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### Scrutiny Co-ordination Committee

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**Time and Date**

10.00 am on Wednesday, 7th September, 2016

**Place**

Committee Rooms 2 and 3 - Council House

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**Public Business****1. Apologies and Substitutions****2. Declarations of Interest****3. Minutes** (Pages 5 - 10)

(a) To agree the minutes of the meeting held on 13 July, 2016

(b) Matters arising

**4. Business Rates Reform** (Pages 11 - 18)

Briefing Note of the Executive Director of Resources

**5. West Midlands Combined Authority** (Pages 19 - 40)

Briefing Note of the Chief Executive

**6. Report Back on Conference - Civic Visit to Kiel Week, 17 to 20 June, 2016**  
(Pages 41 - 44)

Report of the Lord Mayor, Councillor Lindsley Harvard

**7. Scrutiny Management**

In accordance with the Constitution, the following matters are reported for information:-

- a) Councillor Lancaster, Chair of the Scrutiny Co-ordination Committee attended the Cabinet meeting on 2 August, 2016 for the item relating to "Coventry City Council Response to InterCity West Coast Rail Franchise Consultation" and agreed that the decision was urgent and that call in should not apply. The reason for the urgency was that the City Council's response to the Consultation needed to be sent to the Department of Transport before the closing date for submissions which was 11.45pm on 2<sup>nd</sup> August 2016.

- b) Councillor McNicholas, acting as nominee of the Chair of the Scrutiny Co-ordination Committee, attended the meeting of the Cabinet Member for City Services on 15 August, 2016 for the item relating to "Park Closure of Cox Street Car Park - Objection" and agreed that the decision was urgent and that call in should not apply. The reason for the urgency was that, to enable the first phase of the development to open for the academic year commencing September 2017, a planning application needed to be submitted in early September, 2016 for consideration at Planning Committee on 29 September, 2016. If the application is not submitted in time, then the programme of works will be delayed and the timescales for opening will not be achievable.

8. **Outstanding Issues** (Pages 45 - 50)

Report of the Executive Director of Resources

9. **Scrutiny Co-ordination Committee Work Programme 2016/2017** (Pages 51 - 54)

Report of the Executive Director of Resources

10. **Any Other Items of Public Business**

Any other items of public business which the Chair decides to take as a matter of urgency because of the special circumstances involved.

**Private Business**

**Nil**

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Chris West, Executive Director, Resources, Council House Coventry

Tuesday, 30 August 2016

- Notes:1) The person to contact about the agenda and documents for this meeting is Suzanne Bennett, Democratic Services, Council House, Coventry, telephone 7683 3072, alternatively E-mail: [suzanne.bennett@coventry.gov.uk](mailto:suzanne.bennett@coventry.gov.uk)/[liz.knight@coventry.gov.uk](mailto:liz.knight@coventry.gov.uk)
- 2) Council Members who are not able to attend the meeting should notify Suzanne Bennett no later than 9.00 a.m. on the day of the meeting, giving their reasons for absence and the name of the Council Member (if any) who will be attending the meeting as their substitute.
  - 3) Scrutiny Board Members who have an interest in any report referred to this meeting, but who are not Members of this Committee, have been invited to notify the Chair by 12 noon on the day before the meeting that they wish to speak on a particular item. The Member must indicate to the Chair their reason for wishing to speak and the issue(s) they wish to raise.

Membership: Councillors N Akhtar, J Blundell, G Crookes, D Gannon, L Kelly, R Lancaster (Chair), J McNicholas, M Mutton and R Singh (Deputy Chair)

By invitation Councillors P Akhtar and A Khan

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.

**Suzanne Bennett/Liz Knight, Governance Services - Telephone: 024  
7683 3072/3073**

**E-mail:**

**[suzanne.bennett@coventry.gov.uk](mailto:suzanne.bennett@coventry.gov.uk)/[liz.knight@coventry.gov.uk](mailto:liz.knight@coventry.gov.uk)**

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**Coventry City Council**  
**Minutes of the Meeting of Scrutiny Co-ordination Committee held at 10.00 am on**  
**Wednesday, 13 July 2016**

Present:

Members: Councillor N Akhtar  
Councillor J Clifford (substitute for Councillor M Mutton)  
Councillor G Crookes  
Councillor D Gannon  
Councillor L Kelly  
Councillor R Lancaster (Chair)  
Councillor R Singh (Deputy Chair)

Other Members: Councillor G Duggins, Cabinet Member for Policy and Leadership  
Councillor P Akhtar, Deputy Cabinet Member for Policing and Equalities

Employees (by Directorate):

Place: S Chun Lam, C Hickin, B Massey, L Nagle, A Walster

Resources: G Holmes, L Knight, A West

Other Representatives: Danny Long, West Midlands Police

Apologies: Councillors Blundell, A Khan (Cabinet Member) and M Mutton

## **Public Business**

### **5. Declarations of Interest**

There were no declarations of interest declared.

### **6. Minutes**

The minutes of the meeting held on 20<sup>th</sup> April, 2016 were signed as a true record. There were no matters arising.

### **7. Crime and Community Safety Performance**

The Committee considered a briefing note of the Executive Director of Place concerning the Coventry Police Crime and Community Safety Partnership Board including the remit and membership of the Board and its individual Sub-Groups; the scope of the planned review of the Board; the allocation of monies from the West Midlands Police and Crime Commissioner (PCC); and the end of year performance report to the Board. Reference was also made to the current PCC consultation on the new Police and Crime Plan. Chief Inspector Danny Long, West Midlands Police attended the meeting for the consideration of this item along with Councillor P Akhtar, Deputy Cabinet Member for Policing and Equalities.

The briefing note indicated that the Board was created in 2013 and met on a quarterly basis. The main functions were to provide the governance for the work of the statutory Community Safety Partnership and to take responsibility for ensuring compliance with statutory duties and responsibilities. Appendices to the note set

out terms of reference; the relationships with other local Boards in the city; and the membership which comprised senior representatives from the responsible authorities along with representatives from community/special interest groups, voluntary sector, social housing and business. There were four Sub Groups reporting to the Board as follows:

- Victim Support and Harm Reduction Partnership
- Coventry Offender Management Group
- Prevent, Prepare and Protect
- City Wide Tasking and Co-ordination Group.

The Committee were informed that at the next Board meeting on 21<sup>st</sup> July, 2016 permission would be sought to carry out a review of the Coventry Community Safety Partnership's activities. The review would be designed so that the Board and its membership would be representative of all strands of community safety within the city, with proper accountability for the Sub Groups. The scope for the review was detailed.

In the current financial year the Board received £409,728 from the Police and Crime Commissioner which represented a 25% reduction from the previous year. The PCC did allow the Board to carry over £82,750 from under from underspends in the previous year. Further information on the Board's funding decisions allocated to local priorities was set out in an appendix.

Chief Inspector Danny Long reported on the end of year performance report. Headline figures included a 1.5% increase in domestic violence and abuse including a significant increase in incidents where children were present; an increase in reports of sexual violence and abuse; hate crime reports remaining stable; and a downward trend in the recorded reports for anti-social behaviour. Members were informed of the importance of encouraging the reporting of crimes which could lead to upward trends in the performance data.

Members were made aware of the current consultation by the PCC on his priorities for the new Police and Crime Plan for 2017/18.

Members questioned the officers and Chief Inspector Long on a number of issues and responses were provided, matters raised included:

- If training was available for Board members of the Coventry Police Crime and Community Safety Partnership Board
- The communication and sharing of information between the Board and its Sub-Groups and other Boards in the city
- The intention to continue to include representatives from the voluntary groups on the Board
- How the funding allocations to voluntary organisations were monitored to ensure targets were being met, especially in light of funding reductions
- The opportunities for Scrutiny to be able to scrutinise the work of the Board and its Sub-Groups
- An assurance that with all the overlaps between the different Boards in the city, particularly from a health perspective, that these Boards were not operating in conflicting ways

- Further information about the joint work to improve the health and wellbeing of individuals with multi complex needs
- The availability of information about the work of the Board and minutes from meetings
- The definition of hate crime
- How the £82,750 underspend had been used
- An assurance that the necessary support was being provided by Council officers in relation to incidents of sexual violence and children and that the necessary information was being shared between providers to ensure that children were protected
- Clarification that all police officers were aware of the requirements for child safeguarding
- Further details about the work with schools to reduce incidents of hate crime
- A request for information on the performance relating to hidden crime and convictions
- The position relating to the potential to prosecute in respect of incidents of female genital mutilation.

**RESOLVED that:**

**(1) The scope of the planned review of the Coventry Police Crime and Community Safety Partnership Board be acknowledged and supported and the Committee's concerns relating to ensuring that there is clarity about the future role of members and a clear accountability of organisations receiving funding be taken into account during the review.**

**(2) The performance data detailed in Appendix 9 be noted and for future performance reports information be included on the impact of PCC spend and outcomes on priority areas.**

**(3) The Cabinet Member for Policing and Equalities be recommended to receive a report on performance in relation to hidden crime and convictions at a future Cabinet Member meeting.**

**(4) A progress report on the measures to reduce Female Genital Mutilation be submitted to a future meeting of the Committee.**

**(5) Members be encouraged to respond to the West Midlands Police and Crime Commissioner's questionnaire regarding his planned priorities.**

**8. Council Plan Performance Report 2015/16**

Prior to the meeting, all Members of the City Council had been invited to attend a Seminar where they had received a comprehensive presentation on the Council Plan Performance 2015/16. Members had also been given an opportunity to question officers on the presentation.

