



Coventry City Council

SUMMARY OF CABINET/CABINET MEMBER DECISIONS

**WEEK COMMENCING 30 SEPTEMBER
2013**

**CALL IN FOR THESE DECISIONS ENDS
9.00 A.M. ON FRIDAY 11 OCTOBER 2013**

4 OCTOBER 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 (Education) – 1st October, 2013

Report 4 Review of the New Coventry Strategy for Improving Attendance

Recommendations

The Cabinet Member is recommended to continue to endorse the Coventry strategy for improving attendance and approve a revised approach to the way in which the service works with schools to enhance the strategy.

The above recommendation was approved.

Report 5 Appointment of Local Authority Governors

Recommendations

Authority Governor: New Appointments

Name	School	Term of Office
Mr Steve Stewart	Moathouse Primary	30 September 2017
Mrs Jane Jones	Park Hill Primary	30 September 2017

Mr Pete James	SS Peter and Paul Catholic Primary	30 September 2017
Mrs Sybil Hanson	St John's CE Primary	30 September 2017
Mr Naeem Arif	Stanton Bridge Primary	30 September 2017

Authority Governor: Re-Appointments

Name	School	Term of Office
Helen Hutchings	Barrs Hill School	13 October 2017
Dilip Patani	Holbrook Primary	1 November 2017
Cllr M Auluck	John Gulson Primary	1 November 2017
Roshni Naik	Moseley Primary	13 October 2017
George Duggins	Mount Nod Primary	25 October 2017
Bill Day	Ravensdale Primary	26 November 2017
Rowena Collins	Richard Lee Primary	26 November 2017
Cheryl Wall	St Christopher Primary	25 October 2017
Alan Farmer	St John Vianney Catholic Primary	25 October 2017
Gordon Meredith	Southfields Primary	25 October 2017
Joan Leigh	Sowe Valley Primary	13 October 2017
Maxine Thacker	Templars Primary	26 November 2017
David Spurgeon	Tiverton School	13 October 2017

All the above meet the criteria for appointment as LA Governors set out below.

- Have a commitment to the provision of high quality education and the pursuit of excellence for all children
- Be supportive of the LA's policies, its aspirations for Coventry's children and the partnership between a publicly accountable LA and its schools
- Show a willingness to be a supportive and critical friend to the school
- Have the time to attend meetings of the governing body and to get to know the school
- Possess skills and/or experience relevant to the work of school governing bodies.

The above recommendations were approved.

Report 6 Outstanding Issues

Recommendations

Cabinet Member (Education) 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 (Energy and Environment) – 1st October, 2013

Report 4 Exeter Close Petition – Request for a “No Ball Games” Sign on Highway Verge

Recommendations

The Cabinet Member (Energy and Environment) is recommended to:

1. Request the Community Safety Team to work in partnership with the Neighbourhood Policing Team to engage with residents and children within Exeter Close to address the issue of low-level anti-social behaviour on this verge.
2. Refuse the request for the provision of a “No Ball Games” sign on the area of highway verge in Exeter Close, for the reasons outlined in this report.

Recommendation 1 above was approved.

Recommendation 2 was deleted and replaced with the following.

2. That a decision whether or not to place a “No Balls Games” sign on the area of highway verge in Exeter Close be reviewed after a period of 12 months.

Report 5 Spencer Park Sign Petition – Request that Signs are Changed on Three Recreational Areas in Earlsdon

Recommendations

The Cabinet Member (Energy and Environment) is recommended to:

1. Determine that the re-signing of Spencer Park and Top Green is not a priority and that the petitioners' request be refused.
2. Approve that both Spencer Park and Spencer Recreation Ground are to be known as Spencer Park, to acknowledge the historic name of this open space.
3. Approve that the site name “Spencer Recreation Ground” be discontinued at such time as the signage of this site needs to be replaced, and it then be replaced with “Spencer Park” for the reasons outlined in this report.

4. Approve that the site name "Top Green Park" be discontinued at such time as the signage needs to be replaced, and it be renamed "Top Green" for the reasons outlined in this report.

Recommendations 2 - 4 above were approved.

