



Cabinet Member (Policing and Equalities)

Time and Date

1.00 pm on Thursday, 31st July, 2014 **(Please note change of time)**

Place

Committee Room 2 - Council House

Public Business

1. **Apologies**

2. **Declarations of Interest**

3. **Exclusion of 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.

4. **Minutes** (Pages 5 - 10)

(a) To agree the minutes of the Cabinet Member (Policing and Equalities) meeting held on 3rd July 2014.

(b) Matters arising

5. **Report in response to petition regarding anti-social behaviour in Thompsons Road, Keresley, Coventry** (Pages 11 - 18)

Report of the Executive Director, People

NOTE: Councillor Galliers and the petition organiser have been invited to the meeting for the consideration of this item.

6. **Progress report in response to a petition regarding the amount of dog fouling and littering in the Westwood Ward** (Pages 19 - 26)

Report of the Executive Director, People

NOTE: Cllr Skinner and the petition organiser have been invited to the meeting for the consideration of this item.

7. **Progress report on action being taken in Hillfields to address Community Safety Issues highlighted by a number of petitions previously submitted over the last eighteen months** (Pages 27 - 34)

Report of the Executive Director, People

NOTE: Councillors Akhtar, O'Boyle and Welsh, St Michael's Ward Councillors have been invited to the meeting for the consideration of this item.

8. **Proposed Continued Authorisation of the West Midlands Scambusters Team** (Pages 35 - 42)

Report of the Assistant Director Communities and Health

9. **Community Grant Fund - Round One Award Decisions** (Pages 43 - 62)

Report of the Executive Director, People

10. **Coroner's Service Update** (Pages 63 - 68)

Report of the Assistant Director, Legal and Democratic Services

11. **Outstanding Issues Report** (Pages 69 - 74)

Report of the Executive Director, Resources

12. **Any Other Business**

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

Private Business

13. **Coroner's Service Update** (Pages 75 - 82)

Report of the Assistant Director, Legal and Democratic Services

14. **Any Other Business**

To consider any other items of private 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

Wednesday, 23 July 2014

Note: The person to contact about the agenda and documents for this meeting is Usha Patel, tel: 024 7683 3198, email: usha.patel@coventry.gov.uk

Membership: Councillors C Fletcher (Deputy Cabinet Member) and P Townshend (Cabinet Member)

By invitation Councillor A Andrews (Shadow Cabinet Member)

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.

Usha Patel

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Coventry City Council
Minutes of the Meeting of Cabinet Member (Policing and Equalities) held at 2.00
pm on Thursday, 3 July 2014

Present:

Members: Councillor P Townshend (Chair)

Other Members: Councillor Akhtar

Employees (by Directorate):

S Brake, People Directorate
C Edwards, People Directorate
C Fitzsimons, People Directorate
M Fothergill, Place Directorate
C Hickin, People Directorate
H Lynch, Resources Directorate
B Massey, People Directorate
U Patel, Resources Directorate

Apologies: Councillor A Andrews (Shadow Cabinet Member) and
C Fletcher (Deputy Cabinet Member)

Public Business

1. Declarations of Interest

There were no declarations of interest.

2. Minutes

The minutes of the former Cabinet Member (Community Safety and Equalities) held on 1st May 2014 were confirmed as a true record. There were no matters arising.

3. Response to petition calling for the installation of security fencing to open land at the rear of numbers 2-66 Brookside Avenue

The Cabinet Member considered a report of the Executive Director, People which provided a response to a petition calling for the installation of security fencing to open land at the rear of numbers 2-66 Brookside Avenue, Whoberley Ward.

The petition bearing 11 signatures from 6 households was submitted on 25th March 2014 by Councillor Singh.

The land is an open stretch of green space measuring approximately 900 metres and is owned by the City Council and managed by the Parks Service in the Place Directorate. The petitioners would like this land to be secured in order to prevent crime and nuisance behaviour impacting on their properties.

Councillor Singh and the petition organiser were unable to attend the meeting.

RESOLVED that, the Cabinet Member (Policing and Equalities):

- 1. Considered the information provided by Officers in determining whether fencing is appropriate in this location.**
- 2. Endorsed actions taken to date by Officers and requested that the area continues to be monitored.**
- 3. Respectfully requested the Police to continue to patrol the area responding to any issues raised or identified and to exercise their powers to obtain identities and disperse groups of individuals that are likely to cause nuisance or offending behaviour.**
- 4. Requested Community Development Officers to work with the community in tackling local issues including litter and environmental issues, and to assist residents in seeking funding that would contribute to security improvements.**
- 5. Requested Officers to provide a report back on progress against recommendations 1-4 inclusive in October 2014.**

4. Report in response to a petition asking the Council to improve the environment and subsequent security of the Hearsall area of Earlsdon in Coventry

The Cabinet Member considered a report of the Executive Director, People which responded to a petition which requested the Council to improve the environment and security of the Hearsall area of Earlsdon, Coventry.

The petition bearing 184 signatures was submitted on 25th March 2014 by Councillor Singh and Councillor Howells, Whoberley Ward Councillors.

The petition requested the Council to implement measures to address environmental issues which was likely to improve the security of the Hearsall area of Earlsdon, Whoberley Ward.

Furthermore, the petition outlined issues including local roads and pavements in need of repair, fly-tipping and obstruction caused by wheelie bins. Additionally, the petitioners requested that estate/letting agency signs should be removed and that all alleyways and entryways should be gated and any existing gates to be repaired to a good working order. Signatories felt that such measures would significantly improve the environment and therefore deter and/or reduce crime and nuisance behaviour also.

Councillor Singh, a Whoberley Ward Councillor was unable to attend the meeting, however, he has been liaising with Officers across the Council to tackle the issues highlighted by the petition.

Mr Bruce, a local resident attended the meeting and spoke in support of the petition. He commented that many of the houses in the area were student lets and general apathy meant that matters such as bins, gardens etc. were not dealt with.

RESOLVED that, the Cabinet Member (Policing and Equalities):

- 1. Acknowledged and endorsed the work of the City Council Officers to date as detailed in the report.**
- 2. Acknowledged and thanked the work of the Police who have also targeted additional patrols to the area responding swiftly to any issues raised or identified.**
- 3. Requested officers of the City Council and West Midlands Police to continue to work with local residents to explore opportunities to secure community funding with which to make local environmental and safety improvements to their area.**
- 4. Requested the Community Safety Team to carry out a review as to the effectiveness of existing gating schemes in the area.**
- 5. Directed that the Care 4 Your Area campaign be applied at the earliest date and during the summer as a further pilot project to the roads identified below.**
- 6. Directed that Planning Enforcement Officers to carry out a review and report on matters of concern and abuse of deemed consent on the roads identified below:**

Broomfield Road, Kensington Road, Melbourne Road, Kingston Road, Bristol Road, Kirby Road, Farman Road, Latham Road and Sovereign Road.

- 7. Requested Officers to provide a further progress report to Cabinet Member meeting scheduled for 2nd October 2014.**

5. Report in response to petition calling on the Council to request Whitefriars Housing Group to take action to address incidents of flytipping and anti-social behaviour taking place on an area of Whitefriars land on the corner of Keppel Street/Wright Street

The Cabinet Member considered a report a report of the Executive Director, People which responded to a petition calling on the Council to request Whitefriars Housing Group to take action to address incidents of fly-tipping and anti-social behaviour taking place on an area of Whitefriars' land on the corner of Keppel Street/Wright Street.

The petition bearing 22 signatures was submitted on 29th April, 2014 by Councillor Akhtar.

The petition relates to environmental issues and anti-social behaviour on a stretch of wasteland situated on the corner of Keppel Street and Wright Street. Local residents were requesting for the land to be secured to prevent unauthorised access and inappropriate use, or for it to be redeveloped.

Councillor Akhtar, a St. Michael's Ward Councillor attended the meeting and spoke in support of the petition. He stated that residents did not report incidents as they did not want to get caught up with the problems this would entail. The Police who were present at the meeting commented that they were only able to deal with issues that were brought to their attention and relied on residents to do so and once they were aware of the petitioners' concerns, they increased police presence in the area.

The petition spokesperson also attended the meeting and spoke in support of the petition and stated that most residents did not say anything as they not want to be identified as the ones who had contacted the police.

RESOLVED that, the Cabinet Member (Policing and Equalities);

- 1. Noted and thanked City Council Officers and partner agencies including West Midlands Police for the results of enquiries into the matter.**
- 2. Endorsed the action taken to date to address the issues outlined by local residents.**
- 3. Respectfully requested the Police to continue to patrol the area responding swiftly to any issues raised or identified and to exercise their powers to obtain identities and disperse groups of individuals that are likely to cause nuisance or offending behaviour.**
- 4. Requested Officers of the City Council to continue to monitor the issues associated with this land as part of the Hillfields Action Plan and requested the Head of Community Safety to draft a letter to be sent on behalf of the Cabinet Member to the Chief Executive of Whitefriars requesting that they give consideration to securing this piece of land to deter any further incidents of fly-tipping and anti-social behaviour taking place. The letter to be drafted and sent within the next 14 days.**
- 5. Directed City Council Officers, in liaison with West Midlands Police to use appropriate CCTV equipment to gather evidence and take appropriate action there from.**
- 6. Requested Officers to explore opportunities to undertake targeted monitoring and surveillance in tis location in order to deter and detect perpetrators of crime and nuisance, particularly fly-tipping.**
- 7. Requested an update report in respect of the above matters to be submitted to the Cabinet Member meeting scheduled for 2nd October 2014.**

6. Outstanding Issues Report

The Cabinet Member noted a report of the Executive Director, Resources that identified those issues on which further reports had been requested and were outstanding, so that progress could be monitored.

RESOLVED that consideration of item 8 headed “Magistrates Court Building” be deferred to the meeting scheduled for 6th November 2014 and that the Outstanding Issues report be amended accordingly.

7. Any Other Business

There were no other items of public business.

(Meeting closed at 3.10 pm)

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31st July 2014

Name of Cabinet Member:

Policing and Equalities - Councillor Townshend

Director Approving Submission of the report:

Director, People Directorate

Ward(s) affected:

Bablake

Title:

Report in response to petition regarding Anti-Social Behaviour in Thompson's Road, Keresley, Coventry

Is this a key decision?

