

**Time and Date**

2.00 pm on Tuesday, 15th March, 2016

Place

Council Chamber - Council House

1. **Apologies**
2. **Minutes of the Meeting held on 23 February 2016** (Pages 5 - 20)
3. **Coventry Good Citizen Award**
To be presented by the Lord Mayor
4. **Correspondence and Announcements of the Lord Mayor**
5. **Petitions**
6. **Declarations of Interest**

Matters Left for Determination by the City Council/Recommendations for the City Council

7. **Annual Pay Policy Statement 2016/2017** (Pages 21 - 28)
From the Cabinet, 8 March 2016

Item for Consideration

8. **Parish Council Election Costs** (Pages 29 - 34)
Report of the Executive Director of Resources
9. **Question Time**
 - (a) Written Question – There are no written questions
 - (b) Oral Questions to Chairs of Scrutiny Boards/Chair of Scrutiny Co-ordination Committee
 - (c) Oral Questions to Chairs of other meetings
 - (d) Oral Questions to Representatives on Outside Bodies
 - (e) Oral Questions to Cabinet Members and Deputy Cabinet Members on any matter

10. **Statements**

11. **Debates**

To be moved by Councillor Blundell and seconded by Councillor Sawdon

“That this Council agrees not to dispose of the land within its ownership on Kings Hill in Warwickshire, given not only its ecological benefit in preserving the green space between Coventry and Kenilworth, but also that any development would not be sustainable as there is no satisfactory infrastructure to service the area and that all Council Tax income and section 106 receipts, payable by developers, would go to Warwick District.”

Chris West, Executive Director, Resources, Council House Coventry

Monday, 7 March 2016

Note: The person to contact about the agenda and documents for this meeting is Usha Patel/Suzanne Bennett 024 7683 3198/3072

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 (Chair), L Harvard (Deputy Chair), 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, J O'Boyle, E Ruane, T Sawdon, P Seaman, B Singh, R Singh, D Skinner, T Skipper, H Sweet, K Taylor, R Thay, S Thomas, S Walsh and D Welsh

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

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Usha Patel/Suzanne Bennett
024 7683 3198/3072

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Coventry City Council

Minutes of the Meeting of Council held at 2.00 pm on Tuesday, 23 February 2016

Present:

Members:

Councillor M Hammon (Chair)

Councillor F Abbott	Councillor M Lapsa
Councillor N Akhtar	Councillor J Lepoidevin
Councillor P Akhtar	Councillor A Lucas
Councillor M Ali	Councillor P Male
Councillor R Auluck	Councillor K Maton
Councillor R Bailey	Councillor J McNicholas
Councillor S Bains	Councillor C Miks
Councillor L Bigham	Councillor K Mulhall
Councillor J Birdi	Councillor J Mutton
Councillor J Blundell	Councillor M Mutton
Councillor R Brown	Councillor H Noonan
Councillor D Chater	Councillor J O'Boyle
Councillor J Clifford	Councillor E Ruane
Councillor G Crookes	Councillor T Sawdon
Councillor G Duggins	Councillor P Seaman
Councillor D Galliers	Councillor B Singh
Councillor D Gannon	Councillor R Singh
Councillor L Harvard	Councillor D Skinner
Councillor J Innes	Councillor H Sweet
Councillor D Kershaw	Councillor K Taylor
Councillor A Khan	Councillor R Thay
Councillor R Lakha	Councillor S Thomas
Councillor R Lancaster	Councillor S Walsh

Honorary Alderman Mr J Gazey

Apologies: Councillor A Andrews, M Auluck, K Caan, A Gingell, T Khan, T Skipper and D Welsh and Honorary Alderman Mrs Wright

Public Business

117. Minutes of the Meeting held on 12 January 2016

The minutes of the meeting held on 12 January 2016 were signed as a true record.

118. Exclusion of the Press and Public

RESOLVED that the press and public be excluded under Section 100(A)(4) of the Local Government Act 1972 relating to the private report headed "Leasehold Disposal of Lane, Cox Street" on the grounds that the report involved the likely disclosure of information defined in Paragraph 3 of Schedule 12A of the Act, as it contained information relating to the financial and business affairs of a particular person (including the authority holding that information) and that in all circumstances of the case, the public

interest in maintaining the exemption outweighs the public interest in disclosing the information.

119. Return of Councillor Rupinder Singh elected as Councillor for the Lower Stoke Ward in the City on 11 February 2016.

The City Council noted that Councillor Rupinder Singh was returned as the elected member for the Lower Stoke Ward in the City on 11 February 2016.

The Leader of the Council, Councillor Lucas, welcomed Councillor Singh to his first meeting of the Council and reported that he would be serving as a substitute member of the Finance and Legal Services Scrutiny Board (1) in place of Councillor Skipper for the remainder of the 2015/16 municipal year.

120. Coventry Good Citizen Award

On behalf of the City Council, the Lord Mayor presented Mr Kenneth Leonard Holmes with the Good Citizen Award. His citation read:

“Kenneth Holmes has worked tirelessly in a variety of roles in numerous charitable organisations in Coventry for over 30 years. These include 32 years as a Board Member of the YMCA including 20 years as Chair and, since 2010, Vice President, Chair of the Trustees of St Andrew’s Residential Care Home, Chair of The Rotary Club of Coventry together with international positions supporting a variety of charities which help the most vulnerable people in our society.”