Recommendation 1 was amended to read as follows:

1. **Determine that the re-signing of Spencer Park and Top Green is not a priority at this time and that the petitioners' request be refused.**

Joint Cabinet Members (Community Safety and Equalities) and (Housing and Heritage) – 3rd October, 2013

Report 5 Report in Response to a Petition Received Requesting Action is Taken to Address Nuisance Caused by Skateboarding Near Starley Road, Coventry

Recommendations

Officers be authorised to:

- (1) Monitor levels of nuisance being reported and recorded in Starley Road, City Arcade and Ikea Plaza at each monthly meeting and target appropriate resources and interventions informed by this data.

Recommendation 1 above approved with addition of the following:

The Noise Abatement Team to record accurate noise levels after 10pm in the vicinity of Starley Road over the next month and produce a briefing note highlighting the results; briefing note to be circulated to Councillors Ruane, Townshend, Sawdon and O'Boyle.

- (2) Encourage and ensure residents continue to report all incidents of crime and anti-social behaviour;

Recommendation 2 above approved with addition of the following:

To the Community Safety Team, Safer Neighbourhood Team and the Neighbourhood Policing Team, to provide support and reassurance.

- (3) Engage and provide advice and guidance to local skateboarders and other extreme sports practitioners' in the development of a permanent facility;

Recommendation 3 above approved.

- (4) In consultation with Cabinet Members **(Cabinet Member (Community Safety and Equalities) – Councillor Townshend, Cabinet Member (Housing and Heritage) – Councillor Ruane and Cabinet Member (Strategic Finance and Resources) – Councillor Gannon**, to explore and identify suitable locations within the City centre for the development of a 'wheeled sports' facility (combined with other extreme sports);

Recommendation 4 above approved with addition of the bold text insert above and the following:

A detailed analysis of the suitable interim locations, potential participants and broad cost outline; to be presented at a Joint Cabinet Member (Community Safety and Equalities) and (Housing and Heritage) meeting on or before 24th December 2013.

- (5) Support skateboarders and other extreme sport practitioners in establishing a suitable Social Enterprise or organisation capable of leading on the development of a suitable facility and identify appropriate funding opportunities to support the development;

Recommendation 5 above approved with the addition of the following:

A progress report to be brought to a further Joint Cabinet Member (Community Safety and Equalities) and (Housing and Heritage) meeting on or before 24th December 2013.

- (6) Engage with the skateboarders and other extreme sports practitioners in the City to build positive relationships and coordinate opportunities to practice their sport at purpose built facilities; and

Recommendation 6 above approved.

- (7) **Engage** with young people to set up a steering group to consult with; on the recommendations within this Joint Cabinet Member **(Community Safety and Equalities) and (Housing and Heritage) report.**

Recommendation 7 above approved with addition of the bold text inserted.

Additional Recommendations:

- (8) **A letter of representation to be sent to the General Manager of Ikea by the Council's Community Safety to express concerns raised at the meeting in respect of skateboarders and local residents' complaints and their fear of reprisals. A representative of Ikea to attend an adjourned meeting to comment on the issues raised.**

- (9) **A further report encompassing all the above recommendations to be tabled at a Joint Cabinet Member (Community Safety and Equalities) and (Housing and Heritage) meeting in the second week of December, to which all those present, be invited to attend.**

Cabinet Member (Community Safety and Equalities) – 3rd October, 2013

Report 4 Progress Report in Response to a Petition Requesting the Closure of an Entry Way Between Harnall Lane East and Berry Street, Hillfields, Coventry

Recommendations

Cabinet Member is recommended to:-

1. Acknowledge that considerable works have been carried out by various agencies and organisations which have led to the closure of one problematic premises and the improvement in management of other premises. Both of these actions have had a positive affect on the whole area including the Public Right of Way.
2. Acknowledge that to date there have been ten responses to the formal gating consultation survey letters out of a total of two hundred households consulted.
3. Consider whether a Gating Order should be pursued to close off this public right of way, based on the information in this report and responses from the formal consultation process.

