



Annual Meeting of the Council

Time and Date

11.00 am on Thursday, 21st May, 2026

Place

St Mary's Guildhall - Pt 1 - link:

<https://youtube.com/live/8EmZP8Sm7uo?feature=share> . Pt 2 - Webcast link below

(Please note that, should an adjournment be required for Part Two of this meeting, the adjourned meeting will resume at **3pm in the Council Chamber, Council House, Earl Street, Coventry**)

Part One

1. **Apologies**
2. **Correspondence and Announcements of the Lord Mayor**
3. **Election of the Chair of the Council (being the Lord Mayor of the City)**
4. **Vote of thanks to the retiring Lord Mayor**
5. **Election of the Vice-Chair of the Council (being the Deputy Lord Mayor of the City)**

Part Two

6. **Election of the Leader of the Council**
7. **To receive a report of the Leader of the Council on the composition of the Cabinet, the appointment of Deputy Cabinet Members, the allocation of Executive Function within the Cabinet and the membership of the Coventry Shareholder Committee (Pages 5 - 12)**
8. **Minutes (Pages 13 - 30)**
To confirm the Minutes of the meeting held on 24 March 2026.
9. **Return of Persons Elected as Councillors for the City on 7 May 2026 (Pages 31 - 34)**
10. **Declarations of Interest**

11. **Political Proportionality 2026/27 and Amendments to the Constitution in relation to Quorums** (Pages 35 - 42)
Report of the Director of Law, Governance and Safer Communities
12. **To establish the Audit and Procurement Committee, Ethics Committee, Joint Health Overview and Scrutiny Committee, Health and Wellbeing Board, Licensing and Regulatory Committee, Planning Committee, Scrutiny Co-ordination Committee, Scrutiny Boards and such other Bodies as the Council considers appropriate to deal with matters which are neither reserved to the Council nor are executive functions as set out in the Constitution. This also includes the appointment of the Chair and Deputy Chair of those bodies and approval to the Terms of Reference for those bodies as set out in the Constitution (or circulated where not set out in the Constitution)**
13. **To receive nominations and appoint to Outside Bodies**
14. **To approve a programme of ordinary meetings of the Council, Cabinet, Scrutiny Boards and Committees for 2026/27 including the time and date of the next Annual Meeting** (Pages 43 - 46)
15. **To agree the Scheme of Delegation as set out in the Constitution**
16. **If required, to consider any further amendments to the Constitution or any other matters arising from the Annual Meeting decisions and appointments**

Julie Newman, Director of Law, Governance and Safer Communities, Council House, Coventry

Wednesday, 13 May 2026

Note: The person to contact about the agenda and documents for this meeting is Carolyn Sinclair/Suzanne Bennett, Governance Services email: carolyn.sinclair@coventry.gov.uk/suzanne.bennett@coventry.gov.uk

Membership: Councillors N Akhtar, P Akhtar, S Akhter, A Albert, R Bailey (Deputy Chair), F Beechey, L Bigham, J Blundell, L Boyle, R Brown, A Bryant, A Bullock, K Caan, D Clark, A Cole, P Cowley, W Davies, G Duggins, J Fearn, M Fogden, J Gardiner, S Gray, M Greenhalgh, M Gregory, G Hayre, M Heaven, P Hetherington, A Hopkins, J Innes, T Jewell, S Jobbar, J Jones, A Kaur, L Kelly, S Keough, AS Khan, M Lapsa, J Lepoidevin, J McNicholas, B Mosterman, M Mutton, S Nazir, J Odje, C Phillips, P Reddy, E M Reeves, H Rehman, E Ruane, K Sandhu, R Singh, D Stainton, A Tucker and J Wells

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However, by entering the meeting room and using the public seating area, you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If you have any queries regarding this, please contact the Governance Services Officer at the meeting.

Carolyn Sinclair/Suzanne Bennett, Governance Services

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Annual Meeting of the Council

21 May, 2026

Report of the Leader: Councillor G Duggins

Ward(s) affected:
Not Applicable

Title:
Composition of the Cabinet, Allocation of Executive Functions and Membership of the Coventry Shareholder Committee

Is this a key decision?
No

Executive Summary:

The report of the Leader confirms the composition of the Cabinet, the allocation of executive portfolios/functions within the Cabinet and the membership of the Coventry Shareholder Committee (Sub-Committee of Cabinet) for 2026/27.

Recommendation

The Council is recommended to note the report of the Leader.

List of Appendices included:

Cabinet Portfolios 2026/27 – Appendix 1

Membership of the Coventry Shareholder Committee – Appendix 2

Other useful background papers:

N/A

Has it or will it be considered by Scrutiny? No

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

Report title: **Composition of the Cabinet, Allocation of Executive Functions and Membership of the Coventry Shareholder Committee**

1. Context (or background)

The Local Government Act 2000 allows the Leader of the Council to appoint a Deputy Leader, Cabinet Members and their respective portfolios. In accordance with the Constitution, the Leader is also authorised to appoint the Membership of the Coventry Shareholder Committee (which is a Sub-Committee of Cabinet). Appendix 1 to this report confirms the appointment of Cabinet Members and their portfolios for 2026/27. Appendix 2 to this report confirms the membership of the Coventry Shareholders Committee.

The Constitution allows for the appointment of non-voting representatives on Cabinet and the Coventry Shareholder Committee and these appointments are made by Council on nomination of the Groups.

2. Options considered and recommended proposal - Not applicable

3. Results of consultation undertaken - Not applicable

4. Comments from the Director of Finance and Resources and the Director of Law Governance and Safer Communities.

4.1 Financial implications – All costs of allowances will be met from within existing resources.

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

5. Other implications- Not applicable

Report author(s): Suzanne Bennett, Governance Services Co-ordinator, Law, Governance and Safer Communities

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Enquiries should be directed to the above person.

Contributor/approver name	Title	Service Area	Date doc sent out	Date response received or approved
Contributors:				
Adrian West	Head of Governance	Law, Governance and Safer Communities	20/05/26	20/05/26
Julie Newman	Director of Law, Governance and safer Communities	Law, Governance and Safer Communities	20/05/26	20/05/26
Approvers:				
Barry Hastie	Director of Finance and Resources	Finance and Resources	20/05/26	20/05/26
Councillor G Duggins	Leader of the Council		20/05/26	20/05/26

CABINET PORTFOLIOS 2026/27

Member	Portfolio
<p>The Leader, Cabinet Member Policy and Leadership</p> <p>Councillor G Duggins</p>	<p>One Coventry Council Plan Scrutiny External relations / public relations Chair of Cabinet / Management Board meetings Emergency Planning Regional Matters West Midlands Combined Authority Corporate Governance Information Management and Governance Risk Management Political Management Job Shop</p>
<p>The Deputy Leader, Cabinet Member Jobs, Regeneration and Climate Change</p> <p>Councillor L Kelly</p>	<p>Economic Development City Centre (Regeneration) International Trade and Inward Investment Commercial and Operational Property Growth Company Urban Regeneration Transportation Tourism and Marketing Sustainability and climate change Social Enterprise Strategy Local and Regional Policing Deputising on Leader Items Lord Mayor's International Liaison and Diplomacy Peace, Reconciliation and Twinning</p>
<p>Cabinet Member Community Safety and Cohesion</p> <p>Councillor J McNicholas</p>	<p>Community Safety Community Cohesion Public Protection and Licensing Prosecution and Enforcement Democratic Services Electoral Services Legal Services Training (Members) Constitutional Matters Domestic Violence and Sexual Exploitation Media Strategy Events</p>

