



Coventry City Council

Cabinet Member (Business, Enterprise and Employment)

Time and Date

10.00 am on Monday, 20th October, 2014

Place

Diamond Room 2, Council House, Coventry

Public Business

1. **Apologies**

2. **Declaration of Interests**

3. **Minutes**

(a) To agree the minutes of the Cabinet Member (Business, Enterprise and Employment) meetings held on 1st and 11th September, 2014 (Pages 5 - 12)

(b) Matters Arising

4. **Exclusion of the Press and Public**

To consider whether to exclude the press and public for the items of private business for the reasons shown in the report.

5. **Revision of the Council's Carbon Management Plan** (Pages 13 - 44)

Report of the Executive Director, Place

Note: This report was considered by the Business, Enterprise and Employment Scrutiny Board (3) at their meeting on 8th October, 2014. A Briefing Note detailing their consideration of this issue is attached.

6. **Birmingham Development Plan 2031** (Pages 45 - 62)

Report of the Executive Director, Place

7. **Freehold Disposal of Land at Kele Road, Canley and Whitworth Avenue, Stoke Aldermoor** (Pages 63 - 74)

Report of the Executive Director, Place

8. **Freehold Disposal of Land at Torrington Avenue** (Pages 75 - 82)

Report of the Executive Director, Place

9. **Canley Sports and Social Club - Freehold Disposal** (Pages 83 - 90)

Report of the Executive Director, Place

10. **Land and Premises at Hertford Place, Coventry** (Pages 91 - 98)

Report of the Executive Director, Place

11. **Outstanding Issues**

There are no outstanding issues

12. **Any other items of public business which the Cabinet Member decides to take as matters of urgency because of the special circumstances involved.**

Private Business

13. **Freehold Disposal of Land at Kele Road, Canley and Whitworth Avenue, Stoke Aldermoor** (Pages 99 - 110)

Report of the Executive Director, Place

Listing Officer: J. Grant, Tele: 024 7683 3674)

14. **Freehold Disposal of Land at Torrington Avenue** (Pages 111 - 118)

Report of the Executive Director, Place

(Listing officer: J. Grant, Tele 024 7683 3674)

15. **Canley Sports and Social Club - Freehold Disposal** (Pages 119 - 126)

Report of the Executive Director, Place

(Listing Officer: D. Cass, Tele: 024 7683 2793)

16. **Land and Premises at Hertford Place, Coventry** (Pages 127 - 134)

Report of the Executive Director, Place

(Listing Officer: G. Stephens, Tele: 024 7683 2577)

17. **Any Other Business**

To consider any other items of business which the Cabinet Member decides to take as a matter of urgency because of the special circumstances involved.

Chris West, Executive Director, Resources, Council House Coventry

Friday, 10 October 2014

Note: The person to contact about the agenda and documents for this meeting is Suzanne Bennett, Tele: 024 7683 3072

Membership: Councillor Maton, Cabinet Member (Business, Enterprise and Employment), Councillor McNicholas, Deputy Cabinet Member (Business, Enterprise and Employment)

By Invitation: Councillor Birdi, Shadow Cabinet Member (Business, Enterprise and Employment)

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

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

Suzanne Bennett

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Minutes of the Meeting of Cabinet Member (Business Enterprise and Employment) held at 10.00 a.m. on 1st September, 2014

Present:

Cabinet Member: Councillor Maton

Shadow Cabinet Member: Councillor Birdi

Other Members Present: Councillor O'Boyle (for item contained in Minute 10 below)

Employees (by Directorate):

Place: J. Newton, R Moon

Resources: S Bennett, J Gay

Public Business

8. Declarations of Interest

There were no declarations of interest.

9. Exclusion of the Press and Public

RESOLVED that approval be given to exclude the press and public under Section 100(A)(4) of the Local Government Act 1972 for consideration of the private report in Minute 14 below relating to "Freehold Disposal: Land at Woodway Lane Adjoining the Jolly Colliers Public House" on the grounds that that items involves the likely disclosure of exempt information, as defined in Paragraph 3 of Schedule 12A of the Act, as it contains information relating to the financial or business affairs of any particular person (including the authority holding that information) and that in all circumstances of the cases, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

10. Petition – To Urge the Owners of the Remaining Plots at Belgrade Plaza to Tidy Up the Land and Renovate the Fence

The Cabinet Member considered a report of the Executive Director, Place, regarding a petition, bearing 229 signatures, urging the owners of the remaining plots at Belgrade Plaza to tidy up the land and renovate the fence. The petition was submitted by Councillor O'Boyle, a St Michael's Ward Councillor, who attended the meeting, along with the petition organiser, Ms. J. Skidmore and some of the petitioners, who spoke on behalf of the petitioners.

The wider Belgrade Plaza scheme has been a victim of the economic downturn, particularly with respect to the later phases. The fence was erected, as a temporary measure, to secure the site. Residents are able to see over

the fence from their properties onto the land, which had become overgrown with weeds.

At his last meeting, on 22nd July, 2014, the Cabinet Member had approved the assignment of part of the ground lease of Belgrade Plaza currently held by Oakmoor Deeley Partnership (ODP) to the Downing Group to allow Phase 3 of the Belgrade Plaza scheme to be developed for student housing, conditional upon planning consent being granted (Minute 3/14 refers). Officers indicated that it was anticipated that work would shortly commence on the redevelopment of the site, which would facilitate the removal of the fence and growth.

RESOLVED that, in light of the proposed development, the Cabinet Member (Business, Enterprise and Employment) notes the petition and requests that, if no progress is made towards the development of the site within three months, appropriate planning enforcement action be taken to require the removal of the fence and the levelling and seeding of the land.

11. Freehold Disposal: Land at Woodway Lane, adjoining the Jolly Colliers Public House

The Cabinet Member considered a report of the Executive Director, Place, seeking agreement to the freehold disposal of a piece of land on Woodway Lane between the adopted highway and the site of the former Jolly Colliers Public House, shown red on a plan attached to the report, to facilitate the development of the site of the former public house.

A corresponding private report, detailing confidential financial matters was also submitted for consideration (Minute 14 below refers).

The Cabinet Member reported on correspondence he had received from the developers of the site in relation to this matter and indicated that an appropriate response had been sent from Legal Services in relation to this matter.

RESOLVED that the Cabinet Member (Business, Enterprise and Employment):-

- (1) Authorises the freehold disposal of the land to Dignus Healthcare in the terms as detailed in the private report (Minute 14 below refers)**
- (2) Delegates authority to the Assistant Director for City Centre and Development Services following consultation with the Cabinet Member (Business, Enterprise and Employment) for any subsequent variation in terms.**
- (3) Delegates authority to the Executive Director, Resources, and in particular officers within Legal Services, to complete the necessary legal documentation in this matter.**

12. Outstanding Issues

There were no outstanding issues.

13. Any Other Public Business

There were no other items of public business.

Private Business

14. Freehold Disposal: Land at Woodway Lane, adjoining the Jolly Colliers Public House

Further to Minute 11 above, the Cabinet Member considered a report of the Executive Director, Place which detailed confidential financial matters in relation to the freehold disposal of a piece of land on Woodway Lane between the adopted highway and the site of the former Jolly Colliers Public House, shown red on a plan attached to the report, to facilitate the development of the site of the former public house.

RESOLVED that the Cabinet Member (Business, Enterprise and Employment):-

- (1) Authorises the freehold disposal of the land to Dignus Healthcare in the terms as detailed in the report.**
- (2) Delegates authority to the Assistant Director for City Centre and Development Services following consultation with the Cabinet Member (Business, Enterprise and Employment) for any subsequent variation in terms.**
- (3) Delegates authority to the Executive Director, Resources, and in particular officers within Legal Services, to complete the necessary legal documentation in this matter.**

15. Any Other Private Business

There were no other items of private business.

(Meeting closed at: 10.35am)

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Minutes of the Meeting of Cabinet Member (Business Enterprise and Employment) held at 10.00 a.m. on 11th September, 2014

Present:

Cabinet Member: Councillor Maton

Shadow Cabinet Member: Councillor Birdi

Other Members Present: Councillor Skipper (Chair of Scrutiny Co-ordination Committee for item contained in Minute 17 below)

Employees (by Directorate):

Place: M. Andrews, N. Clews, C. Patrick

Resources: S Bennett, J Sprayson

Apologies: Councillor McNicholas

Public Business

16. Declarations of Interest

There were no declarations of interest.

17. Draft Strategic Housing Land Availability Assessment (SHLAA) – Technical Evidence Paper 2014

The Cabinet Member considered a report of the Executive Director, Place, which sought approval to the publication of the “Draft Strategic Housing Land Availability Assessment (SHLAA) 2014”. The report indicated that a (SHLAA) is a fundamental requirement of National Guidance and a part of the Council’s Evidence base that supports the preparation and development of its new Local Plan. The purpose of the SHLAA is to consider the availability of land within Coventry that is suitable for housing development. It must consider all reasonable options for possible development, which includes land within the Green Belt. This is with a view to identifying sufficient land to meet the Councils objectively assessed need for housing, which is a minimum of 23,600 homes between 2011 and 2031 (as evidenced by the Joint Strategic Housing Market Assessment (Joint SHMA)).

The SHLAA examines all components of housing land supply, considering their suitability for housing, their availability/viability to deliver new homes within the plan period. Within his assessment are 480 sites that do not currently have planning permission. Of these 480 sites, a total of 168 sites have been shortlisted as potential residential or mixed use opportunities. These sites are known as “SHLAA sites” and some are currently situated

within the Coventry Green Belt. The remaining 312 sites were discounted as being unsuitable for potential housing delivery for a variety of reasons, including established employment land, high quality green spaces and essential social or community provisions. A table in the report highlighted the different components of the total housing land supply position at 1st April, 2014 which shows that the City's identified supply is 271 homes short of the minimum housing need identified in the Joint SHMA of 23, 600 dwellings.

The SHLAA also presents an update on the Council's 5 year housing land supply position, which shows that the Council currently have a 6 year supply of deliverable housing land and the report outlined issues to consider when looking at longer term supply. These issues highlight the importance of maintaining a flexible and varied supply of housing land that is capable of responding to market demands and conditions and that can continue to meet the housing needs of the City. It also highlights the need to balance the City's limited land supply between meeting the needs for housing and the needs for other uses such as employment, retail, community uses and high quality green spaces. The report indicated that, for these reasons, sites that currently sit within the Coventry Green Belt now have to be considered for development.

In accordance with Paragraph 19 of the City Council's Constitution, Councillor Skipper, Chair of the Scrutiny Co-ordination Committee, attended the meeting for consideration of this matter and agreed the need for urgency, such that call-in arrangements would not apply to this item. The reason for urgency is that the publication of the Draft SHLAA update forms an integral part of the Local Plan public engagement process, which commences on 12th September, 2014. This is particularly in relation to the Duty to Cooperate and the Council's on-going engagement with its neighbouring authorities in relation to housing need and supply. The SHLAA is also a technical evidence paper, which will help to inform the final version of the document. As such, it is urgent that the Draft SHLAA be made available alongside the Local Plan paper to support the public engagement process.

RESOLVED that the Cabinet Member (Business, Enterprise and Employment) approves the publication of the "Draft Strategic Housing Land Availability Assessment (SHLAA) (2014)" to support the period of public engagement associated with the Council's new Local Plan document, to be made available for public engagement between 12th September and 31st October, 2014.

18. Report Recommending the Confirmation of the Article 4(1) Direction

The Cabinet Member considered a report of the Executive Director, Place, which sought approval to the confirmation of an Article 4 Direction that was made at Copsewood Grange and Lodge, New Century Park, Allard Way, Coventry. The buildings are Locally Listed and are owned by Morris Homes Ltd who have full planning permission to convert the Grange into apartments and the Lodge into a residential dwelling. On 2nd May, 2014, Morris Homes Ltd informed Council Officers that they were intending to demolish the buildings and the Council made an immediate Article 4 Direction removing

their permitted development rights to do so that same day. Planning permission is now required to demolish the buildings. The owners have been notified about the making of the Direction but have made no representations to the Council. The Council has six months to confirm the Direction or it will expire on 2nd November, 2014.

RESOLVED that the Cabinet Member (Business, Enterprise and Employment):-

- 1) Ratifies the decision to serve the immediate Article 4 Direction on 2nd May, 2014;**
- 2) Approves the confirmation of the Article 4 (1) Direction on Copsewood Grange and Lodge, New Century Park, Allard Way, Coventry**

19. Outstanding Issues

There were no outstanding issues.

20. Any Other Public Business

There were no other items of public business.

(Meeting closed at: 10.40am)

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Public report Cabinet Member Report

Business, Enterprise and Employment Scrutiny Board (3)
Cabinet Member (Business, Enterprise and Employment)

8th October 2014
20th October 2014

Name of Cabinet Member:

Business, Enterprise and Employment – Councillor K Maton

Director Approving Submission of the report:

Executive Director, Place

Ward(s) affected:

None

Title:

Revision of the Council's Carbon Management Plan

Is this a key decision?

No

Executive Summary:

In September 2009 a Carbon Management Plan (CMP) for the City Council was approved by the then Cabinet Member for (Climate Change, Housing and Sustainability). The plan set an aspirational target of reducing the City Council's carbon dioxide emissions (CO₂) by 30% over five years.

This document provides an update on achievement against this target and presents a revised CMP which reflects changing priorities and sets new performance targets to be achieved by 2020. It also requests the approval of a revised Energy, Water and Carbon Management Policy.

The City Council has had significant success in reducing CO₂ emissions over the last five years and has achieved a 21% reduction. This has been achieved despite significant challenges such as the uncertainty around the long term use of City Council office accommodation prior to the planned move to Friargate and the Government's cancellation of the Building Schools for the Future programme.

The reasons for reducing the carbon footprint of the City Council are even more pressing than when the CMP was first produced. To address this increasing priority a revised CMP and Energy, Water and Carbon Management Policy has been prepared. The CMP has been revised to take into account changing circumstances and sets out the agenda and CO₂ emission targets for the next six years reflecting the national reduction targets.

The 2020 targets in the revised CMP are:

- CO₂ reduction target of 35%. Equivalent to 9,000 tonnes of CO₂ reduction against the baseline.
- Renewable energy target of 15%. Equivalent to 2,500 tonnes of CO₂ of carbon dioxide emissions being offset through the supply of renewable energy.

To continue the City Council's progress in reducing carbon the Cabinet Member is asked to approve the revised CMP and the supporting Energy, Water and Carbon Management Policy.

Recommendations:

Business, Economy and Enterprise Scrutiny Board 3 is asked to:

1. Consider this report and forward any recommendations to Cabinet Member (Business, Enterprise and Employment).

Cabinet Member is asked to:

1. Consider any comments/recommendations made by Business, Economy and Enterprise Scrutiny Board 3;
2. Approve the revised Carbon Management Plan; and
3. Approve the Energy, Water, and Carbon Management Policy.

List of Appendices included:

Appendix 1 - Coventry City Council's Carbon Management Plan

Appendix 2 - Energy, Water and Carbon Management Policy

Other useful background papers:

Coventry City Council, 2009. *Carbon Management Plan*.

[Available at

[http://democraticservices.coventry.gov.uk/Data/Cabinet%20Member%20\(Climates%20Change,%20Housing%20and%20Sustainability\)/200909010930/Agenda/04%20-%20Carbon%20Management%20Plan.pdf](http://democraticservices.coventry.gov.uk/Data/Cabinet%20Member%20(Climates%20Change,%20Housing%20and%20Sustainability)/200909010930/Agenda/04%20-%20Carbon%20Management%20Plan.pdf)

Coventry City Council, 2010. *Energy and Water Management Policy 2010*.

Published as appendix to Carbon Reduction Commitment Energy Efficiency Scheme Cabinet Member Report available at

<http://democraticservices.coventry.gov.uk/Data/Cabinet/201010051400/Agenda/06%20-%20Carbon%20Reduction%20Commitment%20CRC%20Energy%20Efficiency%20Scheme.pdf>

Has it been or will it be considered by Scrutiny?

Yes, to be considered at the Business, Economy and Enterprise Scrutiny Board 3 on 8th October 2014

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

Carbon Management Board – September 19th 2014

Will this report go to Council?

No

Report title: Revision of Carbon Management Plan

1. Context (or background)

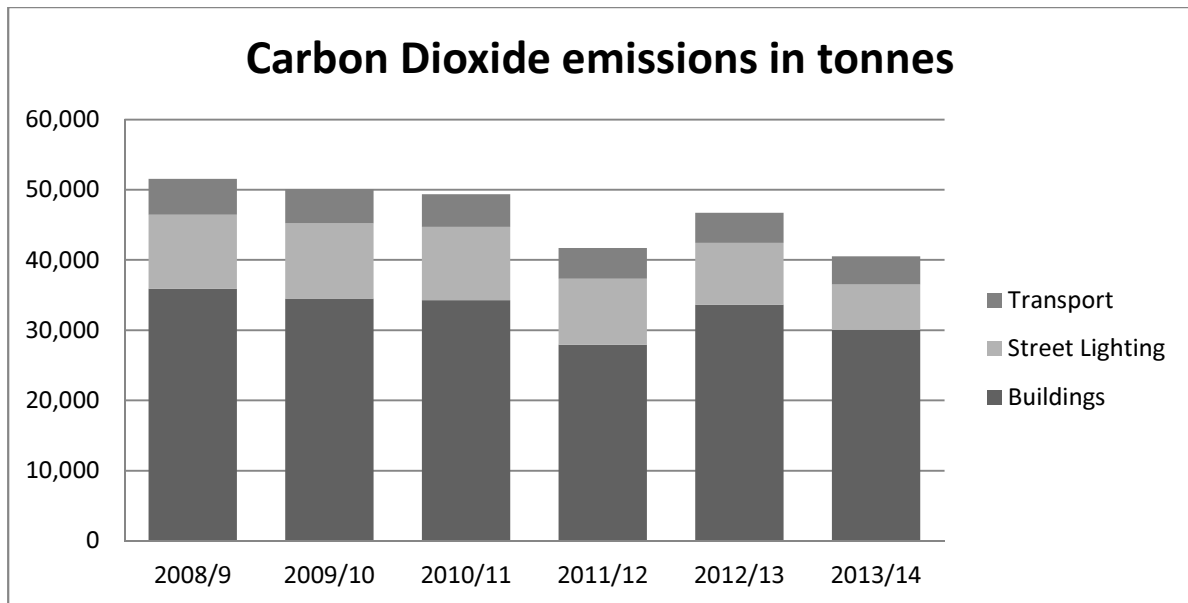
- 1.1 In September 2009 a Carbon Management Plan (CMP) for the City Council was approved, by the then Cabinet Member for (Climate Change, Housing and Sustainability), and set an aspirational target of reducing the City Council's carbon dioxide emissions by 30% over five years. The CMP expired in March 2014 during which time the carbon dioxide emissions from Council operations (including schools) reduced by 21%.
- 1.2 The Energy Policy was written in 2010 to support energy and carbon management best practice within the City Council.
- 1.3 One of the priorities of the Council Plan is to make savings by reducing operating costs through low carbon initiatives.

2. Options considered and recommended proposal

- 2.1 The scope of the CMP covered carbon dioxide emissions from City Council operational property, fleet and school buildings. The CMP included a programme of carbon reduction projects which would have delivered the ambitious 30% target.
- 2.2 However, the economic downturn followed by a change in Government in 2010 and the subsequent change in policies have resulted in the ending of some carbon reduction programmes and the reprioritising of others.

