



Business, Economy and Enterprise Scrutiny Board (3)

Time and Date

10.00 am on Wednesday, 11th July 2018

Place

Council House, Committee Room 3

Public Business

1. **Apologies and Substitutions**
2. **Declarations of Interest**
3. **Minutes** (Pages 3 - 8)
 - (a) To agree the Minutes of the meeting held on 15th May, 2018
 - (b) Matters arising
4. **The Energy and Low Carbon Team** (Pages 9 - 12)
Briefing Note of the Deputy Chief Executive (Place)
5. **Coventry Air Quality Action Plan** (Pages 13 - 14)
Briefing Note of the Deputy Chief Executive (Place)
6. **Green Space Strategy Progress** (Pages 15 - 16)
Briefing Note of the Deputy Chief Executive (Place)
7. **Work Programme 2018/2019** (Pages 17 - 22)
Report of the Scrutiny Co-ordinator
8. **Any other items of public business which the Chair decides to take as matters of urgency because of the special circumstances involved**

Private Business

Nil

Martin Yardley, Deputy Chief Executive (Place), Council House, Coventry

Tuesday, 3 July 2018

Note: The person to contact about the agenda and documents for this meeting is Michelle Salmon, Governance Services, Tel: 024 7683 3065 Email: michelle.salmon@coventry.gov.uk

Membership:

Councillors R Auluck, J Birdi, J Clifford (By Invitation), G Crookes, R Lancaster, J McNicholas (Chair), C Miks, B Singh, T Skipper and K Taylor

Please note: a hearing loop is available in the committee rooms

If you require a British Sign Language interpreter for this meeting OR if you would like this information in another format or language please contact us.

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Coventry City Council
Minutes of the Meeting of Business, Economy and Enterprise Scrutiny Board (3)
held at 2.00 pm on Tuesday, 15 May 2018

Present:

Members: Councillor J McNicholas (Chair)
Councillor R Auluck
Councillor G Crookes
Councillor L Harvard
Councillor R Lancaster
Councillor H Sweet
Councillor K Taylor

Other Members: Councillors J Clifford, R Lakha, M Mutton and J O'Boyle

Former Member: Mr M Hammond

Other representatives Nick Cleaver, Canal and River Trust
Alan Dyer, Coventry Canal Basin Trust
Ian Lane, Canal and River Trust
Robert Nash, Coventry Canal Society
Elaine Tierney, The Tin

Employees:

C Coyle, Place Directorate
G Holmes, Place Directorate
L Knight, Place Directorate
G McKelvie, Place Directorate
R Moon, Place Directorate
D Nuttall, Place Directorate
A Walster, Place Directorate

Apologies: Councillors J Innes (Cabinet Member for City Services) and
B Singh

Public Business

47. Declarations of Interest

There were no declarations of interest.

48. Minutes

The minutes of the meeting held on 11th April, 2018, were signed as a true record.

Further to Minute 43/17 headed 'Local Enterprise Partnership (LEP)' the Board were informed that, at their meeting on 18th April 2018, Scrutiny Co-ordination Committee had agreed to the Board's request that the Committee lead on LEP

scrutiny for the Council, and had agreed to invite Jonathan Browning, Chair, and Martin Yardley, Chief Executive, to a future meeting of the Committee.

49. **St Mary's Guildhall**

The Board considered a briefing note and received a presentation of the Deputy Chief Executive (Place) which informed of the current activity in relation to the development of the St Mary's Guildhall offer and the establishment of shared office space in the Council House. Councillor O'Boyle, Cabinet Member for Jobs and Regeneration attended the meeting for the consideration of this item along with Councillor Clifford, Deputy Chair of Scrutiny Co-ordination Committee.

The briefing note indicated that in January, 2018 the café in the Undercroft at St. Mary's closed to enable works to take place to improve the physical environment and customer experience. Works were carried out to the staircase, bar area and lighting in the café. In March 'The Undercroft at St Mary's' was relaunched offering an improved café experience, a new menu and a re-focused promotional campaign. The Board were informed that customer numbers had improved since the relaunch and the performance of the café was being closely monitored to support its ongoing success.

The Board noted that Coombe Abbey Hotel had been engaged around providing insight and/or advice around the customer offer and experience across the wider St Mary's complex.

