

Coventry City Council
Minutes of the Annual Meeting of Council (Part 1) held at 11.10 am on Thursday,
16 May 2024

Present:

Members: Councillor J Birdi (Chair)

Councillor F Abbott	Councillor AS Khan
Councillor S Agboola	Councillor R Lakha
Councillor N Akhtar	Councillor R Lancaster
Councillor P Akhtar	Councillor M Lapsa
Councillor M Ali	Councillor J Lepoidevin
Councillor R Bailey	Councillor G Lewis
Councillor L Bigham	Councillor G Lloyd
Councillor J Blundell	Councillor P Male
Councillor R Brown	Councillor K Maton
Councillor K Caan	Councillor J McNicholas
Councillor B Christopher	Councillor S Nazir
Councillor G Duggins	Councillor J O'Boyle
Councillor J Gardiner	Councillor G Ridley
Councillor S Gray	Councillor K Sandhu
Councillor L Harvard	Councillor T Sawdon
Councillor G Hayre	Councillor P Seaman
Councillor P Hetherton	Councillor R Singh
Councillor A Hopkins	Councillor R Thay
Councillor T Jandu	Councillor D Toulson
Councillor A Jobbar	Councillor A Tucker
Councillor A Kaur	Councillor D Welsh
Councillor L Kelly	

Honorary Alderman D Batten, J Clifford, D Skinner and T Skipper

Apologies: Councillors M Heaven, J Innes, T Khan, C Miks, B Mosterman, E M Reeves, E Ruane, B Singh and CE Thomas
Honorary Alderman: H Fitzpatrick, M Hammon and K Taylor

Public Business

1. Correspondence and Announcements of the Lord Mayor

The Lord Mayor welcomed Councillors B Christopher, G Lewis and D Toulson to their first meeting in the Council Chamber.

There were no formal announcements of the Lord Mayor.

2. Motion without Notice - Deferral of Items

In accordance with the Constitution, a Motion without Notice was moved by Councillor P Seaman and seconded by Councillor G Lloyd that: -

“Agenda item 3 (Election of the Chair of the Council (being the Lord Mayor of the City)), item 4 (Vote of thanks to the Retiring Lord Mayor) and item 5 (Election of the Vice-Chair of the Council (being the Deputy Lord Mayor of the City)) be deferred to Part 2 of the Annual Meeting to be held on 4 July 2024”.

RESOLVED that the Motion as outlined above be adopted.

3. Election of the Leader of the Council

It was moved by Councillor P Seaman and seconded by Councillor G Lloyd that Councillor George Duggins be elected as the Leader of the Council for the remainder of his term of office.

RESOLVED that Councillor George Duggins be elected as Leader of the Council for the remainder of his term of office.

4. To receive a report of the Leader of the Council on the composition of the Cabinet and the appointment of Deputy Cabinet Members and allocation of Executive Functions within the Cabinet

The City Council received a report of the Leader, Councillor G Duggins, together with a Statement, which confirmed the composition of the Cabinet, the appointment of Deputy Cabinet Members and the allocation of executive portfolios/functions within the Cabinet (detailed below):

CABINET PORTFOLIOS 2024/25

Member	Portfolio
The Leader Policy and Leadership Councillor G Duggins	One Coventry Council Plan Scrutiny External relations / public relations Chair of Cabinet / Management Board meetings Emergency Planning Regional Matters West Midlands Combined Authority Corporate Governance Information Management and Governance Risk Management Political Management
The Deputy Leader Policing and Equalities Councillor AS Khan Deputy Cabinet Member Councillor P Akhtar	Community Safety Community Cohesion Public Protection and Licensing Prosecution and Enforcement Democratic Services, including Lord Mayor’s Electoral Services Equalities Legal Services Training (Members)

	<p>Constitutional Matters Domestic Violence and Sexual Exploitation Local Policing Media Strategy Events and Parks International Liaison and diplomacy Peace, reconciliation and twinning Deputising on Leader Items</p>
<p>Cabinet Member Strategic Finance and Resources Councillor R Brown</p>	<p>Strategic Finance Medium Term Financial Strategy Budget Setting / Transformation External Resources Operational Finance incl. Revenues and Benefits Service Transformation and value for money Procurement Human Resources Organisational Development Key Staff Recruitment and Retention Customer Services Health and Safety Pensions Digital Strategy</p>
<p>Cabinet Member Children and Young People Councillor P Seaman</p>	<p>Children and Families (Early Help) Children and Young People's Social Care Child Exploitation Young People Youth Offending Service Safeguarding *S19 Children Act 2004 Lead Member Fostering, Adoption, Special Guardianship Orders and Kinship Care Corporate Parenting</p>
<p>Cabinet Member Education and Skills Councillor K Sandhu</p>	<p>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</p>
<p>Cabinet Member Jobs, Regeneration and Climate Change Councillor J O'Boyle</p>	<p>Economic Development City Centre (Regeneration) International Trade and Inward Investment Commercial and Operational Property Growth Company Urban Regeneration Transportation Tourism and Marketing Sustainability and climate change Social Enterprise Strategy</p>

