30 am		24				13				4		
Electoral Arrangements	11.00 am	Early dates to be confirmed						2				6	
Good Citizen Award		Dates & Times to be Confirmed											
Regeneration & Infrastructure		Dates & Times to be Confirmed											
School Organisation		Dates & Times to be Confirmed											
Sports Vision & Strategy, Tourism & City Wide Events		Dates & Times to be Confirmed											
Other Meetings													
Coventry and Solihull Waste Disposal Company Ltd Shareholders Panel	4.00 pm	10			23				20		16		
Coventry Health and Wellbeing Board	2.00 pm		6		7	19		7		8		11	
John Friends Memorial Fund		Dates & Times to be Confirmed											
School Admissions Forum	1.30 pm						6			12			
Tansley Charity Trust	11.00 am												
Cabinet Consultative Group PSPO (Dog Control)	6.00pm	3											
Tom Mann Trust		Dates & Times to be Confirmed											



Public report

21 May 2015

Annual Meeting of the City Council

Name of Cabinet Member:

Councillor Mrs Lucas - Cabinet Member for Policy and Leadership

Director Approving Submission of the report:

Executive Director of Resources

Ward(s) affected:

Not applicable

Title:

Changes to the governance arrangements of the West Midlands Integrated Transport Authority.

Is this a key decision?

No

Executive Summary:

This report details changes to the governance arrangements of the West Midlands Integrated Transport Authority and seeks approval to the establishment of the Centro Members Joint Committee.

Recommendations:

That the City Council:-

- (1) Notes the changes to the terms of reference of the West Midlands Integrated Transport Authority and endorses the changes to the governance arrangements as detailed in Appendix 1 to this report.
- (2) Approves the reduction in membership of the Transport Delivery Committee of the Integrated Transport Authority as per the amended Scheme of Delegation and the change in name to set out in the Authority's amended terms of reference.
- (3) Authorises the Assistant Director of Legal and Democratic Services to agree and enter into such documents as are necessary to give effect to these decisions

List of Appendices included:

Appendix 1 – Revisions to the Constitution of the Integrated Transport Authority-
Terms of Reference and Scheme of Delegation for the Transport Delivery
Committee of the ITA.

Background Papers

None

Other useful documents:

None

Has it been or will it be considered by Scrutiny?

No

**Has it been or will it be considered by any other Council Committee, Advisory
Panel or other body?**

No

Will this report go to Council?

Yes – Annual Meeting – 21 May 2015

Report title: Changes to the governance arrangements of the West Midlands Integrated Transport Authority.

1. Context (or background)

- 1.1 During 2013-14 it was acknowledged that the proposals for Centro Members were interim and would be reviewed, particularly the number of Members. On 23 October 2013 Centro decided to seek approval for the new Integrated Transport Authority (ITA) governance arrangements from the Secretary of State for Transport .
- 1.2 At the ITA AGM on the 18th July 2014 it was also confirmed that this was an interim arrangement that would be re-assessed within the first six months of operation with a view to reducing its overall membership.
- 1.3 To oversee the operational transport matters/ delivery of the ITA's Transport Policy and Strategy the Authority agreed on 18 July 2014 to create a 'Delegated Transport' Joint Committee of the ITA and the 7 Metropolitan Districts and these changes were agreed in January 2015.
- 1.4 A Review of the Delegated Transport Joint Committee, Centro Members has been undertaken, in line with 1.1 and 1.2 above, and subsequently agreed by the ITA at its meeting of the 28th January 2015. The principles adopted in the review looked to reinforce its role in overseeing delivery/ operational matters whilst ensuring greater efficiency and maintaining where possible political and geographical proportionality.
- 1.5 The Review amended the ITA terms of reference and scheme of delegation and the name and number of members. The name of the Joint Committee will change from Centro Members to the Transport Delivery Committee of the ITA to better reflect its role.
- 1.6 Membership of the Transport Delivery Committee of the ITA will reduce from 27 to 19, 7 from Birmingham with 2 from each of the other six metropolitan districts. The ITA also recommended that Local Authorities be encouraged to appoint members on a politically balanced basis, where this is feasibly possible.
- 1.7 The ITA also noted a request by the Vice Chair that Local Authorities should consider that one of their appointees should be the Cabinet Member with responsibility for Transportation.
- 1.8 The appointment of Coventry's representatives to the Transport Delivery Committee of the ITA is dealt with in the report on "Appointments to Outside Bodies" also submitted to the Annual Meeting of the City Council on 21 May, 2015.