The Committee gave brief consideration to a report of the Executive Director of People concerning Council Plan Performance Report which covered the progress made towards the Plan during the period April 2015 to March 2016. A copy of the

Performance report was set out at an appendix to the report. The report had previously been considered by Cabinet at their meeting on 5<sup>th</sup> July, 2016 and Councillor Duggins, Cabinet Member for Policy and Leadership attended the meeting for the consideration of this item.

Consideration of the report allowed Members the opportunity to identify any areas that required additional scrutiny. Members noted that issues raised at the Members' Seminar were already included on either their or the Scrutiny Boards' Work Programmes.

Members questioned the officer on several issues concerning the performance report and responses were provided, matters raised included highlighting the austerity cuts and their impact on performance in future reports and further information about what constituted 'A Top Ten City'.

**RESOLVED that:**

**(1) The content of the performance report for 2015/16 be noted and for future reports simple information be included on the reduction in funding imposed on the Council and the impact that this has had on performance.**

**(2) The minutes and report from the meeting of Scrutiny Co-ordination Committee held on 24<sup>th</sup> February, 2016 relating to 'Coventry – A Top Ten City' be circulated to members.**

**9. Outside Bodies - Reporting Arrangements 2016/17**

The Committee considered a briefing note of the Scrutiny Co-ordinator which set out proposed reporting arrangements for outside bodies to Scrutiny during 2016/17. Further details were set out in the appendix attached to the note.

The Committee were reminded that the terms of reference for Scrutiny included a role in receiving reports on outside bodies to which the Council made appointments at their annual meeting. There was a requirement for the Committee to consider which outside bodies it wished to receive reports on as the start of the municipal year.

Previously, to help manage Scrutiny business, the Committee had agreed to receive reports from those outside bodies who received Council funding. In addition the outside bodies for which members received remuneration had also been included.

**(1) The amended list of outside bodies that report to Scrutiny Co-ordination Committee as detailed in Section A of Appendix 1 be approved.**

**(2) The minutes of the meetings of the Coventry and Solihull Waste Disposal Company Limited Shareholders Panel be circulated to members.**

**(3) The content and requirements of the reporting template set out at Appendix 2 be approved which includes details on member attendance at meetings.**



**(4) Officers be requested to timetable the required outside body reports on the appropriate work programmes.**

**10. Outstanding Issues Report**

The Board noted a report from the Scrutiny Co-ordinator setting out how it was intended to report back on outstanding issues at each meeting so enabling Members to monitor the progress of the actions that they had agreed.

**RESOLVED that the template for the outstanding issues report set out at the appendix to the briefing note and the examples from 2015/16 be noted.**

**11. Scrutiny Work Programmes 2016/2017**

The Committee considered their work programme along with the work programmes for the five Scrutiny Boards which had been compiled following discussions at the informal meetings of the Boards.

**RESOLVED that:**

**(1) The content of the Scrutiny work programme attached to Appendix 1 to the briefing note be approved.**

**(2) The Committee noted that the results of the Task and Finish Group on European Issues would be reported back to Scrutiny Co-ordination Committee but retain the membership agreed by the Business, Economy and Enterprise Scrutiny Board (3) plus the addition of Councillor Lancaster.**

**12. Any Other Items of Public Business**

There were no additional items of public business.

(Meeting closed at 11.45 am)

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Coventry City Council

## Briefing Note

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**To**            **Scrutiny Co-ordination Committee**

**Date**        **7<sup>th</sup> September 2016**

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**Subject**    **Business Rates Reform**

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### **1 Purpose of the Note**

1.1 This note accompanies a short presentation on the national changes to Business Rates (BR) that are expected to be introduced from 2020 including 100% local retention of Business Rates. In addition to the brief overview within the presentation, this note discusses the potential financial impact on Coventry and discussion of key matters within the existing Business Rates system in relation to students and the university sector.

### **2 Recommendations**

2.1 Scrutiny Co-ordination Committee is recommended to:

- 1) Consider the content of the report and appendix 1
- 2) Identify any recommendations for the appropriate Cabinet Member

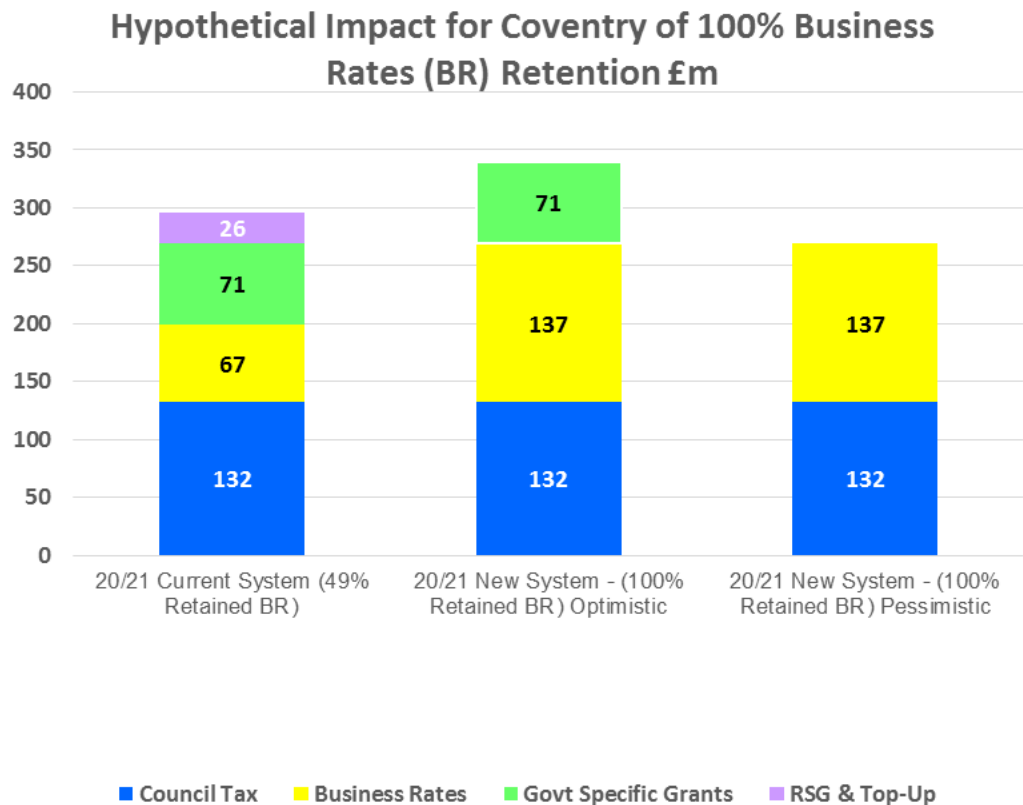
### **3 Potential Financial Impact**

3.1 The fundamental change proposed by Government relates to local councils retaining 100% of BR income compared to the 49% retained currently. The Government is currently consulting on these changes and has invited views on the future running of the BR scheme. This covers a number of aspects that will influence the financial impact on local government as a whole as well as the allocation of funding between individual authorities. The outcome will dictate whether the early years of the changes result in a positive, negative or broadly neutral impact on Coventry's financial position.

3.2 Some of key financial aspects that are likely to be determined include:

- consideration of the overall quantum of resources the Government anticipates will be available within the overall local government finance system,
- a review of needs distribution which affects how resources are allocated between councils,
- the balance between rewarding councils for BR growth and protecting those that are less able to generate BR or are at risk of a declining BR tax-base,
- the balance of existing grants that the Government decides should be funded from within a 100% retention scheme.

3.3 The way in which these aspects are dealt with in the final scheme design are subject to significant discretion on the part of Government and it is impossible at this stage to predict the outcome. However, the model below attempts to show some of the factors that are involved and how these can affect the position.



- 3.4 The “20/21 Current System” position reflects the estimated trends of Government settlements and grant funding, local Council Tax and Business Rates resources within the existing system. This includes reductions in funding projected from the Government’s 4 year settlement.
- 3.5 The “20/21 New System-Optimistic” position adds on to this an estimate of Coventry’s share of central Business Rates under 100% BR retention. The unlikely scenario shown here is that Coventry receives these new retained Business Rates as an addition to existing specific grant resources. The very strong expectation is that this will not be the case.
- 3.6 The “20/21 New System-Pessimistic” position as shown would mean that all of the newly retained BR would be used to replace existing Government funding for RSG, Top-Up funding and specific grants. The implication of this is that local government would see no real benefit from 100% retained Business Rates which would just be replacing existing funding, potentially at a detriment to the overall funding position. This demonstrates the need to ensure that the key issues are considered properly as part of local government’s response to the BR consultation.

#### **4 University/Student Sector**

##### Council Tax

- 4.1 Properties that are used as a principal source of dwelling (including student lets, houses of multiple occupation and halls of residence) are dealt with as part of Council Tax rather than Business Rates legislation. This means that any properties providing student accommodation are not liable for a business rate charge.

- 4.2 Council Tax legislation allows for full time students to be exempt for Council Tax purposes. This means that any properties owned and rented out for the purpose of accommodating students are not subject to any Council Tax, providing that only students occupy the premises. These exemptions equate to approximately 3800 properties in the City, reducing the level of Council Tax revenue by around £3.2 million although these numbers can vary depending on the time of year that they are calculated.