As part of the work on implementing Coventry's Cultural Strategy and to support the City's preparations for being UK City of Culture 2021, a review of potential cultural capital projects had commenced. This included exploring the capacity of projects to contribute to widening access to the city's cultural offerings and growing culture and leisure tourism. The work would support the ongoing work on the development of a new Coventry Destination Management Plan.

In relation to the wider commercial opportunities at St Mary's Guildhall and the Council House, in March, 2018 initial proposals for the Wheelhouse to open a partnership co-working community space were progressed into a preferred option for delivering the opportunity within the Council House. The Wheelhouse (Coventry) opened in April, 2018 within the former Communications Team offices which had been converted to offer dedicated desk spaces; co-working desk spaces; relaxed working spaces; and meeting room spaces. The Board were informed that the Wheelhouse reported that they were on course for achieving targets in membership growth.

The presentation provided further details on the relaunch of the Undercroft at St Mary's; the events potential at St Marys and the engagement with Coombe Abbey Hotel; the cultural capital opportunities and the Destination Management Plan; and the opening of The Wheelhouse.

Members raised a number of issues in response to the briefing note and presentation and responses were provided, matters raised included:

- An update on the recent petition concerning the option to white wash the ceiling at the Undercroft, a decision on which had not been made

- Support for the relaunch of the Undercroft but a concern that existing customers were being lost
- An assurance about the Wheelhouse, that the Council would not be incurring costs
- Any future plans for the old police cells at the Council House
- The requirement to get a cross section of visitors to St. Mary's Guildhall
- The requirement for visitors to know when they can access St Mary's Guildhall
- The need to manage the Council buildings/ facilities in a successful and different way to ensure that the best use is made of them and there is not a drain on the Council's financial resource.

RESOLVED that:

(1) The Board noted the content of the presentation concerning developments in the St Mary's Guildhall offer and the establishment of shared office space in the Council House.

(2) A progress report outlining the potential opportunities to further enhance the St Mary's Guildhall offer and an update on the Wheelhouse be submitted to a future meeting of the Board in September, 2018.

50. Recommendations from the Canal and Basin Task and Finish Group

The Board considered a briefing note of the Scrutiny Co-ordinator which set out the recommendations from the Canal and Basin Task and Finish Group which had been established to look at creating the canal and canal basin as a destination point. Councillor O'Boyle, Cabinet Member for Jobs and Regeneration attended the meeting for the consideration of this item along with Nick Cleaver and Ian Lane, Canal and River Trust, Alan Dyer, Coventry Canal Basin Trust, Robert Nash, Coventry Canal Society, and Elaine Tierney, The Tin. Councillor Mal Mutton, Radford Ward Councillor and Member of the Task and Finish Group and Councillor Clifford, Deputy Chair of Scrutiny Co-ordination Committee were also in attendance.

The briefing note indicated that at their meeting on 20th September, 2017 the Board had considered an item on the canal and canal basin and had agreed to set up a Task and Finish Group to facilitate improvements to and better use of the canal and canal basin. The scoping document for the Group was tabled at the meeting. The Group comprised Councillors Auluck, Hammon, Mal Mutton, McNicholas and Bally Singh.

The briefing note set out the history of the canal and the Board noted that many of the buildings and the site of the canal basin were restored between 1993 and 1995 with the canal and surrounding area from the basin to Hawkesbury junction being designated as a conservation area. Coventry's Green Space Strategy was in the process of being refreshed and the canal was to be considered as a 'blue corridor' as part of the strategy.

The briefing note referred to the Group's visit to the Canal where they heard from Alan Dyer, David Moore from Valley Cruises, Elaine Tierney and representatives from the Canal and River Trust. The main activity and infrastructure issues raised

by these representatives were outlined. Reference was made to the meeting with the CAN project, with Helen Cuthill from Coventry University and representatives from The Tin. The plans for developing the building owned by the Canal and River Trust was discussed and was to be part of the vision for the Canal Basin to be a creative hub for the city

Members of the Task and Finish Group went on a journey from the canal basin to Swan Lane to experience the canal from the water which gave a different perspective on the canal. Members identified a number of issues as part of the visit which were highlighted. Councillor McNicholas, Chair of the Group, also had several meetings with the Chair of the West Midlands Partnership, Canal and River Trust, and the Waterway Manager to discuss some of the issues that had arisen during the Task and Finish Group meetings.