2. Options considered and recommended proposals

- 2.1 If the amended terms of reference and scheme of delegation are not adopted this will not reflect the most efficient use of the Transport Delivery Committee to assist with effective delivery and operations of the metropolitan region's Transport Policy and Strategy.

2.2 The ITA considered a number of options for the size of the Transport Joint Committee and agreed that 19 members provided the greatest opportunity to deliver the role most effectively and efficiently whilst maintaining geographical and political proportionality.

3. Comments from Executive Director of Resources

3.1 Financial implications

The reduction in the number of members representing the Council will result in an initial saving of £3,900 and further changes to overall costs may arise as a result of the proposed revised scheme of delegation. Any saving will be achieved within the ITA budget, and these will help deliver planned ITA budget savings. These savings are required to match the lower ITA levy levels already agreed with and budgeted for by the Council.

3.2 Legal implications

These amendments follow directly from commitments to the Secretary of State for Transport and a recommendation of the ITA at its 18th July 2014 AGM. Changes to the ITA Scheme of Delegation, name change of the Delegated Transport Committee and the appointments made by the individual districts need to be agreed by full council meetings within each member district.

Report author:

Hugh Peacocke, Governance Services Manager

Directorate: Resources

Tel and email contact: 02476 83 3080, email Hugh.peacocke@coventry.gov.uk

Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Carol Bradford	Solicitor	Resources	06/03/15	24/04/15
Adrian West	Members and Elections Team Manager	Resources	06/03/15	05/05/15
Jenni Venn	Assistant Director, Policy, Partnership and Performance	Chief Executives	06/03/15	11/03/15
Michelle Salmon	Governance Services Officer	Resources	06/03/15	06/03/15
Mike Waters	Head of Transport Strategy	Place	09/03/15	24/04/15

Names of approvers for submission: (Officers and Members)				
Finance: Paul Jennings	Corporate Finance Manager	Resources	06/03/15	09/03/15
Legal: Helen Lynch (on behalf of Christine Forde)	Council Solicitor	Resources	06/03/15	12/05/15
Director: Chris West	Executive Director, Resources	Resources	06/03/15	09/03/15
Councillor Mrs Lucas	Cabinet Member for Policy and Leadership		06/03/15	29/04/15

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Revisions to the ITA Constitution - Terms of Reference and Scheme of Delegation

PART 2 - RESPONSIBILITY FOR FUNCTIONS

The Authority has a statutory responsibility as Local Transport Authority for the West Midlands to set out and ensure the implementation of policies to co-ordinate and promote the use of public transport in the West Midlands. The ITA Policy and Strategy Team provides the Authority with expert professional advice to enable it to make appropriate and informed decisions.

Centro (PTE) delivers the Authorities public transport policies and in partnership with the Local Authorities, its sustainable travel policies.

The Authority is responsible for:

- Formulating a long-term strategic vision for the West Midlands public transport system that is based on the vision of an integrated public transport system that contributes to the economic development of the West Midlands through a network of high volume public transport corridors.
- Developing and championing the business case for a rapid transit network, including Midland Metro.
- Developing and championing the 'Vision for Rail' as part of the development of the rail network, in partnership with Network Rail and train operating companies.
- Operating a concessionary fares scheme and implementing the government's National Concessionary Scheme and any local variations.
- Championing and developing Smartcard integrated ticketing technology within the region.
- Developing bus travel, by championing the modernisation of the bus network in the region through a culture that focuses on bus passengers and their needs through the Transforming Bus Travel partnership.
- Financially supporting subsidised bus services that are socially necessary, but not commercially viable.
- Providing an annual grant to enable the West Midlands Special Needs Transport Ltd to operate a 'Ring & Ride' service for people who have difficulty in using other public transport facilities.
- Developing sustainable policies for the promotion and encouragement of safe, efficient and economic transport facilities and services to, from and within its area, in partnership with public transport operators, the police and district councils.