No

Executive Summary:

A petition containing 7 signatories was submitted by Councillor David Galliers on 4th June 2014. The petition requests that action be taken by agencies to address anti-social behaviour, particularly nuisance from off road motorbikes taking place in Thompson's Rd, Keresley, Coventry. (Appendix 1 refers).

This report provides an overview of action taken to date to address these issues and makes recommendations for continued monitoring and action against perpetrators of the nuisance behaviour.

Recommendations:

Cabinet Member is recommended to:-

1. Note and endorse the measures implemented by partner agencies to address the issues outlined in the petition and identified through further investigation by officers.
2. Request Officers to monitor and review the effectiveness of initial actions taken and continue to work with residents and the wider community to improve the security to areas of land facilitating the nuisance behaviour, whilst taking action against the perpetrators.
3. Request Officers to explore the most relevant legislation that may compel landowners to take or at least permit action to prevent access to their land and subsequent nuisance to residents.

4. Request Officers to provide a report back on the outcome of recommendation 2 and 3 to a Cabinet Member meeting in the Autumn in order to ensure the outcome of monitoring during the Summer months can be included in the report.

List of Appendices included:

Appendix 1 – Petition

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 in response to petition regarding anti-social behaviour in Thompson's Road, Keresley, Coventry

1. Context (or background)

- 1.1 A Petition containing 7 signatories was submitted by Councillor David Galliers on 14th August 2013. The petition requested action to be taken to address anti-social behaviour taking place in Thompson's Road in the Bablake ward of Coventry.
- 1.2 Incidents of nuisance caused by off road biking taking place on a stretch of farm land in Thompson's Road has been the subject of periodical interventions over the last 2-3 years. This off road biking is noisy and potentially dangerous to local residents as the route used to access the land is residential.
- 1.3 Officers from various agencies have been working together to address these issues and in doing so have developed a targeted plan of action which includes a combination of working with the land owner to design out the opportunities to enter onto the land itself whilst taking action against the perpetrators.
- 1.4 The land that directly adjoins the top of Thompsons Rd is privately owned by an individual. This in turn leads onto land that is owned by Queens College Oxford and in turn is rented to a tenant farmer, this is the land surrounding Bunson's Wood. Additionally, there is a large bridle path that runs alongside the entire length of this land which is a public right of way and potentially enables people the opportunity to trespass onto the land at various access points, should they damage the perimeter and create further openings. However, it should be noted that any plans to close this public right of way is likely to attract considerable opposition due to level of use by the local community.
- 1.5 Queens College Oxford are amenable to taking action to address the access issues however, the only practical measure to do so would involve the digging of a ditch on their neighbour's privately owned land. The College's tenanted farmer agreed to do this work, but the other landowner was not prepared to allow that to happen.
- 1.6 The City Council's Planning Department have advised that if the landowner is not permitting access onto their land and if the current material use of the land is not changed, there are no enforcement powers available to them to take any action. Furthermore, the legal requirements in relation to hedgerows can only be enforced if the breaches (size of opening) in the hedgerow are five metres or more wide. In the case of Thompson's Road, the current breach in the hedgerow is approximately 2 metres wide.
- 1.7 The City Council's Legal Department is currently reviewing various forms of legislation including Crime and Nuisance powers that may provide opportunities to require the private landowner to take, or allow, prompt action to repair breaches/gaps in the perimeter of this land that enables encroachment by unauthorised people and vehicles including bikers that then cause nuisance and annoyance to surrounding neighbours.
- 1.8 Police recorded 14 reports of nuisance behaviour during 2012, of which 9 were specific to nuisance associated with off road biking. In 2013, this reduced to 6 reports of which 2 were specific to the off road biking issue. However, in 2014 to the present date, there have been 10 reports, all of which are concerned with off road biking.
- 1.9 Action by agencies includes a street briefing held on 10th December 2013 to reassure the community that reductions in crime continued and to encourage reporting as and when the

incidents occur so that Officers could monitor patterns and trends in the behaviour. A further written communication was hand delivered to residents' homes on 14th June 2014 to remind them of the importance of continuing to report descriptions of bikers and their bikes. This letter provided additional reporting mechanisms and reassurances for residents in reporting anonymously through the Parish Council website.

- 1.10 Officers from the Community Safety Team have met with the Local Police team to review the intelligence and reported incidents in order to identify perpetrators and problematic households in this area. A number of those households are owned by Housing Associations and therefore their tenants are responsible for the conduct and behaviour of family members and visitors to their homes and in the surrounding area. This led to a number of joint visits conducted and tenancy enforcement warnings were issued. The behaviour of the individuals in these properties is also being closely monitored by the Local Multi-agency Case Management Forum.
- 1.11 A number of site visits were conducted to the area, paying particular attention to the top of the road and access to Bunson's Wood which resulted in Officers identifying and subsequently installing two "A Frame" barriers onto the privately owned land to limit vehicular access. The funding to support this was provided by the countryside rangers.
- 1.12 Police have the power to seize bikes that are believed to be used for off road riding in areas where this is not permitted. In 2013, Police seized a total of 26 off road bikes and a further 14 in 2014 to the present date, some of which were from properties in the Keresley area. Information from local residents to support Police in doing this is very important therefore, Officers continue to work with the community to improve their ability to make further seizures.
- 1.13 A Dome Hawk camera has been deployed to this location and acts as a deterrent to all offending behaviour providing coverage of the whole road. As new CCTV equipment increases in availability then this will be considered for replacement of the existing camera by the Local Police Team. Footage will be used to identify perpetrators and assist with seizing further bikes.

2. Options considered and recommended proposal

The local Safer Neighbourhood Group is a multi-agency forum that tasks and co-ordinates various agencies resources to ensure a collective approach is applied by all. This forum can monitor and review the effectiveness of the action implemented so far by partner agencies. This group will continue to monitor and analyse calls made by residents in Thompson's Road and ensure appropriate resources and interventions are applied to address such. Invitations for a representative from Thompson's Road to join this forum in order to ensure on going community intelligence and perspective is provided and joint problem solving can be achieved

3 Results of consultation/actions undertaken

- 3.1 There have been a number of agencies involved in identifying and addressing issues in the area. These have included the Community Safety Team, Local Police, Midland Heart and the Parish Council. We have engaged with affected homeowners and had discussions with landowners and tenants. Councillor Galliers has had an overview of much of the process.
- 3.2 There has been a number of site visits and residents have been spoken to via the Ward Forum, the Safer Neighbourhood Group as well as street briefings and letters sent to households

4. Timetable for implementing this decision

Monitoring of on-going crime and nuisance will be carried out by the Bablake Safer Neighbourhood Group in order to continually review action, impact and resolution. Should individuals be identified as perpetrators of nuisance or anti-social behaviour they will be managed via the North West Local Case Management Forum.

5. Comments from Executive Director, Resources

5.1 Financial implications
None

5.2 Legal implications
None, in that the current recommendations are effectively to monitor the situation and consider options.

6. Other implications
None

6.1 How will this contribute to the Council Plan (www.coventry.gov.uk/councilplan/)?
Reducing crime, the fear of crime and anti-social behaviour are key priorities for the Local Authority and in the Coventry Community Safety Plan 2014-15 as identified by the Community Safety Partnership annual Strategic Assessments.

6.2 How is risk being managed?
Risk will be managed through proactive work by partner agencies and on-going monitoring and guidance from the Bablake Safer Neighbourhood Group.

6.3 What is the impact on the organisation?
Any additional resources required will be within operational capacities of partner agencies.

6.4 Equalities / EIA
This is not considered to have any impact on equality matters, all victims of anti-social behaviour should be risk assessed when reporting incidents to see if they are vulnerable in any way through their age, disabilities or similar.

6.5 Implications for (or impact on) the environment
None

6.6 Implications for partner organisations?
Implementation of the recommended actions should result in an improvement in Community Safety and improve the quality of life of residents adversely affected by previous incidents.

Report author(s):

Name and job title: Liam Nagle – Policy & Strategic Lead for Offender Management

Directorate: People Directorate, Community Safety Team

Tel and email contact: (024) 76832063 liam.nagle@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:				
Mandie Watson	Head of Community Safety	People Directorate	21 st July 2014	21 st July 2014
Marcus Fothergill	Principal Planning Officer	Place Directorate		
David Williams	Senior Solicitor	Resources Directorate		
Names of approvers for submission: (officers and members)				
Finance: Diane Jones	Lead Accountant	Resources	21 st July 2014	21 st July 2014
Legal: David Williams	Senior Solicitor	Resources	21 st July 2014	21 st July 2014
Planning: Jim Newton	Acting Head of Planning	Place	21 st July 2014	21 st July 2014
Deputy Director: Sara Roach	Deputy Director	People	21 st July 2014	21 st July 2014
Members: Councillor Philip Townshend	Deputy Leader – Coventry City Council Chair of Coventry Police, Crime & Community Safety Board			

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PETITION TO COVENTRY CITY COUNCIL

PAGE 1 OF ____

Privacy Notice - The Data Controller is Coventry City Council.

This is a summary - the Council's full Petition Privacy Statement can be read at <http://www.coventry.gov.uk/downloads/download/2019/petitions> The personal details you provide will be used to process this petition and to fulfil the Council's responsibilities in Section 4.9 of the Council's Constitution. These may be used by Council officers, members or, where appropriate, third parties, to fulfil their duties in responding to this petition. These persons may contact you in regard to the petition.

Petition Organiser contact details (You will be the contact for this petition):

Councillor acting as sponsor (if any)..... **Cllr David Galliers**

PETITION ISSUE Briefly describe your issue, problem or request and what you want the Council to do (please repeat on every page):		
<p>Off road motorbikes accessing Bunsons Wood. The noise is unbearable for residents and a danger to children playing on the street. The off road bikers access and exit the woods through a "gap" in the fence. They leave at high speed so not to be spotted or identified but are unaware of children playing behind gates and shrubs. This is currently very dangerous for children, residents and the public. Thompsons Road also experiences anti-social behaviour from residents on the street and from surrounding streets. The ASB has included using the street as a race track for quad and off road bikes, physical fighting between residents, damage to property, breaking into cars on the street and more serious incidents of burglary. We the undersigned residents of Thompsons Road urge the City Council and the Police to take urgent steps to prevent illegal biking along our road and into Bunsen's Wood in order to avoid accidents involving young children playing in the road and the noise and distress caused to residents. As a minimum, we request the installation of permanent barriers between our road and the wood and a modern CCTV camera to replace the outmoded Dornehawk currently in place.</p>		
Print your full name	Address (house number, street and postcode)	Signature

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Cabinet Member (Policing & Equalities)

31st July 2014

Name of Cabinet Member:

Policing and Equalities - Councillor Townshend

Director Approving Submission of the report:

Executive Director – People

Ward(s) affected:

Westwood

Title:

Progress report in response to a petition regarding the amount of dog fouling and littering in the Westwood Ward

Is this a key decision?