The briefing note concluded with comments from the Director of Streetscene and Regulatory Services and the Director of Highways and Infrastructure along with comments from the Cabinet Members for Jobs and Regeneration and City Services and the Cabinet Member/ Deputy Cabinet Member for Public Health and Sport who met on 10th April, 2018 to consider the progress and emerging findings of the Task and Finish Group.

The representatives present addressed the Board regarding their aspirations for the development of the canal and the canal basin, outlining their support for the work of the Task and Finish Group. Reference was made to 2000 – 2005 when a Group co-ordinated with dedicated Council officer support brought all the organisations at the canal basin together. A £20,000 budget was available from the Council and everyone worked together to plan and host a number of successful craft and food festivals involving the local community.

Members raised a number of issues in response to the issues and recommendations set out in the briefing note and the matters raised at the meeting and responses were provided, matters raised included:

- Support for the recommendation to change the car parking, increase signage and remove the wall at the entrance to the canal basin
- Using Camden Lock as an aspiration with lots of activities/ entertainment for visitors
- The opportunities to attract students in their leisure time, particularly in light of the new student accommodation in the vicinity of the canal basin
- The importance of community involvement with any future development at the canal basin
- The importance of improving the linkage between the city centre and the canal basin
- The balancing act between encouraging the creative sector to operate from the canal basin and a retail offer to attract visitors
- The potential for financial support from Coventry University via Section 106 funding from the new student developments
- Support for making the canal basin a destination with cafes, entertainment and short term attractions
- A suggestion that people with businesses at the canal basin could provide additional funding towards the costs of any improvement works

- The potential for a cycle track alongside the canal
- The importance of ensuring that any proposals for the canal basin were sustainable for the future
- Improvements to the security for boats moored at the canal basin thus enabling their owners to go off and visit the city centre
- The importance of improvements being introduced to coincide with the City of Culture 2021
- The need to consider transport connectivity between the city centre and the canal basin.

The Board noted that a report detailing the findings and recommendations of the Task and Finish Group would be submitted to a future meeting of Cabinet in the new municipal year.

The Chair, Councillor McNicholas placed on record his thanks to the Members for all their work while serving on the Task and Finish Group.

RESOLVED that:

(1) Coventry City Council work closely with the Canal and River Trust to review the use of the canal and canal basin to create a clear vision and aspiration for the increased use of the canal and the canal basin in Coventry

- a) The review should recognise the cultural and heritage contribution the canal has and can in future make to the city**
- b) The review should maximise the public health potential and contribution the area makes as a lung of the city, which is recognised as part of the Council's Green Space Strategy**
- c) The review should assess the current use of all of the buildings at the Canal Basin to ensure that they are appropriate to the renewed vision and aspiration for the canal and canal basin in Coventry**
- d) The review should involve all partners and organisations with an interest in the canal and canal basin**
- e) The review should consider transport connectivity between the canal basin and the City Centre.**

2) Cabinet Members should meet with representatives of the universities and other health and sports related organisations in the city to maximise the contribution to improved health outcomes the canal can make.

3) Coventry City Council consider 'quick wins' such as changing the long stay car park at Leicester Row to a short stay, improved signage to the basin, improved lighting, and the removal of the wall at the entrance to the Canal Basin on the junction of St. Nicholas Street and Leicester Row, to improve ease of access.

4) Coventry City Council work closely with the Canal and River Trust to address issues of cleanliness and maintenance, as well as formally recognising the contribution made by the Coventry Canal Society to this work.

5) Coventry City Council support the Canal and River Trust in getting local businesses located on the canal side involved to support the work in increasing the use of the canal and canal basin.

6) Coventry City Council formally recognise the appointment of an Elected Member to the West Midlands Canal and River Trust Board of Trustees.

51. Outstanding Issues - Report back on a Recommendation from the Transport Select Committee

The Board noted a briefing note of the Scrutiny Co-ordinator concerning a recommendation approved by Cabinet at their meeting on 4th October, 2017 'that the Cabinet Member for City Services undertake a review of Council vehicle usage, particularly during school hours, to see whether the vehicles could be used to support the transport requirements of vulnerable, ill and elderly people in the city'. The recommendation was one of the recommendations arising from Transport Select Committee. Councillor Lakha, Deputy Cabinet Member for City Services carried out the review and his report outlining his findings was set out at an appendix to the briefing note. Councillor Lakha attended the meeting for the consideration of this item.

