



Coventry City Council

Council Meeting

14th September 2010

Booklet 1

Recommendations

INDEX TO MINUTES

Cabinet, 20th July 2010

Audit Committee, 29th July 2010

Cabinet, 17th August 2010

Cabinet Member (City Services), 19th August 2010

Cabinet, 31st August 2010

CABINET

20 July 2010

Cabinet Members Present:	Councillor Mrs Bigham Councillor Clifford Councillor Duggins (Chair) Councillor Harvard Councillor Kelly Councillor A. Khan Councillor O'Boyle Councillor Skipper Councillor Townshend
Non-Voting Opposition Representatives Present:	Councillor Foster Councillor Taylor
Other Members Present:	Councillor Noonan
Employees Present:	H. Abraham (Customer and Workforce Services Directorate) S. Brake (Community Services Directorate) N. Clews (City Services and Development Directorate) F. Collingham (Chief Executive's Directorate) C. Green (Director of Children, Learning and Young People) S. Iannantuoni (Customer and Workforce Services Directorate) C. Knight (City Services and Development Directorate) J. McGuigan ((Director of Strategic Planning and Partnership) J. Newman (Finance and Legal Services Directorate) J. Parry (Assistant Chief Executive) M. Reeves (Chief Executive) C. Sinclair (Customer and Workforce Services Directorate) R. Tennant (NHS Coventry) B. Walsh (Director of Community Services) C. West (Director of Finance and Legal Services) M. Yardley (Director of City Services and Development) R. Young (City Services and Development Directorate)
In Attendance:	Dr Ruth Tennant, NHS Coventry
Apologies	Councillor Mutton

RECOMMENDATION

25. Amendments to Capital Programme Expenditure 2010/11

The Cabinet considered a report of the Director of City Services and Development and the Director of Finance and Legal Services which reviewed the 2010/11 Capital Programme for Highways Maintenance and Investment, as approved by Cabinet on 30th March 2010, in response to the following:

- Reductions of government grant totalling £1.36m.
- Overspends on Hill Street Footbridge and the 2009/10 Highways maintenance budget totalling £0.931m.
- Transfer of £1m from integrated transport schemes and other City Services and Development budgets to support the £3m additional capital funding approved for pothole and road repairs agreed by Cabinet on 15th June 2010.

A revised programme was presented that balanced the budget, taking advantage of a relaxation to the ring-fencing of the de-trunking grant. In reallocating funding within the integrated transport block, the emphasis had been on maintenance and safety.

The appendices to the report set out in detail the spending programmes for maintenance and local safety schemes.

The Cabinet noted that the reduced requirement from the Integrated Transport Programme would, in response to concerns expressed by members, allow funding levels to be restored on local safety schemes, safer routes to school and Stoney Stanton Road to the levels agreed on 30th March 2010.

RESOLVED that, after due consideration of the options and proposals contained in the report and matters referred to at the meeting, the Cabinet:

- (1) The amendments to the 2010/11 Highways Investment and Maintenance Programme as set out in Appendix A.**
- (2) The detailed spending programmes set out in Appendices B to G.**
- (3) Recommend that Council note the Changes to the Highways Investment and Maintenance Programme and the Cabinet's decision in this respect.**

Cabinet
Council

20th July 2010
14th September 2010

Name of Cabinet Member:
Cabinet Member (Policy Leadership and Governance) - Councillor Mutton

Directors approving the report:
Director of City Services and Development
Director of Finance and Legal Services

Ward(s) affected:
All

Title:
Amendments to Capital Programme Expenditure 2010/11

Is this a key decision?

Yes

This report requests:

- Amendments to the capital programme for Highways Maintenance and Investment in 2010/11 to cover the reductions in government grant and to fund the additional maintenance budget for repairing potholed roads approved at the Cabinet meeting of 15th June 2010.
 - Approval for the detailed spending programmes for maintenance and local and perceived safety schemes.
-

Executive summary:

This report reviews the 2010/11 Capital Programme for Highways Maintenance and Investment, as approved by Cabinet on 30th March 2010, in response to the following:

- Reductions of government grant totalling £1.36m.
- Overspends on Hill Street Footbridge and the 2009/10 Highways maintenance budget totalling £0.931m.

- Transfer of £1m from integrated transport schemes and other City Services and Development budgets to support the £3m additional capital funding approved for pothole and road repairs agreed by Cabinet on 15th June 2010.

A revised programme is presented that balances the budget, taking advantage of a relaxation to the ringfencing of the de-trunking grant. In reallocating funding within the integrated transport block, the emphasis has been on maintenance and safety.

The appendices to this report set out in detail the spending programmes for maintenance and local safety schemes.

Recommendations:

Cabinet are recommended to approve:

- (1) The amendments to the 2010/11 Highways Investment and Maintenance Programme as set out in Appendix A.
- (2) The detailed spending programmes set out in Appendices B to G.

Council is recommended to note changes to the Highways Investment and Maintenance Programme and the Cabinet's decision in this respect.

List of Appendices included:

- A Revised Capital Programme (please note this is based on the table in the 30/3/10 report)
- B Surface Treatments: Surface Dressing/Microasphalt Programme
- C Plane and Overlay Programme
- D Retread Programme
- E Reconstruct and Resurface Programme
- F Plane and Patch Programme
- G Local Safety Schemes (including indicative Perceived Safety Scheme Programme)

Other useful background papers:

- 2010/11 Budget Report (Council 8th December 2009)
- Transportation and Maintenance Capital Programme 2010/11 Report (Cabinet 30th March 2010)
- Additional Highways Capital Programme Expenditure 2010/11 Report (Cabinet 15th June 2010)

Has it or will it be considered by scrutiny?

No

Has it, or will it be considered by any other council committee, advisory panel or other body?

No

Will this report go to Council?

Yes

**Report title:
Amendments to Capital Programme Expenditure 2010/11**

1. Context

- 1.1 The original 2010/11 Highways Investment and Maintenance Capital Programme was approved by Cabinet on 30th March 2010. Following the change of administration in May, officers were asked to identify a £1m transfer from the integrated transport budget to help fund an additional £3m for repairing potholed roads. A report seeking approval for the additional £3m was approved by Cabinet on 15th June 2010. However, Cabinet requested that the schedule containing the details of the transfer of funding from the integrated transport programme be withdrawn and reconsidered in the light of severe government cuts to the 2010/11 transport capital grants. They also requested that the £1m should be sought from budgets across City Services and Development and not just the integrated transport programme.
- 1.2 There have been a number of significant changes since the 2010/11 Capital programme for Highways Investment and Maintenance was approved in March as detailed below:

Debits	Reduction in Capital	Notes
Government grant reductions Integrated Transport Block (25%)	£930,000	This covers schemes such as bus showcase, cycling improvements, traffic management, etc.
De-Trunking Grant (20%)	£410,000	This was "de-trunking" money to be spent on upgrading drainage on the A45.
The above are a consequence of the Government's £6.2bn spending cuts.		
Hill Street Footbridge Overspends	£474,000	This is mainly because of complications with the approach ramps and their foundations.
Highways Overspend (2009/10)	£457,000	This is due to retentions and overspend not being carried forward at the end of 2008/9.
	£2,271,000	

It should be noted that the cuts have also taken a £20,000 grant for Principal Road Structures and a £60,000 Road Safety Grant. Neither are shown in this table as they were not factored into the original capital programme.

- 1.3 On the positive side, the ring-fence relating to the de-trunking grant has been removed; this is money that we have been receiving from the Department for Transport (DfT) for

works to the A45 following its transfer from the Highways Agency to the City Council. Additional grants have also been received for:

- Emergency pothole repairs - £217,000 (this was the city's share of the £100m distributed by the previous government to repair winter damage)
- Urban Congestion Grant - £225,000

These amounts are, however, still ring-fenced.

2. **Options considered and recommended proposal**

- 2.1 The main opportunity to balance the programme is through reconsideration of the expenditure on the A45 Drainage Scheme which was to be financed through the de-trunking grant. A risk assessment has been carried out on the A45 drains and it is recommended that £100,000 should be spent this year to address immediate concerns. The original budget was £2.196m, which leaves a balance of £2.096m to offset the pressures.
- 2.2 The DfT has stopped progressing major schemes (those over £5m) pending the outcome of the public spending review this autumn. This impacts on two of our proposals:
- Nuckle
 - Connecting Coventry
- 2.3 The original capital programme provided £528,000 for developing these major schemes. The options are:
- Continue to work to the original timetable so that we are prepared if and when DfT have the finance to be able to consider the schemes.
 - Continue development, but at a slower pace on the assumption that funding will be available at some point in the future, and to ensure that the expenditure to date is not wasted.
 - Stop work altogether.
- 2.4 Nuckle:
Nuckle Phase 1 (additional stations, station improvements and enhanced services on the Coventry to Nuneaton Railway) is a complex project with four organisations funding development work. These are Coventry City Council, Warwickshire County Council (WCC), Centro and Advantage West Midlands (AWM). Although none of the other partners have indicated that their contribution to development work is likely to be reduced, they are all in the same situation as the City Council and face significant cuts. All partners remain very supportive of the scheme, although no legal funding agreement exists to protect the Council as lead partner.
- 2.5 A risk assessment of stopping work and slowing development work down has been carried out. It is estimated that if work was to stop completely and then be resumed at some point in the future, there would be an additional cost of £300,000 to remobilise Network Rail and specialist designers. There is also the risk that if the City Council pulled out temporarily, other funders could be tempted to pull out of the scheme altogether.
- 2.6 Nuckle is third in the list of regional priorities and is in a strong position to receive funding if and when the major scheme process resumes. It is therefore recommended that

development work should continue on this scheme, albeit at a slower rate, utilising the remaining resources committed by Centro in 2009/10 and the £40,000 programmed from WCC. If this recommendation is accepted, no further funding will be required from the capital programme this financial year. This will allow the current design work to be concluded. A funding agreement will be sought to ensure partnership funding is secured.

- 2.7 Connecting Coventry:
This project, partly funded by AWM, is intended to fund the remodelling of junction 6 of the Inner Ring Road and the second station entrance at Coventry Railway Station to facilitate the Friargate development. In terms of regional priority, this project is rated ninth and is therefore less likely to receive funding than Nuckle.
- 2.8 The first call on funding is an £81,000 grant debt to offset from 2009/10. This has arisen following a request by AWM to accelerate expenditure on the development of a traffic model for the inner ring road to support the major scheme business case with a pledge to provide additional funding. This funding may no longer be available following government cuts.
- 2.9 It is not practical to stop the current work on developing the traffic model as much of the work to date would be lost as the data would quickly go out of date. Furthermore, an up to date traffic model is essential for the assessment of major development proposals in the city centre. For these reasons, it is recommended that £147,000 be used to continue to fund this work, meaning that a total of £228,000 is required for Connecting Coventry.
- 2.10 Therefore, in total, £300,000 can be released from the original major scheme budget of £528,000 to offset cuts.
- 2.11 The money released from the A45 drainage work and the major scheme development budget totals £2.396m. This offsets the pressures of £2.271m and leaves a balance of £125,000 for reinvestment elsewhere in the programme.
- 2.12 Cabinet requested that officers reconsider how to fund a £1m contribution for additional pothole and road repairs. They asked that officers look beyond the Highways Investment and Maintenance programmes. The table below shows how this can be achieved:

Contributions to £1m for pothole repair identified from outside the Integrated Transport Programme

Swanswell Project	£250,000
Balance from offsetting measures (Paragraph 2.11)	£125,000
Overprogramming (from non-surfacing schemes)	<u>£125,000</u>
	<u>£500,000</u>
Balance to be found from Integrated Transport Programme	£500,000

- 2.13 The reduced requirement for funding from the Integrated Transport programme will allow funding levels to be restored on local safety schemes, safer routes to school and Stoney

Stanton Road to the levels agreed on 30th March 2010. This responds to concerns expressed by Members. The balance of £500,000 will be found as follows:

Scheme Reductions	£m	Implication
Gosford Street	0.1	Reduced scope of enhancement works (from £475k to £375k). Alternative source of funding being pursued through Coventry University.
Pedestrian Facilities	0.1	Reduction in budget for dropped kerbs and tactiles from £700k to £600k. This budget remains much greater for this type of work than in previous years.
Cycling	0.1	Budget reduced from £230k to £130k; all cycle money to be spent on maintenance of key cycle routes and quick wins deferred.
Broadgate Preparation	0.075	Reduce budget from £100k to £25k and focus on bus movement and stopping patterns in and around the city centre only. With cuts to other schemes, most of this work can now be done in house and accommodated within the reduced budget
Residents Parking	0.068	Reduce budget from £135k to £73k, retaining Walsgrave and Hillfields schemes, but not Cheylesmore. With the increased availability of in-house staff, the reduced budget will be sufficient for these two schemes.
Other Scheme Development	0.035	Reduced capital funding means we need to develop fewer schemes.
Congestion Reduction	0.022	This is offset by the scheme for the Hearsall Common area. (see para 2.14)
Total	0.500	

2.14 In addition, further s106 monies (£156k) have been identified for increasing traffic capacity on routes around Hearsall Common in Earlsdon and Whoberley. The original proposal was for road widening, but it is now proposed to invest in Urban

Traffic Management Control measures to achieve the capacity improvements.