Kenneth is the Chair of the Building Advisory Board at Coventry University. This body provides a critical overview of the various degree courses and needs of the Construction Industry.

Kenneth’s passion is the preservation of churches. He has been heavily involved in the care of the 1,000 year old St Mary Magdalene Church in Wyken.

Kenneth has not only provided support to many deserving causes in Coventry, but he has helped to support the very fabric of the city through his devotion to the built environment, thus proving beyond doubt that he is a true Good Citizen of Coventry.”

121. Death of Bill Thomson

The Lord Mayor referred to the recent death of Bill Thomson. Mr Thomson served as a co-opted member on the following Committees for a number of years in the late 1980s and 1990s:

Environmental Services Committee
Housing, Environment and Public Protection Policy Co-ordinating Committee
Environment and Housing Policy Co-ordinating Committee

Members of the Council paid tribute to Mr Thomson and noted that the Lord Mayor had written to his widow offering the City Council’s sincere condolences.

122. **Councillor Marcus Lapsa**

The Lord Mayor extended his best wishes to Councillor Marcus Lapsa on the occasion of his recent 60th Birthday.

123. **Petitions**

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

- (a) **Request consultation and survey of traffic and parking in and around Tile Hill Railway Station – 356 signatures, presented by Councillor Lapsa.**
- (b) **Request that the Council remove thorny bushes on Honeyfield Road and Edmund Road – 32 signatures, presented by Councillor Birdi.**

124. **Declarations of Interest**

As members of Centro, Councillors McNicholas and P Akhtar declared disclosable pecuniary interests in the matter referred to in Minute 128 below (Approval of the Draft Order to establish a West Midlands Combined Authority).

They withdrew from the meeting during consideration of this item.

125. **Leasehold Disposal of Land, Cox Street**

Further to Minute 113 of the Cabinet, the City Council considered a report of the Executive Director of Place which set out proposals for the leasehold disposal of land at Cox Street.

A corresponding private report detailing confidential aspects of the proposals was also submitted to the meeting for consideration (Minute 131 below refers).

The report indicated that there was an opportunity for the Council to secure a capital receipt for the leasehold disposal of part of Cox Street surface car park. This would lead to a significant investment in the city centre, delivering a purpose built, self-managed, high quality, 1,000 bed, student residential scheme and bringing new life to that part of the city centre.

Since the publication of the report the Council had received an additional, unsolicited conditional offer from a third party, dated 8th February 2016. The offer was similar in terms of the proposed type of student housing development as well as financially. It was incumbent on the Council to explore this additional offer. As such revised recommendations were submitted, the purpose of which were to obtain approval in principle the land disposal but provide an opportunity for officers, in consultation with relevant Cabinet Members, to explore the alternative offer now presented.

RESOLVED that the City Council:

- 1) Subject to consideration of the private report on the agenda, approve a leasehold disposal in the Council's land on terms no less favourable than those contained in the private report now submitted.**
- 2) Delegate authority to the Assistant Director for City Centre and Development Services, Executive Director of Resources and Assistant Director of Legal and Democratic Services as appropriate, following consultation with Cabinet Member for Business, Enterprise and Employment, to enter into negotiations with the parties and conclude the documentation required to complete the lease.**
- 3) Delegate authority to the Executive Director of Resources and Assistant Director of Legal and Democratic Services to complete the necessary legal documentation in this matter and collect the agreed consideration.**
- 4) Approve the commencement of the process to remove part of the land in Cox Street from the off street parking order.**

126. Motion without Notice

In accordance with the Constitution:

- (i) A motion without notice was moved by Councillor McNicholas, seconded by Councillor Abbott and adopted that agenda items 10 (2016/17 Council Tax Report) and 11 (Budget Report 2016/17) be considered together.
- (ii) It was noted that a recorded vote would be taken in respect of all decisions relating to matters the subject of Minutes 127 and 128 (including any amendments)

127. 2016/17 Council Tax Setting Report

Further to Minute 122 of the Cabinet, the City Council considered a report of the Executive Director of Resources, which set out the Council Tax level for 2016/17.

In previous years the Council has had the flexibility to increase Council Tax by up to 2% without holding a local referendum on the matter. The report indicated that the Pre-Budget Report was approved on the basis of consulting on a Council Tax rise of 1.9%. It had subsequently been confirmed that, in recognition of the increasing pressure on adult social care services across the country, the Government had increased this flexibility by a further 2%, up to a maximum of 4%. On that basis, the budget was being proposed on the basis of increasing the Council Tax by 3.9% in order to increase the resources available to fund adult social care services within the City.

The precepts from the West Midlands Fire and Rescue Authority were approved at their meeting on 15th February 2016 and, as a result, the figures indicated as provisional within the report were confirmed.

The recommendations followed the structure of resolutions drawn up by the Chartered Institute of Public Finance and Accountancy, to ensure that legal requirements were fully adhered to in setting the tax. As a consequence, the wording of the resolutions was necessarily complex.

