



Coventry City Council

SUMMARY OF CABINET/CABINET MEMBER DECISIONS

WEEK COMMENCING 19 JANUARY 2015

**CALL IN FOR THESE DECISIONS ENDS
9.00 A.M. ON FRIDAY 30 JANUARY 2015**

23 JANUARY 2015

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.
- Split recommendations. Please see note at foot of item for details of the recommendations that are not subject to call-in.

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

Cabinet Member for Public Services – 19 January 2015

Report 3 Petition – Safety measures Swan Lane

Recommendations:

Cabinet Member (Public Services) is recommended to:

- i) Note the petitioners' request.
- ii) Ask that a variable speed limit is introduced on Swan Lane between Burlington Road and Swancroft Road to reduce the speed limit on this section of Swan Lane from 30 mph to 20 mph at the start and end of the school day as part of Traffic Transportation and Highways Capital Programme for 2015/16.

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

- i) Approve that an update on progress be reported to the Cabinet Member after 12 months of implementation.

Report 4 Petition – Speeding Problems Hockley Lane, Eastern Green

Recommendations:

Cabinet Member (Public Services) is recommended to:

- i) Note the petitioner’s request.
- ii) Ask that the school crossing warning signs are upgraded to include 20 mph advisory signs as part of Traffic Transportation and Highways Capital Programme for 2015/16.
- iii) Ask that speed on Pickford Green Lane be reduced to 40 mph for the 400 metres prior to the 30 mph speed limit signs to create a buffer zone.

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

- iv) Approve that an update on progress be reported to the Cabinet Member after 12 months of implementation

Report 5 Petition - Condition of the footpath along Tamworth Road, Coventry.

Recommendations:

- 1. Approve that the ‘siding out’ of the footway be carried out as soon as possible to provide maximum available tarmac surface width for pedestrians.
- 2. Approve that Tamworth Road footpath between Long Lane and Fivefield Road is held as a site on Coventry City’s forward programme list and its condition be subject to on-going monitoring and be prioritised and scored against all other similar sites Citywide.
- 3. Approve that when a priority score is reached that Tamworth Road footway be included in any future maintenance treatment programmes, budget permitting.

The above recommendations were approved.

Report 6 Objection to Traffic Regulation Order - Parkside Rise.

Recommendations:

Cabinet Member (Public Services) is recommended to:

- i) Consider the objection to the proposed waiting restrictions
- ii) Approve the making City of Coventry (Parkside Rise) (Waiting Restrictions) Order 2014 as advertised.

The above recommendations were approved.

Cabinet Member for Strategic Finance and Resources – 19 January 2015

Report 4 Policy for Discretionary rate relief (Excluding Charities)

Recommendations:

The Cabinet Member is requested to:

- 1) Approve the policy

The above recommendation was approved.

Cabinet Member for Children and Young People – 20 January 2015

Report 5 Options to Increase the Number of Looked After Children Accessing Council Apprenticeships.

Recommendations:

The Cabinet Member for Children and Young People is requested to approve the following recommendations:

1. The Council will aim to increase the overall number of Looked After Children applying for Council apprenticeships to 20% by 2017 with an interim target of 10% by the end of 2016.
2. The Council currently runs an Access to Apprenticeship programme. The Council will expand the programme to include experience placements up to 2 months in length and additional education components. Looked After Children will be supported to apply for the

programme. This will enable them to gain knowledge and skills to support their application to access a Council apprenticeship.

3. The Council will introduce a 'Buddy System' where Looked After Children who have successfully completed six months of their apprenticeship programme, can be given the opportunity to become a 'Buddy' to a new Looked After Child starting on their apprenticeship.
4. All Looked After Children will be given a full financial assessment, before starting their apprenticeship. A 'Hardship Fund' to be set up to support Looked After Children in an emergency, where other financial options are not available, enabling the individual to carry on with their apprenticeship. The payments would be made on a loan basis. To set aside £5,000 from the Apprenticeship Strategy to cover this.
5. The Council will develop an apprenticeship talent pool, that will enable Looked After Children, who have successfully completed their Access to Apprenticeship programme to register their interest for future apprenticeship vacancies across the Council.
6. The Council will improve its communication strategy surrounding its apprenticeship programme with particular focus on increasing the number of Looked After Children joining the programme.