2.15 Appendix A contains a reworked version of the Capital Programme approved by Cabinet on 30th March 2010. All of the above changes are included in the new programme. Appendix A also includes a number of changes relating to accelerated spend and slippage from 2009/10. These figures were not known at the time of preparing the 30th March 2010 report. This includes accelerated spend on road repairs in 2009/10 in response to winter damage. An extra £180,000 was spent on infra-red pothole repairs than previously planned, and the very poor condition of parts of Charter Ave and Banner Lane meant that £95,000 had to be spent on making those roads safe.

2.16 Subsequent appendices include details of the expanded road surface repair programme. The selected schemes are based on "worst first". Details of the Local Safety Programme are also included. It should be noted that the programmes are based on cost estimates and any additional costs may result in schemes being slipped into the early part of next year or, if costs turn out lower than expected, that additional roads will be treated this year. The programme will be monitored on a monthly basis and reported to the Cabinet Members for City Services and City Development.

3. Results of Consultation Undertaken

3.1 None.

4. Timetable for implementing this decision

4.1 It is proposed that work will commence immediately on all programmes. Progress has already been made on many of the programmes following the approval of the 30th March 2010 programme. Work on the resurfacing programme will be accelerated during the summer months.

5. Comments from Director of Finance and Legal Services

Financial Implications

5.1 All financial detail is included in the main body of the report and demonstrates that, based on the assumptions stated, resources net of government cuts are available to fund the programme of works shown at Appendix A, which includes the additional works of £3m for pothole and road repairs as approved by Cabinet on 15 June 2010. In summary, movement from the original programme to the proposed is as follows:

	£000's
Original Funded Programme	15820
Plus Original over programming	492
Original Gross programme	16,312
Net Accelerated Spend/Slippage 09/10	(604)
Government Cuts (in programme)	(1,340)
Reductions to programme to fund overspends in 09/10	(931)
Additional Grants & Contributions	598
Additional resources to fund pothole & Road repairs – Corporate	2,000
Additional resources to fund pothole & Road	1,000

	£000's
repairs – Directorate Schemes stopped to fund pothole/road repairs	(500)
Balance from off setting measures (para 2.11)	(125)
Revised Gross Programme	16,410
Revised over programming	(617)
Revised Funded Programme	15,793

- 5.2 In summary , the maintenance programme has been increased by £3m and reductions in funding totalling £2.27m across the programme have been managed with an increase of £0.125m in the level of programme

Legal Implications

- 5.2 Under section 41 of the Highways Act 1980, the Council has a duty to maintain those adopted highways that it is responsible for to a standard where they are reasonably passable for ordinary traffic.

6. Other Implications

- 6.1 **How will this contribute to achievement of the council's key objectives/corporate priorities (corporate plan/scorecard/organisational blueprint/LAA (or Coventry SCS)?**

The overall highways programme contributes to a range of the Council's objectives and priorities as set out in the Transportation and Maintenance Report to Cabinet on 30th March 2010. The focus of the work outlined in this report is more closely aligned with the need to improve the city's basic highways infrastructure. The intention is to remove the most serious potholes and defects in the city's roads and improve the experience of Coventry's road users.

- 6.2 **How is risk being managed?**

The transport and maintenance capital programme is being managed through a series of project boards reporting to a programme board. Each of the maintenance treatments has a dedicated project manager whose job it is to oversee the successful implementation of that particular scheme. They will meet with their project team on the minimum of a monthly basis to ensure all risks are addressed and escalated or mitigated where appropriate. The role of the programme board will be to ensure that the capital programme is managed as a whole and that any slippage or overspend can be covered by another part of the programme.

- 6.3 **What is the impact on the organisation?**

No further implications.

- 6.4 **Equalities / EIA**

No further implications.

- 6.5 **Implications for (or impact on) the environment**

The changes to the existing programme outlined in section 5.3 will partly reduce the planned beneficial impact on the environment of those schemes designed to encourage sustainable forms of travel such as walking and cycling.

- 6.6 **Implications for partner organisations?**

The proposed programme will have a positive impact on the community as a whole through the infrastructure improvements outlined.

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Directorate: City Services & Development

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Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
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Martin Yardley	Director of City Services and Development	CSD	25/6/10	30/6/10
Elaine Tierney	Finance	FLS	25/6/10	29/6/10
Mark Smith	Senior Solicitor Legal Services	FLS	25/6/10	30/6/10
Names of approvers: (officers and members)				
Legal: Clarissa Evans	Legal Services Commercial Team Manager	FLS	7/7/10	8/7/10
Finance : Phil Helm	Finance Manager (Corporate Finance)	FLS	7/7/10	8/7/10
Cllr Mutton	Cabinet Member (Policy, Leadership and Governance)			9/7/10
Cllr Harvard	Cabinet Member (City Services)			2/7/10
Cllr Bigham	Cabinet Member (City Development)			2/7/10

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www.coventry.gov.uk/cm15

Appendix A

Schemes	Original Programme £000's	Impact of 2009/10 Phasing changes £000s	Updated Base Programme £000s	Impact of 2010/11 Grant Cuts £000s	Impact of 2009/10 Overspend £000s	New External Funding £000s	Mgt of Overspend £000s	2010/11 Switch £000s	New Internal Funding £000s	Updated Programme £000's
Maintenance										
1 Infra Red	230	-180	50							50
2 Planing and Patching	500		500						700	1,200
3 Overlays	500	-95	405						700	1,105
4 Re-tread	335		335			217			500	1,052
5 Surface Treatments	420		420					600	100	1,120
6 Resurfacing and Reconstruction	420		420					400		820
<i>Sub Total Resurfacing programme</i>	<i>2,405</i>	<i>-275</i>	<i>2,130</i>	<i>0</i>	<i>0</i>	<i>217</i>	<i>0</i>	<i>1,000</i>	<i>2,000</i>	<i>5,347</i>
7 Footway Improvement Schemes	400		400							400
8 Verges	100		100							100
9 Vehicle Safety Fence	250		250							250
10 Structures	850		850							850
11 Drainage Surveys / Maintenance	400		400							400
12 A45 Drainage	2,196		2,196	-410			-1,686			100
Total Maintenance	6,601	-275	6,326	-410	0	217	-1,686	1,000	2,000	7,447
Integrated Transport										
13 Route 13 Showcase	2,648		2,648							2,648
14 Gosford Street	475		475					-100		375
15 Ironmonger Square	250	124	374							374
16 UTM C	897	-197	700			225				925
17 LSS	350	94	444							444
18 Banner Lane	1,545		1,545							1,545
19 Stoney Stanton Rd	500		500							500
20 Hill Street Footbridge	873	-375	498							498

Schemes	Original Programme £000's	Impact of 2009/10 Phasing changes £000s	Updated Base Programme £000s	Impact of 2010/11 Grant Cuts £000s	Impact of 2009/10 Overspend £000s	New External Funding £000s	Mgt of Overspend £000s	2010/11 Switch £000s	New Internal Funding £000s	Updated Programme £000's
21 Broadgate (prep)	100		100					-75		25
22 Pedestrian Facilities	700		700					-100		600
23 Cycling	230		230					-100		130
24 SRTS	200		200							200
25 Route Signing	30		30							30
26 Residents Parking Schemes	135		135					-68		67
27 Major Scheme Devt	528		528				-300	0		228
28 Other Scheme Devt / monitoring	70		70					-35		35
29 Congestion Reduction	150		150					-22		128
30 Travelwise	30		30							30
31 Whoberley/Earlsdon	0		0			156				156
<i>Less ITP Government Grant Clawback</i>			0	-930			930			0
Total Integrated Transport	9,711	-354	9,357	-930	0	381	630	-500	0	8,938
Technical Adjustments										
<i>North South Road</i>	0	25	25							25
<i>Impact of 2009/10 Overspends</i>			0		-931		931			0
Total Indicative Programme	16,312	-604	15,708	-1,340	-931	598	-125	500	2,000	16,410
Less Over Programming	(492)	-	(492)	-	-	-	(125)	-	-	(617)
Totals Funding(£000's)	15,820	-604	15,216	-1,340	-931	598	-250	500	2,000	15,793

MAINTENANCE SCHEMES 2010/11

CARRIAGEWAY SURFACE TREATMENTS

Project Manager

Rob Little

<u>ROAD NAME</u>	<u>TERMINALS FROM</u>	<u>TO</u>	<u>WARD</u>	<u>COMMENTS</u>
<u>SURFACE DRESSING</u>				
Abbotsbury Close	Full Length		Wyken	
Aldermans Green Road	Lentons Lane	Canberra Rd	Henley	
Allard Way	Full Length		Binley and Willenhall	
Almond Tree Avenue	Aldermans Green Road	Hill Morton Road	Longford	
Baginton Road	Leamington Road	Maidavale Crescent	Earlsdon	
Boswell Drive	Walsgrave Gardens	Brade Drive	Henley	
Bridport Close	Full Length		Wyken	
Bryanston Close	Full Length		Wyken	
Coundon Wedge Drive	Full Length		Bablake	
Cranbourne Chase	Full Length		Wyken	
Dillotford Ave	Full Length		Cheylesmore	
Dunsville Drive	Full Length		Henley	
Farren Road	Hocking Road	Clifford Bridge Road	Wyken	
Fontmell Close	Full Length		Wyken	
Four Pounds Ave	Pavillion Way	Allesley Old Road	Sherbourne	
Hipswell Highway	Omar Road	Belgrave Road	Lower Stoke / Wyken	
Leafield Close	Full Length		Henley	
Linwood Drive	Full Length		Henley	
Long Lane	Full Length		Bablake	
Lord Lytton Avenue	Full Length		Lower Stoke	
Lumsden Close	Full Length		Henley	
Marnhull Close	Full Length		Wyken	
Mitchell Ave	Westwood Way	Charter Ave	Wainbody	
Oakworth Close	Full Length		Henley	
Parrotts Grove	Full Length		Longford	

ROAD NAME	TERMINALS FROM	TO	WARD	COMMENTS
Sewall Highway	Wyken Avenue	Tiverton Road	Upper Stoke / Wyken	
Shilton Lane	Ringwood Highway	Boundary	Henley	
Stamford Ave	Full Length		Earlsdon	
Stoneywood Road	Full Length		Henley	
Studland Green	Full Length		Wyken	
Sussex Rd	Full Length		Sherbourne	
Tamworth Road	Long Lane	City Boundary	Bablake	
Tarrant Walk	Full Length		Wyken	
Tile Hill Lane	Full Length		Whoberley / Earlsdon / Westwood / Woodlands	
Tollard Close	Full Length		Wyken	
Ulverscroft Rd	Full Length		Cheylesmore	
Coundon Green Rd	Brownhill Gr Rd	Northbrook Rd	Bablake	
Westwood Heath Rd	Full Length		Westwood	
<u>MICRO ASPHALT</u>				
Barnfield Road	Flynt Avenue	Durham	Bablake	
Engleton Road	Full Length		Radford	
Flynt Avenue	Barnfield Road	Barnfield Road	Bablake	
Honeysuckle Drive	Full Length		Longford	
School House	Full Length		Henley	
St Austell Road	No 20	Attoxhall Road	Wyken	
St Ives Road	Full Length		Wyken	
Tarlington Rd	Full Length		Sherbourne	
The Park Paling	Full Length		Cheylesmore	
Arch Road	Full Length		Wyken	
Beaumont Cres	Full Length		Sherbourne	
Bedlam Lane	Full Length		Longford	

