

COVENTRY CITY COUNCIL

NOTICE OF KEY DECISIONS AND PRIVATE REPORTS

1. This notice sets out key decisions that will be taken by the Cabinet, individual Cabinet Members and employees as well as private reports expected to be considered by Cabinet.
2. Where any report is to be considered in private at a meeting of the Cabinet the reason for it being considered in private is set out in column 6 of the schedule.
3. The agenda, together with reports and supporting documents for each Cabinet meeting, will be published on the [Coventry City Council website](#) at least five clear working days before the date of the meeting.
4. Subject to any prohibition or restriction on their disclosure, copies of the documents submitted to Cabinet, individual Cabinet Members or employees may be obtained from Governance Services, Coventry City Council, Council House, Earl Street, CV1 5RR or the [Coventry City Council website](#) after the agenda for the relevant meeting has been published.
5. In general, a public report will be published for each Private report, setting out the matter for decision and issues to be considered, excluding any information deemed confidential or exempt.
6. Other documents relevant to the matters in a report may be added to those listed in column 7. These will be published on the [Coventry City Council website](#) with the agenda at least 5 clear working days before the day of the meeting.
7. Representations about why a private report should be considered in public should be sent by email to the [Governance Services](#) Team or in writing to Governance Services, Coventry City Council, Council House, Earl Street, CV1 5RR.
8. Where a report is to be considered in private, the Council will publish a further notice of the intention to hold the Cabinet meeting in private, including details of any representations received about why the meeting should be open to the public and a statement of the response to any such representations at least 5 clear days before the meeting.

1 Decision-maker	2 Proposed date of meeting	3 Matter for decision	4 Key Decision Y/N	5 Private Report Y/N	6 Reason for the report to be considered in private <i>(Report contains exempt information as defined in Schedule 12A of the Local Government Act 1972)</i>	7 Documents submitted to Decision-maker	8 Date Published
Cabinet	10-12-13	Pre-Budget Report 2014/15	Y	N			11-11-13
Cabinet	10-12-13	University of Warwick and Westwood Business Park Congestion Relief Scheme - Local Pinch Point Tranche 4	Y	N			11-11-13
Cabinet	10-12-13	ITA Governance	Y	N			11-11-13
Cabinet	10-12-13	Commercial Property - Ground Lease Disposals	Y	Y	Refers to the identity, financial and business affairs of an organisation and the amount of expenditure proposed to be incurred by the Council under a particular contract for the supply of goods or services.		11-11-13
Cabinet	10-12-13	Lincoln Street Site Disposal	Y	Y	Refers to the identity, financial and business affairs of an organisation and the amount of expenditure proposed to be incurred by the Council under a particular contract for the supply of goods or services.		11-11-13

*** Cabinet Members:**

Member	Portfolio
The Leader Policy and Leadership Cllr Lucas	Corporate Plan, Scrutiny, External Relations / Public Relations, Image and Reputation, Partnership Companies, Liaison with Management Board, Emergency Planning, Regional Matters, Risk Management, Local Enterprise Partnership, Marmot City, Domestic Violence and Sexual Exploitation.
The Deputy Leader Community Safety and Equalities Cllr Townshend	Deputising on Leaders Items, Community Centres, Community Safety, Community Cohesion, Refugees and Asylum Seekers, Voluntary Sector, Welfare Advice Services, Public Protection and Licensing, Democratic Services (including Lord Mayor's), Equalities, Legal Services, Training (Members), Neighbourhood Services , Constitutional Matters, Delivering Agenda for Change.
Cabinet Member Strategic Finance and Resources Cllr Gannon	Strategic Finance including Budget Setting, External Resources, Operational Finance incl Revenues and Benefits, Service Transformation, Procurement, Value for Money, Medium Term Financial Strategy, Corporate Service Performance, Policy and Quality, Human Resources, e-Government, Key Staff Recruitment and Retention, Information Technology and Customer Services, Health and Safety, Single Status.
*Cabinet Member Children and Young People Cllr Duggins	Children and Families, Children and Young People's Social Care, Young People, Youth Offending Service, Safeguarding Designated as the Lead Member for Children's Services as required by Section 19 of the Children's Act 2004
Cabinet Member Education Cllr Kershaw	Post 16 Education and Training, Schools, Early Years, Libraries, Adult Education, Higher and Further Education (incl Universities)
Cabinet Member Business, Enterprise and Employment Cllr Kelly	Community Economic Development, City Centre, International Liaison (except Lord Mayor's), Inward Investment, Property, Urban Regeneration, Regional Housing and Planning, Transportation, Tourism and Marketing, Events.
Cabinet Member Public Services Cllr Lancaster	Building Cleaning, Catering, Highways and Lighting, Licensing Policy (Hackney Carriage and Private Hire), Street Services (Ground Maintenance, Refuse, Street Cleaning), Waste Management, Flood Management, Building Services.
Cabinet Member Energy and Environment Cllr A Khan	Agenda 21, Climate Change Strategy and Development, Carbon Footprint, Energy Conservation and Renewal, Green Travel, Nottingham Declaration, Sustainability, Energy Policy, Fuel Poverty, Environment, Parks.
Cabinet Member Health and Adult Services Cllr Gingell	Social Care for Adults, Older People and People with Disabilities, Carers, Health Strategy and Policy, Health Inequalities, Local Health Economy
Cabinet Member Housing and Heritage Cllr Ruane	Archives, Arts, Heritage, Museums, Conservation, Sport, Housing