

Time and Date

2.00 pm on Tuesday, 9th February, 2016

Place

Committee Rooms 2 and 3 - Council House

Public business

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes** (Pages 5 - 30)
 - (a) To agree the minutes from the meetings of Cabinet on 5th and 12th January 2016
 - (b) Matters arising
4. **Exclusion of Press And Public**

To consider whether to exclude the press and public for the item(s) of private business for the reasons shown in the report.
5. **2015/16 Third Quarter Financial Monitoring Report (to December 2015)**
(Pages 31 - 50)

Report of the Executive Director of Resources
6. **Coventry's Bid for UK City of Culture 2021 - Progress Update (December 2015)** (Pages 51 - 60)

Report of the Executive Director of Place
7. **Outcome of Consultation on a Proposal to make Prescribed Alterations to Tiverton School and Whitley Abbey Primary School** (Pages 61 - 92)

Report of the Executive Director of Place
8. **Leasehold Disposal of Land Cox Street** (Pages 93 - 102)

Report of the Executive Director of Place

9. **Belgrade Plaza Development** (Pages 103 - 110)
Report of the Executive Director of Place
10. **Outstanding Issues** (Pages 111 - 114)
Report of the Executive Director of Resources
11. **Any other items of public business which the Chair decides to take as a matter of urgency because of the special circumstances involved.**

Private business

12. **Leasehold Disposal of Land at Cox Street** (Pages 115 - 124)
Report of the Executive Director of Place

(Listing Officer: P Beesley, Tel 024 7683 1377)
13. **Belgrade Plaza Development** (Pages 125 - 132)
Report of the Executive Director of Place

(Listing Officer: Richard Moon Tel: 024 7683 2350)
14. **Any other items of private business which the Chair decides to take as a matter of urgency because of the special circumstances involved.**

Chris West, Executive Director, Resources, Council House Coventry

Monday, 1 February 2016

Note: The person to contact about the agenda and documents for this meeting is Lara Knight / Michelle Salmon, Governance Services, Tel: 024 7683 3237 / 3065, Email: lara.knight@coventry.gov.uk / michelle.salmon@coventry.gov.uk

Membership: Councillors R Brown (Deputy Cabinet Member), D Gannon, D Kershaw, A Khan (Deputy Chair), R Lancaster, A Lucas (Chair), E Ruane, F Abbott, K Maton, K Caan, J McNicholas (Deputy Cabinet Member), J Clifford (Deputy Cabinet Member), S Thomas (Deputy Cabinet Member) and R Auluck (Deputy Cabinet Member)

By invitation Councillors A Andrews and J Blundell (non-voting Opposition representatives)

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

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

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Public Document Pack Agenda Item 3

Coventry City Council

Minutes of the Meeting of Cabinet held at 2.00 pm on Tuesday, 5 January 2016

Present:

Cabinet Members:

Councillor Mrs Lucas (Chair)
Councillor A. Khan (Deputy Chair)
Councillor Caan
Councillor Gannon
Councillor Kershaw
Councillor Maton
Councillor Ruane

Deputy Cabinet Members:

Councillor Dr R Auluck
Councillor Clifford
Councillor McNicholas
Councillor Thomas

Non-voting Opposition Members:

Councillor Blundell

Other Members:

Councillor P Akhtar
Councillor Bains
Councillor Lakha
Councillor J Mutton
Councillor M Mutton
Councillor Seaman

Employees (by Directorate):

Chief Executive's:

M Reeves (Chief Executive), F Collingham,

Place:

M Yardley (Executive Director), C Barclay, N Clews, N Cowper

People:

G Quinton (Executive Director), A Baker, P Fahy, S Lam, J Moore

Resources:

C West (Executive Director), G Cowley, B Hastie, P Jennings, L Knight, J Newman,

Apologies:

Councillors Abbott, Andrews, Brown and Lancaster

Public Business

83. Declarations of Interest

Councillor Kershaw declared a disclosable pecuniary interest in the matter referred to in Minute 89 below, headed "Results of Public Consultation – Reductions in Grants to External Organisations". He withdrew from the meeting for the consideration and voting on this matter.

84. **Minutes**

The minutes of the meeting held on 26th November 2015 were agreed and signed as a true record.

85. **Exclusion of Press And Public**

RESOLVED to exclude the press and public under Section 100(A)(4) of the Local Government Act 1972 relating to the private reports in minutes 98 headed 'Highways Maintenance Contract – 2016' and 99 headed 'Freehold Purchase of Hornchurch Close Industrial Estate, Quinton Road, Coventry' on the grounds that these reports involve the likely disclosure of information defined in Paragraph 3 of Schedule 12A of the Act, as they contain information relating to the financial and business affairs of a particular person (including the authority holding that information) and in all circumstances of the cases, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

86. **Council Plan - Progress at Half Year 2015/16**

The Cabinet considered a report of the Executive Director of People, which set out the progress made against the Council Plan in the first six months of 2015/16.

The Council Plan setting out the strategic direction and priorities for the next ten years was approved by Council in January 2014 and refreshed in July 2015, to reflect the Council's vision to be a top ten city where everybody could share in the benefits of growth, including the City's most vulnerable residents.

The report provided a high-level summary and gave an overview including, where applicable, contextual information to describe what was happening in Coventry and how this compared with elsewhere. Where headline indicators had been reported previously, progress had been compared with previous years; where the indicator was new this would form the baseline against which to measure future progress.

Of the 64 headline indicators 33 had improved (52%); 7 stayed the same (11%); 7 had worsened (11%). 4 did not have a target (6%) and progress could not be determined for the remaining 13 (20%). This was expected at half year as a number of indicators were updated annually. Progress had been made in the context of continued cuts to government grants meaning that by 2015 the Council had £200 less to spend per person as compared to 2010.

In addition, the Council's equality objectives were also aligned to the Council Plan priorities and, where available, the report included analysis to show the impact on protected groups in the city. As a Marmot city, Coventry recognised that health inequalities resulted from other areas of social deprivation. The measures for the wider determinants of health were embedded in the Council Plan helping to make sure that all service areas contributed to reducing health inequality in the city.

The Cabinet noted that the Scrutiny Co-ordination Committee would be considering the report at their meeting on 13th January 2016, to determine whether the report highlighted any issues that should be included in the Scrutiny work programmes for the coming year.

RESOLVED that the Cabinet approve the half year performance report for 2015/16.

87. The 2016-17 Council Tax Base Report

The Cabinet considered a report of the Executive Director of Resources, which established the 2016/17 Council Tax base for tax setting purposes.

The Council Tax base was the measure of the taxable capacity of an area, for the purpose of calculating an authority's Council Tax. It represented the estimated number of Band D equivalent chargeable dwellings for the year. It also took into account the authority's estimated Council Tax collection rate.

The necessary calculations were made in accordance with the Local Authorities (Calculation of Council Tax base) Regulations 2012 to establish the Council Tax base for the City Council and its parishes. These regulations applied to financial years beginning 1 April 2013 onwards, and included the impact of the change from awarding Council Tax benefit to the introduction of a Council Tax Support Scheme (also known as the Council Tax Reduction Scheme).

The Cabinet noted that details of the Council Tax Support Scheme were decided by individual local authorities and that recommendations to revise the details of the scheme in place in Coventry were being proposed to the Council in a report to be considered later at this meeting. The calculations of the Council Tax base proposed had been made under the assumption that the recommendations made in that report would be approved.

In addition, on 23 June 2015 the City Council agreed a reorganisation order to establish a parish and parish council for the Finham area of the City with effect from 1st April 2016. The reorganisation order included details of the proposed budget requirement for the first year of the new parish. As a result, this report included, for the first time, the details of the tax base for the new Finham parish, together with the grant to be paid to Finham Parish Council to compensate it for the reductions made as part of the Council Tax Support Scheme.

Under the Support Scheme, the Council Tax base was reduced according to the amount of reductions awarded under the scheme, as the authority would be foregoing the relevant Council Tax income and instead would receive grant income outside of the Council Tax arrangements. These reductions were reflected in the calculation of the Council Tax base, in order to calculate the correct amount of band D Council Tax for the billing authority (Coventry City Council), the major precepting authorities (West Midlands Police and Crime Commissioner and the West Midlands Fire and Rescue Authority), and the local precepting authorities (Allesley Parish Council, Finham Parish Council and Keresley Parish Council)

It was noted that the proposals would not set the actual level of Council Tax in Coventry and that would be set by Council on the 23rd February 2016. The determination of the tax base is one part of the process and must occur before 31st January each year.

The technical nature of the report reflected the fact that the tax base calculation was prescribed by statute. The tax base measured all properties in an area, relative to a band D property even though this was not representative of the typical domestic property in Coventry. In fact 87.3% of properties in Coventry fall into bands A to C, which would attract lower bills than Band D properties.

RESOLVED that Cabinet recommend that Council approve:-

1. That the Council Tax collection rate for 2016/17 be set at 98.3%.
2. That, in accordance with the Local Authorities (Calculation of Council Tax Base) Regulations 2012, the amounts calculated by the City Council for 2016/17 shall be:

a net tax base of 77,525.1 for the whole of the City Council area made up as follows:

Allesley Parish	318.3
Finham Parish	1,467.8
Keresley Parish	226.2
All Other Coventry City Council Wards	<u>75,512.8</u>
TOTAL	77,525.1

3. That the following grant payments should be made to parish councils to reflect the impact in 2016/17 of Council Tax reductions on their tax bases.

Allesley Parish	£621
Finham Parish	£3821
Keresley Parish	<u>£354</u>
TOTAL	£4,796

88. Improving Accommodation - Outcome of Consultation

The Cabinet considered a report of the Executive Director of People, which provided an outcome of consultation on proposals to cease the care and support in four Housing with Care schemes.

The Council had been improving the accommodation provided in the City for people with care and support needs for a number of years, with the origins of the approach in the New Homes for Old Policy in 1996.

The proposals represented the next stage of this ongoing approach to improvement following a consultation held between 25th August and 17th November 2015, on ceasing the care and support in four Housing with Care schemes. A key element of the proposals was the potential for Whitefriars Housing Group to refurbish the schemes so that they could be used in the future for people aged 55 years and over. This supported the Council's ambitions to enable people to live independently in their own homes for longer.

The schemes that were subject to consultation were Frank Walsh House in Hillfields, Skipton Lodge in Upper Stoke, Farmcote Lodge in Alderman's Green and Halford Lodge in Keresley. In addition, two day services for People with Learning Disabilities, Jenner8 and the Community Zone, which were attached to Frank Walsh House, were included within this consultation as any decision in relation to Frank Walsh House could also affect the future of these day services.

The proposals consulted upon were as a result of the standard of accommodation in the four Housing with Care schemes combined with the number of vacancies across all the Housing with Care stock plus new high quality accommodation becoming available at the Earlsdon Retirement Village in 2016. At the beginning of December 2015 the number of vacancies had exceeded 55 across all internal and external Housing with Care schemes from a total stock of 767 across 20 schemes, the highest number of vacancies being at Frank Walsh House.

During the consultation 287 people were directly spoken to and a total of 25 meetings were held. Those consulted included service users, family carers, external partner groups and voluntary sector organisations. A range of issues were raised during the consultation regarding the rationale for the proposals, the potential disruption of moving to alternative accommodation, and how the implementation of proposals would be managed should they proceed.

Whilst the report submitted provided in the appendices an analysis of the consultation responses, in summary it was clear that most people who responded were not in support of the proposals. Although those consulted given the opportunity to put forward alternative options for how savings could be made, the only notable alternative proposed was that two of the schemes should remain open, which would avoid the residents of all four schemes having to move and address the level of vacancies across the schemes as a whole. This was considered but this option would not meet the level of savings required by the financial targets or fully address the issues of vacancies or standard of accommodation.

The Cabinet noted that following the consultation Whitefriars Housing Group had confirmed that they would invest approximately £3m in refurbishing Skipton Lodge and Halford Lodge should the care and support cease, with the potential for further investment in Farmcote Lodge. Frank Walsh House was not considered suitable for refurbishment but was not sustainable due to the number of vacancies. As there were no specific plans for the Frank Walsh House site at this point, the existing day services for People with Learning Disabilities could remain on site until at least April 2017. Over this period of time the City Council would continue to work with those affected to plan for an eventual change in service and develop options to deliver more personalised support for people that use the services.

RESOLVED that the Cabinet approve:

- 1. The cessation of care and support at the four Housing with Care schemes as follows:**
 - **Frank Walsh House, Hillfields – by September 2016**
 - **Skipton Lodge, Upper Stoke – by September 2016**
 - **Halford Lodge, Keresley – by March 2017**
 - **Farmcote Lodge, Aldermans Green – by March 2017**
- 2. The continued development of alternative plans, to include improving opportunities for using personal budgets and direct payments, for the two Learning Disabilities Day Services, Community Zone and Jenner8, to be implemented by April 2017.**

89. Results of Public Consultation - Reductions in Grants to External Organisations

The Cabinet considered a report of the Executive Director of Resources, which, following a period of consultation, set out revised proposals regarding grant reductions for a number of organisations, whilst ensuring that the original savings target would be achieved.

The Council makes grant payments approaching £9m in value every year to voluntary, community and other external organisations from its revenue budget. The Council had protected the cash value of many of these grants for a number of years despite the cuts to its own funding from central government since 2010. By 2017, the Council was expecting to have suffered a cut of nearly 50% in its grant from Government since 2010 and an equivalent fall in its net budget of c25%. Given this and the continued expectations of further cuts over the current Spending Review period, the Council took the decision in February 2015 to include a budget saving in its grants to external organisations rising to £1.2m by 2016/17.

On 6th October 2015, the Cabinet agreed specific proposals to deliver this overall savings target along with a period of consultation on these proposals. The Council was aware of the potential impact that these proposals could have on some of the organisations affected and had been very keen to engage in meaningful dialogue with them to understand the impacts and to consider ways in which these might, in the most impactful cases, be mitigated. The Council therefore undertook extensive consultation activity between 12th October and 6th December 2015, contacting all the affected organisations and giving them the opportunity to take part in the consultation including via meetings with the largest organisations and those most affected. Efforts had been made to incorporate views on the impact of any grant reductions, discuss any potential ways of limiting these and to consider, where appropriate, proposed variations to the preferred option put forward in October. The October report made it clear that the Council was open to the potential for the original proposals being moderated as a result of the information assembled during the consultation process.

The report set out the feedback on this consultation exercise and detailed a final set of proposals in the light of the consultation responses and the equality and consultation analyses compiled to assist final decisions to be made. The Cabinet

noted that full consultation responses were provided on the Council's website and a summary was provided at Appendix 1 to the report submitted.

In total the revised proposals recommended that the originally recommended grant reductions be maintained for 10 organisations, amended (lower) reductions for 8 organisations and further savings for small grants that were administered by the Council.

In addition, the Cabinet were advised that it had become apparent through the consultation that a number of services currently managed through a grant agreement may be more appropriately organised through a contractual relationship. It was therefore proposed that grant officers within the Council, in conjunction with the relevant Cabinet Member, consider the appropriateness of the nature of the current arrangements and review these where necessary.

RESOLVED that the Cabinet:

- 1. Considered the outcome of the consultation and the equality and consultation analysis at Section 2 of the report submitted.**
- 2. Approve the financial proposals in sections 2 and 5.1 and Appendix 1 of the report as the basis of grant allocations for supported organisations.**
- 3. Approve reviews of existing grants to consider whether any should be moved to a contractual basis.**
- 4. Approve Council officers undertaking further joint work with grant partners to explore ways in which future costs and grant support can be maintained.**

90. Outcome of Consultation and Revised Council Tax Support Scheme

The Cabinet considered a report of the Executive Director of Resources, which set out the outcome of consultation on proposals for a new Council Tax Support Scheme and made recommendations for the introduction of a new scheme.

Council Tax Support (CTS) was a means tested discount to help low income households with the cost of Council Tax payments. The existing CTS scheme in Coventry broadly mirrored the Council Tax Benefit (CTB) scheme, previously administered under the framework from the Department for Work and Pensions (DWP).

Since the Government announced that CTB was to be localised from April 2013 every council has had the responsibility for designing its own scheme of support. In localising support, the Department for Communities and Local Government had also cut funding by 10 per cent in 2013/14. Notwithstanding this reduction in funding, the Council initially made the decision to implement a new Council Tax Support scheme which effectively mirrored the previous CTB scheme, meaning no change in the level of financial assistance received by recipients. Due to the 10 per cent reduction in funding from central government, this meant that the Council had to find approximately £3 million of additional resources to maintain the equivalent level of support under the CTS scheme.

The Council awarded over £27.6 million in council tax support in 2014/15 to approximately 33,500 households in the City. This has steadily reduced from a level of around £29.3 million two years ago. However, the funding received from Government to provide CTS schemes was no longer separately identified making it very difficult to quantify exactly the level of cost to the Council now. If the amount included notionally for CTS within the Council's overall Government funding had reduced in line with headline funding cuts this would mean that the amount of local CTS funding has fallen below £22m for 2015/16. Hence, the existing scheme was now costing the Council up to £5 million per annum more than the level of funding notionally allocated by government to meet this responsibility. The Cabinet noted that this additional cost would rise even more if government funding continued to fall faster than the cost of the CTS scheme.

The report indicated that the Council faced significant funding pressures for 2016/17 and beyond. Although the Pre-Budget Report previously approved by Cabinet contained proposals that would move the Council towards a balanced Budget in 2016/17, large shortfalls existed in the budget for later years. Given these medium term funding pressures, the 2015/16 Budget Report included a £3 million saving target for CTS from 2016/17. This formed part of the Council's 2015/16 budget consultation process.

It was acknowledged that reducing the CTS scheme was only one of a number of difficult and challenging decisions that the Council would need to take as it reduced and redesigned services to ensure that the Council maintained a sustainable financial position in the wake of unprecedented reductions in funding. Additional cuts to services in other areas to make up the £3 million savings would cause significant impacts across the Council when all service areas were looking at ways of reducing costs.

In proposing to now revise its CTS scheme, the Council would be following the majority of English councils who had now similarly reduced the levels of discounts offered under local schemes than were funded under CTB. In 2015/16 only 42 out of 326 councils had protected all recipients from a cut in support. On average, councils in England had cut scheme discounts compared with levels of benefits previously provided, by 20 per cent.

The Cabinet noted that the rules governing support for pensioners, who comprised approximately 39 per cent of the caseload in Coventry, would continue to be prescribed nationally. People of pension age did not receive any reduction in entitlement under a local scheme when compared to the previous CTB scheme. This meant that pensioners would not be impacted by any proposals to revise the local CTS scheme although this inevitably had the impact of loading the weight of a cut onto people of working age.

In designing local schemes, councils were reminded of their responsibilities in relation to vulnerable groups and individuals. The Equalities Consultation Assessment (ECA) considered these issues and was attached as Appendix 2 to the report submitted.

Various models for revising CTS had been considered and were set out within the report. Some of this work had been informed by the experiences of other Local Authorities who have revised their schemes previously. It was also recognised that to begin collecting relatively small amounts of tax, particularly from those people who are not used to paying Council Tax, would be challenging and potentially costly, particularly as many of the same people would also be affected by other welfare reforms.

Following a period of formal public consultation on the proposed changes, which was undertaken from 17th August 2015 to 26th October 2015, and consideration of the consultation analysis and Equalities Consultation Assessment appended to the report, it was proposed that a minimum contribution approach to pass on a 15 per cent reduction in support to all working age people should be adopted. This approach would apply a blanket reduction regardless of individual circumstances or the type or level of income of the customer. The advantage of this approach would be to disperse the cut across the widest possible section of customers to minimise the average impact. The average weekly award of £20.09 (in a Band A property) would reduce by £3.01 to £17.08, leaving the Council to collect the annual balance of around £156.52 from each of these households (around £2.4 million additional charges if applied equally to all working age residents).

The Cabinet noted that the Finance and Corporate Services Scrutiny Board (1) had considered the Local Council Tax Support Scheme at their meeting on 11 November 2015. They had recommended that, in considering the proposals, the Cabinet should be mindful of Council policy to protect the most vulnerable in the City and to consider other options to achieve the required savings. The Cabinet Member for Strategic Finance and Resources indicated that these issues had been taken into account when looking at various alternative options as identified within the report.

RESOLVED that Cabinet recommend that Council:

- 1 Consider the outcomes of the consultation responses, resulting equality impacts and other information in this report, then make a decision on the proposed new Council Tax Support (CTS) Scheme**
- 2 Approve the proposed Council Tax Support scheme as set out in appendix 1 and delegate authority to the Director of Resources to make final detailed changes to the Scheme and to implement the scheme from 1 April 2016.**

91. MIPIM 2016 - Authority for Attendance 15th - 18th March 2016

The Cabinet considered a report of the Executive Director of Place, which sought approval for the attendance of Elected Members and Officers at Marche International Des Professionals De L'Immobilier (MIPIM) from 15th to 18th March 2016.

The report indicated that MIPIM was Europe's largest and most successful property conference/exhibition with representation from over 79 countries and continued to be widely acknowledged as the place to meet leading international

partners and prospects in the property world. The 2016 conference would witness 27 years of real estate business at MIPIM.

MIPIM continued to be the leading international real estate forum and global market place that brought together industry decision-makers from around the world.

The Cabinet noted that a delegation from the Council had attended MIPIM since 1993 and was one of the first UK cities to realise and exploit its potential. The primary objective from the Council's attendance at the 2016 conference would be to attract and encourage investment into Coventry as part of an overall strategy to create and sustain jobs in the region. Participating and exhibiting at MIPIM would provide a unique opportunity to profile Coventry and Warwickshire projects, achievements and development opportunities to major decision makers and intermediaries in the UK and international property markets. MIPIM would also provide the opportunity to enhance the perception and image of Coventry and Warwickshire.

The travel and accommodation cost of the delegation attending MIPIM 2016 was anticipated to be circa £1,140 per head (£9,120 in total). However, Coventry City Council had achieved a cost neutral position to attend MIPIM since 2012 up until 2015. In 2016 Coventry City Council and Warwickshire County Council would have a combined presence at MIPIM with both Councils funding 50% of the financial costs of attending. Coventry would, as previously, work to secure sufficient private sector funding to cover its half of the costs, including the officers' travel and accommodation.

RESOLVED that the Cabinet approve a delegation from Coventry to attend MIPIM comprising of:

Councillor Lucas, The Leader Coventry City Council; Councillor R Brown, Deputy Cabinet Member (Business, Enterprise and Employment); Martin Reeves, Chief Executive; Martin Yardley, Executive Director Place; David Cockcroft, Assistant Director City Centre and Development Services; Déirdre Fitzhugh, Service Manager Destination and Business Relationships; Claire England, Business Development Officer and Rachel Baker, Project Manager (Project Delivery Team).