RESOLVED that the City Council:-

(1) Note the following Council Tax base amounts for the year 2016/17, as approved by Council on 12th January 2016, in accordance with Regulations made under Section 31B of the Local Government Finance Act 1992 (as amended) (“the Act”):

a) 77,525.1 being the amount calculated by the Council as its Council Tax base for the year for the whole area;

b)

Allesley	318.3
Finham	1,467.8
Keresley	226.2

being the amounts calculated by the Council as its Council Tax base for the year for dwellings in those parts of its area to which one or more special items relate.

(2) That the following amounts be now calculated by the Council for the year 2016/17 in accordance with Sections 31A, 31B and 34 to 36 of the Act:

(a) £692,642,421 being the aggregate of the amounts that the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils (*Gross Expenditure and reserves required to be raised for estimated future expenditure*);

(b) £581,800,332 being the aggregate of the amounts that the council estimates for the items set out in Section 31A(3) of the Act. (*Gross Income including reserves to be used to meet the Gross Expenditure but excluding Council Tax income*);

(c) £110,842,089 being the amount by which the aggregate at (2)(a) above exceeds the aggregate at (2)(b) above, calculated by the Council in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year;

(d) £1,429.76 $\frac{(2)(c)}{(1)(a)} = \frac{£110,842,089}{77,525.1}$

being the amount at (2)(c) above divided by the amount at (1)(a) above, calculated by the Council in accordance with Section 31B of the Act, as the

basic amount of its Council Tax for the year. *(Average Council Tax at Band D for the City including Parish Precepts).*

(e) £30,037 being the aggregate amount of all special items referred to in Section 34(1) of the Act. *(Parish Precepts);*

(f) £1,429.37 = (2)(d) – $\frac{(2)(e)}{(1)(a)}$ = £1,429.76 - $\frac{£30,037.00}{77,525.1}$

being the amount at (2)(d) above, less the result given by dividing the amount at (2)(e) above by the amounts at (1)(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of the area to which no special item relates. *(Council Tax at Band D for the City excluding Parish Precepts);*

(g)

Coventry Unparished Area	£1,429.37
Allesley	£1,454.90
Finham	£1,443.31
Keresley	£1,435.81

Being the amounts given by adding to the amount at (2)(f) above, the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at (1)(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate. *(Council Taxes at Band D for the City and Parish).*

(h)

Valuation Band	Parts to which no special items relate £	Parish of Allesley £	Parish of Finham £	Parish of Keresley £
A	952.91	969.93	962.20	957.20
B	1,111.73	1,131.59	1,122.57	1,116.74
C	1,270.55	1,293.24	1,282.94	1,276.27
D	1,429.37	1,454.90	1,443.31	1,435.81
E	1,747.01	1,778.21	1,764.05	1,754.88
F	2,064.65	2,101.53	2,084.79	2,073.95
G	2,382.28	2,424.83	2,405.51	2,393.01
H	2,858.74	2,909.80	2,886.62	2,871.62

being the amounts given by multiplying the amounts at (2)(g) above by the number which, in the proportion set out in Section

5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwelling listed in different valuation bands.

- (3) To note that for the year 2016/17 the Police and Crime Commissioner for the West Midlands and West Midlands Fire Authority have stated the following amounts in precepts issued to the Council in accordance with Section 40 of the Act, for each of the categories of dwelling shown below:

Valuation Band	Police and Crime Commissioner for the West Midlands £	West Midlands Fire Authority £
A	74.37	37.35
B	86.76	43.58
C	99.16	49.80
D	111.55	56.03
E	136.34	68.48
F	161.13	80.93
G	185.92	93.38
H	223.10	112.05

- (4) That having calculated the aggregate in each case of the amounts at (2)(h) and (3) above, the Council, in accordance with Sections 30 and 36 of the Act, hereby sets the following amounts as the amounts of Council Tax for the year 2016/17 for each part of its area and for each of the categories of dwellings shown below:

Valuation Band	Parts to which no special items relate £	Parish of Allesley £	Parish of Finham £	Parish of Keresley £
A	1,064.63	1,081.65	1,073.92	1,068.92
B	1,242.07	1,261.93	1,252.91	1,247.08
C	1,419.51	1,442.20	1,431.90	1,425.23
D	1,596.95	1,622.48	1,610.89	1,603.39
E	1,951.83	1,983.03	1,968.87	1,959.70
F	2,306.71	2,343.59	2,326.85	2,316.01
G	2,661.58	2,704.13	2,684.81	2,672.31
H	3,193.89	3,244.95	3,221.77	3,206.77

- (5) That the Council determines that its relevant basic amount of Council Tax for 2016/17 is not excessive in accordance with the principles approved under Sections 52ZC and 52ZD of the Act.

Note: In accordance with the Constitution, a recorded vote was taken.