Arising from his review, the Deputy Cabinet Member concluded that there was not a big vehicle capacity available for supporting other Coventry residents outside of the Council's current remit. In addition, there were complexities associated with the passenger operator's licence that would be required to do additional works, the Council currently operated using a permit system. Also the situation was further complicated by a current Department of Transport consultation on the permit system with potential proposals for change.

RESOLVED that the content of the report by Councillor Ram Lakha, Deputy Cabinet Member for City Services be noted.

52. Work Programme 2017/2018

The Committee noted their final work programme of the year and that any outstanding items would be carried forward to the new work programme for 2018/19.

53. Any other items of public business which the Chair decides to take as matters of urgency because of the special circumstances involved

There were no additional items of public business.

(Meeting closed at 4.05 pm)



Coventry City Council

Briefing note

To: The Business, Economy and Enterprise Scrutiny Board (3)

Date: 11th July 2018

Subject: The Energy & Low Carbon Team

1 Purpose of the Note

1.1 To inform and update members of the board on the work of the Energy & Low Carbon team

2 Recommendations

2.1 The Business, Economy and Enterprise Scrutiny Board (3) are recommended:

- 1) To note the content of the briefing note
- 2) To support the work of the Energy & Low Carbon team
- 3) To identify any specific areas of work the Board may wish to consider in more detail as part of their work programme 2018/19

3 Structure

3.1 The Energy & Low Carbon team consists of three teams:

- The Green Business Programme team
- Affordable Warmth
- Business Sustain

3.2 The team of 11 officers is over 90% funded through income and grants. It is externally focused and supports residents in Coventry and also businesses and organisations in Coventry & Warwickshire.

4 The Affordable Warmth Team

4.1 Consisting of two full time officers, this team works to tackle fuel poverty in the city via a range of advice and physical measures schemes aimed at vulnerable and low income households.

4.2 Affordable warmth advice and support is provided to residents on a range of subjects including energy bills, fuel debt, energy efficiency improvements, tariff switching, accessing grants and registering for the Priority Services Register. Advice and support is provided by phone, e-mail, surgeries and home visits with over 470 households helped in 2017/18. We also worked with Whitefriars Housing Association in 2017/18 to provide their tenants with energy saving advice home visits, saving each participant £280 on average. In addition, the team runs 3 collective tariff switching campaigns each year to help residents find cheaper energy tariffs. In 2017/18, 1787 households registered for the scheme.

4.3 The team also runs several projects to provide Public Health funded energy efficiency measures such as boiler replacements and insulation for low income or vulnerable residents at increased risk of fuel poverty. These are; the Public Health and energy supplier funded Warmer Homes in Coventry scheme (123 enquiries for insulation and heating have

been received since Jan 2018), Keeping Coventry Warm (In the 2017/18 winter period, 24 householders were assisted with emergency boiler repairs and replacements) and finally, Affordable Warmth on Prescription, an innovative scheme provided in 2017/18 in collaboration with GP surgeries in the city. The scheme combined Public Health funding with Warm Zones funding to provide insulation and heating improvements for patients identified by their GPs as suffering with cold related ill health. The early results of an evaluation of the scheme showed a reduction in GP and hospital appointments following completion of the insulation and heating work.

- 4.4 The team is currently setting up several future schemes. Warm and Healthy Homes for Disabled Householders will be launched shortly to provide insulation and heating improvements for low income disabled householders, funded by £200,000 funding support from the Better Care Fund. In addition, a Coventry aerial thermal survey was completed earlier this year and results will be made available to residents in the Autumn on the Council's website. Residents will be able to see the amount of heat lost from their homes and access advice on energy efficiency improvements.