92. Revisions to Domestic Vehicle Footway Crossing Policy 2016

The Cabinet considered a report of the Executive Director of Place, which set out proposals to revise the Council's Domestic Vehicle Footway Crossing Policy.

The Policy was last revised in 2011 to improve the application process, clarify the limitations for approval and to address the balance of needs in terms of the desire for off street parking with the safety of pedestrians and the parking needs of drivers.

Demand for parking spaces in front gardens had not decreased in the four years since the last policy revision, and limitations set by the Policy had led to an increase in complaints about the fairness of the way the policy was implemented. In addition, unauthorised crossings continued to be constructed, and were

currently dealt with on a piecemeal basis when identified. Many hundreds of residents drive over pavements not intended to carry vehicles, resulting in damage to those pavements, costing the Council many thousands of pounds each year, whilst at the same time other residents apply correctly to install a crossing. This creates an unfair and inequitable situation.

It was clear that a further revision of the Policy was required to create a more flexible policy that allowed applications for vehicle crossings to be permitted in a greater number of situations; reduce the number of unauthorised crossings in the City and create a more equitable situation for all and to limit the amount of pavement damage caused by vehicles using unauthorised vehicle crossings across the City and reduce the cost to the taxpayer of funding associated repairs.

The principal policy changes proposed to achieve this were to reduce the depth of private frontage required to meet the Policy from 4.8m to 4.5m, allow approved external contractors to construct crossings in the City, in addition to the Council's own Direct Labour Organisation and to carry out construction of crossings where residents refuse to do so, on a rechargeable basis. A revised Policy was appended to the report submitted.

It was anticipated that there would be a significant increase in workload around supervising external contractors, dealing with residents queries, organising recharges and enforcement related duties. It was therefore proposed to recruit an Officer specifically to deal with this work stream funded through additional application fees.

RESOLVED that Cabinet:

- 1. Adopt the revised Domestic Vehicle Footway Crossing Policy 2016 as set out in Appendix 1.**
- 2. Endorse the creation of the post of Vehicle Crossing Officer.**

93. Highways Asset Management Policy and Strategy

The Cabinet considered a report of the Executive Director of Place, which sought approval of an Asset Management Policy and Strategy in respect of the City's highways.

In December 2014, the Secretary of State for Transport announced changes to the capital grant funding for highways maintenance. £6 billion was being made available between 2015/16 and 2020/21 nationally and, of this, £578 million had been set aside for an Incentive Fund Scheme, to reward councils who demonstrate they are delivering value for money in carrying out cost effective improvements.

In July 2015 the Government decided to assess the competence of Local Authorities by completion of an asset management self-assessment questionnaire, which must be signed off by the Councils' Section 151 Officer. Local Authorities would be banded from 1 to 3, and the Council would lose funding if it did not achieve Band 2 in 2016/17. The Cabinet noted that, although the Council had a well-established Highways Asset Management Plan, the Government specifically

required the Council to have a published Asset Management Policy and Strategy as a minimum requirement to achieve a Band 2 position.

Highways Asset Management Policy and Strategy documents had therefore been prepared to maximise the Council's grant funding under the DfT Incentive fund and were appended to the report submitted.

RESOLVED that the Cabinet approve the Highway Asset Management Policy and Strategy documents attached to the report submitted at Appendix 1 and 2 in order to meet the requirements of questions 1 and 2 of the incentive self-questionnaire.

94. **Highways Maintenance Contract - 2016**

The Cabinet considered a report of the Executive Director of Place, which set out proposals for the Council to use Warwickshire County Council's Highways Maintenance Contract 2016.

A corresponding private report detailing confidential aspects of the proposals was also submitted to the meeting for consideration.

Coventry City Council had a highways maintenance budget of £8.89million for the current year with a forecasted budget of £9.66 million for 16/17. Approximately £2.4million was delivered through the Highways Maintenance Contract (HMC) and up to £4million per year is delivered by the Councils Direct Labour Organisation (DLO). The DLO was unable to carry out some of the specialist treatments which were used on the City's roads and since 2011 these specialist items had been purchased via the Warwickshire County Council's (WCC) Highways Maintenance Contract (HMC 2011). These treatments were road surface treatments and road recycling processes which tended to be carried out by National contractors.

In 2011, Coventry City Council joined a collaborative procurement process with WCC. The result of this was the current contract, which had a 5 year 'core-term', was awarded to Balfour Beatty Work Place in May 2011, and was subsequently novated to Balfour Beatty Living Places (BBLP). This core term was due to end in May 2016.

BBLP were offered the first year's extension detailed in the Contract in May 2014, which they declined, citing that the contract would not be commercially viable to them after May 2016 at the tendered rates and prices. Under the Highways Maintenance Contract BBLP is entitled to refuse the offer of an extension.

BBLP submitted alternative proposals for rates and prices, under which they would accept the offer of extension, which led to extensive negotiations between the parties. The parties tried to reach agreement by attempting to establish current market rates, and the rates which would be acceptable from the start of the extension period (May 2016) but this was not achievable.

Subsequently, Warwickshire County Council had re-tendered the Contract, which had been through pre-qualification questionnaires and Invitation to Tender in 2015. Evaluation of tenders took place in November and award was planned in mid-December.

CCC had also considered the option of tendering for these specialist areas of work as individual contracts. However, the value and quantities of the joint contract with Warwickshire County Council and Solihull Metropolitan Borough Council was felt to offer economies of scale which would not be achievable on individual contracts. Continuation of the use of the collaborative Highways Maintenance Contract was recommended and it was therefore proposed that the Council use Warwickshire County Council's HMC 2016 Contract for the contract period (7 year core term plus potential extensions up to a further 3 years) from 6th May 2016.

RESOLVED that the Cabinet approve the Council's use of Warwickshire County Council's Highways Maintenance Contract 2016 Contract for the contract period (7 year core term plus potential extensions up to a further 3 years) from 6th May for the works outlined in the report submitted.

95. **Freehold purchase of Hornchurch Close Industrial Estate, Quinton Road, Coventry**

The Cabinet considered a report of the Executive Director of Place, which set out proposals for the freehold purchase of Hornchurch Close Industrial Estate, Quinton Road, Coventry.

A corresponding private report detailing confidential aspects of the proposals was also submitted to the meeting for consideration.

An opportunity had arisen to make an investment purchase of the freehold of an industrial estate let to small businesses where the Council was currently the long leaseholder. In doing so it would convert the Council's current depreciating asset into an appreciating one, on a self-funding basis that avoided future rent increases to the Council and removed dilapidations claims against the Council at the end of the lease.

The freehold interest in Hornchurch Close Industrial Estate was owned by British Grolux Limited, with the Council holding a 99 year ground lease on the estate, which was due to expire in 53 years time (2068). The Council paid a ground rent to British Grolux Limited of £19,250 per annum, which was next subject to review in 2022. The Council's current leasehold interest was a diminishing asset, whose value would decline as the lease end got nearer.

The estate comprised a multi let industrial estate of 14 units built by the Council and let on occupational leases to small businesses. The estate was popular, fully let and currently produced a gross rent for the Council of £103,550 per annum.

British Grolux Limited was currently seeking to dispose of its freehold interest and terms had been agreed for the Council to purchase it subject to the formal approval of the Council and good title.

The purchase of the freehold would enhance the capital value of the Council's asset, buy in an income stream and turn the Council's interest into an appreciating asset.

RESOLVED that the Cabinet:-

- 1. Approve the purchase of the freehold interest in Hornchurch Close Industrial Estate.**
- 2. Agree to fund the acquisition from corporate resources, servicing the debt from the saving in ground rent expenditure.**
- 3. Delegate authority to the Executive Director of Resources to complete the purchase of the freehold interest.**
- 4. Recommend that Council approve the adjustment of the capital programme to reflect the expenditure.**

96. Outstanding Issues

The Cabinet considered a report of the Executive Director of Resources that contained a list of outstanding issues and summarised the current position in respect of each item.

The Cabinet were advised that, although a revised date had been provided for the consideration of the matter listed at item 3, headed "Improving Accommodation for Older People", this item had in fact been listed on the agenda for this meeting and could therefore be discharged.

RESOLVED that the Cabinet note the dates for future consideration of matters relating to the outstanding issues items listed in the report.

97. Any other items of public business which the Chair decides to take as a matter of urgency because of the special circumstances involved.

There were no other items of public business.

98. Highways Maintenance Contract - 2016

Further to Minute 94 above, the Cabinet considered a private report of the Executive Director of Place, which set out the confidential aspects of proposals for the Council to use Warwickshire County Council's Highways Maintenance Contract 2016.

RESOLVED that the Cabinet approve the Councils use of Warwickshire County Council's Highways Maintenance Contract 2016 Contract for the contract period (7 year core term plus potential extensions up to a further 3 years) from 6th May 2016 for the works outlined in the report submitted.

99. Freehold purchase of Hornchurch Close Industrial Estate, Quinton Road, Coventry

Further to Minute 95 above, the Cabinet considered a private report of the Executive Director of Place, which set out confidential aspects of proposals for the freehold purchase of Hornchurch Close Industrial Estate, Quinton Road, Coventry.

RESOLVED that the Cabinet:-

- 1. Approve the purchase of the freehold interest in Hornchurch Close Industrial Estate for a price indicated within the report submitted**
 - 2. Agree to fund the acquisition from corporate resources, servicing the debt from the saving in ground rent expenditure**
 - 3. Delegate authority to the Executive Director of Resources to complete the purchase of the freehold interest.**
 - 4. Recommend that Council approve the adjustment of the capital programme to reflect the capital expenditure.**
100. **Any other items of private business which the Chair decides to take as a matter of urgency because of the special circumstances involved.**

There were no other items of private business.

(Meeting closed at 2.45 pm)

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Public Document Pack

Coventry City Council

Minutes of the Meeting of Cabinet held at 10.00 am on Tuesday, 12 January 2016

Present:

Cabinet Members:

Councillor Mrs Lucas (Chair)
Councillor A. Khan (Deputy Chair)
Councillor Gannon
Councillor Kershaw
Councillor Maton

Deputy Cabinet Members:

Councillor Brown
Councillor Clifford
Councillor McNicholas
Councillor Thomas

Non-voting Opposition Members:

Councillor Andrews
(for minute numbers 102 & 103)
Councillor Blundell
Councillor Crookes
(for minute numbers 104 & 105)

Other Members:

Councillor J Mutton
Councillor M Mutton
Councillor Noonan

Employees (by Directorate):

Chief Executive's:

M Reeves (Chief Executive), F Collingham,

Place:

M Yardley (Executive Director) M Andrews

Resources:

C West (Executive Director), L Knight,
J Newman

Apologies:

Councillors Abbot, R Auluck, Caan, Ruane

Public Business

101. Declarations of Interest

There were no disclosable pecuniary interests.

102. Memorandum of Understanding Relating to the Planned Distribution of Housing within the Coventry & Warwickshire Housing Market Area (HMA)

The Cabinet considered a report of the Executive Director of Place, which sought approval of a Memorandum of Understanding in relation to the planned distribution of housing within the Coventry and Warwickshire Housing Market Area (HMA).

The Cabinet were advised that the Memorandum of Understanding (MoU) sought to ensure the housing needs of the Coventry and Warwickshire HMA were planned for in full during the current round of Local Plans. It responded to the fact that Coventry was unable to accommodate its full housing needs as well as the recommendations made by the Planning Inspector currently considering the Warwick District Council Local Plan. In doing so the MoU would supersede a previous agreement made at the Coventry and Warwickshire Shadow Economic Prosperity Board (sEPB) in November 2014 and presented to Council in March 2015.

The MoU, attached as Appendix 1 to the report submitted, was presented to the sEPB on 29th September 2015 and was accompanied by a covering report (also part of Appendix 1), which recommended the MoU be endorsed by each of the six authorities – Coventry City, Rugby Borough, Warwick District, North Warwickshire Borough, Stratford on Avon District and Nuneaton and Bedworth Borough.

The MoU had been jointly developed over the summer of 2015 by all six authorities with further support from Warwickshire County Council. Its development had been supported by an officer and member reference group of the sEPB and had been informed by updated evidence on population projections, economic growth forecasts and household formation rates. It also contained points of agreement that related to the levels of housing needs and how that housing should be distributed across the Housing Market Area. This distribution supported both demographic and workforce growth as well as considering mitigation and commuting flows between the six authorities.

The report submitted set out the housing needs and a housing requirement to be taken forward into plan making, and the impact on each of the local authority areas. In summary, for Coventry, the objectively assessed housing need indicated that 42,400 homes would be required. This figure was reduced by 3,800 through aligning population and economic growth and 14,000 through redistribution to other local authority areas. This resulted in a housing requirement for the City of 24,600.

The MoU was supported by all Members of the sEPB except representatives of Nuneaton and Bedworth Borough Council (NBBC), who remained concerned about their own capacity and their ability to plan for an additional 4,020 homes identified as a result of their functional relationship to the City. The lack of support from NBBC at this time was considered further in the proposed response to their Borough Plan, which was also being considered at this meeting.

The approval of the MoU would provide a solid and transparent platform from which to plan for new homes across Coventry and Warwickshire in the coming years. Endorsement of the MoU would also help enable the Council to fulfil its obligations in relation to the Duty to Co-operate and to meet the housing requirements of the housing market area, as required by national planning policy.

RESOLVED that the Cabinet recommend that Council endorses the Memorandum of Understanding relating to the planned distribution of housing within the Coventry & Warwickshire Housing Market Area (HMA) attached at Appendix 1 of the report submitted.

103. **Nuneaton and Bedworth Borough Plan - Publication Draft and Supporting Documents**

The Cabinet considered a report of the Executive Director of Place, which sought endorsement of an officer response to Nuneaton and Bedworth Borough Council's new Borough Plan – Publication Draft and supporting documents.

Nuneaton and Bedworth Borough Council (NBBC) formally published their New Borough Plan for a period of representations on the 26th October 2015. The period of representations ran for 6 weeks until the 18th December 2015 in accordance with national Regulations relating to the submission of Local Plans. In addition to the Borough Plan, NBBC had also published an updated Statement of Community Involvement as well as a site options document for Gypsy and Traveller sites and the first stage of the Community Infrastructure Levy for consultation. Given the timescales involved, officers had submitted an officer representation to NBBC to ensure initial comments had been provided. It was this representation that was attached as Appendix 1a to the report submitted and presented to members for their endorsement or amendment. To reflect the relevance of the Borough Plan to the Duty to Co-operate a joint officer response had also been prepared by Coventry City Council, Warwick District Council, Rugby Borough Council, North Warwickshire Borough Council and Stratford on Avon District Council. This joint response was closely aligned to the City Council's own response and was attached as Appendix 1b to the report.

In summary, the City Council was unable to support the Borough's plan at this time for the following reasons:

- The Borough Plan did not (as currently presented) make any positive attempts to plan for the unmet housing need originating from Coventry;
- Instead, the Borough Plan sought to delay any action until further work was completed on the NBBC Strategic Housing Land Availability Assessment. This meant the Plan was not supported by an up to date evidence base and meant all development options may not have been subject to appropriate consideration in terms of infrastructure needs or Sustainability Appraisal;
- A number of development proposals were identified on the city's administrative boundary which would represent extensions to the city's urban area. Although these may be acceptable in principle the City Council had received limited notification of such proposals or invitations to comment on potential infrastructure implications; and
- The Borough Plan also sought to delay any support for the city's unmet need by suggesting further consultation may be required. For the reasons set out above, further consultation was inevitable to secure a sound plan and help respond to the unmet need arising from Coventry.

In relation to the supporting documents, the Council's response highlighted the following key points:

The Statement of Community Involvement (SCI) - Additional reference needed to be added to Appendix A to ensure neighbouring authorities were considered under the duty to cooperate.

The Community Infrastructure Levy and the Infrastructure Delivery Plan - The importance of cross boundary infrastructure, especially in relation to sites adjacent the city boundary.

Gypsy and Traveler site options - The document proposed a number of sites that could potentially be allocated to meet the needs of the Gypsy and Traveler community. This included a site at Burbages Lane, Ash Green, located approximately 75m from the city's boundary. Although there was unlikely to be any concern in principle, the supporting text was unclear about the full extent of the site and the impact it may have on an adjoining Local Wildlife Site, the wider Green Belt and the settled traveller community situated on Burbages Lane within the city's administrative boundary.

RESOLVED that the Cabinet recommend that Council endorse:-

- 1. The officer representations to Nuneaton and Bedworth's new Borough Plan – Publication Draft and supporting documents, as set out at Appendix 1a;**
- 2. The joint sub-regional officer representations to Nuneaton and Bedworth's new Borough Plan – Publication Draft, as set out at Appendix 1b.**

104. New Coventry Local Plan - Publication Draft (2011-2031) and the Updated Local Development Scheme (2016)

The Cabinet considered a report of the Executive Director of Place, which sought approval of the New Coventry Local Plan for a period of public consultation.

The Office for National Statistics recognised Coventry as the fastest growing city outside Greater London with continuing job growth and two successful universities. The Local Plan responded to the growth and the policies and proposals within it to provide a blueprint to support the Council's overarching aim of re-establishing itself as a Top Ten City.

The Plan identified out how and where the city would grow, develop and change and how the Council would work jointly with its partners and neighbouring authorities to support and facilitate this growth. It would be managed through a range of policies, designations and allocations, which would cover a broad selection of policy areas, including:

- Sustainable Development and the Duty to Cooperate;
- Housing;
- The Economy, Jobs and Employment;
- Public Health;
- Retail, Social, Community and Leisure Uses;
- The Green Belt and the Wider Green Environment;
- Heritage and Conservation;

- Urban and Landscape Design;
- Accessibility and Transport;
- Environmental Management, Climate Change and Minerals and Waste; and
- Infrastructure Provision.

The Cabinet noted that although all elements of the plan present specific policy implications and proposals for different parts of the city, of particular importance was the quantum of growth proposed and the impacts it would have on the city's Green Belt. The development pressures outlined in the report submitted were testimony to the growing demand from people who wanted to live and work in the City, and who were increasingly attracted to the area as a result of the resurgence of manufacturing industries in the sub-region, the success of Coventry's two world class universities and the growth in jobs across many sectors.

As such, an Objectively Assessed Need for Housing had been identified of 42,400 homes for Coventry between 2011 and 2031. This had been informed by the Government's most recent population projections. It was not possible however to accommodate this level of housing within the City's administrative boundaries, with the Council's housing land supply identifying a capacity of approximately 25,000 homes. A Memorandum of Understanding had therefore been prepared with the six Warwickshire authorities to propose how the remaining housing need would be redistributed and planned for (see Minute 102 above). The total capacity for new homes was approximately 400 homes higher than the housing requirement agreed in the Memorandum of Understanding with Warwickshire. This helped provide some flexibility to the City's housing land supply, which was a requirement of national guidance. Included as part of this growth were two proposed urban extensions at Keresley and Eastern Green. These two areas represented the first sizeable planned expansion of Coventry's urban area in over 50 years.

In addition to housing needs the plan also responded to the need for employment land. A total requirement of 354ha had been identified, which reflected both the need for new land but also an allowance for qualitative improvements to the City's employment land offer. The plan made provisions for 128ha of employment land within Coventry's boundaries (but with a further 89ha of employment land at Ansty Park and Ryton Park in Rugby Borough). The remaining requirement was expected to be largely delivered as part of the Gateway proposals in Warwick District.

This would however require the removal of approximately 600ha of land from Coventry's existing Green Belt to provide approximately 6,600 of these new homes and 41.5ha of the new employment land (potentially supporting the creation of 7,000 new jobs). The Cabinet noted, however, that only 48% of the land removed from the Green Belt was likely to be developed, meaning less than 10% of the City's existing Green Belt would be built on over the course of the plan. This was due to assets such as ancient woodlands being protected by other policy designations and new developments incorporating new publicly accessible and useable green spaces to ensure high quality environments. The majority of the remaining supply would be on brownfield land.

The Plan had also continued to ensure the most sensitive and highest value green spaces remained protected in the most appropriate and robust way. This led to the re-designation of some areas previously referred to as Green Belt being redefined to the new national designation of Local Green Space and reflected the fact they did not meet the purposes of Green Belt policy but perhaps more importantly reflected their importance to local communities within the more urbanised parts of the City. It was also noted that Local Green Space designations carried a very similar level of protection as Green Belt policy.

Notwithstanding the levels of growth expected within Coventry's boundaries, the City would not be able to achieve its ambition of becoming a Top 10 City again without the support of its neighbouring authorities, and continued working through the Duty to Cooperate. This reflected the City's tight administrative boundaries and that a substantial amount of the City's housing and employment needs would be delivered in Warwickshire, whilst links to the wider Birmingham conurbation would also be vital for longer term economic growth. The report indicated that there was a genuine chance therefore that some of the development could be brought forward adjacent to the City's boundaries, most notably to the north, east and south. The Local Plan identified its support for such proposals where they supported the sustainable growth of the City, but recognised that the final decisions rested with respective authorities. Indeed, recent proposals such as the Coventry Gateway and the growth of Warwick University were prime examples of how such developments could be achieved.

The Cabinet were advised that the version of the Local Plan included at Appendix 1 of the report submitted was the Publication Draft, which meant it was the version of the plan the Council believed was suitable to submit for public examination. It had been developed over a number of years and had full regard to a wide range of consultation responses, a robust evidence base and the Council's responsibilities under the statutory Duty to Cooperate.

The Plan had been prepared in accordance with relevant National Legislation and Planning Regulations, which meant, prior to submission, the plan must be published for a statutory period of 6 weeks public engagement (referred to as a period of representations) which focused on the Plans "soundness" and "legal compliance". This would commence on 18th January 2016.

It would however be necessary to consider all representations to the plan and potentially propose minor amendments prior to its submission to the Secretary of State for Public Examination. In order to avoid the need for a further report to full Council and the delay to the process that would result, it was intended that the Council delegate responsibility for this to the Executive Director of Place, in consultation with the Cabinet Member for Business, Enterprise and Employment, the Chair of the Business, Economy and Enterprise Scrutiny Board (3) [Scrutiny Board 3] and the Chair of Planning Committee. This delegated power would also include a special meeting of Scrutiny Board 3 and the Planning Committee in March 2016. In the event that significant issues were highlighted with the Local Plan that would affect its legal compliance or overarching soundness and result in the need for major amendments, a further report would be submitted to Cabinet and Council for their consideration.

Accompanying this stage of the new Local Plan was an update of the Local Development Scheme (LDS). The LDS was a mandatory requirement of the Planning and Compulsory Purchase Act and set out which documents the Council would produce to establish its new planning policies and when they would be produced. The LDS contained four separate documents planned for development. These included the Local Plan, the City Centre Area Action Plan, the Community Infrastructure Levy (CIL) and a Supporting Housing Delivery Development Plan Document.