The Councillors voting for and against the Recommendations were as follows:

<u>For</u>	<u>Against</u>	<u>Abstain</u>
Councillors:	Councillors:	
Abbott	Bailey	
N. Akhtar	Birdi	
P. Akhtar	Blundell	
Ali	Crookes	
Dr R Auluck	Lapsa	
Bains	Lepoidevin	
Bigham	Male	
Brown	Noonan	
Chater	Sawdon	
Clifford	Skinner	
Duggins	Taylor	
Galliers	Lord Mayor	
Gannon		
Harvard		
Innes		
Kershaw		
A Khan		
Lakha		
Lancaster		
Lucas		
McNicholas		
Maton		
Miks		
Mulhall		
J Mutton		
M Mutton		
O'Boyle		
Ruane		
Seaman		
B Singh		
R Singh		
Sweet		
Thay		
Thomas		
Walsh		

Result: Carried

For: 35

Against: 12

Abstentions: 0

128. **Budget Report 2016/17**

Further to Minute 123 of the Cabinet, the City Council considered a report of the Strategic Management Board, which set outlined the Councils proposed revenue and capital budget for 2016/17 following a period of public consultation.

The allocation of Government funding for 2016/17 was confirmed in the Local Government Finance Settlement announced on 8 February 2016. The Settlement signalled a continued reduction in local government funding over the next 4 years with a planned reduction of £40m in Coventry's Settlement Funding Assessment – the sum of Revenue Support Grant, Top-Up Funding and an estimate of Coventry's local share of Business Rates.

In previous years, the Council had the flexibility to increase Council Tax by up to 2% without holding a local referendum on the matter. The Pre-Budget Report was approved on the basis of consulting on a Council Tax rise of 1.9%. However, in recognition of the increasing pressure on Adult Social Care services across the country, the Government had increased this flexibility by a further 2%, up to a maximum of 4%. The recommended budget assumed the taking up of this additional 2% flexibility in order to increase the resources available to fund Adult Social Care services in the City. As a result, the budget was being proposed on the basis of increasing the Council Tax by 3.9%. This proposed increase would be the equivalent of between 70p and 80p per week for a typical Coventry Household.

The overall budget reflected reductions in Government funding that had already been anticipated and savings programmes that were approved as part of the 2015/16 budgeting setting. Going into the 2016/17 budget setting, the Council faced a financial gap of £13m and a new financial pressure of £10m had emerged since, in particular in relation to Adult Social Care. These have been balanced by higher than planned resources available to the Council, as well as a series of savings options to balance the budget. Overall the report incorporated a package of changes that allowed the Council to continue to deliver its key policies, as set out in the Council Plan.

Despite the financial pressure it faced, the Council was maintaining an ambitious approach to investing in the City. The proposed capital programme amounted to £117m in 2016/17 and included major schemes such as the Friargate and the City Centre Leisure facility developments and the Coventry Station Master Plan.

The annual Treasury Management Strategy, incorporating a revised Minimum Revenue Provision Policy, was also proposed, covering the management of the Council's investments, cash balances and borrowing requirements.

In respect of the above, a recorded vote was required in accordance with Paragraph 18.3 of the City Council's Constitution. The Councillors voting for, against or abstaining in respect of the recommendations were as follows:

An amendment, as detailed in the Appendix to these minutes, was moved by Councillor Sawdon, seconded by Councillor Blundell and lost.

RESOLVED that the City Council:

- (1) Approve the spending and savings proposals in Appendix 2 of the report submitted.**
- (2) Approve the total 2016/17 revenue budget of £693m in Table 1 and Appendix 3 of the report submitted, established in line with a 3.9% City Council Tax increase and the Council Tax Requirement recommended in the Council Tax Setting Report.**
- (3) Note the Executive Director or Resources' comments confirming the robustness of the budget and adequacy of reserves in Sections 5.1.3 and 5.1.2 of the report.**
- (4) Approve the Capital Programme of £117m for 2016/17 and the future years' commitments arising from this programme of £170m between 2017/18 to 2019/20, as detailed in Section 2.3 and Appendix 4 of the report.**
- (5) Approve the proposed Treasury Management Strategy for 2016/17 in Section 2.4 of the report, incorporating the revised Minimum Revenue Provision Policy, the revised Investment and Strategy and Policy at Appendix 5 for immediate implementation and the prudential indicator and limits described in Section 2.4.11 and summarised in Appendix 6 of the report.**

Notes: (1) In accordance with the Constitution, a recorded vote was taken in respect of the amendment, moved by Councillor Sawdon and seconded by Councillor Blundell

The Councillors voting for and against the amendment were as follows:

For	Against	Abstain
Councillors:	Councillors:	
Bailey	Abbott	
Birdi	N Akhtar	
Blundell	P Akhtar	
Crookes	Ali	
Lapsa	Dr R Auluck	
Lepoidevin	Bains	
Male	Mrs Bigham	
Noonan	Brown	
Sawdon	Chater	
Skinner	Clifford	
Taylor	Duggins	
Lord Mayor	Galliers	
	Gannon	
	Harvard	
	Innes	
	Kershaw	
	A Khan	
	Lakha	

Lancaster
Mrs Lucas
McNicholas
Maton
Miks
Mulhall
J Mutton
M Mutton
O'Boyle
Ruane
Seaman
B Singh
R Singh
Sweet
Thay
Thomas
Walsh

Result: Lost

12 for
35 against
0 abstentions

In accordance with Minute 126 above, a recorded vote was taken in respect of the Recommendations.