No

Executive Summary:

A petition was originally submitted to the Council, in December 2013, from residents who live in the Westwood Ward area of the city. They requested that the City Council take action to tackle dog fouling and general littering in this area.

Officers submitted a report in March 2014 and Cabinet Member requested a further progress report be submitted after three months.

This reports details the actions taken and the progress made in tackling this issue.

Recommendations:

The Cabinet Member is requested to:

- (1) Acknowledge and endorse the work carried out in Westwood Ward to reduce incidences of dog fouling and littering.
- (2) Instruct officers to continue patrols in these areas and to take action as appropriate.

List of Appendices included:

Appendix A: Signage used during the initiative

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

Page 3 onwards

Report title:

Progress report in response to a petition regarding the amount of dog fouling and littering in the Westwood Ward

1. Context (or background)

- 1.1 A petition consisting of 32 signatures from residents who live in the Westwood Ward area of the city was submitted on the 11th December 2013. The petition requested the City Council take action to tackle dog fouling and general littering in the area. Officers reported on actions taken at the Cabinet Member meeting on 27th March 2014.
- 1.2 Further to that report, Cabinet Member requested that officers continue the monitoring of the Westwood estate for the next three months and where necessary, take appropriate action to ensure that the reduced levels of littering and dog fouling are sustained. Cabinet Member also authorised the use of all and any evidence-gathering equipment and instructed officers to take appropriate enforcement action in those cases where appropriate criteria are met. He requested a further report to be submitted detailing progress in relation to these issues, and to include details of all forms of enforcement action taken.
- 1.3 The tactics used by the team in addressing this issue are similar to those used elsewhere in the City. In the last financial year, Council Officers have issued over 600 fixed penalty notices for dog fouling and littering offences. It is the Council's policy to prosecute those who refuse to pay these fixed penalty notices and over 60 offenders have been prosecuted during this period

2. Options considered and recommended proposal

- 2.1 Westwood Ward is a sizeable geographical area and therefore, in an attempt to concentrate our resources where they are needed most, our officers surveyed the Ward and also used details of previously reported cases to identify the 20 most affected streets.
- 2.2 A Local Environmental Quality Survey (LEQ) was undertaken of these specific streets at the beginning of the initiative as a baseline to determine the effectiveness of this programme. The average grading was C+. An LEQ measures and grades the condition of an area looking at issues that affect the public from day to day, such as dog foul and littering. (Grade A is the best rating and indicates that an area was litter and detritus free, whilst Grade D is the worst rating and indicates that a street is heavily littered, with significant accumulations). Following the LEQ assessment the streets were swept by colleagues in Street Scene and Green Spaces.
- 2.3 Over the next three months our officers:
 - Patrolled these 'hot spot' areas;
 - Erected 'no dog fouling' signs on lamp posts in the streets in question and stencilled pavements with "no dog fouling" signs;
 - 'Door-knocked' and hand-delivered postcards requesting information from residents seeking intelligence on who was causing the problem (see Appendix 1).
- 2.4 Very little intelligence was received from local people during the initiative, but we were able to serve two fixed penalty notices for dog fouling.
- 2.5 A further LEQ was carried out in these same streets during the last week in June 2014 and the average grade had risen to B. Most notably, there had been a 75% reduction in dog fouling. We therefore drew the conclusion that whilst the 'door knocking' - did not generate

any intelligence, it nevertheless acted as publicity for the initiative and raised the profile locally and as such was worthwhile.

- 2.6 Officers considered the use of surveillance equipment and obtained legal advice. On the basis of that advice a decision was taken to use only officer surveillance and intelligence from local people (see section 5 below).
- 2.7 **Recommendation.** Cabinet Member is recommended to instruct officers to continue patrols in these areas and to take action as appropriate.
3. **Results of consultation undertaken**
Officers met with the lead petitioner and other residents in the affected area to understand the issues.
4. **Timetable for implementing this decision**
Measures have already been put in place and Officers will continue to monitor the situation.
5. **Comments from the Executive Director, Resources**
Finance: On-going work is funded from existing resources.
Legal: Failure to clear away dog foul is an offence under the Clean Neighbourhood and Environment Act 2005, and littering an offence under the Environmental Protection Act 1990, for which offenders can be (and are) prosecuted.

The use of covert cameras is governed by the Regulation of Investigatory Powers Act 2000 (RIPA). From 1 November 2012, local authority 'Authorising Officers' may not authorise 'directed surveillance' unless it is for the purpose of preventing or detecting a criminal offence which carries a prison sentence of at least six months. Neither the offences of failing to clear up dog foul, nor littering carry a custodial sentence and therefore the local authority is unable to use covert cameras for this purpose.

6. **Other implications**
None
- 6.1.1 **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 There are clear research findings that show that the local environmental quality in a person's living environment has a significant impact on their health and well-being. Residents in areas which have a low environmental quality often have an increased "fear of crime". This particular service contributes to the Council Plan key objective of 'creating and attractive, cleaner and greener city'.
- 6.2 **How is risk being managed?**
None
- 6.3 **What is the impact on the organisation?**
None
- 6.4 **Equalities / EIA**
None

6.5 Implications for (or impact on) the environment

See 6.1.1

6.6 Implications for partner organisations?

None

Report author(s): Catherine Fitzsimons

Name and job title: Neighbourhood Enforcement Manager
Directorate: People Directorate

Tel and email contact: 024 76 83 7961
cathy.fitzsimons@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:				
Simon Brake	Assistant Director Communities & Health	People Directorate	26.06.2014	
Craig Hickin	Head of Environmental Services	People Directorate	25.06.2014	26.06.2014
Phil Hibberd	Pest Control and Animal Welfare Officer	People Directorate	26.06.2014	26.06.2014
Usha Patel	Governance Services Officer	Resources Directorate	26.06.2014	26.06.2014
Names of approvers for submission: (officers and members)				
Finance: Diane Jones		Resources Directorate	26.06.2014	26.6.2014
Legal: Andrew Burton		Resources Directorate	26.06.2014	26.6.2014
Sarah Roach for Brian Walsh	Deputy Director Strategy & Communities	People Directorate		
Members: Councillor Phillip Townshend	Deputy Leader	Policing and Equalities		

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Appendix A: Signage used during the initiative

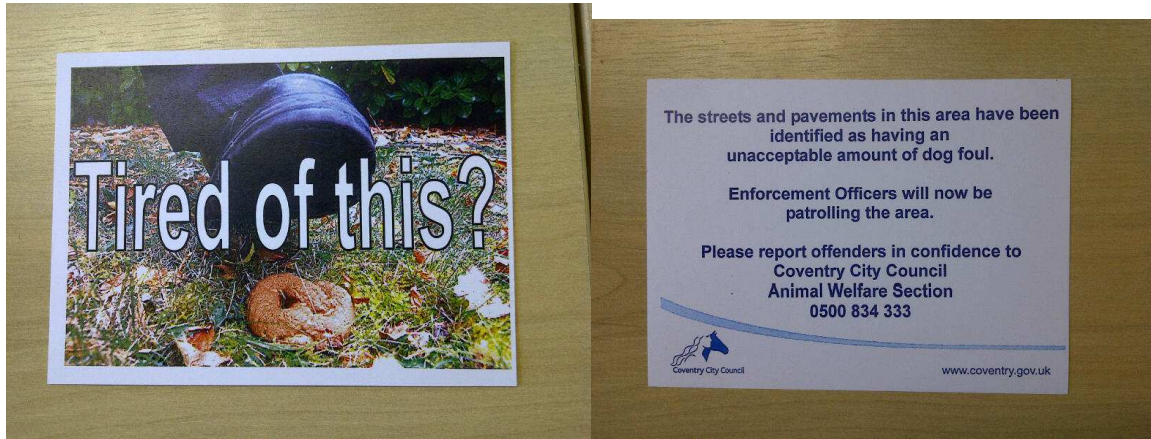
- New No Dog Fouling signs were placed on lamp posts



- No Dog Fouling Stencils were placed in walkways of hot streets



A door knocking exercise was carried out where we actually spoke to the residents of these streets to gain information on possible offenders or times it may be happening and also 'No Dog Fouling cards' were posted through all letterboxes requesting Information





31st July 2014

Name of Cabinet Member:

Cabinet Member (Policing & Equalities) – Councillor Townshend

Director Approving Submission of the report:

Executive Director – People

Ward(s) affected:

St. Michael's

Title:

Progress report on action being taken in Hillfields to address Community Safety Issues highlighted by a number of petitions previously submitted over the last eighteen months

Is this a key decision?

No

Executive Summary:

A number of petitions were submitted during the course of 2012/13. The petitions when reviewed collectively identified recurring themes in relation to public place nuisance behaviour and problematic households.

Officers developed a strategy and action plan to address these issues across a number of locations within the Hillfields area in order to drive down incidents and provide a more proactive approach to prevent such taking place.

This report provides a performance update on the measures implemented from the action plan. The action plan (appendix 1) continues to be monitored, updated and revised with the St. Michael's Safer Neighbourhood Group.

Recommendations:

The Cabinet Member is recommended to:-

1. Note and endorse the measures taken by Officers to date as outlined in the report and progress against the action plan attached as Appendix 1.
2. Request members of the St Michael's Safer Neighbourhood Group to continue to deliver against and monitor, regularly review, and update the action plan in accordance with local issues identified and reported incidents.
3. Request Police to continue to dedicate patrols to hotspot locations within the Hillfields area, responding swiftly to any issues raised or identified and to take appropriate action including use of their powers to obtain identities and disperse individuals in groups that are likely to cause public nuisance and/or offending behaviour, should it become necessary.

4. Request Officers to continue to contact and communicate with relevant community leaders and invite them to meet with professionals and Ward Members, with a view to reviewing tactics and approaches being applied.
5. Acknowledge that a monthly schedule of Community Payback work has been agreed with the Probation Service.