- Providing sustainable integration between public transport modes, including through the provision of interchanges, in order that a seamless network is developed across the region.
- Promoting and publicising the public transport network through the provision of travel information as part of the 'Network West Midlands' initiative.
- Constructing and maintaining bus stations and public transport infrastructure.

In order to carry out effective decision making in respect of these responsibilities, the West Midlands Integrated Transport Authority has, along with the seven West Midlands metropolitan district councils, established a Delegated Transport Joint Committee to which it has delegated areas of decision making authority that the joint committee (and/or the joint committee's own sub-committees) can exercise to ensure delivery on behalf of the full Authority. This Committee is named the 'Transport Delivery Committee of the ITA'.

The ITA will have the ability to determine the composition and the scheme of allowances of the Transport Delivery Committee, or any other body established by the ITA.

Matters Reserved for Determination by the West Midlands Integrated Transport Authority

The following functions of the West Midlands Integrated Transport Authority will remain *reserved matters* for determination by the Authority only:

- Setting its revenue budget for transport, including approving estimates of income and expenditure of Centro pursuant to s15 (1)(b) of the Transport Act 1968, determining the grants to be made to passenger transport companies to s13 of the Transport Act 1968, and the issue of a levy pursuant to the Transport Levying Bodies Regulations 1992;
- Determining the borrowing limits of the West Midlands Integrated Transport Authority in relation to transport matters, pursuant to s3 of the Local Government Act 2003;
- Approving borrowing by the West Midlands Integrated Transport Authority, pursuant to s12 (3) of the Transport Act 1968, and lending money to Centro;
- Developing policies for the promotion and encouragement of safe, sustainable, efficient and economic transport facilities and services and producing a Local Transport Plan/ Transport Strategy;
- Making a written request to the Secretary of State for Transport to authorise Centro to purchase compulsorily any land which Centro requires for the purposes of its business;
- Considering and approving the creation and development of Bus Quality Contract Schemes;
- Formulating general policies with respect to the availability and convenience of public passenger services pursuant to s9A (5) - (7) of the Transport Act 1968;

- Formulating policies in regards to a devolved rail franchise and West Midlands Rail;
- Appointment of Chair and Vice Chair of the Transport Delivery Committee;
- Responsibility for management and oversight of the Integrated Transport Authority Pension Fund;
- Monitoring the West Midlands Integrated Transport Authority's transport budget, pursuant to s15A (2) of the Transport Act 1968;
- Allocation and prioritisation of any central government grants and any other form of funding;
- Transportation Policy and strategy in respect of the functions detailed in Paragraph 12 above;
- Appointment of Centro (PTE) Chief Executive/ Senior Operating Officer and the ITA Strategic Director;
- To determine a Scheme of allowances for ITA and the Transport Delivery Committee of the ITA.

Any of the functions set out above may be referred to the Transport Delivery Committee of the ITA for it to make recommendations for consideration and determination by the West Midlands Integrated Transport Authority.

Delegation from the West Midlands Integrated Transport Authority to the Transport Delivery Committee of the ITA

The following functions of the West Midlands Integrated Transport Authority will be referred to the Transport Delivery Committee of the ITA in order for it to *make recommendations* to the ITA for decision:

- Oversee Centro's delivery of ITA Policies that promote and encourage safe, sustainable, efficient and economic transport facilities and services; and then securing appropriate level of rail services through rail devolution.
- Policy issues as determined by the ITA within the Work Programme.
- The Centro elements of the ITA's revenue budget and levy;
- Bus Quality Partnership Schemes.
- Appointment of Centro Directors.