Member	Portfolio
Cabinet Member Strategic Finance and Resources Councillor R Brown	Strategic Finance Medium Term Financial Strategy Budget Setting / Transformation External Resources Operational Finance incl. Revenues and Benefits Service Transformation and value for money Procurement Human Resources Organisational Development Key Staff Recruitment and Retention Customer Services Health and Safety Pensions Digital Strategy Information Technology
Cabinet Member Children and Young People Councillor M Mutton	Children and Families (Early Help) Children and Young People's Social Care Child Exploitation Young People Youth Offending Service Safeguarding *S19 Children Act 2004 Lead Member Fostering, Adoption, Special Guardianship Orders and Kinship Care Corporate Parenting
Cabinet Member Education, Skills and Equalities Councillor AS Khan	Post 16 Education and Training Schools Early Years Special Educational Needs and Disability Libraries Adult Education Higher and Further Education (incl. Universities) Skills and Employability Equalities
Cabinet Member City Services Councillor P Hetherton	Highways, Drainage and Lighting Licensing Policy (Hackney Carriage and Private Hire) Public Realm Street Services (Ground Maintenance, Refuse (domestic and commercial), Street Cleaning) Waste Management Flood Management Environment Bereavement Services Traffic Management and Road Safety Average Speed Cameras Parking Policy and Operations

Member	Portfolio
Cabinet Member Adult Services Councillor L Bigham	Social Care for Adults and Older People Better Care Fund Transforming Care Carers Adult Safeguarding Adult social care integration with health Loneliness and Isolation Digital Exclusion Armed Forces Champion
Cabinet Member Public Health, Sport and Wellbeing Councillor K Caan	Health Strategy and Policy Integrated Care Systems Health Inequalities and Marmot Air Quality Local Health Economy Public Health Sexual Health Teenage Pregnancies Mental Health Poverty Fuel Poverty Sport, Physical Activity and Parks
Cabinet Member Housing and Communities Councillor N Akhtar	Archives Arts Heritage Museums Conservation Mutuals Community and Voluntary Sector Relations Community Centres Refugees and Asylum Seekers Welfare Advice Services Housing and Homelessness Planning Policy

*Cabinet Member Children and Young People is designated as the Lead Member for Children's Services as required by Section 19 of the Children's Act 2004

Appendix 2

Coventry Shareholders Committee 2026/27 (Sub-Committee of Cabinet)

CHAIR: Councillor G Duggins	DEPUTY CHAIR: Councillor L Kelly
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Councillor N Akhtar

Councillor L Bigham

Councillor R Brown

Councillor K Caan

Councillor P Hetherton

Councillor AS Khan

Councillor J McNicholas

Councillor M Mutton

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Coventry City Council
Minutes of the Meeting of Council held at 2.00 pm on Tuesday, 24 March 2026

Present:

Members: Councillor R Lancaster (Chair)

Councillor S Agboola	Councillor AS Khan
Councillor N Akhtar	Councillor R Lakha
Councillor P Akhtar	Councillor M Lapsa
Councillor M Ali	Councillor J Lepoidevin
Councillor R Bailey	Councillor G Lewis
Councillor L Bigham	Councillor P Male
Councillor J Birdi	Councillor K Maton
Councillor J Blundell	Councillor J McNicholas
Councillor R Brown	Councillor C Miks
Councillor K Caan	Councillor B Mosterman
Councillor B Christopher	Councillor M Mutton
Councillor G Duggins	Councillor S Nazir
Councillor J Gardiner	Councillor J O'Boyle
Councillor S Gray	Councillor E M Reeves
Councillor L Harvard	Councillor G Ridley
Councillor G Hayre	Councillor T Sawdon
Councillor M Heaven	Councillor P Seaman
Councillor P Hetherton	Councillor B Singh
Councillor A Hopkins	Councillor R Singh
Councillor J Innes	Councillor R Thay
Councillor T Jandu	Councillor CE Thomas
Councillor A Jobbar	Councillor D Toulson
Councillor S Jobbar	Councillor A Tucker
Councillor A Kaur	
Councillor L Kelly	

Honorary Alderman: H Fitzpatrick, T Skipper,

Apologies: Councillor F Abbott, G Lloyd, E Ruane and K Sandhu
Honorary Alderman M Hammon

Public Business

87. Minutes of the Meeting held on 24 February 2026

The Minutes of the Meeting held on 24 February 2026 were agreed and signed as a true record.

88. Coventry Good Citizen Award

On behalf of the City Council, the Lord Mayor and Her Honour Judge Montgomery KC, Honorary Recorder, presented Mohram Ali with the Good Citizen Award. His citation read:

“Mohram is recognised for his lifelong dedication to community service, cultural enrichment, and charitable leadership, embodying the values of compassion, resilience and unwavering commitment to the people of Coventry.

As a founding member of the Coventry Bangladeshi Language School and a trustee and Chairperson of the Jalalabad Mosque, he has played a pivotal role in nurturing cultural identity, strengthening community cohesion, and creating spaces of education, guidance, and support for residents across the city.

His charitable work extends far beyond Coventry, spanning decades of humanitarian aid, including support for vulnerable families, flood victims, Rohingya refugees, and communities affected by global crises.

Mohram’s enduring service, leadership, and generosity of spirit exemplify the qualities of a true Good Citizen, making a profound and lasting impact on his community and inspiring all who know him.”

89. **Correspondence and Announcements of the Lord Mayor**

1. Thomas Niven

The Lord Mayor referred to the tragic news of Thomas Niven’s death on 13th March and indicated that the Council’s thoughts were with his family and all who are grieving this unexpected loss.

2. Visit to Cork

The Lord Mayor reported on her visit to Coventry’s twin City of Cork to take part in commemorative events and celebrations for St Patrick’s Day.

Coventry was the first City to be twinned with Cork in 1958 and the links between the two cities have remained very strong.

The visit had included Church services in St Finbar’s Cathedral and St Anne’s Cathedral in the City and a spectacular city-wide parade featuring marching bands, floats and traditional music.

3. Retiring Councillors

The Lord Mayor referred to the following Councillors who would not be standing in this year’s elections:

- Councillor Maya Ali – Maya had represented Westwood Ward from 2012-2016 and Radford Ward from 2019.
- Councillor Tariq Khan – Tariq had represented Foleshill Ward since 2010.
- Councillor Kevin Maton – Kevin had represented Whoberley Ward from 1987 to 2003 and Henley Ward since 2006. He was Lord Mayor in 2022-2023.

