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# **SUMMARY OF CABINET / CABINET MEMBER DECISIONS**

**WEEK COMMENCING 9 March 2020**

**CALL IN FOR THESE DECISION ENDS  
9.00 A.M. ON FRIDAY 20 March 2020**

**13 March 2020**

## 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 Policing and Equalities – Monday 9 March 2020

#### # Report 4 Proposed Changes to the Constitution

Recommendations:

The Cabinet Member is requested to recommend to Council the approval of recommendations (1) to (8).

- (1) With regard to the Conference and Travel Protocol, agree that:
  - a. The Conference and Travel Protocol be removed from the Constitution
  - b. Officers be authorised to produce a policy for the approval of conference and travel costs for members and officers
  - c. Once drafted, the policy be approved by Ethics Committee
  - d. A register of travel and conference attendance costing more than £500 and all travel outside of the UK to be maintained and published; and
  - e. The register of travel and conference costs to be scrutinised by Ethics Committee twice a year.
- (2) Subject to the continued inclusion of the requirement for a six-monthly report to the relevant Cabinet Member in Rule 9.2, and to officers speaking to the Chair of Audit and Procurement Committee to seek their agreement to remove the requirement to make an annual report to the Committee on procurement, agree to approve the proposed

revisions to Part 3G of the Constitution (Rules for Contract) set out in Appendix 2 to this report.

- (3) With regard to the Financial Procedure Rules:
  - a. Where a grant bid requires match funding by the Council, there should be a mandatory requirement to seek the approval of the relevant Cabinet Member;
  - b. Footnote 6 to the table of financial thresholds be amended to read “Following consultation with the relevant Cabinet Member(s); and
  - c. (Subject to (3)(a) and (3)(b) above, the proposed revisions to Part 3F of the Constitution set out in Appendix 3 to this report be approved.
  
- (4) In relation to amending paragraph 8.5 of the Audit and Procurement Committee’s Terms of Reference:
  - a. Delegate authority to the Monitoring Officer and City Solicitor to remove all reference to severance packages from the paragraph on the enactment of The Restriction of Public Sector Payments Regulations: and
  - b. Agree that the reference to “salary over £100,000” be amended to “salary level for a new post over £100,000”.
  
- (5) With regard to the Protocol for Conferring the Title of Honorary Alderman or Alderwoman agree that:
  - a. The length of service requirement be increased from 15 to 20 years;
  - b. Subject to (a) above, the Protocol for Conferring the Title of Honorary Alderman or Alderwoman be amended as detailed in Appendix 5 to this report.
  
- (6) The proposed revisions to Part 4A of the Constitution (Code of Conduct for Elected and Co-opted Members) set out in Appendix 6 to this report be approved
  
- (7) Approve the proposed revisions to Part 2F and 2M of the Constitution (Functions of Licensing and Regulatory Committee and Scheme of Delegation to Employees) set out in the Appendix 7 to this report.
  
- (8) Authorise the Monitoring Officer (8) to make any necessary amendments to the Constitution arising from recommendations (1) to (7).

**The above recommendations were approved subject to the removal of (5)a above relating to the length of service requirement which remained at 15 years.**

**# Report 5      Proposed Changes to the Constitution Part 2M – Scheme of Functions Delegated to Employees and Appointment of Proper Officers**

Recommendations:

The Cabinet Member for Policing and Equalities is requested to recommend that the City Council, with effect from 1 April 2020:

- 1) Designates the post of Director of Law and Governance as the City Solicitor and Monitoring Officer (Section 5, Local Government Act 1972) and as the Proper Officer for the purposes of the Registration Services Act 1953
- 2) Designates the post of the Director of Finance as Chief Finance Officer under Section 151 of the Local Government Act 1972
- 3) Approves the transfer of functions set out in paragraphs 6.6.01 to 6.6.109 from the Deputy Chief Executive (Place) to the Deputy Chief Executive
- 4) Approves the appointment of the Director of Law and Governance as Proper Officer for the purposes of functions relating to meetings, reports, agendas and minutes of formal meetings of the Council (paragraph 6.6.70) and deposit of documents (paragraph 6.6.104).
- 5) Authorises the Director of Law and Governance to amend the Constitution accordingly.

**The above recommendations were approved**

## **Cabinet - Tuesday 10 March 2020**

### **Report 5      2020/21 Transportation and Highways Maintenance Capital Report**

Councillor P Hetherton

Recommendations:

The Cabinet is requested to:

- 1) Approve the 2020/21 programme of schemes marked 'A' in Table 4 of the report.
- 2) Delegate authority to the Cabinet Member for City Services, to approve a programme of scheme development, marked 'B' in Table 4 of the report.