Recommendations 1- 3 above were approved with the following additions:

3. ...at a later date, if the need arises.
4. **That a progress report be submitted to the Cabinet Member in March 2014 and that, between now and that time, at the request of any St. Michael's Ward Councillor, the issue be brought to a Cabinet Member Meeting should any matters of concern arise.**

Report 5 Public Consultation on the Neighbourhood Working Review

Recommendations

The Cabinet Member is recommended to:

1. Consider the comments/feedback that has been received during the consultation process (Appendix 1)
2. Approve the proposals set out in the Cabinet Report dated 9th July 2013 on neighbourhood working which include:
 - Deletion of the Neighbourhood Warden Service
 - Deletion of the Public Health Nutritionist role and three of the four Health Development Officer posts within the Health Development Service.

- Expansion of the Neighbourhood Enforcement Team and Community Safety Caseworker Team
- The creation of a new Community Development Service.

3. Approve:-

- a. That the City Council consider additional/different ways in which the public can report local issues including but not limited to environmental and street scene, community safety, etc.
- b. Officers work with other agencies in the city to understand if there are any alternative measures that can be put in place to reduce the impact the proposals may have on public reassurance

Recommendations 1 and 2 above were approved with the addition of the following additional proposals to recommendation 2:

- Officers re-consider the post titles, in consultation with any interested parties.
- The focus of any service remains on priority neighbourhoods

Recommendation 3 above was approved with the addition of the following:

- c. The Deputy Director, Strategy and Community to enter into formal Communications on behalf of the Cabinet Member (Community Safety and Equalities) with the Police and Crime Commissioner, to request additional 'Police Specials' in Coventry, on the principle that, subject to budget, the City Council will fund the additional officers.
- d. The Deputy Director, Strategy and Community enters into Communications with Chairs and Chief Executives of appropriate housing groups and associations, to request that they enter into a joint funding arrangement for a 3 - 5 year time period for officers to supplement Community reassurance arrangements.
- e. Further progress reports be submitted to the Cabinet Member at his 18th December 2013 and 23rd January 2014 meetings.

Report 6 Appointments under the Localism Act 2011

Recommendations

- (1) The Assistant Director (Legal Services) be authorised to advertise for up to three independent persons under section 28 of the Localism Act 2012 and, in consultation with the Deputy Leader of the Council, to agree the final number of persons to be appointed, the process for their appointment and the amount of any allowances and expenses to be paid to them; and

- (2) A report be brought to a meeting of the Cabinet Member (Community Safety and Equalities) on the outcome of the advertisement and recruitment for independent persons, so that Council can appoint suitable candidates.

The above recommendations were approved.

#Report 7 The Coventry Award of Merit

Recommendations

1. That the Cabinet Member (Community Safety and Equalities) considers the advice from the meeting of the Cabinet Member (Community Safety and Equalities) Coventry Award of Merit Advisory Panel held on Monday 2 October and makes recommendations to the City Council accordingly.
2. That the City Council approves the recommendations of the Cabinet Member (Community Safety and Equalities) and grants the Coventry Award of Merit to the recipients recommended by the Cabinet Member (Community Safety and Equalities).

The above recommendations were approved.

(A briefing note containing the advice of the Cabinet Member (Community Safety and Equalities) – Coventry Award of Merit Advisory Panel was tabled at the meeting – copy of note attached.)

Report 8 Outstanding Issues Report

Recommendations

The Cabinet Member (Community Safety and Equalities) 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.

Report 9 Any Other Business – Approval for Attendance at Conference

To consider the attendance of the Lord Mayor and two Business Development Advisors from the Place Directorate, at a Civic and fact-finding visit to Jinan, China to be held on 19th - 28th October 2013.

The above recommendation was approved.

(Note: The above matter was considered as an item of urgent public business, the reason for urgency being the need to seek approval for attendance at the visit prior to the next scheduled meeting of the Cabinet Member – Conference form attached)

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.



