

**Coventry City Council**  
**Minutes of the Annual Meeting of Council held at 11.00 am on**  
**Thursday, 22 May 2025**

Present:

Members: Councillor R Lancaster (Chair)

Councillor F Abbott	Councillor R Lakha
Councillor S Agboola	Councillor AS Khan
Councillor N Akhtar	Councillor M Lapsa
Councillor P Akhtar	Councillor G Lewis
Councillor M Ali	Councillor G Lloyd
Councillor R Bailey	Councillor P Male
Councillor J Birdi	Councillor K Maton
Councillor K Caan	Councillor J McNicholas
Councillor B Christopher	Councillor C Miks
Councillor G Duggins	Councillor B Mosterman
Councillor J Gardiner	Councillor M Mutton
Councillor S Gray	Councillor S Nazir
Councillor L Harvard	Councillor E M Reeves
Councillor G Hayre	Councillor G Ridley
Councillor M Heaven	Councillor T Sawdon
Councillor P Hetherton	Councillor P Seaman
Councillor J Innes	Councillor B Singh
Councillor T Jandu	Councillor R Singh
Councillor A Jobbar	Councillor R Thay
Councillor s Jobbar	Councillor CE Thomas
Councillor A Kaur	Councillor D Toulson
Councillor L Kelly	Councillor A Tucker

Honorary Alderman M Hammon, T Skipper

Apologies: Councillors L Bigham, J Blundell, R Brown, A Hopkins,  
J Lepoidevin, J O'Boyle, E Ruane and K Sandhu  
Honorary Alderman K Taylor

**Public Business**

**1. Correspondence and Announcements of the Lord Mayor**

There were no announcements.

**2. Election of the Chair of the Council (being the Lord Mayor of the City)**

It was moved by Councillor L Kelly, seconded by Councillor J McNicholas and supported by Councillor G Ridley and Councillor E Reeves, that Councillor Rachel Lancaster be elected as Chair of the Council (being the Lord Mayor of the City) for the ensuing year.

**RESOLVED that Councillor Rachel Lancaster be elected as Chair of the Council for the 2025/26 municipal year, having made the declaration of office prescribed by the Local Government Act 1972 (as amended) and having been invested with the Lord Mayor's Chain of Office.**

**3. The Lord Mayor's Address**

The Lord Mayor, Councillor Lancaster, addressed the City Council.

**4. Vote of thanks to the Retiring Lord Mayor**

A vote of thanks for the retiring Lord Mayor, Councillor M Mutton, was moved by Councillor P Hetherton, seconded by Councillor M Ali and supported by Councillor G Ridley and Councillor E Reeves.

Councillor Mutton responded to the vote of thanks.

**RESOLVED:**

**(1) That the warmest thanks of the Council are due and are thereby given to Councillor Mal Mutton for the zeal and impartiality with which she has discharged the arduous duties of the office of Lord Mayor during the year 2024/25; and**

**(2) That a copy of this resolution, under the Common Seal, be presented to Councillor Mal Mutton and Mrs Margaret Hickman.**

**5. Election of the Vice-Chair of the Council (being the Deputy Lord Mayor of the City)**

It was moved by Councillor G Ridley, seconded by Councillor P Male and supported by Councillor G Duggins and Councillor E Reeves that Councillor R Bailey be elected as Vice Chair of the Council (being the Deputy Lord Mayor of the City) for the ensuing year.

