



Coventry City Council

SUMMARY OF CABINET/CABINET MEMBER DECISIONS

WEEK COMMENCING 11 MARCH 2013

**CALL IN FOR THESE DECISIONS ENDS
9.00 A.M. ON FRIDAY 22 MARCH 2013**

15 MARCH 2013

Public Business

- Denotes items that have been referred to Audit Committee.
- # Denotes items that are to be referred to Council. Accordingly Call-in does not apply.
- ◆ Denotes a matter where the associated report has already been considered by the Scrutiny Co-ordination Committee or a Scrutiny Board. Where this body has endorsed the recommendations or made recommendations that have been accepted by the Cabinet/Cabinet Member Call-in does not apply.
- * Denotes other items that have been referred to, or considered by, the Scrutiny Co-ordination Committee or a specific Scrutiny Board.

Note: The Limitations on Call-in are set out at the end of this sheet.

Cabinet Member (Policy, Leadership and Governance) - 12th March, 2013

#Report 4 Transitions to Public Health and Constitutional Changes

Recommendations

Cabinet Member is recommended to:

- (1) Recommend to Council that the Membership of the Health and Wellbeing Board be confirmed as the membership set out in the table in paragraph 2.3.2 of the report with effect from 1st April until the Annual Meeting of the Council in May 2013 when final membership will be determined;
- (2) Recommend to Council whether or not to make a direction that members of the Health and Wellbeing Board, including members of any sub-committee or joint sub-committee and substitute members, who are not elected members of Coventry City Council are to be treated as non-voting members of the Health and Wellbeing Board, taking into account any views expressed on this point by the Health and Wellbeing Board;
- (3) Recommend to Council that no action be taken to require the Health and Wellbeing Board be politically balanced;

- (4) Recommend to Council whether or not :
- (a) to direct the Health and Wellbeing Board that it may not appoint a sub-committee or sub-committees to discharge any of its functions (other than functions under Section 196(2) of the Health and Social Care Act 2012) ;and
 - (b) to direct the Health and Wellbeing Board that it may not appoint a sub-committee or sub-committees or an officer to discharge any of its functions under Section 196(2) of the Health and Social Care Act 2012
- taking into account any views expressed by the Health and Wellbeing Board on these points;
- (5) Recommend to Council that subject to any amendments required as a result of Recommendations (1) to (4) above, changes to the Constitution set out in section 3 of the report be approved; and
- (6) Recommend to Council that the Council Solicitor be given delegated authority:
- (a) to make any necessary changes to the Constitutional changes set out in Section 3 arising from Recommendations (1) to (5) above; and
 - (b) to accept formally the legal documents transferring staff and the legal title and legal rights in assets and liabilities and be appointed to sign and seal the legal documents

The above recommendations were replaced with the following:

Cabinet Member is requested to recommend that Council:

- 1) Confirm the membership of the Health and Wellbeing Board as the membership set out in the table in paragraph 2.3.2 of the report, with effect from 1st April 2013, until the Annual Meeting of the Council in May 2013, when the final membership will be determined.**
- 2) Confirm the existing terms of reference of the shadow Health and Wellbeing Board as the terms of reference of the Health and Wellbeing Board with effect from 1st April 2013, until the Annual Meeting of the Council in May 2013, when the final terms of reference will be determined.**
- 3) Approve changes to the Constitution as set out in sections 3.3 and 3.4 of the report submitted, including the amendments to the delegated powers of the Director of Public Health as detailed in the Appendix attached to the minutes**

- 4) **Delegate authority to the Council Solicitor to:**
 - a) **Make any necessary changes to the Constitution set out in sections 3.3 and 3.4 arising from these Recommendations including the amendments to the delegated powers of the Director of Public Health shown in the Appendix to the minutes.**
 - b) **Accept formally the legal documents transferring staff and the legal title and legal rights in assets and liabilities and be appointed to sign the legal documents and seal the legal documents.**
- 5) **Defer consideration of recommendations 2 and 4 of the report submitted until such time as the Health and Wellbeing Board have considered the matters further and have submitted recommendations.**
- 6) **Withdraw recommendation 3 of the report submitted on the basis that this issue is addressed within Legislation.**

NOTE: A briefing note from the Shadow Health and Wellbeing Board was tabled at the meeting and is attached for information.