#### Business Rates

- 4.3 The remaining (non-dwelling) properties owned by the city's 2 universities are covered by Business Rates regulations. The total rateable value of their combined properties is estimated at more than £13.5m resulting in an overall BR liability of £6.7m. As a result of the 80% (£5.3m) mandatory (charitable) relief available to the universities, their final BR bill amounts to £1.4m. Overall mandatory charitable relief for the city in 2016/17 (covering university and non-university properties) is c£12.7m.
- 4.4 Given the size of the university sector in the city the combined impact of Council Tax discounts and BR relief represents a significant financial impact on the City Council. In overall terms Coventry's mandatory charitable relief is 8.8% of the gross BR liability. However, on a national level mandatory charitable relief represents 9.6% of the gross BR liability. Although this does not break down between university and non-university sectors, it does indicate that Coventry is not proportionately disadvantaged by the level of mandatory relief granted in comparison to the national position. It is unlikely on this evidence that the impact on Coventry's local taxation position is disproportionately large compared with the position nationally.

Paul Jennings  
Resources Directorate  
25<sup>th</sup> August 2016

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# Business Rates Reform

## Scrutiny Co-ordination Committee 7<sup>th</sup> September 2016

# Business Rates Currently

- **Councils pay 50% of BR collected to Govt**
- **Needs based calculation redistributes this back to Councils**
- **Coventry a net gainer but size of gain is reducing**



# Headline Change

- **Govt Business Rates (BR) consultation**
- **Councils to retain 100% of BR – c£120m for Cov vs £60m currently**
- **Govt view that resources will replace RSG and specific grants (Public Health?)**
- **Impact depends on how implemented**
- **Will not solve budget pressure**
- **Welcome localisation but risk transfer also**

# Consultation Response

- **Encourage economic growth**
- **Allocate resources based on need**
- **Use resource for best fit services not demand led functions**
- **Value of new BR must match cost of new burdens**
- **Review of most appropriate geographic basis for sharing (e.g.) appeals risk**

**Seeking to agree across Combined Authority**



Coventry City Council

## Briefing note

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**To: Scrutiny Co-ordination Committee**

**Date: 7<sup>th</sup> September 2016**

**Subject: West Midlands Combined Authority**

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### **1 Purpose of the Note**

- 1.1 To provide information on the West Midlands Combined Authority (WMCA) scrutiny function and strategic economic plan (SEP)

### **2 Recommendations**

- 2.1 The Scrutiny Co-ordination Committee is recommended to:
- 1) Consider the governance structure of the West Midlands Combined Authority including the scrutiny function
  - 2) Receive regular updates from the Council's representatives on the Overview and Scrutiny Committee
  - 3) Receive progress reports on the WMCA Strategic Economic Plan

### **3 Overview and Scrutiny**

- 3.1 The WMCA is establishing a scrutiny function alongside an Audit Committee with representation on both from member councils.
- 3.2 Attached:
- Appendix A Governance structure for WMCA showing links to Overview and Scrutiny Committee, Audit Committee
  - Appendix B TOR for Scrutiny function
  - Appendix C TOR for Audit Committee
  - Appendix D Minutes of first meeting of WMCA Overview and Scrutiny Committee
- 3.3 The WMCA Overview & Scrutiny Committee met for the first time on 15 July. Cllr Sucha Bains attended that meeting. Cllr John Mutton is the Council's nominated representative with Cllr Rupinder Singh the nominated substitute. The committee includes representation from member councils across the WMCA.
- 3.4 The committee is now looking at a number of issues, including:
- Models of scrutiny arrangements used in other local authorities, other Combined Authorities and other organisations;
  - The Forward Plan and its use as a tool for scrutiny;
  - Arrangements for scrutiny of the Elected Mayor;
  - The Public Accounts Committee Report on Cities and Growth with particular reference to the comments on scrutiny;  
(<http://www.publications.parliament.uk/pa/cm201617/cmselect/cmpubacc/296/29608.htm#idTextAnchor020>)
- 3.5 Alongside the regular reports provided to all Members at Full Council meetings by the Leader, it is expected that Coventry Members of the Overview and Scrutiny and Audit Committee will report back to relevant Scrutiny Boards in Coventry to ensure co-ordinated

work and a full overview of WMCA activities. All elected Members are able to attend these meetings and stay for private or restricted items not open to the public.

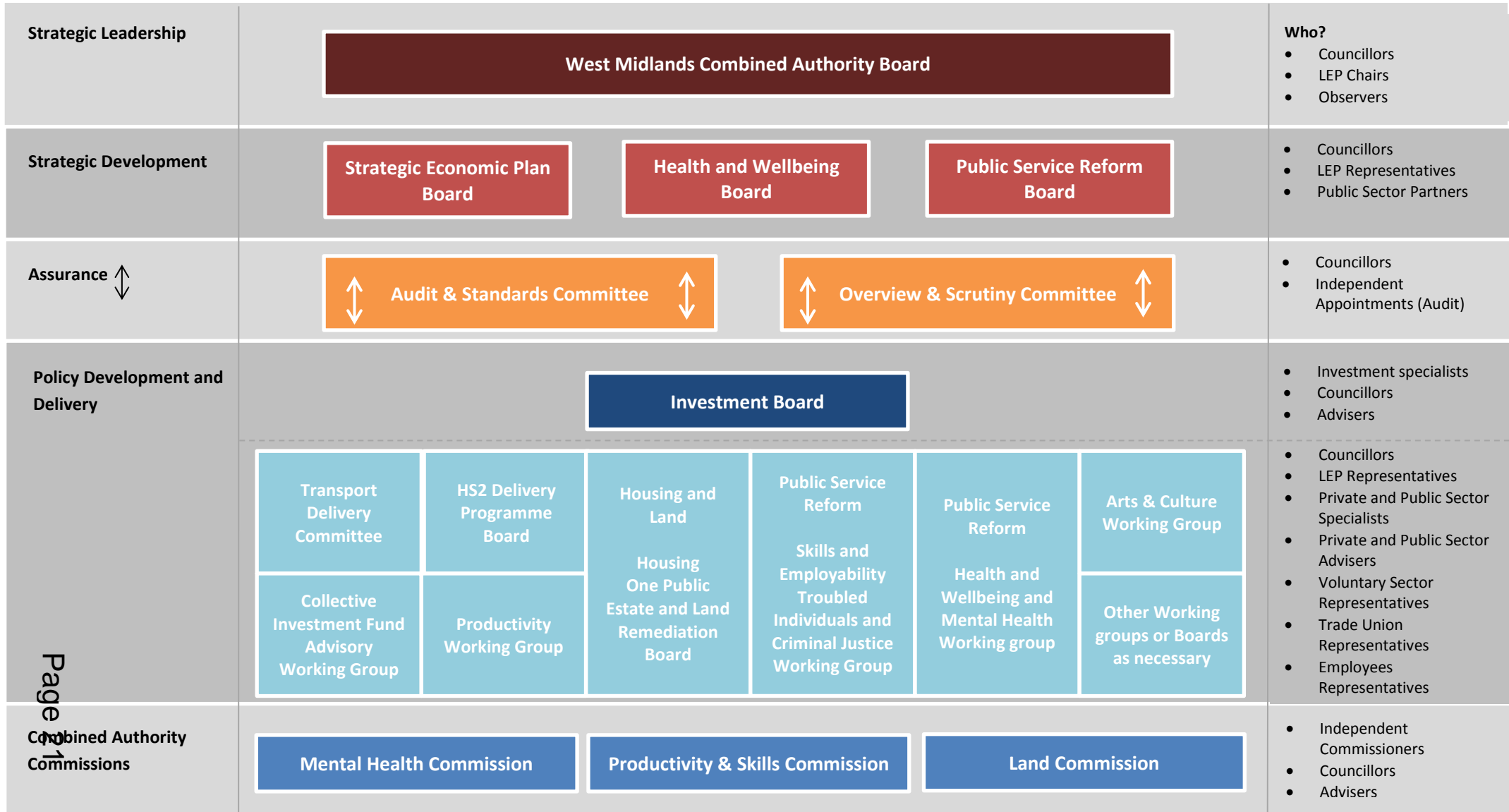
- 3.6 All meetings of the Overview and Scrutiny Committee are public (as are meetings of the Combined Authority board and various governance boards) with plans to livestream meetings in the future. Meetings will be held around the WMCA area.