The following functions of the West Midlands Integrated Transport Authority will be delegated to the Transport Delivery Committee of the ITA, with regular Performance Reports being submitted to the ITA, in order for it to *determine*, subject to the Transport Delivery Committee of the ITA exercising these functions in accordance with any transport policies of the Authority, the Local Transport Plan/ Strategy and the Authority's

- Monitoring and overseeing the activities and performance of Centro (including the power pursuant to s15 (6) of the Transport Act 1968) to give to Centro such directions as appears to the Transport Delivery Committee of the ITA to be appropriate to secure the policy objectives of the West Midlands Integrated Transport Authority;
- Ensuring that Centro secures the provision of appropriate public passenger transport services under s9A (3) of the Transport Act 1968;
- Considering and approving the creation and development of:
 - Ticketing Schemes under s135 - 138 of the Transport Act 2000; and
 - Concessionary Travel Schemes under s93 - 104 of the Transport Act 1985;
- Determining what local bus information should be made available, and the way in which it should be made available, under s139 - 143 of the Transport Act 2000;
- Ensuring that Centro implements those actions delegated to it for promoting the economic, social and environmental well-being of the West Midlands, under s99 of the Local Transport Act 2008;
- Monitoring Centro's expenditure against its approved budget
- Approving Centro minor works capital programme and the agreed Centro budget for the scheme concerned;
- Monitoring Centro's performance against the agreed Local Transport Plan/ Transport Strategy;
- Formulating, developing and monitoring procedures for public consultation of, and lobbying for, the West Midlands Integrated Transport Authority's transport policies;
- Considering issues arising from the implementation of schemes for the introduction of Smartcards;
- Authorising the disposal, acquisition and development of any land within any budget agreed by the West Midlands Integrated Transport Authority;
- Determining the operation, performance, contract management and development of tendered bus services, bus stations/stops, and passenger transport services, under s10 (1) of the Transport Act 1968 and within the agreed Centro budget.

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Public report

Council

21st May 2015

Name of Cabinet Member:

Cabinet Member (Policy and Leadership): Councillor Ann Lucas

Director Approving Submission of the report:

Executive Director of Resources

Ward(s) affected:

All

Title: Amendments to the Terms of Reference of the West Midlands Joint Committee

Is this a key decision?

No

Executive Summary:

This report sets out proposed changes to the terms of reference of the West Midlands Joint Committee which are needed now that the West Midlands Integrated Transport Authority (ITA) is operational.

The main changes to the Joint Committee's Constitution are:

- To remove responsibilities for the shadow ITA, now that the formal West Midlands ITA is up and running; and
- To include reference to the role of the WMJC in confirming the appointment of the 5 additional members of the ITA's Joint Overview and Scrutiny Committee to achieve the balanced appointment.

Each local authority member of the Joint Committee must agree the changes before they can be implemented.

Recommendations:

Council is recommended to:

- (1) To approve the changes to the Terms of Reference and Constitution of the West Midlands Joint Committee as set out in Appendix 1 to this report; and
- (2) To authorise the Assistant Director of Legal and Democratic Services to agree and enter into such documents are necessary to give effect to the above recommendation.

List of Appendices included:

Appendix 1 – West Midlands Joint Committee Terms of Reference and Constitution.

Background Papers:

None

Other useful documents:

None

Has it been or will it be considered by Scrutiny?

No

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

Yes

Report title: Amendments to the Terms of Reference of the West Midlands Joint Committee

1. Context (or background)

- 1.1 The West Midlands Joint Committee (WMJC) comprises the seven metropolitan district councils of Birmingham, Coventry, Dudley, Sandwell, Solihull, Walsall and Wolverhampton. It was established in 1985 following the abolition of the West Midlands County Council. The Committee is a joint committee for the purposes of Part VI of the Local Government Act 1972.
- 1.2 The overall objectives of the WMJC is to co-ordinate actions on important issues affecting the local authorities in the West Midland and to provide a vehicle for communicating these actions and their needs to Government and other influential bodies.