This has had an impact on the ability of the City Council to deliver the planned savings from the activities listed in the Carbon Management Plan. For example, the Building Schools for the Future programme would have made an annual saving of around 2,800 tonnes of carbon dioxide, but the Government's decision to end this rebuilding programme for schools has meant that these savings cannot now be achieved. Also, due to the uncertainty around the long term use of City Council office accommodation it has been prudent to mainly focus on properties the City Council is certain to occupy after the move to Friargate. This has limited the energy efficiency measures that could be implemented to those having little or no cost and those demonstrating business cases with rapid pay back. Other activities in the plan have been considered and proved to not now be feasible. However, a range of projects have been put in place and completed which have delivered planned savings.

- 2.3 Projects related to the replacement of the City's street lighting, property rationalisation, district heating (Heatline), lighting upgrades in council offices, low carbon vehicles and network of green champions have all contributed to a significant reduction of 21% reduction over five years.
- 2.4 The graph on the following page gives the carbon dioxide emissions measured from council and school buildings, street lighting and fleet operations since the 2008/9 financial year baseline.
- 2.5 Carbon dioxide emissions from buildings are weather dependent. The large increase in emissions for the period 2012/13 was primarily due to the extreme period of cold weather experienced over 2012/13 which saw a 24% increase in demand for heating compared to the 20 year average.



Year	2008/9 (t CO2e)	2009/10 (t CO2e)	2010/11 (t CO2e)	2011/12 (t CO2e)	2012/13 (t CO2e)	2013/14 (t CO2e)	% change
Council & School Buildings	35,900	34,500	34,300	28,000	33,600	30,000	-16%
Street lighting	10,500	10,700	10,400	9,400	8,800	6,500	-38%
Transport	5,100	4,900	4,700	4,400	4,300	4,000	-21%
Total	51,500	50,100	49,400	41,700	46,700	40,500	-21%

2.5 The reasons for reducing energy consumption and carbon dioxide emissions of the City Council are even more pressing than when the CMP was first produced. Increasing energy costs, enhanced national carbon reduction targets and the need to comply with additional energy related legislation (such as the Carbon Reduction Commitment Scheme) all make a compelling case to continue managing energy and carbon emissions proactively.

2.6 To address this increasing priority a revised CMP (Appendix 1) and Energy, Water and Carbon Management Policy (Appendix 2) have been prepared. Both have been revised to take into account changing circumstances while the CMP sets out the agenda and carbon dioxide emission targets for the next six years reflecting the national carbon reduction targets.

The 2020 targets in the revised CMP are:

- CO₂ reduction target of 35%. Equivalent to 9000 tonnes of CO₂ reduction against the baseline.
- Renewable target of 15%. Equivalent to 2500 tonnes of CO₂ being offset through the supply of renewable energy.

2.7 The CMP specifies the City Council's carbon management priorities, indicates the key projects that will achieve the required carbon reductions and outlines the available options for financing energy efficiency improvements.

2.8 Revising the CMP allowed an opportunity to revise its scope. The 2009 CMP included carbon dioxide emissions from Coventry schools. The revised CMP no longer includes schools because the ability of the City Council to influence

energy consumption within schools has diminished significantly. This is due to the increasing number of Academy schools and the Government's removal of the requirement to report school emissions under phase II of the Carbon Reduction Commitment scheme.

2.9 When schools are taken out of the scope of the CMP the carbon dioxide emissions reduction from Council Buildings, Streetlighting and Fleet operations is 27% compared to the baseline year.

2.10 To continue the Council's progress and leadership in cutting carbon the Cabinet Member is therefore asked to approve the revised CMP and the supporting Energy, Water and Carbon Management Policy.

3. Results of consultation undertaken

No consultation has been undertaken

4. Timetable for implementing this decision

4.1 Implementation of the revised CMP and Energy, Water and Carbon Management Policy will commence immediately after Cabinet Member approval.

5. Comments from Director of Finance and Legal Services

5.1 Finance: Reducing energy consumption and carbon dioxide emissions will have a financial benefit for the City Council in terms of helping offset likely energy price rises.

Larger energy efficiency projects requiring investment will be subject to the usual City Council approval process. A business case will be developed for each project that indicates a maximum payback period and method of financing. A report to cabinet is due to be submitted for approval imminently in this regard using a combination of external (Salix) and City Council resources.

5.2 Legal: There are no specific legal implications associated with this report.

6. Other implications

6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

Reducing spend on energy and fuel contributes to delivering the Council Plan priority of reducing operating costs (low carbon). Delivering the objectives of the CMP will contribute to improving the environment and tackling climate change.

6.2 How is risk being managed?

The risk of failing to deliver the CMP will be minimised by the governance and reporting arrangements that will be put in place.

6.3 What is the impact on the organisation?

Reducing spend on energy and fuel contributes to delivering the Council Plan priority of reducing operating costs (low carbon).

6.4 Equalities / EIA

None

6.5 Implications for (or impact on) the environment

Delivering the CMP will demonstrate that the City Council is leading by example in reducing its carbon dioxide emissions by a greater amount than national reduction targets.

It will also contribute to maintaining the excellent performance in reducing carbon dioxide emissions of the City.

6.6 Implications for partner organisations?

None

Report author(s):

John Kyffin-Hughes, Low Carbon Project Development Officer

Directorate:

Place Directorate

Tel and email contact:

024 7683 1910

john.kyffin-hughes@coventry.gov.uk

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:				
Andrew Walster	Assistant Director, Streetscene & Greenspace	Place	21/8/14	23/9/14
Kevin Palmer	Energy Manager	Place	21/8/14	10/9/14
Michael Checkley	Sustainability & Low Carbon Manager	Place	21/8/14	03/9/14
Ian Johnson	Corporate Property Services Manager	Place	21/8/14	08/9/14
Parminder Mudhar	Finance Manager-Major Projects Finance	Resources	21/8/14	04/9/14
Martin Vickery	KickStart Programme Manger	Place	21/8/14	04/9/14
David Mitchell	Project Delivery Manager	Place	08/9/14	12/9/14
Mick Burn	Procurement Services Manager	Resources	21/8/14	10/9/14
Sarah Watson	Resource Efficiency Officer	Place	21/8/14	21/8/14
Chris Coyle	Integrated Transport Unit Manager	Place	21/8/14	8/9/14
Names of approvers for submission: (officers and Members)				
Phil Helm	Finance Manager – Place Directorate	Resources	08/9/14	15/9/14
Anjeli Bajaj	Senior Solicitor	Resources	08/9/14	10/9/14
Jaz Bilen	Human Resources Manager	Resources	11/9/14	12/9/14
Director: Martin Yardley		Place	23/9/14	24/9/14
Councillor K Maton	Cabinet Member (Business, Enterprise and Employment)	-	23/9/14	26/9/14

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Coventry City Council's
DRAFT
Carbon Management Plan
2014 Revision

Contents

- 1.0 Introduction
- 2.0 Context
- 3.0 Scope, baseline and measured reductions
- 4.0 Achievements and challenges
- 5.0 Revised objectives & targets
- 6.0 Carbon Management priorities and projects
- 7.0 Financing & resources
- 8.0 Governance, ownership, reporting
- Appendix –Low Carbon Project Register

1.0 Introduction

Coventry City Council is determined to lead the city to a sustainable and low-carbon future that will ensure that residents, visitors and businesses choose Coventry as a preferred location in which to live, work and invest. However a sustainable and low carbon future won't happen by chance, it will require a concerted effort by those organisations that influence energy consumption and resource use in Coventry.

The City Council has a duty to lead by example. It is a major employer and consumer of resources within the city. It operates from a varied portfolio of over 200 assets comprising of council offices, libraries, care homes, car parks, operates a fleet of around 320 vehicles, and is also responsible for street lighting.

During the 2013/14 financial year the energy required to operate these buildings, vehicles and provide street lighting amounted to around:

- 27.3 million kWh of electricity costing £2.8 million
- 17.1 million kWh of gas costing £510,000
- 0.12 million kWh of heating oil costing £7,500
- 1.3 million litres of fuel costing £1.5 million

In September 2009 a Carbon Management Plan (CMP) for the City Council was approved, by the then Cabinet Member for (Climate Change, Housing and Sustainability), which set an aspirational target of reducing the Council's carbon dioxide emissions by 30% over five years.

The City Council has had moderate success in reducing carbon dioxide emissions from its operations but will not achieve the 30% aspirational target.

The five year delivery period for the CMP ended in March 2014 and the City Council reduced its carbon dioxide emissions by 27%.

This document forms the revised CMP for Coventry City Council. It details progress made so far and sets the agenda and carbon targets for the next six years.

The plan will require significant investment by the City Council; on-going rationalisation of the estate; efficient use of space and other resources, together with effective management of stakeholder behaviours relating to energy consumption.

The CMP will constantly evolve, and by means of an annual, formal evaluation of its success, will improve its effectiveness and ensure relevance as the Council adapts to internal and external pressures and leads the way in achieving a sustainable and low carbon future.

2.0 Context

All organisations have a responsibility to respond to the threat of climate change especially those having a significant influence on energy consumption.

Leadership is needed at both the national and local level to meet UK energy and climate change objectives: saving residents and businesses money on energy bills, generating income from local energy schemes (including renewable) and driving growth through investment and jobs in green industries.

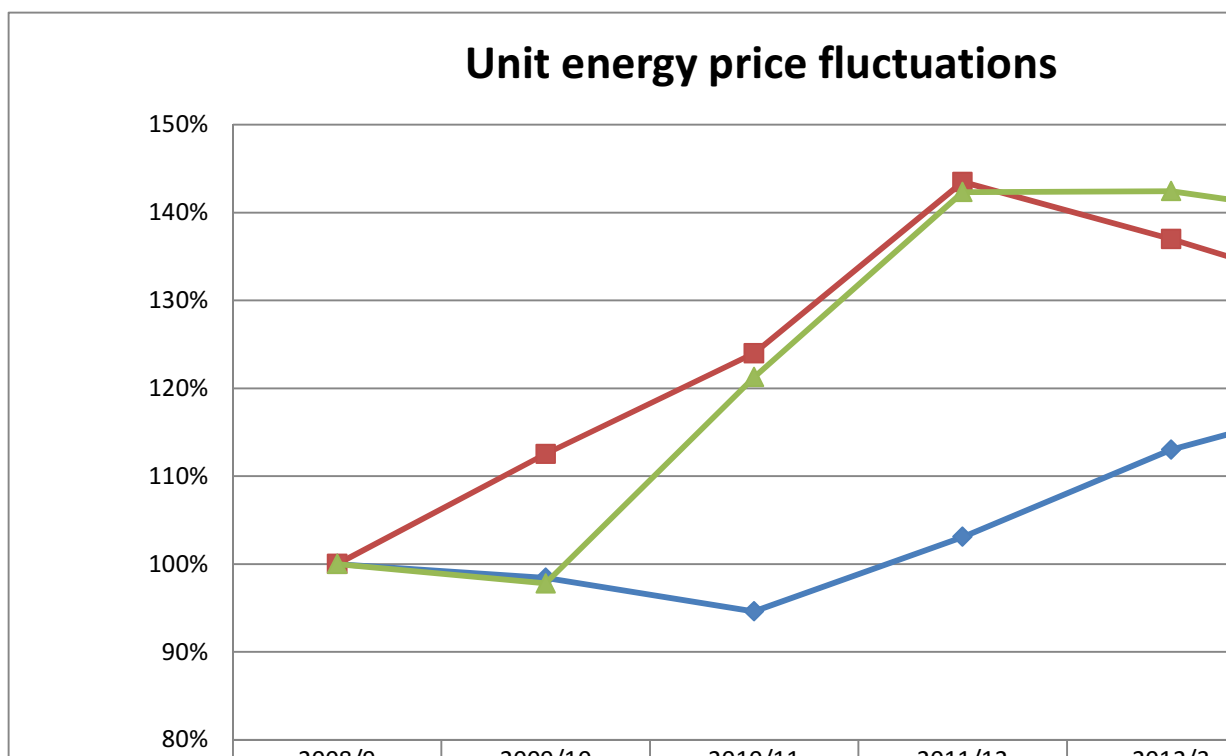
Coventry City Council therefore has a pivotal role in tackling climate change and is party to a **memorandum of understanding** (MOU) between the Local Government Association and the Department of Energy and Climate Change (DECC) to do its bit in achieving the national greenhouse gas emissions reduction target.

The MOU requires all councils to take firm action to:

- Reduce the carbon emissions from their own estate and operations;
- Reduce carbon emissions from homes, businesses and transport infrastructure, creating more, appropriate renewable energy generation, using council influence and powers; and
- Participate in national carbon reduction initiatives at the local level, particularly the roll out of the Green Deal, smart metering and renewable energy deployment.

Energy and fuel prices have fluctuated widely over recent years with the overall trajectory being upwards – this has caused significant pressures on budgets. For example, a 10% rise in electricity prices increases the City Council's bill by £330,000 and for every penny that petrol or diesel goes up the annual fleet fuel cost increases by £13,000. Reducing spend on energy and fuel contributes to delivering the **Council Plan** priority of reducing operating costs (low carbon).

The graph overleaf shows the unit cost energy paid by the City Council. The unit price of electricity, gas and oil has increased since 2008/9 by 19%, 30% and 39% respectively and the trend for further price rises is anticipated to continue.



The Carbon Reduction Commitment Energy Efficiency scheme (CRC-EES) is a statutory scheme which requires councils and other large users of energy to buy allowances for their emissions of carbon. The cost of allowances for phase I of CRC-EES was £12 for every tonne of carbon emitted. During the 2013/14 financial year the cost of allowances to the council was nearly £130,000 in carbon tax.

The CRC-EES is supported by a legal framework with legal penalties and fines for:

- Non participation
- Failure to report on time
- Heavy fines and imprisonment for deliberate misreporting and / or falsification of data.

Phase II of the CRC-EES runs from 2014/15 to 2018/19. The cost of carbon allowances for this phase has increased to £16 per tonne.

For phase II, the Department of Energy and Climate Change decided to remove schools from the scope of local authorities CRC-EES buildings portfolio. This takes the City Council's energy consumption to below the threshold for inclusion into phase II of the scheme.

Phase III starts 2019/20. There is a risk, as a result to moving to Friargate, that the City Council's energy consumption will exceed the CRC-EES threshold and therefore the City Council will be once again be required to comply. Delivery of this CMP minimises the risk of the Council being included in future phases of the CRC-EES.

Energy Act 2011. Makes provision for legislation to be implemented before April 2018 making it unlawful for Landlords to let properties which fall below a prescribed level of energy efficiency.

At this moment in time, the Department of Energy and Climate Change (DECC) and the Green Deal Impact Assessment websites are suggesting that an Energy Performance Certificate E rating will become the minimum acceptable level.

Just short of 20% of council owned commercially rented properties requiring an Energy Performance Certificate are rated below level E.

Display Energy Certificates: There is a legal requirement for all public sector buildings with a total useful floor area of over 500m², to show a Display Energy Certificate (DEC) in a prominent place, clearly visible to the public. The number of City Council buildings requiring DEC's is 35.

3.0 Scope, baseline emissions and reductions achieved to date.

To demonstrate that reductions in carbon emissions are being achieved it is essential that the level of emissions from the City Council's activities is measured. The baseline emissions are used as a marker to monitor the City Council's improvement over the duration of the carbon management plan.

3.1 Scope

As carbon management has evolved nationally and locally the City Council has been required to adopt and report on a number of carbon footprints with differing scopes, meaning that differences have arisen as to what is to be included. The box below summarises the various carbon footprint scopes for Coventry City Council.

Carbon footprinting scopes

Current reporting scopes related to carbon management for Coventry City Council are:-

- **Carbon Reduction Commitment.**
 - Electricity and gas only.
 - Operational property includes un-let commercial property.
 - Schools excluded from April 2014

- **Greenhouse Gas Emissions Reporting**
 - Gas, electricity, heating oil and fuel.
 - Council operational property, fleet, business travel, street lighting and selected outsourced services.
 - Excludes un-let commercial property.
 - Schools excluded from April 2014.

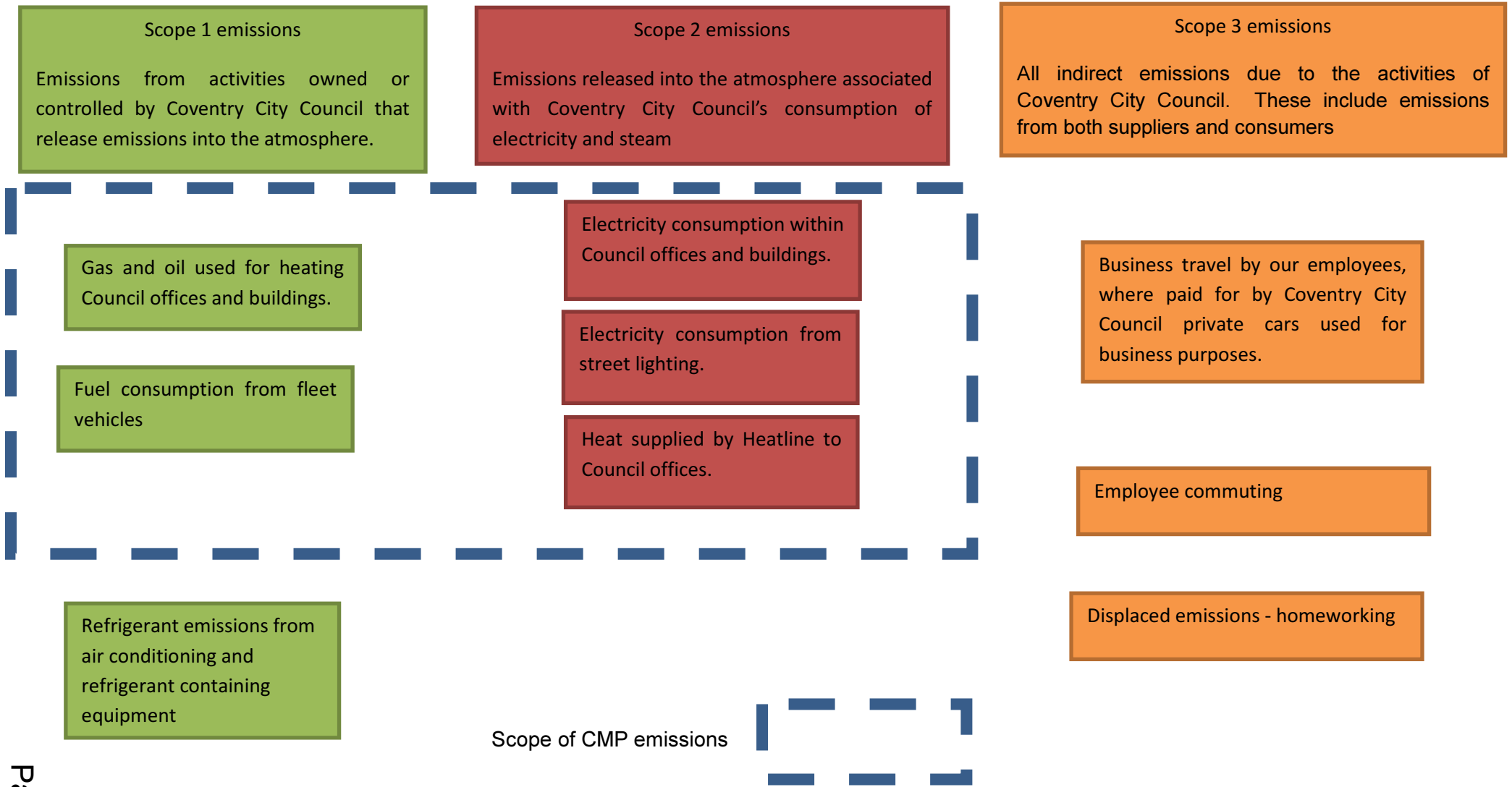
- **Carbon Management Plan 2009**
 - Gas, electricity, heating oil and fuel.
 - Council operational property, schools, fleet, business travel and street lighting.
 - Excludes un-let commercial property.