#### **4 Strategic Economic Plan**

- 4.1 The Leader of the Council holds the key portfolio of productivity and skills and will provide regular feedback to Members on progress on this priority action in the Strategic Economic Plan.
- 4.2 See governance structure – progress against SEP priority actions is overseen by the SEP Board (which includes Leader of Coventry City Council, CEX of Coventry City Council and a representative from Coventry and Warwickshire Local Enterprise Partnership).
- 4.3 Link to SEP Plan <https://westmidlandscombinedauthority.org.uk/about/strategic-economic-plan/>
- 4.4 An executive summary of the plan can be found at Appendix E

Fran Collingham  
Assistant Director, Communications  
Chief Executives Directorate  
024 7683 1088

# Governance Framework



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<b>Overview and Scrutiny Committee</b>	
<b>Governance Type</b>	Assurance
<b>Purpose</b>	<p>To ensure that decisions made by the Combined Authority, help make the West Midlands region a better place to live, work, study and do business.</p> <p>To undertake call-in arrangements for the Combined Authority.</p> <p>To make recommendations for appointment to the Combined Authority Board</p>
<b>Membership</b>	<ul style="list-style-type: none"> <li>• One member of each Constituent Council</li> <li>• One member of each Non-Constituent Council</li> <li>• One LEP member</li> <li>• The Scrutiny Committee may not include any member of the Combined Authority Board or other committees, sub committees, boards or working groups.</li> </ul>
<b>Accountable to</b>	Independent Committee
<b>Chair</b>	The Combined Authority Board will appoint the Chair and Vice-Chair from the Constituent Members.
<b>Voting</b>	<p>Each member of the Scrutiny Committee has one vote.</p> <p>All matters coming or arising before the Scrutiny Committee shall be decided by a majority of the members of the committee present and voting on the matter.</p> <p>No member of a Scrutiny Committee has a casting vote. If a vote is tied on any matter it shall be deemed not to have been carried.</p> <p>All references to the Combined Authority should be taken as including a committee, sub-committee, board or working group of the Combined Authority with authority to consider and respond to reports and recommendations on behalf of the Combined Authority.</p> <p>The Monitoring Officer shall, in consultation with the Chair of the Scrutiny</p>



	<p>Committee, determine whether a report or recommendation shall be considered by a relevant Committee, Sub Committee, Board or Working Group or the Combined Authority Board.</p> <p>The scrutiny arrangements will therefore apply to the relevant Committees, Sub Committee and Boards or Working Groups of the Combined Authority as well as the Combined Authority Board itself.</p>
<b>Quorum</b>	The quorum for Scrutiny Committee meetings will be five members.
<b>Frequency</b>	The Scrutiny Committee will meet quarterly. Any Scrutiny Review Groups will meet as necessary, to complete the business.
<b>Allowances</b>	No allowances to be paid. Expenses to be paid by the Combined Authority.
<b>Servicing</b>	The Combined Authority Governance Team will support the Scrutiny Committee and Scrutiny Reviews.
<p><b>Functions</b></p> <p>The Scrutiny Committee shall have the following functions:</p> <ol style="list-style-type: none"> <li>I. review or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the Combined Authority</li> <li>II. make reports or recommendations to the Combined Authority Board on matters that affect the Combined Authority area or the inhabitants of the area</li> <li>III. make reports or recommendations to the Combined Authority with respect to the discharge of any functions which are the responsibility of the Combined Authority.</li> </ol> <p><b>Publishing Reports or Recommendations</b></p> <p>The Scrutiny Committee may publish any report or recommendations.</p> <p>In publishing a report or recommendations, the Scrutiny Committee:</p> <ul style="list-style-type: none"> <li>• must exclude any confidential information</li> <li>• may exclude any relevant exempt information.</li> </ul> <p>Where information is excluded, the Scrutiny Committee:</p> <ul style="list-style-type: none"> <li>• may replace as much of the document as is necessary to remove confidential or exempt information and replace the information with a summary which does not disclose that information</li> <li>• must issue a summary, if, in consequence of excluding the information, the document published would be misleading or not reasonably comprehensible.</li> </ul>	





In the exercise of its functions under part two of the Combined Authority's Constitution the power of the Scrutiny Committee shall include the doing of anything which is calculated to facilitate, or is conducive or incidental to the discharge of those functions.

### **Notice**

A Scrutiny Committee may by notice require the Combined Authority Board within two months of receiving any report or recommendations, to:

- consider the report or recommendations
- respond to the Scrutiny Committee indicating what (if any) action the Combined Authority Board proposes to take
- publish the response, if the Scrutiny Committee has published the report or recommendations.

The Combined Authority Board shall comply with any such notice given by the Scrutiny Committee under the terms of the Constitution.

### **Publishing a Response**

In publishing the response, the Combined Authority Board:

- must exclude any confidential information
- may exclude any relevant exempt information.

Where information is excluded, the Combined Authority may replace as much of the document as discloses the information with a summary which does not disclose that information, and if, in consequence of excluding the information, the document published would be misleading or not reasonably comprehensible.

### **Call-in of Combined Authority and Committee, Sub-Committee, Board or Working Group Decisions**

#### **Publishing Decisions**

The Monitoring Officer shall publish details of the decisions of the Combined Authority Board and its committees, sub-committees, boards and working groups (where relevant) on its website and provide notice of those details to all Members of the Combined Authority Board no later than the close of business on the third clear working day following the day of the meeting at which the decision was made.

#### **Scope**

With the exception of any decision which the Combined Authority Board or a committee, sub-committee, board or working group has formally resolved as urgent, any decision of the Combined Authority may be called-in for scrutiny.



### **Implementing Decisions**

A decision on a matter dealt with under the urgency provisions contained in the Constitution or otherwise resolved by the Combined Authority Board or a committee, sub-committee, board or working group to be urgent may be implemented immediately.

Any other decision of the Combined Authority Board or a committee, sub-committee, board or working group of the Combined Authority may be implemented after 5.00pm of the fifth clear working day after the publication of the decision, unless it is called-in.

### **Process**

Five members of the Scrutiny Committee to include at least one member from three different Constituent Authorities may call-in a decision of the Combined Authority for scrutiny by notifying the Monitoring Officer.

On receipt of a call-in request, the Monitoring Officer shall:

- notify the members of the Combined Authority Board or it's committee, sub-committee, board or working group of the call-in
- call a meeting of the Scrutiny Committee, to scrutinise the decision.

### **Scrutinising the Decision**

The Scrutiny Committee must scrutinise the decision within 10 clear working days of the Monitoring Officer receiving the request for call-in. If it does not meet within this time or does not conclude its scrutiny of the decision, the decision will automatically take effect at the end of the period.

Where the Scrutiny Committee has scrutinised a decision, it may:

- endorse the decision
- refer the decision back to the Combined Authority, committee, sub-committee, board or working group for reconsideration, setting out, in writing the nature of its concerns.

A decision which has been endorsed by the Scrutiny Committee may be implemented immediately.

Where a decision has been referred back, the Combined Authority, committee, sub-committee, board or working group shall reconsider the decision at its next ordinary meeting or at such earlier meeting as may be called to deal with the referral or dealt with under the urgency provisions within the Constitution, where the matter becomes urgent.

A decision will be urgent if any delay likely to be caused by the call in process would seriously prejudice the Combined Authority's Constituent or Non-Constituent Member Authorities' or the public's interests.

A decision which has been recommended for re-consideration may not be implemented, except in accordance with the following section - 'Reconsidering the Decision'.



**Re-considering the Decision**

The Chair of the Scrutiny Committee or their nominee may attend the meeting which is re-considering the decision, to present the report or recommendations of the Scrutiny Committee.

The Combined Authority, its Committee, Sub-Committee, Board or Working Group may confirm, amend or rescind the decision.

A decision which has been confirmed or amended may be implemented immediately.

**Review**

To be reviewed June 2017

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<b>Audit and Standards Committee</b>	
<b>Governance Type</b>	Assurance
<b>Purpose</b>	To seek assurance that the finances, processes and risks of the Combined Authority are managed to a high standard of openness, integrity and accountability.
<b>Membership</b>	One per Constituent, Non Constituent Authority and LEP together with a nominated Substitute Member
<b>Accountable to</b>	Independent Committee
<b>Chair</b>	<p>The Combined Authority Board will appoint an Independent Member who is not member or officer of any of the Constituent Councils, as Chair of the Committee. The Audit Committee will appoint a Vice Chair.</p> <p>Note: Until an independent Chair is appointed the Vice Chair will act as Chair</p>
<b>Voting</b>	All members of the Audit Committee will have one vote.
<b>Quorum</b>	The quorum for the Audit Committee shall be 3 Committee members.
<b>Frequency</b>	The Audit Committee will meet quarterly or more frequently if required to deliver the work.
<b>Allowances</b>	No allowances to be paid. Expenses to be paid by the Combined Authority.
<b>Servicing</b>	The Combined Authority Governance Team will support the Audit Committee.



**Functions**

- I. Reviewing and scrutinising the Combined Authority's financial affairs.
- II. Reviewing and assessing Combined Authority's risk management, internal control and corporate governance arrangements.
- III. Reviewing and assessing the economy, efficiency and effectiveness with which resources have been used in discharging the Combined Authority's functions
- IV. Making reports and recommendations to the Combined Authority Board in relation to reviews conducted under paragraphs (a), (b) and (c) above.

**Review**

To be reviewed June 2017



## Overview and Scrutiny Committee

**Date 15 July 2016**

### Minutes

<b>Members</b>	
Councillor Tersaim Singh	City of Wolverhampton Council
Councillor Sucha Bains	Coventry City Council
Councillor Stuart Davis	Solihull Metropolitan Borough Council
Councillor Nathan England	Telford and Wrekin Council
Councillor John Glass	Nuneaton and Bedworth Borough Council
Councillor Peter Hughes	Sandwell Metropolitan Borough Council
Councillor David Sparks	Dudley Metropolitan Borough Council
Councillor Jenny Wheeler	Redditch Borough Council
Paul Brown	Black Country Local Enterprise Partnership
<b>In Attendance</b>	
Emma Williamson	Birmingham City Council
André Bromfield	West Midlands Combined Authority
Jan Britton	West Midlands Combined Authority
Carl Craney	West Midlands Combined Authority
Dan Essex	West Midlands Combined Authority

#### 01/16 Appointment of Chair

Jan Britton introduced himself and advised that he was the Chief Executive of Sandwell Metropolitan Borough Council but was attending this meeting in his capacity as Chief Operating Officer of the West Midlands Combined Authority. He invited the committee to make nominations for the post of Chair of the committee and advised that this appointment and that of the Vice Chair would be subject to confirmation by the West Midlands Combined Authority Board.