- Councillor Catherine Miks – Catherine had represented Lower Stoke Ward since 2011.
- Councillor Tim Sawdon – Tim had represented Wainbody Ward since 1974. He was Lord Mayor in 2012-2013.
- Councillor Bally Singh – Bally had represented Whoberley Ward since 2010.
- Councillor Robert Thay – Robert had represented Wyken Ward since 2012.

A number of Members stood to thank Councillors for the contribution they have made to the work of the City Council over the years and all Members wished them well for the future.

90. Petitions

RESOLVED that the following petitions be referred to the appropriate Cabinet Member, City Council body or external organisation:

1. Request that an empty home in Davenport Road with overgrown hedges be made safe – 20 signatures, presented by Councillor A Tucker.
2. Request to prioritise funding to resurface Wigston Road – 57 signatures, presented by Councillor P Seaman.
3. Request the City Council, Citizen Housing and Keepmoat Homes provide play equipment and play areas for our children – 5 signatures, presented by Councillor P Seaman.
4. Request that the Council recognise that our rivers, streams and waterways are a key part of our environment – 50 signatures, presented by Councillor D Toulson (on behalf of Councillor G Lloyd).
5. Request that no further work be carried out on the bus lane in Green Lan until a suitable construction access route had been agreed in respect of the Kings Hill development – 435 signatures, presented by Councillor M Heaven.
6. Request a public meeting with the relevant Council Officer to discuss the Kings Hill Masterplan, called for by Finham Parish Council – 183 signatures, presented by Councillor J Blundell.
7. Request that Coundon Wedge be designated as a nature reserve – 283 signatures, presented by Councillor J Birdi.
8. Request a residents parking scheme in Crossington Road near the CBS Arena – 93 signatures, presented by Councillor B Christopher.
9. Request a residents parking scheme in Glentworth Avenue near the CBS Arena – 19 signatures, presented by Councillor B Christopher.
10. Request for sufficient resources to improve pavement in the Mount Nod area and across Woodlands ward – 72 signatures, presented by Councillor P Male.
11. Request for parking charges to be ended for hospital workers, patients and visitors and put back in public hands – signatures unvalidated as received immediately prior to the meeting, presented by Councillor G Lewis.

91. **Declarations of Interest**

(i) **Minute 93 - Private Sector Housing Enforcement Policy 2026-31**

Councillors N Akhtar, M Ali, J Birdi, J Blundell, R Brown, K Caan, G Hayre, M Heaven, A Jobbar, S Jobbar, AS Khan, T Sawdon, and R Lancaster (Lord Mayor) declared disclosable pecuniary interests in the matter referred to in Minute 93 (Private Sector Housing Enforcement Policy 2026-31). They left the meeting during the consideration of this matter.

(ii) **Minute 98 – Consultation Response – Local Transport Authorities and the Licensing of Taxis and Private Hire Vehicles**

Councillors N Akhtar and A Jobbar declared disclosable pecuniary interests in the matter referred to in Minute 98 (Local Transport Authorities and the Licensing of Taxis and Private Hire Vehicles), They left the meeting during the consideration of this matter.

(iii) **Minute 102 - The Debate on Selective Licensing**

Councillors N Akhtar, M Ali, J Birdi, J Blundell, R Brown, K Caan, G Hayre, M Heaven, A Jobbar, S Jobbar, AS Khan, T Sawdon, and R Lancaster (Lord Mayor) declared disclosable pecuniary interests in the matter referred to in Minute 102 (Debate on Selective Licensing). They left the meeting during the consideration of this matter.

92. **Best Start Family Hubs and Healthy Babies Programme Grant for April 2026 to March 2029**

Further to Minute 61 of Cabinet, the City Council considered a report of the Director of Children's Services and Education that sought approval of the receipt of the Best Start Family Hubs and Healthy Babies Programme Grant for April 2026 to March 2029 and associated spend.

The Council currently operated 8 Family Hubs to deliver place-based integrated offers to families across the city, including the offer from the buildings, through an outreach community model and a new digital offer.

Coventry City Council was selected as one of 75 Local Authorities to join the national Family Hub and Start for Life Programme, covering the period April 2022 to March 2025 (first 1001 days), including financial investment to strengthen its offer to babies, children and families, building on its previous achievements. The Programme was then extended for a further year, covering April 2025 to March 2026.

The Programme had already received £6m of grant funding from the Department of Health and Social Care (DHSC) and the Department for Education (DfE) across the 4 years 2022/23 to 2025/26 to deliver the Programme objectives. Coventry was also formally recognized as a trailblazer in this approach, one of only 13 sites across England, and had received many national ministerial and governmental visits and had contributed to national evaluations.

The Programme had been governed by a Family Hub Programme Board, supporting the work of 7 workstreams to ensure that all the national minimum expectation, and most of the “go further”, of the framework were delivered within the Coventry Family hub offer, in line with the MOU associated with this grant. An annual review report was provided, as well as regular updates, to the Cabinet Member for Children and Young people, the Health and Wellbeing Board, and other forums on request.

Further funding had now been allocated to Coventry for financial years 2026/27 to 2028/29, with a provisional allocation of £6,117,000, subject to the Council meeting the current Programme expectations up to March 2026 and the signing of a new Memorandum of Understanding to formalise the agreement to meet the new Programme expectations. Cabinet was requested to accept receipt of the grant into the local authority and associated spend in order to deliver the Family Hub offer in line with the Programme Guidance.

RESOLVED that the City Council:

- 1) Accepted the grant funding and agrees planned associated spend for the purposes outlined in the report in respect of the Best Start Family Hubs and Healthy Babies Programme for the financial years 2026/27, 2027/28, and 2028/29.**
- 2) Delegated authority to the Director of Children’s Services and Education, following consultation with the Director of Finance and Resources (S151 Officer) and the Director of Law and Governance, to enter into the necessary legal agreements to accept the funding.**
- 3) Delegated the authority to the Director of Children’s Services and Education to grant funding to third parties in line with Programme expectations.**
- 4) Continue to agree that future reports on this grant and the Best Start Family Hub Programme are received by the Cabinet Member with responsibility for Children’s Services.**

93. Private Sector Housing Enforcement Policy 2026-2031

Further to Minute 71 of the Cabinet, the City Council considered a report of the Director of Law, Governance and Safer Communities, which sought approval of the Private Sector Housing Enforcement Policy 2026-2031.

On the 27 October 2025, the Renters Rights Act received royal assent, with the aim of improving the experience of private renting. The Act introduces a suite of new powers for the Council that would come into force on 1 May 2026, unpinned by new powers designated to be effective, consistent and proportionate enforcement framework. The Government has also extended councils’ powers to collect and retain revenue for future enforcement work from financial penalties against landlords who flout the rules.

In order for the Council to use these powers it must have published a policy setting out how it will implement these powers in relation to properties in the Private

Rented Sector (PRS). The Private Sector Housing Enforcement Policy was appended to the report and set out the Council's strengthened approach to enforcing housing standards across the PRS and Social Housing (SH). It incorporates updated legislation, particularly the Renters' Rights Act 2025, and aims to ensure all rented homes meet statutory minimum standards to protect residents' health and wellbeing. The report summarised the key updates under a number of headings, including:

- Clear legal framework
- Proportionate enforcement approach
- Civil penalties framework
- Safeguarding and vulnerability
- Clear expectations for landlords and tenants
- Monitoring and review.