2. Options considered and recommended proposal

- 2.1 A number of revisions to the Terms of Reference and Constitution of the West Midlands Joint Committee were approved by Council in January 2014. These included the creation of an interim Shadow Integrated Transport Authority (ITA) pending the establishment new governance arrangement for the West Midlands Integrated Transport Authority.
- 2.2 The West Midlands Integrated Transport Authority (Decrease in Number of Members) Order 2014 was laid before Parliament on the 12th of May 2014 and the legislation came into force on June 4th 2014.
- 2.3 The inaugural meeting/AGM of the new WMITA took place on 18th July 2014 formally establishing the body.
- 2.4 Following its formal establishment of the WMITA in July 2014 and its further agreement to the establishment of a Joint Overview & Scrutiny Committee in September 2014, it is now necessary to revise the Terms of Reference and Constitution of the West Midlands Joint Committee in order to:
- i) Remove responsibilities previously laid in relation to the interim Shadow ITA arrangements. These are no longer required as the WMITA is now operational.
 - ii) Add reference to the role of WMJC in confirming the appointment of the 5 additional members to the WMITA's Joint Overview & Scrutiny Committee as outlined to achieve the balanced appointment objective.

The proposed changes are set out in Appendix 1 to this report with additional text being underlined and deleted text scored through. The changes need to be approved by all the constituent authorities of the Joint Committee.

3. Results of consultation undertaken

The proposed changes have been considered by the Joint Committee and circulated for approval by its constituent authorities. As these are technical changes which do not directly affect stakeholders or the public, further consultation has not been necessary.

4. Timetable for implementing this decision

The changes to the Joint Committee's Constitution will be implemented as soon as they have been ratified by all the Committee's constituent authorities.

5. Comments from Executive Director, Resources

5.1 Financial implications

There are no financial implications arising from this report.

5.2 Legal implications

The West Midlands Joint Committee is constituted under Part VI of the Local Government Act 1972. The proposed amendments are to recognise that changes made in 2013/14 are no longer necessary now that the WMITA is operational and to deal with the need to provide for the Joint Committee's role in the appointment of the 5 additional members of the Joint Overview and Scrutiny Committee.

6. Other implications

6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

The proposed changes are designed to reflect the changing role of the Joint Committee now that the WMITA is operational and to ensure that the Joint Committee's governance arrangements are updated.

6.2 How is risk being managed?

No specific risks have been identified.

6.3 What is the impact on the organisation?

No specific impact.

6.4 Equalities / EIA

No equality impact assessment has been carried out as the recommendations in the report do not constitute a change in service or policy

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

None

Report author:

Name and job title: Carol Bradford, Solicitor, Place and Regulatory Team

Directorate: Resources

Tel and email contact: ext 3976 carol.bradford@coventry.gov.uk

Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Suzanne Bennett	Governance Services Team Leader	Resources	/5/15	
Kathryn Sutherland	Lead Accountant	Resources	5/5/15	8/5/15
Names of approvers for submission: (officers and Members)				
Jenni Venn	Assistant Director, Corporate Policy and Research	Chief Executives	5/5/15	6/5/15
Helen Lynch	Place and Regulatory Manager	Resources	5/5/15	7/5/15
Chris West	Executive Director	Resources	12/5/15	
Councillor Ann Lucas	Cabinet Member (Policy and Leadership)	-	12/5/15	