RESOLVED that the Cabinet recommend that Council:

- 1. Consider the responses received to the Local Plan – Delivering Sustainable Growth: September 2014, which are referenced in Paragraphs 3.1 and 3.2, and summarised in Appendix 3 of the report submitted and contained in full on the Councils website.**
- 2. Approves the "Local Plan Publication Draft (2011-2031)" document.**
- 3. Approves the updated Local Development Scheme (2016).**
- 4. Authorises a period of six weeks statutory public engagement beginning on 18th January 2016 and ending on 29th February 2016.**
- 5. Delegate authority to the Executive Director of Place, in consultation with the Cabinet Member for Business, Enterprise and Employment, the Chair of Scrutiny Board 3 and the Chair of Planning Committee, to take full account of the responses received to the statutory period of public engagement, propose minor amendments to the Local Plan (where this is necessary to correct any errors and aid clarity) and submit the plan to the Secretary of State for a period of Public Examination.**

105. Coventry City Centre Area Action Plan (AAP) - Publication Draft

The Cabinet considered a report of the Executive Director of Place, which sought approval of the City Centre Area Action Plan for a period of public consultation.

The Cabinet note that the development of a successful City Centre was an essential component of promoting the growth and prosperity of Coventry. For many visitors, investors, business and local people the City Centre was a gateway to Coventry that represented their principal location for work, learning, leisure and shopping. It offered a fantastic opportunity to exploit the City's historic assets, rich 20th century heritage and showpiece innovative 21st century buildings and public realm, which together would create a unique city centre environment. The City Centre Area Action Plan, attached as Appendix 1 to the report submitted, set out how this could be promoted and achieved.

At a time when Coventry's population continued to grow, its city centre would continue to be a focal point, but must respond in order to stop a period of decline, primarily within its retail offer. This was placed in context through the Council's Shopping and Centres Study (2014), which identified Coventry as the country's 13th biggest city but with a retail centre ranked 58th. As such, there was a clear disparity between the City's population and the quality of its retail offer.

In recent years however, significant investment in city centre public realm improvements had complemented substantial investments in job creation such as the new Severn Trent head offices and hi-tech business at the University Technology Park. Likewise, more people were now living in the city centre following delivery of new homes over the last 10 years. Coventry University also continued to grow, not only in terms of its student numbers, but also its national and global reputation and the size and quality of its campus.

The Area Action Plan looked to build upon these recent successes and provide a platform for the future to help guide and deliver new developments and investment. It included well known and established proposals such as Friargate, City Centre South and the completion of Belgrade Plaza, but also introduced new ideas and aspirations. For example, new residential led regeneration around the area north of Corporation Street and Fairfax Street, continued growth of the Technology Park, new approaches to city centre parking provision and longer term aspirations for the regeneration of the northern half of the City's retail area.

In addition to new buildings, the Area Action Plan provided a fundamental focus on urban and landscape design, environmental quality, protection of historic assets, green infrastructure, water courses and new routes and linkages helping people move around the city centre and its adjoining areas in an easier and more coherent way. These aspects would all be fundamental in continuing to improve the overall feel and safety of the city centre and the quality of its built environment.

The development of an Area Action Plan was therefore essential to help provide a clear overview of how all these different aspects could work together to improve the city centre whilst shaping and directing future development. The Cabinet noted however, that the Area Action Plan could not define exactly how specific sites would be developed, but it could set clear markers and provide a firm steer as to how development could be brought forward. This provided a blueprint for the city centre, allowing it to respond to the rapid change that it was expected to face in the coming years.

In this context, the Area Action Plan had been developed in two specific sections. The first would consider overarching policy guidance focused around the four key areas of city centre heritage; the built environment; the natural environment; and accessibility.

The second section would provide a more detailed overview of:

- Nine Principal Areas that have been identified around specific characteristics and include:
 - i. The Business Area – Friargate;
 - ii. Cathedrals and Cultural Area;
 - iii. The Civic Area;
 - iv. Far Gosford Street Area;
 - v. Health and Learning Area – Swanswell;
 - vi. Leisure and Entertainment Area – Sky Dome and Belgrade Plaza;
 - vii. Primary Shopping Area – the Retail Core;
 - viii. Technology Park Area – Parkside; and

ix. University and Enterprise Area

- Two further regeneration areas to the north of the city centre, focused around Bishop Street and Fairfax Street; and
- An area of planned stability with small infill opportunities to the south of the city, focused around Warwick Row.

Both sections follow on from an introductory section which explained where the city centre currently sits and where it looks to go in the future. This section also included a new policy which clarified the city centre development strategy and created a primary link between the Area Action Plan and the Local Plan.

The Cabinet noted that the version of the Area Action Plan included at Appendix 1 of the report was the Publication Draft, which meant it was the version of the plan the Council believed was suitable to submit for public examination. It had been developed over a number of years and had full regard to a wide range of consultation responses, a robust evidence base and the Council's responsibilities under the statutory Duty to Cooperate.

The Plan had been prepared in accordance with relevant National Legislation and Planning Regulations, which meant prior to submission the plan must be published for a statutory period of 6 weeks public engagement (referred to as a period of representations) which would focus on the Plans "soundness" and "legal compliance". This would commence on 18th January 2016.

It would however be necessary to consider all representations to the plan and potentially propose minor amendments prior to its submission to the Secretary of State for Public Examination. In order to avoid the need for a further report to full Council and the delay to the process that would result, it was intended that the Council delegate responsibility for this to the Executive Director of Place, in consultation with the Cabinet Member for Business, Enterprise and Employment, the Chair of the Business, Enterprise and Economy Scrutiny Board (3) [Scrutiny Board 3] and the Chair of Planning Committee. This delegated power would also include a special meeting of Scrutiny Board 3 and the Planning Committee in March 2016. In the event that significant issues were highlighted with the Area Action Plan that would affect its legal compliance or overarching soundness and result in the need for major amendments, a further report would be submitted to Cabinet and Council for their consideration.

RESOLVED that the Cabinet recommend that Council:

- 1. Consider the responses received to the City Centre Area Action Plan – The Preferred Approach, which are referenced in Paragraphs 3.1 and 3.2, and summarised in Appendix 2 of the report submitted and contained in full on the Council's website.**
- 2. Approves the "City Centre Area Action Plan – Publication Draft (2011-2031)" document.**
- 3. Authorises a period of six weeks statutory public engagement beginning on 18th January 2016 and ending on 29th February 2016.**

- 4. Delegate to the Executive Director of Place, in consultation with the Cabinet Member for Business, Enterprise and Employment, the Chair of Scrutiny Board 3 and the Chair of Planning Committee, to take full account of the responses received to the statutory period of public engagement, propose minor amendments to the Area Action Plan (where this is necessary to correct any errors and aid clarity) and submit the plan to the Secretary of State for a period of Public Examination.**
- 106. Any other items of public business which the Chair decides to take as a matter of urgency because of the special circumstances involved.**

There were no other items of public business.

(Meeting closed at 10.30 am)



Public report Cabinet Report

Cabinet
Audit and Procurement Committee

9th February 2016
15th February 2016

Name of Cabinet Member:

Cabinet Member for Strategic Finance & Resources – Councillor Gannon

Director approving submission of the report:

Executive Director of Resources

Ward(s) affected:

City Wide

Title:

2015/16 Third Quarter Financial Monitoring Report (to December 2015)

Is this a key decision?

No

Executive summary:

The purpose of this report is to advise Cabinet of the forecast outturn position for revenue and capital expenditure and the Council's treasury management activity as at the end of December 2015. The headline revenue forecast for 2015/16 is an overspend of £3.3m. At the same point in 2014/15 there was a projected underspend of £0.6m.

The overall revenue position incorporates a headline overspend of £8.5m within the People Directorate, the majority of which relates to Adult Social Care Community Purchasing budgets. These are offset to some degree by underspends within the corporate Asset Management Revenue Account.

Capital spending is projected to be £114.6m for the year. This represents a net decrease of £3.8m on the £118.4m reported at the second quarter. The Programme comprises £2.5m approved net additions to the programme and £6.3m rescheduling of expenditure into 2016/17.

Recommendations:

Cabinet is recommended to:

1. Approve the forecast revenue overspend at Quarter 3.
2. Approve the revised capital estimated outturn position for the year of £114.6m incorporating: £2.5m net increase in spending relating to approved/technical changes (Appendix 2), £6.3m net rescheduling of expenditure into 2016/17 (Appendix 4) and £0.2m net overspend (Appendix 5).

Audit and Procurement Committee is recommended to:

1. Consider whether there are any comments they wish to be passed to Cabinet

List of Appendices included:

Appendix 1	Revenue Position: Detailed Directorate breakdown of forecast outturn position
Appendix 2	Capital Programme: Analysis of Budget/Technical Changes
Appendix 3	Capital Programme: Estimated Outturn 2015/16
Appendix 4	Capital Programme: Analysis of Rescheduling
Appendix 5	Capital Programme: Analysis of Over/Under Spending
Appendix 6	Prudential Indicators

Background Papers

None

Other useful documents:

Budgetary Control 2015/16 file, location CRH 3

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?

Audit and Procurement Committee, 15th February 2016

Will this report go to Council?

No

Report Title:

2015/16 Third Quarter Financial Monitoring Report (to December 2015)

1. Context (or Background)

- 1.1 Cabinet approved the City Council's revenue budget of £238.3m on the 24th February 2015 and a Directorate Capital Programme of £124m. This is the third quarterly monitoring report for 2015/16 to the end of December 2015, the purpose of which is to advise Cabinet of the forecast outturn position for revenue and capital expenditure and to report on the Council's treasury management activity.
- 1.2 The current 2015/16 revenue forecast is an overspend of £3.3m, a decrease of £1.4m on the quarter 2 position of £4.7m. The reported forecast at the same point in 2014/15 was an underspend of £0.6m.
- 1.3 Capital spend is projected to be £114.6m, a decrease of £3.8 m since the quarter 2 report. This spend will all be met by resources identified previously.

2. Options considered and recommended proposal

- 2.1 **Revenue Forecast** - The Quarter 3 revenue budget monitoring exercise has identified an overall overspend of £3.3m. Table 1 below provides details of the forecast directorate variances.

Table 1 - Forecast Variations

Directorate	Revised Budget	Forecast Spend After Action/ Use of Reserves	Net Forecast Variation
	£m	£m	£m
Chief Executives	1.6	1.6	0.0
People	161.8	170.3	8.5
Place	29.2	29.9	0.7
Resources	11.6	11.6	0.0
	204.2	213.4	9.2
Contingency & Central Budgets	34.1	28.2	(5.9)
Total	238.3	241.6	3.3

The key reasons for the predicted directorate overspends are set out below. A set of specific actions to be taken by Strategic Management Board to address this position are set out in section 5.

2.2 Individual Directorate Comments for Revenue Forecasts

A summary of the forecast year-end variances is provided below. Further details are shown in Appendix 1.

People

The People Directorate is reporting a forecast net overspend of £8.5m. This is made up of a significant overspend on Community Purchasing of £7.1m, an overspend on Children's Placements of £0.9m (made up from non-delivery of internal fostering target £0.4m, Staying Put £0.2m, and a worsening forecast position since Quarter 2 of £0.3m), and an overspend on supported accommodation for 17 and 18 years olds of £0.6m. This is offset by some other underspends across the directorate.

Within Adult Social Care Community Purchasing budgets, an increase in demand for externally commissioned packages of care as well as increasing needs of existing service users is both adding to the existing underlying overspend as well as preventing the savings expected from managing cost and activity.

The position includes the additional £10m of resource for Children's Services as approved in the budget report; and £2m of the £3m reserve which is for 2015/16 only. The reserve is being used to offset further overspend in Children's Placements and a £1.2m pressure across children's permanency allowances.

A fundamental review of all People Directorate Budgets and activity is being carried out to ensure this significant variance can be mitigated both within this financial year and into the future. This is being supported by additional regional challenge activity on the use of resource in adult social care.

Place

The delivery of the Streetpride & Greenspace structural review, required to deliver the approved MTFs saving in Parks (£1m) and Street Cleaning (£0.5m) will be delivered in full but only implemented part way through the year. This will result in a one off £0.7m pressure in 2015/16.

Additionally, growth in waste disposal tonnages has occurred in 15/16, resulting in a pressure of £0.7m. This is caused by both existing household 'normal' growth, and also the expected additional new households that will come into being as a result of the successful growth of the city. Currently tonnage growth is not budgeted for in advance, but will be from 2016/17.

A number of other smaller pressures exist, the main ones being Monitoring & Response services income, Commercial catering Income, and traveller incursion costs. These are being offset by overachievement in income in other areas together with management actions, the two key actions being firstly, Fleet which relates to the refinancing of some vehicles which are now being used for longer periods of time, and secondly, a managed reduction in reactive repairs to corporate property. The effect of all these variations is a net credit of £0.7m

Resources

Resources is showing a balanced position. This is largely a result of some non-delivery of staff turnover targets, offset against an overachievement of income on the agency workers contract rebate, and underspend on the external; advisor budget within Transformation. There are a number of volatile areas that can impact upon the Resources Directorate position largely within Revenues and Benefits, such as Housing Benefit Subsidy, Community Support payments, and level of court fees income.

Contingency & Central

Corporate budgets include underspends within the Asset Management Revenue Account (AMRA, £4.4m), inflation contingencies (£1.5m) and Magistrates Court building debt repayments (£0.9m), this relating to a refund following a long-running legal dispute. The position has improved by £0.9m from quarter 2 as a result largely of a review of the pattern of past service pension costs which it is now anticipated will underspend by £0.8m. There is a projected overspend of £0.5m on the City Centre First Project and a £0.7m shortfall in the achievement of Commissioning and Procurement savings target. Both the AMRA and contingency budgets are being rebased as part of 2016/17 Budget Setting.

2.4 Capital Programme

Table 2 below updates the budget to take account of £3.8m decrease in the programme, £0.2m net overspends and an additional £6.3m which is now planned to be carried forward into future years. This gives a revised projected level of expenditure for 2015/16 of £114.6m. Appendix 3 provides an analysis by directorate of the movement since quarter 2.

The Resources Available section of Table 2 explains how the capital programme will be funded in 2015/16. It shows that 69% of the programme is funded by external grant monies and 26% is funded from borrowing. The Programme also includes funding from capital receipts of £1.1m

Overall the capital programme and associated resourcing reflects a forecast balanced position in 2015/16.

Table 2 – Movement in the Capital Budget

CAPITAL BUDGET 2015-16 MOVEMENT	£m
Estimated Outturn Quarter 2	118.4
Approved / Technical Changes (see Appendix 2)	2.2
"Net" Overspending (see Appendix 5)	0.2
"Net" Rescheduling into future years (see Appendix 4)	(6.3)
Revised Estimated Outturn 2015-16	114.6
<hr/>	
RESOURCES AVAILABLE:	£m
Prudential Borrowing (Specific Approvals)	17.0
Prudential Borrowing (Gap Funding)	12.6
Grants and Contributions	79.4
Capital Receipts	1.1
Revenue Contributions	4.4
Leasing	0.1
Total Resources Available	114.6

2.5 Treasury Management Activity in 2015/16

Interest Rates

The global economy is facing a period of slower growth, mainly caused by recent problems experienced in China. It is expected that the UK will be able to weather a temporary global slowdown due to lower commodity prices. UK economic growth has remained robust in Q3 at 2.3% as household spending has remained high, being supported by real wage & disposable income growth due in part to very low inflation figures as a result of falling commodity prices. However, it is expected that inflation will begin to rise towards the end of 2016. All of this means that there is no prospect of an immediate rise in interest, with predictions still estimating that the first rise will be in Q3 of 2016 but the rise is more likely to be later than this rather than earlier and the new normal rate of interest will be somewhere between 2 and 3%.

Long Term (Capital) Borrowing

The net long term borrowing requirement for the 2015/16 capital programme is £17.8m, taking into account borrowing set out in Section 2.4 above (total £29.6m), less amounts to be set aside to repay debt, including non PFI related Minimum Revenue Provision (£11.8m). No long term borrowing has been undertaken for several years, in part due to the level of investment balances available to the authority. Any future need to borrow will be kept under review in the light of a number of factors, including the anticipated level of capital spend, interest rate forecasts and the level of investment balances.

During 2015/16 interest rates for local authority borrowing from the Public Works Loans Board (PWLb) have varied within the following ranges:

PWLb Loan Duration (maturity loan)	Minimum 2015/16 to P9	Maximum 2015/16 to P9	As at the End of P9
5 year	2.02%	2.55%	2.38%
50 year	3.21%	3.78%	3.53%

The PWLB now allows qualifying authorities, including the City Council, to borrow at 0.2% below the standard rates set out above. This “certainty rate” initiative provides a small reduction in the cost of future borrowing. In addition the Council has previously received approval to take advantage of a “project rate” as part of the Coventry and Warwickshire Local Enterprise Partnership (LEP), enabling it to access PWLB borrowing up to the end of 2015/16, at 0.4% below the standard rate for £31m of borrowing required for delivery of the Friargate Project. Given current interest rates and the level of investment balances held by the Council, it is likely that the Council will not use the “project rate” facility.

Regular monitoring continues to ensure identification of any opportunities to reschedule debt by early repayment of more expensive existing loans with less expensive new replacement loans. However, the current premiums payable on early redemption currently outweigh any potential savings.

Short Term (Temporary) Borrowing and Investments

In managing the day to day cash-flow of the authority, short term borrowing or investments are undertaken with financial institutions and other public bodies. The City Council currently hold no short term borrowing.

Short term investments were made at an average interest rate of 0.64%. This rate of return reflects low risk investments for short to medium durations with UK banks, Money

Market Funds, Certificates of Deposits, other Local Authorities and companies in the form of corporate bonds.

Although the level of investments varies from day to day with movements in the Council's cash-flow, investments held by the City Council identified as a snap-shot at each of the reporting stages were: -

	As at 31st December 2014 £m	As at 30th September 2015 £m	As at 31st December 2015 £m
Banks and Building Societies	51.0	69.3	63.0
Money Market Funds	4.8	6.9	10.6
Local Authorities	18.0	0.0	0.0
Corporate Bonds	0.0	15.6	8.4
Total	73.8	91.8	82.0

External Investments

In addition to the above investments, a mix of Collective Investment Schemes or "pooled funds" is used, where investment is in the form of sterling fund units and non-specific individual investments with financial institutions or organisations. These funds are generally AAA rated, are highly liquid as cash can be withdrawn within two to four days, and short average duration. The Sterling investments include Certificates of Deposits, Commercial Paper, Corporate Bonds, Floating Rate Notes and Call Account Deposits. These pooled funds are designed to be held for longer durations, allowing any short term fluctuations in return to be smoothed out. In order to manage risk these investments are spread across a number of funds.

As at 31st December 2015 the pooled funds were valued at £28.7m, spread across the following funds: Payden & Rygel; Federated Prime Rate, CCLA and Standard Life Investments.

Prudential Indicators and the Prudential Code

Under the CIPFA Prudential Code for Capital Finance authorities are free to borrow, subject to them being able to afford the revenue costs. The framework requires that authorities set and monitor against a number of Prudential Indicators relating to capital, treasury management and revenue issues. These indicators are designed to ensure that borrowing entered into for capital purposes was affordable, sustainable and prudent. The purpose of the indicators is to support decision making and financial management, rather than illustrate comparative performance.

The indicators, together with the relevant figures as at 31st December 2015 are included in Appendix 6. This highlights that the City Council's activities are within the amounts set as Performance Indicators for 2015/16. Specific points to note on the ratios are:

- The Ratio of Financing Costs to Net Revenue Stream (indicator 1) is 14.42% compared to 14.83% within the Treasury Management Strategy, in part due to lower levels of Prudential Borrowing resourced capital spend in 2015/16;

- The Upper Limit on Variable Interest Rate Exposures (indicator 10) sets a maximum amount of net borrowing (borrowing less investments) that can be at variable interest rates. At 31st December the value is -£48.7m (minus) compared to +£83.9m within the Treasury Management Strategy, reflecting the fact that the Council has more variable rate investments than variable rate borrowings at the current time.
- The Upper Limit on Fixed Interest Rate Exposures (indicator 10) sets a maximum amount of net borrowing (borrowing less investments) that can be at fixed interest rates. At 31st December the value is £217.0m compared to £419.3 within the Treasury Management Strategy, reflecting that a significant proportion of the Council's investment balance is at a fixed interest rate.

3. Results of consultation undertaken

3.1 None.

4. Timetable for implementing this decision

4.1 There is no implementation timetable as this is a financial monitoring report.

5. Comments from Executive Director, Resources

5.1 Revenue

The quarter 3 position has slightly improved with Adult Social Care (ASC) position remaining high but stabilising. As reported at quarter 2 work is under way to fully understand this ASC movement including the underlying position in service user numbers. The recently announced provisional 2016/17 Local Government Finance Settlement incorporates different elements of social care funding and these will need to be considered as part of a medium term financial position for the service going forward. The challenges faced within Adult Social Care have been built into the forthcoming Budget Report.

Further positive action is necessary in order for the Council to balance its budgetary control position by year-end and notwithstanding the improvement in quarter 3 the Council's Senior Management Board will continue to pursue the actions approved by Cabinet previously incorporating: fundamental review of People Directorate budgets, Place and Resources Directorates seeking to identify compensating underspends, continued control of vacancies and recruitment activity and exploring technical solutions, that might be available to manage the year-end position.

5.2 Capital

The Capital Programme shows a projected balanced position for 2015/16. The borrowing requirement in 2015/16 has fallen to £29.5m (Budget Setting report £45.6m) and the overall level of borrowing continues to be contained within previously approved parameters. Of this, £16.9m relates to spending on specific schemes approved by Cabinet. The remaining £12.5m predominantly relates to borrowing that has previously been approved but not undertaken. Cabinet is reminded that at the end of 2014/15 available external grant funding of £3.4m along with similar amounts in previous years was used to fund spending which had been forecast to be funded from prudential borrowing. This report incorporates the need now to call on the associated level of Prudential Borrowing approvals not previously utilised. Similarly, there will be a need to incorporate this approach in future years as capital spending is incurred.

The Executive Director, Resources will review the overall level of prudential borrowing undertaken in 2015/16 together with other sources of funding as part of the year end process and continue to re-evaluate future capital spending profiles taking into account economic circumstances, the ability to generate capital receipts and the profile of other areas of significant investment managed by the Council. Due to the revenue position outlined in this report, it is now less likely than previously that tactical use of revenue resources will be deployed as a mechanism to delay borrowing.

Jaguar Land Rover (JLR) Infrastructure

A planning application is imminent for the new bridge across the A45 to assist in JLR expansion. This could bring in additional grant in the region of £35m, the application for which will be reviewed on 12th February. If the LEP bid for this Government Grant is successful this might give the City Council the opportunity to apply this new resource in 2015/16 and reduce its Prudential Borrowing requirements until future years. Only when the funding application is known will it be confirmed whether the funding can be applied as part of the 2015/16 outturn process, delaying the current £29.5m Prudential Borrowing requirement to future years. This may result in a short to medium term revenue benefit.