The Policy must be approved and published to allow the Council to implement the new powers. Once approved, the Policy would take immediate effect, enabling the Council to use the powers introduced 27 December 2025 and prepare to use the remaining powers which have a fixed implementation dates of 1 May 2026. The Cabinet noted that during the period between the publishing of the new Policy and 1 May 2026, the Council will need to maintain the use of existing powers prior to the introduction of the Renters Rights Act 2025 and, as such, the Council would carry out any such enforcement in accordance with the existing Policy on Enforcing Standards in Private Sector Housing 2020.

At their meeting, the Cabinet had agreed to authorise the Director of Finance and Resources (Section 151 Officer) to accept any future monies associated with New Burdens funding and income from the PRS Database once these have been confirmed by Government and authorise the Director of Law, Governance and Safer Communities to amend the scheme of delegations to include any new powers and duties arising as a result of the Renters Rights Act 2025.

RESOLVED that the City Council approve the Private Sector Housing Enforcement Policy 2026-31.

Note: As the Lord Mayor had declared a pecuniary interest and was not present for the consideration of this matter, the Deputy Lord Mayor, Councillor R Bailey, took the Chair for this item.

94. **Elected Members Training and Development Strategy 2026-30**

Further to Minute 53 of the Cabinet Member for Policing and Equalities meeting, the City Council considered a report of the Director of Law, Governance and Safer Communities, that sought approval of the Elected Members Training and Development Strategy 2026-30.

The Cabinet Member noted that the report had also been considered by the Ethics Committee at its meeting held on 19th March 2026 (their Minute 26/25 refers).

The environment in which Councillors' work was constantly changing. Ensuring that Councillors are properly supported to help them meet the high demands placed on them to carry out this challenging role effectively was increasingly

important. To respond to this need, the Elected Members Training and Development Strategy was agreed at Council on 22nd March 2022, which provided a strategic approach to the training and development offer to Elected Members. To ensure that the offer to Elected Members was still relevant the strategy had been refreshed to ensure it still met those needs.

During the lifetime of the current strategy, the offer and uptake of training by Elected Members had increased from 5 courses delivered internally or organised for Elected Members in 2018/19 resulting in 57 attendances, to 41 courses delivered or arranged internally resulting in 206 attendances in 2024/25.

A further consultation with Elected Members took place between December 2025 and March 2026. The result of this suggested there was increased support for a core training programme, as well as improved communication and satisfaction with the offer provided.

The Strategy, set out in Appendix A, covered:

- Purpose of the Strategy
- Assessing Need and Requesting Training
- Training Matrix
- Governance and Delivery

The training matrix would provide a programme of core training which all Elected Members would be required to complete throughout their term of office. In addition to this, there would be role-specific training for those Elected Members with special responsibilities, or who sat on specific Committees. Core training for all Elected Members would include:

- Code of Conduct
- Induction programme for newly elected Members
- Personal Safety
- Equalities
- Data Protection and Cyber Security
- Health and Safety

Elected Members appointed to Planning Committee and Licensing and Regulatory Committee would also be required to complete training to sit on those Committees, in accordance with the Council's Constitution.

RESOLVED that the City Council:

- 1. Approved the refreshed Elected Members Training and Development Strategy as appended to the report.**
- 2. Approved the proposals for core training for Elected Members as identified in Section 3 of the report.**

95. **Proposed Amendments to the Constitution - Various**

Further to Minute 54 of the Cabinet Member for Policing and Equalities meeting, the City Council considered a report of the Director of Law, Governance and Safer Communities, that sought approval of proposed amendments to the Council's Constitution.

The Constitutional Advisory Panel, at its meeting on 25th February 2026, considered a number of proposed amendments to the Constitution following a review to ensure that the Constitution was current, effective and met requirements.

The Constitution sets out how the Council operates, how decisions are made and the procedures which are followed to ensure that decisions are efficient, transparent and accountable to local people. The purpose of the constitution was to ensure that the Council's decision-making and governance arrangements help the Council to achieve its corporate aims, objectives and priorities effectively and efficiently. It also ensures the Council meets its legal duties.

The Monitoring Officer had authority to make minor changes, such as changes to Director's titles, updating legislative changes and typographical errors.

The Constitution was a living document and was regularly reviewed and benchmarked against other Local Authorities to ensure that it was current, effective, reflected best practice and was up to date. A number of proposed amendments had been identified as part of this process. The proposed amendments were set out in the Appendix to the report and, in summary, fell within the following areas:

- Definition of Main Opposition Group and Shadow Cabinet Members
- Member Officer Protocol – Part 4D of the Constitution
- Membership of Scrutiny Boards and the Scrutiny Co-ordination Committee
- Appointment of Lord Mayor and Deputy Lord Mayor
- Motions
- Street Naming and Numbering

RESOLVED that the City Council approves:

1. **That the following paragraphs be inserted into Parts 1 and 2 of the Constitution:**

Main Opposition Group and Leader of the Main Opposition Group

The Main Opposition Group is the Political Group that has the numerically largest opposition Group. The Leader of that Group is the Leader of the Main Opposition Group. In the event of their being more than one Group having the same numerically largest number of seats, all of those Groups will be afforded the same rights.

Shadow Cabinet Members

The Leader of the Main Opposition will be entitled to nominate Councillors to act as Shadow Cabinet Members. Shadow Cabinet Members have no decision-making powers but will be entitled to attend meetings in their role and speak at the discretion of the Cabinet Member. They will also be entitled to receive briefings in relation to their Shadow Portfolio.

2. The amendments to the Member Officer Protocol (Part 4D of the Constitution) as shown as traced changes in the Appendix to this report.
3. That Paragraph 4.1 in Part 2D of the Constitution in relation to membership of the Scrutiny Co-ordination Committee and Scrutiny Boards be amended to read as follows:
 - 4.1 Councillors, except a member of the Cabinet, may be appointed as a member of a Scrutiny Board and the Scrutiny Co-ordination Committee. However, in order to ensure that no Member may be involved in scrutinising a decision in which they may have been directly involved, no former Cabinet Member may sit on a Scrutiny Board relevant to the portfolio they held as a Cabinet Member or the Scrutiny Co-ordination Committee (if it relates to their former portfolio) for a period of 12 months. In addition, any Member who is appointed as a Deputy Cabinet Member may not be appointed to the Scrutiny Board or Scrutiny Co-ordination Committee which is relevant to the portfolio for which they have been appointed as a Deputy Cabinet Member.
4. That Paragraph 10.1.3 in Part 1 of the Constitution be amended to read as follows:-
 - 10.1.3 The office of Lord Mayor and Deputy Lord Mayor will be offered to the Councillor who has had the longest service and has not previously held the office. If that Councillor declines that offer, then it is offered to the next person in order of length of service. Any Councillor who declines the offer may take up the offer in a subsequent year.
5. That the following Paragraph be inserted into the Council Procedure Rules (Part 3A of the Constitution):-

9.11 Every Motion made in pursuance of a Notice of Motion must be lawful and will be regarded as tentative only until this has been confirmed by the Monitoring Officer. If the Motion is considered to be unlawful, the Monitoring Officer will submit a report on the matter to the next meeting of Council. No action may be taken on the matter until the Council has considered the advice of the Monitoring Officer.
6. That the Director of Law, Governance and Safer Communities be delegated authority to determine all matters relation to street naming

and numbering, including the naming and renaming of streets and the allocation of property numbers following consultation with the relevant Ward Councillors and relevant Cabinet Member and that the Scheme of Delegation (Part 2M of the Constitution) be updated accordingly.