<p>Cabinet Member City Services</p> <p>Councillor P Hetherton</p> <p>Deputy Cabinet Member Councillor G Lloyd</p>	<p>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 Average Speed Cameras Parking Policy and Operations Information Technology</p>
<p>Cabinet Member Adult Services</p> <p>Councillor L Bigham</p> <p>Deputy Cabinet Member Councillor S Nazir</p>	<p>Social Care for Adults and Older People Better Care Fund Transforming Care Carers Adult Safeguarding Adult social care integration with health Loneliness and Isolation Digital Exclusion Armed Forces Champion</p>
<p>Cabinet Member Public Health, Sport and Wellbeing</p> <p>Councillor K Caan</p> <p>Deputy Cabinet Member Councillor G Hayre</p>	<p>Health Strategy and Policy Integrated Care Systems Health Inequalities and Marmot Air Quality Local Health Economy Public Health Sexual Health Teenage Pregnancies Mental Health Poverty Fuel Poverty Sport, Physical Activity and Parks</p>
<p>Cabinet Member Housing and Communities</p> <p>Councillor D Welsh</p> <p>Deputy Cabinet Member Councillor S Agboola</p>	<p>Archives Arts Heritage Museums Conservation City of Culture 2021 Legacy Mutuals Community and Voluntary Sector Relations Community Centres Refugees and Asylum Seekers Welfare Advice Services Housing and Homelessness Planning Policy</p>

*Cabinet Member Children and Young People is designated as the Lead Member for Children's Services as required by Section 19 of the Children's Act 2004

5. **Minutes**

The Minutes of the Meeting held on 19 March 2024 were agreed and signed as a true record.

6. **Return of persons elected as Councillors for the City on 2 May 2024**

The return of Councillors elected for the following Wards of the City on 2 May 2024 was reported:

Ward	Name	Political Party	Year of Retirement
BABLAKE	Bea Christopher	Labour	2026
BINLEY AND WILLENHALL	Christine E Thomas	Labour	2026
CHEYLESMORE	Barbara Mosterman	Conservative	2026
EARLSDON	Antony Tucker	Labour	2026
FOLESHILL	Shakila Nazir	Labour	2026
HENLEY	Ed Ruane	Labour	2026
HOLBROOK	Rachel Lancaster	Labour	2026
LONGFORD	George Duggins	Labour	2026
LOWER STOKE	Catherine Miks	Labour	2026
SHERBOURNE	David Toulson	Labour	2026
ST MICHAEL'S	Naeem Akhtar	Labour	2026
UPPER STOKE	Kamran Caan	Labour	2026
WAINBODY	John Blundell	Conservative	2026
WESTWOOD	Grace Lewis	Labour	2026
WHOBBERLEY	Jayne Innes	Labour	2026
WOODLANDS	Gary Ridley	Conservative	2026

WYKEN	Angela Hopkins	Labour	2026
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7. Declarations of Interest

There were no declarations of interest.

8. Matters Left for Determination by the City Council

The City Council considered the following documents which were tabled at the meeting:

- (i) The size, appointments and Terms of Reference for those Boards and Committees (as set out in the Constitution)
- (ii) The allocation of seats to Political Groups in accordance with the Political Balance Rules
- (iii) Nominations and Appointments to Outside Bodies
- (iv) A programme of ordinary meeting of the Council, Cabinet, Scrutiny Boards, Committee and Advisory Panels for 2024/25 including the time and date of the Annual Meeting 2025 and agree the scheme of delegations as set out in the Constitution

RESOLVED that the City Council approve:

- (a) The size and Terms of Reference for those Boards and Committees, as set out in the Constitution**
- (b) The Programme of Meetings for 2024/25**
- (c) The allocation of seats and appointments to Council Bodies including the following:**
 - (i) That authority be delegated to the Director of Law and Governance, following consultation with the Leader of the Council, to appoint to the Labour Group vacancy on the Corporate Parenting Board.**
 - (ii) That authority be delegated to the Director of Law and Governance, following consultation with the Chair of the Licensing and Regulatory Committee and the appropriate Group eader, any amendments to the memberships of the Licensing and Regulatory Sub-Committees for Hackney Carriages and Private Hire (Taxis)**
- (d) The Appointments to Outside Bodies, including the delegation of authority to the Director of Law and Governance, following consultation with the Leader of the Council, to make any outstanding appointments and/or changes to Outside Body appointments for the Municipal Year 2024/25 (as appended to these minutes)**

(e) To agree the scheme of delegations as set out in the Constitution.

9. If required, to consider any changes to the Constitution or any other matters arising from the Annual Meeting decisions and appointments

There were no other matters arising.

(Meeting closed at 11.20 am)

Political Proportionality May 2024

	Total	Allocation to groups – adjusted for rounding			Proportional entitlement for political groups (1 decimal place)			
		Con	Lab	Green	Total %	Con %	Lab %	Green %
Party seats	53	12	39	2	100.0%	22.6%	73.6%	3.8%
Cabinet	10	0	10	0	100.0%	n/a	100.0%	n/a
Coventry Shareholders Committee	10	0	10	0	100.0%	n/a	100.0%	n/a
Entitlement per group excl Cabinet places		23	75	4				
Planning Committee	11	3	8	0		2.5	8.1	0.4
Licensing and Regulatory Committee	14	3	10	1		3.2	10.3	0.5
Ethics Committee	6	1	4	1		1.4	4.4	0.2
Audit and Procurement Committee	7	2	5	0		1.6	5.2	0.3
Scrutiny Co-ordination Committee	9	2	7	0		2.0	6.6	0.3
Scrutiny Board 1	9	2	7	0		2.0	6.6	0.3
Scrutiny Board 2	9	2	6	1		2.0	6.6	0.3
Scrutiny Board 3	9	2	7	0		2.0	6.6	0.3
Scrutiny Board 4	9	2	7	0		2.0	6.6	0.3
Scrutiny Board 5	9	2	6	1		2.0	6.6	0.3
Joint Health Overview and Scrutiny Committee	5	1	4	0		1.1	3.7	0.2
Health and Well-being Board	5	1	4	0		1.1	3.7	0.2
Totals (excludes Cabinet)	102	23	75	4		22.9	75.0	3.6

The total number of seats allocated to a group is matched to the rounded entitlement for that group. The number of seats on each committee is matched to the rounded entitlement for that group on that committee but adjusted manually where required to ensure that the number of seats allocated to a particular group matches their entitlement.