It was proposed by Cllr Stuart Davis, seconded by Cllr Sucha Bains and

Resolved:

That Cllr Peter Hughes be appointed Chair of the committee for this meeting and that the West Midlands Combined Authority Board be requested to confirm the appointment for the remainder of the Municipal Year.

#### Cllr Hughes – In the Chair

[PROTECT]

The Chair, Cllr Hughes thanked the committee for appointing him as Chair. He reported that he was not new to the work of scrutiny and was currently the Chair of the West Midlands Scrutiny Network. He advised that there was a lot of work involved in scrutiny if it was to be undertaken fully and that the West Midlands Scrutiny Network had spent considerable time in looking into the role of scrutiny of the Combined Authority. He suggested that there was an opportunity for this committee to lead the way and become the exemplar of how scrutiny of Combined Authorities should be undertaken. He requested that members embrace the opportunity to be involved in the scrutiny of the Combined Authority, that preparatory work was essential and all contributions would be welcomed.

#### **02/16 Apologies for Absence**

An apology for absence had been received from Cllr Claire Spencer.

#### **03/16 Declarations of Interest**

No declarations of interest were made in relation to matters under consideration at the meeting.

#### **04/16 Appointment of Vice Chair**

It was proposed by the Chair, Cllr Peter Hughes and seconded by Paul Brown that Cllr Stuart Davis be appointed Vice Chair of the committee for this meeting and that the West Midlands Combined Authority Board be requested to confirm the appointment for the remainder of the Municipal Year.

By way of an amendment, it was proposed by Cllr Sucha Bains and seconded by Cllr Jenny Wheeler On being put to the vote it was

Resolved:

That Cllr David Sparks appointed Vice Chair of the committee for this meeting and that the West Midlands Combined Authority Board be requested to confirm the appointment for the remainder of the Municipal Year.

#### **05/16 Background and Experience of Members of the Committee**

At the invitation of the Chair those present gave brief details of their respective backgrounds and experience of the scrutiny process.

#### **06/16 Terms of Reference**

The committee considered the report of the Clerk to the Combined Authority which detailed the its Terms of Reference.

Resolved:

(1) That the Terms of Reference for the Overview and Scrutiny Committee for 2016/17 as detailed in the report be received and noted and that further consideration of this



[PROTECT]

matter be undertaken at a Workshop Session to be held on 23 September 2016 in lieu of the meeting scheduled for that date;

- (2) That John Cade, INLOGOV be invited to serve as an advisor to the committee and undertake a review of the various models of scrutiny used by local authorities, Combined Authorities and other bodies and present these to the Workshop Session referred to in (1) above.

### **07/16 Calendar of Meetings**

Resolved:

- (1) That the scheduled meetings of the committee as detailed below be noted:
  - 23 September 2016 (Workshop Session – See Minute No. 06/16 above);
  - 9 December 2016;
  - 10 March 2017 and
  - 16 June 2017;
- (2) That other meetings of the committee be held as necessary.

### **08/16 Call- In Procedure**

The committee considered the report of the Clerk to the Combined Authority which detailed the process that the Combined Authority Board had agreed on 29 June 2016 as to how the committee would operate and manage the 'calling-in' of decisions of the Combined Authority and its committees.

Resolved:

That the Call- In procedure as detailed in the report be received and noted and that further consideration of this matter be undertaken at a Workshop Session to be held on 23 September 2016 in lieu of the meeting scheduled for that date.

### **09/16 Forward Plan**

The committee received the report of the Clerk to the Combined Authority which detailed the Forward Plan and afforded the committee with an opportunity to identify possible items for consideration at future meetings.

Resolved:

- (1) That the report be received and noted and that further consideration of this matter be undertaken at a Workshop Session to be held on 23 September 2016 in lieu of the meeting scheduled for that date;
- (2) That the following matters be considered also at the Workshop Session:

[PROTECT]

- Models of scrutiny arrangements used in other local authorities, other Combined Authorities and other organisations;
  - The Forward Plan and its use as a tool for scrutiny;
  - Arrangements for scrutiny of the Elected Mayor;
  - The Public Accounts Committee Report on Cities and Growth with particular reference to the comments on scrutiny;
  - The Call-in procedure;
- (3) That those members of the committee who were not in attendance at this meeting and who had not submitted apologies for absence be reminded of the facility to nominate their deputy to attend the meeting in their stead.

## **10/16 Any Other Business**

### **(a) Summary of Decisions from the Audit and Standards Committee**

The Chair drew the attention of the committee that a summary of decisions from the Audit and Standards Committee held on 8 July 2016 had been circulated to all members. Dan Essex, Governance Service Manager advised the committee that this was in accordance with the Call-In procedures agreed previously.

Resolved:

That the summary of decisions from the Audit and Standards Committee held on 8 July 2016 be received and noted.

# EXECUTIVE SUMMARY

This strategic economic plan (SEP) sets out the vision, objectives, strategy and actions to improve the quality of life for everyone who lives and works in the West Midlands. It has been developed and agreed by a wide partnership of people, organisations and businesses who share a pride in, and ambition for, an area with unique assets, challenges and opportunities.

The SEP is based on an understanding of what makes the West Midlands different; its uniqueness is not simply based on its location in the heart of the country and a long and proud history of manufacturing excellence, but its cultural diversity, its track record in innovation and its potential to support a young, diverse population to flourish across its cities, towns, villages and countryside.

The SEP's ambition is based on the recognition that, through devolution, the West Midlands' assets can be enhanced to benefit not only its residents and businesses, but the entire nation. Economic growth across the West Midlands delivers a better, more successful and more vibrant UK economy, playing a key role in maintaining and improving the UK's global competitiveness.

Devolution and the creation of the West Midlands Combined Authority (WMCA) provide the area with a once in a lifetime opportunity to transform the area through a robust and focused programme of change. The WMCA's vision-led approach to transformation enables ambitious, yet achievable outcomes focused on the issues that matter; the issues that make the biggest differences to the quality of life of the people who live in the area.

The SEP has been developed through a powerful collaboration of organisations who have played to their strengths and shared their expertise to ensure the WMCA's vision is robust, achievable and ambitious. In particular, the leading role universities play in economic development has been a key factor in the development of the SEP.

It sets the context for the WMCA's devolution agreement with Government and explains how devolved powers and resources will be used. It also sets the scene for subsequent devolution agreements with this and future governments.

The WMCA provides the scale and capacity to respond to the opportunity of devolution and go further and faster in enabling economic growth. It also enables the area to contribute to, and benefit from, the ambitious Midlands Engine programme with its focus on skills, innovation, transport and inward investment.

The WMCA is determined to seize the opportunities offered through devolution to deliver a robust and ambitious vision for the West Midlands in 2030. Delivering the vision will see the area home to the biggest concentrations of advanced manufacturing in Europe and a major player in the global economy.

The area's innovation infrastructure will play a crucial role in increasing productivity and reforming public services, with the recommendations of the Midlands Engine Science and Innovation Audit informing the WMCA's approach.

Balanced growth will benefit the whole region. It will improve the life chances of everyone who lives in the West Midlands, especially those facing multiple disadvantages. It will ensure the skill levels of local people match and then exceed the national average, that employers have the right support so their employees have the skills they need, and people of all ages have access to the best education and training.

The key to successful growth will be work to remove barriers to development to create a higher volume of housing. The WMCA will ensure acceleration of the housing market to support economic growth and to provide a better range and more sustainable mix of homes for sale and rent across the area, including attracting a greater proportion of higher income households with the skills to drive a knowledge-led economy to live in the area. A greater and broader range of housing will improve the quality of life of people across the West Midlands, giving people more choice, alternative tenures like mutual home ownership and will particularly help younger people.

The drive to improve productivity across the West Midlands is vital to achieving the SEP's vision and the WMCA has established a Productivity and Skills Commission to focus on the action needed to make sustainable breakthroughs in this very complex area.

The WMCA's strategy also focuses on public service reform and the transformation of the lives of people in the West Midlands. Transformation is not just about reducing the net deficit of around £3.9 billion a year between the level of public expenditure and the income raised through taxes and revenues, but about improving the quality of life of everyone in the area.

The current system of public services is fragmented and over-centralised and, too often, fails to meet needs. Projected levels of resources will not deliver acceptable outcomes without radical reform. Devolution provides the opportunity for a fundamental change in public services through pooling budgets across services and organisations and a new approach to people and technology.

The public service reform programme includes an initial programme of activity supporting people with complex needs, reforming criminal justice and improving employment, skills and mental health. The WMCA plans to deliver services that improve the quality of life of people, improving life chances, health and wellbeing, preventing demand, reducing dependency, growing the capability and untapped assets in communities and supporting the ageing population.