96. **Proposed Amendments to the Constitution - Contract and Finance Procedure Rules**

Further to Minute 55 of the Cabinet Member for Policing and Equalities meeting, the City Council considered a report of the Director of Law, Governance and Safer Communities, that sought approval of proposed amendments to the Council's Constitution.

The Constitutional Advisory Panel, at its meeting on 25th February 2026, considered proposed amendments to the Constitution in relation to changes to the Contract Procedure Rules, Part 3G and the Financial Procedure Rules, Part 3F.

The Council's Constitution sets out how the Council carries out its business and makes decisions. It was a living document and was reviewed and updated from time to time to ensure that it meets met changing legislative requirements and reflected changes in practise within the Council.

The proposed amendments to the Contract Procedure Rules as set out in Appendix A were to align to the introduction of the Local Government (Exclusion of Non-Commercial Considerations) (England) Order 2026.

In respect of the Contract Procedure Rules (Part 3G), the Government had introduced a new voluntary policy that permitted in-scope contracting authorities such as Coventry City Council to reserve competitions for below-threshold contracts. Such reservations can be made for:

- a) Businesses based within the local area or United Kingdom; and/or
- b) Small and Medium-Sized Enterprises (SMEs) and/or Voluntary and Community Social Enterprises (VCSEs).

Previously, authorities were prevented from reserving below-threshold contracts by reference to the location of contractors as a consequence of section 17(5)(e) of the Local Government Act 1988. To bring the policy about, legislation has been made that disapplies the restriction, but only in specific circumstances.

While the policy was voluntary, when in-scope authorities do opt to use it, they must adhere to the provisions set out in the Local Government (Exclusion of Non-Commercial Considerations) (England) Order 2026 and ensure that notice requirements are followed in accordance with the Procurement Act 2023 and Procurement Regulations 2024.

The option to reserve competitions for below-threshold contracts should be considered on a case-by-case basis and made only where sufficient market intelligence exists in order to deliver value for money through a competitive procurement exercise, and not as a way to de facto directly award contracts.

The proposed changes to the Contract Procedure Rules are summarised as follows:

- Inclusion of Reserving Competitions for Below-Threshold Contracts at Rule 20 of the Contract Procedure Rules (Part 3G).
- In accordance with paragraph 2.8 above and new Rule 20.5 of the CPRs, Directors - in conjunction with the Head of Legal and Procurement Services - shall ensure that a Preliminary Market Engagement Notice is published and market engagement held prior to the reservation of any below-threshold contracts in the subsequent Tender Notice.

In relation to the Financial Procedure Rules (Part 3F), the report indicated that the Council periodically received grant allocations from central Government that were paid directly into the Council's bank account. In these circumstances, there was often no requirement to sign a funding agreement and, in some cases, no discretion for the Council to reuse the funding.

Where such grants must be accepted at pace, the current constitutional arrangements do not explicitly set out a clear approval route, creating a degree of ambiguity in what was effectively an unavoidable transaction.

Appendix B of the report introduced a process within the grant income and expenditure provisions of Part 3F of the Constitution in order to address this.

The amendment confirms that where:

- a) a grant allocation is received by the Council from central government,
- b) no agreement is required to be signed, and
- c) acceptance is not discretionary,

approval of the grant (irrespective of value) will be delegated to the Director of Finance and Resources (Section 151 Officer), or in his/her absence, the Head of Finance.

The proposed amendment strengthens financial governance by clearly identifying the accountable decision-maker; reflects the practical reality that some grants must be accepted without delay or choice; and retains flexibility where speed is required, while ensuring Section 151 oversight. The change does not reduce transparency or accountability and sits alongside existing reporting and monitoring arrangements.

RESOLVED that the City Council:

- 1. Approves the proposed amendments to the Contract Procedure Rules, Part 3G of the Constitution as detailed in Appendix A to the report and delegates authority to the Director of Law, Governance and Safer Communities to make the necessary amendments to the Constitution.**
- 2. Approves the proposed amendments to the Financial Procedure Rules, Part 3F of the Constitution as detailed in Appendix B to the report and**

delegates authority to the Director of Law, Governance and Safer Communities to make the necessary amendments to the Constitution.

97. Pay Policy Statement 2026

The City Council considered a report of the Cabinet Member for People and Facilities, seeking approval of the Annual Pay Policy Statement 2026/27.

Local Authorities were required by Sections 38 and 39 of the Localism Act 2011 to produce an annual Pay Policy Statement. The Statement must articulate the City Council's policies 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 2026/27 was attached as Appendix 1 of the report.

The Pay Policy Statement ensured transparency and accountability regarding the Council's approach to setting pay rates. The Pay Policy Statement when approved by Council, was published on the Council's website in accordance with the requirements of the Localism Act 2011. The Council's Statement of Policy on the Local Government Pension Scheme (LGPS) Regulations 2013 was attached at Appendix 2 of the report.

RESOLVED that the City Council approves the Annual Pay Policy Statement 2026/27 as attached as Appendix 1 of the report.

98. Consultation Response - Local Transport Authorities and the Licensing of Taxis and Private Hire Vehicles

The City Council considered a report of the Director of Law, Governance and Safer Communities, which provided a proposed response to the Local Transport Authorities and the licensing of taxis and private hire vehicles consultation (attached as Appendix 1 of the report).

The Council was requested to consider the report in response to the recent Government consultation regarding the role of Local Transport Authorities (LTAs) in the licensing of taxis and private hire vehicles. The Department for Transport (DfT) proposes to transfer taxi and private hire vehicle (PHV) licensing responsibilities from district councils to LTAs. The move forms part of the wider English devolution programme, which was reshaping how transport was planned and regulated across larger, strategic areas.

The consultation proposed reforms aimed at improving consistency, transparency, and safety across licensing regimes, including enhanced data sharing between authorities, stricter background checks, and potential new national standards. However, there would be an impact on the licensing authority and although the current licensing regime was self-funding, transitional costs and organisational changes were likely, alongside the need to align differing existing policies and support licence holders through reasonable periods of adjustment should the move to LTA's be implemented.

The Council's input in response to the consultation was crucial to ensure local needs were represented in the national response and that implementation was managed effectively and within budget.