The Councillors voting for and against the Recommendations were as follows:

<u>For</u>	<u>Against</u>	<u>Abstain</u>
Councillors:	Councillors:	
Abbott	Bailey	
N. Akhtar	Birdi	
P. Akhtar	Blundell	
Ali	Crookes	
Dr R Auluck	Lapsa	
Bains	Lepoidevin	
Bigham	Male	
Brown	Noonan	
Chater	Sawdon	
Clifford	Skinner	
Duggins	Taylor	
Galliers	Lord Mayor	
Gannon		
Harvard		
Innes		
Kershaw		
A Khan		
Lakha		
Lancaster		
Lucas		
McNicholas		

Maton
Mijs
Mulhall
J Mutton
M Mutton
O'Boyle
Ruane
Seaman
B Singh
R Singh
Sweet
Thay
Thomas
Walsh

Result: Carried

For: 35
Against: 12
Abstentions: 0

129. **Approval of the Draft Order to Establish a West Midlands Combined Authority**

The Council considered a report of the Executive Director of Resources which sought approval of the draft Order to establish a West Midlands Combined Authority.

A combined authority was a statutory body that facilitates the collaboration and joint working between local authorities to drive economic prosperity for the area. On 13 October 2015 Coventry City Council resolved that it should join the proposed West Midlands Combined Authority (WMCA) after considering the information available including the West Midlands statutory governance review and Statement of Intent for the Combined Authority and the results of the local engagement and consultation process. Council further resolved to approve the Scheme for a West Midlands Combined Authority which was submitted to the Secretary of State for Communities and Local Government.

The next step in the creation of a WMCA is for an Order to be laid before Parliament by the Secretary of State. The Order, if made, will be the statutory basis on which a WMCA is established.

Assurance work around the Devolution Deal continues and this will be subject of a future report to Council for full consideration and debate. The following documents were appendices to the report:

- Appendix 1 The Draft Order from the Secretary of State
- Appendix 2 Proposed Combined Authority Constitution
- Appendix 3 Papers provided to The Secretary of State from the shadow WMCA (Governance Review, Scheme, engagement and consultation summaries)

RESOLVED that the City Council:

- 1. Formally approve the draft Order.**
- 2. Delegate approval of any minor drafting amendments of the Order to the Chief Executive following consultation with the Leader of the Council**
- 3. Endorse the Draft Constitution for the West Midlands Combined Authority for adoption.**
- 4. Agree that approval to make any technical amendments to the Combined Authority Constitution on behalf of the City Council is delegated to the Chief Executive following consultation with the Leader of the Council.**
- 5. Delegate to the Chief Executive, following consultation with the Leader of the Council, authority to consider and continue any further and future assurance and due diligence work around the Devolution Deal and WMCA.**

Note: Councillors P Akhtar and McNicholas withdrew from the meeting for the consideration of this item.

130. Statements

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

On behalf of Councillor Andrews, Councillor Blundell responded to the Statement.

131. Leasehold Disposal of Land, Cox Street

Further to Minute 125 above, the City Council considered a private report of the Executive Director of Place that set out confidential aspects of proposals for the leasehold disposal of land at Cox Street.

Since the publication of the report the Council had received a received an additional, unsolicited conditional offer from a third party, dated 8th February 2016. The offer was similar in terms of the proposed type of student housing development as well as financially.

It was incumbent on the Council to explore this additional offer. As such revised recommendations were submitted, the purpose of which were to obtain approval in principle the land disposal but provide an opportunity for officers, in consultation with relevant Cabinet Members, to explore the alternative offer now presented.

RESOLVED that the City Council:

- 1) Approve a leasehold disposal in the Council’s land on terms no less favourable than those contained in the report.**

- 2) **Delegate authority to the Assistant Director for City Centre and Development Services, Executive Director of Resources and Assistant Director of Legal and Democratic Services as appropriate, in consultation with Cabinet Member for Business, Enterprise and Employment, to enter into negotiations with the parties and conclude the documentation required to complete the lease.**
- 3) **Delegate authority to the Executive Director of Resources and Assistant Director of Legal and Democratic Services to complete the necessary legal documentation in this matter and collect the agreed consideration.**
- 4) **Approve the commencement of the process to remove part of the land in Cox Street from the off street parking order.**

(Meeting closed at 6.10 pm)

Conservative Group Budget proposals 23/2/16

AMENDMENT

	2016/17	2017/18	2018/19	2019/20
	£m	£m	£m	£m
<u>Reductions in Spending</u>				
Combined Authority Contribution (Page 83 line 17)	(0.50)	(0.50)	(0.50)	(0.50)
Reduction in Trade Union Facilities Budget	(0.15)	(0.15)	(0.15)	(0.15)
Total Reductions in Spending	(0.65)	(0.65)	(0.65)	(0.65)
<u>Increases in Spending</u>				
Priory Visitor Centre	0.10	0.10	0.10	0.10
Combined Authority Referendum	0.15	0.00	0.00	0.00
Article 4 Direction (Houses in Multiple Occupation)	0.315	0.315	0.315	0.315
Additional Library Funding	0.0	0.15	0.15	0.15
Mobile Library	0.085	0.085	0.085	0.085
Total Increases in Spending	0.65	0.65	0.65	0.65

Proposed Tim Sawdon

Seconded John Blundell

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Cabinet
Council

8th March 2016
15th March 2016

Name of Cabinet Member:

Cabinet Member for Strategic Finance and Resources – Councillor Gannon

Director Approving Submission of the report:

Executive Director of Resources

Ward(s) affected:

None

Title:

Annual Pay Policy Statement 2016/2017

Is this a key decision?