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2015

1. (i) The District Councils of the County of West Midlands established on 24 July 1985 a Joint Committee known as the West Midlands Joint Committee ("the Committee") for the purpose of discharging the functions mentioned in the Annex. The Committee was a joint committee for the purposes of Part VI of the Local Government Act 1972 and the provisions of that part applicable to joint committees shall apply to the Committee.
- (ii) This Revised Constitution has been updated to reflect changes as set out in the Localism Act 2011 in relation to strategic planning and cross boundary infrastructure matters which must now be dealt with via the Duty to Cooperate ("the duty"). ~~Further takes account of the establishment of a Shadow Integrated Transport Authority Board, its membership and role and functions as outlined in the attached annex.~~
2. (i) The Committee shall comprise seven voting members, each District Council being entitled to appoint one voting member who shall be a member of the District Council making the appointment. In the event of any voting member of the Committee ceasing to be a member of the District Council which appointed him/her, the District Council shall forthwith appoint another voting member in his/her place. Only a voting member is entitled to be elected as Chair or Vice-Chair of the Committee.
- (ii) Each District Council may appoint two of its members to attend the meeting of the Committee as observer members in addition to the voting member appointed under (i) above. Such observer members may speak at meetings of the Committee but not vote.
- (iii) Each District Council may appoint members of its Council as substitute for the voting members or observer members appointed under (i) or (ii) above to attend meetings of the Committee and its sub-committees in the absence for any reason of the voting members or observer members appointed under (i) or (ii) above and in attending meetings of the Committee and its sub-committees the substitute voting members or observer members shall be treated in all respects as if they were appointed under (i) or (ii) above as the case may be. The Secretary for the Committee shall be informed prior to the commencement of the meeting of the names of substitute members.
- (iv) The Chairman of each Joint Authority appointed in the West Midlands shall be an ex officio member of the Committee. Such ex officio members may speak at meetings of the Committee but not vote.
- (v) ~~The Chairman (or their delegated representative) of each of the Local Enterprise Partnership's covering the Met. Area geography (GBS LEP, Black Country LEP and Coventry & Warwickshire LEP) shall be an ex officio member of the Committee for Shadow Board items. Such ex officio members may speak at meetings of the Committee but not vote.~~
- (vi) The Committee shall, at its Annual Meeting, elect a Chair and Vice-Chair from amongst its voting members. In the event of both being absent from the meeting, the Chair and the Vice-Chair for whatever reason, the Committee shall elect a Chair from amongst the voting members present for that meeting.
- (vii) Four voting members of the Committee shall constitute a quorum. Except as otherwise provided by statute, all questions shall be decided by a majority of the votes of the voting members present, the Chair having the casting vote in addition to his/her vote as a Member of the Committee.
- (viii) The Committee will meet as agreed at AGM but in any event at least quarterly. However, a meeting of the Committee may be convened at any time by the Secretary in consultation with the Chair. A meeting of the Committee must also be convened by the Chair within 28 days of the receipt of a requisition of any two voting members of the Committee addressed to the Secretary to the Committee. All requisitions shall be in writing and no business other than that specified in the requisition shall be transacted at such a meeting.

- (ix) The Committee shall from time to time make such standing orders for the carrying on of the business of the Committee as the Committee shall deem necessary or desirable.
 - (x) For the avoidance of doubt and subject to there being no changes to the law on this issue, where a District Council is operating executive arrangements pursuant to the Local Government Act 2000 (and any regulations made under it), it will be a matter for the Executive of the District Council to appoint any voting member, observer member or substitute member to the Committee.
3. The Committee shall from time to time appoint such sub-committees to consider and deal with any of the functions of the Committee as may be thought desirable.
 4. The Committee shall employ a Secretary and such other officers as may be deemed necessary for the due conduct of the business of the Committee at such remuneration (if any) and upon such terms as the Committee shall decide. The appointment of Secretary shall be for a term of three years and shall be made at the annual meeting of the Committee in the appropriate year.
 5. (i) The Secretary shall keep proper accounts of the money received and expended by the Committee.

(ii) The Secretary shall apportion the expenses of the Committee between the District Councils in proportion to the population of each district in the County.
 6. This Revised Constitution and, subject as hereinafter mentioned, the functions of the Committee may be amended at any time by the unanimous agreement of the District Councils.
 7. That the relevant Standing Orders for West Midlands Joint Committee are those of Birmingham City Council.
 8. Decision making between meetings is delegated to the Chair, but those decisions are only to be implemented if supported in writing by the signatures of all of the Chief Executives of each of the 7 Districts.