5 The Green Business Programme team

- 5.1 The Coventry & Warwickshire Green Business Programme is ERDF funded three year programme which runs from 2016 – 2018. It is the first dedicated business support service within Coventry & Warwickshire that enables businesses (SMEs) to save money on their energy bills and maximise low carbon opportunities. The £5 million pound programme provides grants of between £1,000 and £100,000 to fund up to 30% of the cost of installing energy efficiency measures or developing new low carbon products or services. Examples include LED lighting, new heating systems, compressors, CNC machines, more efficient equipment and renewables.
- 5.2 A team of three Business Energy Advisors have supported over 200 business to improve their energy efficiency and have saved businesses over 6,200 tonnes of carbon the equivalent to 700,000 gallons of fuel.
- 5.3 The Green Business programme also incorporates the Coventry & Warwickshire Green Business Network which enables businesses to come together to learn best practice, share ideas and promote energy efficiency. The network is free to join and open to any business in Coventry & Warwickshire. Managed by the Green Business Marketing & Events Coordinator the network provides free events and workshops on all aspects of low carbon, best practice & energy efficiency. In addition, it supports business to improve their green credentials to secure new business.
- 5.4 A new three year Green Business Programme to start 2019 – 2021 is currently awaiting final approval. This programme will incorporate all aspects of sustainability (waste, water and resources as well as energy), in addition to renewables. Energy and resource efficiency grants of between £1,000 and £100,000 will be available to all eligible SMEs at an increased intervention rate of 40%.

6 Business Sustain

- 6.1 Business Sustain is an environmental consultancy team within Coventry City Council. They are self-funding and provide expert environmental advice and assistance on a wide range of issues from Environmental Management - ISO 14001, environmental legislation and environmental legal compliance and registers of environmental and Health & Safety legislation. Their clients are predominately with Coventry and Warwickshire, but they do assist companies throughout the UK. They have helped over 350 businesses and organisations to achieve the ISO14001 standard and all have gained certification first time.

To date the 2.6 FTEs have trained more than 20,000 people on environmental topics and have enabled a wide range of companies and organisations achieve significant cost savings through improved environmental management.

7 Other services

- 7.1 The Energy & Low Carbon team also support and manage various other aspects of sustainability, some of which are detailed below:
- 7.2 Coventry & Warwickshire Energy Innovation Zone (EIZ). Coventry & Warwickshire EIZ is a CWLEP initiative and one of 4 pilot EIZs in our region. The main focus of the EIZ will be to integrate low carbon technologies, to develop the business models and infrastructure needed to support new approaches to clean energy as well as overcome regulatory barriers. They are designed to stimulate local clean energy innovation and drive productivity, within the region, as well as exports and growth. This is as a result of securing devolved powers (Devolution Deal 2015, 2017) and the EIZ model is supported by Energy Capital who are leading on this agenda as part of the devolved powers given to the WMCA. Funding from BEIS has been used to produce initial high level business cases for the 4 pilot EIZs. Next steps to obtain resource to take projects forward. One FTE per LEP.
- 7.3 Planning support. All outline and full applications for major development are assessed by the team to ensure the energy statements meet the requirements to provide a minimum of 10% of the development's energy demand through the on-site generation of renewable energy. This fulfils 'Delivering a More Sustainable City' SPD (EM2: Building Standards and EM3: Renewable Energy Generation).
- 7.4 The council's Annual Greenhouse Gas Report. This is mandatory and provides an annual overview of GHG emissions from Coventry City Council's estate and operations. A target was set to reduce the Council's Greenhouse Gas (GHG) emissions by 35% by the year 2020. This was achieved in 2015/16. Coventry City Council's GHG emissions for the year 17/18 from scopes 1 and 2 combined (electricity, gas & fuel) have fallen 42.5% and emissions from scope 3 (business travel and outsources areas) have fallen 54.59% from 2008/09.

8 The Climate Change Strategy

- 8.1 For many years Coventry led the way amongst local authorities to top the carbon reduction league table. The Climate Change Strategy published in 2012 set a target to reduce carbon dioxide emissions by 27.5% by the year 2020. In 2016 we achieved a reduction of 34.6%.
- 8.2 The 27.5 per cent target is based upon a 2005 baseline and is equivalent to the national carbon dioxide emissions target of 34 per cent by 2020 which has a 1990 baseline leading to the difference in percentages.
- 8.3 The existing Climate Change Strategy for Coventry will be reviewed in 2019 for a new Strategy to be developed from 2021.

9 Other information

9.1 Fuel poverty in Coventry

- 9.2 Fuel poverty is a significant problem for some Coventry households, and many low income and vulnerable individuals are affected. Across the city, 14.4% of all households are fuel poor, and as a consequence they are unable to afford to stay warm in their homes.