- **Council's Corporate report.**
 - Same scope as Greenhouse Gas Emissions Report.

To simplify the carbon footprinting process and bring consistency to reporting the City Council's carbon footprint the scope of the Carbon Management Plan has been revised to cover scope 1 and scope 2 emissions (excluding schools) of the Greenhouse Gas Emissions report.

The figure overleaf specifies carbon footprint scope of the revised Carbon Management Plan.

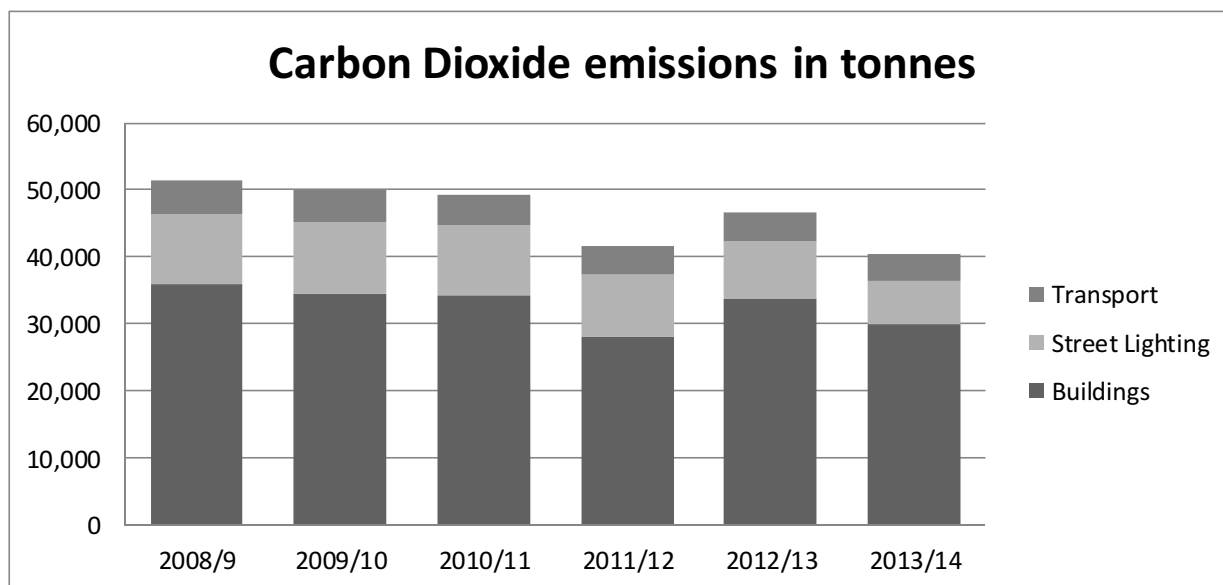
Scope of Emissions within Carbon Management Plan



3.2 Baseline and measured emission reductions

The City Council began reporting to the Department of Energy and Climate Change its Carbon footprint in 2008/9. This has therefore been chosen as the baseline year for this CMP.

The graph below gives the carbon dioxide emissions measured from Council buildings, street lighting and fleet operations since the 2008/9 financial year.



Year	2008/9 (t CO2e)	2009/10 (t CO2e)	2010/11 (t CO2e)	2011/12 (t CO2e)	2012/13 (t CO2e)	2013/14 (t CO2e)	% change
Council Buildings	11,230	11,081	10,351	9,220	11,289	9,094	19%
Street lighting	10,516	10,712	10,400	9,372	8,786	6,452	39%
Fleet	4,050	3,940	3,734	3,475	3,416	3,407	16%
Total	25,796	25,733	24,484	22,067	23,490	18,953	27%

The last reporting period, 2013/14, indicated a reduction in total emissions of 27% compared with the baseline year of 2008/9. Emissions from Council Buildings, Street lighting and Fleet all reduced significantly.

Carbon dioxide emissions from building are weather dependant. The large increase in emissions for the period 2012/13 was primarily due to the extreme period of cold weather experienced over 2012/13 which saw a 24% increase in demand for heating compared to the 20 year average.

4.0 Achievements and challenges.

The reduction in carbon dioxide emissions has been achieved through a variety of measures, the most notable being:

Replacement of Street lighting: In 2010 a 5 year programme to improve the street lighting in Coventry began. When finished over 30,000 lighting columns will be replaced or upgraded with more efficient lamps and 6,500 illuminated signs / bollards / beacons will have been replaced with low wattage LED lights or de-illuminated when possible. Energy and carbon dioxide savings of 38% are expected.

Three years into the improvement programme, the energy used by street lighting has already been reduced by 32% and carbon dioxide emissions by 39%.

Heatline: is a major new scheme to harness energy at the waste to energy plant in Whitley. The surplus energy is turned into hot water which is transported via a network of underground pipes to provide heat and hot water to eight prominent city centre buildings which include the Council House and Civic Centres 1 - 4. Heatline became operational in September 2013.

Estimated carbon dioxide savings made by heating the Council House and Civic Centre 1 - 4 using Heatline will be 650 tonnes per year.

Lighting schemes: The City Council has taken advantage of developments in low energy lighting to reduce its energy consumption. Most central council offices have benefited from lighting upgrades.

For example energy consumption in Civic Centres 1 and 4 has reduced per year by around 150kWh since 2008/9; this reduction is predominantly due to modernisation of lighting which has avoided energy costs by over £13,000 and reduced carbon dioxide emissions by 83 tonnes per year.

Property rationalisation: An on-going review of the council's property needs and the subsequent rationalisation of council operational building stock has reduced the City Council's carbon footprint significantly. The property rationalisation process will continue due to the move to purpose built Council offices at Friargate.

For example the closure of Casselden House, West Orchard House, Stoke House and Elm Bank Training centre avoided energy costs of around £84,000 per year and reduced carbon dioxide emissions by approximately 500 tonnes per year.

Low carbon vehicles: The City Council currently runs a fleet of around 320 vehicles which range from heavy duty gritting and refuse collection vehicles to light commercial and passenger carrying vehicles.

The fleet includes 58 Low Emission Vehicles (6 electric, 43 hybrid and 9 diesel low carbon vehicles), one of the largest low emission local authority fleets in the country. The replacement of fleet vehicles with lower emission alternatives, route optimization and an extensive programme of smart driver training for fleet vehicle drivers has reduced the fleet fuel consumption and carbon emissions by 16%.

The **Green Champions** network is an established, influential group of staff who are helping to drive our low carbon and resource efficiency agenda within the Council. Green Champions are helping the Council to:

- Reduce the amount of energy we use
- Reduce the amount of resources we use and increase the percentage of waste that is recycled
- Reduce the amount of water we use
- Lower our carbon footprint
- Promote green travel such as walking and cycling

Challenges

The reduction in energy and fuel consumption and hence carbon emissions has been achieved despite very challenging conditions.

- In particular due to the uncertainty around the long term use of Council office accommodation it has been prudent to mainly focus on properties the Council is certain to occupy after the move to Friargate. This has limited the energy efficiency measures that could be implemented to those having little or no cost and demonstrating business cases with rapid pay back.
- The economy has been in a prolonged period of decline and funding to the City Council has been significantly cut. Money to invest in energy efficiency measures has experienced similar budgetary pressures.

5.0 Revised objectives & targets

The original CMP set an aspirational target of 30% reduction within 5 years. This target was based on guidance from the Carbon Trust and is in proportion to carbon reduction targets set by other councils. The actual carbon reduction at the end of the 5 year period was 27% against the 2008/9 baseline.

The Memorandum of Understanding between the Local Government Association and the Department of Energy and Climate Change indicates local authorities should play their part in achieving national carbon reduction targets. The national target is 34% reduction by 2020 against a 1990 baseline. Nationally carbon emissions reduced by 11% between 1990 and 2007 therefore between 2008 and 2020 a further 23% reduction is required to achieve the national target.

The UK also has a target to produce 15% of its energy requirements from renewable sources by 2020.

The objectives set in this CMP are challenging but achievable and reflect the City Council commitment to leading the low carbon agenda in Coventry.

Objective:

To exceed the UK's 2020 carbon dioxide emission reduction and renewable energy targets by reducing the City Council's carbon dioxide emissions by at least 23% based upon a 2008/9 baseline and have at least 15% of our energy demand met through renewable energy by 2020.

The carbon dioxide emissions profile overleaf shows the projected carbon dioxide emissions reductions and percentage change expected up to 2020.

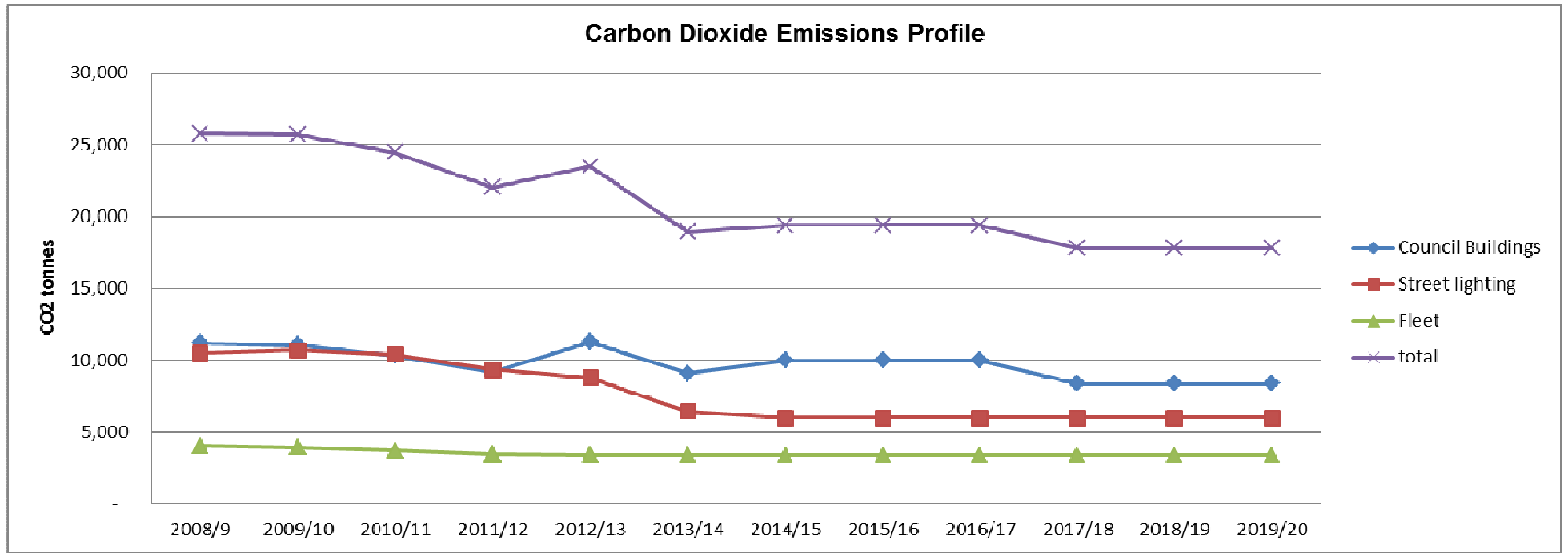
Targets:

2008/9 to 2016/7.

- CO₂ reduction target of 27%. Equivalent to a reduction of 6,900 tonnes against the baseline.
- Renewable target of 3%. Equivalent to 600 tonnes of carbon dioxide emissions being offset through the supply of renewable energy.

2008/9 to 2019/20.

- CO₂ reduction target of 35%. Equivalent to 9,000 tonnes reduction against the baseline.
- Renewable target of 15%. Equivalent to 2,500 tonnes of carbon dioxide emissions being offset through the supply of renewable energy.



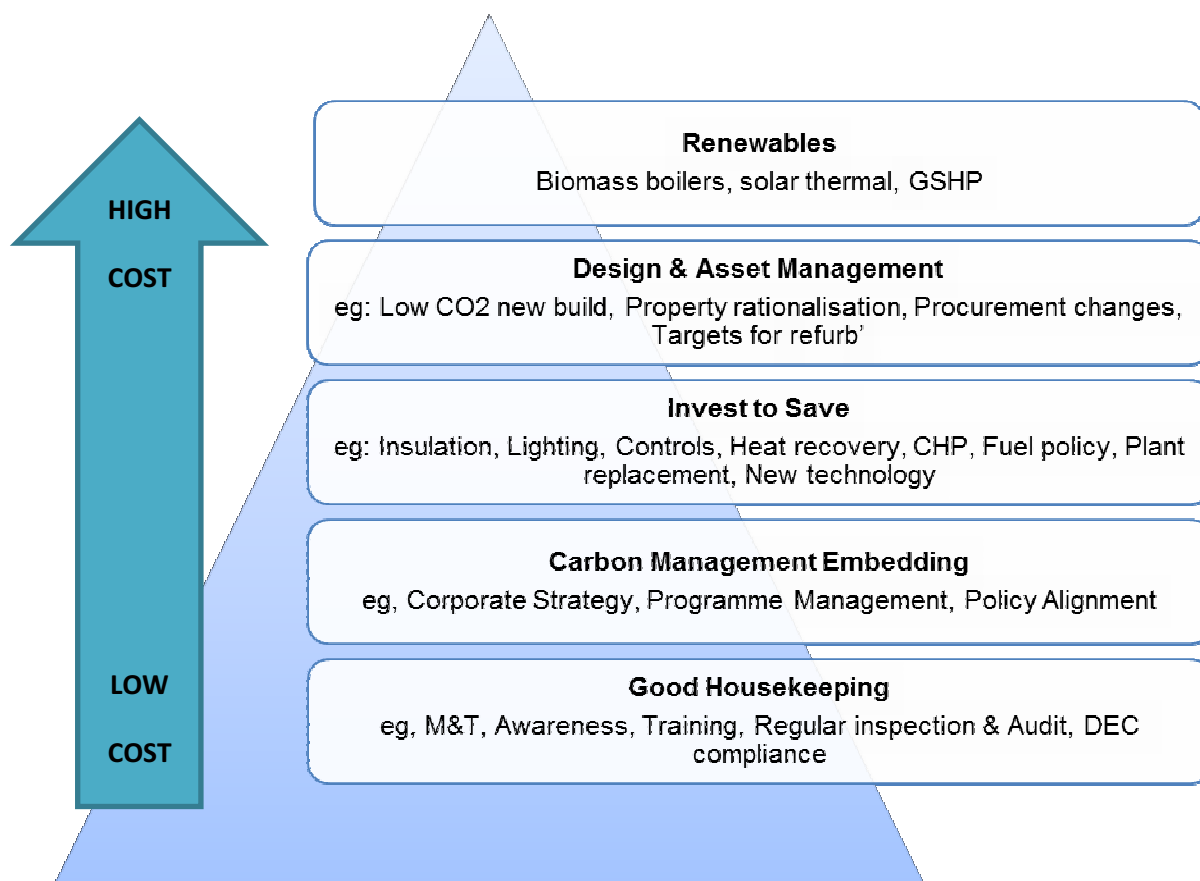
	2008/9	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
Council Buildings*	11,230	11,081	10,351	9,220	11,289	9,094	10,000	9,500	9,500	7,900	7,900	7,600
Street lighting*	10,516	10,712	10,400	9,372	8,786	6,452	6,000	6,000	6,000	6,000	6,000	5,900
Fleet*	4,050	3,940	3,734	3,475	3,416	3,407	3,400	3,400	3,400	3,400	3,400	3,300
Total*	25,796	25,733	24,484	22,067	23,490	18,953	19,400	18,900	18,900	17,300	17,300	16,800
% reduction	0	0	5	14	9	27	25	27	27	33	33	35

UK national target	0	2	4	6	8	10	12	14	16	18	20	23
% reduction	0	2	4	6	8	10	12	14	16	18	20	23

*Actual figures for period 2008/9 to 2013/14. Forecast figures for 2014/15 to 2019/20.

6.0 Carbon Management Priorities

The Low Carbon - Energy management Pyramid below defines the sequence of energy management activities to be adopted to ensure cost effective solutions are considered first. Good housekeeping and carbon management embedding measures generally being the most cost effective as they require little or no cost to implement.



The Council's main carbon management priorities based on the low carbon – Energy Management pyramid are:

Good Housekeeping

- Roll out of gas and electricity automatic meters to support better monitoring, targeting and control of energy.
- Enhancing the network of Green Champions

Carbon Management Embedding

- Improve the carbon management performance by embedding carbon management measures as defined by the Carbon Trust's Carbon Management Matrix (see page 15).
- Implementation of an energy management system compliant with the requirements of the international energy management standard ISO 50001.

The Carbon Management Embedding Matrix is a tool provided by the Carbon Trust to assess to what extent carbon management practices are embedded into council operations. Using the Carbon Management Embedding Matrix members of the

Carbon Management Team evaluated the council's current embedding performance against each of the seven criteria. The target level of embedding performance to be achieved within 3 years was also determined.

The table at the top of the Carbon Management Embedding Matrix gives the results of the Carbon Management Embedding exercise.

Invest to Save

- Further implementation of invest to save measures. In particular using an Energy Performance Contract model (RE:FIT framework contract) to deliver a series of energy efficiency improvements across a selected portfolio of council operational properties. Typical Energy Performance Contracts include around 8-10 buildings requiring investment of over £500,000 that pay back within 7 years. Savings are guaranteed by the Energy Service Company contracted to deliver the energy savings.

Design and Asset Management

Kickstart is the major project that will see the City Council move to a new home and a new way of working. By the end of 2016 thousands of staff will be moving out of many of our current offices into the new building at Friargate. This smaller estate will reduce the City Council's carbon footprint from its office estate largely as a result of constructing the new building at Friargate to a BREEAM excellent status which will be heated and cooled using the Heatline scheme.

Investment in renewable energy

- Renewables: Heatline will be the main source of heating and hot water for our office buildings from October 2013 onwards. The burning of biomass waste is considered a renewable form of energy. Investment in other renewable technologies such as Solar PV and Biomass boilers, and heat pumps will be considered when the business case indicates an acceptable return on investment.
- To explore the opportunity for the Energy from Waste Plant to supply electricity to the Council via 'Licence-Lite' agreement.

6.1 Monitoring progress of projects.

To monitor the delivery of carbon reduction projects a Carbon Management Plan Project Register has been created. This details a mix of behavioural, energy efficiency and renewable energy projects that have been implemented or are planned to be implemented to reduce the council's carbon dioxide emissions associated with council property, street lighting and fleet. The project register is a live document which is regularly updated. The current version is given in Appendix 1.