ROAD NAME	TERMINALS FROM	TO	WARD	COMMENTS
Birmingham Rd	Holyhead Rd	Allesley Croft	Bablake	
Broad Lane	Full Length		Earlsdon / Westwood / Woodlands	
Cannon Park Rd	Full Length		Wainbody	
Clay Lane	Full Length		Upper Stoke	
Crossway Rd	Full Length		Wainbody	
Daleway Rd	Full Length		Wainbody	
Droylsden Park Road	Finham Green Road	St Martins Road	Wainbody	
Farber Road	Full Length		Farber Road	
Finham Green Road	Full Length		Wainbody	
Green Lane	St Martins Rd	Droylesdon Park Rd	Wainbody	
Hall Lane	Full Length		Henley	
Ilfracombe Grove	Full Length		Wainbody	
Jedburgh Grove	Full Length		Wainbody	
Kingscote Grove	Full Length		Wainbody	
Lake View Road	Full Length		Sherbourne	
Lythalls Lane	Full Length		Foleshill	
Malvern Road	Full Length		Sherbourne	
Mantilla Dr	Full Length		Wainbody	
Merrivale Road	Full Length		Whoberley	
Moseley Avenue	Full Length		Radford	
Oldham Avenue	Full Length		Wyken	
Riverside Close	Full Length		Cheylesmore	
Rochester Rd	Full Length		Earlsdon	
Rollason Rd	Full Length		Radford	
Shakespeare St	Full Length		Upper Stoke	
St Martins Rd	The Graylands	Hadleigh Rd	Wainbody	
St Martins Rd	Oxley Dr	Coventry Rd (boundary)	Wainbody	
Stoke Row	Full Length		Upper Stoke	
Sunnyside Close	Full Length		Sherbourne	
Swan Lane	Walsgrave Rd	Harnall Lane	St Michael's	

<u>ROAD NAME</u>	<u>TERMINALS FROM</u>	<u>TO</u>	<u>WARD</u>	<u>COMMENTS</u>
Woodway Lane	Stoneywood Road	Wigston Road	Henley	
Allesley Hall Drive	Full Length		Whoberley	
Almond Tree Avenue	Hall Green Road	Roseberry Avenue	Longford	
Gretna Road	Full Length		Wainbody	
Herrick Road	Full Length		Lower Stoke	
Thackhall St	Full Length		St Michael's	

MAINTENANCE SCHEMES 2010/11

CARRIAGEWAY PLANE AND OVERLAY

Project Manager

Steve Willis Jones

	ROAD NAME	TERMINALS FROM	TO	WARD	COMMENTS
1	Alderminster Road	Broad Lane	Angus Close	Woodlands	
2	Black Prince Avenue	All		Cheylesmore	
3	Bramston Crescent	Full Length		Westwood	
4	Burnsall Road	All		Earlsdon	
5	Canterbury Street	All		St Michael's	
6	Charter Avenue	Dalmeny Road	Cromwell Lane	Westwood	
7	Coat Arms Bridge Rd	Bagington Road	Wainbody Avenue North	Earlsdon	
8	Donnington Avenue	All		Sherbourne	
9	Earlsdon Avenue North	Hearsall Common	Westwood Road	Whoberley	
10	Edgwick Road	Full Length		Foleshill	
11	Fenside Avenue	All		Cheylesmore	
12	Four Pounds Avenue	Holyhead Road	Pavillion Way	Sherbourne	
13	Grange Road	Hurst Road	35	Longford	
14	Grange Road	118	City Boundary	Longford	
15	Hawksmill Lane	159	Wall Hill Road	Bablake	
16	Haynestone Road	All		Sherbourne	
17	King William Street	Berry Street	Island	St Michaels	
18	Kingfield Road	Pridmore Road	Lockhurst Lane	Foleshill	
19	Leaf Lane	All		Cheylesmore	
20	Lentons Lane	Parrots Grove	123	Longford	
21	Middle Ride	Yarningdale Road	Ridgethorpe	Binley and Willenhall	
22	Plants Hill Crescent	Nickson Road	Garage site opp 99/121	Westwood	
23	Proffitt Avenue	All		Upper Stoke	
24	Shorncliffe Road	All		Sherbourne	
25	Silverdale Close	o/s 168	o/s 102	Longford	
26	Sir Henry Parkes Road	Canley Road	A45	Earlsdon	

	ROAD NAME	TERMINALS FROM	TO	WARD	COMMENTS
27	Sutton Avenue	Farcroft Road	Hockely Lane	Woodlands	
28	The Chesils	All		Cheylesmore	
29	Tiverton Road	All		Wyken	
30	Torrington Avenue	Templar Avenue	A45	Westwood	
31	Valley Road	All		Upper Stoke	
32	Wall Hill Road	Hawksmill Lane	Hollyfast Lane	Bablake	
33	Watery Lane	Bennetts Road	Halbrook Road	Holbrook	
34	Westhill Road	All		Bablake	
35	Yarningale Road	St James Lane	Linaker Road	Binley and Willenhall	

MAINTENANCE SCHEMES 2010/11

RETREAD

Project Manager

Steve Willis Jones

	<u>ROAD NAME</u>	<u>TERMINALS FROM</u>	<u>TO</u>	<u>WARD</u>	<u>COMMENTS</u>
1	Adderley Street	Full Length		St Michaels	
2	Arnhem Corner	Robin Hood Road	No. 3	Binley&Willenhall	
3	Barnfield Avenue	Birmingham Road	Durham Crescent (E junc)	Bablake	
4	Bates Road			Earlsdon	Complete
5	Beanfield Road	All		Whoberley	Complete
6	Brympton Road	All		Lower Stoke	
7	Clarendon Street			Earlsdon	
8	Crescent Avenue	Total Area	Total Area	Lower Stoke	
9	David Road	Charter House Road	St Margarets Road	St Michaels	
10	Dorset Road	Total Area	Total Area	Radford	
11	Dyson Street	Hawthorn Lane	Dunhill Avenue	Woodlands	
12	Ennis Road			Earlsdon	Complete
13	Glencoe Road	All		Lower Stoke	
14	Hammond Road	Total Area	Total Area	St Michaels	
15	Harper Road	Total Area	Total Area	St Michaels	
16	Hathaway road	All		Westwood	
17	Horninghold Close	Total Area	Total Area	Binley&Willenhall	
18	Jackson Road	All		Holbrook	
19	Jesmond Road	Full Length		St Michaels	
20	Macdonald Road	All		Lower Stoke	
21	Oxley Drive	All		Wainbody	
22	Palmerston Road	All		Earlsdon	
23	Postbridge Road	All		Cheylesmore	
24	Princess Street	Full Length		Foleshill	
25	Roosevelt Drive	Total Area	Total Area	Woodlands	
26	Soden Close	Full Length		Binley&Willenhall	

	ROAD NAME	TERMINALS FROM	TO	WARD	COMMENTS
27	St. Martins Rd Service Rd	Droylsdon Park Road	No. 106	Wainbody	
28	Stonehaven Drive	All		Wainbody	
29	Uxbridge Avenue	All		Lower Stoke	
30	Walsall Street	Total Area	Total Area	Westwood	
31	Wood Hill Rise	Full Length		Holbrook	

MAINTENANCE SCHEMES 2010/11

RECONSTRUCTION & RESURFACING

Project Manager

Malcolm Spandley /
Steve Willis Jones

	ROAD NAME	TERMINALS FROM	TO	WARD	COMMENTS
1	Beake Avenue	Parkgate Road	Glentworth Avenue	Holbrook	
2	Beake Avenue	Radford Road	No 12	Radford	
3	Cheveral Avenue / Middlemarch			Radford	
4	Eburne Road	Junction with Aldermans Green Road		Longford	
5	Hipswell Highway	Omar Road	Binley Road	Lower Stoke / Wyken	
6	Humber Road	Near Binley Road	Bollingbrooke Road	Lower Stoke	
7	Links Road	All		Radford	
8	Longford Road	Junction with Windmill Avenue		Longford	
9	Radford Road	Lydgate Road	Beake Avenue	Radford	
10	Stoney Stanton Road	Junctions with Red Lane Cross Road and Broad Street		Foleshill	
11	Stretton Avenue	Chace Road	Gunton Road	Binley and Willenhall	
12	Walsgrave Road	Clay Lane	Harefield Road	Upper Stoke/Lower Stoke	

**MAINTENANCE SCHEMES
2010/11**

CARRIAGEWAY PLANE AND PATCH

Project Manager

Rob Little /
Operations

	ROAD NAME	TERMINALS FROM	TO	WARD	COMMENTS
1	Abbey Road			Cheylesmore	
2	Beake Avenue			Bablake/Holbrook/Radford	
3	Bell Gr Road / Henley Rd			Henley/Longford/Upper Stoke	
4	Bell Green Road			Longford/Upper Stoke	
5	Berry Street			St Michaels	
6	Brookside Avenue			Whoberley	
7	Brownhill Green Road			Bablake	
8	Clay Lane			Upper Stoke	
9	Corporation St (Nights)			St Michael's	
10	Cross Road			Foleshill	
11	Daleway Road			Wainbody	
12	Deedmore Road			Henley	
13	Donnington Ave			Sherbourne	
14	Dorchester Way			Wyken	
15	Dutton Road			Henley	
16	Engleton Road			Radford	
17	Fairfax Street			St Michael's	
18	Finham Green Road			Wainbody	
19	Four Pounds Ave			Sherbourne/Whoberley	
20	Glentworth Ave			Bablake/Holbrook	
21	Gosford Street (Part)			St Michael's	
22	Green Lane			Wainbody	
23	Gretna Road			Wainbody	
24	Guilsborough Road			Binley & Willenhall	
25	Halford Lane			Bablake/Holbrook	

	ROAD NAME	TERMINALS FROM	TO	WARD	COMMENTS
26	Harnall Lane			St Michaels	
27	Hawkes Mill Lane			Bablake	
28	Haynestone Rd			Sherbourne	
29	Hipswell H'way			Lower Stoke/Wyken	
30	Holyhead Road			Bablake/Sherbourne	
31	Kingsbury Road			Sherbourne	
32	Little Park St			St Michael's	
33	London Road			Binley and Willenhall/Cheylesmore/St Michael's	
34	Longford Road / Bedworth Road			Longford	
35	Longford Square			Longford	
36	Mantilla Drive			Wainbody	
37	Penny Park Lane			Bablake/Holbrook	
	<u>CARRIAGEWAY PLANE AND PATCH (Cont)</u>			Project Manager	Rob Little / Operations
38	Penny Park Lane	Halford Lane	Beake Avenue	Holbrook	
39	Primrose Hill Street			St Michaels	
40	Princethorpe Way			Binley and Willenhall	
41	Proffitt Ave			Longford/Upper Stoke	
42	Progress Way			Binley and Willenhall	
43	Radford Rd			Bablake/Radford/Sherbourne	
44	Ringwood Highway			Henley	
45	Riverside Close			Cheylesmore	
46	Rollarson Road			Holbrook/Radford	
47	Rowley Road			Cheylesmore	
48	Sewell H'way			Upper Stoke / Longford	
49	Shakespeare St			Upper Stoke	
50	South Ave			Lower Stoke	
51	South Bank Rd			Sherbourne	
52	St James Lane			Binley & Willenhall	
53	St Nicholas St			Radford	

	ROAD NAME	TERMINALS FROM	TO	WARD	COMMENTS
54	Station Street East			Foleshill	
55	Stoke Row			Upper Stoke	
56	Swancroft Road			St Michaels / Upper Stoke	
57	Tamworth Road			Bablake	
58	The Avenue			Cheylesmore	
59	The Drive			Wyken	
60	The Scotchhill			Bablake	
61	Three Spires Ave			Bablake / Radford	
62	Tiverton Road			Wyken	
63	Victoria Street			St Michaels	
64	Wall Hill Road			Bablake	
65	Walsgrave Road			Upper Stoke / Lower Stoke	
66	Westwood Heath Rd			Westwood	
67	Widdrington Road			Radford	
68	Winsford Ave			Whoberley	
69	Yule Road			Wyken	

Local Safety Schemes Programme 2010/2011

Ansty Road (Dane Road to Clifford Bridge Road) - £70k

(52 road injury collisions in the last three years. Injured vulnerable road users include 9 adult pedestrians, 4 child pedestrian, 3 cyclists and 5 Powered Two Wheeler drivers)

Route treatments on three sections of Ansty Road, which may involve closure of central reserves, changes to traffic signal junctions through the introduction of right turn filters, and general de-cluttering of traffic signs.