Works for Friargate Bridge, Whitley and South West Junction Improvements

Council officers are currently in the process of agreeing the final accounts for contracts for the Friargate Bridge, Whitley, and South West Coventry Junction Improvement projects incorporating a robust audit of costs and processes on each project. The completion of the audit exercise will help to quantify the final accounts, but it is expected that the costs could increase overall against approved budget and the final outcome of this audit work will be reported within the Highways and Transportation Budget Report in March 2016. Any cost pressures will be met from within existing approved transformation programmes.

5.3 Legal implications

None

6. Other implications

6.1 How will this contribute to achievement of the Council's Plan?

The Council monitors the quality and level of service provided to the citizens of Coventry and the key objectives of the Council Plan. As far as possible it will try to deliver better value for money and maintain services in line with its corporate priorities balanced against the need to manage with fewer resources.

6.2 How is risk being managed?

The need to deliver a stable and balanced financial position in the short and medium term is a key corporate risk for the local authority and is reflected in the corporate risk register. Budgetary control and monitoring processes are paramount to managing this risk and this report is a key part of the process.

6.3 What is the impact on the organisation?

In Quarter 3 there is a forecasted overspend. The Council will continue to ensure that strict budget management continues to the year-end as described elsewhere within the report.

6.4 Equalities / EIA

No impact.

6.5 Implications for (or impact on) the environment

No impact

6.6 Implications for partner organisations?

No impact.

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Appendix 1 Revenue Position: Detailed Directorate Breakdown of Forecasted Outturn Position

Appendix 1 details directorates forecasted variances.

REPORTING AREA	EXPLANATION	£m
PEOPLE DIRECTORATE		
Overspends:		
Mental Health, Learning Disabilities & Physical Impairment	Increasing activity across Adult Social Care is adding to the continuing significant (£3.8m) underlying pressure which existed at the end of the last financial year. Budgetary savings linked to reducing demand are also being impacted by these increased demand levels. Additional approval processes have been implemented to ensure high cost packages receive increased scrutiny and monitoring.	4.2
Older People	Increasing activity across Adult Social Care is adding to the continuing significant (£3.8m) underlying pressure which existed at the end of the last financial year. Budgetary savings linked to reducing demand are also being impacted by these increased demand levels. Additional approval processes have been implemented to ensure high cost packages receive increased scrutiny and monitoring.	2.7
LAC Services	The main source of overspend is Children's Placements £0.9M (including the Staying Put Scheme). A pressure of £1.4M in Children's permanency allowances is being offset by 1-off reserve. Changes in policy, and high activity within adoption and special guardianship orders has resulted in unit cost and activity increase. The placements pressure is a result of continuing high numbers of LAC, and placement mix with too high a proportion of LAC in external fostering and residential provision. £0.8M of the £3M 1-off reserve for Children's Services has been applied to the Placements budget to reduce the overspend in line with agreed usage. We are looking to refresh the LAC Strategy alongside additional approval processes to ensure high cost placements are subject to further scrutiny and increased monitoring of activity and decision making at all levels is taking place.	1.4
Child Protection	This relates to an activity overspend in discretionary and Section 17 payments to prevent children from becoming looked after (£0.7M). There is also an overspend on Legal (£0.3M) as a result of high activity and the use of agency staff plus an overspend in social worker caseholding (£0.3m) as the planned reduction in agency staff did not happen. These overspends are partly offset by underspends in the Children & Families First teams, largely as a result of staffing vacancies. There is a refreshed children's workforce strategy in place with a new social worker recruitment drive due to commence in Q4.	1.2
Strategy & Commissioning (CLYP)	The key issue contributing to the variance is the £0.7m forecasted overspend in Supported Accommodation, caused by the loss of one provider and 81 beds from current contracts and subsequent use of spot purchasing. Additional beds are being procured and in the interim there is some offsetting of the overspend by underspends in the areas of CAMHS and Advice and Guidance to Young People (Connexions/Rightstep).	0.5
Inclusion & Participation	This overspend mainly relates to transport costs (£521K offset by a number of underspends in other areas), and are attributable to an increase in volume. All travel assistance policies will be reviewed through the formal consultation processes during the Autumn/Spring terms 2015/16. Reduction in expenditure is wholly dependent upon the agreement and implementation of new policies that secure the Council's statutory obligations.	0.4
Safeguarding	This is largely a result of an overspend within Children's Safeguarding due to high levels of activity and difficulties in recruiting to some permanent posts. As a consequence of this it was necessary to use agency staff. However, the reliance on agency staff has reduced significantly since the start of the year. There is also an overspend on the Children and Adults safeguarding boards as a result of additional expenditure on external chairs and high levels of activity in Children's Social Care.	0.3
Other Variations less than 100k		0.2

REPORTING AREA	EXPLANATION	£m
PEOPLE DIRECTORATE (Continued)		
Underspends:		
SCTEI Strategic Management	This is the financial strategy deployed to balance the directorate's bottom line including Education Services Grant income, and utilisation of non-ring-fenced grant funding for existing expenditure. This cost centre offsets against other pressures within the directorate, and the budget will be allocated across these pressures in 16/17.	-1.3
Strategic Commissioning (Adults)	This underspend is the effect of early delivery of future budget reductions across a number of contracts	-0.5
Early Years, Parenting & Childcare	Underspend as a result of staffing vacancies and over-achievement of nursery income for 2,3 and 4 year olds.	-0.4
ASC Provider Services	This underspend relates to a number of vacancies across internally provided services	-0.1
Learning & Achievement	This underspend primarily relates to the failure to appoint to a senior level post. Revision of staffing/consultant expectations as well as non-essential spend has generated a further in-year saving	-0.1
Forecast Overspend/(Underspend)		8.5

REPORTING AREA	EXPLANATION	£m
PLACE DIRECTORATE		
Overspends:		
Streetpride & Greenspace	Overspend primarily due to the delay in the implementation of the restructure of Streetpride and Parks, together with the cost of traveller encampment/intervention costs, and underachievement of bereavement services fees	1.0
Waste & Fleet Services	Overspend mainly due to the additional costs of waste disposal. These are partly offset by reductions in Fleet financing costs achievable due to the delayed replacement of some vehicles beyond their normal useful economic life.	0.3
Traffic & Transportation	Primarily due to a medium term income pressure within Monitoring & Response (MRS). This is likely to be addressed by growth in Telecare income over the next two years.	0.2
Corporate & Commercial Catering	£90k down on income target in line with 14/15 activity levels. £50k Godiva's saving target not yet achieved.	0.1
Other Variations less than 100k		0.1
Underspends:		
Corporate Property	Managed reduction in expenditure for reactive property repairs following more investment in planned works.	-0.4
Directorate & Support	Management actions to offset current and future targets and pressures	-0.3
Building Works- Planning, Technical & Maintenance	Trading with schools for property related maintenance (R&M) and small projects/internal work (OST) is the main reason for the expected surplus.	-0.2
Highways	Forecast trading surplus projected due to the higher volume of capital programme works expected in 15/16.	-0.1
Forecast Overspend/(Underspend)		0.7

REPORTING AREA	EXPLANATION	£m
RESOURCES DIRECTORATE		
Overspends:		
ICT Operations	ICT operations turnover target not achieved by £120k due to restructures to deliver other headcount savings and lower turnover than expected. Microsoft Dynamics price increase by £220K on renewal.	0.4
Business Services	This is a result of an under-achievement of turnover target due to deletion of vacancies and ERVR to meet workforce strategy targets. Business Services has over-delivered on its saving target in 2015/16.	0.3
Financial Mgt	Overspend as a result of non-delivery of turnover target. Excluding turnover target an underspend of £60K is forecast.	0.2
Employment Services	Under-achievement of the turnover target. Also £25K impact from salary costs associated with implementation of Agresso HR system	0.1
Procurement	The forecast overspend relates to under-achievement of £150K of the Procure to Pay savings target, some under-achievement of rebate income and other small overspends partially offset by £85K of vacancies. At Quarter 2, higher levels of vacancies were forecast via Budget Buddy and income shortfall and other small overspends had not been identified	0.1
Other Variations less than 100k		0.2
Underspends:		
Transformation Programme Office	£465k underspend on transformation advisor budget - £400k saving included in 2016/17 MTFS going forward.	-0.5
Talent & Skills Team	Underspend arises from vacancies in the earlier part of the year and delays in implementing some training due to changes in People Directorate.	-0.3
HR Recruitment	Mainly over-achievement of Agency rebate offset by advertising costs. Also some over-achievement of income.	-0.3
Post and Print	Reductions in the cost of postage (£100k reduction) due to tighter controls in place plus an increase in income.	-0.1
Legal Services	Underspend is due to an overachievement of income (including a Government imbursement) within Land Charges and offset against an increase in Professional Fees within Legal Services – due to outsourcing work whilst vacancies are being filled.	-0.1
	Forecast Overspend/(Underspend)	(0.0)

Contingency & Central Budgets		
Overspends:		
Commissioning and Procurement Savings Target	The Commissioning and Procurement abc review is on course to deliver £7.3m of its £8m target but it is becoming increasingly difficult to deliver the final element of this as contracts start coming round for renewal for the second time in the project's lifetime. Procurement Board and Panel activity will continue to push hard to deliver these savings plus an additional planned £1m target into 2016/17.	0.7
Catering	The School Catering service ceased at 31st August 2015. The overspend represents non - delivery of the income target set by the Fundamental Service Review (384k), and reduced income and contributions towards centralised charges and overheads due to the closure of the service.	0.6
City Centre First Project	The savings target attributed to City Centre First will not be delivered in the current year and has been re-designated to the Connecting Communities project going forward. A recent consultation has been carried out on proposals to deliver the 2016/17 target.	0.5
Underspends:		
Asset Management Revenue Account	The AMRA position reflects further rescheduling of capital spend at 2014/15 outturn, reducing the Council's planned borrowing needs and debt costs. The AMRA budget is being reviewed currently to ensure that it is soundly based for	(4.4)
Inflation Contingencies	The underspends across inflation contingency budgets includes £0.5m in relation to energy and an underspend on past service pension costs of £0.8 which is additional to the position reported at quarter 2. The inflation contingencies budget is being reviewed currently to ensure that it is soundly based for 2016/17 Budget Setting.	(2.2)
Legal Refund	Refund following a long-running legal dispute over debt repayments on the Magistrates Court building.	(0.9)
Policy Contingency	Unspent balance on budget of Cabinet Member for Strategic Finance and	(0.2)
Forecast Overspend/(Underspend)		(5.9)

Capital Programme: Analysis of Budget/Technical Changes

SCHEME	EXPLANATION	£m
Place (CLYP) DIRECTORATE		
Basic Need	This an addiitonal funding from S106	0.1
Condition	This an addiitonal funding from S106	0.1
SUB TOTAL - People		0.2
PLACE DIRECTORATE		
C&W Enterprise and Business Growth Package	Secured extra funding for Capital expenditure. This has been secured via Project Change Request we submitted to DCLG. The additional funding was used for capital grants to businesses.	0.9
Major Projects (Friargate Bridgedeck, Whitley Junction, Public Realm & CSMP)	Loss of ERDF grant on the Minor Civils contract as ERDF deemed that the procurement of this contract did not satisfy their rules.	(0.3)
Public Realm	Re-alignment of budget due to element paid over to HMRC for Public Realm works done on behalf of Coventry University.	(0.1)
Coventry Investment Fund (CIF) - Fargo Court	This is the net movement on the CIF programme covering the recycling of Fargo Court Grant received for reinvestment into the Site and net change to the CIF overall programme	1.2
Freehold purchase of Hornchurch close ind. Estate	An opportunity has arisen to make an investment purchase of the freehold of an industrial estate let to small businesses where the Council is currently the long leaseholder. In doing so it will convert the Council's current depreciating asset into an appreciating one, on a self funding basis that avoids future rent increases to the Council and removes dilapidations claims against the Council at the end of the lease.	0.5
SUB TOTAL - Place Directorate		2.2
RESOURCES DIRECTORATE		
Social Services IT System: Connecting Care	Council at the end of the lease.	(0.2)
SUB TOTAL - Resources Directorate		(0.2)
TOTAL APPROVED / TECHNICAL CHANGES		2.2

Capital Programme: Estimated Outturn 2015/16

The table below presents the revised estimated outturn for 2015-16:					
DIRECTORATE	ESTIMATED OUTTURN QTR 2	APPROVED / TECHNICAL CHANGES	OVER / UNDER SPEND NOW REPORTED	RESCHEDULED EXPENDITURE NOW REPORTED	REVISED ESTIMATED OUTTURN 15-16
PEOPLE	2.7	0.0	0.0	0.0	2.7
PLACE	111.1	2.4	0.0	(4.7)	108.8
RESOURCES	4.7	(0.2)	0.2	(1.6)	3.1
TOTAL	118.4	2.2	0.2	(6.3)	114.6

Capital Programme: Analysis Of Rescheduling

SCHEME	EXPLANATION	£m
PLACE (CLYP) DIRECTORATE		
Basic Need	Due to satisfactory resolution of completed 2012 projects where retentions had been held back; no further calls on budgets set aside to deal with potential ongoing issues and improved efficiency in project delivery which has meant tighter cost control and improved vfm.	1.1
Basic Need - Early Years	There have been no significant calls upon this budget for additional early years places this year. In 2016/17 we are anticipating that the full allocation will be used to deliver Hollyfast nursery provision.	-0.2
Condition	Further rescheduling the result of lower than expected calls to fund S278 works associated with PSBP and Early Years condition projects. Delivery of planned M&E Projects (boilers, electrical installations) has slipped due to programming issues but will be undertaken and completed next year.	-1.0
Broad Park House (Breaks for Disabled)	Unfortunately review of provision still has not been completed by People Directorate and there remains uncertainty over the timescale when decisions will be made around Broad Park and other potential locations.	-0.3
SUB TOTAL - PLACE		-0.4
PLACE DIRECTORATE		
Kickstart - Friargate Building	The works to excavate the foundations, basement and sub-basement have taken longer than anticipated and works on site have had to be re-scheduled to suit. Also, the construction of the adjacent public realm, which impacts on our ability to expedite the building progress, required more extensive ground treatment than originally expected and so the current construction phase is not as intensive as the expenditure profile allowed for.	-3.8
Nuckle 1.2	Network Rail timescales for reviewing design information have been delayed from those originally programmed and some minor design changes we had hoped to make as amendments at GRIP 4 stage have had to be undertaken now at the end of GRIP3 on the advice of Network Rail. Works are still due to start in autumn 2017.	-1.2
Warwick Road Station Access	In order to maximise Growth funding this year £0.9m of the overall rescheduling in Q3 is amending previous quarters rescheduling to reflect changes in resourcing. The actual rescheduling is £0.2m reflecting delayed start on site to March 2016	1.1
Coventry Station Masterplan	Footbridge and Canopies – we have revisited the design and requested an alternative higher quality specification be produced to meet our aspirations to create an appropriate gateway to the railway station and city. The additional design work and approvals process have delayed us entering into GRIP4 with Network Rail as we need to ensure design amendments are made at GRIP3 stage to avoid abortive costs at the next design stage. We are still on track to start on site in 2017.	0.6
CIF	Lythalls Lane & Fargo Court - Sunny H Funds rescheduled forward from unallocated pot to be spent in 2015/16	-0.3
City Centre Destination Leisure Facility	The reduction to the quarter three forecast of £229k is as result of the re-profiling of key sub-contractor packages. A number of the packages commence from April 2016 and are not one off payments as detailed in previous cash flow forecasts. The project managers are currently working on a revised overall cashflow including a re-profiling of the design team fees, which we will be in a position to share in the coming weeks.	-0.2
Canely Cemetery - New Burial Graves	The Cabinet Member (Public Services) Petition Report – “Save the Charter Avenue Cemetery / Crematorium Hedgerow.” presented at the meeting held in September 2015 and the Cabinet Member (Public Services) report on creating additional Burial Space at Canley Garden Cemetery adjacent to Charter Avenue presented at the meeting held in July 2014 highlighted that no work to remove the existing border planting enabling the creation of new burial space would be undertaken until a new border was created and established along the boundary with Charter Avenue. Initial planting on the new border was undertaken last planting season during October 14 – Feb 15 and further planting has been undertaken during the most recent planting season during October – December 15. It is anticipated that early next financial year work will begin to remove the existing fence and the removal the existing border will start during the Autumn 2016	-0.1
Vehicle & Plant Replacement	9 vehicles were ordered to be replaced, however had 10 in replacement plan. As this one vehicle is not required to be replaced this year it was moved into next year. The vehicles is still operational sound and ok to be replaced next year	-0.1
Technical Adjustments	Reversing out previous rescheduling	-0.3
SUB TOTAL - Place Directorate		-4.3
RESOURCES DIRECTORATE		
Kickstart - ICT & Customer Journey	Rescheduling Mainly relates to customer journey. The focus for this year has been the build of the Customer Service Centre and significant enabling technology which was complete on schedule during Qtr 3 of this year. The focus is now being given to implementation of the Customer Portal and resource required to do that at pace. It is planned for significant spend next year on resource to support the further implementation hence the re-scheduling. It is planned that we will need to work at pace next year on the implementation of EDRMS solutions - hence the re-scheduling in this area.	-1.2
Strategic ICT Projects	There has been a significant amount of work in looking at revenue spend within ICT to deliver savings targets and planning the work to support the ICT strategy. This has meant re-profiling some of our strategic plans. We have also had some delays from third parties - such as upgrading our internet connection. This has a knock on effect for programmes such as our Cloud Technology programme. We have been working through some complexities with contracts for our systems estate which needed to be completed before we finalised plans for our Systems Consolidation project. During FY 2016/17 we will be in a position to deliver our Cloud Technology and Systems Consolidation projects - there will be significant spend in these areas and therefore this re-scheduling is required.	-0.4
SUB TOTAL - Resources Directorate		-1.6
TOTAL RESCHEDULING		-6.3

Capital Programme: Analysis Of Over / Under Spend

SCHEME	EXPLANATION	£m
RESOURCES DIRECTORATE		
ICT Infrastructure Operations	Quarter one underspend reversed as no longer expected	0.2
SUB TOTAL - Resources Directorate		0.2
TOTAL RESCHEDULING		0.2

Prudential Indicators

Indicator	per Treasury Management Strategy	As at 31st December 2015
Ratio of Financing Costs to Net Revenue Stream (Indicator 1) , illustrating the affordability of costs such as interest charges to the overall City Council bottom line resource (the amount to be met from government grant and local taxpayers).	14.83%	14.42%
Gross Borrowing should not, except in the short term, exceed the estimated Capital Financing Requirement (CFR) at the end of 3 years (Indicator 3) , illustrating that, over the medium term, net borrowing (borrowing less investments) will only be for capital purposes. The CFR is defined as the Council's underlying need to borrow, after taking account of other resources available to fund the capital programme.	Year 3 estimate / limit of £495.2m	£368.6m Gross borrowing within the limit.
Authorised Limit for External Debt (Indicator 6) , representing the "outer" boundary of the local authority's borrowing. Borrowing at the level of the authorised limit might be affordable in the short term, but would not be in the longer term. It is the forecast maximum borrowing need with some headroom for unexpected movements. This is a statutory limit.	£494.3m	£368.6m is less than the authorised limit.
Operational Boundary for External Debt (Indicator 7) , representing an "early" warning system that the Authorised Limit is being approached. It is not in itself a limit, and actual borrowing could vary around this boundary for short times during the year. It should act as an indicator to ensure the authorised limit is not breached.	£454.3m	£368.6m is less than the operational boundary.
Upper Limit on Fixed Rate Interest Rate Exposures (Indicator 10) , highlighting interest rate exposure risk. The purpose of this indicator is to contain the activity of the treasury function within certain limits, thereby reducing the risk or likelihood of an adverse movement in interest rates or borrowing decisions impacting negatively on the Council's overall financial position.	£419.3m	£217.0m
Upper Limit on Variable Rate Interest Rate Exposures (Indicator 10) , as above highlighting interest rate exposure risk.	£88.9mm	-£48.7m
Maturity Structure Limits (Indicator 11) , highlighting the risk arising from the requirement to refinance debt as loans mature: < 12 months 12 months – 24 months 24 months – 5 years 5 years – 10 years 10 years +	0% to 40% 0% to 20% 0% to 30% 0% to 30% 40% to 100%	20% 3% 5% 6% 66%
Investments Longer than 364 Days (Indicator 12) , highlighting the risk that the authority faces from having investments tied up for this duration.	£10m	£5.4m

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Public report Cabinet Report

Cabinet

9th February 2016

Name of Cabinet Member:

Cabinet Member for Community Development, Co-operatives and Social Enterprises –
Councillor F Abbott

Director Approving Submission of the report:

Executive Director of Place

Ward(s) affected:

All Wards

Title:

Coventry's Bid for UK City of Culture 2021 – Progress Update (December 2015)

Is this a key decision?

No – although the matter involves all Wards of the City, this report is a progress update only

Executive Summary:

On 14 July 2015, Council approved that the Coventry City of Culture Steering Group lead development of a whole-city bid for the title of UK City of Culture 2021, in doing so putting together a realistic and credible bid budget and creating a special delivery vehicle to manage the bid process. Council further agreed that the Coventry City of Culture Steering Group would report back to Cabinet on progress in developing the bid in December 2015, June 2016 and December 2016.

The report outlines the progress reported by the Steering Group in December 2015. The report outlines progress in developing bid governance structures; formation of the Coventry City of Culture Trust; recruiting to the Coventry 2021 bid team; research; fundraising; marketing and communications; university support; workshops and open events. The report further updates on competing cities and outlines key milestones and priorities in the bid work programme for 2015, 2016 and 2017.

Recommendations:

Cabinet is recommended to:

- 1) Note and endorse progress reported by the Coventry City of Culture Steering Group in developing the city's bid for UK City of Culture 2021.
- 2) Raise any recommendations and points for consideration by the Steering Group in furthering development of the bid in preparation for the formal bidding process in 2017.