The above Recommendations were approved, except Recommendation 4 which was amended to read as follows:-

4. All Looked After Children will be given a full financial assessment, before starting their apprenticeship and may be able to access support via a hardship grant under the Children's Act 1989.

Report 6 Supported Accommodation for Young People Aged 16-24

Recommendations:

Cabinet Member is recommended to approve:

1. The extension of existing short term contracts to 31 March 2016 to provide service capacity in respect of young people with high level needs in order to ensure the City Council can continue to discharge its statutory responsibilities.
2. The development of a revised model for those requiring Supported Accommodation that have high level needs in order to ensure that available resources and service models are appropriately focussed and that people are supported to be fully independent.

3. The varying of the existing Homelessness contract between Coventry City Council and the Salvation Army to provide accommodation with support for 16-24 year olds.
4. That, on delivery of recommendation 3, if approved, that bed and breakfast accommodation is only used for people eligible for supported accommodation aged 18 – 24 on a short term basis where the alternative would be street homelessness.

The above Recommendations were approved, together with the following additional Recommendations:-

5. That officers be requested to submit reports to the Cabinet Member for Children and Young People at this meeting scheduled in March, 2015 on:-
 - (1) A Policy regarding the appropriate use of Bed and Breakfast accommodation by the City Council.
 - (2) An Action Plan detailing the level of support offered by various agencies to Supported Accommodation providers to better enable them to manage issues including substance misuse, child sexual exploitation, anti-social behaviour and access to education, training and employment
6. That a report providing an update on the proposed revised model for those requiring Supported Accommodation that have high levels needs be submitted to the Cabinet Member for Children and Young People at an appropriate time prior to the commencement of tendering process.

Report 7 Comments, Compliments and Complaints 2013/14 – Children's Social Care Services

Recommendations:

The Cabinet Member is asked to endorse and approve the publishing of this report on the Council's website

The above recommendation was approved.

Report 8 Outstanding Issues Report

Recommendations:

The Cabinet Member for Children and Young People is requested to consider the list of outstanding issues and to ask the Member of the Strategic 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 for Education – 20 January 2015

Report 4 Petition - Finham Library

Recommendation:

Cabinet Member for Education is requested to note the petition and request that Officers write to the petition spokesperson to advise them of the Council's current position and assure them that Finham residents will be encouraged to participate in any future consultation exercise, if one is undertaken, in relation to library services in Coventry.

The above recommendation was deleted and replaced with the following:

The Cabinet Member for Education noted the petition and agreed that the petition organisers, other interested local residents, relevant officers and Elected Members form a consultation group to prepare proposals for the future of the Finham Library for formal consultation.

Report 5 Petition - Additional External works to Clifford Bridge Primary School

Recommendations:

The Cabinet Member is requested to note the petition and agree to measures to improve the pedestrian circulation around Clifford Bridge School grounds, as recommended in Option 2 of the report.

The above recommendation was approved.

Report 6 The Attainment and Progress of Coventry Pupils by Ages 5, 7, 11, 16 and 18 in 2014

Recommendations:

The Education and Childrens Services Scrutiny Board (2) is requested to:

- 1) Note the information contained in the report and the implications for the Local Authority.
- 2) Endorse the key priorities for further improvements in standards and achievement in Coventry schools and academies.
- 3) Identify any further recommendations or comments for consideration by the Cabinet Member for Education.

The Cabinet Member is requested to:

- 1) Endorse the evaluation of EYFS, KS1, KS2, KS4 and KS5 outcomes for 2014.
- 2) Approve the key priorities for the 2014-15 improvement cycle outlined in the report.

The above recommendations were approved.

