

Scrutiny Co-ordination Committee

Time and Date

10.00 am on Wednesday, 20th February, 2013

Place

Committee Rooms 2 and 3 - Council House

Public Business

1. **Apologies and Substitutions**

2. **Declarations of Interest**

3. **Minutes**

(a) To agree the minutes of the meeting held on 23rd January 2013 (Pages 5 - 10)

(b) Matters Arising

4. **Overview and Scrutiny Management - Agreement of Urgent Item Relating to Home Energy Conservation Act 1995**

The Committee are asked to note that the Chair of the Scrutiny Co-ordination Committee has been asked to attend the Joint meeting of Cabinet Member (Neighbourhood Action, Housing, Leisure and Culture) and Cabinet Member (Sustainability and Local Infrastructure) for the report of the Director of Community Services headed 'Home Energy Conservation Act 1995' to agree that the decision is urgent and that Call-in should not apply. In accordance with paragraph 4.5.3.1 of the Council's Constitution, the report is presented to the Scrutiny Co-ordination Committee to inform them of this request and the reason for urgency. The reason for urgency is that approval of the draft report required by the Home Energy Conservation Act 1995 must be submitted to the Secretary of State by 31/03/13.

10.10 a.m.

5. **Report Back on the Work Of Outside Bodies - Coventry & Warwickshire Local Enterprise Partnership Ltd** (Pages 11 - 16)

To look at the work of the Local Economic Partnership for the past 12 months, it's progress, it's creation as an entity and its governance and reporting requirements.

Report of the Director of City Services and Development

10.55 a.m.

6. **Business Services Review** (Pages 17 - 58)

To review the effectiveness of the new Business Service 12 months after implementation.

Report of the Director of Customer and Workforce Services

11.40 a.m.

7. **Electoral Registration and Democratic Engagement** (Pages 59 - 78)

To report on progress on increasing electoral registration, to assess the impact of the changes required to the registration process and to provide an update on the issues raised by the Lord Mayors visit to Kiel, for an analysis of the questionnaire to see if there are lessons to be learned in improving civic participation in local decision making.

Briefing Note of the Director of Customer and Workforce Services

12.10 a.m.

8. **Reports Back in the Work of Outside Bodies**

(a) West Midlands Councils (Pages 79 - 80)

Report of Councillor J. Mutton

(b) West Midlands Joint Committee (Pages 81 - 82)

Report of Councillor J. Mutton

9. **Scrutiny Co-ordination Committee Work Programme 2012/2013** (Pages 83 - 90)

Report of the Scrutiny Co-ordinator

10. **Outstanding Issues**

Outstanding Issues are included in the Work Programme.

11. **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.

12. **Meeting Evaluation**

To evaluate the effectiveness of the meeting

Private Business

Nil

Bev Messenger, Director of Customer and Workforce Services, Council House Coventry

Tuesday, 12 February 2013

- Notes: 1) The person to contact about the agenda and documents for this meeting is Michelle Salmon, Democratic Services, Council House, Coventry, telephone 7683 3065, alternatively E-mail: michelle.salmon@coventry.gov.uk
- 2) Council Members who are not able to attend the meeting should notify Michelle Salmon 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 F Abbott, L Bigham (Chair), J Blundell, C Fletcher, K Foster, D Howells, R Lakha, M Mutton, T Skipper (Deputy Chair) and D Welsh

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

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language please contact us.

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