RESOLVED that the City Council:

- 1) **Approves the Council's proposed response to the Local Transport Authorities and the licensing of taxis and private hire vehicles consultation, as attached as Appendix 1 to the report.**
- 2) **Approves that the response also includes the letter from the Chair of the Communities and Neighbourhoods Scrutiny Board in response to the Task and Finish Group mandatory CCTV in taxis and PHVs recommendations attached as Appendix 2 to the report.**

99. **Question Time**

Councillors N Akhtar, AS Khan, K Caan and Hetherton provided written answers to the questions set out in the Questions Booklet, together with oral responses to supplementary questions at the meeting. The following Members answered oral questions put to them by other Members as set out below, together with supplementary questions on the same matters:

	Questions asked by Councillor:	Question put to Councillor:	Subject matter
1	L Kelly	A Tucker	Additional money allocated for Foster Carers
2	J Gardiner	K Caan	Arrangements in place to expedite delivery of grant in respect of MND
3	A Tucker	P Seaman	Plas Dol-y-Moch
4	G Lewis	G Duggins	Birmingham bin strike
5	T Sawdon	P Hetherton	Parking on verges in Green Lane
6	M Lapsa	P Hetherton	Citizen Housing mass clean up

100. **Statement**

The Leader made a statement referring to:

- 6-year anniversary of the COVID lockdown
- International Women's Day
- CQC Mini-Inspection of Adult Social Care
- Congratulations to Coventry Blaze Ice Hockey Team
- Coventry City Football Team success and promotion prospects
- Tributes to Councillors retiring this municipal year.
- Unacceptable targeting of people, particularly women, on social media

Councillor G Ridley, Leader of the Conservative Group, responded to the Statement.

Councillor E Reeves, Leader of the Green Group, responded to the Statement.

Councillor J Gardiner, Leader of the Reform UK Group, responded to the Statement.

The Leader made a short reply.

101. **Debate - Collapse of the City of Coventry Culture Trust**

The following debate was moved by Councillor T Sawdon and seconded by Councillor G Ridley:

"Given the information now available following the BBC's FOI request, this Council urges the Secretary of State (Lisa Nandy), notwithstanding the ongoing enquiry by the Charity Commission, to set up a full inquiry held in public into the collapse of the City of Coventry Culture Trust. "

RESOLVED that the Motion as set out above be not adopted.

It was moved by Councillor G Ridley and seconded by Councillor J Blundell that a named vote be taken. The Councillors voting for and against the Recommendations were as follows:

For:	Against:	Abstain:	
Councillors:	Councillors:	Councillors:	Lord Mayor
R Bailey	S Agboola	R Lakha	
J Birdi	N Akhtar	K Maton	
J Blundell	P Akhtar	J McNicholas	
J Gardiner	M Ali	C Miks	
S Gray	L Bigham	M Mutton	
M Heaven	R Brown	S Nazir	
T Jandu	K Caan	J O'Boyle	
M Lapsa	B Christopher	P Seaman	
J Lepoidevin	G Duggins	R Singh	
G Lewis	L Harvard	C Thomas	
P Male	G Hayre	D Toulson	
B Mosterman	P Hetheron	A Tucker	
E Reeves	A Hopkins		
G Ridley	A Jobbar		
T Sawdon	S Jobbar		
	A Kaur		
	L Kelly		
	AS Khan		
Total:15	Total: 30	Total: 1	

For: 30

Against: 15

Abstain: 1

102. **Debate - Selective Licensing**

The following debate was moved by Councillor J Gardiner and seconded by Councillor M Lapsa:

“Following the City Council’s research and investigations undertaken over eight years, this Council agrees to the principle of introducing selective licensing in Coventry to promote adequate standards of housing and property management in the private rented sector.

It will therefore take all necessary steps towards introducing appropriate special licensing schemes, aiming to cover a minimum of 16 wards in the city.

The forecast £35 million in licence fees over the minimum 5-year term of the schemes will fund proactive enforcement against landlords who fail to meet licensing standards. In this way the special licensing schemes will drive up standards of housing quality and property management, to the benefit of individuals and families who rely upon the private housing sector, to the benefit of their residential neighbours and to the betterment of the city’s housing stock which is a primary built asset of this city, needed to meet the core needs of city residents.”

The following amendment was moved by Councillor S Agboola, seconded by Councillor P Akhtar, and accepted by Councillor Gardiner thus becoming the substantive motion (in accordance with paragraph 15.1.7 of the Constitution):

That the Motion as set out as Item 16.2 on the agenda be amended as follows:

Amend the first paragraph of the original Motion as follows:

~~Following the City Council’s~~ *This Council notes that the City Council has undertaken extensive research and investigations undertaken over the past eight years into housing conditions, this Council agrees to the principle of introducing selective licensing in Coventry to promote adequate standards of housing and property management in the private rented sector.*

The amended paragraph to read:

This Council notes that the City Council has undertaken extensive research and investigations over the past eight years into housing conditions and property management within Coventry’s private rented sector.

Delete the next two paragraphs of the original Motion and replace with the following:

This Council further notes that an Additional Licensing scheme is already in operation in parts of the city and has been in place for several years to help drive up standards in the private rented sector.

While the Council recognises the principle that Selective Licensing can be an important tool in improving housing standards and tackling poor property management, this Council believes that any further licensing proposals must be based on clear evidence, a full evaluation of existing schemes, and proper consideration of national legislative changes.

Therefore, this Council resolves that any proposal to introduce Selective Licensing in Coventry will be subject to political approval and the

presentation of a detailed report to Cabinet. This report will include a full evaluation of the current Additional Licensing scheme, which has been in operation for several years, and an assessment of the potential impact of the forthcoming Renters' Rights Act on the private rented sector.

Subject to the outcome of this evaluation and Cabinet consideration, the Council will then consider whether the introduction of Selective Licensing in Coventry is appropriate and in the best interests of residents.

The amended Motion now to read:

“This Council notes that the City Council has undertaken extensive research and investigations over the past eight years into housing conditions and property management within Coventry’s private rented sector.

This Council further notes that an Additional Licensing scheme is already in operation in parts of the city and has been in place for several years to help drive up standards in the private rented sector.

While the Council recognises the principle that Selective Licensing can be an important tool in improving housing standards and tackling poor property management, this Council believes that any further licensing proposals must be based on clear evidence, a full evaluation of existing schemes, and proper consideration of national legislative changes.

Therefore, this Council resolves that any proposal to introduce Selective Licensing in Coventry will be subject to political approval and the presentation of a detailed report to Cabinet. This report will include a full evaluation of the current Additional Licensing scheme, which has been in operation for several years, and an assessment of the potential impact of the forthcoming Renters' Rights Act on the private rented sector.

Subject to the outcome of this evaluation and Cabinet consideration, the Council will then consider whether the introduction of Selective Licensing in Coventry is appropriate and in the best interests of residents.”

RESOLVED that the amended motion as set out in bold above, be adopted.

Note: As the Lord Mayor had declared a pecuniary interest and was not present for the consideration of this matter, the Deputy Lord Mayor, Councillor R Bailey, took the Chair for this item.