Carbon Trust's Carbon Management Embedding Matrix

Present	3.5	2.5	3.5	4.5	4.5	5	3
Target	4.5	4	4.5	4.5	4.5	5	4
	CORPORATE STRATEGY	PROGRAMME MANAGEMENT	RESPONSIBILITY	DATA MANAGEMENT	COMMUNICATION & TRAINING	FINANCE & INVESTMENT	POLICY ALIGNMENT *
BEST 5	<ul style="list-style-type: none"> • Top level target allocated across organisation • CO₂ reduction targets in Directorate Business Plans 	<ul style="list-style-type: none"> • Cabinet / SMT review progress against targets on quarterly basis • Quarterly diagnostic reports provided to Directorates • Progress against target published externally 	<ul style="list-style-type: none"> • CM integrated in responsibilities of senior managers • CM part of all job descriptions • Central CO₂ reduction advice available • Green Champions leading local action groups 	<ul style="list-style-type: none"> • Quarterly collation of CO₂ emissions for all sources • Data externally verified • M&T in place for: <ul style="list-style-type: none"> ○ buildings ○ street lighting ○ waste 	<ul style="list-style-type: none"> • All staff given formalised CO₂ reduction: <ul style="list-style-type: none"> ○ induction and training ○ communications • Joint CM communications with key partners • Staff awareness tested through surveys 	<ul style="list-style-type: none"> • Finance committed for 2+yrs of Programme • External funding being routinely obtained • Ring-fenced fund for carbon reduction initiatives 	<ul style="list-style-type: none"> • CO₂ friendly operating procedure in place • Central team provide advice and review, when requested • Barriers to CO₂ reduction routinely considered and removed
4	<ul style="list-style-type: none"> • CO₂ reduction commitment in Corporate Strategy • Top level targets set for CO₂ reduction • Climate Change Strategy reviewed annually 	<ul style="list-style-type: none"> • Sponsor reviews progress and removes blockages through regular Programme Boards • Progress against targets routinely reported to Senior Mgt Team 	<ul style="list-style-type: none"> • CM integrated in to responsibilities of department heads • Cabinet / SMT regularly updated • Staff engaged though Green Champion network 	<ul style="list-style-type: none"> • Annual collation of CO₂ emissions for: <ul style="list-style-type: none"> ○ buildings ○ street lighting ○ transport ○ waste • Data internally reviewed 	<ul style="list-style-type: none"> • All staff given CO₂ reduction: <ul style="list-style-type: none"> ○ induction ○ communications ○ CM matters communicated to external community 	<ul style="list-style-type: none"> • Coordinated financing for CO₂ reduction projects via Programme Board • Finances committed 1yr ahead • Some external financing 	<ul style="list-style-type: none"> • Comprehensive review of policies complete • Lower level policies reviewed locally • Unpopular changes being considered
3	<ul style="list-style-type: none"> • CO₂ reduction vision clearly stated and published • Climate Change Strategy endorsed by Cabinet and publicised with staff 	<ul style="list-style-type: none"> • Core team regularly review CM progress: <ul style="list-style-type: none"> ○ actions ○ profile & targets ○ new opportunities 	<ul style="list-style-type: none"> • An individual provides full time focus for CO₂ reduction and coordination across the organisation • Senior Sponsor actively engaged 	<ul style="list-style-type: none"> • Collation of CO₂ emissions for limited scope i.e. buildings only 	<ul style="list-style-type: none"> • Environmental / energy group(s) given ad hoc: <ul style="list-style-type: none"> ○ training ○ communications 	<ul style="list-style-type: none"> • A view of the cost of CO₂ reduction is developing, but finance remains ad-hoc • Some centralised resource allocated • Finance representation on CM Team 	<ul style="list-style-type: none"> • All high level and some mid level policies reviewed, irregularly • Substantial changes made, showing CO₂ savings
2	<ul style="list-style-type: none"> • Draft Climate Change Policy • Climate Change references in other strategies 	<ul style="list-style-type: none"> • Ad hoc reviews of CM actions progress 	<ul style="list-style-type: none"> • CO₂ reduction a part-time responsibility of a few department champions 	<ul style="list-style-type: none"> • No CO₂ emissions data compiled • Energy data compiled on a regular basis 	<ul style="list-style-type: none"> • Regular awareness campaigns • Staff given CM information on ad-hoc basis 	<ul style="list-style-type: none"> • Ad hoc financing for CO₂ reduction projects 	<ul style="list-style-type: none"> • Partial review of key, high level policies • Some financial quick wins made
1 Worst	<ul style="list-style-type: none"> • No policy • No Climate Change reference 	<ul style="list-style-type: none"> • No CM monitoring 	<ul style="list-style-type: none"> • No recognised CO₂ reduction responsibility 	<ul style="list-style-type: none"> • No CO₂ emissions data compiled • Estimated billing 	<ul style="list-style-type: none"> • No communication or training 	<ul style="list-style-type: none"> • No specific funding for CO₂ reduction projects 	<ul style="list-style-type: none"> • No alignment of policies for CO₂ reduction

7.0 Financing Energy Efficiency and Low Carbon measures

Key to delivering energy efficiency low carbon measures is the availability of funding to allow the projects to be carried out.

There are a number of sources of funds that are available to support energy efficiency low carbon measures.

Salix is a government-backed institution that offers interest free capital finance to public sector organisations to install energy efficiency measures. The savings in energy made as a result of the investment are used to pay back the loan. Projects with payback periods generally less than five years are fundable through a Salix loan.

Typical measures funded include:

- Fitting more efficient lighting, such as LED and T5 lamps
- Installation and upgrading of building energy management systems
- Improvements to heating systems, such as implementing heat recovery and switching from oil to gas boilers
- Building fabric insulation improvements, such as cavity wall and loft insulation

Coventry City Council has used Salix funding to finance mainly lighting upgrade projects and has access to a Salix fund of £200,000.

Energy Performance Contracts are an alternative financing mechanism designed to accelerate investment in cost effective energy saving or renewable energy measures in non-domestic property portfolios. An Energy Performance Contract provider typically conducts a comprehensive energy audit for the client, then designs and constructs a project that meets the client's needs and arranges the necessary financing. The Energy Performance Contract provider guarantees that the improvements will generate energy cost savings sufficient to pay for the project over the term of the contract. After the contract ends, all additional cost savings accrue to the client. Typically Energy Performance Contracts provide a means of funding energy efficiency measures with longer paybacks than Salix funding.

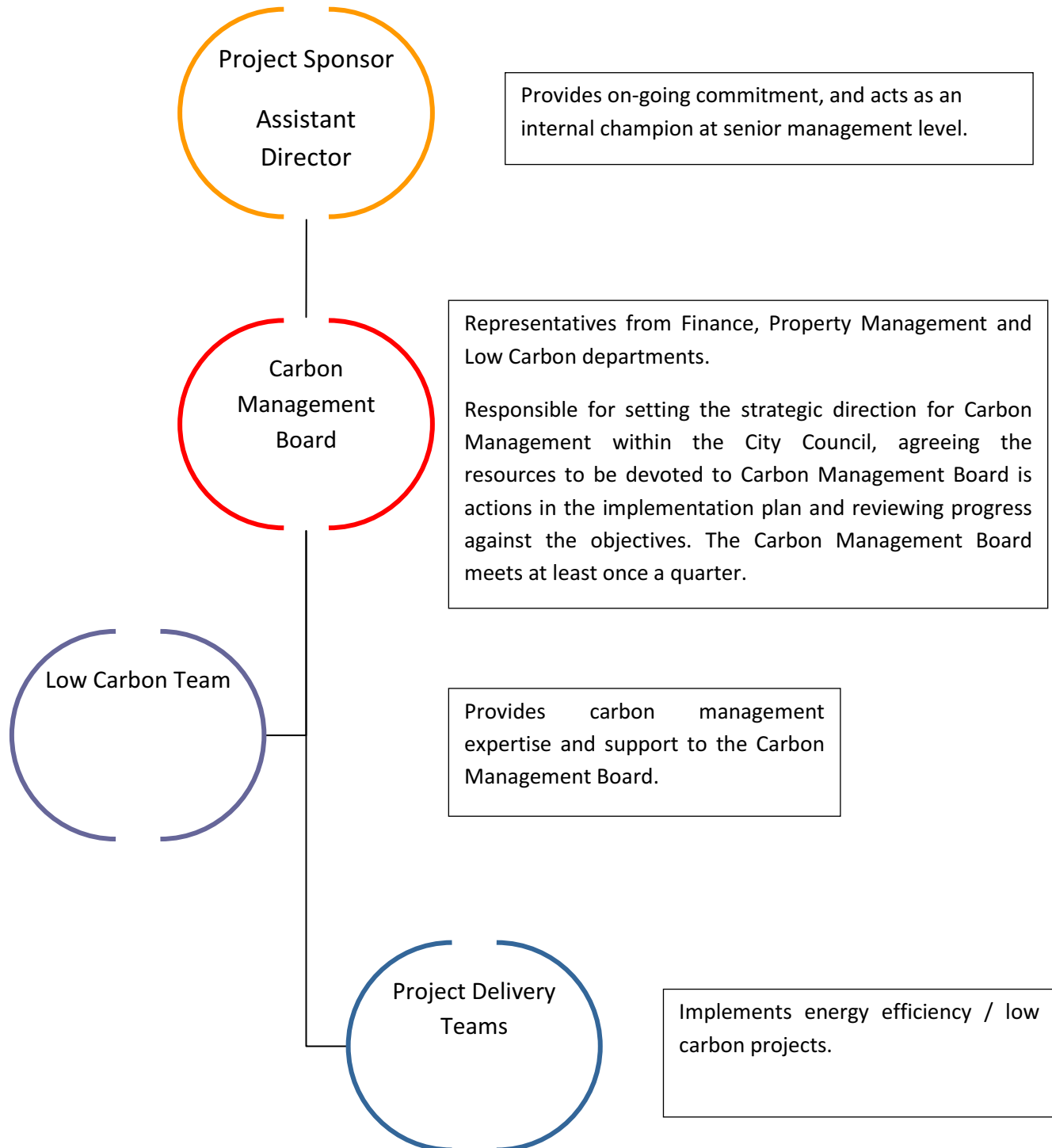
Feed in Tariffs and Renewable Heat Incentive: The UK Government has introduced financial incentives to encourage the uptake of renewable or low carbon technologies providing electricity or heat. The Feed in Tariff is paid for each kW of electricity generated by Solar PV or wind turbines over a contract period of 20 years. While the Renewable Heat Incentive (RHI) is paid for each kW of heat produced over a 20 year contract period from technologies such as biomass boilers or ground source heat pumps.

Property Capital Programme presents opportunities to reduce carbon emissions as plant and equipment is renewed or repaired. This routine funding source can be combined with Salix funding to enhance the energy savings potential of projects by funding more energy efficient solutions where appropriate. There is no general capital programme to fund energy efficiency projects specifically.

8.0 Governance, Ownership, Reporting







8.1 Governance:

The diagram below defines the levels of authority and governance arrangements related to Carbon Management within Coventry City Council.



8.2 Ownership:

To ensure that the Carbon Management Plan is effective and has ownership it is important to define the responsibilities and groups involved in delivering the plan. A number of departments have roles relating to carbon and energy management the flow chart below details the department(s) responsible for each step in the process of delivering an energy / low carbon measure.

Activity	Responsibilities	Methods
<div style="border: 1px solid black; border-radius: 10px; padding: 10px; text-align: center;"> Identification of potential projects / improvement  </div>	<ul style="list-style-type: none"> • Energy Team • Project Delivery Team 	<ul style="list-style-type: none"> • Analysis of energy consumption data. • Energy Audits • Benchmarking against best practice.
<div style="border: 1px solid black; border-radius: 10px; padding: 10px; text-align: center;"> Evaluation of project feasibility  </div>	<ul style="list-style-type: none"> • Project Delivery Team • Energy manager • Low carbon team 	<ul style="list-style-type: none"> • Development of initial business case • Salix funding assessment
<div style="border: 1px solid black; border-radius: 10px; padding: 10px; text-align: center;"> Approval of projects/ improvement measures  </div>	<ul style="list-style-type: none"> • Special Projects Finance Department • Carbon Management Board • Procurement Board • Facilities Management 	<ul style="list-style-type: none"> • Submission of full business case or • Improvement proposal
<div style="border: 1px solid black; border-radius: 10px; padding: 10px; text-align: center;"> Procure  </div>	<ul style="list-style-type: none"> • Procurement • Project Delivery Team 	<ul style="list-style-type: none"> • Project specification • Selection of contractors / suppliers
<div style="border: 1px solid black; border-radius: 10px; padding: 10px; text-align: center;"> Install / Implement Project  </div>	<ul style="list-style-type: none"> • Project delivery team • Low Carbon Team 	<ul style="list-style-type: none"> • Project Management
<div style="border: 1px solid black; border-radius: 10px; padding: 10px; text-align: center;"> Monitor and evaluate effectiveness  </div>	<ul style="list-style-type: none"> • Project initiator • Low Carbon team • Carbon Management Board 	<ul style="list-style-type: none"> • Regular reports
<div style="border: 1px solid black; border-radius: 10px; padding: 10px; text-align: center;"> Publicise and report successes </div>	<ul style="list-style-type: none"> • Low Carbon team 	<ul style="list-style-type: none"> • Internal / external communications

8.3 Reporting:

Progress towards achieving the CMP objectives and targets will be reported annually. The report will include:

- A review of low carbon / energy performance and related Performance Indicators
- Changes in legal requirements related to energy / low carbon management
- The extent to which the objectives and targets have been met
- Projected performance for the following period
- Recommendations for improvement

A more detailed review will be undertaken at the end each three year target period.

Appendix 1 – CMP Project Register

Page 40

CMP Project Register		Updated Jul-14	Achieved totals			4,020	2016/17 Target			6,900	58%	2019/20 Target			9,000	45%
		Next update Oct-14														
Project Description	Status	Annual saving		Payback	Year of first saving	Carbon savings profile - CMP phase I					Carbon savings profile - CMP phase II					
		Financial	Tonnes CO ₂			2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
Architectural lighting - power reductions	Completed	£2,146	9.3	4.7	2009/10	9.3	9.3	9.3	9.3	9.3	9.3	9.3	9.3	9.3	9.3	9.3
Broadgate House basement - replacement of pipework insulation	Completed	£1,050	9	4.3	2009/10	9.3	9.3	9.3	9.3	9.3	9.3	9.3	9.3	9.3	9.3	9.3
Civic Centre 1 - installation of thermostatic radiator valves	Completed	£250	2.2	N/A	2009/10	2.2	2.2	2.2	2.2	2.2	2.2	2.2	2.2	2.2	2.2	2.2
Trial of LED lighting upgrade in Civic Centre 4 LED lift lobby	Completed	£581	4	6.7	2009/10	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5	4.5
Energy warden project for all council city centre offices	Completed	£33,000	144	0.1	2009/10	30.0	50.0	100.0	144.0	144.0	144.0	144.0	144.0	144.0	144.0	144.0
Expand energy warden project to all council premises	Completed	£75,000	330	0.0	2009/10		20.0	65.0	120.0	180.0	330.0	330.0	330.0	330.0	330.0	330.0
Thermostatic radiator valves & cooling/heating mods in Lower Studio	Completed	£1,692	8.2	5.9	2010/11		8.2	8.2	8.2	8.2	8.2	8.2	8.2	8.2	8.2	8.2
CENEX funded scheme to procure low carbon vehicles	Completed	£15,000	40	0.0	2010/11		40.0	40.0	40.0	40.0	40.0	40.0	40.0	40.0	40.0	40.0
Computer server virtualisation scheme to reduce numbers of servers	Completed	£21,000	78	3.0	2010/11		39.0	78.0	78.0	78.0	78.0	78.0	78.0	78.0	78.0	78.0
Eco-driving training for city council fleet drivers	Completed	£90,000	190	0.1	2011/12		3.0	38.0	120.0	190.0	190.0	190.0	190.0	190.0	190.0	190.0
Upgrading of lighting in civic centre 1. LED lights in lift lobby. Replacement of T8's with T5's	Completed	£5,500	40	7.1	2011/12			40.0	40.0	40.0	40.0	40.0	40.0	40.0	40.0	40.0
Lighting upgrade for 5th floor of BroadGate House.	Completed	£700	3	7.1	2011/12			3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0	3.0
Installing TRV's at Elmbank.	Completed	£1,900	11	3.8	2011/12			11.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0	11.0
Voltage optimisation for Council House	Completed	£1,500	5	3.8	2011/12			5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0	5.0
Upgrade of lighting in Council House	Completed	£2,100	12		2012/13				12.0	12.0	12.0	12.0	12.0	12.0	12.0	12.0
Supply heat demands of city centre offices with heat from upgraded Waste from Energy Plant	Completed	£85,000	644		2013/14					644.0	644.0	644.0	644.0	644.0	644.0	644.0
Upgrade of lighting in St Marys to LED.	Completed	£1,259	7	4.8	2013/14					7.3	7.3	7.3	7.3	7.3	7.3	7.3
LED lighting in Civic Centre 1 & 4 lift lobbies.	Completed	£600	4	10.0	2011/12			4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0	4.0
Upgrade T8 fluorescent tubes with T5 in CC4 and CC1	completed	£13,000	83	6.2	2011/12					83.0	83.0	83.0	83.0	83.0	83.0	83.0
Heat recovery at Canley Crematorium	Completed															
Replacement of street lighting in city through PFI	on-going	£656,000.00	4,500		2010/11			500.0	1300.0	2300.0	3300.0	4300.0	4500.0	4500.0	4500.0	4500.0
Buildings rationalisation	on-going	£32,000	425		2010/11		30.0	90.0	200.0	245.0	300.0	425.0	425.0	425.0	425.0	425.0
Friargate	Planned		1,600		2016/17									1600.0	1600.0	1600.0
Installation of gas meter on each cremation unit.	planned	£0	1		2014/5						1.0	1.0	1.0	1.0	1.0	1.0
New Union Street Car Park - upgrade lighting	Planned	£11,700	64	5.0	2014/15						64.0	64.0	64.0	64.0	64.0	64.0
Revise and implement energy policy	Planned	£0	0	N/A	2014/5											
Install AMR meters and purchase data.	Potential	£0	0	N/A												
Install Telematics and Fuel Saving units in fleet vehicles	potential	£65,000	200													
Upgrade T8 fluorescent tubes with T5 versions in Community Services premises	Potential															
Upgrade T8 fluorescent tubes with T5 versions in libraries	Potential															
Energy Performance Contract - Re:Fit	Potential	£33,000	180	7.0	2015/6							180.0	180.0	180.0	180.0	180.0
Totals		£1,148,978	8,595			55	215	1,090	2,193	4,020	5,290	6,595	6,795	8,395	8,395	8,395

Coventry City Council

Energy, Water and Carbon Management Policy

Scope

This policy covers energy and water use in the City Council's operational buildings, street lighting and transport fleet. It sets out a framework for the management of energy, water and carbon including the setting of targets against which performance will be measured.

Statement of Commitment

The City Council is committed to the responsible use and procurement of energy and water in all its activities and will promote the use and development of appropriate sources of renewable energy.

The City Council recognises that it has a responsibility to continually reduce consumption and carbon emissions not only in its own buildings, public lighting and transport, but also in the wider community of Coventry through its influence and example.

The City Council is committed to providing the necessary resources and making available information to enable our energy, water and carbon reduction objectives to be achieved.

The City Council's Carbon Management Plan (CMP) sets out the energy and carbon reduction objectives, and details specific projects that are to be undertaken in order to meet the targets. The CMP and its objectives and targets are reviewed by the Carbon Management Board at least annually. A report detailing progress in meeting these objectives, the City Council's energy usage and carbon emissions will be published to support the review.