Report 5 Outstanding Minutes

Recommendations

The Cabinet Member (Policy, Leadership and Governance) is requested to consider the list of outstanding issues and to ask the Member of the Management Board or appropriate officer to explain the current position on those which should have been discharged at this meeting or an earlier meeting.

The above recommendation was approved.

Cabinet Member (Children and Young People) – 12th March, 2013

Report 4 Report on Coventry, Warwickshire and Solihull Adoption Conference on 21 January 2013

Recommendations

1. Note the benefits of holding this conference
2. Recognise the good work being done by the Coventry Adoption service
3. Agree that a further sub-regional conference should be held in 2014 to continue to promote adoption
4. Ask officers to work with their colleagues in Solihull and Warwickshire on how we can improve recruitment and assessment of adopters through working more closely together

The above recommendations were approved, together with the following additional recommendation:

5. Request officers to write to the Minister and Shadow Minister for Children and Families inviting them to be key note speakers at the Conference next year.

***Report 5 Implementation of Multi Systemic Therapy and the KEEP Programme**

Recommendations

Cabinet Member is recommended to:

- Support the steps undertaken since November 2011, to successfully implement the MST and KEEP programme in Coventry.
- To acknowledge the financial changes from the national government in the final year (2014/15) funding for both programmes.
- Receive updates every **6** months on performance and outcomes of both the MST and KEEP programme
- Refer the report to the Children and Young People Scrutiny Board for information and consideration as part of their consideration of foster carers and edge of care services.

The above recommendations were approved, following an amendment to the third bullet point, as above.

Report 6 Update on the progress on the implementation of the Fundamental Service Review within the Children, Learning & Young People's Directorate

Recommendations

The Cabinet Member is recommended to:

- (1) Note the progress made with the implementation of the fundamental service review and that implementation is now largely complete
- (2) Note the outcomes achieved to date
- (3) Note that this impact of some changes are still to be felt and seek a further update report after a further 6 months

The above recommendations were approved.

Report 9 The Adoption and Fostering Service/Family Placement Service

Recommendations

- 2.1 That consideration is given to the reintroduction of respite for foster carers in exceptional circumstances where it could prevent the breakdown of a placement and aid the retention of experienced foster carers.

The above recommendation was approved.

Cabinet Member (Strategic Finance and Resources) – 13th March, 2013

Report 6 Second Quarter Hospitality Statement for the Mayoralty of Councillor Tim Sawdon 2012/2013

Recommendations

The Cabinet Member is recommended to approve the contents of the report which describes how the hospitality budget has been spent on an event-by-event basis.

The above recommendation was approved.

Report 7 City Council Contribution to Funding of Davis Cup Event in the City

Recommendations

The Cabinet Member is recommended to:

- (1) Approve retrospectively a contribution of £50,000 from corporate resources to support the Davis Cup tennis event to be held in the city in April 2013

The above recommendation was approved.

Report 8 The exercise of delegated authority in the write-off of debt owing to the Authority in 2012/13

Recommendations

The Cabinet Member is requested to:

- 1) Review the level of write-offs authorised under delegated authority.
- 2) Note that the level of debt written off during 2012/13 will exceed £3.5 million.
- 3) Agree to receive a further report at the first meeting of the new municipal year 2013/14 to provide an update for the period April 2012 to March 2013.

The above recommendations were approved.

**Report 9 9 month (April – December 2012) Cumulative Sickness Absence
2012/2013**

Recommendations

Cabinet Member is asked:

To receive this report providing sickness absence data for the 9 month period of April December 2012 and accept the actions taken to monitor and manage sickness.

The above recommendation was approved.

**Report 10 Agency Workers and Interim Managers – Performance Management
Report Q3 (1 October to 31 December 2012)**

Recommendations

The Cabinet Member is asked to:

1. Require monitoring processes to continue for both Agency workers and Interim Managers
2. Ensure compliance with the corporate policy on the recruitment of Temporary Agency Workers through the Master Vendor, Reed Recruitment and Interim managers through the Preferred Suppliers List
3. Continue to work towards reducing expenditure on the use of agency workers.
4. That future orders are not accepted if no reason is given for the need for the agency worker

The above recommendations were approved.