CALENDAR OF MEETINGS 2024-25

Report 13

Meetings	Time (unless indicated otherwise)	May 24	Jun 24	Jul 24	Aug 24	Sept 24	Oct 24	Nov 24	Dec 24	Jan 25	Feb 25	Mar 25	Apr 25	May 25
Council	2.00pm	16 (11am)	-	04** (11am) 09	-	03	15	-	03	14	25	25	-	AGM 22 (11am)
Cabinet / Cabinet Members														
Cabinet	2.00pm	-	11	2	27	-	1	5	10	7	11, 25(10am)	18	15	-
Cabinet Briefing	2.00pm	28	18		13	17	22	26	11	28	-	4	1	-
Cabinet Member for City Services	3.00pm	-	17	31	-	18	30	-	9	22	-	5	9	-
Other Cabinet Member Meetings		Meetings arranged as and when required												
Scrutiny Boards														
Scrutiny Co-ordination Committee	10.00am	-	10, 26		-	18	23	20	18	29	-	5	9	-
Scrutiny Board 1	10.00am	-	-	17 (2pm)	-	11	-	6	-	8	12	26	-	-
Scrutiny Board 2	10.00am	-	-	11	-	12	17	28	-	16	13	27	-	-
Scrutiny Board 3	2.00pm	-	-	10	-	11	16	27	-	15	-	12	-	-
Scrutiny Board 4	10.00am	-	-	18	-	5	24	-	5	30	-	13	-	-
Scrutiny Board 5	11:00am	-	-	17	-	4	9	13	11	22	26	-	2	-
Committees														
Audit and Procurement Committee	2.30pm	-	3, 24	22	-	30	-	-	-	-	3	17	-	-
Coventry Shareholders Committee	2.00pm	-	-	-	-	-	2	-	-	-	-	26	-	-
Ethics Committee	11.00am	-	27	-	-	26			13			20		
Licensing and Regulatory Committee	10.30am	22	Other Meetings arranged as and when required											
Licensing and Regulatory Committee Sub-Committee 1	9.30am	-	11	-	6 (if nec)	-	22	-	17	-	18	-	8	-
Licensing and Regulatory Committee Sub-Committee 2	9.30am	-	-	2	-	17	-	19	-	28	-	11	-	-
Licensing Sub Committee Hearings		Meetings arranged as and when required												
Planning Committee	2.00pm	23	20	11	-	12	10	7	12	23	20	20	17	-
Advisory Panels														
Corporate Parenting Board	5.00 pm	-	27	-	-	5	-	7	5	-	6	20	-	-
Disability Equality Advisory Panel	10.30am	-	-	25*	-	-	-	7*	-	-	6*	-	-	-
Member Training Advisory Panel	1.30pm	-	-	18	-	-	3	-	-	-	27	-	10	-
Other Advisory Panel Meetings		Meetings arranged as and when required												
Other meetings														
Coventry & Solihull Waste Disposal Company Ltd Shareholders Panel	4.00pm	-	26	-	-	18*	-	-	-	29*	-	26*	-	-
Coventry Health and Wellbeing Board	10.00am	-	-	3	-	-	2	-	4	-	-	12	-	-

*to be confirmed

**AGM Part 2

APPOINTMENTS – 2024/25

CABINET

Appointed by the Leader (Report 7)

Non-Voting Representatives on Cabinet

Councillor G Ridley

Councillor P Male

Councillor S Gray

(2 Conservative, 1 Green)

Council is requested to:

- 1) Approve the appointments as detailed in the document
- 2) Delegate authority to the Director of Law and Governance, following consultation with the Leader of the Council, to appoint to the Labour vacancy on the Corporate Parenting Board.

COVENTRY SHAREHOLDER COMMITTEE (CABINET COMMITTEE)

CHAIR:	Councillor G Duggins
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Councillor L Bigham

Councillor R Brown

Councillor K Caan

Councillor P Hetheron

Councillor AS Khan

Councillor J O'Boyle

Councillor K Sandhu

Councillor P Seaman

Councillor D Welsh

LICENSING AND REGULATORY COMMITTEE

CHAIR	DEPUTY CHAIR
Councillor F Abbott	Councillor K Maton

Councillor J Birdi

Councillor B Christopher

Councillor S Gray

Councillor G Hayre

Councillor A Hopkins

Councillor J Innes

Councillor T Jandu

Councillor R Lakha

Councillor R Lancaster

Councillor J Lepoidevin

Councillor R Thay

Councillor CE Thomas

Political Balance (2024/25)	
Conservative	3
Green	1
Labour	10

LICENSING AND REGULATORY SUB COMMITTEES FOR HACKNEY CARRIAGES & PRIVATE HIRE (TAXIS)

SUB-COMMITTEE (1)

SUB-COMMITTEE (2)

CHAIR: Councillor F Abbott	CHAIR: Councillor F Abbott
DEPUTY CHAIR: Councillor K Maton	DEPUTY CHAIR: Councillor K Maton

Councillor J Birdi

Councillor B Christopher

Councillor A Hopkins

Councillor R Lakha

Councillor R Lancaster

Councillor J Lepoidevin

Councillor S Gray

Councillor G Hayre

Councillor J Innes

Councillor T Jandu

Councillor R Thay

Councillor CE Thomas

Political Balance for Sub-Committee (2024/25)	Sub-Committee 1	Sub-Committee 2
Conservative	2	1
Green	0	1
Labour	4 plus Chair and Vice	4 plus Chair and Vice

NOTE 1: Council is requested to delegate to the Director of Law and Governance any amendments to the membership of the above Sub-Committees following consultation with the Chair of the Committee and the appropriate Group Leader.