There are internal policies and external legislative drivers that will influence the actions to reduce consumption over the next 5-10 years. It is anticipated that over the next few years existing legislation will be tightened and new legislation introduced to improve the energy efficiency of buildings. The City Council is committed to comply with applicable legal and other requirements related to energy use, consumption and efficiency.

Coventry City Council

Energy, Water and Carbon Management Policy

To deliver on our commitments we will

- ensure that all operational buildings are properly and adequately metered and that regular readings are taken
- ensure that we hold reliable, up-to-date information on the performance, efficiency and running costs of property portfolio and seek to address costs which are above average
- monitor cost and consumption and develop effective performance feedback and communication systems
- maintain a behavioural change campaign to encourage employees to conserve energy and resources
- survey and rate our buildings for energy efficiency in line with the Energy Performance of Buildings Directive and seek to carry out improvements to reduce carbon dioxide emissions based on sound business case assessments
- aim to avoid or minimise the cost to the City Council of any current or future tax or levies related to energy consumption and carbon dioxide emissions.
- make carbon and carbon mitigation key considerations within all future City Council committee reports and decision making
- develop sources of finance and partnership working, in order to increase investment to reduce energy and carbon
- ensure that property investment proposals involve the more formal use of business cases with clear benefit assessments, carbon assessment & mitigation strategies, and whole life costing
- use Whole Life Cost and Life Cycle Analysis as standard methodologies for assessing and supporting major procurement decisions. Major procurement decisions being those related to works on buildings with a floor space greater than 500m² or an expenditure of greater than £1 million.
- aim to achieve the BREEAM excellent rating for all new buildings and major refurbishments and achieve the highest category of energy performance rating
- explore the potential for developing our own renewable sources of energy, such as biomass, solar thermal and solar photovoltaic and any other appropriate technologies
- aim to increase energy security by diversification away from fossil fuels



To: Cabinet Member (Business, Enterprise and Employment)
Date: 20th October 2014

Subject: Revision of the Council's Carbon Management Plan

1 Purpose of the Note

- 1.1 To inform the Cabinet Member (Business, Enterprise and Employment) of the outcomes from the meeting where they considered the Revision of the Council's Carbon Management Plan

2 Recommendations

- 2.1 The Business, Enterprise and Economy Scrutiny Board recommend that:
- 1) The Cabinet Member (Business, Enterprise and Employment) approve the revised Carbon Management Plan; and approve the Energy, Water, and Carbon Management Policy.
 - 2) The Cabinet Member (Business, Enterprise and Employment) along with the Chair of the Business, Enterprise and Economy Scrutiny Board write to the Department of Energy and Climate Change, expressing concerns that the exclusion of schools from the Carbon Reduction Commitment is a retrograde step. Schools should be part of the education process on climate change and their exclusion from the Carbon Reduction Commitment is contrary to this.

3 Information/Background

- 3.1 At their meeting on 8th October 2014, the Business, Economy and Enterprise Scrutiny Board considered the Revision of the Council's Carbon Management Plan.
- 3.2 The Board were happy to endorse the revised Carbon Management Plan and the Energy, Water and Carbon Management Policy.
- 3.3 The Members questioned officers on working alongside Registered Social Landlords to use economies of scale to offer external cladding to private households at a reduced price. They also asked about target setting and credits from Heatline.
- 3.4 Members were concerned that the Government have excluded schools from the Carbon Reduction Commitment and recommended that representation is made to the appropriate governmental department to address this issue.

Gennie Holmes
Scrutiny Co-ordinator
gennie.holmes@coventry.gov.uk
024 7683 1172

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Public report
Cabinet Member

20 October 2014

Name of Cabinet Member:

Business, Enterprise and Employment, Councillor Kevin Maton

Director Approving Submission of the report:

Executive Director for Place

Ward(s) affected:

All

Title:

Birmingham Development Plan 2031

Is this a key decision?

No

Executive Summary:

The Council has a Duty to Co-operate, which is enshrined in law (Section 33A of the Planning and Compulsory Purchase Act 2004), and this duty should be discharged by a planning authority that submits a local plan to Examination in Public. In this case, Birmingham City Council has submitted its plan, and in connection with demonstrating that it has discharged the Duty it agreed a position statement (Appendix 1) with officers of the Coventry City Council.

The Cabinet Member is requested to formally endorse that statement, in order that it can carry appropriate weight, in particular in connection with the Examination in Public Hearing session to be held on 30th October specifically concerning the Duty to Co-operate (to which Coventry City Council has been asked to attend). In addition, the Cabinet Member is asked to endorse the letter that was sent to the Birmingham Plan which appears at Appendix 2.

Recommendations:

Cabinet Member is recommended to:

1. formally endorse the statement, reproduced at Appendix 1 of this report; and
2. formally endorse the officer letter that was sent to the Birmingham Plan, reproduced at Appendix 2 of this report

List of Appendices included:

Appendix 1 – Duty to Co-operate statement
Appendix 2 – Officer letter to Birmingham Plan

Other useful background papers:

None

Has it been or will it be considered by Scrutiny?

No

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

No

Will this report go to Council?

No

Report title: *Birmingham Development Plan 2031*

1. Context (or background)

1.1 Birmingham City Council has submitted its local plan to the Secretary of State. It is now 'at Examination in Public', and as such a timetable has been published setting out exactly how and when the plan will be tested. Coventry City Council has been invited, by the Inspector, to attend the Duty to Co-operate Hearing on 30th October, and the reason for this report is to confirm the Council supports Birmingham's proposal and to enable appropriate 'weight' to be afforded to agreements that have been reached to this point.

2. Options considered and recommended proposal

2.1 The only realistic alternative option to the recommendations is to do nothing. This is not recommended because it could weaken the Birmingham Plan's position by not having a politically-endorsed agreement, would not provide any gain to this Council, and could harm relationships between the two Councils

3. Results of consultation undertaken

3.1 No consultation has been undertaken by Coventry City Council specifically concerning the Birmingham Plan. There is no requirement for this Council to consult in this instance.

4. Timetable for implementing this decision

4.1 The recommended actions can be implemented straight away

5. Comments from Executive Director, Resources

5.1 Financial implications

There are no financial implications

5.2 Legal implications

Consideration of this report by the Cabinet Member and approval of the recommendations demonstrate that Birmingham City Council has complied with its duty under Section 33A of the Planning and Compulsory Purchase Act 2004 to co-operate with Coventry City Council in the drafting of its Development Plan.

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 / Local Area Agreement (or Coventry Sustainable Community Strategy)?

Indirectly, the recommended actions may contribute to achievement of the Council's key objectives, by helping the Birmingham Plan through the process of testing. It is considered that it is in Coventry's interests that the Birmingham Plan 2031 does succeed, to enable the emerging Coventry Local Plan to progress without disruption. It is a genuine risk that, were the Birmingham Plan to fall, there could be serious knock-on impacts for Coventry and Warwickshire because the market demand for new development would remain and risks to Green Belt and/or Greenfield land in and around Coventry would increase as a result.

6.2 How is risk being managed?

Risk is being managed by engaging effectively, actively and on an on-going basis with Birmingham City Council concerning local plan matters. It is considered that by adopting this approach the risk to both Birmingham's and Coventry's local plans by way of the Duty to Co-operate are significantly reduced.

6.3 What is the impact on the organisation?

One member of staff is required to attend one day of the Birmingham Plan 2031 Examination in Public.

6.4 Equalities / EIA

It is Birmingham City Council's responsibility, in this instance, to consider the need for, and if necessary to prepare, an Equality Impact Assessment with respect to its proposed Local Plan.

6.5 Implications for (or impact on) the environment

The impact on Coventry of accepting the recommendations of this report are minimal, concerning carbon emissions through a member of staff driving to Birmingham and back on one day for the Hearing session.

6.6 Implications for partner organisations?

The recommended actions of this report will assist Birmingham City Council, a partner organisation for the purposes of the Duty to Cooperate, to demonstrate that it has discharged its Duty to Co-operate as per the Planning and Compulsory Purchase Act 2004.

Report author(s):

**Name and job title: Jim Newton
Planning Policy Manager**

Directorate: Place

**Tel and email contact: 024 7683 1187
jim.newton@coventry.gov.uk**

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:				
Colin Knight	Assistant Director, Planning, Transportation & Highways	Place	29/09/14	29/09/14
Names of approvers for submission: (officers and members)				
Finance: Phil Helm	Finance Manager	Finance & legal	29/09/14	01/10/14
Legal: Helen Lynch	Senior Solicitor	Finance & legal	29/09/14	03/10/14
HR: Jaz Bilen	HR Business Partner	Resources	29/09/14	30/09/14
Director: Martin Yardley	Executive Director	Place	03/10/14	6/10/14
Councillor Maton	Cabinet Member (Business, Enterprise and Employment)		6/10/14	6/10/14

This report is published on the council's website:
www.coventry.gov.uk/meetings

Appendices

Appendix 1 – Duty to Cooperate Checklist

Appendix 2 – Officer letter to Programme Officer

BIRMINGHAM DEVELOPMENT PLAN

Duty to Co-operate

Local Planning Authorities and other bodies party to this agreement/ understanding:
A. Birmingham City Council (BCC) B. Coventry City Council (CCC)

Development Plan Document(s) covered by this agreement / understanding:
Birmingham Development Plan

Stage in the process forming part of this agreement:
Pre-Submission* *NB: In the event of any changes to the plan prior to submission and/or as part of modifications proposed during the Examination process then updated versions of this document may be prepared.

Checklist criteria <small>NB: this is a starting point, list to be mutually agreed between the parties to this agreement.</small> Checklist discussed and agreed: Yes/ No	Summary status <small>E.g.: Full or partial agreement, / Shared understanding on area(s) of disagreement, or/ Not applicable</small> <small>Delete as appropriate</small>	1. Summary of the approach in the plan 2. Summary of agreed position and any outstanding concerns or other comments <small>NB: Refer to attachments and appendices if required</small>
a) Overall approach incl. relationship to urban and rural renaissance	Agreed/ Shared Understanding/ Not Applicable	<p>1. The vision, strategic objectives and approach set out in the BDP envisages that by 2031 Birmingham will be renowned as an enterprising, innovative and green city that has delivered sustainable growth meeting the needs of its population and strengthening its global competitiveness.</p> <p>Following around half a century of decline in the latter half of the C20 the city's population is expected to grow rapidly extending and building on the success of the strategy for urban renaissance that has been the hallmark of planning in the city since the 1980's.</p> <p>2. Following abolition of the Regional Spatial Strategy the City Council has worked and continues to work with adjoining authorities in the GBSLEP and West Midlands Metropolitan Area and beyond not only to ensure the continuing success of urban</p>

		<p>renaissance but also, through the GBSLEP Strategic Spatial framework Plan, the Strategic Policy Framework for the West Midlands Metropolitan Area and local plans, to ensure that there remains an appropriate balance between growth and development to meet needs in both urban and rural areas. There are no outstanding issues in relation to the strategy set out in the BDP between the parties signatory to this document.</p>
<p>b) Estimation of housing requirements and the level and distribution of housing provision</p>	<p>Shared Understanding/</p>	<p>1. The Birmingham SHMA which underpins the BDP estimates a housing requirement of c80,000 net new dwellings in the period up to 2031. The 2012 SHLAA's best estimate of likely capacity without incursion into Green Belt (except at the site of the former Yardley Sewage Works) and including an allowance for c700 on land at Longbridge within Bromsgrove District is c45,000 dwellings, including allowance for windfalls. The Pre-submission version of the BDP proposes that 51,100 net new dwellings - should be provided including the removal of land from the Green Belt to increase capacity within Birmingham leaving a balance to be found outside the city's boundary of c29,000 dwellings.</p> <p>2. The major issues concern the scale of the housing requirement, the extent to which capacity exists or can be identified within Birmingham's boundary and then the scale and distribution of any resultant shortfall. The BDP sets out Birmingham City Council's position in respect of these matters and it is envisaged by the parties signatory to this document that the satisfactory resolution of these issues will be achieved through (1) completion of the GBSLEP Strategic Housing Needs Study (2) Distribution of the overall housing need and the resultant 'overspill' housing through the Second Iteration of the GBSLEP Strategic Spatial Framework Plan and through arrangements negotiated with other authorities beyond the GBSLEP as justified by the evidence and (3) Subsequent accommodation of the 'overspill' growth in the review of Local Plans in adjoining areas.</p> <p>The Coventry and Warwickshire Joint Committee has endorsed and recognised the need to understand the implications of Birmingham's 'overspill' for Coventry and</p>

		<p>Warwickshire authorities. Through the Duty to Cooperate process, the constituent authorities of the Coventry and Warwickshire HMA will work jointly to ensure any overspill that is required to be met in its respective HMA will be identified in the most appropriate and sustainable locations.</p> <p>This approach is accepted by the parties signatory to this document.</p>
c) Appropriate provision made for migration	Agreed/	<p>1. The Birmingham SHMA takes account of migration in establishing the overall housing requirement and, broadly speaking, the effects of migration trends are then taken into account in the estimation of housing requirements in adjoining areas through the preparation of local plans.</p> <p>2. The migratory relationship between the two authorities shows that although there are substantial moves year on year in both directions, these are largely in balance, meaning net migration has been low and stable over a number of years. Such minimal levels of net migration are placed in greater context when compared with respective relationships with other neighbouring authorities.</p> <p>The identification of a housing shortfall or 'overspill' requirement refers to potential additional housing over and above that included in population and household projections that is needed outside Birmingham's boundary in order that housing needs can be met. The process for resolution of this matter is as set out in b)2 above. This approach is accepted by the parties signatory to this document.</p>
d) Level and distribution of employment land provision	Agreed/ Shared Understanding/ Not Applicable	<p>1. The BDP identifies a serious emerging shortfall of land to accommodate future employment growth and investment. The plan addresses this issue by protecting the city's core employment areas from competing uses so they offer a continuing supply of recycled land supplemented by the release of a major new employment site (80ha) at Peddimore. Proposals for six economic zones are primarily focussed within the existing employment areas and include two Regional Investment Sites. The possible longer-term need for further</p>

		<p>strategic employment sites is to be addressed by the GBSLEP Spatial Plan for Recovery and Growth and associated technical work with adjoining LEPs. This will be informed by the joint commissioning of a Review into the West Midlands-wide need and provision of very large employment development opportunities. Coventry City Council is keen to ensure that large-scale growth, particularly with respect to inward investment, is not undermined by the BDP, and as such is taking an active part in the West Midlands Strategic Sites Study</p> <p>2. This approach is accepted by the parties signatory to this document.</p>
e) Hierarchy of centres and the level and distribution of retail provision	Agreed/ Shared Understanding/ Not Applicable	<p>1. The BDP defines a retail hierarchy of centres in Birmingham. The approach in the BDP is to make provision for a net increase of 270,000 m² in comparison retail floorspace concentrated in the City Centre, Sutton Coldfield town centre and three District Growth Points. Growth elsewhere will be small scale.</p> <p>2. This approach is accepted by the parties signatory to this document.</p>
f) Level and distribution of office provision	Agreed/ Shared Understanding/ Not Applicable	<p>1. The approach in the BDP is to encourage 745,000 m² gross of new office development in the network of centres primarily focussed in the city centre including a substantial proportion of the new office floorspace expected to be provided within the Enterprise Zone.</p> <p>2. This approach is accepted by the parties signatory to this document.</p>
g) Appropriate provision made for public and private transport including Park & Ride and commuting patterns	Agreed/ Shared Understanding/ Not Applicable	<p>1. The BDP incorporates a range of transport policies and proposals across all modes. These are consistent with the extant Local Transport Plan and emerging Birmingham Mobility Action Plan (BMAP). There are proposals to improve networks both within and beyond the boundary which will impact, for example, on modal choice for commuters including a scheme for enhancements to increase the frequency of service on the Redditch branch of the Cross-City line. Major development proposals close to the city boundary have impacts that can extend across the administrative boundary. Close</p>

		<p>cross-boundary co-operation on transportation matters continues through both West Midlands Shadow ITA and the associated Local Transport Boards (LTB).</p> <p>2. There is no desire to increase the levels of in-commuting across the city boundary so there is an expectation that there will be a broad balance between the levels of housing and employment growth taking place in areas beyond the city boundary which is a matter to be addressed in the relevant local plans.</p> <p>The proposed development of HS2 is noted by both authorities. Any impacts this will have on commuting patterns and development requirements will be closely monitored. Coventry City Council will promote high quality linkages between Coventry city centre and any midlands HS2 interchange, in the event that the HS2 line is developed. This approach is accepted by the parties signatory to this document.</p>
<p>h) Consistency of planning policy and proposals across common boundaries such as transport links and green infrastructure</p>	<p>Agreed/ Shared Understanding/ Not Applicable</p>	<p>1. There is no common boundary between Coventry and Birmingham. 2.</p>
<p>i) Green Belt matters</p>	<p>Shared Understanding Shared Understanding/ Not Applicable</p>	<p>1. Significant changes to the Green Belt are proposed in association with major development proposals at Langley and Peddimore to the north-east of Birmingham and at the site of the former Yardley sewage works. The changes to the Green Belt boundary have been made in such a way as to identify new boundaries that will endure in the long-term and allow for development to be accommodated that will not undermine the essential purposes or integrity of the wider West Midlands Green Belt. The City Council acknowledge that additional land which is currently designated as Green Belt in adjoining areas may need to be identified for development – as a consequence of the process to determine the level and distribution of future growth set out under b)2 above - but the responsibility for those proposals, should they arise, will lie with the respective local planning authority (working</p>

		<p>collaboratively with other relevant authorities) to be determined through a review of the relevant local plan(s).</p> <p>2. The release of Green Belt land for development purposes must be justified by very special circumstances. This will be the case for Birmingham itself and authorities outside of Birmingham who are asked to consider delivering its overspill housing. As such, Birmingham must demonstrate without any degree of doubt that its own Green Belt opportunities have been exhausted (in accordance with wider sustainable development principles) through the development of the local plan and through SA/SEA. This should not just relate to sites per se, but site capacities as well.</p> <p>This approach is accepted by the parties signatory to this document.</p>
j) Minerals, waste and water resources including flooding	Agreed/ Shared Understanding/ Not Applicable	<p>1. As a major city Birmingham is reliant on minerals predominantly produced in adjoining shire areas to help facilitate its growth and development. The City Council recognises that it can reduce the demand for mineral extraction through effective recycling and reuse of building materials and aggregates. Similarly the City Council recognises that its 'footprint' can be reduced through self-sufficiency and vigorous adoption of the waste hierarchy. The City Council is an active member of both the West Midlands Aggregates Working Party (AWP) and the Regional Technical Advisory Body (RTAB) covering waste. Both groupings help ensure discharge of the DtC. In respect of water resources and flooding the City Council is fully aware of its responsibilities and will vigorously pursue the principles of sustainable drainage to reduce the risks of flooding both within the city and beyond its boundaries.</p> <p>2. This approach is accepted by the parties signatory to this document.</p>
k) Air quality matters	Agreed/ Shared Understanding/ Not Applicable	<p>1. The City Council is committed to the improvement of air quality for its residents and those in surrounding areas. It is, and will remain an active participant in initiatives to address these matters jointly with adjoining authorities and other agencies subject to the nature of actions being consistent with the</p>

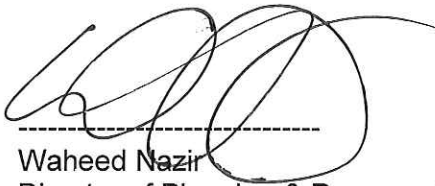
		<p>city's aspirations for growth. Detailed policies on air quality and noise matters will be set out in a separate Development Management DPD.</p> <p>2. This approach is accepted by the parties signatory to this document.</p>
I) Any other matters that might reasonably be identified under the Duty to Co-operate	Agreed/ Shared Understanding/ Not Applicable	<p>1. No other matters identified.</p> <p>2.</p>

Log of meetings, reports and other records to substantiate the collaborative working:

	Details:
Meetings	<p>Meetings on the Birmingham Development Plan held on 11/10/12, 13/11/12 and 25/02/14</p> <p>Both Councils in attendance of a meeting of CWSAPO on 03/05/13.</p> <p>BCC present at inception meeting of the Coventry & Warwickshire SHMA held in Rugby Borough Council offices on 28/02/13.</p> <p>Both Councils in attendance of a meeting of CWS Duty to Co-operate meeting on 06/05/14.</p>
Groups	<p>Regular meetings:</p> <p>(1) Regular meetings of the Duty to Co-operate Group (previously known as PAG) in the West Midlands metropolitan area and the related officer and Member arrangements under the West Midlands Joint Committee.</p> <p>(2) West Midlands Planning Officers Group – Both authorities are represented on this group.</p>
Responses to consultation and correspondence	<p>03/03/14 – CCC response to the Birmingham Development Plan 2031 Pre Submission version</p> <p>29/07/13 – BCC letter to CCC on Birmingham's Future Growth Requirements</p> <p>14/01/13 – CCC response to Birmingham Development Plan – Planning for Birmingham's Growing Population Options Consultation</p> <p>08/11/12 – BCC letter to CCC confirming response to Coventry Core Strategy</p> <p>10/09/12 – BCC letter to CCC re Proposed Coventry Core Strategy</p> <p>08/08/12 – BCC letter to CCC on Birmingham's Future Growth requirements</p> <p>17/03/11 – CSWAPO response to Birmingham Core Strategy 2026 – Consultation Draft</p>

Additional points	05/02/13 – Further BCC submission re CCC Preliminary Hearing 23/02/13 - BCC submission to the Coventry Local Development Plan – Core Strategy - Preliminary Hearing Session Concerning the Duty to Cooperate.
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We, the undersigned, agree that the above statements and information truly represent the joint working that has and will continue to take place under the 'Duty to Co-operate'.