List of Appendices included:

Appendix 1 – Hillfields Action Plan

Background papers:

None

Other useful documents

1. Cabinet Member (Community Safety & Equalities). 28 / 02 / 2013
2. Cabinet Member (Community Safety & equalities). 02 / 05 / 2013
3. Cabinet Member (Community Safety & Equalities). 04 / 07 / 2013
4. Cabinet Member (Community Safety & Equalities). 04 / 09 / 2013
5. Cabinet Member (Community Safety & Equalities). 03 / 10 / 2013
6. Cabinet Member (Community Safety & Equalities). 27/ 03 / 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: Progress report on action being taken in Hillfields to address Community Safety Issues highlighted by a number of petitions previously submitted over the last eighteen months

1. Context (or background)

- 1.1 A number of petitions were submitted during the course of 2012/13. The petitions when reviewed collectively identified recurring themes in relation to public place nuisance behaviour and problematic households.
- 1.2 Officers developed a strategy and action plan to address these issues across a number of locations within the Hillfields area in order to drive down incidents and provide a more proactive approach to prevent such taking place. The plan was approved by Cabinet Member on 27th March 2014.
- 1.3 Public place nuisance featured as a recurring theme in a number of different locations within the area and requiring extensive resources from a number of agencies. A multi-agency approach was agreed providing a strategy and co-ordinated plan of action for Hillfields in an attempt to manage and prevent issues taking place, including:
 - A communication strategy aimed at improving public confidence and encouraging reporting of incidents.
 - Referring to the multi-agency case management forum any individuals identified as committing or being involved in offending or behaviour likely to cause nuisance and annoyance
 - Officers continuing to identify opportunities to engage new groups and members of the community, to solve local issues.
 - Targeting deployment of uniformed and other street-based patrols and resources including deployment of CCTV in various locations as necessary and maximising use of community assets and establishments.
 - Youth Provision and work with young people in the area through the Youth Service and the Positive Futures programme and organised activities.
 - Supporting families with young children through the Children's Centre and family support services.
 - Referring individuals who are abusing drugs and alcohol to relevant treatment and support programmes available in Coventry.
 - Scheduling dedicated Police patrols and operations throughout the year.
 - Actively managing problematic commercial premises through partnership working including Licensing and Trading Standards teams.
- 1.4 Environmental issues continue to concern residents and therefore Officers have undertaken an environmental survey to ensure a more strategic approach to these specific issues is applied. Emphasis has been placed on the partnership approach to address littering, fly-tipping, flyposting, environmental clean-ups, grass mowing, graffiti removal, weed/detritus removal, area inspections, and general maintenance.
- 1.5 Incidents of crime and nuisance recorded by the Police for the months of April to June 2014 inclusive totalled 435 reports, compared to 321 reports in the previous 3 months. Additionally, the City Council received 46 reports of nuisance behaviour associated with this area, compared to 66 reports in the previous 3 months. Whilst there has been an increase in the incidents compared to the same period last year, much work has taken place to encourage residents to report incidents in order that agencies can target their action where most needed. Encouraging residents to report incidents was a recommendation from the previous Cabinet Member meeting.

- 1.6 A number of problematic households have also been identified as causing nuisance and annoyance to neighbours and services working in the area. A co-ordinated approach involving a range of agencies has resulted in action being taken against 23 households, ranging from treatment and support through to additional enforcement action. Individual multi-agency plans have also been developed for each household. The effectiveness of the interventions and progress against each of these plans is monitored and reviewed by statutory agencies at the relevant local case management forum. This targeted work resulted in an immediate 36% reduction in nuisance behaviour from the same households when Officers interrogated reported incidents. However, there is still more work to do working with specific households and continuing to intervene with nuisance in residential dwellings at the first incident.
- 1.7 Currently the Local Case Management Forum manages a number of problematic households as identified on a monthly basis by the partnership analyst. These households are identified by reviewing reported incidents to the Police, Social Landlords and the Council Domestic Noise Team. This then enables officers to determine the best course of action based on the nature of the incidents, volume, and severity. Agencies then work together in implementing the agreed action in order to address the issues at each property. Providing that local residents are encouraged, and feel able to report incidents as and when they occur, agencies are confident that any emerging issues or problematic households or individuals can be addressed in this way.
- 1.8 A monthly schedule of Community Payback work has been agreed with the Probation Service. This will involve Community Payback carrying out a scheduled programme of work in Hillfields that will enhance the work of other agencies and organisations taking action in the area. Some of this work will take place alongside residents where this is appropriate.

2 Options considered and recommended proposal

- 2.1 A number of issues have been raised by residents that identify particular locations of concern. These have formed the basis of the Hillfields Action Plan. This plan highlights the issues raised by location and the actions taken to address the issues. These actions are ongoing and the plan serves as a 'living document' to help monitor actions and progress of the responses to issues.
- 2.2 The possibility of a Gating Order to close the Public Right Of Way (RA208) running between Harnall Lane East and Berry Street remains on hold as there is no clear preference from residents as to whether this is required. There is also an insufficient evidence to support this measure in line with the Gating Order legislation, policy, and procedures. Community Payback will work in this and other entry-ways in the programme of works for Community Safety.
- 2.3 Cameras have been deployed in targeted locations for the purpose of evidence gathering and to deter crime and nuisance behaviour. This also provides public reassurance.
- 2.4 The most heavily fly-tipped streets have been identified and these areas will receive concerted action. They are allocated to an individual Neighbourhood Enforcement Officer who will carry out regular patrols of the street, survey rear and front gardens for accumulations of refuse, and take measures with the owners of the homes to remove this rubbish. Any fly-tips on the street are treated as 'environmental grime scenes'. These areas are 'taped off' and residents' doors are knocked in attempts to establish from where the waste has originated.

- 2.5 The actions outlined above have been evaluated by the agencies overseeing delivery of the plan and the St Michael's Safer Neighbourhood Group. Residents and Officers report significant improvements in the location to Council Officers but value the opportunity to continue with the action plan to ensure that this continues and that targeted works are carried out in specific locations as the need arises.

3 Results of consultation undertaken

- 3.1 The Hillfields Action plan is regularly considered and updated by members of the St Michael's Safer Neighbourhood Group. This allows residents and Officers the opportunity to target works and actions in the most effective way, for each individual location.
- 3.2 Communication between residents and Officers from the area continues to strengthen. Contact numbers for agencies are distributed in the community to help new residents in the reporting of issues and incidences. Access to agencies and organisations is readily available to residents in the local area at easily accessible venues. Residents continue to be encouraged to report incidences as they occur to the relevant organisation.
- 3.3 Officers continue to develop good working relationships with the residents who engage with many hard to reach groups and communities within the area.
- 3.4 Referrals of suitably identified individuals and families continue to be made to the multi-agency Local Case Management Forum.
- 3.5 The City Council's Environmental and Housing Enforcement Team has undertaken a survey of all entry ways in order to assist with formulating a strategic approach to addressing the environmental issues associated with such. Analysis of this information is under way and a schedule of works will be formulated and agreed by the Environmental Crime Team. Clearance of these entry ways will be completed in partnership with the Community Payback initiative. The Community Development Team will be working with local people to engender their support and participation.

4 Timetable for implementing this decision

- 4.1 The Local Safer Neighbourhood Group will monitor the action plan and its impact at each monthly meeting and ensure that the plan is effective in responding to the issues.
- 4.2 The Local Case Management Forum meets on a monthly basis and agrees measures, interventions and enforcement action on a case by case basis.
- 4.3 Actions associated with the environmental crime survey will be added to the Hillfields Action Plan for implementation over the course of the next financial year.

5 Comments from Executive Director, Resources

5.1 Financial implications

There are no financial implications arising from this report, other than costs associated with a Community Payback scheme that will be met by Partnership funding from the West Midlands Police & Crime Commissioner to the Coventry Police & Crime Board. This programme of works is estimated to be £1,800 for the 2014/2015 financial year.

5.2 Legal implications

None

6 Other implications

None

6.1 How will this contribute to the Council Plan?

Crime and Disorder

Tackling crime and anti-social behaviour through partnership working is central to the delivery of the Community Safety Plan and Strategic Assessment 2014/15.

6.2 How is risk being managed?

1. The Community Safety Officer continues to monitor crime and disorder levels in the area.
2. Police and Council Officers continue to incorporate the area in their patrol strategies and work schedule and will monitor behaviour of individuals and the condition and cleanliness of the area.

6.3 What is the impact on the organisation?

None

6.4 Equalities / EIA

N/A

6.5 Implications for (or impact on) the environment

The purpose of taking action to address graffiti, vandalism, and fly-tipping is in an attempt to improve the environment and wellbeing of the community.

6.6 Implications for partner organisations?

The multi-agency action plan outlines the individual and collective commitments from agencies to respond to the issues in the petition.

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Cllr Philip Townshend	Cabinet Member Community Safety & Equalities			

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Appendices



31 July 2014

Name of Cabinet Member:

Cabinet Member (Policing and Equalities) – Councillor Townshend

Director Approving Submission of the report:

Assistant Director Communities & Health

Ward(s) affected:

All City Wards

Title:

Proposed Continued Authorisation of the West Midlands Scambusters Team

Is this a key decision?

No

Executive Summary:

This report seeks authorisation for officers employed by Birmingham City Council, in a regional Trading Standards team known as CEnTSA Scambusters, to investigate rogue traders operating across the West Midlands regarding matters that arise in Coventry.

Previous authorisation was given by the Cabinet Member (City Services) in 2008 to Solihull Metropolitan Borough Council who managed CEnTSA Scambusters prior to Birmingham City Council.

Recommendations:

The Cabinet Member (Policing and Equalities) is asked to:

1. approve the delegation of authority to Birmingham City Council to enforce (save for the prosecution of certain offences) the legislation specified in the Appendix to this report by virtue of Regulation 5 of the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2012 and/or Sections 9D to 9EB of the Local Government Act 2000;
2. authorise officers to negotiate and sign the terms of any protocol and ancillary legal agreements with Birmingham City Council to facilitate the arrangements in accordance with the Council's Constitution.