NOTE 2: The Constitution Working Group requested that when Group Leaders appoint to the Sub-Committee they ensure that there is a mix of experienced and non-experienced members on each Sub-Committee.

PLANNING COMMITTEE

CHAIR	DEPUTY CHAIR
Councillor L Harvard	Councillor D Toulson

Councillor N Akhtar

Councillor P Akhtar

Councillor R Bailey

Councillor J Gardiner

Councillor T Jandu

Councillor G Lewis

Councillor G Lloyd

Councillor K Maton

Councillor C Miks

Political Balance (2024/25)	
Conservative	3
Labour	8

Note: The Member for Housing and Communities (Councillor D Welsh) is invited to attend meetings of this Committee.

ETHICS COMMITTEE

CHAIR:	Councillor S Nazir
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Councillor L Bigham

Councillor P Hetherton

Councillor D Welsh

Councillor E Reeves

1 Conservative vacancy

Labour Group Substitutes – Councillor G Lloyd
Councillor P Seaman

Conservative Group Substitute – 2 vacancies

Green Group Substitute – Councillor S Gray

Independent Persons

Steve Atkinson

Ruth Wills

Peter Wiseman

Political Balance (2024/25)	
Conservative	1
Green	1
Labour	4

INDEPENDENT REMUNERATION PANEL

5 Independent Members

(Up to 5 to be appointed by the Director of Law and Governance after consultation with the Group Leaders)

SCRUTINY

Scrutiny Co-ordination Committee

Designated as the Crime and Disorder Committee

CHAIR	DEPUTY CHAIR
Councillor N Akhtar	Councillor L Kelly

Councillor M Ali

Councillor A Jobbar

Councillor J Lepoidevin

Councillor C Miks

Councillor G Ridley

Councillor R Singh

Councillor C Thomas

Political Balance (2024/25)	
Conservative	2
Labour	7

Co-opted Members for Education Matters

1 Vacancy (Nomination of the Roman Catholic Church)

Ghulam Vohra (Nominated from other faith groups in the city)

Sybil Hanson (Nominated by the Church of England)

2 Vacancies (Parent Governor Representative)

David Jackson

Finance and Corporate Services Scrutiny Board (1)

CHAIR:	Councillor A Jobbar
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Councillor J Blundell

Councillor J Innes

Councillor R Lakha

Councillor G Lewis

Councillor P Male

Councillor J McNicholas

Councillor D Toulson

Councillor A Tucker

Political Balance (2024/25)	
Conservative	2
Labour	7

Note: The Chair of the Audit and Procurement Committee (Councillor R Lakha) has been appointed as a Member of this Board.

Education and Children's Services Scrutiny Board (2)

CHAIR:	Councillor CE Thomas
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Councillor J Birdi

Councillor B Christopher

Councillor J Gardiner

Councillor R Lancaster

Councillor S Nazir

Councillor E Reeves

Councillor R Thay

Councillor A Tucker

Political Balance 2024/25	
Conservative	2
Green	1
Labour	6

Co-opted Members for Education Matters

Nomination of the Roman Catholic Church

Ghulam Vohra (Nominated from other faith groups in the city)

Sybil Hanson (Nominated by the Church of England)

2 Vacancies (Parent Governor Representative)

David Jackson

Business, Economy and Enterprise Scrutiny Board (3)

CHAIR:	Councillor R Singh
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Councillor F Abbott

Councillor P Akhtar

Councillor J Blundell

Councillor T Jandu

Councillor A Kaur

Councillor T Khan

Councillor B Singh

Councillor D Toulson

Political Balance 2024/25	
Conservative	2
Labour	7

Communities and Neighbourhoods Scrutiny Board (4)

Designated as the Flood Management Committee

CHAIR:	Councillor M Ali
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Councillor R Bailey

Councillor B Christopher

Councillor L Kelly

Councillor G Hayre

Councillor J McNicholas

Councillor E Ruane

Councillor T Sawdon

Councillor R Thay

Political Balance 2024/25	
Conservative	2
Labour	7

Health and Social Care Scrutiny Board (5)

Designated as the Health Overview and Scrutiny Committee

CHAIR:	Councillor C Miks
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Councillor S Agboola

Councillor S Gray

Councillor L Harvard

Councillor A Hopkins

Councillor M Lapsa

Councillor G Lewis

Councillor K Maton

Councillor B Mosterman

Political Balance 2024/25	
Conservative	2
Green	1
Labour	6

Co-opted Member

1 Representative from Coventry Healthwatch

Joint Health Overview and Scrutiny Committee

JOINT CHAIR: (With Warwickshire County Council)	Councillor C Miks (Chair of the Health and Social Care Scrutiny Board (5))
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Councillor A Hopkins