**The above recommendations were approved**

### **# Report 6      Impact of European City of Sport 2019**

Councillor K Caan

Recommendation:

The Cabinet is requested to recommend that the Council:

- 1) Recognise the impact of Coventry's European City of Sport 2019 in the build up to UK City Culture and Commonwealth Games 2022 and support the ongoing legacy of the title.

**The above recommendation was approved**

### **Report 7      Temporary Accommodation Charging Policy**

Councillor T Khan

Recommendations:

The Cabinet is requested to:

- 1) Approve the implementation of the Housing and Homelessness Service's Temporary Accommodation Charging Policy from April

2020. The policy includes making Households in Temporary Accommodation responsible for;

- Utilities
  - Council Tax
  - Storage costs and;
  - For those not in receipt of full housing benefit, contribution to the rent on the property through a licence fee.
- 2) Approve the recommendation that the Council pays the first month of storage for every household in Temporary Accommodation who places their furniture and other belongings into Council arranged storage.
- 3) Note the working group established to explore the most financially viable methods for households in Temporary Accommodation to make utilities payments and reduce their energy bills.

**The above recommendations were approved**

**# Report 8 Options to Improve the Provision of Temporary Accommodation for Single Homeless People Through Property Acquisition**

Councillor T Khan

Recommendations:

The Cabinet is requested to recommend that the Council:

- 1) Approve the proposals and delegate authority to the Director of Housing and Transformation, following consultation with the Cabinet Member for Communities and Housing, to identify the properties and to agree detailed terms of the transaction and to enter into the relevant legal agreements and associated documents necessary to complete the transaction.
- 2) Approve the addition to the capital programme of an amount outlined in the private report to meet the cost of acquisition and refurbishment of properties for use as Temporary Accommodation for single homeless people, funded from borrowing.

**The above recommendations were approved**

**# Report 9      Options to increase the supply of affordable permanent housing for households living in Temporary Accommodation**

Councillor T Khan

Recommendations:

Cabinet is requested to recommend that the Council:

- 1) Approve the amount specified in the Private Report to be funded from the Housing & Homelessness Revenue Budget over the 2 year period.
- 2) Approve the Cornerstone Partnership transaction and delegate authority to the Director of Housing and Transformation, following consultation with the Cabinet Member for Communities and Housing, to agree detailed terms of the transaction and to enter into the relevant legal agreements and associated documents necessary to complete the transaction.

**The above recommendations were approved**

**# Report 10      Oak House, Binley Business Park, Coventry – Investment Acquisitions**

Councillor J O'Boyle

Recommendations:

Cabinet is recommended to request that Council:

- 1) Approve the use of its powers under Section 12 of Local Government Act 2003 and Section 1 of the Localism Act 2011 to acquire the leasehold interest in Oak House, subject to the occupational tenancy, for a sum identified in your private report.
- 2) Delegate authority to the Deputy Chief Executive (Place), following consultation with the Director of Finance and Corporate Services and the City Solicitor, to undertake the necessary due diligence, negotiate and finalise the terms of the acquisition of the properties and to complete all necessary legal documentation to facilitate the completion of the transaction.
- 3) Delegate authority to the Deputy Chief Executive (Place), following consultation with the Cabinet Members for Jobs and Regeneration and Cabinet Member for Strategic Finance and Resources, for any subsequent variation in terms.

- 4) To approve the necessary adjustment to the Capital programme to reflect the capital expenditure incurred in the acquisition of the Oak House interest.

**The above recommendations were approved**

**# Report 11      Phase 2A Belgrade Place, Upper Wells Street, Coventry –  
Investment Acquisitions**

Councillor J O'Boyle

Recommendations:

Cabinet is recommended to request that Council:

- 1) Approve the use of its powers under Section 12 of Local Government Act 2003 and Section 1 of the Localism Act 2011 to acquire the leasehold interest in Phase 2A Belgrade Plaza, subject to the seven occupational tenancies, for a sum identified in the private report.
- 2) Delegate authority to the Deputy Chief Executive (Place), following consultation with the Director of Finance and Corporate Services and the City Solicitor, to undertake the necessary due diligence, negotiate and finalise the terms of the acquisition of the properties and to complete all necessary legal documentation to facilitate the completion of the transaction.
- 3) Delegate authority to the Deputy Chief Executive (Place), following consultation with the Cabinet Members for Jobs and Regeneration and Cabinet Member for Strategic Finance and Resources, for any subsequent variation in terms.
- 4) To approve the necessary adjustment to the Capital programme to reflect the capital expenditure incurred in the acquisition of Phase 2A Belgrade Plaza.

**The above recommendations were approved**

## Limitations on Call-in

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

1. It falls within paragraph 18 of the Scrutiny rules (Part 3E 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.