No

Executive Summary:

Local Authorities are 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 towards a range of issues relating 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 2016/2017 is attached as appendix 1.

Recommendations:

1. Cabinet is requested to recommend that the Council approves the Annual Pay Policy Statement 2016/2017.
2. Council is recommended to approve the Annual Pay Policy Statement 2016/2017 attached at Appendix 1.

List of Appendices included:

Appendix 1 Annual Pay Policy Statement 2016 / 2017.

Other useful background papers:

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 - 15th March 2016

Report title: Annual Pay Policy Statement 2016/2017

1. Context (or background)

- 1.1 The Localism Act 2011 requires all local authorities to produce an annual Pay Policy Statement, setting out the Council's policies regarding the pay and grading of the workforce, which must be approved by full Council. The annual Pay Policy Statement is particularly required to highlight the relationship between the pay and remuneration of the most senior staff (chief officers) and the general workforce. The City Council has clearly established policies and processes for the determination of the pay and grading of its employees and these are summarised in the proposed Pay Policy Statement.
- 1.2 The annual Pay Policy Statement also sets out the relationship between the highest and lowest paid employees. Guidance on the development of Pay Policy Statements states that authorities should explain their policy in respect of chief officers who have been made redundant and later reemployed or engaged under a contract of service, and also their approach to any shared arrangements in place. The City Council has no policy in relation to the re-employment or re-engagement of chief officers. No existing chief officers have been made redundant and subsequently re-employed or re-engaged and it is not anticipated this will occur in the future. Currently the City Council has established an effective working partnership with Solihull Council for procurement

2 Options considered and recommended proposal

- 2.1 Council is recommended to approve the annual Pay Policy Statement for 2016/17 to ensure compliance with sections 38 and 39 of the Localism Act 2011.

3 Results of consultation undertaken

- 3.1 There is no requirement to consult on the Pay Policy Statement

4. Timetable for implementing this decision

- 4.1 The proposed Pay Policy Statement will be effective for the financial year 2016/17.

5. Comments from Executive Director, Resources

5.1 Financial implications

Financial information on all posts where the full time equivalent salary is at least £50,000 pa (which includes chief officers as identified in the Pay Policy Statement) is published in the Council's Annual Statement of Accounts.

5.2 Legal implications

The City Council is required under sections 38 and 39 of the Localism Act 2011 to agree an annual Pay Policy Statement.

6. Other implications

6.1 How will this contribute to achievement of the Council's Plan?

To assist the effective delivery of key objectives and corporate priorities the City Council must ensure a structured and objective system is in place for the determination of the pay and grading of employees.

6.2 How is risk being managed?

By adopting a Pay Policy Statement as attached at Appendix 1 the City Council would be compliant with sections 38 and 39 of the Localism Act 2011.

6.3 What is the impact on the organisation?

None

6.4 Equalities / EIA

As a consequence of the Equality Act and the National Joint Council (NJC) conditions of Service the City Council is committed to publishing equal pay information on an annual basis.

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

None

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Members: Councillor Gannon	Cabinet Member (Strategic Finance and Resources)		8.2.2016	

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Appendix 1

Coventry City Council – Annual Pay Policy Statement 2016/2017

1. Introduction and Purpose

Under section 112 of the Local Government Act 1972, the Council has the “power to appoint officers on such reasonable terms and conditions as [the] authority thinks fit”. This Pay Policy Statement (the ‘statement’) sets out the Council’s approach to pay policy in accordance with the requirements of Section 38 of the Localism Act 2011 (“the Act”).

For the purposes of this statement, Chief Officers’ is defined within S43 of the Localism Act and by Section 2 of the Local Government and Housing Act 1989 as the Chief Executive, Strategic Directors and Heads of Service. Each of these posts have been evaluated using a job evaluation scheme devised by HAY Management Consultants and is used widely in the public and private sectors within the UK.

2. Pay Structure

The Council uses the NJC Job Evaluation scheme and the nationally negotiated pay spine as the basis for its local grading structure. This determines the salaries of the vast majority of the non-school based workforce, together with the use of other nationally defined rates where relevant.

Within the National pay spine, the Council operates its own locally agreed grading scheme. Progression within the grading structure is based on automatic annual increments until the top of the grade is reached.

A similar incremental approach is also applied to other groups of employees who are governed by relevant national negotiating bodies. These groups include Soulbury, JNC/Youth and Community schemes. Increments for those employed on teachers’ terms and conditions are based on performance.

The posts of Chief Officers are evaluated in accordance with the Hay job evaluation scheme.

3. Senior Management Remuneration

The remuneration for Chief Officers is:

The Chief Executive falls within a range of £175,000 to £185,000 or as may be otherwise determined by the Council.

The remaining Chief Officer remuneration falls within a range of £75,517 to £124,295 or as may be otherwise determined by the Council.