Councillor M Lapsa

Councillor G Lewis

Councillor K Maton

Political Balance 2024/25	
Conservative	1
Labour	4

AUDIT AND PROCUREMENT COMMITTEE

CHAIR	DEPUTY CHAIR
Councillor R Lakha	Councillor B Singh

Councillor M Ali

Councillor J Blundell

Councillor A Hopkins

Councillor A Jobbar

Councillor P Male

Labour Group Substitute – Councillor J Innes
Councillor R Singh

Conservative Group Substitute – Councillor J Lepoidevin
Councillor G Ridley

Political Balance 2024/25	
Conservative	2
Labour	5

COVENTRY HEALTH AND WELLBEING BOARD

Councillor K Caan Cabinet Member for Public Health, Sport and Wellbeing (Chair)

Councillor G Duggins Leader of the Council

Councillor P Seaman Cabinet Member for Children and Young People

Councillor L Bigham Cabinet Member for Adult Services

Councillor M Lapsa Conservative Group Representative

Director of Adults and Housing Services (Statutory Appointment)

Director of Children's and Education Services (Statutory Appointment)

Director of Public Health and Wellbeing (Statutory Appointment)

Coventry Healthwatch – 2 representatives (Statutory Appointment)

Coventry and Warwickshire Integrated Care Board – 2 representatives

Director of Partnerships and Performance

Coventry University – Vice-Chancellor (or representative)

Warwick University – Vice-Chancellor (or representative)

NHS England – 1 representative

West Midlands Police – 1 representative

West Midlands Fire Service – Operations Commander Coventry

Coventry and Warwickshire Partnership Trust – 1 representative

University Hospitals Coventry and Warwickshire – Chief Executive or representative

Councillor K Caan, Cabinet Member for Public Health, Sport and Wellbeing to be appointed as Chair

A representative of one of the partner organisations to be appointed as Deputy Chair

ADVISORY PANELS / PANEL TO BE RE-APPOINTED DURING 2024/25

CORPORATE PARENTING BOARD (TO ACT AS THE CABINET ADVISORY PANEL FOR LOOKED AFTER CHILDREN)

Councillor P Seaman	Cabinet Member for Children and Young People (Chair)
Councillor K Sandhu	Cabinet Member for Education and Skills
Councillor CE Thomas	Chair of Education and Children's Services Scrutiny Board (2)
1 Labour Group vacancy	
Councillor J Birdi	Shadow Cabinet Member for Education and Skills
Councillor J Gardiner	Conservative Group Representative
Councillor B Mosterman	Conservative Group Representative

CABINET MEMBER FOR POLICING AND EQUALITIES - CONSTITUTIONAL ADVISORY PANEL

2 Council Members on Ethics Committee

1 vacancy	Conservative Member on Ethics
Councillor S Nazir	Labour Member on Ethics

2 Group Secretaries (Labour Group representative to be appointed Chair)

Councillor R Bailey	
Councillor P Seaman	(Chair)

1 Member from Controlling Group

Councillor G Lloyd	
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CABINET ADVISORY PANEL – SCHOOL ORGANISATION

(NOTE: Councillors may not be Cabinet Members, one to be the Shadow Cabinet Member for Education and Skills)

Councillor B Christopher

Councillor CE Thomas

Councillor A Tucker

Councillor J Birdi Shadow Cabinet Member for Education and Skills

3 Head Teachers (1 x Primary, 1 x Secondary, 1 x Special)

3 Governors (1 x Primary, 1 x Secondary, 1 x Special)

2 Voluntary Aided Sector (1 x Roman Catholic Diocese, 1 Church of England Diocese)

(NOTE: Chair elected at each meeting and may not be an elected member)

CABINET ADVISORY PANEL - COVENTRY LOCAL DEVELOPMENT PLAN

Councillor D Welsh Cabinet Member for Housing and Communities (Chair)

Councillor J O'Boyle Cabinet Member for Jobs, Regeneration and Climate Change

Councillor P Hetherton Cabinet Member for City Services

Councillor L Harvard Chair of Planning Committee

Councillor D Toulson Deputy Chair of Planning Committee

Councillor G Duggins Leader

Councillor M Ali Chair of Communities and Neighbourhoods Scrutiny Board (4)

Councillor N Akhtar Chair of Scrutiny Co-ordination Committee

NOTE: The Deputy Leader is invited to attend meetings of this Panel.

**CABINET MEMBER FOR POLICING AND EQUALITIES ADVISORY PANEL -
ELECTORAL ARRANGEMENTS**

Councillor AS Khan	Deputy Leader & Cabinet Member for Policing and Equalities (Chair)
Councillor G Duggins	Leader and Cabinet Member for Policy and Leadership
Councillor K Caan	Labour Group Representative
Councillor D Welsh	Labour Group Representative
Councillor G Ridley	Leader of Opposition
Councillor P Male	Deputy Leader of Opposition

**CABINET MEMBER FOR POLICING AND EQUALITIES ADVISORY PANEL - THE
COVENTRY AWARD OF MERIT**

Councillor AS Khan	Cabinet Member for Policing and Equalities (Chair)
Councillor R Brown	Cabinet Member for Strategic Finance and Resources
Councillor N Akhtar	Chair of Scrutiny Co-ordination Committee (or their nominee)
Councillor J Lepoidevin	Shadow Cabinet Member for Policing and Equalities
Lord Mayor, ex officio	
The Honorary Recorder	

**CABINET MEMBER FOR POLICING AND EQUALITIES ADVISORY PANEL – THE GOOD
CITIZEN AWARD**

Councillor J O’Boyle	Cabinet Member for Jobs, Regeneration and Climate Change
Councillor D Welsh	Cabinet Member for Housing and Communities
Councillor J Lepoidevin	Shadow Cabinet Member for Policing and Equalities
Councillor G Ridley	Conservative Group Nominee
Lord Mayor, ex officio	