Coventry City Council

Resources Directorate
Council House
Earl Street
COVENTRY CV1 5RR



1 **Coventry City Council**

Briefing note

To Cabinet Member (Community Safety and Equalities)
Councillor Townshend

Date 3 October 2013

Subject: The Coventry Award of Merit

1 Purpose of the Note

- 1.1 To present to the Cabinet Member (Community Safety and Equalities) the advice from the meeting of the Cabinet Member (Community Safety and Equalities) Coventry Award of Merit Advisory Panel held on 2 October 2013.

2 Recommendations

- 2.1 The Advisory Panel proposed that the Cabinet Member (Community Safety and Equalities) considers the advice from the Panel regarding:
- a) Nominations for the Coventry Award of Merit
 - b) Suggestions for the format, date and venue for the presentation of the Awards in 2014
 - c) That the awards would be funded from the Lord Mayor's hospitality budget for 2013/14, and
 - d) Having considered the above and after consulting proposed recipients for the Awards, that the Cabinet Member presents his proposals for the Awards for approval by the full Council at its meeting on 3 December 2013.

3 Information/Background

- 3.1 The Cabinet Member (Community Safety and Equalities) Coventry Award of Merit Advisory Panel met on 2 October 2013 to consider proposals for Awards of Merit in 2014.
- 3.2 The Panel reviewed the Terms of Reference for the Awards and agreed a list of nominations for the Cabinet Member (Community Safety and Equalities) to consider on 3 October 2013.

3.3 The Panel also considered arrangements and dates for the Awards and made proposals for the Cabinet Member (Community Safety and Equalities) to consider on 3 October 2013 and advised as follows:

- That the Awards should be made in 2014, during the current financial year
- The Lord Mayor agreed that the awards and the presentation ceremony would be funded from the Lord Mayor's hospitality budget
- That the presentation ceremony should be held on a Friday evening in St. Mary's Guildhall
- That the guest list, the medals and other details of the ceremony could be based on the 2011 format

3.4 The Panel noted that where the Cabinet Member was minded to accept its advice that he would have to consult the proposed recipient of the Award prior to presenting proposals for approval to full Council on 3 December 2013. It was agreed that pending such consultation that the nominations should remain confidential until the Cabinet Member presents detailed proposals to the full Council for approval at its meeting on 3 December 2013.

AUTHOR'S NAME, DIRECTORATE AND TELEPHONE NUMBER

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CONFERENCES/SEMINARS
AUTHORITY FOR ATTENDANCE

THIS FORM TO BE USED FOR COUNCILLORS (FOR ATTENDANCE BOTH IN AND OUTSIDE THE U.K.) AND FOR EMPLOYEES (OUTSIDE THE U.K. ONLY OR, IF ACCOMPANYING A COUNCILLOR, INSIDE THE UK)

1. Title of Conference	Civic and Fact-finding visit to Jinan, China																							
2. Organising Body	Jinan Municipal Government and China Britain Business Council (CBBC)																							
3. Location	Jinan, China																							
4. Date(s)	In the period 19 th – 28 th October 2013																							
5. Councillor(s) recommended to attend	Councillor Gary Crookes – Lord Mayor																							
6. Employee(s) recommended to attend	John Norton – Business Development Advisor Parmy Singh – Business Development Advisor																							
7. Cost per person, including travel, etc (Note: If total cost is less than £100, formal Cabinet/Cabinet Member approval is not required)	<table border="1" style="width: 100%;"> <tr> <td>Delegate Fee</td> <td style="text-align: right;">£200</td> </tr> <tr> <td>Accommodation</td> <td style="text-align: right;">£520</td> </tr> <tr> <td>Travel</td> <td style="text-align: right;">£1,298</td> </tr> <tr> <td>Total per person(A)</td> <td style="text-align: right;">£2,018</td> </tr> <tr> <td>Vist support costs for CBBC representative</td> <td style="text-align: right;">£4,312</td> </tr> <tr> <td>Beijing visit</td> <td style="text-align: right;">£285</td> </tr> <tr> <td>Insurance</td> <td style="text-align: right;">£120</td> </tr> <tr> <td>Transfers</td> <td style="text-align: right;">£250</td> </tr> <tr> <td>Visa</td> <td style="text-align: right;">£609</td> </tr> <tr> <td>Sub-total expense (B)</td> <td style="text-align: right;">£5,576</td> </tr> <tr> <td>Total cost(A+B)</td> <td style="text-align: right;">£11,630</td> </tr> </table>		Delegate Fee	£200	Accommodation	£520	Travel	£1,298	Total per person(A)	£2,018	Vist support costs for CBBC representative	£4,312	Beijing visit	£285	Insurance	£120	Transfers	£250	Visa	£609	Sub-total expense (B)	£5,576	Total cost(A+B)	£11,630
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8. Is participation at this event as part of a group	YES – China Britain Business Council representative will be facilitating the visit and organising relevant meetings to explore the possibility of a future trade visit																							
9. If so, how many people IN TOTAL will be attending the event as part of that group	5																							
10. Is there anyone travelling with the Member, officer or group in relation to whom any of the costs of travel,	Yes – The Lord Mayor will be paying for the expenditure in relation to the Lady Mayoress from his own personal funds.																							