Joint Meeting of Cabinet Members (Neighbourhood Action, Housing, Leisure and Culture) and (Sustainability and Local Infrastructure) – 14th March, 2013

Report 4 Report to the Secretary of State for Energy and Climate Change Regarding Energy Conservation Measures in the Housing Sector

Recommendations

The Cabinet Member (Sustainability and Local Infrastructure) and Cabinet Member (Neighbourhood Action, Housing, Leisure and Culture) are recommended to :

1. Agree to the submission of the report set out in Appendix A in the report to the Secretary of State for Energy and Climate Change by 31st March 2013.
2. Agree to the report being made available to the public on the Coventry City Council website.

The above recommendations were approved.

NOTE: Pursuant to Paragraph 4.5.27 of the City Council's Constitution, Councillor Bigham, Chair of Scrutiny Co-ordination Committee attended for consideration of this matter and agreed the need for urgency such that call-in arrangements will not apply. 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 31th March 2013.



Coventry City Council

Briefing note

**To Councillor J Mutton,
Cabinet Member Policy Leadership and Governance**

Date 11th March 2013

Subject: Transitions to Public Health and Constitutional Changes

1. Purpose of the Note

- 1.1 The purpose of this note is to brief the Cabinet Member (Policy Leadership and Governance) on the outcome of a meeting of the shadow Health and Wellbeing Board on 11th March 2013 when the Board considered its response to the choices that the Council needs to make about the future governance of the Board.

2 Recommendations

The shadow Health and Wellbeing Board decided that it wanted to spend more time considering its future role and governance arrangements including terms of reference and membership. It will meet informally to agree its views on the matters raised and report back formally to Cabinet Member/Council. In the meantime it made the following recommendations to Cabinet Member/Council:

- (1) the Health and Wellbeing Board should have the same terms of reference as the shadow Board until such time as it is in a position to review those terms of reference and make recommendations; and
- (2) the membership of the Health and Wellbeing Board should for the time being be the same as the membership of the shadow Board until such time as it reaches a view on whether the membership needs to change.

3 Information/Background

The Health and Wellbeing Board becomes operational on 1st April 2013. From that date it will have legal status and the Council needs to make some choices about its future governance. The Board was asked to consider the following points and to give its views to Cabinet Member/ Council:

- (2) the membership of the Board with effect from 1st April 2013;

- (3) whether the Council should give a direction removing voting rights from all or some of the non-elected members of the Board including members of any sub-committees and substitute members of the Board;
- (4) whether the Board should be politically balanced
- (5) the question of whether the Council should give a direction to the Board that it may not:
 - (a) appoint sub-committees to discharge any of its functions (other than functions under Section 196(2) of the Health and Social Care Act 2012; and
 - (b) appoint sub-committees or an officer to discharge any of its functions under Section 196(2) of the 2012 Act; and
- (5) the terms of reference of the Board when it becomes operational.

John Scarborough,
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Limitations on Call-in

A call-in will normally be regarded as appropriate **UNLESS**:-

1. it falls within paragraph 4.5.26 of the Scrutiny rules (part 4 of the Constitution) – ie. it relates to:
 - (i) a matter which is to be determined by the Council.
 - (ii) a decision of the Cabinet/Cabinet Member taken as a matter of urgency and the Chair of the Scrutiny Co-ordination Committee (or his/her nominee) had been invited to attend the meeting where the urgent decision had been taken or the Scrutiny Co-ordination Committee has previously agreed the need for urgency.
 - (iii) a decision made by an employee exercising delegated authority.
 - (iv) decisions of the Licensing and Regulatory Committee.
 - (v) decisions of the Planning Committee.
 - (vi) decisions of the Appeals and Appointments Panels.
 - (vii) decisions of the Audit Committee.
 - (viii) a matter where the associated report has already been considered by the Scrutiny Co-ordination Committee or a Scrutiny Board who have endorsed the recommendations or made recommendations that have been accepted by the Cabinet/Cabinet Member.
2. The call-in form is not completed correctly.
3. The call-in form is received after the specified time.
4. The reason for the call-in is unclear or does not relate directly to the decision specified on the call-in form.
5. The reason for the call-in is a question, the answer to which can be found in the report relating to the decision which is being called in.



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