The Honorary Recorder (Chair)

The Coventry Member of the UK Youth Parliament

Chief Superintendent of Coventry (or nominee)

CABINET MEMBER FOR POLICING AND EQUALITIES- DISABILITY EQUALITY ACTION PARTNERSHIP - ADVISORY PANEL

Councillor CE Thomas Labour Group Nominee (Chair)

Councillor F Abbott Substitute for Labour Group Nominee

CABINET MEMBER FOR POLICING AND EQUALITIES - MEMBERS TRAINING AND DEVELOPMENT ADVISORY PANEL

Councillor G Lloyd (Chair)

Councillor S Nazir (Labour Group Whip)

Councillor L Bigham Labour Group

Councillor P Hetheron Labour Group

Councillor M Lapsa (Conservative Group Whip)

By invitation - New Councillors (Councillor B Christopher, G Lewis, D Toulson)

**PRESENTED AT ANNUAL GENERAL MEETING ON
16th May 2024**

**APPOINTMENTS TO OUTSIDE BODIES FOR
THE MUNICIPAL YEAR 2024/25**

Recommendations

Council is requested to:

- 1) Approve the appointments to Outside Bodies for the Municipal Year 2024/25**
- 2) Delegate authority to the Director of Law and Governance, following consultation with the Leader of the Council, to make any outstanding appointments and/or changes to Outside Body appointments for the Municipal Year 2024/25**

Forums

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
Adoption Central England (ACE) (formerly Adoption Panel)	Councillor F Abbott	N	Considers the placement of children for adoption having regard to background information given to the Panel on the child/proposed placement	Meets fortnightly
Fostering Panel	Councillor A Tucker	N	Considers the placement of children for fostering bearing in mind background information on the child/proposed placement given to the panel	25 meetings per year

Partnerships

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
Canal and River Trust West Midlands Regional Advisory Board	Councillor J McNicholas	N	Advises on the transformation of canals and rivers into spaces where local people want to visit	Approx. twice per year
Children and Young People's Partnership Board (formerly Children and Young People's Commissioning Board)	Councillor P Seaman - Cabinet Member for Children and Young People Councillor K Sandhu – Cabinet Member for Education and Skills Councillor J Birdi - Shadow Cabinet Member for Education and Skills Councillor J Gardiner - Shadow Cabinet Member for Children's Services	N	Ensures that within the context of the Children Act 2004 services are jointly and efficiently commissioned	Meets monthly
Integrated Care System Partnership for Coventry and Warwickshire	Councillor K Caan - Cabinet Member for Public Health, Sport, and Wellbeing	N	A statutory committee, bringing together the NHS and local authorities as equal partners to focus more widely on health, public health and social care	TBC

Partnerships

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
West Midlands Strategic Migration Partnership	Councillor D Welsh	N	Local Authority-led partnership which provides structure and forums of engagement for effectively dealing with migration, including economic migration and the benefits, at a local, regional, and national level	Meets quarterly

Outside Bodies

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
Belgrade Theatre Trust (Coventry) Limited	Honorary Alderman T Skipper Councillor R Bailey	Y	The promotion, maintenance, improvement, and advancement of arts education or for the encouragement of the arts	Meets approx. 6 times per year. AGM held in September.
Birmingham Airport - Consultative Committee	Councillor C Miks	N	To enable aerodrome operators, communities in the vicinity of the aerodrome, local authorities, local business representatives, aerodrome users and other interested parties to exchange information/ideas; to allow the concerns of interested parties to be raised and taken into account by the aerodrome operators; and to complement the legal framework within which the aerodrome operates	Meets monthly. AGM held in June
Birmingham International Airport Holdings Limited - Board of Directors	No Appointment Required for 2024/25	Y	Airport Company Board of Directors	Meets 4 times per year. AGM held in July

Outside Bodies

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
Coombe Abbey Shareholders Panel	<p>Councillor G Duggins - Leader of the Council and Cabinet Member for Policy and Leadership</p> <p>Councillor AS Khan - Cabinet Member for Policing and Equalities</p> <p>Councillor J O'Boyle - Cabinet Member for Jobs, Regeneration and Climate Change</p> <p>Councillor R Brown - Cabinet Member for Strategic Finance and Resources</p>	N	To provide assurance that all legal Shareholder requirements are fulfilled and through its governance, seek to protect the delivery of the Council's strategic objectives	Approx. twice per year (Bi-annually at a minimum)
Coventry Airport Consultative Committee	<p>Councillor R Lakha</p> <p>Councillor C E Thomas - Substitute Member</p>	N	To enable aerodrome operators, communities in the vicinity of the aerodrome, local authorities, local business representatives, aerodrome users and other interested parties to exchange info; to allow the concerns of interested parties to be raised and taken into account by the aerodrome operators; and to complement the legal framework within which the aerodrome operates	Meets quarterly

Outside Bodies

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
Coventry Ambassadors Social Enterprise Board	Councillor J O'Boyle	N	To continue the development of Coventry Ambassadors to enable them to play a key role in future events for the City	Meetings as required
Coventry and Solihull Waste Disposal Company Limited - Advisory Forum	Councillor J O'Boyle Councillor L Harvard Councillor G Ridley Councillor P Male	N	Consider the waste disposal activities and financial results of the joint account for the two Authorities	Meets once per year
Coventry and Solihull Waste Disposal Company Limited - Shareholders' Panel	Councillor P Hetherton - Authorised to exercise the Council's vote at General Meetings Councillor G Lloyd - Substitute for exercising Council's vote at General Meetings (IN THE ABSENCE OF THE ABOVE MEMBERS: Barry Hastie, Director of Finance and Resources, or his nominated substitute, will exercise the Council's vote) Councillor T Sawdon	N	The Panel oversees the operation of the Waste Disposal Company	Meets quarterly