Holyhead Road (Moseley Avenue to Ring Road) – £30k

(20 road injury collisions in the last three years. Injured vulnerable road users include 4 adult pedestrians, 2 child pedestrians, 1 cyclist and 2 Powered Two Wheeler drivers, and includes one fatality)

Various route treatment measures to be linked with the UTMC Major Project funding. Measures include changes to signing, improved road markings, high friction surfacing and improvements to traffic signals to benefit pedestrians.

Humber Road (Terry Road to Binley Road) - £23k

(15 road injury collisions in the last three years. Injured vulnerable road users include 1 adult pedestrian, 1 child pedestrian and 4 Powered Two Wheeler drivers)

Route treatment measures to complement the previous Local Safety Scheme at the Binley Road junction. Measures include changes to signing, improved road markings and high friction surfacing.

London Road (Riverside) - £33k

(9 road injury collisions in the last three years. Injured vulnerable road users include 7 adult pedestrians and 4 child pedestrians)

Scheme to make improvements at Pelican crossing including changing the stop line position to improve visibility of pedestrians and installation of high friction surfacing on the dual carriageway.

Stoney Stanton Road – budget allocated within Stoney Stanton Road project (Bird Street to Eagle Street)

(12 road injury collisions in the last three years. Injured vulnerable road users include 5 adult pedestrians, 2 child pedestrian, and 1 Powered Two Wheeler driver)

(Crabmill Lane to Bridge Street)

(9 road injury collisions in the last three years. Injured vulnerable road users include 1 cyclist, and includes 1 fatality)

Route treatments to these two sections to address patterns of collisions. Measures include improved facilities for pedestrians, high friction surfacing, changes to signing and road markings. The work will be carried out under the Stoney Stanton Road LTP project.

Tamworth Road (City boundary to Keresley Road) - £92k

(12 road injury collisions in the last three years. Injured vulnerable road users include 1 adult pedestrian, 1 child pedestrian, 5 Powered Two Wheeler drivers, and includes 1 fatality)

Scheme to introduce average speed cameras (SPECS) and associated warning signs.

** Note – all collision information relates to the three year period to 31 August 2009

Walsgrave Road (Clay Lane to King Richard Street) - £28k

(21 road injury collisions in the last three years. Injured vulnerable road users include 8 adult pedestrians, 2 child pedestrians, 3 Powered Two Wheeler drivers and 2 cyclists, and includes 1 fatality)

Route treatment to include refreshing line markings and other measures to complement the UTMC Major Project work at the junction of Clay Lane.

City Wide - £5k

A Mass Action scheme to refresh carriageway markings at sites to be identified throughout the year.

Outstanding works from 2009/2010 (carry forward) - £58k

Spon End – changes to lining, high friction surfacing and installation of cowls on traffic signals to reduce jump starts.

Foleshill Road / A444 junction – change of speed limit extent to increase the 30 mph section on the approach to the junction.

Avon Street – lining and signing including red surfacing at Alfall Road, Avon Street and Wycliffe Road West to increase driver awareness of junction.

** Note – all collision information relates to the three year period to 31 August 2009

Perceived Safety Scheme Programme 2010/11

Approved schemes from 2009/10 (£70k carry forward)

Barker Butts Lane (£13k)

Refuge and lining scheme - on hold pending Cabinet Member (City Services) decision on how to proceed as the response to the 'Street News' consultation resulted in an equal number of residents opposed to the scheme as were in favour.

Cannon Hill Road (£2k)

Two vehicle activated signs proposed. To utilise signs already purchased, subject to positive consultation response.

East St (Southfields Primary) (£10k)

Additional road hump proposed as part of improvements to existing 20mph zone.

Siddeley Avenue/ Armstrong Avenue (£5k)

Vehicle activated sign - awaiting implementation, subject to positive consultation response.

The Windmill Hill and Browns Lane (£20k)

Two schemes combined - consultation has been undertaken, 4 Vehicle activated signs awaiting implementation.

Willenhall Lane (£20k + additional £10k from Road Safety Grant)

Works are underway to install zebra crossing.

Prioritised schemes for 2010/11

Franciscan Road (£10k)

On existing Perceived Safety Scheme list awaiting prioritisation – proposed, subject to consultation, to implement measures to try to address illegal right turn manoeuvres.

Hollyfast Road/Norman Place Rd (£10k)

At the Cabinet Member (City Services) meeting on the 22nd October 2009 approval was given to add to request list – contribution to proposed physical changes to junction to assist pedestrians crossing and to reduce entry and exit speeds at junction.

The Chesils/Dillotford Ave (£10k)

At the Cabinet Member (City Services) meeting on the 25th March 2010 approval was given to add to request list – proposed to utilise vehicles activated signs

City Wide (£5k)

Speed Checks/Traffic Counts to determine if new requested locations meet the perceived safety scheme criteria.

Additional site for investigation 2010/11 (subject to review in October 2010)

Gresley Road

Speed checks to determine if site meets current criteria for traffic calming.

** Note – all collision information relates to the three year period to 31 August 2009

AUDIT COMMITTEE

29th July 2010

Audit Committee

Members Present: Councillor Andrews (Deputy Chair)
Councillor Chater (Chair)
Councillor McNicholas
Councillor Smith

Employees Present: K. Adams (Finance and Legal Services Directorate)
A. Carr (Community Services Directorate)
L. Elrick (Customer and Workforce Services)
P. Fahy (Community Services Directorate)
P. Jennings (Finance and Legal Services Directorate)
D. Maceluch (Finance and Legal Services Directorate)
S. Mangan (Finance and Legal Services Directorate)
C. Steele (Chief Executive's Directorate)
B. Strain (Finance and Legal Services Directorate)
K. Tyler (Finance and Legal Services Directorate)

Apologies: Councillor Bains

RECOMMENDATION

18. Annual Audit Committee Report 2009-10

The Committee considered a report of the Director of Finance and Legal Services which was received in order to comply with the terms of reference for the Audit Committee to report annually to full Council on its work.

During 2009-10, the Council's Audit Committee met formally on seven occasions, with an additional session for training purposes held in January 2010. Meetings were held in June, August, September and November 2009 as well as in January, February and April 2010. The report gave details of the reports considered by the Audit Committee in 2009-10 which included Accountancy, Internal Audit and Risk Management, and External Audit reports. The Committee had also considered other reports and briefings on Housing Benefit Fraud, Data Quality and ICT Network Storage.

The Committee had also received a training session in January 2010 which was provided by Officers and covered Performance / Financial Management, Treasury Management, International Financial Reporting Standards, and Risk Management.

The Council had made significant enhancements to its Audit Committee arrangements over the last few years and this had been supported through the setting up of a stand alone Audit Committee. Despite this, there were still areas for development for the Committee including, training, the remit of the Committee, and also to commission an independent review to assess how well the Audit Committee performs.

In 2010-11, it was noted that the Audit Committee's initial focus would be ensuring that effective action be taken in response to areas for improvements highlighted in the Annual Governance Statement for 2009-10. Five key areas were identified as a result of work carried out by the Council's Internal and External Auditors, which were:

- Addressing the recommendations highlighted in the Audit Commission's Annual Audit Letter;
- Completing the rolling programme of reviews assessing the governance arrangements in its significant partnerships;
- To embed systems to ensure effective arrangements exist to cover corporate governance arrangements within the Council such as the register of interests;
- To ensure that the Council has effective governance / project management arrangements in place to oversee all significant Council projects; and
- To ensure that service Business Continuity Management plans are tested to ensure that they are fit for purpose.

RESOLVED that

- (1) The Committee approve the priorities for 2010-11 as set out within section 3.7 of the report; and**
- (2) The Council be recommended to note the activity of the Audit Committee during 2009-10 and its priorities for 2010-11.**



Audit Committee Annual Report to Council 2009/2010

To be considered at the City Council meeting
on 14th September, 2010

Audit Committee Annual Report 2009/2010

Introduction by Chair of Audit Committee

In May this year, the Council appointed me as Chair of the Audit Committee. Whilst this role is new to me, I have extensive experience of working on Audit Committees both within the Council and also within the NHS.

In 2009-10, the Council's arrangements in respect of audit oversight changed from a sub group of Scrutiny Board One to an independent Audit Committee which reports directly to full Council.

This report provides an overview of Audit Committee activity during the municipal year 2009-10.

I am pleased to report that the Committee has continued to make progress in terms of discharging its responsibilities to provide independent assurance on the adequacy of the Council's risk management framework and the associated control environment, and to provide scrutiny of the authority's financial performance.

In looking forward to 2010-11 and beyond, the importance of an effective Audit Committee will become even more critical given the pending financial pressures that are likely to be facing the Council.

Over the coming year I will be working closely with both officers and Members to ensure that the Committee both enhances the skills and knowledge available to it and provides comprehensive scrutiny and challenge in respect of the Council's financial performance.



A handwritten signature in black ink, appearing to read 'D. Chater'.

Councillor Dave Chater
Chair, Audit Committee

1 Activity of the Council's Audit Committee

- 1.1 During 2009-10, the Council's Audit Committee met formally on seven occasions, with an additional session for training purposes held in January 2010. Meetings were held in June, August, September and November 2009 as well as in January, February and April 2010.

The following sections give details of the reports considered by the Audit Committee in 2009-10 and the support provided to it.

- 1.2 **Accountancy** – In addition to the Statement of Accounts 2008-09 (including revenue and capital outturn) presented to the Audit Committee in June 2009, progress reports in respect of the Council's performance against its revenue and capital budgets were considered in September 2009, January and February 2010. Additionally, linked to the Council's financial performance in respect of Treasury Management, the Committee considered a report from the Director of Finance and Legal Services in September 2009 outlining the Council's response to key actions identified by the Audit Commission in their report into the Icelandic banking crisis and the impact on English local authorities.

- 1.3 **Internal Audit & Risk Management Service** - During the year, the Audit Committee received the following reports from the Internal Audit and Risk Management Service:

- As part of the Annual Accounts process, Internal Audit co-ordinated the development of the Council's Annual Governance Statement (AGS) for 2008-09. The statement was presented to the Audit Committee in June 2009 (with a follow up report in February 2010) and was informed through the following reports:
 - The Internal Audit Annual Report for 2008-09. This report had two main purposes:
 - a. To summarise the Council's Internal Audit activity for the period April 2008 to March 2009 against the agreed Internal Audit Plan for the same period.
 - b. To provide the Audit Committee with the Internal Audit & Risk Manager's opinion on the overall adequacy and effectiveness of Coventry City Council's internal control environment. Based on the work of Internal Audit in 2008-09, the Internal Audit & Risk Manager concluded that 'moderate' assurance could be provided that there was generally a sound system of internal control in place during 2008-09 designed to meet the organisation's objectives.
 - The review of the effectiveness of the system of Internal Audit – This review stemmed from the requirement under the revised Accounts and Audit Regulations 2003 that the Council "*at least once a year, conduct a review of the effectiveness of the*

system of Internal Audit". The review focused on two areas namely assessing the performance of the Internal Audit Service during 2008-09 across a variety of internal and external measures and reviewing progress against the action plan developed to support the assessment of the Council's Audit Committee arrangements made in light of CIPFA recommended practice, undertaken as part of the 2009-09 review.