Report 7 Appointment of Authority Governors

Recommendations:

Authority Governor: New Appointments

Name	School	Term of Office
Jane Goodyer	Hillfields Nursery	19 January 2015
Patricia Cox	St Osburgs Catholic Primary	19 January 2015

Authority Governor: Re-Appointments

Name	School	Term of Office
Councillor D Howells	St Christopher Primary	3 November 2018
Mr Steven Cooke	Manor Park Primary	18 January 2019

Mrs T Sargeant	Mount Nod Primary	27 February 2019
Mrs S Cranfield	Park Hill Primary	19 February 2019
Councillor S Bains	Stoke Park School	15 January 2019

All of 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
- Are supportive of the LA's policies, its aspirations for Coventry's children and the partnership between a publicly accountable LA and its schools
- Are able to work as a member of a team.
- Are conscientious and committed to attending meetings regularly.
- Have good communication skills both written and oral.
- Have an interest in and a desire to contribute to improving education outcomes in Coventry.
- Have a willingness to be challenging, supportive and a critical friend to the school.
- Are supportive of public services and of the role of the City Council in the provision of Education.

The above recommendations were approved.

Report 8 Outstanding Issues Report

Recommendations:

Cabinet Member for 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 for Community Development, Co-operatives and Social Enterprise – 21 January 2015

Report 5 Developing a Community Activity Directory

Recommendations:

Cabinet Member (Community Development, Co-operatives and Social Enterprise) is recommended to:

- (i) approve the launch of the Community Activity Directory following completion of the required work on the City Council's website.

The above recommendation was approved, together with the following additional recommendation:-

- (ii) approve that a progress report be presented to the Cabinet Member after six months of implementation

Report 6 Grant Award to Coventry Refugee and Migrant Centre

Recommendations:

The Cabinet Member is requested to:

- (i) approve the award of an 18 month grant to CRMC for the period from April 2015- September 2016

The above recommendation was approved, together with the following additional recommendation:-

- (ii) that an update on progress be reported to the Cabinet Member after six months of implementation

Report 7 Outstanding Issues

Recommendations:

The Cabinet Member (Community Development, Co-operatives and Social Enterprise) 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 for Policing and Equalities – 22 January 2015

Report 5 Progress report on the Hillfields Community Safety Action Plan

Recommendations:

The Cabinet Member is recommended to:-

1. Note the work of officers and agree that this continues.
2. Request members of the St Michael's Safer Neighbourhood Group to continue to deliver against, monitor, and regularly review and update the action plan in accordance with local issues identified and reported incidents.
3. Request Police to continue to dedicate patrols to hotspot locations within the Hillfields area, responding swiftly to any issues raised or identified, and to exercise their powers to obtain identities and disperse individuals in groups that are likely to cause public nuisance and/or offending behaviour, should it become necessary implement the use of the current Section 60 powers or alternative new power when comes into force.
4. Endorse the monthly schedule of Community Payback work which has been developed with the Community Rehabilitation Service and request Officers to review the effectiveness of this initiative; working alongside community representatives and City Council staff for implementing new ways of working.

The above recommendations were approved.

Report 6 Progress report on improvements made to the environment and security of the Hearsall area of Coventry

Recommendations:

The Cabinet Member is recommended to:-

1. Acknowledge and endorse the action taken by Officers since the last Cabinet Member meeting as detailed in section 2 of this report.
2. Request Officers to:
 - a. Continue to monitor the area to ensure that the progress made in removing wheelie bins from the street is maintained.

- b. Continue to work with the local residents' group and support them when and where required.

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

1. Request that 'wheelie bin etiquette' packs be reissued to all properties in Melbourne Road and Sovereign Road.
2. Seven days after the packs have been issued, warning notices be distributed to those properties in Melbourne Road and Sovereign Road where the bins still remain on the street.
3. That 7 days after the service of such notices, the Head of Environmental Services be directed to consider the issuing of fixed penalty notices in respect of on-going breaches.
4. The Legal Services Department of the City Council identify by whatever means appropriate (HM Land Registry/Office Copy Entry Searches) the owners of relevant properties in Melbourne Road and Sovereign Road and write to the owners of properties duplicating the issues referred to in recommendations 1 – 3 above.
5. Request a further report to be submitted to the Cabinet Member meeting scheduled for 23 April 2015. This report is to provide a short update in respect of the implementation of recommendations above and should incorporate advice from the Legal Services Department as to what action if any can be taken in respect of breaches in relation to signage.