List of Appendices included:

Coventry 2021 Council Report – December 2015

Background papers:

None

Other useful documents:

In addition to the Coventry 2021 update report incorporated within Appendix 1, the following papers are posted for reference on the Coventry City Council website (<http://www.coventry.gov.uk>):

1. UK City of Culture and European Capital of Culture – Briefing Note of the Executive Director of Place (Communities and Neighbourhoods Scrutiny Board (4), 14 January 2015).
2. Coventry Bid for UK City of Culture 2021 – Cabinet Report (14 July 2015)
3. Appointments of the City Council: Coventry City of Culture Trust (14 July 2015)

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: Coventry's Bid for UK City of Culture 2021 – Progress Update (December 2015)

1. Context (or background)

- 1.1 The UK City of Culture programme was developed by the UK Government to build on the successes that Liverpool enjoyed as the UK's second European Capital of Culture in 2008, through giving more cities the opportunity to access the benefits derived from bidding for a prestigious cultural title and the opportunity to be centre stage nationally. The UK City of Culture programme is focused on creating a national cultural event, spread over the course of a title year, concentrated in a particular city or area. Derry-Londonderry was the first city to be awarded the UK City of Culture title (for 2013) and Hull will be the second UK City of Culture in 2017.
- 1.2 In March 2015, the Department for Culture Media and Sport (DCMS) announced that the competition for title of UK City of Culture 2021 will be held in 2017, in Hull's UK City of Culture year.
- 1.3 In July 2015, Council approved that the Coventry City of Culture Steering Group lead development of a whole-city bid for the title of UK City of Culture 2021, in doing so putting together a realistic and credible bid budget and creating a special delivery vehicle to manage the bid process. Council further agreed that the Coventry City of Culture Steering Group would report back to Cabinet on progress in developing the bid in December 2015, June 2016 and December 2016. The report outlines the progress reported by the Steering Group in December 2015.

2. Options considered and recommended proposal

- 2.1 The Coventry 2021 bid team have submitted an update report for Cabinet outlining progress in developing the city's bid for UK City of Culture 2021 (Appendix 1).
- 2.2 The report includes a summary of progress in developing bid governance structures; formation of the Coventry City of Culture Trust; recruiting to the Coventry 2021 bid team; research; fundraising; marketing and communications; university support; workshops and open events. The report further updates on competing cities and outlines key milestones and priorities in the bid work programme for 2015, 2016 and 2017.
- 2.3 It is recommended that Cabinet note and endorse progress reported by the Coventry City of Culture Steering Group in developing the city's bid for UK City of Culture 2021 (Appendix 1).

3. Results of consultation undertaken

- 3.1 In October 2015, Coventry City of Culture Trust hosted two public open events to explain 'What is City of Culture?'
- 3.2 The first of the two open events, held at Fargo Village, involved the Director of Derry/Londonderry 2013 City of Culture. The second open event, held at Broad Street Community Centre, attracted strong community input with an attendance of over 150 people.
- 3.3 Six workshop events have also been held in various settings across the city to shape and develop the narrative for the bid. These have included two workshops with young people hosted by Positive Youth Foundation and EGO Performance. The material gathered through these workshops will shape the headline narrative and story for the Coventry bid.

4. Timetable for implementing this decision

- 4.1 The Coventry City of Culture Steering Group have planned a bid campaign to take the city through to the end of the formal bidding process in 2017. The Steering Group and supporting structures will consult widely with the public, community leaders and the cultural sector across the period of preparing the bid.
- 4.2 In 2016, the focus of the Steering Group and Coventry City of Culture bid team will be preparing the outline bid; raising budgets; establishing partnerships and developing an illustrative programme for inclusion in the bid.
- 4.3 In 2017, the focus of the Steering Group and Coventry City of Culture bid team will be preparing the outline bid submission and if shortlisted, submitting a final, detailed bid proposal later in the year. It is anticipated that outcome of the competition will be known towards the end of 2017. If successful, Coventry would then have just over three years to prepare to deliver on its bid commitments as the UK City of Culture 2021.

5. Comments from Executive Director of Resources

5.1 Financial implications

In July 2015, Cabinet approved a total contribution of up to £250,000 to working up the bid and any further feasibility work required. This is one-off funding, drawn down in stages (from 2015/16 to 2017/18) from within the £1.1 million funding announced in the Council's budget speech in February 2015 to build capacity in the cultural sector. These resources were identified from existing Corporate reserve balances reported as part of the Outturn Report to Cabinet on 17th June.

There are no further financial implications for the Council arising from the progress report outlined in Appendix 1.

5.2 Legal implications

The Council has discretionary powers under the Local Government Act 1972 to promote the arts and the crafts that support those arts as well as providing entertainments, libraries museums and art galleries. The promotion of a UK City of Culture bid sits within these powers. It also has powers to promote economic development in its area and the creation of jobs and business opportunities through making a bid fits with this power.

The Coventry City of Culture Trust – the Special Delivery Vehicle (SDV) for the bid – has now been formally incorporated with four founding directors. Councillor Abbott, Cabinet Member for Community Development, Co-Operatives and Social Enterprises is one of the four founding directors and was appointed to the Trust following approval from Council on 8 September 2015.

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)?

As previously reported to Cabinet and Council in July 2015, a successful City of Culture bid from Coventry would make wide-ranging contributions to delivery of the Council's key objectives and corporate priorities. The following are only a selection of potential contributions the bid could make:

- ***A prosperous Coventry*** – The City of Culture title can bring significant economic benefit to a city and its surrounding area. Hull has already attracted major national investment towards its planned £18 million programme budget for 2017, with the Arts Council England, British Council and University already committed to the programme. The initial estimated economic benefit for Hull from the programme was £60 million, anticipated to be generated through employment and attendance during the City of Culture year itself. In reality this is now considered likely to be much higher, with additional benefits now expected including extra investment in capital and regeneration programmes. Derry/Londonderry reported more than 1 million visitors to the city in 2013 and an increase of 20% in bed and breakfast and hotel bookings. The city also attracted 30 business conferences to the city and 40 new business starts were supported by the Business Opportunities Fund.
- ***Healthier, independent lives*** – Cultural services play a vital role in addressing social challenges, reducing isolation and improving outcomes for individuals and communities (Local Government Association). A review of medical literature undertaken in 2004 cited nearly 400 papers showing the beneficial impact of the arts on a wide range of health outcomes (Staricoff, 2004) – demonstrating involvement in or exposure to the arts positively impacting on diagnosed conditions as diverse as dementia, anxiety, depression and rheumatoid arthritis, whilst also contributing more generally to physical and mental wellbeing; reducing requirements for pain relief; shortening periods of recovery; and reducing levels of required medication. A well-conceived bid should therefore have a significant contribution to generating a range of positive health outcomes.
- ***Making Coventry an attractive and enjoyable place to be*** – Derry/Londonderry reported positive impacts on civic confidence and pride in its creative and cultural offer. The city further saw physical assets created or refurbished in the city, and Hull is already reporting the acceleration of significant regeneration schemes and projects since being awarded the title.
- ***Ensuring that children and young people achieve and make a positive contribution*** – The Warwick Commission on the Future of Cultural Value (2015) noted that “the extraordinary cultural and creative talents that we share contribute to the well-being of our society, our economic success, our national identity and to the UK’s global influence.” The Commission noted that not enough was being done to realise the creative potential of individuals, despite the workforce in this sector growing over four-times faster than the UK’s workforce as a whole. Were Coventry to be awarded the City of Culture title, the programme (and three year lead-in time) could generate a step-change in opportunities for young people and new graduates in the city across culture and the creative industries.
- ***Encouraging a creative, active and vibrant city*** – The process of developing a City of Culture bid will stimulate a new cultural narrative in the city. Workshop participants have responded with enthusiasm to the opportunities the process is already presenting, and a successful bid from Coventry will open the city up to new artistic collaborations and investment. The opportunity to generate a step-change around cultural tourism is apparent from baseline data, along with a unique opportunity to stimulate a more diverse and vibrant cultural offering within the night-time economy of the city.
- ***Developing a more equal city with cohesive communities and neighbourhoods*** – A City of Culture bid can bring communities together and generate a greater sense of civic pride in the host city. Liverpool reported that over two thirds of the city’s residents participated in their Capital of Culture programme of events and 85% of residents said the city was a better place to live as a consequence of hosting the year. The Warwick Commission (2015) further calls for a strategic shift in addressing unrepresentative levels of diversity and participation in the arts and culture. A City of Culture programme could create a powerful platform for such a step change at a local level, where evidence suggests participation in the arts remains uneven across the city.

6.2 How is risk being managed?

The independent Coventry City of Culture Steering Group is leading the Coventry bid, with direct input from Elected Members on the Steering Group and from the lead Cabinet Member and officers on the Executive Group.

The Council's financial contribution to the bid costs are being drawn down from reserves in stages and (where applicable) transferred to the SDV, based on programme development and the overall budget profile of the bid.

A Bid Adviser has been contracted to support development of the bid and a Bid Coordinator (working under the Trust) has been appointed to manage the detailed monitoring and coordination of the project plan.

6.3 What is the impact on the organisation?

The Council is not be the lead agency for the bid, but is a key partner and plays an important leadership role. The Council commits Elected Member and officer support to the Steering Group and Executive Group.

The Council is also providing some communications support to the bid process, though additional dedicated support has further been contracted by the Trust from Advent PR. The Council may further be asked to second key staff into the project bid team for specified periods, to support a particularly focused stage in the bid process,. This would be negotiated with the Executive Director with responsibility for the service area if/as required, though has not been required at this stage

The Council may also be asked by the Steering Group to underwrite the bid by guaranteeing its delivery (if successful). The Steering Group and the lead Cabinet Member would, in these circumstances, sign off the bid for submission, but the governance around these arrangements would be the subject of a further Cabinet report, as required.

6.4 Equalities / EIA

Previous City of Culture guidance has required cities to demonstrate a high quality cultural programme that reaches a wide variety of audiences and that uses culture and creativity to lead to lasting social regeneration through building engagement, widening participation, supporting cultural diversity and cohesion, contributing to the localism agenda and reaching out to sectors of the community who are disenfranchised and isolated.

The DCMS has further explicitly required that bids engage a wide range of audiences and participants, especially children and young people and under-represented groups and communities.

No potential adverse impact from bidding has been identified for any specific group. However, capacity assessment work for the bid indicated that a successful bid from Coventry could significantly and positively deliver equalities outcomes for a range of protected groups including young people; vulnerable people (economically disadvantaged); disabled people; people of black, Asian and minority ethnicity; women and older people. Open events and workshops in Coventry have therefore been focused on engagement with wide and diverse audiences, and an outcomes framework is being developed (underpinned by baseline data) through the work of the bid team, supported by the Council's Insight Team.

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

One of the most important parts of a UK City of Culture process is building strong partnerships to support delivery. The bid process is already embracing and beginning to engage the whole professional cultural sector, local artists and amateur groups. The CW8 and Friday 13th cultural networks are a real strength for Coventry in developing and delivering a bid. The two universities are also already very actively supportive of the bid process and a fundraising group led by Bid Chairman David Burbidge has been developing the strategy for fundraising, with early support from the private sector, for both the bid itself and for delivery in 2021, should Coventry be awarded the title. Ultimately, a successful bid would be expected to have positive economic impact for all of the above sectors and partners.

Report author(s):

Name and job title:

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Directorate:

Place

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Enquiries should be directed to the above person

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
David Cockroft	Assistant Director, City Centre and Development Services	Place	08.01.16	08.01.16
Michelle Salmon	Governance Services Officer	Resources	08.01.16	08.01.16
Names of approvers for submission: (officers and Members)				
Phil Helm	Finance Manager (Place Directorate)	Resources	08.01.16	08.01.16
Carol Bradford	Solicitor, Legal Services	Resources	08.01.16	08.01.16
Martin Yardley	Executive Director	Place	11.01.16	11.01.16
Councillor Faye Abbott	Cabinet Member For Community Development, Co-Operatives and Social Enterprises	-	13.01.16	18.01.16

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

Coventry 2021 Council Report – December 2015

Background

In July 2015 Coventry City Council gave unanimous support for the city to bid for UK City of Culture 2021. Since then the Steering Group and Executive Group have been joined by a Fundraising Advisory Group, Marketing and Communications Group and Research Group to develop the work programmes that will be essential to a successful bid.

Team

Coventry City of Culture Trust has recruited a full-time Bid Coordinator, Laura McMillan, and formally contracted Andrew Dixon as Bid Adviser. The team has been strengthened by a series of part and full-time secondments from the Universities of Coventry and Warwick, including support for fundraising, research and education liaison. Advent PR have been contracted two days a month to advise on local press and media and Coventry City Council communications team have also provided support.

Research

Warwick University have provided support via Jonathan Neelands of Warwick Business School to develop baseline research to inform the step-changes for Coventry's bid. A small research group has been established. Coventry City of Culture Trust has been feeding into discussions with the LEP and Warwickshire over the need for more up to date tourism and visitor profile research. We will also be seeking the cooperation of various venues on audience data analysis.

Fundraising

A fundraising group led by Bid Chairman David Burbidge has been developing the strategy for fundraising for both the bid itself and the delivery of 2021. A sounding board event has already taken place with a number of local businesses to inform the approach to private sector engagement. There is already significant positive interest from local businesses in the Coventry bid. In the New Year we will be meeting with the Chamber of Commerce, Business Improvement District and other business groupings to seek their support for the bid.

Marketing and Communications

The bid now has a website, presence on social media and branding. Press coverage has been extremely positive with excellent support from the local newspapers and radio stations. The Open Events in November were featured extensively on television and with an hour phone in with BBC Coventry and Warwickshire. One of the benefits of bidding is that Coventry is featuring in the regional press of other competing cities.

University support

In addition to seconding staff the Universities have hosted meetings, workshops and events linked to the bid. A joint meeting of the two Vice Chancellors and Senior staff of the universities along with the City Council leaders took place in November.

Workshops

Coventry City of Culture Trust has now undertaken 6 workshops in various settings to develop the vision and narrative for the bid. These have included two workshops with young people hosted by the Positive Youth Foundation and EGO. The next step will be to develop material from the workshops into a headline story for Coventry's bid.

Open events

Coventry City of Culture Trust hosted two open events to explain 'What is City of Culture'. The first at Fargo Village involved the Director of Derry/Londonderry 2013 City of Culture, the second, at Broad Street Community Centre in Foleshill attracted strong community input with an attendance of over 150 people.

Governance

Coventry City of Culture Trust has been formally incorporated with four founding directors and is currently applying for Charitable status.

Competition

A number of cities have now declared their intention to bid including Sunderland, Paisley, Perth and Hereford. Others are expected to announce in the coming months.

Next steps and timetable

2015

- Vision and build the Coventry case
- Baseline data for step changes
- Research fundraising potential
- Identify weaknesses

2016

- Prepare outline bid
- Raise budgets
- Establish partnerships
- Develop illustrative programme

2017

- April - outline bid submission
- September- final bid submission
- November decision

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Public report Cabinet Report

Cabinet

9 February 2016

Name of Cabinet Member:

Cabinet Member for Education – Councillor D Kershaw

Director Approving Submission of the report:

Executive Director of Place

Ward(s) affected:

All wards

Title: Outcome of Consultation on a Proposal to make Prescribed Alterations to Tiverton School and Whitley Abbey Primary School

Is this a key decision?

No - The two schools are located in Sherbourne and Cheylesmore Wards. Pupils could be admitted from all wards in the City but it is not anticipated that the impact will be significant and it is therefore not deemed to be a key decision

Executive Summary:

The City Council is seeking to establish a primary Broad Spectrum Special School as part of its wider Inclusion and Special Education Needs (SEN) Strategy approved in July 2005, by making prescribed alterations to Tiverton School, which currently caters for children aged three to eleven who have severe learning difficulties or profound and multiple learning difficulties. Tiverton currently shares a site with Sherbourne Fields Special School. A further prescribed alteration is also required to extend the age range of Whitley Abbey Primary School from 4-11 years to 3-11 years. The creation of the broad spectrum school and early years provision at Whitley Abbey Primary School will require formal statutory proposals to be brought forward by the Council in line with the requirements of the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013. This includes a requirement to consult with key stakeholders. The report provides feedback on the pre-statutory consultation and sets out the proposed next steps.

Recommendations:

Cabinet is recommended to:

- 1) Note the proposal to make prescribed alterations to Tiverton School;
- 2) Consider the responses to the recent pre-statutory consultation as set out in appendices, 1, 2 and 3 of this report;
- 3) Authorise officers to issue the necessary Statutory Notice to make the following prescribed alterations:

Tiverton School:

- change designation from a school catering for children with severe learning difficulties, to the category of broad spectrum;
- increase the capacity from 42 to 88 places; and
- co-locate the school with Whitley Abbey Primary School; AND

Whitley Abbey Primary School

- extend the age range from 4-11 years to 3-11 years.

- 4) Delegate authority to the Executive Director of People and Executive Director of Resources to finalise the details of the Statutory Notice.
- 5) Receive a further report on the outcome of the statutory consultation at your meeting on 19th April 2016.

List of Appendices included:

Appendix 1: Minutes of Tiverton School Consultation Meetings

Appendix 2: Minutes of Whitley Abbey Primary School Consultation Meetings

Appendix 3: Written responses to the Consultation

Background Papers:

None

Other useful Documents:

Consultation on Inclusion & Special Educational Needs Strategy: Towards Enhanced Educational Provision Cabinet Report 12th July 2005

Consultation on a Proposal to make Prescribed Alterations to Tiverton School Cabinet Member for Education Report 25th November 2015

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

Outcome of Consultation on a Proposal to make Prescribed Alterations to Tiverton School

1. Context (or background)

- 1.1 The local authority has a statutory duty to provide appropriate education provision for children and young people with Special Educational needs and Disabilities (SEND). The Council aims to deliver support for children and young people with SEND in the maintained sector where possible, and within their community, to enable them to enjoy the same range of experiences and opportunities as children with no additional needs. The Council also has a statutory duty under Section 14 of the 1996 Education Act to provide sufficient school places.
- 1.2 In July 2005, following a report back on the outcomes of the consultation on the Inclusion and SEN Strategy, Cabinet approved the recommendation to identify school sites for the creation of co-located broad-spectrum special schools. To date two such schools have been established – Castlewood Primary and Riverbank Secondary (formerly Alice Stevens). A second primary SEN broad spectrum school is now proposed, co-located with Whitley Abbey Primary School, through the redesignation, change in size and transfer of site of Tiverton School.
- 1.3 Tiverton currently provides 42 places for children aged three to eleven who have severe learning difficulties or profound and multiple learning difficulties and may also have a physical or sensory impairment or an Autistic Spectrum Condition. The vast majority of pupils have a Statement of Special Educational Need or an Education, Health and Care Plan which names Tiverton School. Early Years pupils from September 2015 have a broad spectrum of Special Educational Need in line with Coventry's vision for offering broad spectrum special schools across the city.
- 1.4 The school was opened in 1974 on its current site which is shared with Sherbourne Fields School. Although the building is structurally sound, it is now exhibiting many elements beyond the end of their life expectancy – roofs, windows and heating system. An application for funding of £532k was submitted as part of the Government's Priority Schools Building Programme Phase 2 to address these issues but unfortunately this was not successful.
- 1.5 Any proposed changes to Tiverton School and Whitley Abbey Primary School must have regard to the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 which sets out the alterations that can be made by local authorities and the statutory processes that must be followed also taking into account the Secretary of States guidance. This will include the publication of a formal statutory notice.
- 1.6 Although there is no longer a requirement for a 'pre-publication' consultation period for prescribed alterations, there is a strong expectation on Local Authorities to consult interested parties in developing their proposal prior to publication as part of their duty under public law to act rationally and take into account all relevant considerations.
- 1.7 On 25th November 2015 the Cabinet Member for Education therefore approved a report authorising public consultation on proposals to make prescribed alterations to Tiverton School and Whitley Abbey Primary School. The outcome of that consultation is summarised in paragraph 3 and appendices 1 and 2 of this report.

2. Options considered and recommended proposal

- 2.1 There are two options available:
 - a) To publish a statutory notice to make prescribed alterations to Tiverton School to change the type of needs catered for from severe learning difficulties to broad spectrum, to increase the capacity of the school from 42 to 88 places, to co-locate the

school onto the site of the current Whitley Abbey Primary School and to extend the age range of Whitley Abbey from 4-11 to 3-11 years. This would enable the establishment of a new 26 full time equivalent (fte) place nursery class which would serve a need for early years places at both schools; OR

- b) To not proceed to publish a statutory notice and continue to provide for pupils aged 3-11 at the existing Tiverton school, which will not support the delivery of the Inclusion and SEN strategy agreed in 2005 and therefore restrict the options available to the Council when placing pupils in provision appropriate for their needs.

- 2.2 With reference to the consultation responses summarised the recommended proposal is therefore to approve the publication of a statutory notice to co-locate a broad spectrum special school on the Whitley Abbey Primary School site with capacity for up to 88 pupils and the establishment of a with a new 26 fte place nursery class, which would offer places to both mainstream and SEN pupils.

3. Results of consultation undertaken

- 3.1 There have already been informal discussions with both schools on this proposal, and the Governing Bodies and headteachers are in principle supportive but acknowledge that staff, governors, parents and residents have raised a number of relevant issues that require further discussion.

- 3.2 Pre-statutory consultation meetings took place in January 2016 as set out below:

Consultation Meeting	Date
Tiverton	Monday 11 January 2016
Whitley Abbey	Friday 15 January 2015

- 3.3 Separate meetings were held at both schools for staff, governors and parents. An additional meeting for residents was also held at Whitley Abbey. Notes from each of the meetings are attached at appendix 1(Tiverton) and appendix 2 (Whitley Abbey) to this report.

- 3.4 A clear majority of consultees were broadly in support of the move towards the provision of broad spectrum special school. In summary the main concerns raised during the consultation meetings included:

- Level of integration between the mainstream and broad spectrum schools;
- Potential impact on staffing (particularly non-teaching);
- The impact of new shared nursery class provision at the two schools on existing local early years providers;
- Site specific issues particularly relating to access and traffic congestion. This was a major concern for residents in the Whitley area, particularly in view of the recent Jaguar Land Rover announcement that it proposed to expand its research and development facility. Many residents were of the view that it would only exacerbate the significant parking problems that already exist in the area; and
- Governance, admission and home to school transport arrangements.

Work in these areas will continue to be progressed by your officers who will continue to consult as appropriate with all key stakeholders.

- 3.5 Six written responses have been received, copies are in appendix 3, they are summarized as follows:

- 3.5.1 Objection to the proposal because of the impact on existing local early years provision. Currently there are two early years providers in the Whitley area - Whitley Pre-School and

Tiny Teddies. Concern has been expressed by Whitley Pre-School with regards to both the demand for additional early years places in the area and the potential impact on their business.

- 3.5.2 An enquiry from Sherbourne Fields School about the future use of the Tiverton building.
- 3.5.3 Observations and comments from Tiverton School Governors.
- 3.5.4 A response to the consultation from the Tiverton staff.
- 3.5.5 An email on behalf of Mr and Mrs Sherriff, who lease one of the site service operators houses (SSO) on the site. They would like to know how they will be affected by the plans for the redevelopment of the site including their current home, and the former Alice Steven's building and the other SSO property on site.
- 3.5.6 Support for all the proposals from the staff and governing body of Whitley Abbey Primary school.

Should the Statutory Notice be issued as suggested in Recommendation 3, all these responses will be considered as part of the outcomes of statutory consultation.