- A separate annual report was produced for 2008-09 in respect of corporate fraud arrangements. This included assessing progress against the Corporate Fraud Plan for 2008-09, as well as documenting the outcome of fraud activity during 2008-09.
- Progress reports were provided covering:
 - The outcome of Internal Audit work during 2009-10. Monitoring reports were received in November 2009 and February 2010. These reports provided updates on the performance of the Service along with a summary of the key findings from a sample of high profile audit work carried out in the relevant periods.
 - Corporate Fraud Update – A half yearly progress report was received in November 2009 summarising fraud activity in 2009-10 and highlighting performance against the 2009-10 Corporate Fraud Plan.
 - In November 2009, a report on action taken by Council Officers in respect of implementing agreed audit recommendations was presented. This highlighted high levels of compliance with the implementation of agreed actions.
 - Linked to the report on implementing audit recommendations, a report was considered by the Audit Committee in January 2010, detailing the outcome of the Internal Audit follow up review of Curriers (Workforce Community Interest Company). As part of the discussions around this report, senior officers from within Community Services were asked to attend to respond to concerns raised by the Internal Audit Service over the lack of progress around implementing audit recommendations and to provide assurance to the Audit Committee that such actions were being given appropriate focus and attention.
- In April 2010, the following documents were considered and approved:
 - The Internal Audit Plan for 2010-11: This builds on the Internal Audit Strategy approved in April 2009, and continues to focus resources on a more risk based approach, with clear links with the Council's Corporate Risk Register and Corporate Plan.
 - The Corporate Fraud Plan 2010-11: This plan is closely linked with the Council's Strategy and Policy in respect of Fraud and Corruption and builds upon the 2009-10 plan. The focus of the

work covers four areas, namely awareness, data matching, proactive fraud and reactive fraud.

1.4 **External Audit Reports** - Various external audit reports were received by the Audit Committee in 2009-10. In addition to the standard reports (for example recommendation tracking report and opinion plan), the following specific reviews have been considered in 2009-10:

- Annual Governance Report - This report, covering the Statement of Accounts for 2008-09 was considered by the Audit Committee in September 2009. The purpose of this report was to identify amendments in the Statement of Accounts, following the completion of the annual audit by the Council's appointed External Auditors and to make recommendations for improvements arising from the audit process.
- Use of Resources Report – This report was considered in January 2010 and summarised the key findings from the Audit Commission assessment of how Coventry City Council managed and used its resources to deliver value for money and better and sustainable outcomes for local people in 2008-09.
- The 2008-09 Annual Audit and Inspection Letter was also considered at the January 2010 meeting. The main focus of this was to summarise the findings from the 2008-09 audit carried out by the Audit Commission. It included messages arising from the audit of the financial statements and the results of the work undertaken to assess the Council's arrangements to secure value for money in the use of resources assessment.

1.5 **Other**

Other reports / briefings received during 2009-10 included:

- Housing Benefit Fraud – The following reports were received:
 - In November 2009, the annual report covering the work of the Housing Benefit Fraud Team for 2008-09.
 - In January 2010, a progress report summarising benefit fraud activity in first half of the financial year 2009-10.
- Risk Management – This report considered planned changes in the Council's approach to risk management. The main changes included the focus on a smaller number of key risks facing the Council and a change in the level of reporting to the Audit Committee to an annual report, considering both progress in-year and the view of the Council's Internal Auditors on the effectiveness of the Council's risk management arrangements.
- Data Quality – A report was considered by the Audit Committee in November 2009 in respect of the Council's Data Quality Policy.

This report covered two areas, firstly the changes in the Council's policy and secondly an assessment of progress made with implementing the policy across the Council.

- ICT Network Storage – A briefing note was considered by the Audit Committee in January 2010 in response to concerns raised at the Committee around the capacity of the ICT network to accommodate day to day usage across the Council. The briefing note provided an update on the current status of the ICT Network Storage System and options for tackling issues of lack of storage.

1.6 **Awareness / Training** - During 2009-10, the Committee received a number of briefings aimed at increasing awareness around key areas within the Audit Committee remit. These included:

- A briefing note was provided on changes to the Accounts and Audit Regulations for 2009, in order to assist the Committee in discharging its responsibilities
- In November 2009, the Committee received a briefing note on capital receipts linked to property / land disposals. This focused on raising awareness around key aspects of this area including (i) how the Council identifies property / land for disposal (ii) the approval process to support disposal decisions and (iii) an update on the state of the market, including the outlook for 2010-11.

In January 2010, a training session was held for the Audit Committee building on both briefings and reports received earlier in the year. The training was provided by officers and covered the following areas:

- Performance / Financial Management
- Treasury Management
- International Financial Reporting Standards
- Risk Management

For all these areas, the presentations covered general background information, the approach taken at the Council and the role of the Audit Committee.

1.7 **Audit Committee Priorities** - The Council has made significant enhancements to its Audit Committee arrangements over the last few years and this has been supported through the setting up of a stand alone Audit Committee. Despite this, there are still areas for development for the Audit Committee including:

- Training – To develop both an induction and annual training programme for members of the Audit Committee. This will be underpinned by a skills audit to identify gaps in relevant skills across Audit Committee members.

- To consider the remit of the Audit Committee in terms of coverage to ensure it can discharge its responsibilities as documented in its terms of reference whilst not duplicating the work with other Committees / Boards of the Council.
- To commission an independent review to assess how well the Audit Committee is performing.

In 2010-11, the Audit Committee's initial focus will be on ensuring that effective action is taken in response to areas for improvements highlighted in the Annual Governance Statement for 2009-10. From an audit perspective, five areas were identified as a result of work carried out by the Council's Internal and External Auditors. These were:

- Addressing the recommendations highlighted in the Audit Commission's Annual Audit Letter.
- Completing the rolling programme of reviews assessing the governance arrangements in its significant partnerships.
- To embed systems to ensure effective arrangements exist to cover corporate governance arrangements within the Council such as the register of interests.
- To ensure that the Council has effective governance / project management arrangements in place to oversee all significant Council projects.
- To ensure that service Business Continuity Management plans are tested to ensure that they are fit for purpose.

In terms of other priorities, the Audit Committee will continue to focus on:

- Providing challenge and scrutiny of the Council's financial position in 2010-11 and beyond. This will focus on areas such as the Council's Investment Strategy, capital programme and Medium Term Financial Strategy.
- Assessing the quality of the work of both Internal and External Audit to ensure that the Council gets maximum value from its investment in audit work carried out.
- Ensuring that officers respond promptly to issues highlighted at the Audit Committee. This can range from implementation of audit recommendations through to responding to budgetary control pressures. As part of this process, we will ask officers to attend meetings if appropriate, to justify their actions especially where progress made has failed to match expectations.

CABINET

17th August, 2010

Cabinet Members Present: Councillor Mrs Bigham
Councillor Clifford
Councillor Duggins (Chair)
Councillor Harvard
Councillor Kelly
Councillor A. Khan
Councillor O'Boyle
Councillor Skipper
Councillor Townshend

Non-Voting Opposition Representatives Present: Councillor Foster
Councillor Taylor

Other Members Present: Councillor Gazey
Councillor Noonan

Employees Present: S. Bennett (Customer and Workforce Services Directorate)
P. Beesley (City Services and Development Directorate)
B. Butterworth (City Services and Development Directorate)
D. Cass (City Services and Development Directorate)
C. Green (Director of Children, Learning and Young People)
C. Forde (Council Solicitor and Assistant Director (Legal Services))
M. Harder (Customer and Workforce Services Directorate)
B. Hastie (Finance and Legal Services Directorate)
J. McGuigan ((Director of Strategic Planning and Partnership)
M. Reeves (Chief Executive)
B. Walsh (Director of Community Services)
C. West (Director of Finance and Legal Services)
M. Yardley (Director of City Services and Development)

Apologies: Councillor Mutton

Public business

28. Declarations of Interest

Councillor Foster declared a personal interest in the matter the subject of Minutes 32 and 36 below as he is a Director of a local ICT firm.

30. Resolution to Exclude Public

RESOLVED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the items of business indicated below on the grounds that those items involve the likely disclosure of

exempt information as defined in the Paragraph 3 of Part I of Schedule 12A of that Act as indicated.

Minute No.	Subject	Relevant Paragraph(s) of Part 1 of Schedule 12A
36	Validation of I-Cov Project's Value For Money	3

RECOMMENDATIONS

31. Validation of i-Cov Project's Value for Money

Further to Minute 15/10, the Cabinet considered a report of the Chief Executive and the Director of Customer and Workforce Services which outlined work undertaken to provide an independent report into the value for money aspect of PwC's work on the implementation of the i-Cov project.

A corresponding private report, detailing commercially confidential and financial aspects of this matter, was also submitted to the meeting (Minute 36 below refers).

The report indicated that SOCITM (Society of ICT Managers – an independent group) had been commissioned to produce a report benchmarking the value of PwC's involvement on this project against typical rates and services available in the wider UK market. To further support this, the Council had sought additional independent information from the Office of Government Commerce and the Eastern Shires Purchasing Organisation on behalf of Pro Five and had spoken to other local Authorities who had used PwC or other management consultants.

In summary, the data gathering exercise had found the cost of PwC's involvement to be towards the top end of the expected financial range for consultancy fees, but that given the complexity, breadth and depth of the ICT transformation programme and the current lack of managerial capacity within the department, that the high calibre of support provided by PwC's involvement represented value for money for the Council.

RESOLVED that, after due consideration of the matters contained in the report, the Cabinet recommend that the City Council notes the outcome of the independent report into the value for money aspect of PwC's work on the implementation of the i-Cov project, to be considered alongside the private report on the agenda.

Private Business

36. Validation of i-Cov Project's Value for Money

Further to Minute 15/10, the Cabinet considered a report of the Chief Executive and the Director of Customer and Workforce Services which outlined work undertaken to provide an independent report into the value for money aspect of PwC's work on the implementation of the i-Cov project.

A corresponding public report was also submitted to the meeting (Minute 32

above refers).

The report indicated that SOCITM (Society of ICT Managers – an independent group) had been commissioned to produce a report benchmarking the value of PwC's involvement on this project against typical rates and services available in the wider UK market. A copy of this document was appended to the report. To further support this, the Council had sought additional independent information from the Office of Government Commerce and the Eastern Shires Purchasing Organisation on behalf of Pro Five and had spoken to other local Authorities who had used PwC or other management consultants.

In summary, the data gathering exercise had found the cost of PwC's involvement to be towards the top end of the expected financial range for consultancy fees, but that given the complexity, breadth and depth of the ICT transformation programme and the current lack of managerial capacity within the department, that the high calibre of support provided by PwC's involvement represented value for money for the Council.

RESOLVED that, after due consideration of the report and matters referred to at the meeting:-

- (1) That the information provided in the report be noted.**
- (2) That officers be delegated authority to undertake negotiations on the lines now indicated, based on the information contained in the report.**
- (3) That the City Council be recommended to endorse the Cabinet's decision.**

A separate report is submitted in the private part of the agenda in respect of this item, as it contains details of financial information required to be kept private in accordance with Schedule 12A of the Local Government Act 1972. The grounds for privacy are that it 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.

17 August 2010

Name of Cabinet Member:
Councillor Skipper

Director approving submission of the report:
Martin Reeves, Bev Messinger

Ward(s) affected:
N/A

Title:
Validation of i-Cov project's value for money

Is this a key decision?
No

Executive summary:

1. ICT services within Coventry City Council have undergone a fundamental service review and are in the process of transformation as part of the i-Cov work stream.
2. Key benefits of the transformation are:
 - the in-sourcing of services and jobs from Serco to the City Council as of 1 April 2011
 - on-going annual savings of c.£5m from financial year 2012/13 onwards
 - a transformed ICT function fit for purpose to support the Council's wider **abc** transformation programme
3. To support this process and as part of the abc programme, the services of a number of PwC consultants have been engaged. At its meeting on 22 June, Cabinet requested officers to provide a report into the value for money aspect of PwC's work on the implementation of the i-Cov project.