4. Recruitment of Chief Officers

The determination of the remuneration offered to any newly appointed Chief Officer will be in accordance with the pay structure and relevant policies in place at the time of recruitment. The Council’s policy and procedures with regard to the recruitment of Chief Officers’ is set out within the Council’s Constitution.

The determination of the remuneration to be offered to any newly appointed Chief Officer will be in accordance with the Council’s Hay pay and grading structure. Chief Officer’s jobs are allocated to a salary range based on a number of factors including the level of knowledge, skills and experience required and the responsibilities and accountabilities associated with the position.

Where the Council is unable to recruit to a post and where there is a need to retain key staff, it will consider the use of temporary market force supplements. Where the Council remains unable to recruit chief officers under an employment contract, or there is a need for interim cover for a Chief Officer post, the Council will consider engaging individuals under 'contracts for service'.

The Council considers that decisions on large salary packages (£100,000 and above) should be subject to accountability and scrutiny. The Council considers that it would be preferable for scrutiny of these decisions to take place in committee rather than by full Council, and that the Audit and Procurement Committee is the appropriate forum. This committee is skilled and experienced in subjecting specific decisions to scrutiny, and will be able to test the strength of the explanations put forward for particular appointment/severance packages. The Council believes that the Audit and Procurement Committee will be able to do this better than full Council and make those decisions in consultation with the Cabinet Member for Strategic Finance and Resources.

5. Increases and additions to Remuneration of Chief Officers

The Council does not apply any bonuses to its Chief Officers.

Salary progression for Chief Officers is based upon an annual performance based assessment.

The following posts currently receive a market supplement in addition to the basic salary.

Chief Officer Title	Annual Market Supplement
Executive Director for People	£10,000
Assistant Director for Streetscene and Greenspace	£8,000
Assistant Director Development Services	£13,000
Assistant Director Highways Services	£8,000
Assistant Director for Finance	£5,000
Assistant Director ICT Transformation & Customer Services	£5,726

The gross fees for local elections/referendums in 2015/2016 were;

Chief Officer Title	Payment for European, Local and Parliamentary Elections
Chief Executive	£33,469
Executive Director - Resources	£3,469.70
Assistant Director – Legal & Democratic Service	£1,128.30
Assistant Director - Development Services	£281.00
Assistant Director- ICT, Transformation & Customer Services	£281.00
Assistant Director – Health, Libraries & Adult Education	£281.00
Head of Corporate Communications	£336.00
Assistant Director HR & Workforce Services	£256.00
Assistant Director Revenues & Benefits	£340.00
Deputy Director Early Intervention & Social Care	£281.00
Executive Director - Place	£281.00

Assistant Director Street Scene and Greenspace.	£281.00
Head of Financial Management	£281.00
Assistant Director Highway Services	£281.00

6. Payments on Termination

The Council's approach to discretionary payments on termination of employment of Chief Officers in a redundancy situation is set out within the Security of Employment Agreement in accordance with the Discretionary Compensation Regulations 2006 which give all Councils the ability to determine redundancy payments. This Agreement sets out the processes to be used in cases of redundancy (for example consultation and redeployment possibilities).

The Council does not apply the added years' arrangements available under the Local Government Pension Scheme and therefore has no discretion over the pension benefit amounts payable to Chief Officers who are made redundant and who are entitled under the scheme regulations to be paid their pension benefits.

In some rare and exceptional circumstances, it may be more appropriate and in the Council's best interests to reach mutual agreement to end employment. Such reasons can include speed and minimising the risk of significant uncertainty and disruption. In reaching an agreement in a process of negotiation it is likely that the payment will be specific to the individual's circumstances.

The Council considers that decisions on large severance packages, which may be in relation to statutory redundancy pay and/or settlement agreements (£100,000 and above) should be subject to accountability and scrutiny. The Council considers that it would be preferable for scrutiny of these decisions to take place in committee rather than by full Council, and that the Audit and Procurement Committee is the appropriate forum. This committee is skilled and experienced in subjecting specific decisions to scrutiny, and will be able to test the strength of the explanations put forward for particular severance decisions. The Council believes that the Audit and Procurement Committee will be able to do this better than full Council and make those decisions in consultation with the Cabinet Member for Strategic Finance and Resources.

The City Council has a policy not to re-employ or re-engage previous employees within five years, if they have left as part of the voluntary redundancy/early retirement programme. It is not envisaged that any Chief Officer who leaves the Council with a severance or redundancy payment will be considered for further employment with Coventry or for the hiring of their services in another capacity unless there are special circumstances.

7. Publication

Upon approval by the full Council, this statement will be published on the Council's Website.

8. Lowest Paid Employees

The City Council has adopted the Living Wage (£7.85 per hour), which means that the lowest paid persons employed on Coventry City Council terms and conditions are paid a full time (37 hours per week) salary equivalent to £15,145 per annum.

The City Council employs a small number of modern apprentices who are not included within the definition of "lowest paid employees" as they are employed under specific trainee contract terms.

The Code of Recommended Practice on Data Transparency recommends the publication of the ratio between the highest paid salary and the median average salary of the whole of the Council's workforce.