<p>accommodation or any other expense will be paid for by a Member or officer. If "YES" please state number.</p>	
<p>11. Source of Funding (FIS Code)</p>	<p>PB PB36002</p>
<p>12. What are the reasons for attendance and what benefits to the City Council are expected from attendance</p>	<p>1.1 This is the 30th year anniversary of the twin city relationship between Coventry and Jinan, capital of Shandong province – China's third largest.</p> <p>1.2 The Business Investment Team believes that Shandong province (of which Jinan is the capital) represents a good starting point for establishing a strategic international trade and investment link with China.</p> <p>1.3 Officers will undertake a fact finding mission, facilitated by the China Britain Business Council, to coincide with the civic visit. This will ensure that the appropriate cultural groundwork and economic assessment is in place for future activity.</p> <p>1.4 The China Britain Business Council specialises in UK China trade, effectively acting as the arm of UKTI in China. An programme of meetings has been drafted that brings in Beijing (culturally necessary), Jinan and Quindao, another very important city in the province.</p> <p>1.5 The fact finding delegation will depart four days prior to the LM to fulfil the meetings schedule.</p> <p>1.6 Support for the visit is being sort from local partners and the LEP International Business Groups.</p> <p>Completed By/Signed: Graham Simpson Date: 6 Sep 13</p>
<p>13. Is this conference part of an overall project involving further visits in the future?</p>	<p>YES – The cities have signed a Memorandum of Understanding, which states that civic and trade delegations from each city will visit each other on a biennial basis.</p>
<p>14. Recommendation of Cabinet Member/ Cabinet/Chair of any other City Council Committee</p> <p>(a) Are you satisfied that there is a genuine reason for attendance and genuine benefit for the Council?</p>	<p>YES/NO</p> <p>YES/NO</p>

(b) Will Councillor attendance affect the decision-making processes of the Council?	YES/ NO
(c) Is attendance recommended?	YES/ NO <i>Prithvi Thounhenth</i> Signed: _____ Date: <i>30 September 2013</i>
15. Cabinet Member's recommendation	YES/ NO Signed: <i>Prithvi Thounhenth</i> Date: <i>30 September 2013</i>
16. Leader's recommendation	YES/ NO Signed: _____ Date: <i>1.10.13</i>
17. Person responsible for booking conference following approval of attendance	Name: Jane Barlow/Parmy Singh Department: Lord Mayor's Office/Business Investment Team Telephone No: 3047/1368

THIS FORM SHOULD NOW BE RETURNED TO THE DIRECTOR OF CUSTOMER AND WORKFORCE SERVICES (Room CH 59)

FOR CUSTOMER AND WORKFORCE SERVICES DIRECTORATE'S USE ONLY

Decision	<i>Cabinet Member/Cabinet</i>
APPROVED / NOT APPROVED	Date: _____

Notification to:	<u>YES/NO</u>	<u>DATE</u>
(a) Officer responsible for booking conference		
(b) Councillor attending		
(c) Member of Management Board		
(d) Members' Services		
(e) Committee Officer		

Date report back obtained	
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Date of meeting of Scrutiny to receive report back	
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