9.3 White Label Energy Company

- 9.4 During 2017, the Affordable Warmth Team looked into various options for helping residents to switch to cheaper energy tariffs. One of these options was White Labelling.
- 9.5 While White Labelling could be a way to help generate income for future fuel poverty projects, it was felt this option would not be appropriate for our residents for several reasons:

- The large number of homes the local authority would be required to switch every year were felt to be unachievable. Further to this, Coventry City Council has none of its own housing stock to switch void properties to the assigned white label supplier once vacant.
- The council would be tied into promoting 1 supplier and tariff, which may not be the cheapest or most appropriate on the market for residents.
- The energy market changes on an almost daily basis and a tariff/supplier that is competitive at one point in the year, may not be competitive at other times. By committing to one supplier, this could lead to reputational damage to the Council and the risk that we would not always be promoting the best tariff and supplier to our residents.

9.6 The full briefing note outlining the advantages and disadvantages of the White Label option was submitted and discussed by members in April 2017.

10 The Climate Change Act

10.1 The Climate Change Act commits the UK government by law to reducing greenhouse gas emissions by at least 80% of 1990 levels by 2050 based on efforts to hold global temperature rise below 2C. The government has set legally-binding 'carbon budgets'. The first five carbon budgets have been put into legislation and run up to 2032. It is not on track to meet the fourth (2023 to 2027). To meet future carbon budgets and the 80% target for 2050, the UK will need to reduce emissions by at least 3% a year, from now on. This will require the government to apply more challenging measures. The implications of this are far reaching as they will impact power, transport, buildings and industry, waste and agriculture.

10.2 A report from the Committee on Climate Change on the UK's decarbonisation progress is due the end of June 2018 and is expected to warn the government they need to deliver considerably faster progress on cutting emissions from transport, heating, industry, and agriculture if it is to meet its binding carbon targets.

For more information, please contact:

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Coventry City Council

Briefing note

To: Business, Economy and Enterprise Scrutiny Board (3)

Date: 11th July 2018

Subject: Air Quality Action Plan

1 Purpose of the Note

- 1.1 To provide background information to a Cabinet Report on the Coventry Local Air Quality Action Plan

2 Recommendations

- 2.1 Members of the Business, Economy and Enterprise Scrutiny Board (3) are recommended to consider the content and recommendations in the Cabinet Report on Coventry Local Air Quality Action Plan which will be circulated as supplementary information prior to the meeting.

3 Information/Background

- 3.1 A report on the Coventry Local Air Quality Action Plan is due to be considered by Cabinet at their meeting on 17th July.
- 3.2 The Business, Economy and Enterprise Scrutiny Board will be able to make comments and recommendations for the Cabinet to be considered alongside the recommendations in the report.

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Coventry City Council

Briefing note

To: Business, Economy and Enterprise Scrutiny Board (3)

Date: 11th July 2018

Subject: Green Space Strategy Progress

1 Purpose of the Note

- 1.1 To inform the Business, Economy and Enterprise Scrutiny Board (3) of the progress being made in the development of the City Councils Greenspace Strategy.

2 Recommendations

- 2.1 The Business, Economy and Enterprise Scrutiny Board (3) are recommended to:
- 1) Note progress in the development of the Greenspace Strategy detailed within the report
 - 2) Receive the draft strategy as part of the public consultation process
 - 3) Identify any recommendations for the Cabinet Member

3 Information/Background

- 3.1 The City Councils existing Greenspace Strategy terminated on the 31st March 2018. In March 2017 Community First Partnership were commissioned to develop a Greenspace Strategy for the City Council in accordance with an agreed scope.
- 3.2 The Business, Economy and Enterprise Scrutiny Board received a progress report at their meeting on 15th February 2018, where Members requested to be kept up to date with progress.

4 Draft Document

- 4.1 A full draft strategy document has now been produced and has been reviewed by officers within the Greenspace Service. They have provided comments which have been reflected within the document. This process was completed during June.
- 4.2 There are a number of gaps in terms of the summary, foreword and the action plan which still needs to be fully populated otherwise the document is substantially completed.