The West Midlands' economy, already home to hundreds of globally competitive businesses from Carillion to Moog and from Jaguar Land Rover to Cadbury, provides a strong foundation for growth. In recent years, its economy has grown faster than the national economy and the area is a national leader in attracting inward investment. The core of its economic strength is in advanced manufacturing and engineering but a number of growing dynamic sectors, including creative, digital and life sciences, are playing an increasingly significant role in the area's successes; the strong potential of the creative sector in the area for further growth will be fully harnessed by the WMCA.

High quality connectivity, by rail, road and air, is a significant competitive advantage, which will be strengthened by the arrival of HS2 and the further development of Birmingham Airport as an international gateway with an increasing number of long haul flights.

The UK Central growth corridor – linking Birmingham, Solihull and Coventry - is already playing a part in delivering success and HS2 will further transform connectivity in Britain with the potential to underpin the re-balancing of the British economy. With travel time from London to Solihull of just 38 minutes it will be a transformational project for the West Midlands and the WMCA will ensure that HS2's potential is fulfilled as part of a wider transport strategy, set out in the West Midlands' strategic transport plan "Movement for Growth".

HS2 presents an unprecedented opportunity to establish the West Midlands as a world-class business location. It will transform connectivity advantages, provide significant supply chain opportunities for leading engineering and construction businesses and provide a focus in driving up skill levels.

The area's economic geography is a massive asset, with Birmingham city centre at its heart and the two cities of Coventry and Wolverhampton well placed to build on their significant potential. The growth opportunities at UK Central are manifold, while the surrounding areas of southern Staffordshire, north Worcestershire and Warwickshire bring complementary strengths in terms of business, housing and leisure offers.

Alongside high value manufacturing in the Black Country and extensive research and development (R&D) assets and the automotive industry in the south and east of the conurbation, cultural diversity is increasingly reflected in the economy, with nationally significant environmental and cultural assets such as Shakespeare's birthplace and as part of the wider Local Enterprise Partnership (LEP) geography Ironbridge, supporting a high quality of life.

The area's vibrant cities and towns are complemented by villages and countryside that are easily accessible to, and enjoyed by, millions of people; the patchwork of urban and rural environments stretching across the West Midlands adds to the area's unique qualities and characteristics and all play an important role in shaping the area's future prosperity.

The cultural diversity of the population is a major economic and cultural advantage for the area and the strong sense of pride in place and highly developed local identity that runs through the cities, towns and villages of the West Midlands is key to the successful delivery of the SEP. The mix of assets across the area provides a unique collection of strengths and opportunities that will be fully harnessed in the coming years.

The West Midlands is home to some of the most innovative businesses in the UK, with an excellent infrastructure supporting innovation and R&D, drawing on the skills and resources of its universities, science parks and research institutes. The SEP recognises the opportunity to extend the use of this infrastructure to more businesses, building on current success in developing manufacturing and engineering excellence. University expertise will also help drive public service reform and, crucially, provide the evidence base to ensure, for the first time, confidence in proving what interventions work to transform people's lives.

Despite these strengths, forecasts suggest that on current trends the output gap between the West Midlands and the rest of the UK will widen between now and 2030. This is attributable to the large number of low value companies in low growth sectors, the low business birth and survival rates in some areas, and the comparatively high number and proportion of residents with low skills and, in many cases, no formal qualifications. Productivity is constrained by poor life chances caused by issues like poor mental health, worklessness in households and complex needs.

Councils and LEPs across the West Midlands have been acting to tackle this and progress, through the delivery of individual SEPs over the last five years has been impressive. However, outstanding challenges remain and include:

- strengthening local supply chains and re-shoring activity to the West Midlands
- enabling more businesses to take advantage of the R&D and innovation infrastructure
- improving road and rail infrastructure
- boosting business birth, survival and growth rates in parts of the area
- improving skills base and ensuring that businesses have access to the skills they require
- bringing forward land for housing and employment
- accelerating the rate of house building to match aspirations for growth.

These issues can now be tackled more effectively, more coherently and at a greater scale than ever before through the WMCA, the devolution deal and this SEP, which complements and supports the LEPs' individual SEPs rather than replaces them. It focuses on action of strategic importance across the area and/or of sufficient scale to warrant attention at a combined authority level. The SEP also puts in place the strategic framework to enable the WMCA to take decisions about the use of the resources that have been devolved to it.

The SEP enables further and faster growth than has been predicted in the three individual LEP strategic economic plans through the economy plus model, which builds on the West Midlands' strengths and potential to make a bigger contribution to the national economy; delivering 50,000 more jobs than originally predicted in the three LEP plans alongside an additional £7billion Gross Value Add (GVA) – creating greater total output across the regional economy.

The GVA measure allows the WMCA to track performance against others in the UK (and globally). In basic terms, increased GVA provides evidence for real growth in the West Midlands' economy.

The strategy uses the economy plus model to deliver the vision and is based on the strengths, challenges and opportunities faced across the area and the development of a strategic approach that focuses on priority actions, channels and principles.

The eight priority actions are:

1. **New manufacturing economy:** harnessing the biggest concentrations of high value manufacturing businesses in Europe and their supply chains.
2. **Creative and digital:** further developing the area's vibrant and flourishing sector.
3. **Environmental technologies:** securing transformational environmental improvements.
4. **Medical and life sciences:** enabling the further growth of the medical and life sciences sector and supporting other businesses to diversify and become part of the sector's supply chain.
5. **HS2 growth:** maximising the benefits of the largest infrastructure project in Europe.
6. **Skills for growth and employment for all:** ensuring the skills needs of businesses are met and everybody can benefit from economic growth.
7. **Housing:** accelerating the delivery of current housing plans to increase the level of house building to support increased level of growth.
8. **Exploiting the economic geography:** making the most of the scale and diversity of the West Midlands' geography to enable economic growth and community wellbeing throughout the urban core and rural areas.

A clear mechanism to assess delivery, activity and the impact of proposed interventions is crucial. The WMCA has commissioned a new, bespoke economic modelling framework - a Dynamic Economic Impact Model (DEIM) – to provide a robust mechanism to measure the economic impact of investments. The WMCA will develop this unique model so it becomes internationally renowned and respected.

Alongside new ways of working, performance management and governance frameworks, this will ensure resources are focused in the right places at the right times to deliver fast, flexible and dynamic change for residents, businesses, their employees and cities, towns and villages across the West Midlands.

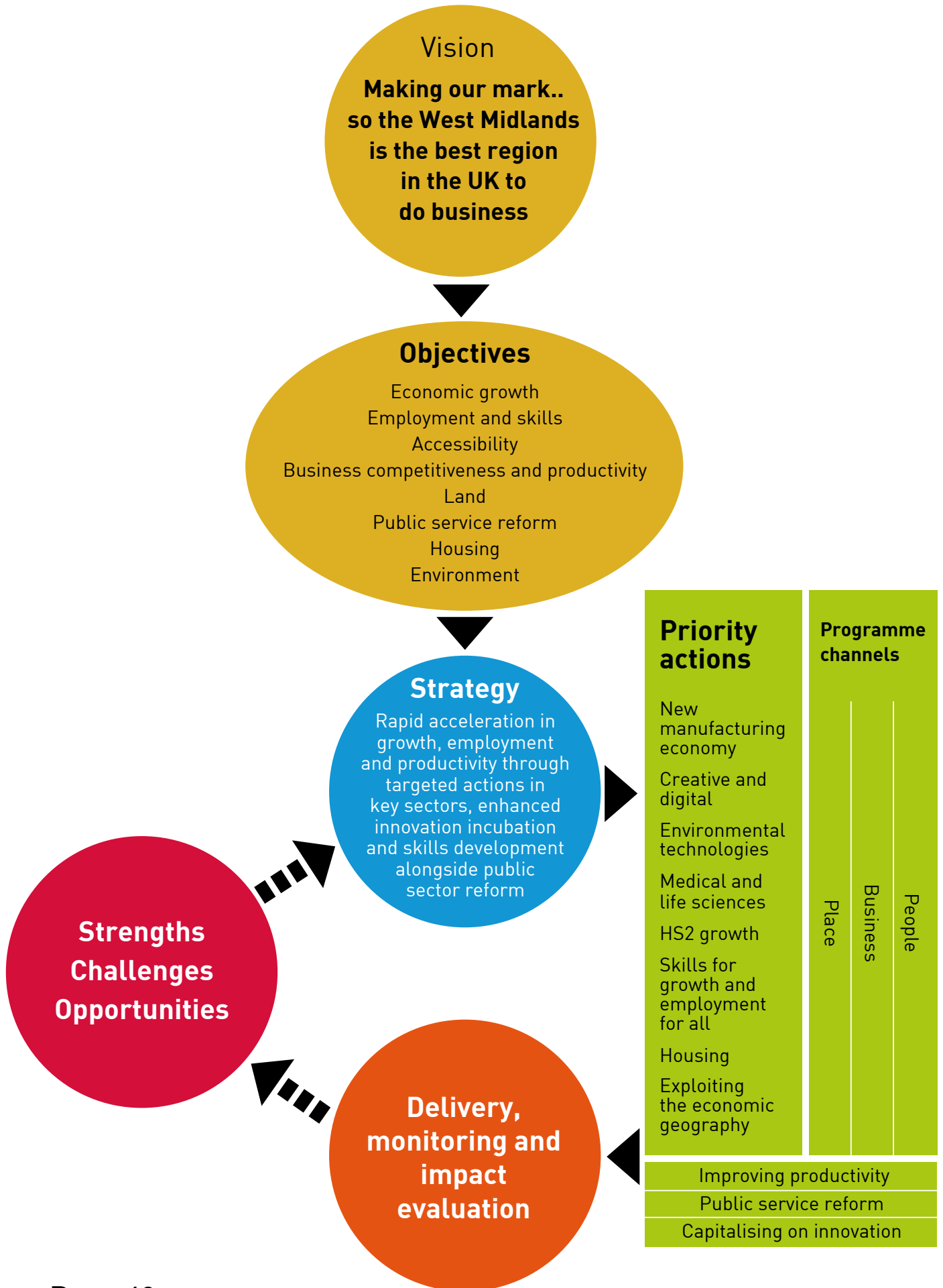
The WMCA is focused on taking swift action to deliver its vision and a first phase of activity is already underway; the creation of a growth company working with the private sector and across the area will support and help accelerate the delivery of the SEP.