List of Appendices included:

1. List of specified legislation.

Other useful background papers:

Papers open to Public Inspection	Location
Protocol for CEnTSA Regional Trading Standards Scambuster Investigations, 2014	Trading Standards

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:

Proposed Continuation Authorisation of the West Midlands Scambusters Team

1. Context (or background)

- 1.1 Through the National Trading Standards Board (NTSB), Birmingham City Council receives funding from the Department for Business, Innovations & Skills (BIS) for a project aimed at targeting rogue trading and scams that operate across the 14 Local Authorities of the Central England Region (CEnTSA). A regional Trading Standards team known as CEnTSA Scambusters is set up to tackle these issues. Similar teams operate in other regions.
- 1.2 CEnTSA Scambusters target dishonest traders who operate across local authority boundaries in the West Midlands using fraud, dishonesty, high pressure selling and other deceptive practices to the detriment of both consumers and honest businesses.
- 1.3 Potential cases for investigation by CEnTSA Scambusters are referred by local authorities to the CEnTSA Tactical Action Group who assess the risk and determine appropriate allocation. The NTSB monitors the areas and outcomes of work undertaken by CEnTSA Scambusters.
- 1.4 Two recent cases referred from Coventry to CEnTSA Scambusters include a misleading advertising scam aimed at small businesses from all over the country, which operates from offices in Coventry and Warwickshire. The second involves a company advertising computer repairs in the West Midlands which scammed a number of Coventry consumers by failing to complete work or return their computers, despite taking money. Both are ongoing CEnTSA Scambusters investigations.
- 1.5 It is necessary to delegate enforcement powers need to officers from Birmingham City Council to allow CEnTSA Scambusters to investigate any offences that were committed in Coventry. This is the purpose of the present report. Officers from Coventry already have these powers.
- 1.6 There may be occasion where officers authorised by Coventry are asked to assist, by providing supporting officers where a warrant is being executed or where evidence is to be secured.
- 1.7 CEnTSA Scambusters was transferred from Solihull Metropolitan Borough Council to Birmingham City Council and a new protocol for the delegation of powers must be agreed.

2. Options considered and recommended proposal

- 2.1 There are two courses of action available in relation to the proposal:
 - (1) Approve the delegation of authority to Birmingham City Council, through CEnTSA Scambusters, to enforce legislation specified in the Appendix to this report. This is the option recommended by officers.
 - (2) Not approve the delegation of authority which would mean that Coventry Trading Standards would investigate its case impacting on Coventry and other local authorities subject to existing priorities and resources without additional support.

3. Results of consultation undertaken

- 3.1 None required. The decision relates to delegation of existing powers to additional officers to boost the resources available to Coventry. There is no change in policy.

4. Timetable for implementing this decision

- 4.1 The recommendations if approved would be implemented immediately after the 2014 protocol with Birmingham City Council has been signed.

5. Comments from Executive Director, Resources

5.1 Financial implications

There are no additional financial implications or liabilities imposed upon Coventry City Council as a result of this arrangement as all costs will be borne entirely by the Birmingham City Council.

An indirect administrative cost will be incurred if the Licensing and Regulatory Committee is called upon to make a decision on whether or not to authorise the institution of legal proceedings against an alleged offender.

5.2 Legal implications

Regulation 5 of the Local Authorities (Arrangements for the Discharge of Functions) (England) Regulations 2000, and/or Sections 9D to 9EB of the Local Government Act 2000 would allow officers of the CEnTSA Scambusters Team, employed by Birmingham City Council, to exercise powers given to enforcement officers of Coventry City Council.

Birmingham City Council will be responsible for all aspects of investigations and responsibilities under the Criminal Proceedings and Investigations Act 1996, Regulation of Investigatory Powers Act 2000, Data Protection Act 1998, Freedom of Information Act 2000 and the Enterprise Act.

When carrying out the investigation and the potential prosecution of offences, Birmingham will have regard to their Enforcement Policy as well as the Code for Crown Prosecutors and the Regulators Compliance Code.

Information and intelligence provided between authorities will be used for the purpose of preventing and detecting crime and subject to the disclosure provisions of Part 9 of the Enterprise Act 2002

The delegation of the enforcement will be the subject of an agreement to be entered into between Coventry City Council and Birmingham City Council which will also be approved by Legal Services.

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)?

Trading Standards help promote growth and provide a fair and safe trading environment. Those businesses that take an unfair advantage, distort the trading environment and put consumers at a disadvantage.

6.2 How is risk being managed?

There are no significant risks for Coventry City Council. All financial and legal risks will be carried by Birmingham City Council.

6.3 What is the impact on the organisation?

If cases with a regional impact are investigated and enforcement action taken by Birmingham City Council through CEnTSA Scambusters, then harm to Coventry consumers and businesses will stop or reduce and officer resources in Coventry can be used to investigate other local priorities.

6.4 Equalities / EIA

There are no specific groups that this decision will have an impact on. This decision will not affect the service provision and therefore details of the Equalities Impact Assessment are not relevant on this case.

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

None

Report author(s):

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Appendices

1. List of Specified Legislation

Companies Act 2006,
Consumer Protection Act 1987,
Copyright Designs & Patents Act 1988,
Criminal Attempts Act 1981,
Enterprise Act 2002
European Communities Act 1972,
Fair Trading Act 1973,
Forgery & Counterfeiting Act 1981,
Fraud Act 2006,
Proceeds of Crime Act 2002,
Theft Acts 1968 and 1978,
Trade Marks Act 1994,
Video Recordings Acts 1984 and 1993,
Weights & Measures Act 1985,

and all secondary legislation made under any of the specified legislation

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Cabinet Member (Policing and Equalities)

31 July 2014

Name of Cabinet Member:

Cabinet Member (Policing and Equalities) - Councillor Townshend

Director Approving Submission of the report:

Executive Director, People

Ward(s) affected:

All

Title:

Community Grant Fund – Round One Award Decisions

Is this a key decision?

No

Executive Summary:

The Community Grant Fund was launched in September 2013 and is managed by the Community Development Team within the People Directorate. The process for managing the fund has evolved over the last few months and has built on lessons learned from a previous evaluation of processes and procedures. The Cabinet Member (Community Safety and Equalities) approved amendments to the Community Grant Fund criteria and decision making processes at the meeting of 1st May 2014.

The key changes that were approved included:

1. Dividing the funding into two rounds with clear closing dates for applications.
2. Decision making process requiring Cabinet Member approval for all grant awards.
3. Maximum grant award of £5000, with organisations restricted to one award per funding round.

Allocating funds via the two rounds ensures that the process is clear to applicants who want to plan for events or projects over the year. It also enables the Council to allocate funds to those projects that most closely meet the criteria and objectives, through being able to scrutinise all applications that meet the deadline.

This report provides information and recommendations on applications that have been received during round one of the process.

Recommendations:

Cabinet Member (Policing and Equalities) is requested to:

1. Approve payment of grants as recommended by the Panel.

List of Appendices included:

1. Grant Criteria Document

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: Community Grant Fund Criteria

1.0 Context (or background)

- 1.1 Round one of the Council's Community Grant Fund 2014-15 was launched on the 12th May 2014, following approval from Cabinet Member (Community Safety and Equalities) at his meeting on 1st May 2014.
- 1.2 On 12th May 2014, all Councillors and key local voluntary agency networks were formally advised of the fund being launched, as agreed at the Meeting of 1st May 2014. Additionally, the fund was advertised in the Council's Citi-Vision publication to ensure that the fund was widely communicated across the City.
- 1.3 As well as being accessible on the Council website and the Coventry Partnership website, hard copy applications have been made available at the Council House reception to ensure that access was available to anyone who may not have access to a computer.
- 1.4 In line with the recommendations from the Cabinet Member meeting of 1st May 2014, a Panel has been established that consists of 3 senior Council staff. This panel has responsibility for scrutinising the applications and putting forward proposals for grant award to Cabinet Member.
- 1.5 Cabinet Member (Policing and Equalities) will make all final decisions in line with the decision taken at a previous Cabinet Member meeting (Community Safety and Equalities on 27th March 2014).
- 1.6 The fund was heavily oversubscribed. There were 89 applications with £350,619.91 worth of funding requests.
- 1.7 All applicants that are not fully funded will be offered support by a member of the Community Development Service to seek other potential funding streams and/or further developing their project proposals.

1.8 The fund aims to strengthen the voluntary and community sector through enabling local projects and events to be delivered; to enhance asset based provision; and to build resilience within communities.

1.9 As previously approved (Cabinet Member Meeting of 1st May 2014 for Community Safety and Equalities), all applicants will be required to meet at least one of the objectives outlined in the table below. This ensures alignment of outcomes with corporate objectives.

No	Objective
1	To deliver projects that aim to improve health and wellbeing, community safety or the local environment for communities (geographical communities or specific city-wide community).
2	To enable groups to deliver projects and/or events in the City (please note: *evidence of why the project/event is required must be provided within your application).
3	To support Community Venues to become or remain sustainable
4	To improve Community Cohesion by developing networks and/or partnerships of communication, trust, co-operation and collaboration between communities.

2.0 Options considered and recommended proposal

2.1 The proposals in this report have been produced in response to requests by the Cabinet Member (Community Safety and Equalities) at his meetings of 1st May 2014 and 27th March 2014.