4. Timetable for implementing this decision

The proposed timescale is set out in the following table:

Activity	Approximate Timing
Report to Cabinet on outcome of consultation and seeking approval to publish a statutory notice	9 February 2016
Publication	25 February 2016
Representation (formal consultation 4 weeks)	24 March 2016
Cabinet Advisory Committee for School Organisation Proposals: considers any objections made in response to the Statutory Notice (if required)	April 2016
Report to Cabinet on outcome of statutory consultation and determination of statutory notice	19 th April 2016
Implementation	September 2017

5. Comments from Executive Director of Resources

- 5.1 Financial implications
 - 5.1.1 The costs associated with managing the consultation process will be met from within existing revenue budgets.
 - 5.1.2 In June 2015 IDP Architects were appointed to undertake a feasibility study to establish the deliverability of a co-located broad spectrum school on the existing Whitley Abbey/former Alice Stevens School site. The study concluded that that a project can be delivered and this is now being used as a basis for establishing a firm cost for the scheme.
 - 5.1.3 It is anticipated that the capital cost of the scheme will be met from within the 2016/17 and 2017/18 Capital Programme and a further report to seek approval to the capital cost will be brought to Cabinet once the statutory process has been completed. The cost will include the demolition of the vacant Alice Stevens buildings.

5.2 Legal implications

- 5.2.1 A statutory notice will need to be published in accordance with section 19(1) of the Education and Inspections Act 2006 to make the necessary prescribed alterations to Tiverton School and Whitley Abbey Primary School. The consultation and determination arrangements will meet the requirements of The Education and Inspection Act 2006 and The School Organisation (Prescribed Alterations to maintained Schools) (England) Regulations 2013. Failure to comply with these statutory requirements would leave the Council unable to implement the proposal as required and subject to action by the Department for Education. It should also be noted that the Council has a statutory duty under Section 14 of the 1996 Education Act to provide sufficient school places.
- 5.2.2 The public sector equality duty under section 149 of the Equalities Act 2010 imposes on decision makers when carrying out any of its functions to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations across all of the protected characteristics (which as relates to education are disabilities, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation). "Due regard" requires more than just an awareness of the equality duty. It requires demonstration of a rigorous analysis by the public authority decision maker. Decision-makers should also make clear how they are satisfied that the SEN improvement test has been met, including how they have taken account of parental or independent representations which question the proposer's assessment.

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)?

New school buildings will make a significant contribution to improving outcomes for children and young people as set out in the Children & Young People's Plan. The proposed co-located broad spectrum school will also contribute towards the delivery of the Council's Inclusion and SEN strategy.

6.2 How is risk being managed?

Monitoring is carried out through a number of different processes. This project will be monitored through a project management team and will be subject to careful scrutiny and regular assessment on progress towards identified milestones. Further monitoring will be carried out through progress reports to the Cabinet Member (Education) and Cabinet.

6.3 What is the impact on the organisation?

The co-location of the Tiverton School onto the Whitley Abbey Primary School site will require careful management of admissions and School SEN transport policy to create cohorts for the broad spectrum school. A staff and school leadership change management plan will need to be adopted and implemented prior to the redesignated school opening and taking in its first new pupils. Schools and officers will form part of the partnering teams together with the design teams and contractors to develop the designs and construction of the school to be opened in September 2017.

6.4 Equalities / EIA

Children and young people with SEN often experience greater discrimination and have fewer opportunities than children without such difficulties. The proposals for the broad spectrum school, co-located with a mainstream school, will provide greater equality and better access to resources for these children with a wide range of educational needs. The new school building would be Disability Discrimination Act (DDA) and Special Education

Needs and Disability Act 2001 (SENDA) compliant. The proposal aims to ensure that all Coventry children have access to education in accordance with their needs. Any revised accommodation changes and admission arrangements take into account the provisions of the Equality Act 2010 in the context of their possible impact on equal opportunities.

Public authority decision makers are under a duty to have due regard to 1) the need to eliminate discrimination, 2) advance equality of opportunity between people who share a protected characteristic and those who do not 3) foster good relations between persons who share a relevant protected characteristic and people who do not (public sector equality duty - s 149(1) Equality Act 2010). The applicable protected characteristics are disability, gender reassignment; race, religion or belief, sex; sexual orientation, pregnancy or maternity.

Decision makers must be consciously thinking about these three aims as part of their decision making process with rigour and with an open mind. The duty is to have “due regard”, not to achieve a result but to have due regard to the need to achieve these goals. Consideration being given to the potential adverse impacts and the measures needed to minimise any discriminatory effects.

6.5 Implications for (or impact on) the environment

Coventry's schools currently account for 28% of the City's carbon footprint and this scheme will support the reduction of that level through replacing old school buildings with modern, energy efficient facilities. The Carbon Reduction Commitment (CRC) Energy Efficiency Scheme as amended is a mandatory carbon emissions tax covering non-energy intensive users in both public and private sectors, and is a central part of the UK's strategy to deliver the emission reduction targets set in the Climate Change Act 2008. Emissions from schools (including PFI Schools) are to be included in the total reported carbon emissions for their participating local authority. The new school building would also be designed to mitigate the effects of climate change fluctuations and to help reduce surface water run off as a result of flash or extreme weather events, reducing any negative effects on the local community and environmental infrastructure.

6.6 Implications for partner organisations?

Planning for re-designation to broad spectrum will require close partnership with the PCT, Clinical Commissioning Groups, Coventry and Warwickshire Partnership Trust, Social Care and Private/Voluntary Organisations and will enable multi-agency support and provision for children with SEN to be made.

Report author(s):**Name and job title:** Ashley Simpson, Capital & Strategic Planning Manager**Directorate:** Place**Tel and email contact:** 024 76831520; ashley.simpson@coventry.gov.uk

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Elaine Atkins	Solicitor People Team	Resources	14/01/16	18/01/16
Kirston Nelson	Director of Education, Adult Education & Libraries	People	14/01/16	18/01/16
Councillor D Kershaw	Cabinet Member (Education)		14/01/16	17/01/16
Martin Yardley	Executive Director - Place	Place	14/01/16	26/01/16

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TIVERTON SCHOOL

Consultation Meeting 1

Meeting for parents of pupils at Tiverton School

1pm Monday 11th January 2016

Consultation on Proposals to Change Tiverton School to a Generic Broad Spectrum Primary school and relocate it on to the former Alice Stevens Site, Ashington Grove, Whitley, Coventry, with effect from September 2017.

Proposals

It is proposed that Tiverton Primary School, a school for pupils aged 3-11 years with severe learning difficulties should be subject to the following changes:

1. It should be moved from Rowington Close, off Kingsbury Road, Coventry CV6 1PS to Ashington Grove, Coventry, CV3 4DE.
2. It should change its designation from a Community Special School (severe learning difficulties) to a Community Special School (Generic, Broad Spectrum). It is intended that the School will make provision for the following types of special educational needs: Moderate Learning Difficulty, Severe Learning Difficulty and Profound and Multiple Learning Difficulty.
3. It should increase its capacity from 40 to 80. In January 2015 there are 42 pupils at the school.

The proposal would specifically involve:

- Providing a new purpose built school building, following the complete demolition of the former Alice Stevens School building. This would require planning consent and the usual planning application procedure, including consultation would apply.
- Ensuring all the current Tiverton School pupils have a place in the new building.
- The formation of nursery provision for both Tiverton Primary and Whitley Abbey primary schools.

Ms Carolyn Claridge, Head Teacher, Tiverton School, welcomed parents to the meeting and introduced Mr Ashley Simpson, Head of Schools Capital Strategy and Premises Services, Ms Judith Applegarth, Assistant Programme Manager, Schools Capital Strategy & Premises Services, and Ms Michaela Eden, Head Teacher, Whitley Abbey Primary School.

Mr Simpson played the presentation video and explained the proposals. Parents asked the following questions:

Question: As the pupil numbers will be doubling, will class sizes increase?

Mr Simpson said that there is no intention to increase class sizes.

Question: Will pupils be grouped according to age or ability?

Mr Simpson said that nothing is decided at this stage. The intention is to deliver on an individual basis what is right for each child. It is possible that there will be some grouping according to age, but there will be tiers within those groupings. One of the advantages of being closely aligned to Whitley Abbey Primary School is the possibility of sharing facilities (for example, children from Tiverton attending music sessions at Whitley Abbey).

Ms Eden said that staff and pupils at Whitley Abbey are excited about the proposals, and the children are looking forward to the changes.

Question: What about staffing levels?

Ms Claridge said that the staff consultation will take place today at 3pm, and parents are welcome to attend if they wish. This is not about sharing the site but working closely together so that the children from both schools benefit,

Question: Will the two schools have their own environments and playgrounds?

Ms Claridge said that they would.

A governor said that a lot of work has gone into identifying the best site for this. There were several suggestions, but some of the others presented huge disadvantages. Most of the staff felt that they wanted to continue with the outdoor education which gives the pupils an opportunity to explore the world outside, and Whitley Abbey's site is ideal for this.

Mr Simpson said that it is a lovely mature site which housed a special school for some time, and is therefore already adapted to the needs of Tiverton's children. The proposal is for a facility approximately half the size of the old Alice Stevens School.

Ms Eden said that Whitley Abbey is built on the grounds of what used to be a country estate. Whilst there are issues to be considered in building the new school, it is a fabulous space which the children will enjoy.

Question: Will it be a combined school?

Mr Simpson said that the two schools will be separately run. No decisions have been made about what will happen to the site currently occupied by Tiverton School.

Sherbourne Fields, which will remain in its current location, may want to utilize some of the space, but these decisions will be made at a later stage.

A parent said that she is quite supportive of the idea of a new building and co-location with a mainstream primary school. As she lives in the Tile Hill area of the city, she anticipates some practical problems, but if she can see that the advantages outweigh the disadvantages she can accept the change.

Question: Could parents of children at Tiverton choose Whitley Abbey for their other children?

Mr Simpson said that this can be looked at. Ms Eden said that Whitley Abbey will give this some consideration. A parent said that this would be helpful, given that the two special needs secondary schools are quite close to each other, as it is not easy for parents when their children are at schools at opposite sides of the city. Ms Eden said that consideration would need to be given to start and finish times.

Question: Will the catchment area change?

Mr Simpson said that no decision has been made on this yet, and parents will be invited to take part in the discussions.

Question: Are there any plans in place regarding Three Spires School?

Mr Simpson said that he is not aware of any plans in terms of special provision in the city at present. Ms Eden said that Whitley Abbey has links with Baginton Fields School already.

Question: If these plans go ahead, what will happen to the children when they reach secondary school age? Will they have to remain in that catchment area?

Mr Simpson said that parents should have a choice of secondary school.

Question: Most senior schools have feeder primary schools. Will it be the same here?

Ms Claridge said that this needs to be decided. Currently it is worked out by distance between school and home, so the child would be allocated a place at the secondary school nearest to home which is suitable and has places. There will be clearer criteria in place nearer the time. Mr

Simpson said that it is in the best interests of everyone concerned to get the details completed and out to the parents in good time.

Question: What transport arrangements will be in place to deal with the longer journey?

Mr Simpson said that this will be considered as the plans move forward.

A parent said that she currently drives her child to school, but this may be more difficult after the move because of the distance involved, and asked whether she could make a choice later. She was told that she could.

A parent said that Whitley Abbey is closer to her home than Tiverton, and may fall under the three-mile minimum for transport. She asked whether her current entitlement would be honoured. Her three children all have special needs and it would be very difficult to get them to three different sites if transport was withdrawn.

Mr Simpson said that he understands that parents need to know what the situation will be regarding transport for the children. This will be given careful consideration by the team and Ms Claridge will be told of the decision as soon as possible so that parents can be informed.

A governor said that a transport consultation is being undertaken at present, and Councillor Kershaw is aware of the issues. The governors will be discussing it in detail. Mr Simpson said that parents will have an opportunity to voice their opinions. Transport is a big issue because of the cost to the local authority, which is under a great deal of financial stress at present. However, Councillor Kershaw is very supportive.

Question: Parking at the new site

A governor said that during a visit to the site it was noted that the former Alice Stevens facility had a very small car park, and there was a policy of not bringing cars onto the site.

Ms Applegarth said that the team will be looking at finding a suitable solution, as it is also important that local residents are not inconvenienced.

Mr Simpson said that careful consideration will be given to the issue. At present there is a single access point, but there is another parcel of land which was formerly occupied by a community centre which may be considered suitable to be adapted for use. The team will look at all the options before making a decision.

Question: Will there be further meetings if the proposal is approved?

Ms Claridge said that there will be further meetings to look at each stage as the project develops, and staff have already started to put some ideas together so that the architects have a vision to work from.

Ms Eden said that Whitley Abbey recently had a huge extension. Architects allowed staff to have an input in terms of layout etc. and they are very pleased with the result, so she can vouch for the process.

Ms Claridge thanked parents or attending the meeting and told them that if they had any further questions or comments they are welcome to discuss them with her at any time. The meeting was closed.

Consultation Meeting 2

Meeting for Governors at Tiverton School

1pm Monday 11th January 2016

Consultation on Proposals to Change Tiverton School to a Generic Broad Spectrum Primary school and relocate it on to the former Alice Stevens Site, Ashington Grove, Whitley, Coventry, with effect from September 2017.

Proposals

It is proposed that Tiverton Primary School, a school for pupils aged 3-11 years with severe learning difficulties should be subject to the following changes:

1. It should be moved from Rowington Close, off Kingsbury Road, Coventry CV6 1PS to Ashington Grove, Coventry, CV3 4DE.
2. It should change its designation from a Community Special School (severe learning difficulties) to a Community Special School (Generic, Broad Spectrum). It is intended that the School will make provision for the following types of special educational needs: Moderate Learning Difficulty, Severe Learning Difficulty and Profound and Multiple Learning Difficulty.
3. It should increase its capacity from 40 to 80. In January 2015 there are 42 pupils at the school.

The proposal would specifically involve:

- Providing a new purpose built school building, following the complete demolition of the former Alice Stevens School building. This would require planning consent and the usual planning application procedure, including consultation would apply.
- Ensuring all the current Tiverton School pupils have a place in the new building.
- The formation of nursery provision for both Tiverton Primary and Whitley Abbey primary schools.

Ms Carolyn Claridge, Head Teacher, Tiverton School, welcomed governors to the meeting and introduced Mr Ashley Simpson, Head of Schools Capital Strategy and Premises Services, Ms Judith Applegarth, Assistant Programme Manager, Schools Capital Strategy & Premises Services, and Ms Michaela Eden, Head Teacher, Whitley Abbey Primary School.

Mr Simpson played the presentation video and explained the proposals. Parents asked the following questions:

Question: Do you know where the second Secondary School will be?

Mr Simpson said that this has not been decided. The intention is to create a second broad spectrum Secondary School but a suitable site has not been identified yet. At present the focus is on the funding for this project. Finding suitable sites for co-location is difficult. Ms Applegarth said that the majority of schools are now academies, which also makes co-location more difficult.

Mr Simpson said that there will be budgetary restraints, and guidelines will be in place regarding building layout, although they will not be mandatory. There will be some flexibility, and the views of the parents, governors and staff will be taken into account. The construction of six new schools, including Riverbank, has recently been completed; these were very prescriptive in terms of the school building programme, and the bureaucracy involved with the planning of these schemes has been horrendous. There will be more flexibility with this project, but it will need to remain within the guidelines.

Ms Applegarth said that it is important to achieve good value for money. Whilst it is vital that all the basics are in place, there can be some flexibility on other things. There will be a limit to the amount of space available and how it is shared out. Government guidelines will decide whether or not it is good value. If it equates to more than £4000 a square metre questions will be asked. A hydrotherapy facility would be very expensive.

Ms Eden said that Health and Safety issues will also be a consideration, and there will be certain things that cannot be done.

Mr Simpson said that the finer details will be up for discussion at a later date.

Question: Will the proposals include use of ecological energy (e.g. solar panels)?

Ms Eden said that solar panels were considered at Whitley Abbey, but after consultation underfloor heating was installed which has proved to be very efficient,

Ms Applegarth said that there will be recognition of the children's special needs with regard to maintaining suitable temperature.

Mr Simpson said that the issue is very much site specific. Various heating systems have been tried at different sites, with varying degrees of success, and decisions will be made when all factors have been taken into account.

Question: Will there be any consultation with the bus company?

Mr Simpson said that he is aware that the bus service to Whitley only goes to the end of the road, but not onto the estate, which is a bit frustrating. He understands that this is a serious consideration for those using public transport on a regular basis. The location of the new site will be closer for some parents and further for others.

Ms Eden said that there are two bus stops at the end of the road, and the school is a ten-minute walk from these.

Mr Simpson said that he understands that there is a consultation due to start soon which will be in the public domain in the next few weeks.

Question: Will the designs be done after the meeting on 9/4/16?

Mr Simpson said that it is most likely that the team will be looking to engage with a design and contractor team prior to 9/4/16 to start moving the project forward, even though it will not have been formally agreed at that stage.

Ms Applegarth said that formal notices have been posted seeking contractors interested in undertaking the work in terms of both design and build. The selection process will take place over the Easter period. The Team will work closely with the school and community to ensure that the best selection is made. It is anticipated that the planning will take place during June and July and the plans will be submitted. Whilst these are being considered and consent is awaited more work will be carried out on the design details. It is anticipated that the building will take 11-12 months to complete, and it is hoped that the new facility will be ready to move into in time for the start of the new school year in September 2017.

Question: What is happening to the Alice Stevens building?

Ms Applegarth said that there is a demolition contract out at the moment. This will have to go through Procurement, but it is hoped that the building will be demolished as soon as possible.

Question: Should we be making a joint representation to the Cabinet Meeting?

Mr Simpson said that it would be helpful if governors wish to submit a letter of support setting out issues of concern. This could be done either individually or as a group.

Ms Claridge said that there are no special educational places available in Coventry at the moment, and the number will need to be increased.

Question: What about staffing levels?

Mr Simpson said that this is about the admissions policy and how it is organised between the two schools. It is anticipated that six full-time places will be required.

Question: What about car parking facilities?

Ms Eden said that this was an issue throughout the building work at Whitley Abbey last year. Parking will be more of an issue for the special school, and during discussions last year Ms Eden stressed that it is important that there is sufficient provision for the staff and parents who need it, and to ensure that local residents are not inconvenienced by the increased number of vehicles accessing the site.

Ms Eden said that problems were exacerbated last year because of the close proximity of the Jaguar Land Rover site, as some of the employees were parking in the surrounding roads and residents were assuming that it was visitors to the school. As a result, the Residents' Association is very keen to look at parking and access issues for the campus. Today's news about Jaguar Land Rover expanding the workforce could have considerable impact upon the school and surrounding roads.

Ms Eden said that there had been tension between parents and local residents when Alice Stevens School was located on the site.

Mr Simpson said planning guidance is clear, but a strong case will be made to the provision of additional spaces for visitors.

Ms Claridge thanked governors for attending, and the meeting was closed.

Consultation Meeting 3

Meeting for staff at Tiverton School

3.30pm Monday 11th January 2016

Consultation on Proposals to Change Tiverton School to a Generic Broad Spectrum Primary school and relocate it on to the former Alice Stevens Site, Ashington Grove, Whitley, Coventry, with effect from September 2017.

Proposals

It is proposed that Tiverton Primary School, a school for pupils aged 3-11 years with severe learning difficulties should be subject to the following changes:

1. It should be moved from Rowington Close, off Kingsbury Road, Coventry CV6 1PS to Ashington Grove, Coventry, CV3 4DE.
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3. It should increase its capacity from 40 to 80. In January 2015 there are 42 pupils at the school.

The proposal would specifically involve:

- Providing a new purpose built school building, following the complete demolition of the former Alice Stevens School building. This would require planning consent and the usual planning application procedure, including consultation would apply.
- Ensuring all the current Tiverton School pupils have a place in the new building.
- The formation of nursery provision for both Tiverton Primary and Whitley Abbey primary schools.

Ms Carolyn Claridge, Head Teacher, Tiverton School, welcomed staff to the meeting and introduced Mr Ashley Simpson, Head of Schools Capital Strategy and Premises Services, Ms Judith Applegarth, Assistant Programme Manager, Schools Capital Strategy & Premises Services, and Ms Michaela Eden, Head Teacher, Whitley Abbey Primary School.

Mr Simpson played the Presentation video and explained the proposals. Teachers asked the following questions:

Question: Are the children guaranteed transport?

Mr Simpson said that this is up for a consultation discussion about how it will go over the next few years, which will drive the solution in terms of the broad spectrum school. It has been identified as a major issue and will be resolved as soon as possible.

Question: Can you confirm that there will be 88 places?

Mr Simpson said that 88 is the maximum, and it is anticipated that there will be a gradual increase to that number.

Question: At the last meeting it was indicated that the timescales were not realistic. Is this still the case? Staff and governors do not want to be cutting corners.

Mr Simpson said that it is important that the right solutions are reached, and it is not intended to rush things through. The timetable is tight, but the team believes it is deliverable. A lot of things could happen to cause unforeseen delays, but it is hoped that the targets will be reached.

Ms Applegarth said that it would be ideal for the building work to be completed by July 2017 so that it would be ready for the start of the new school year in September. It is recognized that this will be tight, and it is important to identify where the problems will be in order to remain on schedule. It is important that the move is not delayed for another academic year, as this would be detrimental to the children.

Question: At the consultation it was suggested that the children would need a transition period. Is this still the case?

Mr Simpson said that the team already has some experience of this from the Riverbank project, and a lot of work was put in there to ensure that the transition was as easy as possible for the children and staff. It is important that everyone works collaboratively over the coming months to ensure that the move is as stress-free as possible.

Question: Ideally would the building need to be ready for the beginning of July in order to be settled in for September?

Mr Simpson said that everyone needs to work in partnership, in order to be clear about what is achievable and what is not.

Question: If the building is not ready for September 2017 could the move take place later in the school year – e.g. after the October half-term?

Mr Simpson said that this is an issue which has come up in the past. The team needs to work closely with the Head Teachers, governors and staff to see how best to complete the move and, if necessary, use the half-term period to complete the process.

Ms Applegarth said that the team is informing the designers and builders that the work needs to be completed for the start of the 2017 school year. The work will need to begin by July this year if it is to be completed in time, and a lot of thought needs to be put into the design before the work begins. The design work should begin just after Easter, and should be finalised over the summer term. It is vital to get the best use of the space, and the designers will be under pressure to come up with the best solution. It is vital that the key dates are met.

Ms Eden said that she is hoping that good use is made of the time over the summer holidays so that the building will be ready by September 2017

Question: As the student numbers will be increasing, will there be an increase in medical staff?

Mr Simpson said that the capacity will be increased gradually. The authority will be working with the staff and governors to assess what additional staff will be needed to manage the increased pupil numbers.

Question: If the move goes ahead and there will be more classes in the future, where do we stand if we are asked to take another child now?

Ms Claridge said that Jeanette is not here to answer this question, but it is about planning for the increase in numbers. Governors need to be clear about the guidelines and putting the children's needs first.