This SEP outlines in more detail the strengths, challenges and opportunities facing the area and the strategic approach the WMCA will take to deliver its vision.

At the heart of the strategy is the drive to accelerate an improvement in productivity and enable the West Midlands to become a net contributor to the UK exchequer - while improving the quality of life for everyone who lives and works in the area.

It is an ambitious plan, but no less than the West Midlands needs and deserves.

# ROUTE MAP







Coventry City Council

## Public report

### **REPORT BACK ON CONFERENCE/SEMINAR**

**REPORT TO:** Scrutiny Co-ordination Committee  
**REPORT OF:** Lord Mayor, Councillor Lindsley Harvard  
**TITLE:** Civic Visit to Kiel, Germany for 134th Kieler Woche  
**DATE:** June 17<sup>th</sup> – 20<sup>th</sup> 2016  
**VENUE:** Kiel, Germany

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#### **1. Recommendation**

1.1 The Scrutiny Co-ordination Committee is recommended to endorse the report of the Lord Mayor's civic visit to Kiel and the associated Kieler Woche (Kiel Week) celebrations.

#### **2. Background**

- 2.1 As Lord Mayor of the City of Coventry, I was invited to attend and take part in a programme of events hosted by Kiel City Council to mark the formal opening of Kieler Woche. Kiel is a twin city of Coventry and as such we receive an invitation to this event each year
- 2.2 As part of the proceedings, the Coventry delegation was invited to attend and participate in the International City Forum entitled "Strategies for integrating migrants and refugees in the community". A paper, which I gave a short introduction to, was prepared and presented by Peter Barnett, Head of Libraries, Advice, Health and Information.
- 2.3 Participation in the Forum fosters an exchange of information and best practice with 10 of Kiel's twin and partner cities, therefore offering a large cross-section of viewpoints to be aired.
- 2.4 Being present at this event gave me the opportunity to raise the profile and represent the City Council and Coventry at a European and International level. The paper highlighted the excellent work being undertaken in Coventry. It is evident from talking to the other delegates that there is still much work to do and we have taken away valuable information.

We were given the opportunity to visit two refugee camps in Kiel. One was on the site of an unused military barracks and the other an unused technical college student accommodation building. Kiel Council had very little notice of the number of migrants to expect but they have utilised their resources in a highly efficient manner. They made it plain to us that they needed to use these buildings, which needed to be adapted in a timely manner, because a shortage of flats in Kiel made it impossible to house migrants within the city itself. But the city is doing all it can to see more flats are built.

Whilst the approaches taken by Germany and the UK to resettle and integrate refugees are quite different, it was interesting for the Coventry delegation to learn about the innovative and practical approaches implemented in Kiel and to have the opportunity to discuss potential solutions to some of the shared challenges of integration with colleagues both from Kiel and the other twin cities present.

They have numerous migrant organisations and German-Foreign societies to aid integration.

- 2.5 Kieler Woche is the largest summer festival in northern Europe and the largest sailing sports event in the world and comprises both sailing and cultural events, the majority of which are free of charge.
- 2.6 The city centre plays host to numerous events such as the International City Forum, Kiel Week Opening Ceremony and the International market. Market stalls are placed in and around the main square and offer food, gifts and music from all over the world.
- 2.7 The largest event attended was the Kieler Woche Opening Ceremony which takes place in the Town Hall Square on the first Saturday. The event this year was broadcast live from the Town Hall Square on the local TV station and was attended by a large crowd.
- 2.8 The Head of Libraries, Advice, Health and Information and the Lord Mayor's Personal Assistant accompanied me on the visit. In addition, during the time of our visit, the Lord Mayor's Administrator was also in attendance as part of a two week internship hosted by Kiel City Council to provide valuable work experience and commence planning for the 70<sup>th</sup> Anniversary of the twinning link in 2017.
- 2.9 It is interesting to note that a large proportion of the cost of Kiel Week is borne by a number of very generous sponsors including Audi (who provide a fleet of vehicles for the event).

### 3. Cost of attending

3.1 The costs for attending were as follows:

	£
Flights Birmingham to Hamburg return for LM, Head of Libraries, Advice, Health and Information and LMPA:	578.11
Travel Insurance	50.00
Subsistence	<u>52.74</u>
<b>TOTAL</b>	<b>£680.85</b>

3.2 Costs of travel were covered by the Lord Mayor's Hospitality Budget. The costs of accommodation and meals were funded by the City of Kiel.

#### 4. Benefits

4.1 During my visit as Lord Mayor I was able to meet with Mr Tovar the President of the City Council. Kiel was the first city to respond to the Coventry Cross of Nails concept and we were very pleased to be able to visit the Church of St Nikolai in Kiel where the Cross of Nails is on display.

4.2 The visit provided an opportunity to reinforce links with officers, make new contacts in the area of migration and to continue to promote peace and reconciliation in a modern world.

4.3 As the Lord Mayor of Coventry, I was regarded as an honoured guest at the various civic functions attended over the weekend including the official reception to start the event on the first evening.

4.4 I took the opportunity to have informal discussions with representatives of other twin and partner cities during the course of this event.

4.5 At the official dinner, held at the conclusion of the reception, we sat with Dr Lisa Homrich of the British-German Society who gave us invaluable insight in to the links between our two countries.

4.6 Karen Thomsen was the official interpreter for our delegation and accompanied us throughout the visit. Karen lives and works in Kiel and has wide-ranging knowledge of the area and was able to impart local information about many aspects of the region.

4.7 Councillor Erika Diehr, a member of Kiel City Council acted as host for the duration of our visit. Councillor Diehr introduced us to her son, Dr Christian Diehr, who works directly for the German Chancellor's office responsible for European relations. Dr Diehr worked in the UK Government's Cabinet Office in 2005 through a German/UK civil servant exchange programme.

4.8 An invitation will be extended to Herr Tovar and Councillor Erika Diehr to the Remembrance Service events in Coventry in November 2016, this invitation is generally accepted by Kiel.

#### List of background papers

Proper Officer:

Author: Councillor Lindsley Harvard, Lord Mayor of the City of Coventry

Tel Number: 024 7683 3103

Other contributors: Rosie Potts, Lord Mayor's Personal Assistant

Tel. Number: 024 7683 3048

(Any enquiries should be directed to the above)

Papers open to public inspection

**Description of paper:**

**Location**

Civic Visit to Kiel Papers

Lord Mayor's Office, Council House

**Approved by the Cabinet Member (Community Safety and Equalities) on:** 25.2.16

**Report:** Authority for Attendance at Conferences etc.

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Coventry City Council

## Briefing note

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**To: Scrutiny Co-ordination Committee**

**Date: 7<sup>th</sup> September 2016**

**Subject: Outstanding Issues Report**

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### **1 Purpose of the Note**

- 1.1 To inform Members of the approach to be taken on progress, outcomes and responses to recommendations and substantial actions made by the Scrutiny Board.

### **2 Recommendations**

- 2.1 Members are recommended to:
- 1) Note the attached outstanding issues at Appendix 1
  - 2) Consider the suggestions from members of the public at Appendix 2 and whether to add them to the appropriate scrutiny work programme.

### **3 Information/Background**

- 3.1 When recommendations and actions are made following a scrutiny meeting, they are circulated to the relevant Cabinet Member and officer, and recorded on a recommendations tracker.
- 3.2 The purpose of this report is to bring to the Committee's attention the responses received from Cabinet Members and officers in regard to recommendations and actions from previous meetings.
- 3.3 Once a response has been received or an action dealt with, it will be removed from this report and kept in the full recommendations tracker. The complete tracker can be viewed by contacting the Scrutiny Team on the details below.
- 3.4 At the start of this year, the opportunity was introduced for members of the public to suggest topics that members of the Scrutiny Co-ordination Committee could consider adding to the work programme. The guidance explains that while there are no hard and fast rules about what makes a good topic for Scrutiny to investigate, only issues that Coventry residents are concerned about will be considered, and particularly if the issue affects the whole city. It explains that local issues may be better discussed with ward councillors and that other processes are in place to deal with complaints about services.
- 3.5 Suggestions received since this process was introduced are included at Appendix 2. In considering whether an issue should be included in the scrutiny work programme, factors for Members could include: whether the topic is appropriate for scrutiny to consider or whether it is better dealt with in another way; how important the issue is in comparison to other priorities on the scrutiny work programme; whether the issue relates to something already on the work programme and could be incorporated in this; at what point in the year the issue would be best considered; and which scrutiny board is best placed to consider the issue.