“request the Chief Executive to prepare a Report to Cabinet within 14 days as to a potential independent process of validation for the payments due to PwC under the Contract”

4. To that end Council officers commissioned SOCITM (Society of ICT Managers – an independent group), within 14 days of the Cabinet meeting, to produce a report benchmarking the value of PwC's involvement on this project against typical rates and services available in the wider UK market.
5. To further support this, the Council sought additional independent information from the Office of Government Commerce and the Eastern Shires Purchasing Organisation on behalf of Pro Five and spoke to other Local Authorities who have used PwC or other Management Consultants.

Recommendations:

6. Given the commercial arrangements with Serco and SOCITM, and in particular with PwC, and given the commercially sensitive and confidential nature of the contract, the information has been restricted to the private Cabinet Members' report.

List of Appendices included:

N/A

Other useful background papers:

N/A

Has it or will it be considered by scrutiny?

N/A

Has it, or will it be considered by any other council committee, advisory panel or other body?

N/A

Will this report go to Council?

Yes

Report title:

Validation of i-Cov project's value for money

1. Context (or background)

At its meeting on 22 June, Cabinet requested Officers to provide a report into the value for money aspect of PwC's work on the implementation of the i-Cov (transforming Coventry's ICT) project.

“request the Chief Executive to prepare a Report to Cabinet within 14 days as to a potential independent process of validation for the payments due to PWC under the Contract”

To that end Council officers commissioned SOCITM (Society of ICT Managers – an independent group), within 14 days of the Cabinet meeting, to produce a report benchmarking the value of PwC's involvement on this project against typical rates and services available in the wider UK market.

To further support this, the Council sought additional independent information from the Office of Government Commerce and the Eastern Shires Purchasing Organisation on behalf of Pro Five and spoke to other Local Authorities who have used PwC or other Management Consultants.

Given the commercial arrangements with Serco and SOCITM, and in particular with PwC, and given the commercially sensitive and confidential nature of the contract, the information has been restricted to the private Cabinet Members' report.

In summary the data gathering exercises found the cost of PwC's involvement to be towards the top end of the expected financial range for consultancy fees, but that given the complexity, breadth and depth of the ICT transformation programme, and the current lack of managerial capacity within the department, that the high calibre of support provided by PwC's involvement represents value for money for the Council.

2. Options considered and recommended proposal

N/A

3. Results of consultation undertaken

N/A

4. Timetable for implementing this decision

N/A

5. Comments from Director of Finance and Legal Services

N/A

6. Other implications

N/A

6.1 How will this contribute to achievement of the council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / LAA (or Coventry SCS)?

N/A

6.2 How is risk being managed?

N/A

6.3 What is the impact on the organisation?

N/A

6.4 Equalities / EIA

N/A

6.5 Implications for (or impact on) the environment

N/A

6.6 Implications for partner organisations?

N/A

Report author(s):

Name and job title:

Bev Messinger - Director of Customer and Workforce Services
Marc Harder - i-Cov Implementation Manager
Jonathan Guy - ICT Category and Interim Contracts Manager

Directorate:

Customer and Workforce Services Directorate
Finance and Legal Services Directorate

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Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Clarissa Evans	Commercial Team Manager	Finance & Legal Services		
Jos Parry	Assistant Chief Executive	Chief Executives		
Other members				
Names of approvers: (officers and members)				
Finance: Barrie Hastie	Assistant Director	Finance & Legal		
Legal: Clarissa Evans	Commercial Team Manager	Finance & Legal		
Director: Martin Reeves	Chief Executive			

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CABINET MEMBER (CITY SERVICES)

19th August 2010

Cabinet Member

Present:- Councillor Harvard

Shadow Cabinet Member

Present:- Councillor Andrews

Employees Present:-

P. Boulton (City Services and Development Directorate)
P. Bowman (City Services and Development Directorate)
M. Rose (Customer and Workforce Services Directorate)
M. Smith (Finance and Legal Services Directorate)

RECOMMENDATION

30. Appointment to the Bus Lane Adjudication Service Joint Committee (BLASJC)

The Cabinet Member considered a report of the Director of City Services and Development that sought approval for Coventry City Council to join the Bus Lane Adjudication Service Joint Committee (BLASJC) and to appoint a representative and deputy representative to the BLASJC to act on behalf of the Authority.

Coventry City Council had been capturing bus lane contraventions using CCTV since the end of April 2010 and had subsequently been issuing warning letters to owners of offending vehicles in line with Department for Transport requirements. From September 2010 the Council was due to start issuing Penalty Charge Notices (PCNs) which would be issued to any unauthorised vehicles recorded whilst in a bus lane that were deemed to be committing an offence.

Motorists who were issued with a PCN had a right of appeal to an independent adjudication service whose main function was to decide the appeal based upon impartial and well considered decisions. Local Authorities who were undertaking bus lane enforcement were required to become a member of the BLASJC before they could access the adjudication service or start the enforcement of bus lanes.

Manchester City Council acted as the lead authority for the BLASJC whose primary objectives were to ensure: a fair adjudication service for Appellants including visible independence of the adjudicators from the authorities in whose area they were working; consistency in access to adjudication; and a cost effective and equitable adjudication service. The agreement that regulated the BLASJC allowed for one representative or his/ her deputy from each constituent Council and it was proposed that the Cabinet Member (City Services) and the Cabinet Member (City Development) be appointed as Coventry City Council's representatives.

Failure to join the BLASJC would mean that the Council would have no adjudication arrangements in place to enable anyone receiving a PCN for being in a bus lane to

appeal against the issue of the notice. This would preclude the Authority from undertaking bus lane enforcement and issuing penalty charges.

In order that the Council could join the BLASJC and commence bus lane enforcement, a Memorandum of Participation required completion and return at the by 20th August 2010 and commence bus lane enforcement with effect from 6th September 2010.

Possible future locations for cameras were discussed, however, the Cabinet Member (City Services) Councillor Harvard, indicated that officers would be undertaking a full comprehensive review of Bus Lanes in the City at his request. Councillor Harvard clarified that infrastructure funding provided through the Local Transport Plan had already been spent.

RESOLVED that, after due consideration of the report and the matters raised at the meeting:-

- (1) The Cabinet Member (City Services) authorised the Director of City Services and Development to sign and return a Memorandum of Participation admitting Coventry City Council to the Bus Lane Adjudication Service Joint Committee.**
- (2) The City Council is recommended to appoint the Cabinet Member (City Services) and the Cabinet Member (City Development) to act as Coventry City Council's representative and deputy representative, respectively, on the Committee.**

**Cabinet Member (City Services)
Council**

19th August 2010
14th September 2010

Name of Cabinet Member:
Cllr Harvard

Director Approving Submission of the report:
Martin Yardley – Director of City Services & Development

Ward(s) affected:
All

Title:
Appointment to the Bus Lane Adjudication Service Joint Committee (BLASJC)

Is this a key decision?
No

Executive Summary:

This report seeks approval for Coventry City Council to join the Bus Lane Adjudication Service Joint Committee (BLASJC) and to appoint a representative and deputy representative to the BLASJC to act on behalf of Coventry City Council.

Recommendations:

1. Cabinet Member (City Services) is recommended to authorise the Director of City Services and Development to sign and return a Memorandum of Participation (MOP) admitting Coventry City Council to the Bus Lane Adjudication Service Joint Committee (BLASJC).
2. Council is recommended to appoint the Cabinet Member (City Services) (Councillor Harvard) and the Cabinet Member (City Development) (Councillor Mrs Bigham) to act as Coventry City Council's representative and deputy representative, respectively, on the Committee.

List of Appendices included:

None

Other useful background papers:

None

Has it or will it be considered by Scrutiny?

No

Has it, or will it be considered by any other Council Committee, Advisory Panel or other body?

No

Will this report go to Council?

Yes

14th September 2010

Report title:

Appointment to the Bus Lane Adjudication Service Joint Committee (BLASJC)

1. Context (or background)

- 1.1 Coventry City Council has been capturing bus lane contraventions using CCTV since the end of April 2010 and has subsequently been issuing warning letters to owners of offending vehicles in line with Department for Transport requirements. From September 2010 the Council is due to start issuing Penalty Charge Notices (PCNs), which will be issued to any unauthorised vehicles that are recorded whilst in a bus lane that are deemed to be committing an offence.
- 1.2 Motorists who are issued with a PCN have a right of appeal to an independent adjudication service whose main function is to decide the appeal based upon impartial and well considered decisions. Local Authorities who are undertaking bus lane enforcement are required to become a member of the BLASJC before they can access the adjudication service or start the enforcement of bus lanes.
- 1.3 Manchester City Council acts as the lead authority for the BLASJC whose primary objectives are to ensure:
- A fair adjudication service for Appellants including visible independence of the adjudicators from the authorities in whose area they are working.
 - Consistency in access to adjudication.
 - A cost effective and equitable adjudication service
- 1.4 The agreement that regulates the BLASJC allows for one representative or his / her deputy from each constituent Council.

2. Options considered and recommended proposal

- 2.1 Failure to join the BLASJC will mean that Coventry City Council will have no adjudication arrangements in place to enable anyone receiving a PCN for being in a bus lane, to appeal against the issue of the PCN. This would preclude the Authority from undertaking bus lane enforcement and issuing penalty charges.
- 2.2 It is therefore, recommended that the Director of City Services and Development is authorised to complete and return a Memorandum of Participation at the earliest possible opportunity in order that the Council can join the BLASJC and commence bus lane enforcement.

3. Results of consultation undertaken

- 3.1 None

4. Timetable for implementing this decision

- 4.1 The MOP must be signed and returned by 20th August in order to ensure that Coventry City Council can have access to the adjudication service and commence bus lane enforcement with effect from Monday 6th September 2010.

5. Comments from Director of Finance and Legal Services

5.1 Financial implications

The BLASJC is funded by subscriptions from Local Authorities. The Executive Sub-Committee agree annually the charges that are necessary for it to provide an independent adjudication service. At present the charge is levied at £0.65 for each penalty charge notice issued by the Authority. The charge is funded from the income received by the Council from penalty charge notices.

5.2 Legal implications

Bus lane enforcement is governed by a set of detailed regulations and by Department for Transport guidance that need to be closely followed in order to avoid successful appeals to the adjudication service.

The adjudication service is an independent tribunal where impartial lawyers consider appeals by motorists and vehicles owners whose vehicles have been issued with Penalty Charge Notices by Councils undertaking civil bus lane enforcement under The Bus Lane Contraventions (Penalty Charges, Adjudication and Enforcement) (England) Regulations (SI No. 2757). Failure to join the BLAJSC would be in breach of legislation and would preclude Coventry City Council undertaking bus lane enforcement.

6. Other implications

None

6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / LAA (or Coventry SCS)?

The enforcement of bus lanes will contribute to the expeditious movement of public transport on the road network thereby increasing the reliability and punctuality of bus services and reducing the reliance on private vehicles which in turn will have a positive impact on the environment.

Camera enforcement will act as a deterrent to the illegal and unauthorised use of bus lanes which will improve road safety for pedestrians and motorists alike.