**RESOLVED that Councillor Roger Bailey be elected as Vice Chair of the Council for the 2025/26 Municipal Year, having made the declaration of office prescribed by the Local Government Act 1972 (as amended) and having been invested with the Deputy Lord Mayor's Badge.**

**6. 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 2025/26

Member	Portfolio
<b>The Leader, Cabinet Member Policy and Leadership</b> 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 Job Shop
<b>The Deputy Leader, Cabinet Member Policing and Equalities</b> Councillor AS Khan  <b>Deputy Cabinet Member</b> 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) 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
<b>Cabinet Member Strategic Finance and Resources</b> Councillor R Brown	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
<b>Cabinet Member Children and Young People</b> Councillor P Seaman	Children and Families (Early Help) Children and Young People's Social Care Child Exploitation Young People

<b>Deputy Cabinet Member</b> Councillor B Christopher	Youth Offending Service Safeguarding *S19 Children Act 2004 Lead Member Fostering, Adoption, Special Guardianship Orders and Kinship Care Corporate Parenting
<b>Cabinet Member Education and Skills</b> Councillor 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
<b>Cabinet Member Jobs, Regeneration and Climate Change</b> Councillor J O'Boyle	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
<b>Cabinet Member City Services</b> Councillor P Hetherton  <b>Deputy Cabinet Member</b> Councillor S Nazir	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
<b>Cabinet Member Adult Services</b> Councillor L Bigham  <b>Deputy Cabinet Member</b> Councillor D Toulson	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

<b>Cabinet Member</b> <b>Public Health, Sport and Wellbeing</b> Councillor K Caan  <b>Deputy Cabinet Member</b> Councillor G Hayre	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
<b>Cabinet Member</b> <b>Housing and Communities</b> Councillor N Akhtar  <b>Deputy Cabinet Member</b> Councillor S Agboola	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

\*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

## 7. Minutes

The Minutes of the Meeting held on 25 March 2025 were agreed and signed as a true record.

## 8. Declarations of Interest

There were no declarations of interest.

## 9. Matters for Determination by the City Council

The Council considered the following documents which were tabled at the meeting and appended to these Minutes:

- (i) Details of Licensing and Regulatory Committee, Planning Committee, Health and Wellbeing Board, Scrutiny Co-ordination Committee, Scrutiny Boards, Audit and Procurement Committee, Ethics Committee, Coventry Shareholder Committee, Joint Health Overview and Scrutiny Committee and such other Committees as the Council considers appropriate, to deal with matters which are neither reserved to the Council nor are executive

functions as set out in the Constitution. This also includes the appointment of the Chair and Deputy Chair of those bodies

- (ii) The size and terms of reference for those Boards and Committee (as set out in the Constitution).
- (iii) The allocation of seats to political groups in accordance with the political balance rules.
- (iv) The nominations of Councillors to serve on each Scrutiny Board, Committee and Cabinet Advisory Panel.
- (v) The nominations and appointments to outside bodies.
- (vi) The programme of ordinary meetings of the Council, Cabinet, Scrutiny Boards, Committee and Advisory Panels for 2025/26 including the date and time of the next Annual Meeting and the scheme of delegations as set out in the Constitution.

**RESOLVED that the City Council:**

- (1) Approve the allocation of seats, appointments and programme of meetings together with the appointments to outside bodies (as appended to these minutes) and agree the scheme of delegations as set out in the Constitution.**
- (2) Delegates authority to the Director of Law and Governance to make any amendments to the membership of the Licensing and Regulatory Sub Committees for Hackney Carriages & Private Hire (Taxis) Sub-Committees following consultation with the Chair of the Committee and the appropriate Group Leader.**
- (3) Delegates 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 2025/26.**
- (4) Confirms the existing Terms of Reference (as set out in the Constitution) and detailed in the document submitted, together with the addition of the following term of reference for the Coventry Shareholder Committee:**
  - To ensure that the Coventry Shareholder Committee is aware of cross-party views on matters to be decided by the Committee, representatives from the opposition groups will be entitled to attend meetings of the Committee but not to vote. There will be a maximum of four such representatives, two of whom will be nominees of the numerically-largest opposition group and one each from the next two numerically-largest opposition groups. The nominations are to be submitted by those opposition groups. Such representatives will be determined by the**

**Council and will be entitled to nominate substitute members**

**10. 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 12.25 pm)