Outside Bodies

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
Coventry Law Centre Limited	Councillor A Tucker Councillor A Jobbar	N	Employs Solicitors and paralegals to offer free legal advice and representation in the areas of housing, immigration, employment and discrimination, education, mental health, community care and welfare benefits to the people of Coventry	Meets monthly
Coventry Refugee and Migrant Centre - Board	Councillor R Singh Councillor S Agboola Councillor M Lapsa (Councillor D Welsh - to attend as Observer)	N	Oversees the work of the Centre which covers the main categories of: 1) Help for asylum seekers with subsistence, housing, health, and racial harassment 2) Help set up home for those given leave to remain	Meets monthly except for August and December. AGM held in September
Historic Coventry Trust - Board of Trustees	Councillor M Ali (Councillor D Welsh - to attend as Observer)	N	To protect city heritage assets	As required
Local Government Association - General Assembly	Councillor G Duggins Councillor AS Khan Councillor K Caan Councillor G Ridley (Councillor R Bailey – Substitute for Councillor Ridley)	N	Acts as the "parliament" for local government	Meets once per year in July (Annual Conference held in July)

Outside Bodies

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
Parking and Traffic Regulation Outside London Adjudication Joint Committee (PATROLJC)	Councillor A S Khan - Cabinet Member for Policing and Equalities	N	Puts in place adjudication arrangements for parking Penalty Charge Notice appeals	Meetings held approx. every 3 months
Police and Crime Panel	Councillor A S Khan AND Councillor K Sandhu - Substitute Member <u>Joint Appointment for 2024/25</u> Councillor P Akhtar AND Councillor P Seaman - Substitute Member	N	The Police and Crime Commissioners are held to account on an on-going basis by the Panel	Meets 7 times per year. AGM held in June
Regional Flood and Coastal Committee (Severn and Wye)	Councillor P Hetherton	N	Considers matters relating to the flood risk programme for the midlands region, capital schemes, maintenance policy, strategy and funding.	Meets quarterly
Standing Advisory Committee on Religious Education (SACRE)	Councillor K Sandhu - Cabinet Member for Education and Skills Councillor CE Thomas	N	To advise Coventry City Council on matters connected with religious worship in community schools and religious education given in accordance with the local Agreed Syllabus.	3 meetings per year - October, January and June. Additional meeting 'Agreed Syllabus Conference' once every 5 years to formally approve Agreed Syllabus.

Outside Bodies

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
Sherbourne Recycling Shareholders Panel	Councillor P Hetherton	N	The Panel oversees the operation of the Recycling Company	As required
SIGOMA (Special Interest Groups of Municipal Authorities)	Councillor R Singh Councillor R Lakha - Substitute Member	N	Represents most of the large towns and cities in the North, Midlands and South coast regions of England as the collective voice of urban areas across the regions, working to release the opportunities and potential of the communities represented	Meets monthly. AGM held in July.
Tom White Waste Limited Shareholders Panel	Councillor G Duggins (Chair) Councillor P Hetherton Councillor G Lloyd	N	Overall responsibly for the investment, approval of the business plan and the financial parameters and to set the budget and receive information about the performance of the business.	To be determined
University of Warwick Science Park Business Innovation Centre Board	Councillor J O'Boyle - Authorised to exercise the Council's vote at General Meetings	Y – Non-Executive	Management Board for the body.	Approx. Quarterly

Outside Bodies

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
West Midlands Combined Authority (Board)	Councillor G Duggins Councillor A S Khan Councillor J O'Boyle - Substitute Member Councillor D Welsh - Substitute Member	Y	Management Board for the combined authority to improve economic growth and transport for local authorities in the economic area	Monthly
West Midlands Combined Authority Audit, Risk and Assurance Committee	Councillor R Lakha Councillor B Singh - Substitute Member	N	Responsible for matters concerning internal audit, including risk management, and the promotion and maintenance of high standards of conduct and ethical governance.	Bi-monthly
West Midlands Combined Authority Environment and Energy Board (formerly Environment Board)	Councillor J O'Boyle	Y	Advises West Midlands on Strategic Economic Plan goals on Carbon, Renewable Energy, Fuel Poverty, Air Quality, Waste, Natural Environment, and growth of the green business sector	Bi-annually

Outside Bodies

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
West Midlands Combined Authority Housing and Land Delivery Board	Councillor D Welsh	N	To assist in the accelerated delivery of housing and employment space across the West Midlands by overseeing the delivery of the Housing & Land Delivery Action Plan and identifying freedoms and flexibilities that should underpin negotiations with the government and future devolution agreements	Bi-monthly
West Midlands Combined Authority Investment Board	Councillor J O'Boyle	N	To make investment decisions on behalf of the WMCA relating to applications made in accordance with the Investment Programme that underpinned the devolution agreement, along with any other investment proposals	Monthly
West Midlands Combined Authority Overview and Scrutiny Committee	Councillor N Akhtar Councillor L Kelly - Substitute Member	N	To review and/or scrutinise decisions made, or other action taken, in connection with the discharge of any functions which are the responsibility of the West Midlands Combined Authority	Bi-monthly
West Midlands Combined Authority Economic Growth Board (formerly Strategic Economic Development Board)	Councillor G Duggins	Y	Support the development of a number of the targets set out in the Strategic Economic Plan	As required