2.2 The grant panel are suggesting the following grant awards for approval by Cabinet Member (Policing and Equalities), all of which meet the approved criteria (see Appendix 1) and at least one of the objectives noted at section 1.9:

Ward	project name	Brief description	Amount requested	Amount Suggested
Lower Stoke	Gosford Community Garden	New fully accessible garden for groups to meet in and use.	£5,000.00	£3,650
Lower Stoke	St Catherine's Church & Pastoral Centre	Stay and play group for under fives. Indoor and outdoor activities for children and parents.	£5,000.00	£1,250
Sherbourne	Koco Community Dinette	Fitting out of old room into a dinette for community groups & members of the public to use. To run community cooking projects from.	£5,000.00	£3,136
Longford	Bell Green Community Association	Purchase of equipment, tablets, digital cameras, laptops to enhance IT suite facilities.	£2,751.96	£1,950

Henley	Make lunch 'Woodend' Coventry City Mission	Provision of a hot meal during schools holidays to struggling families. Provide activities & games and education on healthy eating	£3,850.00	£3,500
Upper Stoke	Crafty Tots Stay & Play	Room Hire for existing Play & Stay group & Holiday club. Fund group trip.	£3,000.00	£500
Henley	Moat House Community Trust. Happy Healthy & Integrated families	Purchase of games for community events. Christmas Party. Bouncy Castle Purchase.	£4,877.99	£1,000
Radford	Learn2 Education - Community Training	Run First Aid, Safeguarding, food hygiene, Award in education & training for voluntary/community organisation to train volunteers.	£5,000.00	£2,100
St Michaels	Helen Women's Project - Zumba & Yoga	Engaging women from BME communities in fitness classes.	£2,000.00	£1,000
Upper Stoke	The Enterprise Club for Disabled People - 'New Horizons'	To provide days out and experiences for a group with physical or learning disabilities that they would not normally have access to. During the year but also over Christmas period.	£4,270.00	£3,320
St Michaels	Carriers of Hope Coventry, 'Deliverers of Help'	Collections/deliveries of donated furniture to those in need. Funding for insurance and maintenance of van for sustainability.	£2,500.00	£1,900
Lower Stoke	Life Community Centre - 'Sewing & Knitting group'	Enabling current group to continue. Room hire; equipment & repair costs.	£1,972.00	£1,200
St Michaels	Queens road Baptist church - Duke of Edinburgh award	Purchase camping equipment to enable those who can't afford this to attend & complete the expedition.	£2,074.95	£1,699
Earlsdon	Arty Folks - Media training	Social media training, artwork development and art displays run by and for people with mental health.	£4,950.00	£3,300
Foleshill	Coventry Roma project	To support integration of Roma community. Run Mum & Tots group. Enable application for Charity Status.	£5,000.00	£5,000
Earlsdon	SENA - Community Woodland Management project	Project to make local woods more accessible through engaging the local community to plant flowers and build a pond /wetland.	£2,360.00	£1,100

Binley & Willenhall	Willenhall Local History Group - Archiving & promotion of Willenhall history	Purchase of an AV projector to enable talks/visual presentations in (for example) residential care homes.	£339.99	£340
Earlsdon	Cov Resource centre for the blind - Music Group	Supporting blind/visually impaired people to enjoy music.	£4,700.00	£500
Wyken	Bob Woodley Angling Academy	Angling project (equipment and transport) to encourage young people engaged in ASB to do positive activities.	£3,800.00	£3,800
St Michaels	Warwickshire Wildlife Trust & Cov Foyer	Supporting vulnerable people from the Coventry Foyer to engage in positive outside activities.	£2,550.00	£2,050
St Michaels	Coventry Boys Club - New Coffee bar Facility	Improvements to catering facility / new coffee bar (current one has H&S issues).	£5,000.00	£2,000
Binley & Willenhall	St John the Divine family Holiday Club	Provision of a family holiday club and trip during the school holidays.	£1,360.00	£650
St Michaels	Coventry Charterhouse Association - New Signs	Signage on Charterhouse Building to encourage visitors.	£1,262.23	£600
Out of City	Coventry Tree Warden Network - Planting with communities across the city	Project to enhance the environment and raise awareness of trees/hedgerows with communities.	£2,000.00	£750
Radford	Coventry North Rainbow Guides - Educational Visit	Partial cost of coach to take group of Rainbow Guides to Hatton Country Park on an educational visit.	£300.00	£300
Sherbourne	Coventry Makerspace start up	Room hire and printer/tools to enable local communities to have a space to make things (woodwork/electronics/3D Printing etc.).	£5,000.00	£300
Sherbourne	Grapevine Coventry & Warwickshire	Developing a group of young people with learning difficulties; supporting them to develop skills to fundraise and run their own events.	£2,292.00	£2,000
Sherbourne	Coventry Foodbank & Bethel Church Spon End	Purchase and siting of a container for food storage.	£4,931.00	£1,800

Binley & Willenhall	Willenhall Wanderers - Football Fitness, Health & Wellbeing of Young People	Football equipment/kit/pitch fees etc. to encourage positive engagement of young people who may be drawn to ASB in Binley and Willenhall.	£1,405.00	£640
Radford	Godiva Trust - Godiva Sisters	Artistic celebration of culture and heritage across many cultures culminating in an event in the City Centre that will showcase the projects work.	£3,804.50	£684
St Michaels	Singer Residents Association - Hillfields by the sea	Trip to the seaside for 348 people (6 coaches) from Hillfields - Trip to be designed, promoted and led by volunteers.	£4,614.00	£3,300
Cheylesmore	Coventry Chess Academy - Schools Outreach Programme	Run an outreach programme across primary schools based on developing both chess skills and wider "life" skills associated with chess.	£2,079.40	£239
Radford	St Francis Church Radford - Work Club	Staff costs to continue current work club.	£4,992.00	£0
Sherbourne	Coventry & Warwickshire Friends	To develop existing support group and helpline for LGBT groups and individuals.	£5,000.00	£0
Wainbody	Aao Miloh (Come & Meet)	Continuation of existing group. Expand to a second location & new group to reduce isolation.	£910.48	£0
Lower Stoke	Pinley Over 60s Club	To continue and develop existing group for the over 60's. Initially a day out & purchase materials for group activities.	Not specified	£0
St Michaels	Ravidassia Community Centre. Fitness Classes	Health & fitness classes for group members. Purchase of training equipment.	£5,000.00	£0
Earlsdon	West Orchard URC & Community Centre	Refurbishment of current community kitchen to extend use.	£5,000.00	£0
Whoberley	Community Garden Memory Area	Creation of sensory/memory garden with raised beds, wheel chair access & level paths.	£5,000.00	£0
Foleshill	Building life skills & confidence project	Workshops for BME Communities around health, wellbeing. Gain self-confidence/for training or employment.	£4,850.00	£0

St Michaels	Eurosoma Education Centre. Safer Space	IT/Activities based project for young & unemployed Somali people in Hillfields area.	£5,000.00	£0
Earlsdon	Trinjen. Prayer & Exercise	Room hire for friendship & prayer group. Purchase of equipment for knitting.	£924.97	£0
Wainbody	Elemental Wellbeing. Thrive	Activities and self-help groups for people with mental health problems.	£5,000.00	£0
St Michaels	The Highlife Centre. Reach Out Project	Develop on line local directory of services.	£4,950.60	£0
Sherbourne	SPACE - (Support, Partnership, Active, Co-hesion, Engage)	Monthly meetings for those involved in fostering. To give a voice to the group.	£4,990.00	£0
Earlsdon	SENA - Earlsdon Fountain Project	To refurb & bring back into use historical drinking fountain located near to memorial park in Earlsdon. Using the project to educate locate schools children about their history.	£5,000.00	£0
St Michaels	Bardsley Work Club	Work club based in City Centre. 1 to 1's with interview advice, personality profiles & form filling.	£5,000.00	£0
Bablake	Creative Optimistic Visions - Urban Arts Project	Looking at peer pressure and drug use, STI's, teenage pregnancy and criminal activity using music as a medium for engagement.	£4,900.00	£0
Woodlands	St Oswald's - Tile Hill Tumble Tots	20 adults & tots attending pre school activity & training sessions.	£2,480.00	£0
Earlsdon	Coventry Cruse Bereavement Care	To train & support new & existing volunteers. Fund office costs & Admin fees. Enable the service to expand.	£5,000.00	£0
Lower Stoke	Stoke Aldermoor Community Association	To keep current minibus running. This is used extensively by community groups and helps support a variety of activities.	£5,000.00	£0
Radford	Cov & Warwickshire YMCA (Upcycling project)	Rent, equipment and volunteer travel expenses to enable upcycling furniture project.	£5,000.00	£0
Earlsdon	St Barbara's (C of E) Earlsdon, insulation & lighting	Improved insulation and lighting to reduce energy use to reduce running costs.	£5,000.00	£0

St Michaels	Cov Ethnic Minority Action Partnership - 'Cov Culture Club Project'	Sessional worker, overheads and room hire to run project aimed at appreciating differing cultures.	£5,000.00	£0
St Michaels	Jesus Army - Job Club	Purchase 5 laptops to offer a Job Club service in City Centre. Form filling, CV writing, Interview skills etc.	£1,750.00	£0
Foleshill	Foleshill Women's Training Ltd	Programme to allow women to meet, make friends; learn about health/wellbeing in targeted workshops.	£4,999.00	£0
Woodlands	Limbrick Wood Baptist Church - Toilet up grade	Toilet upgrade - building facilities not currently fit for purpose for tots group and older person's activities.	£5,000.00	£0
Radford	Media Mentors - Mbeat (Media brings education & the arts together)	Tutors, insurance and equipment to deliver music and media project for young people via a portable recording studio.	£5,000.00	£0
Wyken	Vanny Radio broadcasters	Radio and DJ equipment for young people project to promote communication and confidence building skill.	£5,000.00	£0
St Michaels	Imani - Altering A Life	Women's craft club to encourage inclusion/cohesion.	£4,992.00	£0
Foleshill	Shree Mandhata Samaj - Raising the roof	Essential roof repairs to enable the rooms to be accessible to community.	£5,000.00	£0
Cheylesmore	Murray Lodge - Challenge to change	Laptops for floating support workers (supporting ex-offenders).	£4,000.00	£0
St Michaels	Marimba Community Group - African Music & Dance for young people's wellbeing	Encouraging young migrants to live healthy lives through music and dance (equipment, volunteer expenses and room hire).	£5,000.00	£0
Westwood	Friends of Cannon Park - Trim Trail	Partial funding for new Trim Trail at Cannon Park School.	£5,000.00	£0
Woodlands	Friends of Hereward college - Hereward training laundry	Improvements to training laundry facility for people with Learning Disabilities.	£5,000.00	£0
Cheylesmore	Coventry Corps of Drums - Rent of Rehearsal Facilities	Room hire at local community centre to enable rehearsal.	£5,000.00	£0

