



Coventry City Council

SUMMARY OF CABINET/CABINET MEMBER DECISIONS

WEEK COMMENCING 28 APRIL 2014

**CALL IN FOR THESE DECISIONS ENDS
9.00 A.M. ON MONDAY 12 MAY 2014**

2 MAY 2014

Public Business

- Denotes items that have been referred to Audit and Procurement 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 (Strategic Finance and Resources) – 28th April, 2014

Report 4 Agency Workers and Interim Managers – Performance Management Report Quarter 3 (1 October to 31 December 2013)

Recommendations:

The Cabinet Member is asked to:

1. Approve monitoring processes to continue for both Agency workers and Interim Managers
2. Endorse compliance with the corporate policy on the recruitment of temporary Agency Workers through the Master Vendor, Reed Recruitment (for the period October to November and the new Master Vendor, Pertemps for the December period) and Interim managers
3. Instruct officers to continue to work towards reducing expenditure on the use of agency workers.

4. Approve that future orders are not accepted if no reason is given for the need for the agency worker

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

5. Instruct officers to include in the report to the next meeting of Cabinet Member (Strategic Finance and Resources) the number of leavers used to fill vacancies and how this compares to the use of agency workers.

Cabinet Member (Community Safety and Equalities) – 1st May, 2014

Report 5 Community Grant Fund Criteria

Recommendations

Cabinet Member (Community Safety and Equalities) is requested to:

1. Approve the changes to the criteria for funding and application process, key points being:
 - a. Reducing maximum grant payment from £10,000 to £5,000
 - b. Changing from a “first come first served basis” to 2 funding rounds
 - c. Organisations only being eligible for one grant from this fund in a single funding round

The above recommendations were approved.

Report 6 Reporting of Requests Under the Freedom of Information Act 2000, the Data Protection Act 1998 and Complaints to the Information Commissioner

Recommendations

- (1) The Assistant Director for Legal and Democratic Services prepares an annual report to the Cabinet Member (Policy and Leadership) on the number of requests received under the FOIA and DPA including the number and outcome of reviews requested and complaints made to the ICO; and
- (2) The Assistant Director for Legal and Democratic prepares a 6 monthly report to the Cabinet Member (Policy and Leadership) regarding the number, outcome of complaints and actions to be taken to ensure service improvement where the ICO serves practice recommendations, information notices and/or issues undertakings to the Council.
- (3) Where the ICO issues an enforcement notice, a “stop now” order or takes any other enforcement action, the Assistant Director for Legal and Democratic Services (in conjunction with the relevant Assistant Director to whose area the complaint relates) will report to the Cabinet Member (Policy and Leadership) the details of the complaint, the Council’s actions, the ICO’s actions/recommendations and actions taken to ensure service improvement; and
- (4) The reports in recommendations 1-3 above are also made to the Audit and Procurement Committee

The above recommendations were approved.

Report 7 Magistrates' Court Building

Recommendations

Cabinet Member is recommended to:

- (1) Note the progress made since the last report dated 24th February 2014 and direct that a further report be submitted for consideration at the first cabinet member meeting **available** after the proposed evaluative mediation process has taken place **or 31st August 2014, whichever shall occur first.**
- (2) Authorise the Assistant Director for Legal and Democratic Services to agree a further stay of the proceedings with the other parties and

the Court, if necessary to accommodate the evaluative mediation process.

(3) **There were no further recommendations to make.**

Recommendation 2 was approved, and recommendations 1 and 3 were amended as shown in bold and approved.

Report 8 Outstanding Issues Report

Recommendations

The Cabinet Member (Community Safety and Equalities) is requested to approve that item 4 headed “Improving Employment Services for Drug and Alcohol Users in Coventry and Warwickshire” be deleted from the Outstanding Issues report as the matter will be dealt with by the Alcohol Strategy Group which is Chaired by Cabinet Member (Health and Adult Services).

The above recommendation was approved.

Joint Cabinet Members (Community Safety and Equalities) and (Housing and Heritage) – 1st May, 2014

Report 6 Report Update in Response to a Petition Regarding the Condition of an Empty Property in Holbrooks

The consideration of this report was adjourned to the next Joint Cabinet Members (Community Safety and Equalities) and (Housing and Heritage).

Cabinet Member (Business, Enterprise and Employment) – 2nd May, 2014

Report 5 Seven Stars Industrial Estate & Whitley Depot: Grant of Easement and Freehold Sale of Land.

Recommendations

Cabinet Member is requested to

Approve the grant of an easement to lay and maintain a high voltage cable at Whitley Depot and the disposal of the freehold of the freehold land at Seven Stars Industrial Estate in accordance with the agreed terms reported on the private part of this agenda.

Delegate officers in both Place and Resources Directorates to complete the necessary legal documentation and collect the agreed consideration.

The above recommendations were approved.

Report 6 Land at Wheler Road, Coventry

Recommendations

The Cabinet Member is recommended to:

1. Approve the variation to the ground lease subject to the payment of a premium
2. Delegate authority to the Executive Director, Resources to complete the deed of variation and collect the agreed premium

The above recommendations were approved.

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 and Procurement 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.