Report 7 Fines Policy - Redress Schemes for Letting Agents and Property Management

Recommendations

Cabinet Member is asked to:

- (1) Approve the level of fines detailed in Para 2 below.
- (2) Approve the criteria set out applicable to each level of fine.

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

- (3) Request a report back on the operation of the system to the Cabinet Member for Policing and Equalities or Cabinet Member with responsibility for such matters on or before 30 September 2015.

- (4) Request that there be a focused communications strategy to alert the public as to the implementation of the fines policy and the level of potential fines.

Report 8 Equality Strategy – Half Year Progress Report 2014/15

Recommendations:

Cabinet Member is requested to:

- (1) consider the progress made on the equality measures set out in the Council Plan

Scrutiny Coordination Committee is requested to:

- (2) consider the content of the report and identify any areas to be addressed in the work programme of the Scrutiny Boards

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

- 3) The report and the Equality Strategy be circulated formally to all members of Senior Management Board and all elected members of the City Council for information.

Report 9 Processing CCTV footage for investigating alleged employee misconduct

Recommendations:

The Cabinet Member is recommended to:

- (1) Consider the draft Procedure and supporting documents.
- (2) Approve the Procedure for processing CCTV footage in respect of alleged employee misconduct.
- (3) To request that the Monitoring Officer provide a report to the Cabinet Member (Policing & Equalities) on an annual basis identifying the number of applications and any other relevant issues, which report will be considered in private if necessary where data and information about individuals is referenced in the report **with the first such report to be presented on or before 31 March 2016.**

Recommendations 1 and 2 were approved and recommendation 3 was amended as indicated in bold and approved.

Report 10 Evaluation of Local Democracy Week 13 - 19 October 2014

Recommendations:

The Cabinet Member for Policing and Equalities is recommended to:

1. Note the review of activities undertaken during Local Democracy Week 2014 **and records his profound appreciation of the significant effort of Hugh Peacocke and Matthew Rossi in particular, and all of their colleagues in promoting these events and directs that a copy of this recommendation be sent to the Chief Executive of the City Council.**
2. Approve that, if resources permit, the successful events be repeated in 2015, including the Lord Mayor's Youth Quiz, Lord Mayor for a Day, the Year 12 School Debate, Virtual Council, Question Time and Democracy Day.
3. Approve the other actions relevant to future Local Democracy Week initiatives as set out in the report.
4. Approve that officers explore other avenues for democratic engagement amongst young people throughout the year.
5. Request that officers explore opportunities for income generation arising from democratic engagement activities.

Recommendations 2, 3, 4 and 5 were approved, recommendation 1 was amended as indicated in bold and approved together with the following additional recommendation:

6. Request an interim report on progress made in relation to recommendations 2 – 5 above to be presented to the first meeting of the Cabinet Member with responsibility for Democratic Services in the New Municipal Year.

Report 11 Authority for Attendance – Conference/Seminar

Recommendations

The Cabinet Member is recommended to:

1. Approve the Civic visit to Dresden, Germany for the commemoration of the 70th Anniversary of the destruction of Dresden from 12-15 February 2015.

The above recommendation was approved.

Report 12 - Outstanding Issues Report

Recommendations:

The Cabinet Member for Policing 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 13 Magistrates Court Building

Recommendations:

Cabinet Member is recommended to:

- (1) Note the progress made since the last report dated 18 December 2014 and direct that a further report be submitted for consideration at the Cabinet Member meeting on 26 February, 2015.

The above recommendation was approved

Limitations on Call-in

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

1. it falls within paragraph 18 of the Scrutiny Procedure Rules (Part 3E of the Constitution) – ie. it relates to:-
 - (a) a matter which is to be determined by the Council.
 - (b) 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.
 - (c) a decision made by an employee exercising delegated authority unless it is a key decision
 - (d) decisions of the Licensing and Regulatory Committee, the Planning Committee, the Appeals and Appointments Panels and the Audit and Procurement Committee
 - (e) 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.



Resources Directorate
Council House
Earl Street
COVENTRY CV1 5RR