Waheed Nazir
Director of Planning & Regeneration
Birmingham City Council*

Date: 6 June 2014



Coventry City Council

Date:

* Must be signed by either Council Leader or responsible Cabinet Member or responsible Chief Executive or Chief Officer only. For non-local authority organisations signatory should be at equivalent level.

Place Directorate

Civic Centre 4
Much Park Street
Coventry
CV1 2PY

Please contact:
Direct line 024 76 83 4295
E-mail: mark.andrews@coventry.gov.uk

Reference:

Date: 3rd March 2014

Dear Sir / Madam,

Please accept the following comments in response to Birmingham City Council's (BCC) Proposed Submission Draft. Please note that these comments have been prepared by Coventry City Council (CCC) officers and have not been formally endorsed by Full Council.

Duty to Cooperate (DtC)

We recognise that a significant degree of work has been undertaken by BCC with a view to discharging the DtC and we note that BCC's issues, especially in relation to housing provision have been well documented.

Coventry's specific position in terms of its cooperation with BCC, is being documented within a DtC Checklist. Although not finalised at this time, we would expect it to be completed prior to formal submission of BCC's plan. Subject to the completion of this checklist, we are therefore satisfied that the DtC has been discharged in relation to BCC and CCC.

We recognise that at this current time BCC continue to undertake additional work with other members of the GBSLEP. We understand that this is intended to provide an objective assessment of housing need for the Birmingham Housing Market Area. Although the timing of this additional work is sub-optimal in terms of developing the plan, we appreciate that developing such evidence can be time consuming and that the data that feeds into it is fast moving. As such, we hold no objection to the plan on this basis and support the development of this additional evidence.

Notwithstanding this, it is our view that to fully discharge the DtC BCC must be satisfied that prior to submission the results of these subsequent assessments and the implications they have for BCC, other GBSLEP members and any other authorities are fully recognised, understood and planned for. Failure to do this, in our view, may jeopardise the ability to realise the objectively assessed housing need for BCC. By default this would mean cooperation between respective authorities may not have been sufficiently constructive.

Again however, we would stress that at this stage we hold no formal objection on this matter, but do wish to hold a 'watching brief'.

Housing Need

Building upon our comments to the DtC, we recognise that unless a significant reduction in housing need is evidenced by the GBSLEP housing study, then there is a significant need to provide for Birmingham's housing requirements in other local authority areas. Indeed the Submission Draft suggests this equates to around 29,000 dwellings (based on the BCC SHMA).

The management of this circa 29,000 homes is commented upon in our DtC Checklist, however we would re-emphasise that this must be dealt with in a sequentially sustainable way that reflects the wider Birmingham Housing Market Area and adjoining Housing Market Areas as and where appropriate. We would recommend that this is undertaken as follows:

1. All reasonable alternative options have been considered and justifiably dismissed within the BCC local authority area – this includes all Green Belt options;
2. That all reasonable alternative options have been considered and justifiably dismissed within local authority areas that are solely within the defined Birmingham Housing Market Area;
3. That all reasonable alternative options have been considered and justifiably dismissed within local authority areas that are within the defined Birmingham Housing Market Area but that also overlap with an adjoining Housing Market Area;
4. Only once all reasonable alternative options within stages 1-3 have been evidenced and dismissed should consideration be given to authorities within neighboring Housing Market Areas that do not overlap with the BCC HMA .

We would acknowledge that in some circumstances local authorities that would sit within point 4 may choose to deliver some of BCC's housing growth. If such a desire is expressed then we would expect BCC to explore this option accordingly and with a view to delivering sustainable development.

At this stage however, it is our view that BCC may not have sufficiently demonstrated that housing supply options have been maximised within their local authority area. This is principally in relation to the proposed urban extension at Sutton Coldfield. This is clearly identified as a deliverable and developable site for residential development, yet only 5,000 of the possible 6,000 dwellings are identified for the plan period. We recognise the evidence developed by PBA in terms of market conditions etc., however to suggest the remaining 1,000 dwellings cannot be delivered in the plan period is not accepted. If these 1,000 homes are not built at Sutton Coldfield as part of a wider developable scheme in this plan period then they need to be built elsewhere (outside of Birmingham and potentially within wider Green Belt areas that, subject to the results of an SA/SEA, may not be as sustainable as the Sutton Coldfield site). The fact is the need remains for the homes to be built by the development industry and that this area of land has been identified as a developable option for the plan period. It is therefore the responsibility of the development industry to deliver these homes within the plan period, in simple terms this could include an additional house builder or an additional point of sale being added to the development program, or alternatively a promotion of the site starting sooner in the plan period. As such, our view is that the capacity of the proposed urban extension at Sutton Coldfield should be 6,000 homes within the plan period as opposed to the 5,000 currently identified. This would reduce the need for further land to be released unnecessarily and support sustainable development.

Summary

We would stress at this stage that we hold no objection to the BCC proposed plan, subject to the satisfactory completion of our DtC checklist and appropriate management of the BCC OAN housing overspill (as evidenced by the new GBSLEP Housing study). As part of this position, it is our view that all reasonably alternative options within the BCC boundary should be maximised first and that a key aspect of this includes an increase in the capacity of the Sutton Coldfield urban extension from 5,000 dwellings to 6,000 dwellings for the plan period.

Further Input and Attendance at Hearings.

Coventry City Council and Birmingham City Council, have a strong and longstanding working relationship, which will be formally evidenced through the DtC Checklist. With a view to maintaining these on-going and constructive channels of co-operation, Coventry City Council are happy to attend the appropriate examination sessions of the Birmingham plan in order to support the Inspector in reaching their recommendations.

Yours sincerely



Mark Andrews
Acting Planning Policy Manager

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Public report
Cabinet Member

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.

Cabinet Member (Business, Enterprise and Employment)

20th October 2014

Name of Cabinet Member:

Cabinet Member (Business, Enterprise and Employment) – Councillor Maton

Director Approving Submission of the report:

Executive Director-Place

Ward(s) affected:

Lower Stoke & Westwood

Title:

Freehold Disposal of Land at Kele Road, Canley & Whitworth Avenue, Stoke Aldermoor

Is this a key decision?

No, although the matter affects two wards, the impact is not considered to be significant.

Executive Summary:

Within the Cabinet report dated 7th January 2014 regarding the Whitefriars Housing Group there was a proposal to release two Council owned small housing sites in Kele Road, Canley & Whitworth Avenue, Stoke Aldermoor to Whitefriars for the construction of 18 new build houses for rent.

Officers have therefore agreed a value with Whitefriars Housing Group for the disposal of the two sites at Kele Road & Whitworth Avenue. This valuation has been approved by the Valuation Office and the Councils Valuation Panel as representing best value which satisfies the Councils requirements set out under Section 123 of the Local Government Act 1972.

Recommendations:

The Cabinet Member is recommended to:

1. Authorise the freehold disposal of the two sites at Kele Road, Canley & Whitworth Avenue, Stoke Aldermoor to Whitefriars Housing Group.
2. Delegate authority to the Assistant Director for City Centre and Development Services following consultation with Cabinet Member (Business, Enterprise & Employment) for any subsequent variation in terms.
3. Delegate authority to the Executive Director, Resources and in particular officers within Legal Services to complete the necessary legal documentation in this matter.

List of Appendices included:

Appendix 1 –Site Plans, Kele Road & Whitworth Avenue

Other useful background papers:

Whitefriars Housing Group-Proposed changes to enable new investment in Coventry homes, a viable Spirit Quarters development to proceed and for the Council to implement service change proposals-Cabinet 7th January 2014.

Has it been or will it be considered by Scrutiny?

No

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

No

Will this report go to Council?

No

Report title:

1. Context (or background)

- 1.1 Within the Cabinet report dated the 7th January 2014 regarding the Whitefriars Housing Group reference was made for the release of two Council owned sites located at Kele Road, Canley and Whitworth Avenue, Stoke Aldermoor. The intention by Whitefriars Housing Group for the two sites is to construct 18 new family units for affordable housing as part of a wider programme of new affordable housing provision in Coventry supported by the Homes and Communities Agency under the Affordable Homes Programme 2011-15.
- 1.2 The land at Kele Road, Canley previously accommodated a former Primary Care Trust clinic which has subsequently been demolished and cleared. This site falls within the wider Canley Regeneration area covered by outline planning consent (ref R/2009/0010) granted in September 2009. The reuse of this brownfield site for housing is in accordance with the aims of the regeneration of Canley. The site is approximately 0.38 acres and is edged red on the attached plan.
- 1.3 White friars Housing Group propose to construct 5 dwellings upon the Kele Road site, consisting of 3x3 bed (5 persons) dwellings & 2x4 bed (7 persons) dwellings with the intention of all the units being allocated for affordable rent. Detailed planning permission was granted for this scheme on the 5th August 2014 under planning reference FUL/2014/1885
- 1.4 The land situated at Whitworth Avenue, Stoke Aldermoor is approximately 1 acre and is part brownfield, part poor quality green space. The Stoke Aldermoor Masterplan which was granted outline planning permission on the 20th November 2006 (R/2006/1831) establishes development on this site. Previously there were proposals for a joint Primary Care Trust Health Centre/YMCA Hostel facility but this could not proceed largely due to funding issues. The site is edged red on the attached plan.
- 1.5 Whitefriars Housing Group propose to construct 13 dwellings on the Whitworth Avenue site, consisting of 8x 2bed (4 persons) dwellings, 4x3bed (5 persons) dwellings & 1x 5bed (9 persons) dwelling, again with the intention of being allocated for affordable rent. A planning application was submitted for the 13 dwellings but after consultation with the local community, revised plans have been prepared to take into account local comments. The revised plans are to be considered by planning shortly.
- 1.6 In addition to these two Council owned sites, Whitefriars Housing Group also propose to develop another site in Whitworth Avenue, already in their ownership, for the provision of 32 family houses in a mix of 2 up to 6 bed houses for affordable rent as part of the Homes and Communities Agency grant allocation for these three sites. Therefore, in order to maximise economies of scale, Whitefriars propose to have all 3 sites developed as one overall scheme to provide a total of 50 family houses.
- 1.7 The original intention was for the two Council owned sites to be transferred to Whitefriars Housing Group at nil consideration as per the Cabinet report dated 7th January 2014. However in this case, officers subsequently found insufficient justification under the General Consent Order 2003 for a nil transfer and have sought to obtain best value in accordance with Section 123 of the Local Government Act 1972.

- 1.8 Notwithstanding the previous intention to dispose at nil value, Whitefriars Housing Group have agreed to pay to the Council a value for both Kele Road & Whitworth Avenue sites that has been approved by the Valuation Office and the Councils Valuation Panel as representing best value under section 123 of the Local Government Act 1972.
- 1.9 The mix of housing for affordable rent proposed on the two Council owned sites at Kele Road and Whitworth Avenue will assist in meeting the need for family houses as identified in the Council's Housing & Homelessness Strategy 2013-18

2. Options considered and recommended proposal

- 2.1 **Accept the Offer-** The development of the sites at Kele Road & Whitworth Avenue will be in accordance with the original aims of the Canley and Stoke Aldermoor regeneration projects. All 18 dwellings proposed across the two sites will be for family housing and allocated for affordable housing.

The offer should be accepted as it will contribute towards corporate resources and has been approved by both the Valuation Office and the Councils Valuation Panel as representing Best Value under Section 123 of the Local Government Act 1972.

- 2.2 **Decline the Offer** – The offer could be declined however there would be a loss of 18 units allocated for family housing, all affordable rent. If the development on both Kele Road & Whitworth Avenue was not progressed, it would be contrary to the original aims of the regeneration projects for Canley & Stoke Aldermoor.

The Council would also forgo the capital receipt, which would have been allocated for corporate resources.

- 2.3 It is recommended that the Council accept the offer for the freehold disposal of Kele Road & Whitworth Avenue to Whitefriars Housing Group as per paragraph 2.1. Subject to Cabinet Member approval it is expected that the receipt will be received in this financial year.

3. Results of consultation undertaken

- 3.1 Whitefriars have already undertaken consultations as part of the planning process for the residential planning applications for Kele Road & Whitworth Avenue with Stakeholders. As specified earlier in the report, Kele Road already has planning permission and the revisions to the Whitworth Avenue proposal will be out for consultation in parallel with this Cabinet Member report.

4. Timetable for implementing this decision

- 4.1 Providing Cabinet Member approval is secured, it is expected that the capital receipt will be received within this financial year.

5. Comments from Director of Finance and Legal Services

- 5.1 Financial implications
The consideration for the freehold disposal for both Kele Road & Whitworth Avenue will contribute towards corporate resources and it is expected to be received within this financial year.

5.2 Legal implications

The consideration for the freehold disposal of land to Whitefriars Housing Group represents best value reasonably obtainable by the Council as verified by both the Valuation Office and the Councils Valuation Panel. This meets the Councils requirements to obtain best value under the requirements set out under Section 123 of the Local Government Act 1972

The proposed disposal of the land at Whitworth Avenue and the subsequent highway access will be created over land presently forming open space. Officers within Resources Directorate will prepare and advertise a notice in the local newspaper under Section 123 (1) Local Government Act 1972 advising the Council is seeking to dispose of the land such notice being placed in the local newspaper for two consecutive weeks. Any objections will be reported by officers and considered by the Cabinet Member as appropriate in accordance with the Council's constitution.

The Executive Director, Resources (Legal Services) will complete the legal documentation in connection with the freehold disposal in accordance with appropriate procedures and will collect the agreed consideration upon completion of the disposal.

6. Other implications

Any other specific implications

6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

The capital receipt will contribute towards corporate resources and will realise the remediation of a brownfield site at Kele Road. The two developments will provide 18 new family housing units allocated for affordable rent.

6.2 How is risk being managed?

The risks have been identified in paragraph 2.2 with the loss of the capital receipt and 18 family housing units allocated for affordable rent.

6.3 What is the impact on the organisation?

The impact to the organisation will be minimal however it will generate additional work for officers within the Resources Directorate (Legal Services) in processing the freehold disposal of the land to the Whitefriars Housing Group.

6.4 Equalities / EIA

An equality impact assessment is a process designed to ensure that a policy project or service does not discriminate against any disadvantaged or vulnerable people. Section 149 of the Equality Act 2010 imposes an obligation on Local Authorities to carry out an equality impact assessment when the local authority is exercising a public function.

An equality impact assessment has not been undertaken by officers as the proposal set out in this report related to the granting of or the creation of a legal interest in the land and does not constitute a change in service delivery policy or the exercise of a public function

6.5 Implications for (or impact on) the environment

The impact will be positive as all the dwellings constructed on Kele Road & Whitworth Avenue will be designed to Homes and Communities Design & Quality standards and current building regulations.