6.2 How is risk being managed?

None

6.3 What is the impact on the organisation?

None

6.4 Equalities / EIA

None

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

None

Report author(s):

Paul Bowman

Name and job title:

Paul Bowman, Parking Services Manager

Directorate:

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Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Paul Boulton	Network Manager	CS&DD	13th July 2010	16th July 2010
Suzanne Bennett	Governance Services	CWS	13th July 2010	20th July 2010
Mark Smith	Senior Solicitor Legal Services	Finance & legal	13th July 2010	15th July 2010
Anita Burrows	Finance	FLS	13th July 2010	20th July 2010
Colin Knight	Assistant Director – Planning, Transport & Highways	CS&DD	13th July 2010	16th July 2010
Names of approvers: (officers and members)				
Finance: Anita Burrows	Finance	Finance & legal	13th July 2010	20th July 2010
Legal: Mark Smith	Senior Solicitor Legal Services	Finance & legal	13th July 2010	15th July 2010
Director: Martin Yardley	Director	CD&DD		19th July 2010
Members: Cllr Harvard	Cabinet Member (City Services)			19th July 2010

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CABINET

31st August, 2010

Cabinet Members Present: Councillor Mrs Bigham
Councillor Clifford
Councillor Duggins (Deputy Chair)
Councillor Harvard
Councillor Khan
Councillor J Mutton (Chair)
Councillor O'Boyle
Councillor Townshend

Non-Voting Opposition Representatives Present: Councillor Foster
Councillor Taylor

Other Members Present: Councillor Gazey
Councillor Lakha
Councillor Mrs Lucas
Councillor Mrs M Mutton

Employees Present: S. Bennett (Customer and Workforce Services Directorate)
S. Brake (Community Services Directorate)
F. Collingham (Chief Executive's Directorate)
D Cockcroft (City Services and Development Directorate)
P. Deas (City Services and Development Directorate)
C. Evans (Finance and Legal Services Directorate)
C. Green (Director of Children, Learning and Young People)
B. Hastie (Finance and Legal Services Directorate)
J. McGuigan ((Director of Strategic Planning and Partnership)
J. Newman (Finance and legal Services Directorate)
J. Parry (Assistant Chief Executive)
M. Reeves (Chief Executive)
C. West (Director of Finance and Legal Services)

Apologies: Councillor Kelly
Councillor Skipper

Public business

37. Declarations of Interest

Martin Reeves, Chris West and John McGuigan declared interests in the matter the subject of Minutes 41 and 43 below as they are Directors of the Arena Company Limited (ACL). They left the meeting for consideration of these items.

38. Resolution to Exclude Public

RESOLVED that, under Section 100A(4) of the Local Government Act 1972, the press and public be excluded from the meeting for the items of business contained in Minute 43 relating to " Ricoh Arena Car Park Site C – Hotel

Development Heads of Terms" below on the grounds that that items involve the likely disclosure of exempt information as defined in Paragraph 3 of Part I of Schedule 12A.

RECOMMENDATIONS

41. Ricoh Arena Car Park C – Hotel Development Heads of Terms

Further to Minute 31/10, the Cabinet considered a report of the Director of City Services and Development which indicated that, to help with the future successful development of commercial activity at the Ricoh Arena, there had been a long held aspiration and commercial understanding of both the City Council and Arena Coventry Limited (ACL), the company responsible for the management and successful development of the multipurpose arena and conference facilities, to deliver additional hotel bed spaces close to this regionally important development. ACL along with the Council, had recently been approached by two hotel operators who in two facilities were seeking to provide in the region of two hundred additional bed spaces with ancillary leisure facilities. Hotel site 1 & Hotel site 2 were the proposed locations for the hotel developments within car park C and were identified on Plan 1 attached to the report.

A corresponding private report, which detailed commercially confidential and financial aspects of the proposal, was also submitted to the meeting (Minute 43 below refers).

Due to the evolving nature of the development, an amended up to date report had been circulated.

Car Park C was acquired by the Council in 2003 to assist with the development of the Arena. To the North and the East the site is bounded by the A444 highway, to the South by the Coventry / Nuneaton railway branch line and to the West by a rail link to Prologis Park and beyond Glaisedale Avenue the start of the Hollbrooks residential area. Car Park C currently formed a surface car park for approximately 750 cars and some additional coach parking, which serves events at the Ricoh Arena. These spaces were required for up to 50 events per year, which included Coventry City Football Clubs home matches.

There were currently only a limited number of hotel bedrooms within the Arena itself. Further local hotel rooms were required to support the future growth of the Arena's recently improved conference and exhibition facilities. Extra hotel bedrooms would enable the Arena to accommodate larger and longer exhibitions and corporate events. In addition, securing the only 2012 London Olympic football venue in the West Midlands had focused hotel operator interest in this site. The need for additional rooms had been recognised and accepted previously by Cabinet when it approved the development of a Hotel on land retained by the Council on Car Park C. It had also been supported in planning policy terms by the earlier grant of planning permission for Hotel use on the site.

The proposed route for 'Sprint', the bus based rapid transport facility identified to run through Car Park C, had not been affected by these proposals.

The Council was a fifty per cent shareholder in ACL. The ACL Board, which included two Directors representing the Councils interest as shareholders, supported this intended development.

The proposal was for further hotel accommodation to facilitate the Ricoh Arena's current and future commercial activities, which it was considered appropriate to encourage and facilitate. The displacement of parking spaces as a result of the Hotel developments had been recognised and considered. The area of land needed for both hotels developments equated to approx 2 acres with Hotel site 1 affecting approximately 200 spaces and Hotel Site 2 affecting approximately 30 coach spaces. The Arena did not rely on the car parking spaces within car park C for its average day to day activities. In order to operate the major events ACL were required to comply with the existing Arena planning requirements and produce a Green Travel Plan. This identified the travel needs for each event and how these were to be accommodated. Site A would be added to ACL's Arena lease, offering the opportunity to provide additional car parking spaces if required as part of their Green Travel Plan.

It is proposed that the Council would take a surrender from ACL of the land outlined in Plan 1 to the report as Hotel Sites 1 & 2 and grant new leases of up to 150 years over the same land to the operator/ developers. Site A would then be transferred to ACL on similar terms and to be co terminus with the rest of their Arena holding lease i.e. 43 years remaining.

The current proposal for Hotel Site 1 was for a 120 / 130 bed Hotel with ancillary health and fitness facilities including a swimming pool which would be available to the public on a membership basis. The current proposal for Hotel Site 2 was for a 65 bed budget hotel with a ground floor restaurant. The current negotiated projected income from the schemes was commercially sensitive information and was contained in the private report.

Extensive consultation had taken place previously in respect of the earlier hotel development proposals with the local community, where various concerns were raised including the height of the buildings and parking issues. It was intended that working through the local ward forums the developers/ hotel operators would engage with the community groups to discuss the new proposed scheme. This would form part of the wider public consultation which would take part with regards to any planning application.

The hotel development would need to be completed in advance of the development moratorium imposed by the Olympic Games; a start on site would have to be made by the end of 2010 with completion no later than early 2012. If the heads of terms of within the report were approved, then it was anticipated that development agreements with the developers/hotel companies would be completed before the end of 2010.

The report detailed the legal and financial implications of the proposal.

RESOLVED that, after due consideration of the options and proposals contained in the report and matters referred to at the meeting, the City Council be recommended, subject to the consideration of the additional information contained in the associated private report (Minute 43 below refers), to:-

- (1) Approve the main terms set out in the report as a conditional contract on a subject to planning basis, for the surrender or assignment of the existing lease and the grant of new long leases up to a maximum term of 150 years to facilitate one or both hotel developments, subject to the grant of planning permission.**

- (2) Delegate authority to the Director of City Services and Development and Assistant Director of Special Projects Finance/Assistant Director Financial Management, in consultation with the Leader of the Council and Cabinet Member (City Development), to conclude all necessary documentation required to complete the land transaction based on the current assumption as to the parties concerned, in the most tax efficient way for the Council and to agree any costs that may result from complying with the heads of terms, providing that do not exceed £250,000.**

Private business

43. Ricoh Arena Car Park C – Hotel Development Heads of Terms

Further to Minute 41 above relating to the public aspects of this matter, the Cabinet considered a report of the Director of City Services and Development, which sought approval to proposals to facilitate hotel developments on Ricoh Arena car park C.

The report detailed commercially confidential and financial aspects relating to the proposal.

Due to the evolving nature of the development, an amended up to date report had been circulated.

RESOLVED that, after due consideration of the options and proposals contained in the report and matters referred to at the meeting, the City Council be recommended to:-

- (1) Approve the main terms set out in the report as a conditional contract, on a subject to planning basis, for the surrender or assignment of the existing lease and the grant of new long leases up to a maximum term of 150 years to facilitate one or both hotel developments subject to the grant of planning permission.**
- (2) Delegate authority to the Director of City Services and Development and Assistant Director of Special Projects Finance/Assistant Director Financial Management, in consultation with the Leader of the Council and Cabinet Member (City Development), to conclude all necessary documentation required to complete the land transaction based on the current assumption as to the parties concerned, in the most tax efficient way for the Council and to agree any costs that may result from complying with the heads of terms, providing that do not exceed £250,000.**

A separate report is submitted in the private part of the agenda in respect of this item, as it contains details of financial information required to be kept private in accordance with Schedule 12A of the Local Government Act 1972. The grounds for privacy are that it 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.

31st August 2010

Name of Cabinet Member:

Cabinet Member (City Development) Councillor Bigham

Director approving submission of the report:

Director City Services & Development

Ward(s) affected:

Holbrooks / Longford

Title:

Ricoh Arena Car Park C – Hotel Development Heads of Terms (amended)

Is this a key decision?

Yes - Geographically the site sits within Holbrooks Ward but affects the Ricoh Arena development located in the adjacent Longford Ward. The success of the Arena has the ability to affect the whole of the city. The likely receipts are also above the financial threshold.

Executive summary:

To help with the future successful development of commercial activity at the Ricoh Arena, there has been a long held aspiration and commercial understanding of both the City Council and Arena Coventry Limited (ACL), the company responsible for the management and successful development of the multipurpose arena and conference facilities, to deliver additional hotel bed spaces close to this regionally important development.

ACL along with this Council, have recently been approached by two hotel operators who in two facilities are seeking to provide in the region of two hundred additional bed spaces with ancillary leisure facilities. Hotel site 1 & Hotel site 2 are the proposed locations for the hotel developments within car park C and are identified on Plan 1 in Appendix A.

Car park C was acquired by the Council in 2003, to help facilitate the development of the Arena. It is located opposite the Ricoh Arena and Arena Park developments. The site in total extends to approximately 6.75 acres and accessed from the A444 and is mainly used for events parking related to the Ricoh Arena.

Approximately 4.57 acres of car park C has been leased by the Council to ACL for a term of 50 years from 2003, as part of the lease covering the whole of the Ricoh Arena.

Sites A & B, as shown hatched on plan 1 are owned by the Council and have always been intended to be developed for hotel purposes.

In April 2006, Cabinet approved the disposal of site A for a 156 bed hotel development. Planning permission for the scheme was obtained in January 2009, however the development did not proceed due to the economic downturn.

Under this proposal the Site A, on plan 1 will be added to ACL's arena lease.

To secure the investment from the operators and the development funding required for the proposed scheme, the operators / developers of the hotels require a longer lease term up to 150 years. This would require the Council and ACL to merge their property interests.

This report outlines and seeks approval to the surrender or assignment of ACL's existing lease and the granting of the new leases required for the hotel development and including Site A at ACL's arena lease.

The addendum at the rear of this report clarifies the current position and key differences from the earlier report, identifying where the changes have been made.

Recommendations:

Cabinet are asked to recommend to Full Council to:

- 1.1 Approve the main terms set out in the report as a conditional contract on a subject to planning basis, for the surrender or assignment of the existing lease and the grant of new long leases up to a maximum term of 150 years to facilitate one or both hotel developments subject to the grant of planning permission.
- 1.2 Delegate authority to the Director of City Services and Development and Assistant Director of Special Projects Finance/Assistant Director Financial Management, in consultation with the Leader of the Council and Cabinet Member (City Development), to conclude all necessary documentation required to complete the land transaction based on the current assumption as to the parties concerned, in the most tax efficient way for the Council and to agree any costs that may result from complying with the heads of terms providing they do not exceed £250,000.

List of Appendices included:

Appendix A – Ricoh Arena Car Park C

Other useful background papers:

Previous hotel development Planning Application number 53583/B Dated 5th December 2008

Has it or will it be considered by scrutiny?

No

Has it, or will it be considered by any other council committee, advisory panel or other body?