The current Council pay levels define the following rates of pay:-

- Chief Executive = £175,000
- Median employee = £20,849
- Lowest paid employee = £15,145

The current Council pay levels define the following pay multiples:-

- Chief Executive to lowest paid employee = **1:11.6** (1:11.8 – 2015/16)
- Chief Executive to median employee = **1:8.4** (1:8.4 – 2015/16)

As part of its overall and on-going monitoring of alignment with external pay markets, both within and outside the sector, the council will use available benchmark information as appropriate.



Council

15 March 2016

Name of Cabinet Member:

Cabinet Member for Culture, Leisure, Sports and Parks – Councillor A Khan

Director Approving Submission of the report:

Chief Executive/Returning Officer

Ward(s) affected:

Bablake and Wainbody

Title:

Parish Council Election Costs

Is this a key decision?

No

Executive Summary:

The Representation of the People Act 1983 allows a principal council to recharge the costs it incurs in administering parish council elections to those parish councils. This report reviews the options open to the City Council and recommends the basis for recharging parish councils for the costs of administering future elections.

Recommendations:

Council is recommended:

- 1) to recharge parish councils in the City the actual costs of running their elections, should their elections be contested. If the poll is combined with another poll then the costs that are shared costs would be split.
- 2) to charge a set fee to cover administration costs where the election is uncontested and delegate to the Executive Director of Resources the authority to review and update this as detailed in paragraph 5.

List of Appendices included:

None

Other useful background papers:

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?

The issue was considered by the Cabinet Member Electoral Arrangements Advisory Panel

Will this report go to Council?

Yes – 15 March , 2016

Report title: Parish Council Election – Costs

1. Context (or background)

- 1.1 The Representation of the People Act 1983, Section 36(5) states that “All expenditure properly incurred by a returning officer in relation to the holding of an election of a parish councillor shall, in so far as it does not, in cases where there is a scale fixed for the purposes of this section by the council of the district in which the parish is situated, exceed that scale, be paid by the district council, but any expenditure so incurred shall, if the district council so require be repaid to that council by the council of the parish for which the election is held.”
- 1.2 In continually reviewing use of financial resources and delivery of services, it is appropriate for the City Council to recover its costs in administering the election process for Parish Councils.
- 1.3 The Council is required to give notice to the parish council of the estimated costs to enable the parish council to ensure that the costs are included in their budgeting requirements.
- 1.4 The next ordinary date for parish elections in Coventry is May 2019 which gives plenty of time for the existing parishes to prepare.

2. Options considered and recommended proposal

- 2.1 Make no charge to parish councils for their elections and the City Council meet all costs. This leaves the City Council bearing the financial costs of future parish council elections. This option is not recommended.
- 2.2 Only recharge a parish council if the election is contested. The charge would be the actual costs of running the election, if the poll is combined with another poll then the costs where shared would be split, but no charge be made for uncontested polls. However, the City Council still incurs costs associated with administering the election process, even if the poll itself is uncontested and it is appropriate to recover these costs. This option is not recommended.
- 2.3 Where parish council elections are contested, recharge parish councils in the City the actual costs of running their elections, should their elections be contested. If the poll is combined with another poll, the costs that are shared costs would be split. Where the election is uncontested, charge a set fee to cover administration costs which include providing notice of the election, nomination papers, checking nominations, statement of persons nominated and publishing uncontested election results. This is the recommended option.

3. Results of consultation undertaken

- 3.1 Legislation allows for the Council to recharge costs and the Parish Councils have been informed that the City Council is considering this decision.

4. Timetable for implementing this decision

- 4.1 The charges would be implemented from April 2016. This means that they will apply for the scheduled election to Finham Parish Council in May 2016 (and costs have been built into the new Parish Council’s budget for 2016/17) and for the date of the next ordinary parish

council elections in May 2019 for other parish councils. If the parish has a by election then the costs will also apply from May 2019.

5. Comments from Executive Director, Resources

5.1 Financial implications

5.2 The proposed rate based on current costs for an uncontested election is £250 to recover the costs of administration which include notice of the election, nomination papers, checking nominations, statement of persons nominated and publishing uncontested election results. The level of this charge will be reviewed by the Electoral Services Manager in the year before ordinary Parish elections and updated where appropriate to reflect costs by the Director of Finance following consultation with the Cabinet Member.

5.3 For contested polls the actual costs would be recovered based on current costs for each area. The figure to be used as an estimate only is for Allesley - £2,100, Keresley - £1,300 and Finham £5,000. These figures are if the polls are held on their own; if the poll is combined with another such as the City Council elections then the costs would be reduced by approximately 40%.

5.2 Legal implications

The Representation of the People Act 1983, Section 36(5) provides for the principal council to decide whether to recharge the parish councils for any expenditure incurred in relation to the holding of an election for a parish.

6. Other implications

None

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 proposals will ensure that the Council recovers the costs of activity carried out on behalf of parish councils.

6.2 How is risk being managed?

There are no risks associated with this resolution.

6.3 What is the impact on the organisation?

If the resolution is not passed the cost of these elections remains with the City Council.

6.4 Equalities / EIA

There are no equalities issues.

6.5 Implications for (or impact on) the environment

There are no implications in relation to the environment.

6.6 Implications for partner organisations?

The implications for the parish councils are detailed in the report.

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