6.6 Implications for partner organisations?

There are no partner implications

Report author(s):

Name and job title:

James Grant, Senior Surveyor, Development Services

Directorate:

Place Directorate

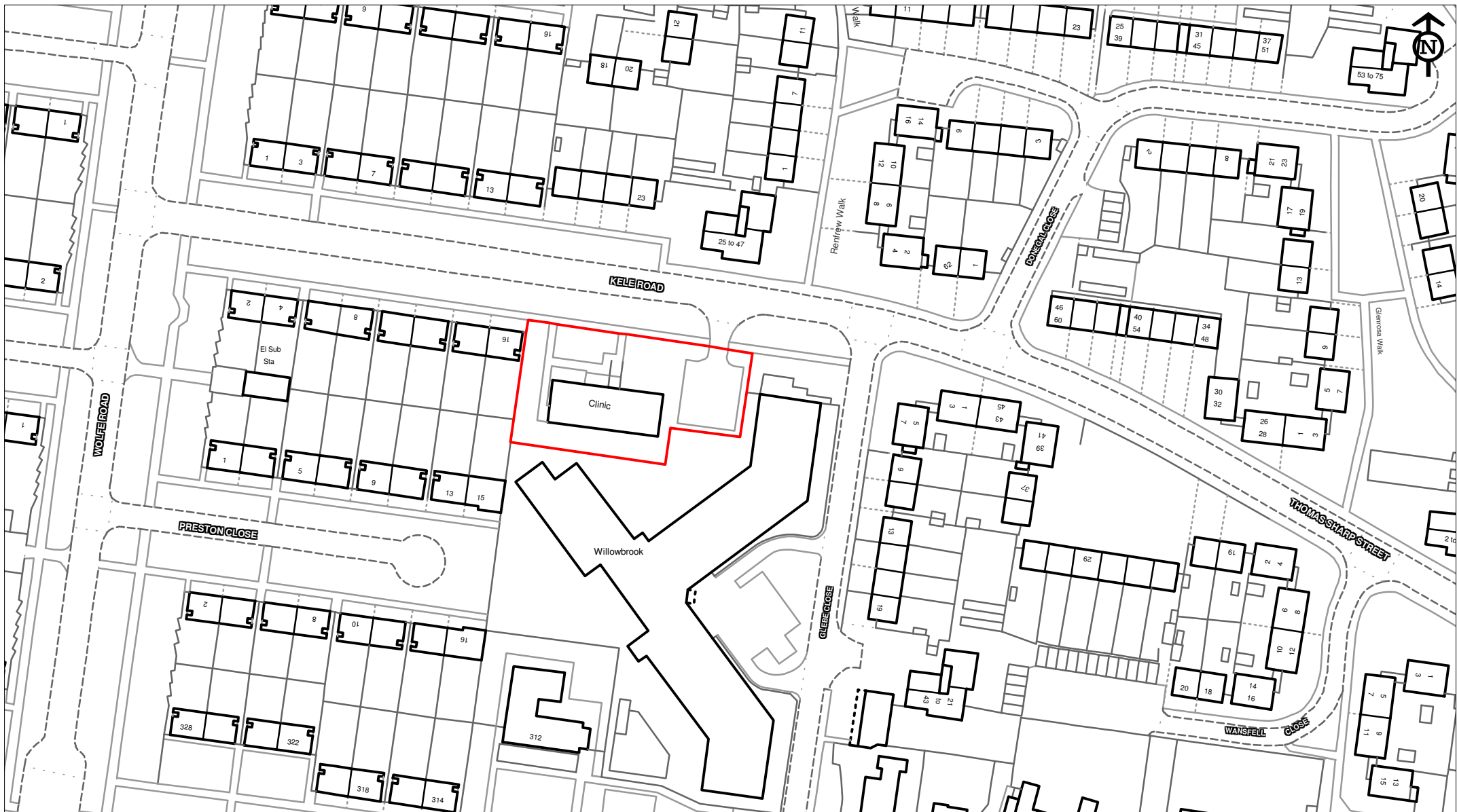
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John Stanway	Housing Enabling Officer	Housing Strategy Team-People Directorate	23.09.2014	24.09.2014
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Nigel Clews	AD Property Asset Management	Place	26.09.2014	30.09.2014
Suzanne Bennett	Governance Services Team Leader	Resources	23.09.2014	23.09.2014
Director: Martin Yardley	Director Place	Place		
Members: Councillor Maton	Cabinet Member (Business Enterprise and Employment)			

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Kele Road, Canley, Coventry

Scale 1:1250
 O.S. Ref. No: 2977 SW

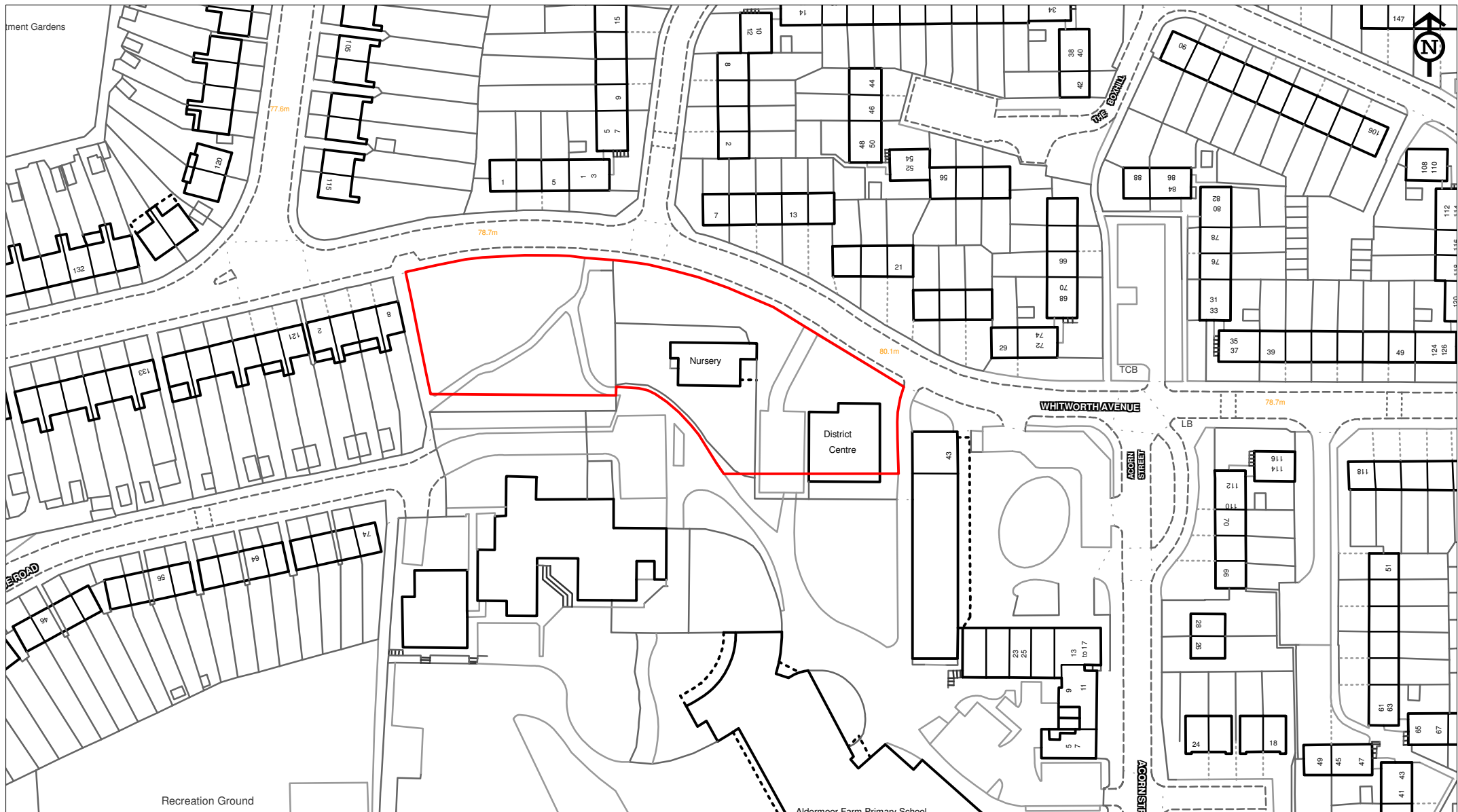
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Martin Yardley - Director of Place Directorate
 Nigel Clews - Assistant Director Property Asset Management

Whitworth Avenue, Stoke Aldermoor, Coventry

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Public report
Cabinet Member

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.

Cabinet Member(Business, Enterprise and Employment)

20th October 2014

Name of Cabinet Member:

Cabinet Member (Business, Enterprise and Employment) –Councillor Maton

Director Approving Submission of the report:

Executive Director -Place

Ward(s) affected:

Woodlands

Title:

Freehold Disposal: Land at Torrington Avenue

Is this a key decision?

No

Executive Summary:

The former Torrington Centre was demolished in 2008 and is at present a cleared site. The site was previously identified by the People Directorate as being suitable to accommodate a residential development for accommodation for people with learning disabilities and the elderly. Despite working with developers and care operators to make a scheme viable, it was unachievable.

Midland Heart Housing Association and their construction partner Gump & Maier, who specialise in the development of Passivhaus homes (zero carbon eco homes) approached the Council about the possibility of developing a trial site in Coventry purely for Passivhaus homes. Gump & Maier believe that a Passivhaus style of construction can be delivered at a similar cost to conventional building methods and deliver environmental benefits. If the trial is successful, the intention is to open up a manufacturing facility in /around Coventry possibly creating up to 50 jobs.

The former Torrington Centre located on Torrington Avenue has been selected as the preferred site by Midland Heart Housing Association. Subject to Cabinet Member approval, Midland Heart Housing Association intend to submit a planning application for 36 units comprising of 18x1bed apartments, 11x2bed, 5x3bed and 4x2bed dwellings with all the units allocated for social rent.

A value has been agreed with Midland Heart Housing Association for the disposal of the site and this has been approved by the Valuation Office and by the Councils Valuation Panel as representing best value in accordance with the Council's requirements set out under Section 123 of the Local Government Act 1972.

Recommendations:

The Cabinet Member is recommended to:

1. Authorise the freehold disposal of the land to Midland Heart Housing Association
2. Delegate authority to the Assistant Director for City Centre and Development Services following consultation with Cabinet Member (Business, Enterprise & Employment), for any subsequent variation in terms.
3. Delegate authority to the Executive Director, Resources and in particular officers within Legal Services to complete the necessary legal documentation in this matter.

List of Appendices included:

Appendix 1 – Site Plan

Other useful background papers:

None

Has it been or will it be considered by Scrutiny?

No

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

No

Will this report go to Council?

No

1. Context (or background)

- 1.1 The former Torrington Centre situated on Torrington Avenue, off the A45 is situated in a predominately commercial area however residential development has been completed on the adjoining site. The site is approximately 1.67 acres and is shown edged red on the attached plan.
- 1.2 The Torrington Centre closed in 2008 and the site was amalgamated with the former Torrington Depot. Part of this site has been developed to enable the residential development of the housing estate at Alan Marcel Close, which adjoins the subject site.
- 1.3 Since 2008, there have been various proposals for the site from the People Directorate and Housing Strategy working alongside developers/operators for residential accommodation aimed at the elderly and learning disabilities. However, due to a lack of funding and a continually changing client group, the proposals never progressed.
- 1.4 In October 2013, a meeting was arranged between Midland Heart Housing Association, Gump & Maier and the then Cabinet Member for Business, Enterprise & Employment and the Director of Place. The onus of the meeting was to source a trial residential site for Midland Heart Housing Association working alongside Gump & Maier as construction partner to develop a Passivhaus style of construction for social housing.
- 1.5 The Gump & Maier organisation, based in Germany believes that the Passivhaus style of construction can be delivered at a cost comparable to existing methods and a development will be able to showcase the environmental benefits. If the residential development is successful and well received by developers/social housing providers. Gump & Maier will seek to develop a manufacturing facility in Coventry, creating up to 50 jobs at different entry levels ranging from labourers/apprentices to engineers and architects.
- 1.6 The target for sustainability is the Passivhaus standard. The aim is to have a low energy standard for the building eliminating energy losses from the fabric of the structure following a number of key principles. Ultimately, it will result in lower energy bills for the occupier
- 1.7 The former Torrington Centre was selected as the trial residential site. Midland Heart Housing Association have proposed to develop 18x1 apartments, 11x2 bed houses, 5x3 bed houses & 2 x4 bed houses, 36 dwellings in total. All the dwellings will be allocated for affordable rent.
- 1.8 The Torrington Avenue site is classified as brownfield because of the past uses and as part of the redevelopment, the land will be decontaminated from any abnormalities.
- 1.9 A value has been agreed with Midland Heart Housing Association for the purchase of the former Torrington Centre site and has been approved by the Councils Valuation Panel as representing best value under the requirements of Section 123 of the Local Government Act 1972.

2. Options considered and recommended proposal

- 2.1 **Accept the Offer-** The development of Torrington Avenue will see a brownfield site being remediated from contamination and redeveloped for 100% affordable housing allocated

purely for affordable rent. The houses will be developed to a Passivhaus standard and if the trial site proves successful and is used as a showcase for the Gumpp & Maier organisation, they may in the future seek to develop a factory for Passivhaus construction in Coventry creating up to 50 jobs.

The offer should be accepted as it will contribute towards corporate resources and has been approved by the Councils Valuation Panel as representing Best Value under Section 123 of the Local Government Act 1972.

- 2.2 Decline the Offer-** The offer could be declined however there would be a loss of affordable housing and the potential for an exemplar Passivhaus development. If not pursued, the brownfield site would not be remediated and redeveloped and the City may lose the possibility of Gumpp & Maier establishing a factory in Coventry.

The Council would also forgo the capital receipt, which would have been allocated for corporate resources.

- 2.3 It is recommended that the Council accept the offer for the freehold disposal of the land to Midland Heart Housing Association as per paragraph 2.1. However this is conditional upon the grant of planning approval.

3. Results of consultation undertaken

- 3.1 As part of the planning process Midland Heart Housing Association will have to submit a planning application for the proposed residential scheme. As per the planning process, adjoining occupiers/neighbours will be consulted by the planning department and Midland Heart Housing Association will also undertake consultation with the local community.

4. Timetable for implementing this decision

- 4.1 Providing Cabinet Member approval is secured, it is expected that the capital receipt will be received within this financial year.

5. Comments from Director of Finance and Legal Services

5.1 Financial implications

The receipt will contribute towards corporate resources and it is expected to be received within this financial year.

5.2 Legal implications

The consideration for the freehold disposal of land to Midland Heart Housing Association represents the best value reasonably obtainable by the Council as verified by the Council's Valuation Panel. This satisfies the Councils' requirements to obtain best value under Section 123 of the Local Government Act 1972.

The Executive Director, Resources (officers within Legal Services) will complete the legal documentation in connection with the freehold disposal in accordance with appropriate procedures and will collect the agreed consideration upon completion of the disposal.

6. Other implications

6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

The capital receipt will contribute towards corporate resources and will realise the remediation of a brownfield site for affordable housing.

6.2 How is risk being managed?

The risks have been identified in paragraph 2.2 with the loss of the capital receipt, affordable housing and the remediation of the brownfield site.

If Gumpp and Maier are unable to fulfil their obligations to Midland Heart Housing Association, as the construction partner for Passivhaus Homes, the Council will still dispose of the site to Midland Heart Housing Association for affordable housing at the agreed value. However it should be noted that the homes constructed may not be to a Passivhaus standard.

6.3 What is the impact on the organisation?

The impact to the organisation will be minimal however it will generate additional work for officers within the Resources Directorate (Legal Services) in processing the freehold disposal of the land to Midland Heart Housing Association.

6.4 Equalities / EIA

An equality impact assessment is a process designed to ensure that a policy project or service does not discriminate against any disadvantaged or vulnerable people. Section 149 of the Equality Act 2010 imposes an obligation on Local Authorities to carry out an equality impact assessment when the local authority is exercising a public function.

An equality impact assessment has not been undertaken by officers as the proposal set out in this report related to the granting of or the creation of a legal interest in the land and does not constitute a change in service delivery policy or the exercise of a public function.

6.5 Implications for (or impact on) the environment

The impact will be positive as the Torrington Avenue site will be remediated from contamination. All the dwellings will be constructed to Passivhaus standards eliminating energy loss from the fabric of the buildings, thereby reducing utility bills for the occupiers.

6.6 Implications for partner organisations?

There are no partner implications

Report author(s):
Name and job title:
James Grant, Senior Surveyor, Development Services

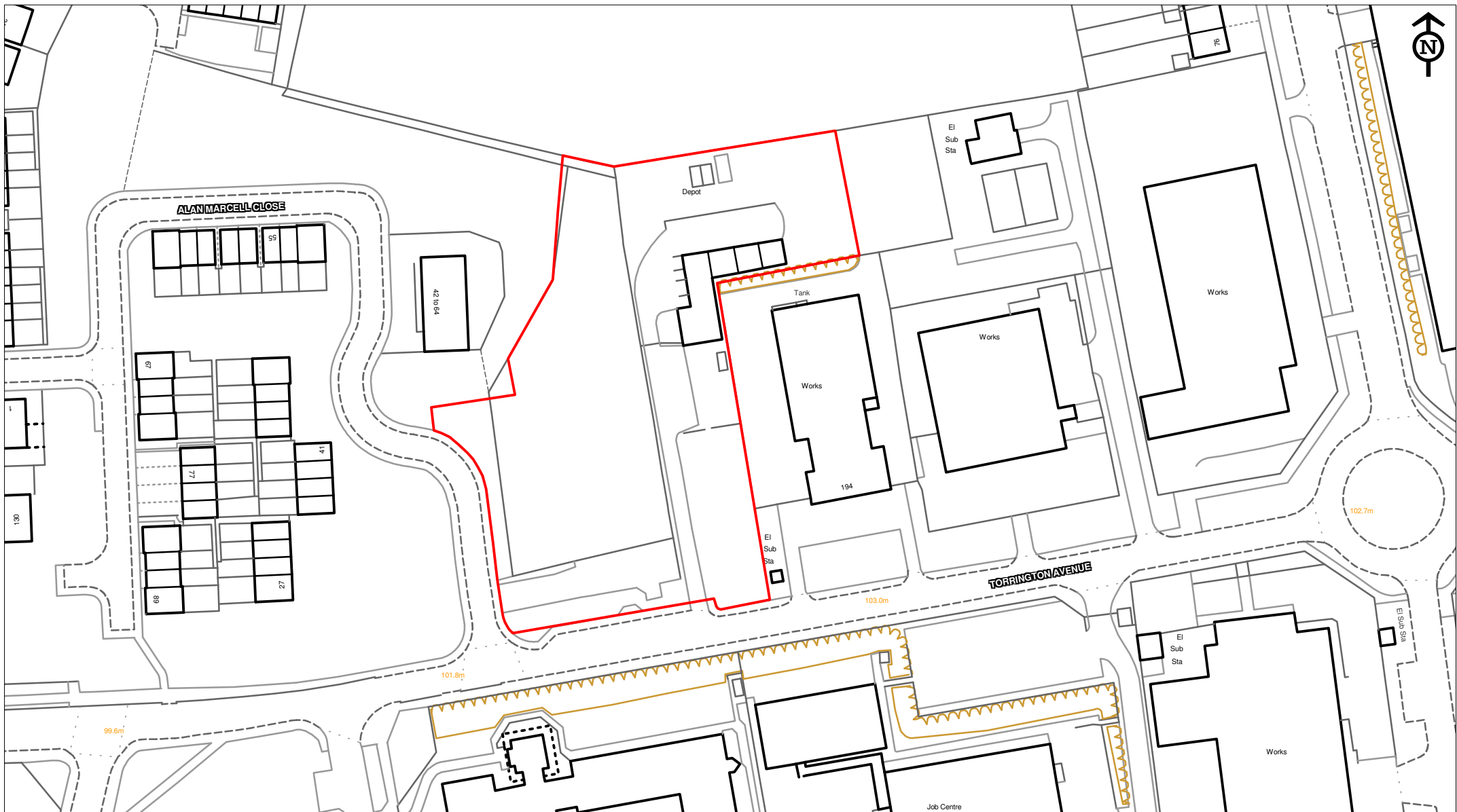
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Other members				
Names of approvers for submission: (officers and members)				
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Legal: Julie Sprayson		Commercial Team-Legal Services, Resources Directorate	23.09.2014	23.09.2014
David Cockroft	AD City Centre & Development Services	Place	26.09.2014	30.09.2014
Nigel Clews	AD Property Asset Management	Place	26.09.2014	30.09.2014
Suzanne Bennett	Governance Services Team Leader	Resources	23.09.2014	23.09.2014
Director: Martin Yardley	Director	Place		
Members: Councillor Maton	Cabinet Member (Business Enterprise Employment)		06.10.14	06.10.14

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Torrington Avenue, Coventry

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Martin Yardley - Director of Place Directorate
 Nigel Clews - Assistant Director Property Asset Management

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Public report
Cabinet Member

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.

Cabinet Member (Business, Enterprise and Employment)

20 October 2014

Name of Cabinet Member:

Cabinet Member (Business, Enterprise and Employment) – Councillor Maton

Director Approving Submission of the report:

Executive Director, Place

Ward(s) affected:

Westwood

Title:

Canley Sports and Social Club - Freehold Disposal

Is this a key decision?

No

Executive Summary:

Canley Sports and Social Club was held on a long lease from the Council dated 7th December 1950 for a term of 99 years from 24th June 1949 and has 34 years unexpired ("the Lease").

The lessee went into administration and most of the buildings have been seriously damaged by fire. The administrator demolished those parts of the building that were considered to be dangerous and erected a fence around the remaining buildings to make the site as secure as possible.