103. **Debate - Achievements by Consecutive Labour Administrations in the City**

The following debate was moved by Councillor G Duggins and seconded by Councillor AS Khan:

“At this last meeting of the full Council of the 2025/26 municipal year, this Council notes the achievements that have been realised by consecutive Labour administrations in this City.

These administrations, through prudent and considered policies, have put the needs of Coventry residents first, despite 14 yrs of austerity embraced by the previous Tory Government.

We believe that policies that put our people first, no matter what their origins, their faith or no faith, their social class, their sexual orientation, or the colour of their skin, will continue to unite our diverse communities, and we look forward to many years of harmony and prosperity under a Labour Council and a Labour Government.”

RESOLVED that the Motion as set out above be adopted.

(Meeting closed at 7.20 pm)

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**Return of Persons Elected as Councillors for the City
on 7 May 2026**

Ward	Name	Political Party	Year of Retirement
BABLAKE	Lisa Boyle	Reform	2030
BABLAKE	Jamie Fearn	Reform	2028
BABLAKE	Jennifer Wells	Reform	2027
BINLEY AND WILLENHALL	Paul Cowley	Reform	2030
BINLEY AND WILLENHALL	Marcus Fogden	Reform	2028
BINLEY AND WILLENHALL	Jennifer Odje	Reform	2027
CHEYLESMORE	Roger Bailey	Conservative	2030
CHEYLESMORE	Barbara Mosterman	Conservative	2028
CHEYLESMORE	Richard Brown	Labour	2027
EARLSDON	Kindy Sandhu	Labour	2030
EARLSDON	Lynnette Kelly	Labour	2028
EARLSDON	Antony Tucker	Labour	2027
FOLESHILL	Abdul Khan	Labour	2030
FOLESHILL	Shakila Nazir	Labour	2028
FOLESHILL	Habib Rehman	Labour	2027
HENLEY	Mel Gregory	Reform	2030
HENLEY	Alaistair Cole	Reform	2028
HENLEY	Ed Ruane	Labour	2027
HOLBROOKS	Stephen Gray	Green	2030
HOLBROOKS	Ester Reeves	Green	2028
HOLBROOKS	Tom Jewell	Green	2027
LONGFORD	Amor Albert	Reform	2030

LONGFORD	Linda Bigham	Labour	2028
LONGFORD	George Duggins	Labour	2027
LOWER STOKE	Shahnaz Akhter	Labour	2030
LOWER STOKE	Rupinder Singh	Labour	2028
LOWER STOKE	John McNicholas	Labour	2027
RADFORD	Angela Hopkins	Labour	2030
RADFORD	Patrica Hetherton	Labour	2028
RADFORD	Mal Mutton	Labour	2027
SHERBOURNE	Jackie Gardiner	Reform	2030
SHERBOURNE	Charles Phillips	Reform	2028
SHERBOURNE	Daniel Stainton	Reform	2027
ST MICHAEL'S	Naeem Akhtar	Labour	2030
ST MICHAEL'S	Matt Greenhalgh	Green	2028
ST MICHAEL'S	Sanjida Jobbar	Labour	2027
TILE HILL & CANLEY	Marcus Lapsa	Reform	2030
TILE HILL & CANLEY	William Davies	Reform	2028
TILE HILL & CANLEY	Steve Keough	Reform	2027
UPPER STOKE	Kamran Caan	Labour	2030
UPPER STOKE	Amirjit Kaur	Labour	2028
UPPER STOKE	Gurdev Hayre	Labour	2027
WAINBODY	John Blundell	Conservative	2030
WAINBODY	Mattie Heaven	Conservative	2028
WAINBODY	Pratibha Reddy	Conservative	2027
WHOBBERLEY	Jayne Innes	Labour	2030

WHOBERLEY	Pervez Akhtar	Labour	2028
WHOBERLEY	Judith Jones	Labour	2027
WOODLANDS	Adrian Bryant	Reform	2030
WOODLANDS	Julia Lepoidevin	Conservative	2028
WOODLANDS	Duncan Clark	Reform	2027
WYKEN	Frank Beechey	Reform	2030
WYKEN	Dawn McCann	Reform	2028
WYKEN	Andrew Bullock	Reform	2027

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Council

21 May 2026

Name of Cabinet Member:

Not applicable

Director approving submission of the report:

Director of Law, Governance and Safer Communities

Ward(s) affected:

Not applicable

Title:

Political Proportionality 2026/27, Amendments to the Constitution in Relation to Quorum, Appointment of Council Bodies and Outside Bodies and approval of the Scheme of Delegation

Is this a key decision? No

Executive summary:

- 1.1 This report outlines the proposed allocation of seats on Council bodies to the Political Groups following the recent local election on 7 May 2026 (Appendix 1). The Local Government and Housing Act 1989 requires that the positions on bodies of the Council are allocated in accordance with the overall proportion of seats held by the Political Groups across the Council. This requirement applies to Scrutiny Boards, the Statutory Committees of the City Council and certain outside bodies to which the Council appoints, where specified. The requirement does not apply to Cabinet, Sub Committees of Cabinet (Coventry Shareholders Committee) or the Health and Wellbeing Board.
- 1.2 As the political proportionality allocations reduces the size of the Scrutiny Boards from 9 Members to 6 Members, it is proposed to reduce the size of the Quorum of Scrutiny Boards to 3 Members.
- 1.3 Due to the timescales and in order to facilitate the meeting of those bodies, it is proposed that the nomination of Members to sit on the Council Bodies listed in Appendix 1 (including the Chairs and Deputy Chairs where appropriate) and the Outside Bodies that the Council appoints to each year, is delegated to the Director of Law, Governance and Safer Communities following consultation with the Leader and the relevant Group

Leaders and that a report detailing all of the appointments be submitted to the next Council meeting.

- 1.4 The report also seeks approval to the Scheme of Delegation to officers as set out in the Constitution.

Recommendations:

Council is recommended to:-

1. **Approve the allocation of seats on Council bodies in accordance with the requirements of political proportionality as detailed in Appendix 1 of the report and the establishment of those Council bodies, and the terms of reference for those bodies as set out in the Constitution.**
2. **That, following a change to the size of Scrutiny Boards in line with the requirements of political proportionality, approval be given to amend the quorum of the Scrutiny Boards to 3 Members and that authority to amend the Constitution accordingly be delegated to the Director of Law, Governance and Safer Communities.**
3. **That the Director of Law, Governance and Safer Communities be delegated authority to appoint to those Council bodies, including the appointment of the Chair and Deputy Chair (where appropriate), and Outside Bodies in accordance with the proportionality as set out in Appendix 1 of the report, following consultation with the Leader and the Group Leaders and that a report detailing all of the appointments to Council Bodies and Outside Bodies be submitted to the next meeting of the City Council.**
4. **Approve the Scheme of Delegation as set out in the Constitution.**

List of Appendices included:

Appendix 1 - Political Proportionality 2026-27

Background papers:

None

Other useful documents

None

Has it or will it be considered by Scrutiny?

No

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

No

Will this report go to Council?