The Annex

(Functions of the Joint Committee)

1. To make nominations or appointments as the case may be:-
 - (i) to the 5 balancing places of the West Midlands Police and Crime Panel
 - (ii) to the 5 balancing places of the West Midlands Integrated Transport Authority Joint Overview and Scrutiny Committee.
 2. In relation to Birmingham Airport, to:-
 - 2.1 (i) determine the exercise of the Districts' powers and rights as shareholders of the Company including the manner in which the Districts' block shareholder vote is to be exercised;
 - (ii) determine the manner in which the block vote is to be cast by any of the Districts' Directors.
 - (iii) determine the exercise of rights and performance of obligations, warranties, indemnities and covenants contained in the Investment Agreement and Taxation Deed relating to the restructuring of the Airport;
 - (iv) appoint and remove the Districts' Directors on the Board and appoint appropriate officers as Districts' Observers to attend Board meetings and support the District Directors.
 - 2.2 The delegation of powers by the Districts to the Joint Committee in clause 2.1 shall be subject to a condition that all resolutions of the Joint Committee or any Sub-Committee appointed by the Joint Committee shall be passed by a majority of the members present who between them represent Districts who hold at least 51% of the Districts' total shareholding.
 - 2.3 The Joint Committee may arrange for the discharge of their functions by a Sub-Committee subject to the same condition set out in clause 2.2.
 - 2.4 The Joint Committee may arrange for the discharge of their functions subject to the condition set out in clause 2.2 by each of the Districts' Chief Executives or anyone authorized by any District to act in the Chief Executive's absence acting in consultation with the Chair or Vice Chair of the Joint Committee.
3. To co-ordinate actions on important issues affecting the Districts and to provide a vehicle for communicating these actions, and the needs of Districts, to Government and other influential bodies.
4. To consult and co-operate as respects matters affecting the District Councils (including the Duty to Cooperate and as appropriate with each District Council and the Joint Authorities.
5. To consider, in consultation with and, if appropriate, in partnership with the Joint Authorities, whether they could make better value arrangements for the provision of any services, supplies or works required in connection with the discharge of the functions of the District Councils.
6. To co-ordinate the exercise by the District Councils of the enforcement functions conferred on them by the Weights and Measures Act 1985 (as amended) with a view to securing uniformity in the exercise of those functions throughout the West Midlands and the employment provision or use by those Councils for the purposes of those functions of staff, property and facilities.
7. To oversee the work of and payment of the Joint Data Team contract with Mott Macdonald Ltd dated 27 March 2008.
8. To receive reports from any partnership.

9. To exercise the functions delegated to it by the Agreement between the District Council relating to landfill brokerage dated 9 September 1994.
10. In relation to the Shadow Integrated Transport Authority Board
 - 10.1 ~~To act as a strategic advisory body; setting and reviewing objectives for strategic investment in transport economic infrastructure across the conurbation, including:
 - Providing a coherent single position on the major strategic transportation issues
 - Setting the annual transport budget
 - Setting major transport priorities
 - Advising the existing ITA in respect of developing and monitoring the Local Transport Plan and its expenditure~~
 - 10.2 ~~Consider the formal review and identify a preferred option for transport governance which is fit for purpose;~~
 - 10.3 ~~Influence and align government investment in transport in order to boost economic growth;~~
 - 10.4 ~~To ensure alignment in decision making on transport supports other areas of policy;~~
 - 10.5 ~~Co-ordinate and align decision making on transport with the LEPs (through direct LEP representation) ensuring that business views are taken on board and that LEP growth plans are reflected in strategic priorities;~~
 - 10.6 ~~Advising on capital expenditure programmes and ensuring policy and programmes are delivered effectively through partners including Local Authorities, Centro, Network Rail and the Highways Agency;~~
 - 10.7 ~~Recommend appropriate steps to reorganise the ITA to make its functions more efficient; and~~
 - 10.8 ~~Engaging and Co-ordinating with the wider travel to work area.
(attached)~~

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