Earlsdon	National Childbirth Trust - Simply Supporting Breastfeeding Drop In	Room hire and breastfeed counsellor fees to encourage breastfeeding.	£4,980.85	£0
Foleshill	Hope in Unity Ltd	Lunch Club / Holistic therapies/ craft activities and IT skills for BME Elders.	£4,985.00	£0
St Michaels	Lower Ford Street Baptist Church - Outdoor Club	Purchase of outdoor equipment (walking boots, waterproofs, tents etc.) for between 8 and 20 project recipients.	£1,870.00	£0
St Michaels	EGO Performance Company Ltd - EGO Mix & Music	Engaging people with Learning Disabilities in theatre/ arts and crafts.	£5,000.00	£0
Bablake	Immanuel Christian Centre - New Windows	Replacement of windows in community venue (currently states building is unusable in winter owing to cold/draughts etc.).	£6,017.00	£0
St Michaels	Holy Trinity Church - Stitching Group	Materials for creating new Kneelers by hand, encouraging engagement of those outside of the stitching group.	£902.40	£0
St Michaels	Coventry Voices of care council - Voices of care development	Looked After Children Christmas party / achievement event.	£2,745.00	£0
Upper Stoke	Stoke heath community centre - Relocating reception	Improvements to reception and office area to enhance accessibility and staff visibility.	£2,010.50	£0
Earlsdon	Unlock the music concert making - Winter Concert Season	Supporting musical learners to become performers culminating in a series of concerts.	£1,876.59	£0
Cheylesmore	Coventry Recovery Community - Community Building	Range of activities (to be decided by the group) to support sustained recovery from substance misuse.	£4,820.00	£0
Westwood	The Notables Foundation	Music/performance related learning and development for people with learning disabilities culminating in a carol concert.	£5,000.00	£0
Radford	Daimler Green Community Recreation Trust - Healthy Eating	Turn under-used changing rooms into a kitchen to enhance facilities available at the centre.	£5,000.00	£0

Bablake	Brownhill Court Residents Association - CCTV Cameras	CCTV for residents association from a "bungalow community" to reduce localised Anti-Social Behaviour.	£5,000.00	£0
St Michaels	Bardsley Youth Project - Drop in cookery course	Youth worker (Staff) and equipment for youth club/detached youth work aimed at engaging NEETs and some homeless young people.	£5,000.00	£0
Radford	Coventry Godiva Mela Ltd	Equipment for Asian film festival aimed at 800 people over 8 weekends from South Asian Community/Local Community.	£4,000.00	£0
St Michaels	African Caribbean Community Organisation Ltd - Young Vibes	Connecting / developing approximately 30 young people from African Caribbean backgrounds through a range of activities.	£5,000.00	£0
St Michaels	Coventry Women Voices - Action Research	Series of workshops to develop local groups to do impact assessments on the impact of the cuts; to develop research skills.	£4,120.00	£0
Radford	Sikh Aid Project	Equipment for activities at Daimler Green Community Centre.	£5,000.00	£0
Sherbourne	People Point Ltd - Inspired Communities	Improving engagement and participation levels; raising confidence and aspiration; promoting asset based working for people with mental health issues/socially isolated.	£4,680.50	£0
Foleshill	Wild Earth - Our Neighbourhood	Youth and family workshops and activities covering issues such as health and wellbeing; energy awareness IT safety.	£5,000.00	£0
Cheylesmore	Cheylesmore Community Association - Phase 3 Improvements	Building improvements to hall and entrance; creation of a new art space.	£2,900.00	£0
Lower Stoke	African Welfare Association - Community Awareness of Acceptable Parenting	Safeguarding adult and children awareness sessions in a range of priority neighbourhoods aimed at African parents.	£5,000.00	£0
Foleshill	Ekta Unity group - Happier Healthier Foleshill Project	Coffee mornings; knitting club; weekly wellbeing sessions for South Asian elderly women.	£5,000.00	£0
TOTALS			£350,619.91	£55,558

3.0 Results of consultation undertaken:

A consultation is being planned over the coming months to consult with those applicants that were funded in 2013-14, to establish the impact of the grant made and to inform the operation of the grants fund in the future.

4.0 Timetable for implementing:

As agreed at the Cabinet Member (Community Safety and Equalities) meeting of 1st May 2014:

Deadline	Cabinet Member meeting	Amount to be allocated
30 th June 2014	**July 2014	£80,000 maximum
December 2014	February 2015	Remainder of fund

*** Shown as August in report of 1st May 2014, but amended to July owing to there not being an August meeting in 2014.*

5.0 Comments from the Executive Director, Resources

No implications. Budget and process approved via due procedures.

5.1 Financial implications

There are no additional financial implications brought about by these proposed changes to the scheme. The grants will be paid from an existing budget for 2014/15 of £100,000.

5.2 Legal implications

No legal implications.

6.0 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 Community Grant Fund seeks to support voluntary and community sectors to:

- Improve Health and Wellbeing.
- Improve the local environment.
- Address community safety.
- Support and develop cohesive communities.
- Develop confidence and resilience within communities

All of which support the Council's key objectives and priorities.

6.2 How is risk being managed?

Risk will be managed through the existing risk management processes and frameworks. The Community Development Service will also undertake monitoring to ensure that all successful applicants appropriately utilise their grants in line with Cabinet Member (Policing and Equalities) approval.

6.3 What is the impact on the organisation?

The fund will build on the strengths within communities and enhance confidence and resilience. Additional events and projects being delivered across the City should provide residents with alternatives to Council provision, potentially reducing demand on Council services. This directly supports the “Locally committed” elements of the Council Plan.

6.4 Equalities / EIA

It is recommended that an Equality Analysis is undertaken at the end of the year, to influence criteria and process for 2015/16 to ensure that actions reduce any potential equality gaps.

6.5 Implications for (or impact on) the environment

There are no direct impacts on the environment of the proposed grant awards.

6.6 Implications for partner organisations?

There is no impact on partner organisations of the proposed grant awards.

Report author(s):**Name and job title:**

Cat Parker, Executive Project Manager

Directorate:

People

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Cat Parker	Executive Project Manager	People	30.6.14	01.07.14
Darren O Shaughnessy	Corporate Comms	Chief Executives	30.6.14	
Usha Patel	Governance Services Officer	Resources	30.6.14	01.07.14
Names of approvers for submission: (officers and members)				
Ewan Dewar	Finance Manager	Resources	30.6.14	
Carol Bradford	Locum Legal Officer	Resources	30.6.14	01.07.14
Mick Burn	Procurement	Resources	30.6.14	
Sara Roach, for Brian Walsh	Deputy Director	People	30.6.14	01.7.14 and final on 21.07.14
Members: Cllr Townshend	Cabinet Member		17.7.14	21.7.14

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Coventry City Council's

Community Grant Fund

Criteria 2014-15

Please read carefully before making an application

Aim of the Community Grant Fund

Coventry City Council has established a grant fund of £165,000 to spend during 2014-2015 on community projects. Grants will be available at the discretion of the Council through 2 rounds of funding throughout the year. A timetable for applications is detailed on page 5 of this document.

This funding is intended to help Voluntary and Community groups throughout Coventry develop their capacity and promote sustainable change in neighbourhoods. Projects will be expected to enhance the local environment and/or improve the general health and well-being of citizens of Coventry.

This grant fund complements and supports the Council's objective of encouraging residents to "do more for themselves" and increase self-sufficiency. This will help further the development of actively engaged, sustainable, resilient communities within Coventry.

Objectives of the Scheme

This grant scheme seeks to achieve the objectives listed below through building on the strengths that exist in our communities. The application form will ask applicants to identify which of these objectives their project will contribute towards, and ask for details of how this will be achieved during the lifespan of the project.

1. To deliver projects that aim to improve health and wellbeing, community safety or the local environment for communities (geographical communities or specific city-wide community).
2. To enable groups to deliver projects and/or events in the City (please note: *evidence of why the project/event is required must be provided with your application).
3. To support Community Venues to become or remain sustainable
4. To improve Community Cohesion by developing networks and/or partnerships of communication, trust, co-operation and collaboration between communities.

**please note you will be expected to produce your evidence which could be (for example only) statistical, results of a consultation, evidence from a service provider such as the police or a social landlord*

Who can apply?

The grant fund scheme is only open to groups that are based in Coventry. Groups can be, for example, youth groups, community development groups, cultural organisations, community centre associations, women's groups, residents associations, tenants associations and other similar organisations.

The scheme is aimed primarily at projects to develop a culture of 'doing it for ourselves' to enhance community resilience and to have a legacy which will ensure the change/improvement is sustained.

Eligible Costs:

Grants may be awarded towards the cost of the following, provided they meet the objectives noted on page 3:

1. Organisation of events.
2. Seminars or discussion groups.
3. Projects that create sustainable change/improvements.
4. Renting appropriate facilities.
5. Resource materials.
6. Improvements to buildings / IT etc. that enhance service delivery opportunities for local communities
7. Action research and small publication costs.

Please note: The maximum award payable to an organisation is £5,000 in any one funding round.

Exclusions

Grants will not be paid for:

1. Political or Religious activities
2. Retrospective events (things that have already happened)
3. Cash generative schemes (where an individual or organisation profits from the award)
4. Anything that the Council already funds
5. Single person activities
6. Furniture

Information on Application

Application forms will be available on line at the Council's website, or in paper copy from the Council House reception desk.

It is always best to apply as early as possible which will allow time for processing of the application, and for any enquiries to be made if necessary.

Groups will be restricted to being awarded one grant per round. However, if a group has received funding in the past, they will need to demonstrate either that

1. That this is an entirely new application with clear and differing objectives to previous applications, or:
2. How additional funds will further develop and enhance earlier achievements for a project previously funded.

Applicants should understand that while careful consideration is given to each application, it may not be possible to fund all applicants to the extent requested, even if applications come within the criteria set out above.

When to Apply

Round 1: Deadline for applications is 4pm on Monday 30 June 2014

Round 2: Deadline for applications is 4pm on Wednesday 31 December 2014

Details of where to send your application is marked clearly on the application form.

Decision Making Process

No application will be looked at until after the closing date.

Any incomplete applications will be returned without being considered (but can reapply once fully completed)

Decisions will be made by the relevant Cabinet Member.

Decisions will be final with no appeals considered.

Successful candidates will be notified within 12 weeks of the deadline date.

Monitoring and Evaluation

All successful applicants will be expected to monitor their achievements, and provide evidence of what the grant was spent on (keeping receipts and invoices is essential).

It is a condition of accepting a grant that within 12 months of receipt of the grant you will:

1. Let us know what the grant helped you to achieve
2. Tell us how your local community benefitted from you receiving the grant
3. Provide detail of how the grant was spent

A monitoring and evaluation form will be sent to all groups with their grant offer letter. This letter will specify conditions of accepting the grant, and advise how to return any unused grant.

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Public report
Cabinet Member

Cabinet Member (Policing and Equalities)
Council

31 July 2014
14th October 2014

Name of Cabinet Member:

Policing and Equalities - Councillor P Townshend

Director Approving Submission of the report:

Assistant Director of Legal and Democratic Services

Ward(s) affected:

None

Title:

Coroner's Service Update

Is this a key decision?