Question: With regard to staffing, will our contracts remain the same, or will we be co-located with Whitley Abbey?

Mr Simpson said that it is assumed that staff will automatically transfer on their current conditions and there is no indication of being a joint facility as far as staffing is concerned. Each school will have its own governing body which will only be responsible for its own school.

Question: What about staff who will not be able to get to the new site?

Mr Simpson said that he can see that the distance could be a problem for some members of staff, and consideration will need to be given to whether they could be redeployed elsewhere, or whether they will be considered to have forfeited their positions if they do not wish to move. He will speak to HR and inform Ms Claridge of the decisions.

Question: Will there be enough car parking spaces when the numbers increase?

Mr Simpson said that there is a bus stop at the end of Abbey Road, but not directly outside the school site. Car parking is governed by planning guidance which at the moment is one space for every two members of staff. There may be some leeway in terms of the proposed new facility, as it is recognised that there may be significant demand for car parking. The team will see if they can be creative with the space available in order to provide extra spaces without sacrificing the green areas.

Ms Claridge said that there is a plan in place to take staff over to view the site, as not many have seen it yet. It is proposed that this takes place in May or June this year.

Ms Applegarth said that the school numbers are growing. It is a popular residential area and the proposed expansion at Jaguar Land Rover will also be a factor

Question: Will our budget be affected?

Mr Simpson said that in terms of new builds, the team is responsible for the building and anything fixed to the building as part of the project. The school is asked to provide the resources for loose fittings (e.g. computers etc.). Ms Claridge said that the school is building up a pot of money to equip the new building.

Question: When the building is up and running will the facilities be for 88 places initially or as the additional children join?

Mr Simpson said that the budget will increase in line with pupil numbers. There should be significant savings on running costs for the new building as it will be more efficient. Co-location with Whitley Abbey may also provide opportunities to buy in bulk for the two schools.

Question: Will applications we have made for repairs to the roof at the current site still be considered?

Mr Simpson said that it is recognised that this school will have to be fit for purpose until the move, but there will be a need to keep spending to a minimum because of the short time the site will be needed. All proposed repairs will need to be looked at individually and decisions will be made on how best to spend the money available.

Question: What will happen to this site?

Mr Simpson said that this has not been decided. Sherbourne Fields may wish to use it, or it could be taken over by another education service provider. A decision will be made at a later date.

Question: Will the new facility be called Tiverton School?

Mr Simpson said that this will be a decision for staff and governors. Alice Stevens decided to change their name to Riverside when they moved to the Ernesford Grange site.

A member of staff said that staff do not want the school to be made into an academy. Mr Simpson said that this is why the decision was taken to rebuild on the new site.

Question: What will happen if the plans are not approved?

Mr Simpson said that he would be surprised if approval is not granted at this stage, but it is a council decision. If permission is refused, consideration would be given to what improvements could be made to the current site instead. However this would not then be a co-location and would not address the current problems. Mr Simpson said that he believes it is a positive proposal and in the best interests of the staff and children, and Councillor Kershaw is very enthusiastic about the plans.

Question: What are the logistics of moving?

Mr Simpson said that this will be a decision for the governors. If they need a few extra days' closure to complete the move it could be accommodated.

Ms Applegarth said that the team will compile a list of who pays for what so that everyone can set their budgets accordingly.

Question: will we have to take everything with us?

Mr Simpson said that the building will have to be totally cleared, and skips will be provided for what does not need to go to the new site.

Ms Claridge thanked staff members for attending, and the meeting was closed.

WHITLEY ABBEY PRIMARY SCHOOL

Meeting 1: Meeting for Parents of Pupils (3:30pm Friday 15th January 2016)

Consultation on Proposals to Change Tiverton School to a Generic Broad Spectrum Primary school and relocate it on to the former Alice Stevens Site, Ashington Grove, Whitley, Coventry, with effect from September 2017.

Proposals

It is proposed that Tiverton Primary School, a school for pupils aged 3-11 years with severe learning difficulties should be subject to the following changes:

1. It should be moved from Rowington Close, off Kingsbury Road, Coventry CV6 1PS to Ashington Grove, Coventry, CV3 4DE.
2. It should change its designation from a Community Special School (severe learning difficulties) to a Community Special School (Generic, Broad Spectrum). It is intended that the School will make provision for the following types of special educational needs: Moderate Learning Difficulty, Severe Learning Difficulty and Profound and Multiple Learning Difficulty.
3. It should increase its capacity from 42 to 88. In January 2015 there are 42 pupils at the school.

The proposal would specifically involve:

- Providing a new purpose built school building, following the complete demolition of the former Alice Stevens School building. This would require planning consent and the usual planning application procedure, including consultation would apply.
- Ensuring all the current Tiverton School pupils have a place in the new building.
- The formation of nursery provision for both Tiverton Primary and Whitley Abbey primary schools.

Ms Michaela Eden, Head Teacher, Whitley Abbey Primary School, welcomed parents to the meeting and introduced Mr Ashley Simpson, Head of Schools Capital Strategy and Premises Services, Ms Judith Applegarth, Assistant Programme Manager, Schools Capital Strategy & Premises Services, Mr Bill Faults, Chair of Governors, Whitley Abbey Primary School, and Ms Carolyn Claridge, Head Teacher, Tiverton School. Mr Barry Keegan, Minute Secretary, Business Services (Safeguarding), recorded the minutes of the meeting.

Mr Ashley Simpson played the Presentation video and explained the proposals. Parents asked the following questions:

Questions, Answers and Comments

Question/Comment: Will the new building be all on one level?

Mr Simpson confirmed that the new building is expected to be single-storey, as a two-storey building is inappropriate for children with mobility difficulties. Whilst the building will cater for up to 88 children, it will be more compact than the former Alice Stevens site. The Schools Capital Strategy & Premises Services department will liaise with Whitley Abbey Primary over where the new building will be located. The aim is for both schools to work together closely and this will be reflected in the design phase (which both school will contribute to).

Question/Comment: I am concerned about access and parking issues.

Mr Simpson acknowledged that this is an issue. He noted that there is the potential for the new 'Tiverton' building to be built to the back of the site and that, with the demolition of the Alice Stevens's building, this could provide space for other facilities, such as a car park. However, planning regulations only permit one car parking space per two members of staff.

One parent noted that the route onto the school site is particularly narrow and there have been a lot of problems caused by inconsiderate parking. It was suggested that the start and end times for the two schools could be staggered to try and mitigate this. Mr Simpson noted that this is being tried by other schools and that it is worth exploring. Ms Eden and Ms Claridge highlighted the need to ensure the flow of traffic is safe and meets the needs of the children and parents.

Question/Comment: It feels like there have been parking issues for a long time. Is it an option for there to be parking bays on Abbey Road?

Mr Simpson stated that this could be explored. He emphasised that the department recognised that access and parking are a difficult issue and that it needs to be addressed as far as possible. He reiterated his view that the demolition of the Alice Stevens building would provide more options for the proposed development.

Several parents expressed their support for the proposal but voiced concerns about the issues of parking, with one person highlighting that the Jaguar Land Rover development exacerbates the issues and another noting that several residents have paved their driveways because of parking issues, which in turn leads to very little on-street parking. Mr Simpson reiterated that these issues will have to be considered and addressed as part of the proposed development.

One parent emphasised the need to address the issue of congestion and suggested a walking bus service for more local pupils, as the 'Tiverton' children would need to be prioritised with spaces for parking. It was acknowledged that the Council would be unable to provide parking for everyone but that having some more space would be helpful.

Question/Comment: Will the building impact on Whitley Abbey Primary?

Ms Eden noted that Whitley Abbey Primary has recently had building developments. The Council had been mindful of the impact and tried to arrange most of the building to take place in the holidays. She noted that similar arrangements will be made and that the building should have even less of an impact on the children's learning, as the proposed development is further away from the school than the previous development.

Question/Comment: If the proposal is rejected, are there other options for the Alice Stevens building?

Mr Simpson confirmed that there are no other plans for the Alice Stevens building, which will be demolished irrespective of the proposal.

Question/Comment: Will there be restrictions on construction traffic e.g. the number of vehicles and the times they will be on site?

Mr Simpson confirmed that there will be restrictions.

Question/Comment: Will the school's name change?

Ms Claridge confirmed that this is something that would need to be discussed between the two schools.

Ms Eden thanked parents or attending the meeting and told them that if they had any further questions or comments they are welcome to discuss them with her at any time. The meeting was closed.

Meeting 2: Meeting for Staff and Governors (4:15pm Friday 15th January 2016)

Consultation on Proposals to Change Tiverton School to a Generic Broad Spectrum Primary school and relocate it on to the former Alice Stevens Site, Ashington Grove, Whitley, Coventry, with effect from September 2017.

Proposals

It is proposed that Tiverton Primary School, a school for pupils aged 3-11 years with severe learning difficulties should be subject to the following changes:

1. It should be moved from Rowington Close, off Kingsbury Road, Coventry CV6 1PS to Ashington Grove, Coventry, CV3 4DE.
2. It should change its designation from a Community Special School (severe learning difficulties) to a Community Special School (Generic, Broad Spectrum). It is intended that the School will make provision for the following types of special educational needs: Moderate Learning Difficulty, Severe Learning Difficulty and Profound and Multiple Learning Difficulty.
3. It should increase its capacity from 42 to 88. In January 2015 there are 42 pupils at the school.

The proposal would specifically involve:

- Providing a new purpose built school building, following the complete demolition of the former Alice Stevens School building. This would require planning consent and the usual planning application procedure, including consultation would apply.
- Ensuring all the current Tiverton School pupils have a place in the new building.
- The formation of nursery provision for both Tiverton Primary and Whitley Abbey primary schools.

Ms Michaela Eden, Head Teacher, Whitley Abbey Primary School, welcomed staff and governors to the meeting and introduced Mr Ashley Simpson, Head of Schools Capital Strategy and Premises Services, Ms Judith Applegarth, Assistant Programme Manager, Schools Capital Strategy & Premises Services, Mr Bill Faults, Chair of Governors, Whitley Abbey Primary School, and Ms Carolyn Claridge, Head Teacher, Tiverton School. Mr Barry Keegan, Minute Secretary, Business Services (Safeguarding), recorded the minutes of the meeting.

Mr Ashley Simpson played the Presentation video and explained the proposals. staff and governors asked the following questions:

Questions, Answers and Comments

Question/Comment: Will the new school be one-storey or two? If it has a pool, would children from Whitley Abbey able to use it?

Mr Simpson confirmed that the proposed new building will be one-storey and that the Alice Stevens building being two-storeys is part of what makes it unsuitable for the development. Regarding the use of facilities, this will be an operational matter to be agreed between the schools. It was noted that such facilities as hydrotherapy pools have a primary function of supporting children with disabilities. Ms Claridge noted that they would be happy to share such facilities if there were children present at Whitley Abbey Primary that would benefit from them. Ms Eden emphasised that the two schools will be looking at how they can support one another and work co-operatively.

Question/Comment: Will the new children be transported in? Will the schools have the same start and end times?

Ms Claridge stated that these discussions needed to take place. Ms Eden noted that this had been raised by the parents at Tiverton School and that Whitley Abbey's parents had also raised concerns about parking. Discussions will need to take place to ensure that the site is used well and safely.

Question/Comment: Will there be plenty of parking?

Mr Simpson confirmed there would be as much parking as possible, with planning regulations stating that it would be one space per two members of staff. The department will endeavour to provide as much parking space as possible.

Question/Comment: There are issues about the driveway being sufficiently lit

Mr Simpson noted that external lighting is a recurring theme in a lot of new schemes for school development and that it is something that will be closely looked at.

Question/Comment: For some time we've been thinking of changing some of the landscaping: is this a linked or separate issue?

Mr Simpson confirmed that this will be looked at as part of the designing process. The priority is to ensure the site is secure, but it was hoped that the new design would have less equipment like fencing.

Question/Comment: Could we consider a one-way system with a drop off point?

Mr Simpson noted that the issue of parking has been raised and options will be explored to address this. He noted that pick-up and drop-off zones have proven difficult to manage in places where they have been piloted. He reiterated that access to the site will be looked at.

Question/Comment: Will there be a higher proportion of vehicles for children in the new school?

Ms Claridge confirmed that a high number of Tiverton children arrive on mini-buses. One member of staff noted that Jaguar Land Rover is expanding and are unwilling to build their own car park and that this might lend credence to some of the suggestions to address the parking issues.

Question/Comment: How large will the nursery be?

There will be 26 full-time places, meaning that 52 children can attend part-time. The nursery will be a more formal provision.

Question/Comment: Will the nursery be a separate building or part of the 'Tiverton' building?

Mr Simpson confirmed that, at present, it is not planned for the nursery to be a separate building, as it seems the most natural way to link the two schools. Ms Applegarth emphasised the need to make the nursery as accessible as possible and to factor in safeguarding issues. This is being regularly reviewed as part of the larger goal of getting the best use from the site. One member of staff commented that the proposed development sounds very positive. Ms Applegarth noted that the school council had been very positive about the proposal in their discussion. Mr Simpson reiterated that he is aware of the considerable issues around parking and access.

Ms Eden thanked staff and governors for attending the meeting and told them that if they had any further questions or comments they are welcome to discuss them with her at any time. The meeting was closed.

Meeting 3: Meeting for the Community (5:00pm Friday 15th January 2016)

Consultation on Proposals to Change Tiverton School to a Generic Broad Spectrum Primary school and relocate it on to the former Alice Stevens Site, Ashington Grove, Whitley, Coventry, with effect from September 2017.

Proposals

It is proposed that Tiverton Primary School, a school for pupils aged 3-11 years with severe learning difficulties should be subject to the following changes:

1. It should be moved from Rowington Close, off Kingsbury Road, Coventry CV6 1PS to Ashington Grove, Coventry, CV3 4DE.
2. It should change its designation from a Community Special School (severe learning difficulties) to a Community Special School (Generic, Broad Spectrum). It is intended that the School will make provision for the following types of special educational needs: Moderate Learning Difficulty, Severe Learning Difficulty and Profound and Multiple Learning Difficulty.
3. It should increase its capacity from 42 to 88. In January 2015 there are 42 pupils at the school.

The proposal would specifically involve:

- Providing a new purpose built school building, following the complete demolition of the former Alice Stevens School building. This would require planning consent and the usual planning application procedure, including consultation would apply.
- Ensuring all the current Tiverton School pupils have a place in the new building.
- The formation of nursery provision for both Tiverton Primary and Whitley Abbey primary schools.

Ms Michaela Eden, Head Teacher, Whitley Abbey Primary School, welcomed residents to the meeting and introduced Mr Ashley Simpson, Head of Schools Capital Strategy and Premises Services, Ms Judith Applegarth, Assistant Programme Manager, Schools Capital Strategy & Premises Services, Mr Bill Faults, Chair of Governors, Whitley Abbey Primary School, and Ms Carolyn Claridge, Head Teacher, Tiverton School. Mr Barry Keegan, Minute Secretary, Business Services (Safeguarding), recorded the minutes of the meeting.

Mr Ashley Simpson played the Presentation video and explained the proposals. The residents asked the following questions:

Questions, Answers and Comments

One resident stated that it would seem unreasonable to object to the current development. However, he highlighted that there are major issues with parking, which had been raised during Whitley Abbey Primary's previous development. He feared that the decision to move Tiverton School had already been made and expressed his frustration at feeling that the residents are being ignored. He used the fact that their consultation had been provisionally booked as 30 minutes, rather than 45 minutes like the other consultations, as an example of this. He reiterated that traffic management is a major issue and that there is inadequate parking on site and on the road at present. He felt that this must be the primary focus to ensure road safety, traffic management and that the children's lives are safeguarded. He stated that there are residents who will not 'sit by' unless this issue had been addressed.

Mr Simpson emphasised that the proposed development is not a foregone conclusion, hence the consultation meetings. He also highlighted that parents, staff and school governors have all expressed concerns about congestion, traffic management and car parking and that it is clear that, at present, it is unacceptable. He stated that this issue clearly needed to be looked at as part of the proposal and that, whilst the issues might not be resolved overnight, there is the opportunity to address them and mitigate any further issues. Mr Simpson noted that the former Alice Steven's building will be demolished, with a smaller building for fewer pupils being built in its place. This provides opportunities to explore how best to use the rest of the site in a holistic manner and he noted that many people had suggested using it to mitigate the issues with parking and traffic.

One resident stated that the problems will only get worse, given the number of 'Tiverton' children who would be coming from outside the local area. They stated that, until the issue of traffic was addressed, it was a waste of time and money designing the new school.

Q. How many children will transfer?

Ms Claridge reported that 42 children attend Tiverton School, which utilises 3 mini-buses to bring most of them to the school. A lot of the children are transported in because Tiverton's catchment area is approximately half of Coventry. Mr Simpson noted that it had been suggested that the start and end times for the schools could be staggered to address some of the congestion issues. Ms Eden noted that this had been the arrangement with Alice Stevens.

Several residents repeated the point that it is a waste of time building the new school if the underlying infrastructure is not sound. They also felt that the current issues around parking and congestion will become worse. Mr Simpson acknowledged the issues caused by the Jaguar Land Rover development and insisted that solutions to the congestion problems will be looked at as part of the planning process. One resident stated that unless strict adherence to parking rules was policed continuously, any arrangements would become 'a joke'.

One resident reiterated that there are clear issues with access and expressed their disappointment that the issue was not dealt with. He noted that there had been a lack of communication from Whitley Abbey Primary during their previous development and stated that the lack of communication was 'staggeringly incompetent' and did not help the school's relationship with the wider community. He was in favour of the development, provided that the arrangements worked for residents. He noted that the number of mini-buses could double in line with a doubling of the number of pupils attending. He suggested that a new entrance could help to address some of the issues. Mr Simpson noted that this might not necessary address the issue and emphasised the need to create a comprehensive plan to address the current problems without creating new ones.

One resident stated that it would be good if the planning process displayed some 'joined up thinking'. He highlighted that the biggest issue with the current congestion problems is the danger posed to the children. Another resident also highlighted that this was particularly true for the nursery children who would be attending. One resident highlighted that a sizable number of the children end up walking in the road because of the parking problems. They stated that parents consistently park on double-yellow lines and block driveways. It was noted that this was a minority of parents but it was acknowledged that this causes health and safety issues.

Question/Comment: Under the proposals, the school has created a problem where traffic is building up outside the school gates. Where will the access be for the new school?

Mr Simpson stated that the design phase has not commenced yet and there is the potential to use the new grassy area to create solutions to this problem. One resident stated that there is a problem with congestion immediately around the school gates and that this would be exacerbated by the proposed development. Mr Simpson noted that a drop-off and pick-up site had been suggested. Whilst this has proven problematic in other schools, it is one of several options that need to be considered as part of the process.

Question/Comment: Will the site be a joint site or will it be two separate schools?

Ms Eden stated that no plans have been drawn up and that she and Ms Claridge saw this as an opportunity to work collaboratively to benefit all the children. The possibility of sharing facilities and expertise was highlighted.

Question/Comment: The facilities here (Whitley Abbey), do not suit disabled children: has it been looked at how children with disabilities can use facilities here?

Ms Eden stated that there are some accessibility aids and that, if the proposed development went ahead they would look to improve this. Ms Eden also highlighted that a traffic survey was conducted during the last development and that proposals were put in place. However, the closure of Alice Steven's school prevented those from being put in place. She highlighted that the staff are very aware of the issue of congestion, having expressed these concerns herself when the development was originally proposed. She stated that the school want to mitigate the issues as far as possible but that they are also excited about turning the derelict building into a child friendly site.

Question/Comment: Will there be set places for SEN children and Whitley Primary children at the nursery?

Mr Simpson confirmed there will be a small number of places reserved for children with Special Educational Needs (SEN) but that the majority of the places will be for Whitley Primary children. He stated that this is because there is no formal Early Years provision in the area.

One resident stated that there are already two childcare providers in the area and felt that they were being dismissed. They asked how this was sustainable. Mr Simpson insisted that the existing provision was not being dismissed. Ms Eden also highlighted that Whitley Abbey's parents have wanted an on-site nursery for many years and that the school's governors have been committed to this for some time as well.

Ms Eden confirmed that the nursery will be run by both schools. Mr Simpson reported that the nursery will be funded through the Council via a specific scheme. One resident stated that a discussion would have to take place as to how much this development will cost and stated that they felt that whatever money or resources allocated to addressing the congestion should be ring-fenced.

Question/Comment: How many nursery places are there for children with disabilities in Coventry?

Ms Claridge confirmed that all current places for children with disabilities are full. A resident suggested that it might make more sense for the proposed nursery to cater primarily for children with disabilities, with any 'spare' places being filled by children in mainstream education. Ms Claridge highlighted that this is part of a larger SEN strategy. She stated that the staff at Tiverton are excited about the fact that this provision will be integrated and that the two schools will be working in partnership. She stressed that there will be benefits to both sets of pupils from the proposed development and that an integrated nursery would benefit both schools.

Question/Comment: I work in Riverbank and it is not necessarily geared towards broad spectrum SEN. Will you cover behavioural children?

Ms Claridge confirmed that children with behavioural issues might attend, but their attendance would primarily be around their having complex physical needs: any behavioural issues they had would, in a sense, be circumstantial to their attending.

Question/Comment: Will the nursery just be a nursery class?

Mr Simpson confirmed that this would be the case.

Question/Comment: Does the school have a green travel plan?

Ms Eden confirmed that the school does not have one at present, although there have been suggestions for such things as a walking bus service and parents have been willing to help arrange things of this nature.

Ms Eden thanked the residents or attending the meeting and told them that if they had any further questions or comments they are welcome to discuss them with her at any time. The meeting was closed.

Written responses to the Consultation

1) Whitley Abbey Pre-school

Dear Judith,

Staff from Whitley Pre-school attending the meeting regarding the amalgamation of Whitley abbey Primary School with Tiverton Primary on Friday 15th of January.

It was clear in the meeting that there was a major problem with the road and many residents have expressed their concerns.

There was reference to their being no formal early years education in the area which was extremely offensive as the pre-school has been there for 13 years and a previous 30 years before, during a Chat with the head teacher Miss Mikala Eden, she also stated that the nursery would only have places made 8 places for children with SEND and the other 52 would be children with no send, as a member of the meeting said, that looked like a school was using this of a way to build a non needed nursery and parading it as joint venture for Children with Special needs.

I have spoken with the head of tiny teddies and we both agree that we have the necessary early years child care within the small area of Whitley. It will probably wipe out both business, I can not speak for Tiny Teddies but I have 6 staff, who between us have 20 children we work to provide for them, we have close relationship with the school, having visits and being part of a CAF team.

If we close then the Community Church in the centre of Whitley will lose a valuable source of income, affecting the whole of the whitely area. Not to mention the jobs and security of all the staff concerned, My own child is disabled and I work around her needs, I have great respect for the schools and teachers that work with children with greater needs, but let the nursery be what is needed, a nursery for children with special needs,

This will have a major impact on a lot of lives.