5 Internal Consultation

- 5.1 The draft document is now out to internal consultation with colleagues within the Greenspace Service, Streetpride Service, Highways, Public Health, Planning, and Property Service, Sports and Recreation and other service areas. A period of 4 weeks has been allocated to this consultation exercise and will terminate at the end of July 18.

5.2 Once all the responses have been received from internal colleagues on the draft document these will be reviewed and reflected within the document. It is anticipated that a period up to 2 weeks will be allowed for this exercise.

6 Public Consultation

6.1 Once the internal consultation process has been completed and any revisions made to the document arising from this it is proposed that the document will then be subject to public consultation. This will be the final consultation process. It is anticipated that this will be an on line process. A duration period of 4 weeks would be allowed for this consultation process.

6.2 Again once all the responses have been received from the public consultation on the draft document these will be reviewed and reflected within the strategy as appropriate. It is anticipated that a period up to 2 weeks will be allowed for this exercise.

7 Programme

7.1 The originally timetable planned that the strategy document would be completed and approved by early April 2018 however in consultation with planning the number of sites to be quality assessed was considerably increased from 40 sites as detailed in the original strategy scope to 264 sites. This has resulted in a delay in producing the draft document. This increase in scope however will provide substantial benefit in informing planning policy and local standards. It will also provide a more robust evidential basis for demanding and securing section 106 funding.

7.2 It is anticipated the final strategy document will be produced by the end of August 2018 and will be submitted to Cabinet for approval.

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Coventry City Council

Briefing note

To: Business, Enterprise and Economy Scrutiny Board (3)

Date: 11th July 2018

Subject: Work Programme 2018-19

1 Purpose of the Note

- 1.1 This note is to enable Members to identify items for the work programme for the municipal year 2018-19

2 Recommendations

- 2.1 The Business, Economy and Enterprise Scrutiny Board (3) is recommended to identify items for the work programme

3 Information/Background

- 3.1 At the All Members informal meeting on 18th June, Members were informed of the Corporate and Directorate priorities for the coming year.
- 3.2 The work programme with items carried forward from 2017-18 is attached at Appendix A

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Please see page 2 onwards for background to items

11th July 2018
Energy and Low Carbon Air Quality Green Space Strategy update
19th September 2018
St. Mary's Guildhall and Council Space update
31st October 2018 5th December 2018 13th February 2019 27th March 2019
Canal Basin recommendations progress
2018-19
Coventry Innovation – Battery Plant, Autonomous Vehicles, Light Rail and Track Destination Management Strategy Outcome of the Bus Lane Review

Appendix A - Business, Economy and Enterprise (3) Work Programme 2018/19

Date	Title	Detail	Cabinet Member/ Lead Officer
11th July 2018	Energy and Low Carbon	Members requested a general briefing on the work of the team to enable them to identify areas for further investigation	Richard Moon/ Andy Williams Cllr O'Boyle
	Air Quality	To look at what the city is doing to address issues of air quality	Colin Knight Karen Lees Cllr Caan
	Green Space Strategy update	Progress report on the refresh of the Green Space Strategy	Graham Hood Cllr A Khan
19th September 2018	St. Mary's Guildhall and Council Space update	Following on from their meeting in May 2018, Members requested further information on a review of the new menu and the Wheelhouse in the Council House	Grant McKelvie/ David Nuttall Cllr O'Boyle
31st October 2018			
5th December 2018			
13th February 2019			
27th March 2019	Canal Basin recommendations progress	Progress on the recommendations from the T&F group on the canal and canal basin	
2018-19	Coventry Innovation – Battery Plant, Autonomous Vehicles, Light Rail and Track	Further progress following the meeting on 17 th January 2017, to include site visits for Pod, light rail and track and battery development plant.	Colin Knight Cllr O'Boyle Cllr Innes Mike Waters – TfWM

Appendix A - Business, Economy and Enterprise (3) Work Programme 2018/19

Date	Title	Detail	Cabinet Member/ Lead Officer
			Andy Williams /Richard Moon
	Destination Management Strategy	Following the item at their meeting on 17 th January Members requested a progress update	David Nuttall Cllr O'Boyle
	Outcome of the Bus Lane Review	Following the select committee on public transport last municipal year, Members wanted to look in more detail at the outcome of the bus lane review	Colin Knight Cllr Innes

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