Gennie Holmes  
Scrutiny Co-ordinator  
gennie.holmes@coventry.gov.uk  
024 7683 1172



Appendix 1 - Outstanding Issues

Meeting Date	Agenda Item	Cabinet Member/ Responsible Officer	Rec', Action or Information	Recommendations/ Actions	Officer contact	Response/ Status
13th July 16	Police, Crime and Community Safety	Chair of Police, Crime and Community Safety Partnership (Cllr A Khan)	R	(1) The scope of the planned review of the Coventry Police Crime and Community Safety Partnership Board be acknowledged and supported and the Committee's concerns relating to ensuring that there is clarity about the future role of members and a clear accountability of organisations receiving funding be taken into account during the review. (2) The performance data detailed in Appendix 9 be noted and for future performance reports information be included on the impact of Police and Crime Commissioner spend and outcomes on priority areas.	Craig Hickin Gennie Holmes	Briefing note sent to Cllr A Khan 10/8/16
13th July 16	Police, Crime and Community Safety	Cabinet Member Policing and Equalities	R	The Cabinet Member for Policing and Equalities be recommended to receive a report on performance in relation to hidden crimes and convictions at a future Cabinet Member meeting	Gennie Homes	Briefing note sent to Cllr A Khan 10/8/16
13th July 16	Police, Crime and Community Safety		A	A progress report on the measures to reduce Female Genital Mutilation be submitted to a future meeting of the Committee.	Gennie Homes	Added to the work programme for a date to be decided COMPLETE
13th July 16	Police, Crime and Community Safety		A	Members be encouraged to respond to the West Midlands Police and Crime Commissioner's questionnaire regarding his planned priorities.	Gennie Homes	14/7/16 Link to the consultation circulated to attendees of the Board COMPLETE
13th July 16	Council Plan Performance Report 2015/16		A	For future reports simple information be included on the reduction in funding imposed on the Council and the impact that this has had on performance.	Si Chun Lam/ Andy Baker	It will be considered for the next report.

13th July 16	Council Plan Performance Report 2015/16		A	The minutes and report from the meeting of Scrutiny Co-ordination Committee held on 24th February, 2016 related to 'Coventry – A Top Ten City' be circulated to members.	Gennie Homes	13/7/16 Link to the page on Modern.gov circulated to attendees of the Board COMPLETE
13th July 16	Outside Bodies - reporting Arrangements 2016-17		A	The minutes of the meetings of the Coventry and Solihull Waste Disposal Company Limited Shareholders' Panel be circulated to members	Gennie Homes	The minutes of these meetings are not publicly available. Refer to Finance and Corporate Services Scrutiny Board (1) regarding contribution to Council income.
13th July 16	Scrutiny Work Programme 2016/17		A	The Committee noted that the results of the Task and Finish Group on European Issues would be reported back to Scrutiny Co-ordination Committee, but retain the membership agreed at the Business, Economy and Enterprise Scrutiny Board (3), plus Cllr Lancaster	Gennie Homes	Added to the work programme for a date to be decided COMPLETE



## Appendix 2

- 1) To debate / investigate the rise of the extreme right wing in Coventry. In the past 3 months, 2 far right groups have visited Coventry (EDL and Britain First), we would like the Council to scrutinise why this is happening and what they can do to address the root cause. The council recently issued a statement on the rise of hate crime and committed itself to addressing it, this scrutiny will enable a debate to be had as to what action(s) it will take to support Coventry residents.
- 2) The upper precinct and Market Way/Smithford Way precinct areas aren't very nice, and they really need a makeover - get rid of the clutter and get a team together to think up cost effective ideas to improve presentation and appeal. (contributor has offered to be involved)
- 3) Review regularity of ward forums. Once regularity is restored, advertise and or review how advertising the ward forums can gain a better input of attendees to said forum. Banners outside the actual venue, with upcoming dates... Engage the local radio stations to broadcast information... Etc. Advertising the dates and venues in the local newspaper... And stop relying so much on the technology that is hindering people to actually find this information out.. ie. Council website. You make plans, tell people to engage, it's pretty hard to engage. So people don't and they become apathetic to what's going on around them. Hence small voter turn-out and the small margins that gain power to the elected.
- 4) Scrutiny required with reference to the permission for Finham Park 2 to build a free school within 2 miles of Tile Hill Wood and Woodlands Academy, when it was known both were struggling to achieve required intake numbers, due in part as well to the opening of Seva and Eden schools, and with Woodlands also under pressure financially. This, I believe, ensured one of the two schools would close. This is a city wide issue if further free schools are allowed. Transparency and accountability for decisions made are paramount going forward, to ensure this situation does not repeat itself.

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## Scrutiny Co-ordination Committee

Scrutiny Work Programme 2016/17

13 <sup>th</sup> July 16
Crime and Community Safety performance Council Plan progress Outside Bodies Report
7 <sup>th</sup> Sept 16
West Midlands Combined Authority Business Rates Consultation
12 <sup>th</sup> October 16
Electoral Registration and Voter Engagement
9 <sup>th</sup> November 16
Connecting Communities
7 <sup>th</sup> December 16 11 <sup>th</sup> January 17
Selective Licensing for the Private Rented Sector – consultation outcomes
8 <sup>th</sup> February 17 15 <sup>th</sup> March 17 12 <sup>th</sup> April 17 Date to be allocated
Progress on commissioned DVA services Welfare Reform Air Quality Climate Change Female Genital Mutilation European Union Exit
“If required” meetings also scheduled for 21 <sup>st</sup> September 16, 19 <sup>th</sup> October 16, 16 <sup>th</sup> November 16, 25 <sup>th</sup> January 17, 22 <sup>nd</sup> February 17, 29 <sup>th</sup> March 17

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
<b>13<sup>th</sup> July 16</b>	Crime and Community Safety performance	To review: <ul style="list-style-type: none"> <li>• Work of the Police, Crime and Community Safety Board;</li> <li>• Information on funding that is distributed to which services.</li> <li>• Membership and representation</li> <li>• Sub-group and remit and Chairs</li> <li>• Involvement of the third sector</li> <li>• Scope of the planned review of the Board</li> <li>• End of year performance</li> <li>• PCP questionnaire on his plan priorities</li> </ul>	Cllr A Khan
	Council Plan progress	An opportunity for members of the Board to look at Council performance across all areas and identify any areas that may need further scrutiny. Including equalities action.	Si Chun Lam Cllr Duggins
	Outside Bodies Report	Scrucoco can decide which outside bodies they receive reports on at their meetings. This report provides opportunities to identify the criteria for which reports are submitted throughout the year.	Gennie Holmes
<b>7<sup>th</sup> Sept 16</b>	West Midlands Combined Authority	To consider information available on the devolution deal and how information on the work of the Combined Authority can be cascaded to Coventry citizens.	Martin Reeves Cllr Duggins
	Business Rates Consultation	Members of the Board to consider the response to the Business Rates consultation taking place over the summer which proposed 100% retention by Councils.	Paul Jennings Cllr J Mutton
<b>12<sup>th</sup> October 16</b>	Electoral Registration and Voter Engagement (Local Democracy Week)	To consider the Council's engagement plan and to follow up on actions from the previous Board meeting. (expand)	Liz Read
<b>9<sup>th</sup> November 16</b>	Connecting Communities	An opportunity for Members to discuss emerging themes from the consultation and contribute to the consultation themselves.	Michelle McGinty Cllr Maton/Ruane

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
<b>7<sup>th</sup> December 16</b>			
<b>11<sup>th</sup> January 17</b>	Selective Licensing for the Private Rented Sector – consultation outcomes	To consider the outcomes of the consultation and recommendations to the Cabinet Member following a scrutiny task and finish group recommending implementation in St. Michael's Ward.	Tracy Miller/ Davina Blackburn Cllr O'Boyle
<b>8<sup>th</sup> February 17</b>			
<b>15<sup>th</sup> March 17</b>			
<b>12<sup>th</sup> April 17</b>			
<b>Date to be allocated</b>	Progress on commissioned DVA services	Following their meeting on 14 <sup>th</sup> October 2015, Board Members agreed to receive annual progress updates, including October 2016. To include contributions from the Police and Whitefriar's Housing and any information on a regional perpetrators programme.	Cllr A Khan
	Welfare Reform	Further review of impacts of changes to welfare provision and the services provided by partners in the city. Including most recent changes announced.	Glenda Cowley/ Welfare Reform Working Together Group Richard Sharp - The DWP Coventry and Warwickshire Operational Leader Cllr Bigham
	Air Quality		
	Climate Change		
	Female Genital Mutilation		
	European Union Exit	A task and finish group of SB3 to look in more detail at the impact of withdrawal of the European Union and any contingency that the Council needs to put in place.	Cllr Lucas chair Rebecca Young
"If required" meetings also scheduled for 21 <sup>st</sup> September 16, 19 <sup>th</sup> October 16, 16 <sup>th</sup> November 16, 25 <sup>th</sup> January 17, 22 <sup>nd</sup> February 17, 29 <sup>th</sup> March 17			

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