Outside Bodies

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
West Midlands Combined Authority Transport Delivery Overview and Scrutiny Committee	Councillor P Akhtar Councillor J McNicholas Councillor A Tucker	N	To review and/or scrutinise decisions made, or other action taken, in connection with the discharge of any functions related to transport which are the responsibility of the West Midlands Combined Authority	To be scheduled in line with work programme (Approx. monthly)
West Midlands Combined Authority Wellbeing Board	Councillor K Caan	N	Supports the West Midlands in achieving its ambition of improving health outcomes for residents as quickly as possible by having responsibility for setting the overarching strategic vision for the region's health and social care economy	Quarterly
West Midlands Employers (WME) Management Board	1 Labour Group Appointment To Be Confirmed	N	West Midlands Employers (WME) has acted as an expert advisor, partner and enabler for elected members, senior management and staff at all levels to help the region create a resilient public sector workforce.	Quarterly
West Midlands Fire and Rescue Authority	Councillor C Miks - Voting Member Councillor G Lloyd - Substitute Voting Member	N	Statutory responsibilities to the community of the West Midlands	Meets 5 times per year (Policy Planning Forum, comprising all members, meets 8 times per year)

Outside Bodies

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
West Midlands Investment Zone (WMIZ) Joint Committee	Councillor J O'Boyle - Voting Member	N	The WMCA is required by Government to act as the accountable body for the successful and compliant implementation of the WMIZ - the WMCA has initially established a WMIZ Joint Committee as the governance body, which also has delegated authority to make all decisions in relation to the IZ up to a financial threshold to be set by the WMCA Board	To be confirmed
West Midlands Pensions Committee	Councillor B Singh Councillor R Brown - Substitute Member	N	To oversee the pensions administration and investment expenses relating to the West Midlands Metropolitan Authorities Pensions Fund	Meets every four months
West Midlands Rail Ltd - Board	Councillor P Akhtar - Principal Director Councillor J O'Boyle - Named Substitute Principal Director	Y	The Board provides West Midlands Rail with strategic and policy guidance towards developing a new, local passenger rail franchise for the West Midlands, as well as gaining influence over other key routes across the region	Meets quarterly
West Midlands Shareholders Airport Committee	No Appointments Required for 2024/25	N	Appoints officers to advise the Districts and Airport Committee on Birmingham Airport Holdings Limited and exercises the powers and rights of the Districts as shareholders of the Company	6 meetings per year

Charities

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
Blue Coat School Foundation - Trustees	Mr T Skipper Mrs J Jackson	N	Charitable body responsible for property management	2/3 times per year
Bond's Hospital Estate Charity Trustees	Councillor F Abbott Mr J Clifford Mrs S C Forte	N	Charitable organisation that manages property for the benefit of the elderly	Three times per year in May, June, and July
Coventry Association for International Friendship	Councillor R Lakha	N	Brings together organisations and individuals to promote International friendship and create closer ties between citizens of Coventry and its twinned towns	Twice per year (AGM held in May)
Coventry Church (Municipal) Charities Trustees	2 Labour Group Appointments to be confirmed	N	Charitable body for the relief of poverty for elderly people	Quarterly in March, June, September and December
Bond's and Ford's Almshouse Charity Trustees	2 Labour Group Appointments to be confirmed	N	Charitable body to provide sheltered accommodation to the poor and needy citizens of Coventry	Four times per year once the charity is operational
Coventry Citizens' Advice Bureau Board of Trustees	No Appointment Required for 2024/25	N	Manages the business of the bureau	Bi-monthly on the second Tuesday of the month at 5.45pm - 7.30pm

Charities

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
Coventry General Charities Trustees	Councillor R Lakha Councillor T Jandu	N	Yearly payment to vicar & church wardens of ecclesiastical parish of St Michael for the poor; yearly payment to Governors of Monks Kirby exhibition foundation; relief for persons in conditions of need, hardship, or distress in Coventry; payment of pensions to poor people, preference given to Freemen of the City; the general advancement of education to persons under 25 years, preference given to sons and daughters of the City	Monthly (AGM held in January) AND Quarterly meetings to consider applications
Daimler Green Recreational Trust	1 Labour Group appointment to be confirmed	N	Established to take responsibility for the community facilities being provided at Daimler Green.	Monthly
Sir Charles Barratt Memorial Foundation	Councillor G Hayre Councillor T Sawdon	N	Charitable body that gives grants for musical instruments	Ad-hoc (AGM held in January)
Soothern and Craner Educational Foundation	No Appointments Required for 2024/25	N	To assist girls of Friends (Quakers) in Coventry and other girls in the City by means of monetary grants	Once per annum AGM held in July/August
Swillington's Charity Trustees	Councillor K Caan Councillor G Lloyd	N	Charity for the general benefit of the poor in the City of Coventry	Bi-monthly

Charities

ORGANISATION	2024/2025 (Lead Member for Council reporting purposes in bold)	DIRECTOR OF THE BOARD	PURPOSE	FREQUENCY OF MEETINGS and AGM
Tom Mann Centre Trust Management Committee	No Appointments Required for 2024/25	N	Charity fund to promote the life of Tom Mann and his involvement with Trade Unions.	Once per year
William Proffitt's Charity	Councillor S Nazir Councillor F Abbott Dr R Auluck	N	Education of the poor - money distributed to Charities and Schools in the parish of Foleshill	Twice per year in March and December