No

Will this report go to Council?

Yes - 14th September 2010

Report title:

Ricoh Arena Car Park C – Hotel Development Heads of Terms

1. Context (or background)

- 1.1 Car Park C was acquired by the Council in 2003 to assist with the development of the Arena. To the North and the East the site is bounded by the A444 highway, to the South by the Coventry / Nuneaton railway branch line and to the West by a rail link to Prologis Park and beyond Glaisedale Avenue the start of the Hollbrooks residential area.
- 1.2 Car Park C currently forms a surface car park for approximately 750 cars and some additional coach parking, which serves events at the Ricoh Arena. These spaces are required for up to 50 events per year, which includes Coventry City Football Clubs home matches.
- 1.3 There are currently only a limited number of hotel bedrooms within the Arena itself. Further local hotel rooms are required to support the future growth of the Arena's recently improved conference and exhibition facilities. Extra hotel bedrooms will enable the Arena to accommodate larger and longer exhibitions and corporate events. In addition, securing the only 2012 London Olympic football venue in the West Midlands has focused hotel operator interest in this site.
- 1.4 The need for additional rooms has been recognised and accepted previously by Cabinet when it approved the development of a Hotel on land retained by the Council on Car Park C. It has also been supported in planning policy terms by the earlier grant of planning permission for Hotel use on the site.
- 1.5 The proposed route for 'Sprint', the bus based rapid transport facility identified to run through Car Park C, has not been affected by these proposals.
- 1.6 The Council is a fifty per cent shareholder in ACL. The ACL board includes two Directors representing the Councils interest as shareholders. The ACL board supports this intended development.

2. Options considered and recommended proposal

- 2.1 The proposal is for further hotel accommodation to facilitate the Ricoh Arena's current and future commercial activities, which it is considered appropriate to encourage and facilitate.
- 2.2 The displacement of parking spaces as a result of the Hotel developments has been recognised and considered. The area of land needed for both hotels developments equates to approx 2 acres with Hotel site 1 affecting approximately 200 spaces and Hotel Site 2 affecting approximately 30 coach spaces.

- 2.3 The Arena does not rely on the car parking spaces within car park C for its average day to day activities. In order to operate the major events ACL are required to comply with the existing Arena planning requirements and produce a Green Travel Plan. This identifies the travel needs for each event and how these are to be accommodated.
- 2.4 Site A will be added to ACL's Arena lease, offering the opportunity to provide additional car parking spaces if required as part of their Green Travel Plan.
- 2.5 It is proposed that the Council will take a surrender from ACL of the land outlined in Appendix A as Hotel Sites 1 & 2 and grant new leases of up to 150 years over the same land to the operator/ developers. Site A would then be transferred to ACL on similar terms and to be co terminus with the rest of their Arena holding lease i.e. 43 years remaining.
- 2.6 The current proposal for Hotel Site 1 is for a 120 / 130 bed Hotel with ancillary health and fitness facilities including a swimming pool which will be available to the public on a membership basis.
- 2.7 The current proposal for Hotel Site 2 is for a 65 bed budget hotel with a ground floor restaurant.
- 2.8 The current negotiated projected income from the schemes is commercially sensitive information and is in your private report.

3. Results of consultation undertaken

- 3.1 Extensive consultation took place previously in respect of the earlier hotel development proposals with the local community, where various concerns were raised including the height of the buildings and parking issues. It is intended that working through the local ward forums the developers/ hotel operators will engage with the community groups to discuss the new proposed scheme. This will form part of the wider public consultation which will take part with regards to any planning application.

4. Timetable for implementing this decision

- 4.1 The hotel development would need to be completed in advance of the development moratorium imposed by the Olympic Games; a start on site would have to be made by the end of 2010 with completion no later than early 2012.
- 4.2 If the heads of terms of within this report are approved then it is anticipated that development agreements with the developers/hotel companies will be completed before the end of 2010.

5. Comments from Director of Finance and Legal Services

5.1 Financial implications

- 5.1.1 On completion of the leases in respect of the hotels, capital premiums will be payable to the Council. The lease premium will be independently verified by a third party valuer to ensure that it is at market value, ensuring that the Council achieves best consideration as required.

5.2 Legal implications

5.2.1 The land disposals by way of long leases, will be in compliance with the Council's obligations to obtain best consideration under section 123 of the Local Government Act 1972.

5.2.2 It is the intension of the Council to grant the Hotels a lease which would be defined as a 'Business Tenancy' and as such regulated under the Landlord and Tenant Act 1954. The provisions of the Leasehold Reform Act 1967 will therefore not apply removing the right of the leaseholder to purchase the freehold.

6. Other implications

6.1 How will this contribute to achievement of the council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / LAA (or Coventry SCS)?

The delivery of the Hotels as part of the expansion of the Arena Development project will help achieve many of the priority themes of the Sustainable Community Strategy and objectives within the Councils Corporate Plan. These include:-

- *A prosperous Coventry with a good choice of jobs and business opportunities for all the city's residents* – assuming the two hotel developments proceed this will provide in excess of 250 jobs. Based upon similar other hotel developments across the UK, the operator advised that on average around 90% of these full and part time posts would be taken by the local community. The hotel development will also enable existing and new business to extend their use of the conferencing, exhibition and events facilities at the arena by providing them and or their customers a quality complimentary facility to stay at. It also provides local business new opportunities to provide goods and services to the new hotel operations.
- *A safer and more confident Coventry*- by designing out crime within the new development and bringing more life and activity to the areas of the scheme over a longer period of the day.
- *A creative, active and vibrant Coventry* - by providing a new complimentary facilities for the City and the Ricoh Arena which will bring an increase to the number of people who work, live, use and play in its facilities improving its vitality and economic environment of the area
- *Improving Coventry's environment and tackling climate change* – Working with the developer, architects and hotel operators through the planning process to create a highly efficient and sustainable business location and premises. This will be achieved by actively encouraging the participation of the local community and surrounding businesses users. Maximising the efficient use of the site by combining hotel facilities with leisure and conference facilities.

6.2 How is risk being managed?

The project officer responsible for the scheme will be tasked to manage and identify potential risk using the Councils Tens risk management system. Issue will be reported to and any actions to mitigate risk will be agreed with City Centre and Development Services programme board.

6.3 What is the impact on the organisation?

The Council will receive a capital receipt for the granting of the new leases, however, it will have to meet up to 50% of access and service costs deemed to be abnormal up to a maximum value of £250,000.

6.4 Equalities / EIA

This report does not alter any Council policy, the way it performs its functions and delivers its services; therefore an EIA has not been undertaken.

6.5 Implications for (or impact on) the environment

The hotels sites are located in a highly accessible and therefore sustainable location. This would be further improved with the delivery of the rail platform which would serve the Arena, the provision of which is currently subject to a funding bid to the Department of Transport. It is the intension of the developer / hotel operator to design the hotel accommodation to meet high environmental standards, helping to reduce its occupier's carbon footprint and operating costs.

6.6 Implications for partner organisations?

6.6.1 Due to the height of the previous hotel planning application there was an issue with the impact on the local residential community in Glaisedale Avenue / Farndale Avenue. Due to the change in the location of the development within the site and change in the design of the scheme the Council is currently seeking to understand whether such an impact is expected as part of any new application. We would intend to work with the new applicant and suggest attendance of the local ward forums as a positive way of communication taking place between the developer and the local residents to explore the impact of the development scheme.

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Ricoh arena cabinet report public – hotel site C Agreement for Lease 310810 v1.doc

**Ricoh Arena Car Park C – Hotel development Heads of Terms
Cabinet Report Addendum**

31st August

Due to the evolving nature of this development project there have been amendments to the proposal. The following paragraphs have altered from the previously published public report.

Executive summary

Paragraph 6

Paragraph 8

Paragraph 9 new

Recommendations

Paragraph 1.1

Section 1

Paragraph 1.4 new

Paragraph 1.6

Section 2

Paragraph 2.1

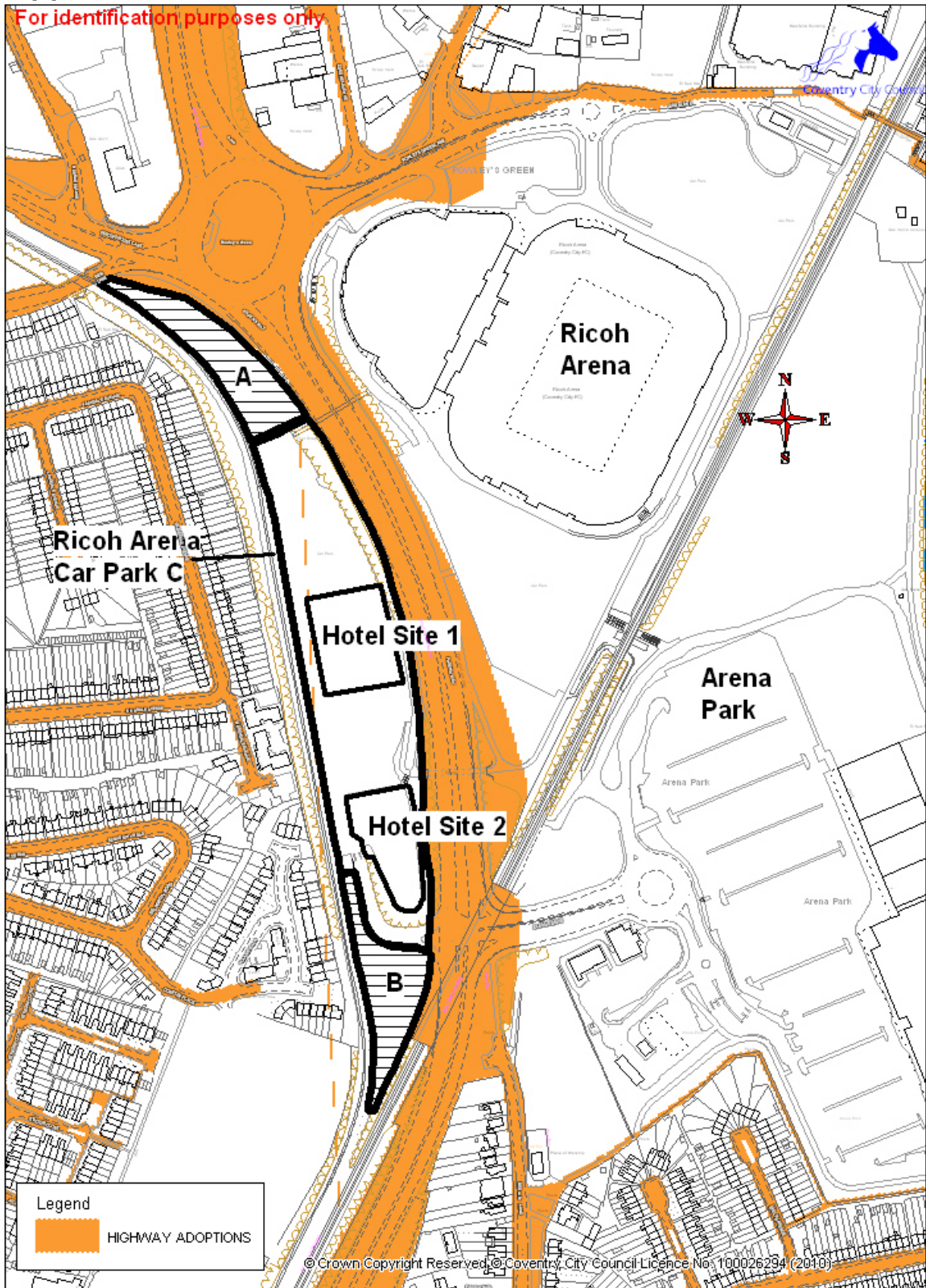
Paragraph 2.4

Paragraph 2.5 of the previous report has been deleted. This alters the paragraph numbering within section 2 and needs to be remembered when trying to compare the two reports.

Paragraph 2.6 (now 2.5)

Appendix A Ricoh Arena, Car Park C. Plan 1

1:3500



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