The business and more latterly the Lease, were extensively marketed by the administrator and the property was to be auctioned in mid-September, at a guide price of £20,000-£30,000. The Council was able to secure the withdrawal of the property from the auction and agree a surrender of the lease from the administrator. This enables the Council to demolish the derelict buildings, with the cost to be met from the future capital receipt and ensure that development takes place by marketing and selling the site now.

The purpose of this report is to obtain authority to demolish the buildings, make a planning application and dispose of the freehold interest in the site.

Recommendations:

Cabinet Member (Business, Enterprise and Employment) is recommended to approve the following:-

1. The demolition of buildings and submission of a planning application for suitable redevelopment, prior to the marketing and freehold disposal of the Canley Sports and Social Club site, at the Council's cost which is detailed in the private report
2. To delegate authority to the Executive Director, Place and the Executive Director, Resources (Legal Services) to conclude the freehold disposal of the site, on terms that represent best consideration, in accordance with Section 123 Local Government Act 1972.

List of Appendices included:

A Site Plan referred to in the report.

Other useful background papers:

None

Has it been or will it be considered by Scrutiny?

No

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

No

Will this report go to Council?

No

Report title:

Canley Sports and Social Club - Freehold Disposal

1. Context (or background)

- 1.1 The Canley Sports and Social Club (shown by black hatching on the attached Plan) (“the Club”) lies within the Canley Regeneration Programme area, which contains approximately 3,000 existing dwellings (approximately 50% owner occupied); shops; community, educational and health facilities, together with urban green space, covering an area of 115 ha (284 acres) or thereabouts. The Club was not included within the Canley outline planning permission granted in 2010, which comprised development of about 730 new residential units, new community facilities, new park and play facilities, public realm improvements and other associated works. The reason for this is that vacant possession of the Club could not have been foreseen at the time, as the property was subject to the Lease dated 7th December 1950 for a term of 99 years (“the Lease”).
- 1.2 The Club was held by Calco Pubs Limited under the terms of the Lease with 34 years unexpired, at a rent of £48.00pa. Calco Pubs Limited went into administration a number of months ago and thereafter, the administrator has been trying to secure the best price for all assets, for the benefit of the creditors. The buildings forming the Club have been seriously damaged by fire and the administrator has demolished those parts that were seriously damaged and erected a fence around the remaining buildings, in order to make the site as secure as possible. The remaining buildings have been a consistent target for anti-social behaviour.
- 1.3. The business and more latterly the Lease, have been extensively marketed by the administrator and as part of this process, the Lease was to be auctioned in mid-September, at a guide price of £20,000-£30,000.
- 1.4 The Lessee is required to keep the buildings in good repair, however, reinstatement in their present form would be rather pointless. The reason for this is that the business model of a sports and social club in this location, is not sustainable or viable for a number of reasons but mainly because it has been in direct competition with the nearby and very successful, Xcel Sports Centre.
- 1.5 It was therefore considered to be in the best interests of all parties not to reinstate the redundant buildings but instead, for the Administrator to withdraw the property from the auction and surrender the lease back to the Council, for onward sale for redevelopment.

2. Options considered and recommended proposal**2.1 Sell the freehold**

The vacant buildings have suffered badly from anti-social behaviour and represent an eyesore to neighbouring residents and an on-going draw on and risk to, the Police and Fire Service. The Council accepted a surrender of the Lease partly to manage this situation and also ensure that development takes place earlier than would otherwise have been the case.

- 2.3 The sale method adopted will ensure that the consideration received represents best value under S.123 of The Local Government Act 1972.

2.4 Lease the site

The only other option would be to lease the site but realistically, this would preclude residential development which is the likely to be the use for which there would be most demand.

2.5 Accordingly it is recommended that the sale of the freehold is accepted.

2.6 Community Benefits

2.7 The loss of the Club would largely be a loss of community benefits. However, on the basis that that use is no longer sustainable and viable and the use is adequately provided at the nearby Xcel Sports Centre in any event, this position is inevitable.

3.0 Results of consultation undertaken

3.1 At this point in time there has been no consultation undertaken, however, consultation will be done as part of any outline or detailed planning application for development or change of use.

4. Timetable for implementing this decision

4.1 Expected timetable of events:-

Complete Demolition	- November 14
Submit planning application	- January 15
Commence marketing	- January 15
Complete sale	- March/ April 15

5. Comments from Executive Director, Resources

5.1 Financial implications

5.1.1 The nominal ground rent of £48.00 per annum ceased when the Lease was surrendered to the Council.

5.1.2 With effect from the date the Lease was surrendered, the Council is responsible for paying for security at a cost of approximately £1,000 per month. This level of security is essential having regard to the high level of anti-social behaviour experienced, however, it is only required until the buildings are demolished. This should be completed early in November 2014.

5.1.3 The cost of demolition, including surveys, should not exceed £100,000.

5.1.4 Once the site is cleared of buildings, it could potentially be used either for some other social/community use or probably more likely, redeveloped for housing.

5.1.5 A planning permission would be obtained prior to marketing, to eliminate as much risk as possible. The cost of the application is expected to be in the region of £20,000.

5.1.6 The cost of demolition, security and the submission of a planning application will be met from the future capital receipt.

5.2 Legal implications

5.2.1 Officers will ensure that the site is disposed of in such a way as to satisfy the requirements under S.123 of the Local Government Act 1972.

5.2.2 Officers in Resources Directorate (Legal Services) will prepare and complete the necessary legal documentation required in relation to the freehold disposal and will collect the agreed capital receipt

6. Other implications

6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

6.1.2 Should the site be used for housing development, the dwellings will add to the Council's strategic housing target.

6.1.3 During construction, the development will seek to provide jobs and business opportunities for the city's residents.

6.2 How is risk being managed?

6.2.1 Risk will be managed by a dedicated Project Manager throughout the process.

6.2.2 The badly damaged building exposes the Council to risk from on-going third party liability. The level of security engaged minimises this risk, which will be eliminated once demolition has been completed.

6.3 What is the impact on the organisation?

6.3.1 The positive impact on the organisation is that the Council's intervention will conclude a protracted and very unsatisfactory situation for local residents and emergency services.

6.3.2 Work will be required by both the Property Development Team in negotiating the detail of the disposal and Resources Directorate (Legal Services) in preparing documentation.

6.4 Equalities / EIA

6.4.1 No Equality Impact Assessment has been undertaken as the recommendations do not constitute a change in service policy.

6.5 Implications for (or impact on) the environment

6.5.1 There are existing buildings on the site and redevelopment is unlikely to see any appreciable intensification of built development. Such future development will need to comply with planning requirements.

6.6 Implications for partner organisations?

6.6.1 Should residential development be undertaken on the site, there is a requirement for the provision of affordable housing.

Report author(s):

Name and job title: David Cass – Development Surveyor

Directorate: Place

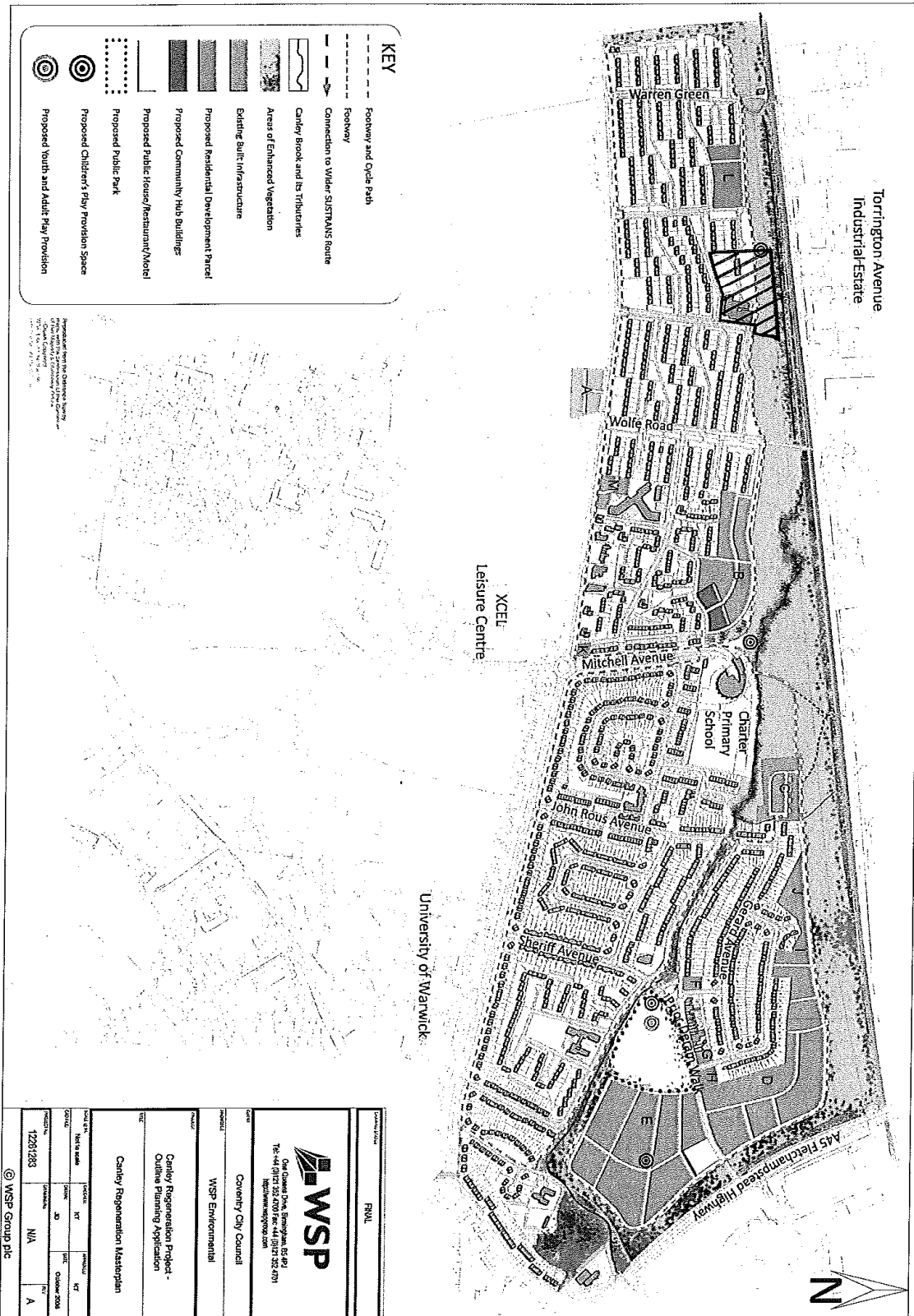
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Richard Moon	Senior Development Executive	Place	26:09:14	29:09:14
Names of approvers for submission: (officers and members)				
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Finance: Helen Williamson	Capital Team	Resources	26:09:14	26:09:14
Finance: Mark Williams	Revenue Team	Resources	26:09:14	29:09:14
Legal: Julie Sprayson	Place and Regulatory Team	Resources	26:09:14	26:09:14
Assistant Director: Nigel Clews	Assistant Director Property Asset Management	Place	30:09:14	02:10:14
Assistant Director: David Cockroft	Assistant Director City Centre and Development	Place	30:09:14	02:10:14
Director: Martin Yardley	Executive Director	Place	03:10:14	06:10:14
Members: Councillor Maton	Cabinet Member (Business, Enterprise and Employment)		06:10:14	06:10:14

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Client:	Coventry City Council
Project:	WSP Environmental
Project:	Canley Regeneration Project - Outline Planning Application
Project:	Canley Regeneration Masterplan
Author:	Mark Siddle
Checker:	JD
Project No.:	12281283
Date:	October 2008
Scale:	1:1
Sheet:	A

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A separate report is submitted in the private part of the agenda in respect of this item, as it contains information required to be kept private in accordance with Schedule 12A of the Local Government Act 1972 as amended. The grounds for privacy are that it refers to the identity, financial and business affairs of any particular person (including the authority holding that information) and it relates to information relating to an individual. The public interest in maintaining the exemption under Schedule 12A outweighs the public interest in disclosing the information.

Cabinet Member (Business, Enterprise and Employment)

20th October 2014

Name of Cabinet Member:

Cabinet Member (Business, Enterprise and Employment) – Councillor Maton

Director Approving Submission of the report:

Executive Director – Place

Ward(s) affected: St Michaels

Title: Land and Premises at Hertford Place Coventry

Is this a key decision?

No

Executive Summary:

The Council is the freeholder of the Henry Fry Centre, Hertford Place, Coventry (“the Centre”). The Council granted a 99 year ground lease in 1967 (“the Head lease”) to the Trustees of Coventry and Warwickshire Association for the Deaf (“CWAD”) who in turn granted the Council an under lease in 1976 of the whole of the building for the remainder of the 99 year term (“the Under lease”). These leases expire in fifty one years.

CWAD has continued to occupy the Centre since the under lease was granted. The Council previously provided social services direct from the Centre but withdrew services some time ago. Under the terms of the Under lease the Council is restricted in its use of the premises to that of a club for the deaf or for the delivery of social services.

Terms have been agreed whereby both the Head lease and the Under lease are surrendered by operation of law and a new 99 year lease is granted by the Council to CWAD with CWAD taking on full responsibility for the Centre. The 99 year lease will restrict use in the first instance to a non- residential institutional use.

As consideration for the Council passing on future liabilities to CWAD, the Council to make a one-off payment to CWAD. Thereafter the Council will no longer have any financial commitment in connection with the Centre under the terms of the Under lease. This proposal also has the benefit of allowing CWAD to continue using the Centre as a social and support facility for the deaf community in Coventry and Warwickshire, a role they are keen to continue.

Recommendations:

The Cabinet Member is recommended to:

1. Approve the one-off payment to CWAD, as detailed in the private report, subject to the surrender of both the Head lease and under lease and the grant of a new 99 year lease to CWAD.
2. Delegate authority to Executive Director Resources (Legal Services) to effect the surrender of the Head lease and Under lease complete the new 99 year lease and make the agreed one-off payment to CWAD as detailed in the private report.

List of Appendices included:

Appendix 1-Site Plan

Other useful background papers:

None

Has it been or will it be considered by Scrutiny?

No

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

No

Will this report go to Council?

No

1. Context (or background)

- 1.1 The Henry Fry Centre (“the Centre”) was constructed in 1966 by CWAD on land owned by the Council by way of a ground lease dated 18th September 1967 to the Trustees of CWAD for a term of 99 years from 1st April 1966 (“the Head lease”).
- 1.2 The Council took on responsibilities for running the building by way of an under-lease from CWAD dated 11th November 1976 of the whole of the building for the remainder of the 99 year term i.e. to 2066 (“the Under lease”). Despite the Council being a sub-tenant under the terms of the under lease, CWAD have continued to occupy the Centre as a club premises for the deaf.
- 1.3 Discussions have been taking place with representatives of CWAD in an attempt regularise their occupation of the Centre and terms have been agreed whereby both the Head lease and the Under lease are surrendered and a new 99 year lease is granted to CWAD under which CWAD take on full responsibility for the Centre. The lease would be restricted in the first instance to a non-residential institutional use but would include flexibility to move outside of this use. As consideration for the Council relieving itself of the on-going liability for the next 51 years under the terms of the Under lease the Council has agreed to make a one-off payment to CWAD. This on-going revenue saving will form part of the Strategic Property Review FSR savings target.
- 1.4 Your offices have delegated powers to accept surrenders where it’s in the Council’s best interest and grant new leases at best consideration. In view of the on-going annual saving officers consider this deal represents best consideration under the requirements set out under section 123 of the Local Government Act 1972.

2. Options considered and recommended proposal

- 2.1 The recommended option is to agree to the proposal, which involves the surrender of both the Head lease and the Under lease and the grant of a new 99 year lease to the Trustees of CWAD and make a one-off payment to CWAD. Not only does this option remove the Council from future contractual liabilities under the Under lease, it also allows CWAD to continue to run the Centre as a social and support facility for the deaf community in Coventry and Warwickshire, a role that it is keen to continue.
- 2.2 A second option would be to seek to establish the nature of CWAD’s occupation under Landlord and Tenant Act legislation through an application to the County Court with a view to the Court determining the terms of a lease that transferred responsibilities to CWAD. This process has commenced but the outcome is uncertain and would take at least 12 months to determine. At the end of the process CWAD could still walk away from the Centre and leave the Council with an on-going obligation and a restrictive lease. It is not recommended to pursue this option

2.3 A third option would be to do nothing and allowing the existing situation to continue with the Council continuing to have a contractual liability under the terms of the Under lease for the next 51 years. This option is not recommended.

2.3 It is recommended that the Council agree to the proposal and makes a one-off payment to CWAD in return for both the Head lease and the Under lease being surrendered and CWAD being granted a new 99 year lease.

3. Results of consultation undertaken

3.1 None undertaken.

4. Timetable for implementing this decision

4.1 Providing that Cabinet Member approval is secured it is expected that the payment will be made and the new lease completed within the next few months.

5. Comments from Executive Director of Resources

5.1 Financial implications

The annual on-going revenue saving will form part of the Strategic Property Review FSR savings target.

5.2 Legal implications

Officers consider that the proposed surrender and re-grant upon the terms detailed herein represent best consideration for the Council in accordance with the requirements under section 123 Local Government Act 1972

The Executive Director, Resources (officers within Legal Services) will complete the legal documentation in accordance with appropriate procedures and will make the payment to CWAD.

6. Other implications

6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

The saving outlined will contribute to the Council maintaining a balanced budget in the medium term thus helping to preserve services for the people of Coventry.

6.2 How is risk being managed?

The only risk is that CWAD do not complete the surrender and regrant. Until such time as it is the Council will continue with a court procedure to determine a lease in the absence of a voluntary agreement between the parties. .

6.3 What is the impact on the organisation?

The impact to the organisation will be minimal however it will generate additional work for officers within the Resources Directorate (Legal Services) in processing the case.

6.4 Equalities / EIA

An equality impact assessment is a process designed to ensure that a policy project or service does not discriminate against any disadvantaged or vulnerable people. Section 149 of the Equality Act 2010 imposes an obligation on Local Authorities to carry out an equality impact assessment when the local authority is exercising a public function.

No assessment has been undertaken as the proposal enables CWAD to continue to use the Centre as a social and support facility for the deaf community in Coventry and Warwickshire.

6.5 Implications for (or impact on) the environment None

6.6 Implications for partner organisations?

There are no partner implications

Report author(s):**Name and job title:****Graham Stephens - Manager, Commercial Property Management****Directorate:****Place Directorate****Tel and email contact:****024 7683 2577**

Enquiries should be directed to the above person.

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Julie Sprayson	Principal Legal Executive	Resources - Legal Services	29 th September 2014	29 th September 2014
Ian Johnson	Head of Corporate Property Services	Place	30 th September 2014	1 st October 2014
Mark Godfrey	Deputy Director - Early Intervention & Social Care	People	30 th September 2014	1 st October 2014
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Finance: Phil Helm	Finance Manager - Place	Place Finance Team, Resources Directorate	30 th September 2014	30 th September 2014
Suzanne Bennett	Governance Services Team Leader	Resources	6 th October, 2014	6 th October, 2014
Director: Martin Yardley	Executive Director	Place	6 th October, 2014	6 th October, 2014
Members: Councillor Maton	Cabinet Member (Business Enterprise Employment)		6 th October, 2014	6 th October, 2014

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Henry Fry Centre

Scale 1: 1250 Drawn by LPL Date 30/09/2014
 O/S Ref No3276 NE LPR-156-2014

Martin Yardley - Director of Place Directorate
 Nigel Clews - Assistant Director Property Asset Management

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