No

Executive Summary:

The City Council shares the services of the Coroner with Warwickshire County Council. This report outlines the new arrangements which have been made to facilitate an efficient and resilient Coroner's service for Coventry.

Recommendations:

Cabinet Member (Policing and Equalities) is recommended :

1. to note the transfer of staff from the West Midlands Police to the Council which became effective on 1st July 2014
2. to note the up to date position on the recruitment of new Assistant Coroners to support service delivery in Coventry and the out of hours service rota.

Council is recommended to endorse the appointments of the new Assistant Coroners.

List of Appendices included: None

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: Coroner's Service Update

1. Context (or background)

In May 2014 Cabinet Member gave approval for changes to the delivery of the Coroner's Service for Coventry in the form of the recruitment of Assistant Coroners solely for the Coventry area and the transfer of the coroners' officers from the West Midlands Police to the Council to support the Coroner, as well as interim arrangements until the transfer was formally completed. Approval was also given to set up an out of hours rota using those Assistant Coroners who were already retained by the Council.

This report gives an update as to the present position on the recruitment process and transfer of staff.

Assistant Coroners

It was anticipated that in the region of four Assistants should be appointed to aid a resilient service .Whilst the recruitment and appointment of assistant Coroners is a matter for the local authority, the Chief Coroner and the Lord Chief Justice must consent to all Coroners' appointments. Officers have therefore engaged with the office of the Chief Coroner at an early stage and obtained approval to the Job Description, Advertisement format and intended sites of the advertisement to be secured. These have also been approved by the Coroner, and adverts are to be placed on the Law Society Gazette website, on the Coroner's Society Website and the Council's website ,WM Jobs on 11th August 2014, with a closing date for applications of 1st September 2014.

Shortlisting is due to take place from 2nd to 10th September 2014 , with interviews on 18th September 2014.. In accordance with the Guidance issued by the Ministry of Justice officers have involved the Senior Coroner throughout the process and consent will need to be obtained from the Chief Coroner after the interviews have taken place, to all appointees selected.

Out of Hours Provision

In addition to support to the Coroner, all new Assistant Coroners for the Coventry Area will be required to take part in an out of hours rota. Some of the existing Assistant Coroners have undertaken some out of hours service cover but not on a formal basis. However, letters will be sent to all current Assistant Coroners, asking for their support for a rota and their responses collated. It is not considered that any new out of hours rota will incur a cost which is greater than the current commitment, but this will be reviewed and a further report brought once the financial implications of the level of support have been considered.

Coroners Officers

In accordance with the direction of the Cabinet Member, negotiations took place with WMP around the potential transfer of the Officers to the employment of Coventry City Council. This transfer took effect formally on 1st July 2014.

Coroners Officers moved to the Council's premises on 2nd June 2014 under a License Agreement, and on the 1st July 2014 a contract was entered into to formalise the arrangements with the Council and the WMP.

The Council has started the process for the recruitment of a Modern Apprentice to provide administrative support going forward as well as a developmental and career opportunity and it is anticipated a placement will be made for the start of the academic year of September 2014/2015, with a NVQ level 2 initially being supported.

The Service is currently supported by two part time Coroner's Officers: an investigatory Officer and a community Officer and one full time Officer.

Joint Arrangements with Warwickshire

The Council is now in a position to review its existing joint arrangements with Warwickshire, as set out in a Memorandum of Understanding and Service Level Agreement. This will be the subject of a future report.

2. Options considered and recommended proposal

There are no formal options explored in this report as it actions the various recommendations made by the Cabinet Member on 1st May 2014.

3. Results of consultation undertaken

3.1 None

4. Timetable for implementing this decision

4.1 The Council's recruitment process for Assistant Coroners should be completed by the end of August and subject to approval by the Chief Coroner, should then be in place and available for out of hours cover with immediate effect.

5. Comments from Executive Director, Resources

5.1 **Financial** **implications**

The Council has made arrangements with WMP to secure appropriate levels of funding towards the service.

5.2 **Legal implications**

The Council has complied with the relevant Transfer of Undertakings (Protection of Employment) Regulations in respect of the transfer of employees from WMP to the Council, and will need to ensure that it follows due process in relation to the variance of the joint arrangements Warwickshire County Council.

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)?**

The Coroner's Service is a key service area that deals with sensitive and complex situations in assisting the citizens of Coventry with the processes and procedures around the circumstances of death. This particular service contributes to the Council's key objective: Coventry, proud to be a city that works to protect our most vulnerable residents, where we can provide a better service to the residents of Coventry that have suffered a loss.

6.2 **How is risk being managed?**

Without the aforementioned arrangements being implemented it is considered that the service would not have been an effective or resilient service and this could have resulted in increased complaints in an area of utmost sensitivity.

The Council has taken the necessary steps to minimise any risks, including a robust assessment of the financial implications and has made appropriate provision.

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

The variation in arrangements should ensure that the Council can provide a resilient and good quality Coronial service.

6.4 **Equalities / EIA**

There are no implications under the Equality Act 2010.

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

None

6.6 Implications for partner organisations?

Whilst the recruitment and transfer has involved varying arrangements with Warwickshire County Council, the impact is considered to be minimal in that Warwickshire's existing arrangements with Assistant Coroners can continue. Warwickshire's Coroners Officers have not been affected by the TUPE transfer as they are employed by West Mercia Police.

Report author(s): Christine Goodwin – Senior Lawyer
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Steve Horsley	Legal Services Manger	Resources	17.7.14	18.7.14
Melanie Thornton	Accountant	Resources	17.7.14	18.7.14
Names of approvers for submission: (officers and members)				
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Legal: Name	Julie Newman	Resources	17.7.14	18.7.14
Director: Name	Chris West	Resources	17.7.14	18.7.14
Members: Councillor Townshend	Cabinet Member (Policing & Equalities)	Coventry City Council	10.7.14	10.7.14

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31st July, 2014

Name of Cabinet Member:

Cabinet Member (Policing and Equalities) – Councillor Townshend

Director Approving Submission of the report:

Executive Director, Resources

Ward(s) affected:

None

Title:

Outstanding Issues Report

Is this a key decision?

No

Executive Summary:

In May 2004 the City Council adopted an Outstanding Minutes System, linked to the Forward Plan, to ensure that follow up reports can be monitored and reported to Members. The attached appendix sets out a table detailing the issues on which further reports have been requested by the Cabinet Member (Policing and Equalities) so he is aware of them and can monitor progress.

Recommendations:

The Cabinet Member (Policing and Equalities) is requested to consider the list of outstanding issues and to ask the Member of the Management Board or appropriate officer to explain the current position on those which should have been discharged at this meeting or an earlier meeting.

List of Appendices included:

Table of Outstanding Issues.

Other useful background papers:

None

Has it or will it be considered by Scrutiny?

No

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

No

Will this report go to Council?

No

Report author(s): Usha Patel

Name and job title: Governance Services Officer

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Names of approvers: (officers and members)				
Finance: Name	Not applicable			
Legal: Name	Not applicable			

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	Subject	Date for Further Consideration	Responsible Officer	Proposed Amendment to Date for Consideration	Reason for Request to Delay Submission of Report
1	<p>Outcome of the review of the pilot twenty four hour, seven days per week noise service</p> <p>Updated report to be submitted to the relevant Cabinet Member on or before 31st March 2014</p> <p>(CM(CS&E) 31st Jan, 2013 (minute 57))</p>	4 th September, 2014	Executive Director, People Mandie Watson		
2	<p>Report back on Progress of ongoing Development of the Youth Space in Cope Street, Coventry</p> <p>Report back on progress</p> <p>(CM(CS&E) 21st March, 2013 (Minute 73))</p>	tbc	Executive Director, People Steve Wiles		
3	<p>Equality Strategy</p> <p>Performance report for 2013/14</p> <p>(CM(CS&E) 27th March 2014 (Minute 98))</p>	4 th September 2014	Chief Executive Carol Dear/Jenni Venn		
4*	<p>Hillfields petitions report – Community Safety Issues</p> <p>Progress on recommendations made at meeting on 27th March 2014</p> <p>(CM(CS&E) 27th March 2014 (Minute 94))</p>	31 st July, 2014	Executive Director, People Bev Massey/ Mandie Watson		
	<p>Covert Surveillance of Employees Policy and Procedure</p>	4 th September 2014	Executive Director, People		

	6 monthly report (CM(CS&E)- 5 th March 2014 (Minute 83))		Helen Lynch		
	Equalities in Employment Progress report (CM(CS&E) 5 th Sept 2013 (Minute 32))	tbc	Executive Director, Resources Shokat Lal		
7	Effectiveness & Quality of recent consultation exercises carried out by CCC Further report reflecting broader consultation & Scruco's recommendations CM(CS&E) – 18 th Dec 2013 (Minute 60)	2 nd October 2014	Chief Executive Helen Shankster/ Jenni Venn		
8	Magistrates Court Building Progress report CM(CS&E) 24 th Feb 2014 (Minute 82)	6 th November 2014	Executive Director, Resources Helen Lynch/ David Williams		
9*	Petition – Dog fouling & Littering in Westwood Ward Outcome of enforcement action taken from 31.03.14 to 30.06.14 CM(CS&E) 27 th March 2014 (Minute 93)	On or before 31 st July 2014	Executive Director, People Craig Hickin/ Steve Chantler		
10	Petition – security fencing to open land at rear of 2-66 Brookside Avenue Report on progress of recommendations made at 3 rd July 2014 meeting.	2 nd October 2014	Executive Director, People Mandie Watson		

	(CM(P&E) 3 rd July 2014 (Minute 3))				
11	<p>Petition – improve environment and security of Hearsall area of Earlsdon</p> <p>Progress report on recommendations made at 3rd July meeting</p> <p>(CM(P&E) 3rd July 2014 (Minute 4))</p>	2 nd October 2014	Executive Director, People Mandie Watson		
12	<p>Petition – Whitefriars to address incidents if fly-tipping & antisocial behaviour on Whitefriar’s land on corner of Keppel Street/Wright Street</p> <p>Progress report on recommendations made at 3rd July meeting</p> <p>(CM(P&E) 3rd July 2014 (Minute 5))</p>	2 nd October 2014	Executive Director, People		

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By virtue of paragraph(s) 1, 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

Document is Restricted

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