

## COVENTRY CITY COUNCIL

### NOTICE OF KEY DECISIONS AND PRIVATE REPORTS

1. This notice sets out key decisions that will be taken by the Cabinet, its Committees, individual Cabinet Members, and employees as well as private reports expected to be considered by Cabinet.
2. Where any report is to be considered in private at a meeting of the Cabinet or its Committees, the reason for it being considered in private is set out in column 6 of the schedule.
3. The agenda, together with reports and supporting documents for each Cabinet or its Committee meeting, will be published on the [Coventry City Council website](#) at least five clear working days before the date of the meeting.
4. Subject to any prohibition or restriction on their disclosure, copies of the documents submitted to Cabinet, its Committees, individual Cabinet Members, or employees may be obtained from Governance Services, Coventry City Council, Council House, Earl Street, CV1 5RR or the [Coventry City Council website](#) after the agenda for the relevant meeting has been published.
5. In general, a public report will be published for each Private report, setting out the matter for decision and issues to be considered, excluding any information deemed confidential or exempt.
6. Other documents relevant to the matters in a report may be added to those listed in column 7. These will be published on the [Coventry City Council website](#) with the agenda at least 5 clear working days before the day of the meeting.
7. Representations about why a private report should be considered in public should be sent by email to the [Governance Services](#) Team or in writing to Governance Services, Coventry City Council, Council House, Earl Street, CV1 5RR.
8. Where a report is to be considered in private, the Council will publish a further notice of the intention to hold the Cabinet meeting in private, including details of any representations received about why the meeting should be open to the public and a statement of the response to any such representations at least 5 clear days before the meeting.

1 Decision-maker	2 Proposed date of meeting	3 Matter for decision	4 Key Decision Y/N	5 Private Report Y/N	6 Reason for the report to be considered in private <i>(Report contains exempt information as defined in Schedule 12A of the Local Government Act 1972)</i>	7 Documents submitted to Decision-maker	8 Date Published
Cabinet	9 January 2024	The 2024/25 Council Tax Base Report	Y	N	-	-	24 November 2023
Cabinet	9 January 2024	Strategic Acquisition of Property	Y	Y	Refers to the identity, financial and business affairs of an organisation and the amount of expenditure proposed to be incurred by the Council under a particular contract for the supply of goods or services.	-	24 November 2023

**Cabinet Members:**

Member	Portfolio
The Leader Policy and Leadership Cllr G Duggins	One Coventry, Council Plan, City of Culture 2021, Scrutiny, External relations / public relations, Image and reputation, Chair of Cabinet / Management Board meetings, Emergency Planning, Regional Matters, West Midlands Combined Authority Corporate Governance, Information Management and Governance, Risk Management
The Deputy Leader Cabinet Member for Policing and Equalities Cllr A S Khan	Community Safety, Community Cohesion, Public Protection and Licensing, Prosecution and Enforcement Democratic Services, including Lord Mayor's, Electoral Services, Equalities, Legal Services, Training (Members), Constitutional Matters and Political Management, Domestic Violence and Sexual Exploitation, Local Policing, Media Strategy, Events, Parks, International Liaison and diplomacy, Peace, Reconciliation and Twinning, Deputising on Leader Items
Cabinet Member for Strategic Finance and Resources Cllr R Brown	Strategic Finance, Medium Term Financial Strategy, Budget Setting, External Resources, Operational Finance incl. Revenues and Benefits, Service Transformation and Value for Money, Procurement, Human Resources, Key Staff Recruitment and Retention, Customer Services, Health and Safety, Pensions
*Cabinet Member for Children and Young People Cllr P Seaman	Children and Families, Children and Young People's Social Care, Child Sexual Exploitation, Young People, Youth Offending Service, Safeguarding, *S19 Children Act 2004 Lead Member, Fostering and Adoption, Corporate Parenting Designated as the Lead Member for Children's Services as required by Section 19 of the Children's Act 2004
Cabinet Member for Education and Skills Cllr Dr K Sandhu	Post 16 Education and Training, Schools, Early Years, Special Educational Needs and Disability, Libraries, Adult Education, Higher and Further Education (incl. Universities), Skills and Employability
Cabinet Member for Jobs, Regeneration and Climate Change Cllr J O'Boyle	Economic Development, City Centre, International Trade and Inward Investment, Commercial and Operational Property (including Catering), Local Enterprise Partnership, Urban Regeneration, Transportation, Tourism and Marketing, Sustainability and Climate Change, Digital Strategy
Cabinet Member for City Services Cllr P Hetherton	Highways, Drainage and Lighting, Licensing Policy (Hackney Carriage and Private Hire), Public Realm, Street Services (Ground Maintenance, Refuse (domestic and commercial), (Street Cleaning), Waste Management, Flood Management, Environment, Bereavement Services, Traffic Management and Road Safety, Parking Policy and Operations, Information Technology
Cabinet Member for Adult Services Cllr L Bigham	Social Care for Adults and Older People, Better Care Fund, Transforming Care, Carers, Adult Safeguarding, Adult Social Care Integration with Health
Cabinet Member for Public Health, Sport and Wellbeing Cllr K Caan	Health Strategy and Policy, Integrated Care Systems Development, Health Inequalities and Marmot, Air Quality, Local Health Economy, Public Health, Sexual Health, Teenage Pregnancies, Mental Health, Poverty, Fuel Poverty, Sport and Physical Activity
Cabinet Member for Housing and Communities Cllr D Welsh	Archives, Arts, Heritage, Museums, Conservation, Social Enterprise Strategy, Mutuals, Community and Voluntary Sector Relations, Community Centres, Refugees and Asylum Seekers, Welfare Advice Services, Housing and Homelessness, Planning Policy