Yes – 21 May, 2026

Report title: Political Proportionality 2026/27

1. Context (or background)

- 1.1 The local election held earlier this month resulted in changes to the political balance on the City Council. Accordingly, the allocation of seats on Council bodies needs to be amended. The requirement to allocate seats according to the proportional political balance of the Council also applies to certain Outside Bodies to which the City Council appoints representatives.
- 1.2 The Local Government and Housing Act 1989 requires authorities to review the representation of different Political Groups on its bodies at various times and one of these is at the Annual Meeting. In carrying out a review, the Act requires the authority to follow four principles. These are:-
- That not all the seats on a body are allocated to the same Political Group.
 - That the majority of seats on a body should go to the Political Group which has a majority overall on the Council.
 - That subject to these two principles, the total number of seats held by a Political Group should be the same as the proportion on full Council.
 - That subject to all these principles, the number of seats on each body should be proportional to the overall proportion of the Political Group of the Council.
- 1.3 When undertaking its duty under this part of the Act, the City Council is obliged to only make those determinations which give effect, as far as reasonably practicable, to the principles set out in paragraph 1.2 above.

2. Options considered and recommended proposal

- 2.1 The proposed allocation of seats on Council bodies is detailed in the Appendix to this report and reflects the following political proportionality:-

Group	No of Seats	Proportional Entitlement
Labour	24	44.44 %
Reform	20	37.04 %
Conservative	6	11.11 %
Green	4	7.41 %

- 2.2 The proportional entitlement to positions has been calculated in accordance with the overall number and size of bodies requested by the Labour Group who have the most seats.

2.3 It is proposed that places on Council bodies are allocated in accordance with the proportional political balance specified in Appendix 1 attached to this report.

2.4 As there is a reduction in the size of the Membership Scrutiny Boards, it is proposed to amend the quorum for the Scrutiny Boards from 4 Members to 3 Members.

3. Results of consultation undertaken

3.1 All Political Groups represented on the Council have been consulted on the proposals detailed in this report.

4. Timetable for implementing this decision

4.1 This decision will be implemented once approved by Council on 21 May 2026. Due to the timescales, it is proposed to delegate authority to appoint to the Council Bodies and Outside Bodies to the Director of Law, Governance and Safer Communities, following consultation with the appropriate Group Leader. A report on the appointments to Council Bodies and Outside Bodies will be made to the next Council meeting.

5. Comments from Director of Finance and Resources and Director of Law, Governance and Safer Communities

5.1. Financial Implications

There is no direct financial implication arising from this report.

5.2. Legal Implications

The proposals comply with the requirements of the Local Government and Housing Act 1989 and the principles set out in paragraph 1.2.

6. Other implications

6.1. How will this contribute to the One Coventry Plan?

Not applicable.

How is risk being managed?

Not applicable.

6.2. What is the impact on the organisation?

Not applicable.

6.3. Equalities / EIA?

Not applicable

6.4. Implications for (or impact on) climate change and the environment?

Not applicable

6.5. Implications for partner organisations?

Not applicable.

Report author(s):

Name Suzanne Bennett

Title Governance Services Co-ordinator

Service Area:

Law, Governance and Safer Communities

Tel and email contact:

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Enquiries should be directed to the above person

Contributor/approver name	Title	Service Area	Date doc sent out	Date response received or approved
Contributors:				
Suzanne Bennett	Governance Services Co-ordinator	Law, Governance and Safer Communities	20/5/26	20/5/26
Adrain West	Head of Governance	Law, Governance and Safer Communities	20/5/26	20/5/26
Other Members				
Names of approvers for submission: (officers and members)				
Finance: Barry Hastie	Director of Finance and Resources	Finance and Resources	20/5/26	20/5/26
Legal and Relevant Director : Julie Newman	Director of Law, Governance and Safer Communities	Law, Governance and Safer Communities	20/5/26	20/5/26

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Political Proportionality

	Allocation to Political Groups - adjusted for rounding				Proportional entitlement for political groups (2 decimal places)				
	Total	Con	Green	Lab	Reform	Con	Green	Lab	Reform
Party Seats	54	6	4	24	20	11.11%	7.41%	44.44%	37.04%
Cabinet	10	0	0	10	0	n/a	n/a	n/a	n/a
Coventry Shareholders Committee	10	0	0	10	0	n/a	n/a	n/a	n/a
Planning Committee	9	1	1	4	3	1.00	0.67	4.00	3.33
Licensing and Regulatory Committee	14	2	1	6	5	1.56	1.04	6.22	5.19
Ethics Committee	7	1	1	3	2	0.78	0.52	3.11	2.59
Audit and Procurement Committee	7	1	0	3	3	0.78	0.52	3.11	2.59
Scrutiny Co-ordination Committee	9	1	1	4	3	1.00	0.67	4.00	3.33
Scrutiny Board 1	6	1	0	3	2	0.67	0.44	2.67	2.22
Scrutiny Board 2	6	0	0	3	3	0.67	0.44	2.67	2.22
Scrutiny Board 3	6	0	1	3	2	0.67	0.44	2.67	2.22
Scrutiny Board 4	6	0	1	2	3	0.67	0.44	2.67	2.22
Scrutiny Board 5	6	1	0	3	2	0.67	0.44	2.67	2.22
Joint Health Overview & Scrutiny Committee	5	1	0	2	2	0.56	0.37	2.22	1.85
Totals (excludes Cabinet and CSC)	81	9	6	36	30	9.03	5.99	36.01	29.98

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Annual Meeting of the City Council

21 May, 2026

Name of Cabinet Member:

Not applicable

Director approving submission of the report:

Director of Law, Governance and Safer Communities

Ward(s) affected:

Not applicable

Title:

Calendar of Meetings 2026/27

Is this a key decision?

No

Recommendations:

Council is recommended to :-

- 1) Approve the dates for Council meetings 2026/27, including the date of the Annual General Meeting, 2027/28, and dates for Cabinet meetings 2026/27 as detailed outlined in Appendix 1.
- 2) Delegate authority to the Director of Law, Governance and Safer Communities to set the dates for all other meetings for the municipal year, following consultation with the relevant Chairs of the relevant bodies.

List of Appendices included:

None

Background papers:

None

Other useful documents

None Has it or will it be considered by Scrutiny?

No

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

No

If yes, which Committee(s) / body(ies) and date:

Will this report go to Council?

Yes - 21 May, 2026

Appendix 1

Dates of Council meetings 2026/27 (All Tuesday, 2.00pm except where indicated):

- 23rd June 2026
- 14th July 2026 (to be held only if necessary)
- 8th September 2026
- 20th October 2026
- 1st December 2026
- 12th January 2027
- 23rd February 2027
- 23rd March 2027
- 20th May 2027 (AGM – 11am, Thursday)

Dates of Cabinet 2026/27 (All Tuesday, 2.00pm except where indicated):

- 9th June 2026
- 7th July 2026
- 1st September 2026
- 13th October 2026
- 17th November 2026
- 15th December 2026
- 16th February 2027
- 23rd February 2027 (10.00am)
- 16th March 2027
- 13th April 2027

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