Kind Regards

The Staff of Whitley Pre-school

2) Head Teacher of Sherbourne Fields School response

Further to School Business Manager's email to you last year regarding the future plans for Tiverton Primary School, I am writing to officially register my interest in taking over the Tiverton site as soon as it becomes available. Following the recent notice displayed by Tiverton (on behalf of the LA) informing parents/visitors notice of the schools intention to re-locate to what was previously the Alice Stevens site I believe this to be at the end of July 2017.

With the full support of Kirsten Nelson and Jeannette Essex, Sherbourne Fields has applied to become a Teaching School. We expect to find out within the next 8 weeks whether or not our application has been successful. With this in mind we would like to take over the site - which as you know is a shared site with Sherbourne Fields, in order to utilise the building to provide SEN training for both special and mainstream schools across Coventry and Warwickshire.

Sherbourne Fields as it stands today does not have the capacity to accommodate large groups for training or seminars. Previously we have had to re-locate our 6th Form students to another part of the school in order to set up the 6th Form Centre as a training facility. I am certain that we would be able to utilise and manage the site with our current resources and through possible funding streams such as trusts and foundations, charitable donations and grants.

There is a definite need for specialist SEN training to be available to employees in mainstream schools across Coventry and Warwickshire – now more than ever given the ever increasing number of students with special needs now placed in a mainstream setting. With this in mind I feel the Tiverton site would provide a practical solution for our future training plans.

I hope you will seriously consider this request and if you require any further clarification on the matter then please contact me.

Yours sincerely

Shivaun Duffy Moriarty
Headteacher

3) Governor Response to the Consultation on the rebuilding of Tiverton School

The proposal to rebuild Tiverton School has been in the “pipeline” for ten years. Historically there has been some reluctance to spend what would amount to large amounts of money on a “redundant” building.

- according to a recent survey the building is structurally sound, there are many issues with the condition of the building. The survey highlighted problem areas to be roof, windows, doors, electrical wiring, out dated water systems, inappropriate toilet arrangements.
- narrow corridors making it difficult for children and adults to move around.
- there are no “spare spaces” to install a wet room/ changing facilities.

Governors are reluctant to authorise expenditure on major remedial work to patch up the existing building and frankly both the children and staff deserve better than the “shabby conditions” they are currently experiencing.

- the proposals for the new school will enable the children of Tiverton School to have a twenty first century education in purpose built accommodation.
- This will provide opportunities to improve the specific learning environment for children on the autism spectrum.
- It could also extend the multi sensory educational opportunities offered to children through light rooms and soft play. Rebound Therapy and Hydrotherapy, that are currently provided by taking children to other schools resulting in lost time and extra journeys, could be made available within the new school building..
- the move will be an opportunity to upgrade IT systems to the latest specifications to support children’s learning.
- incorporating integral hoists around the building will make the task of moving children from wheelchairs / walkers easier for staff and help to improve the individual’s dignity.
- planned withdrawal spaces will support pupil’s with complex and special needs – the current building has few opportunities to address this.

Governors have attended many meetings over the last few years regarding the move toward introducing Broad Spectrum Education across Coventry.

- we have undertaken visits to other schools within the local area and in neighbouring authorities to see alternative practices for ourselves.
- we have liaised closely with staff at Tiverton to see how the changes would impact on their working practices and the implications for future planning of educational opportunities. This has enabled us to listen to misgivings as well as the positive implications associated with changes in working environments.
- we have met with governors at Whitley Primary to discuss how we would see the shared location developing to the benefit of both schools

These opportunities have informed our ideas on how we would like to see the new school evolve. Over the years we have listened to various proposals to co locate our school but these have faltered.

- An important aspect for governors and staff in choosing a new site has always been access to outdoor education for the children.
- Our present location within Coundon Wedge has lent itself to an outdoor curriculum and we, as governors, were anxious that this aspect of the children's education was maintained.
- In the Whitley site we see the opportunities to have a purpose built school in a wonderful, well established natural setting.
- The existing Forest School designation on part of the site would enhance environmental learning for both ourselves and Whitley Primary School.

Whilst broadly welcoming the proposed new built school we realise that there are some drawbacks to the proposal on behalf of the residents.

- traffic management is a major factor for them together with off- site parking.
- Adequate parking that allowed for visiting specialist staff was an issue highlighted to Ashley in both schools consultations.
- Transport issues were raised by parents – although existing children would be guaranteed places their journey times may increase significantly.
- There is also the potential for minibuses to have difficulty due to local traffic conditions. Access for mini buses was a possible issue.
- Dropping off points within the school site to minimise disruption to nearby residents.

Tiverton's governors would like some clarification on the proposed building of the shared nursery especially the budgetary implications of this facility. Who would be responsible for the maintenance and up keep? Previously we were led to believe that this was a separately funded facility but the latest meeting seemed to imply that an already tight budget would need to stretch to accommodate this project

On behalf of the governors at Tiverton School we hope that this proposal comes to a successful conclusion. This is an opportunity to give some of the city's most disadvantaged children a purpose built new school to enhance their educational opportunities while allowing the development independence and life skills.

As governors we would hope that, with ongoing goodwill from all parties, that the future school would take forward all the good educational practice and caring ethos that are evident in the current Tiverton School.

4) Staff response to the consultation on changes to Tiverton School

The staff group at Tiverton would like to make the following points for consideration as part of the pre-consultation process for changes to Tiverton School:

- We believe that the children at Tiverton School deserve a building which is fit for purpose and will afford them excellent opportunities for learning and wellbeing in a special designed, state of the art school. The current building does not afford some of the opportunities we would wish for our pupils because of its age, poor state of repair and limited size or scope for improvement.
- We would welcome the opportunity to work in partnership with the Whitley Abbey Primary School community to provide the very best opportunities for all stakeholders within both schools on the Whitley campus. Our early meetings with Whitley Abbey Primary School have been very positive and there is a feeling of not simply being co-located but opportunities for collaboration and genuine partnership.
- We believe there are enormous benefits for both sets of pupils to be a part of an inclusive environment where the individual needs of each child are paramount. There is potential for two-way visits for pupils to the partner school as appropriate to need.
- The staff of Tiverton School have already started to formulate a vision for a new school, which would be crucial to share with a design team to inform the design and build of the school. We would welcome the opportunity of working with Whitley Abbey School and its community to formulate a shared vision for the campus.
- Our current mission statement is "Passionate about celebrating learning, enjoyment and achievement for all", this epitomises our ethos and informs all that we do. We believe that a new school building, co-located in the right location and with the right partner school will enable us to deliver even greater outcomes for the pupils and families we serve.
- The potential availability of a wider range of opportunities on the proposed site would greatly enhance the experiences for all- including a hydrotherapy pool, good outdoor spaces for learning, designated rooms for some subjects and some multi-purpose rooms. There would also be opportunity for rooms that are appropriate for rebound therapy (using a trampoline- we cannot currently do this in school as the rooms are not sufficiently high) and the integrated use of state of the art technology embedded within the school. This would also include the opportunity for shared spaces with a partner mainstream school.
- We would welcome a school environment with sufficient storage so that areas are uncluttered and children can safely be maximally independent. This will also facilitate our total communication approaches within the learning environment which is crucial to the population of our school.
- Specifically designed spaces for the holistic needs of children to be met by a multidisciplinary team eg physio, nursing, speech and language therapy, occupational therapy etc would be hugely beneficial to pupils and staff.
- It would be beneficial to have meeting rooms so that families can be welcomed into school for events, meetings and training in rooms which are pleasant and allow for confidential discussion.
- In the event that the school building proceeds, we would wish to ensure that there is sufficient time between the school being ready to facilitate a comprehensive induction and transition process for pupils, some of whom will require extensive preparation and pre-visits before undergoing such a major move of location.

We acknowledge also the following areas of concern:

- Some families have chosen a local school so that they can transport their children to and from school themselves. The proposed site is on the opposite side of the city.
- We are aware that many parents are concerned about transport to and from school for their children. Those whose children are currently transported to and from school would wish to be reassured that this will continue in a relocated school site.
- Some parents have expressed a desire to know what would be the expected secondary school for their children to transfer to from a new school site.

- Many staff currently live and work in close proximity out of choice. There could be an implication for some staff having to travel to the other side of the city and also the possibility of losing some highly skilled staff who would not transfer to a relocated site.

Tiverton School Staff
January 2016

5) Response from Whitley Abbey Head Teacher

Dear Kirsten Nelson,

I have been asked to write to you on behalf of Mr and Mrs Sherriff who lease a house on the Whitley Abbey Primary School/Alice Stevens School site. Mr Sherriff is the Site Services Officer for Whitley Academy next door. This has been a longstanding agreement. Mr Sherriff oversees the site, as a good neighbour, at weekends because of his proximity to it.

Mr and Mrs Sherriff would like to know how the plans for the redevelopment of the Alice Stevens School site would affect them and what may happen to their home and the vacant SSO house on the site. They are concerned how the plans may affect their family. They would also like to be informed about any future works or demolition works to the Alice Stevens school site and the likely impact on their daily lives, given they are residents.

Kind regards,

Michaela Eden
Headteacher
Whitley Abbey Primary School

6) Response from Whitley Abbey Head Teacher

Dear Kirsten Nelson,

I am writing on behalf of the staff and governing body of Whitley Abbey Primary School. We would like to express that we are fully supportive of the proposal to relocate Tiverton School on the old Alice Stevens School site and are looking forward to collaborating with the Tiverton team to provide the very best education and care for children on this unique site. We view this as an exciting opportunity to build mutually rewarding partnerships on a primary campus at the heart of the local community.

We wholeheartedly welcome the prospect of having a shared purpose-built, high quality nursery on the site as we believe this will benefit the local community, raise aspirations and achieve better outcomes for all the children.

We are resolved to work with Coventry City Council and the Tiverton team to find the best possible solution to the traffic and parking issues raised in the pre-consultation meetings so that we are able to provide a safe, accessible, child-friendly campus that is considerate to our neighbours and benefits our local community.

Kind regards,

Michaela Eden
Headteacher
Whitley Abbey Primary School

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A separate report is submitted in the private part of the agenda in respect of this item, as it contains details of financial information required to be kept private in accordance with Schedule 12A of the Local Government Act 1972. The grounds for privacy are that it refers to the identity, financial and business affairs of an organisation and the amount of expenditure proposed to be incurred by the Council under a particular contract for the supply of goods or services.

Cabinet
Council

9th February 2016
23rd February 2016

Name of Cabinet Member:

Cabinet Member for Business, Enterprise and Employment – Councillor K Maton

Director Approving Submission of the report:

Executive Director of Place

Ward(s) affected:

St Michael's

Title:

Leasehold Disposal of Land Cox Street

Is this a key decision?

Yes, due to the level of potential receipt

Executive Summary:

This report outlines an opportunity for the Council to secure a capital receipt for the leasehold disposal of part of Cox Street surface car park to CODE Student Housing. This will lead to a significant investment in the city centre, delivering a purpose built, self-managed, high quality, 1000 bed, student residential scheme and bringing new life to this part of the city centre. CODE deliver high quality developments and in 2013 were voted 'Best student private halls provider in the UK' by The National Student Housing Survey.

In the past 12 months, Coventry has made massive strides towards its goal of being a top 10 city as it continues its fast-track transformation. The city has continued to change and attract investment as it works towards a brighter future, creating jobs and a better city.

The University of Warwick and Coventry University have continued to thrive and bring in talented students from across the world. Both are ranked in the Guardian's top 20 of UK universities. Coventry was named Modern University of the Year 2015 and has invested hundreds of millions of pounds in the city centre, announcing plans for a new headquarters, an international student centre and a business incubation unit.

The university, which has already breathed new life into empty city centre buildings by creating student accommodation, will develop the site left vacant by the Council when it moves to Friargate.

The focus, both of the university and developers, is to create new accommodation in the city centre. Purpose built student accommodation in the city centre has a number of advantages. It helps to support regeneration in the city centre – bringing vitality during the day and at night and it means fewer houses in multiple-occupation are needed in local communities. If more students are based in the city centre then houses currently used by students will be available for families again – to rent or buy.

A car park strategy is being written which will help to guide how many car spaces are needed in the city centre and where. It is already clear that across the city some car parks are under used. The proposed changes to Cox Street are consistent with future demand projections in the emerging strategy.

Cox Street car park isn't used to capacity – during the week or at weekends. In addition to the retained spaces in Cox Street there are also three other car parks close by, Lower Ford Street, Grove Street and White Street which can provide parking provision. The proposed development will include approximately 170 car parking spaces, under the building, which the developer will make available to the public.

Recommendations:

Cabinet is asked to recommend to Council:

- 1) Approval of the leasehold disposal in the Council's land in accordance with the terms contained in the private report on your agenda.
- 2) Delegation of authority to the Assistant Director for City Centre and Development Services, Executive Director of Resources and Assistant Director of Legal and Democratic Services as appropriate following consultation with Cabinet Member for Business, Enterprise and Employment to conclude the documentation required to complete the lease.
- 3) Delegation of authority to the Executive Director of Resources and Assistant Director of Legal and Democratic Services to complete the necessary legal documentation in this matter and collect the agreed consideration.
- 4) Approval to commence the process to remove part of the land in Cox Street from the off-street parking order.

Council is asked to:

- 1) Approve the leasehold disposal in the Council's land in accordance with the terms contained in the private report on your agenda.
- 2) Delegate authority to the Assistant Director for City Centre and Development Services, Executive Director of Resources and Assistant Director of Legal and Democratic Services as appropriate following consultation with Cabinet Member for Business, Enterprise and Employment to conclude the documentation required to complete the lease.
- 3) Delegate authority to the Executive Director of Resources and Assistant Director of Legal and Democratic Services to complete the necessary legal documentation in this matter and collect the agreed consideration.
- 4) Approve the commencement of the process to remove part of the land in Cox Street from the off street parking order.

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?

Yes – 23rd February 2016

Report title:

1. Context (or background)

- 1.1 Cox Street Car park is a 319 space, short stay, pay on foot, surface car park opposite Fairfax Street Swimming Pool and Leisure centre.
- 1.2 Within the car park there are 8 designated disabled parking bays and 3 Electric Vehicle Charging bays.
- 1.3 The whole car park extends to approximately 2.115 acres (0.8560 hectares).
- 1.4 Car park occupancy data taken across a typical 7 day a week, 3 month period shows the usage of the car park as:
 - Approximately 600 vehicles a day use the car park.
 - The average peak occupancy rate recorded across the period was 86% between 12 noon and 1pm.
 - 81% of the car park users stayed between 1 and 3 hrs, with the most popular duration of stay being up to 2 hrs at 40%.
 - The maximum peak occupancy rate recorded on any single day (Tuesday) was 96% between 12pm and 1pm.
 - The lowest peak occupancy rate recorded on any single day (Friday) was 74% between 12 noon and 1pm
 - The intended destinations for those using the car park and prepared to confirm were:-
 - 36% - Swimming Pool and Leisure Centre
 - 25% - Shopping
 - 6% - Coventry University
 - 4% - Coventry Cathedral
 - 3% - Britannia Hotel
 - 26% - other business including drop off / pick up bus station, Sightseeing including Transport Museum, Herbert Art Gallery and Museum and Bingo.

This identifies the level of car parking which is currently required and help to assess need during and post development which is dealt with in section 2 of your report.

- 1.5 Coventry University currently has 23,000 students studying with them annually and anticipate that within 5-6 years they anticipate growing to circa 30,000 students, a 30% increase in student numbers.
- 1.6 Coventry University welcomes approximately 6000 first year students to the city, which will increase. To support this growth and compete with other Universities, Coventry is aspiring to be able to provide each 'fresher' with the ability to live within purpose built halls for a year, should they wish. They would also like to have capacity to enable returning students to also live in halls if they so choose. This is particularly of interest to their international students.
- 1.7 Coventry has approximately 5000 student bed spaces in the city centre made up of both purpose built and converted accommodation. 1300 bed spaces are currently owned and managed by Coventry University.
- 1.8 Coventry University is in the process of delivering directly and in partnership an additional 2200 bed spaces the city centre over the next 3 years through at three locations.

- 1.9 Warwick University currently accommodate circa 560 post graduate students in Coventry City Centre as well as a growing number of undergraduates. Due to Warwick's projected growth and ongoing development constraints at their campus, it is anticipated that they could be looking to secure circa 2000 additional bed spaces in Coventry over the next few years.
- 1.10 It is therefore considered that there is still a need and capacity for additional purpose built student accommodation in Coventry City Centre, which is borne out by the interest shown by the current development discussions.
- 1.11 CODE has been recognised as a quality student housing provider, currently based and operating in Leicester. The National Student Housing Survey 2013, CODE was voted "Best Private Hall Provider" from more than 120 Universities in the UK. In addition at the Landlord and Letting Awards they have been voted the national winner "Student Landlord of the Year" 2013 and 2014 as well as the national winner for "Best Customer Service" 2013 and 2014. Coventry University have visited their operation in Leicester and are supportive of their approach to student living.

2. Options considered and recommended proposal

- 2.1 The proposal is to grant a new 150 year lease to facilitate the development of up to a 1000 bed student housing scheme on the site, providing accommodation for students of both Coventry and Warwick University, supporting their continued growth.
- 2.2 An unconditional, market level, offer has been made by CODE, for part of the Cox Street surface car park. This form of offer reduces risk to the Council as it is not reliant on the developer securing planning permission. The financial details of which are incorporated in the private part of your report.

The Council would restrict the use of the site to that of predominantly student housing. If the developer was unable to secure a suitable planning permission the Council would have the option to buy back the site.

- 2.3 The part of Cox Street car park being considered for development is approximately 1.234 acres (0.4994 hectares) representing about 57% of the total car park. This equates to 192 designated car parking spaces, outlined in red on the reports attached plan.
- 2.4 144 car parking spaces, predominantly located under the ring road, would remain available at Cox Street to serve this part of the city centre during and after the development.
- 2.5 The level of income these spaces generate and how these proposals affect it are considered in your private report.
- 2.6 Based on car parks average occupancy rates, this would create a need to identify approximately 130 alternative car parking spaces in the locality during the construction period.
- 2.7 White Street coach park could be re-designated as a car park providing a maximum of 156 spaces. This would help to absorb the weekday displacement from the part closure of Cox Street car park spaces during the week and in turn retain the car park income.
- 2.8 Grove Street's car park, having 188 spaces and Lower Ford Street's car park having 152 spaces are both long stay car parks which are well used during the week. However they operate at between 62% and 72% capacity at their peak times during the weekends,

which means they have capacity to provide alternative weekend parking. Both car parks are a short walk from the sports centre and swimming baths.

- 2.9 In addition the developer is presenting the Council with the option that they could construct the proposed scheme in such a way that they would create approximately 170 parking spaces under the building, at ground floor level. These spaces would be available to the public and complement the retained Cox Street spaces remaining available until and if a decision to close the Fairfax Street swimming pool and leisure centre is made and implemented.
- 2.10 The 8 disabled spaces in Cox Street which front Fairfax Street could be relocated into the retained 144 spaces in the reduced Cox Street car park under the ring road or incorporated into the Lower Ford Street Car Park. Consideration is also being given as to whether on street disabled bays could be created on Fairfax Street along the frontage of the car park. Currently this space is used for coach drop off and pick up's.
- 2.11 To ensure that the alternative car parks are used effectively and provision is made in the correct locations, a car park strategy is in the early stage of development.
- 2.12 The potential development site in Cox Street has not been formally marketed however the unconditional offer for the leasehold interest in the site has been independently valued and is verified as representing 'best consideration' under section.123 of the Local Government Act 1972.

Options

- 2.13 The Council could reject the offer from the developer and retain the car park serving the city centre and particularly the swimming pool and leisure centre leaving the market to choose alternative sites to deliver these future schemes but could result in the Council not directly benefiting financially from this current buoyant market.
- 2.14 Discussions are currently continuing around the future of the swimming pool and leisure centre on Fairfax Street. If it is decided to relocate this facility, parking levels would reduce in this area. Development of part of Cox Street would bring additional investment in this area and help to bring additional activity to this part of the city centre.
- 2.15 An option could be to wait until after any decision is made regarding the future of the swimming pool and leisure centre before deciding on this development proposal. However there is a need for new accommodation being available from 2017 and due to the length of construction periods would mean that development needs to commence this year.

Recommendation

- 2.16 Progress with the leasehold disposal of part of Cox Street to facilitate the provision of purpose built student residential accommodation next to Coventry University.

3. Results of consultation undertaken

- 3.1 No public consultation has taken place around the proposed disposal of land however there will be an opportunity for the public to comment on the future planning applications submitted around the development proposals.

4. Timetable for implementing this decision

- 4.1 If the recommendation to proceed to dispose of the land is adopted then the intention would be to instruct legal services to produce the sale documentation and seek to agree and complete the leasehold disposal within three months from the date of the report.
- 4.2 As the offer is unconditional the documents could be completed without requiring to wait for planning consent to be granted.
- 4.3 The developer is indicating that the development would take approximately 16 months to build from the grant of planning.

5. Comments from Executive Director of Resources

5.1 Financial implications

Removal of 192 car park spaces in Cox Street would result in a reduction of revenue at this car park.

The level of premium received by the Council for the land disposal would enable a 'buy out' the majority of this income reduction. However at this time it can reasonably be assumed that the shortfall would be bridged by ensuring displaced users are effectively signposted to alternative car park spaces elsewhere in the city centre.

A car parking strategy, which is to be reported to members in the next few months', will outline current car park usage data as well as modelling future supply and location demand expectations for car parking in the city over the next 10+ years. This is likely to require additional investment to deliver the right parking solutions in the optimum locations. As such and subject to the presentation of future business cases, it may be more beneficial to use this receipt for this purpose rather than facilitating the 'buyout' of existing income targets.

5.2 Legal implications

In accordance with Section 56 of the City of Coventry (Off-Street Parking Places) Order 2005 the Council may by notice sign or barrier displayed in the parking place close the parking places or any part thereof for any period.

Notwithstanding the provisions of Section 56 above in consideration of the significant impact that the removal of 192 car parking spaces may have it is considered, for the sake of transparency, that the Council places a notice in the local newspaper for two consecutive weeks detailing the proposal to remove the 192 car parking spaces. Any objections received will be considered by Cabinet Member for Public Services.

The consideration received by the Council for the long leasehold disposal of the Property, represents the best value reasonably obtainable by the Council as verified by an independent valuers and is verified by the Council's Valuation Panel. This will satisfy the Council's requirement to obtain best value under Section 123 of the Local Government Act 1972.

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

6. Other implications

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

The long lease of the land to facilitate development would support the growth and development of Coventry's Universities would assist them with encouraging a creative, active and vibrant city which will also indirectly assist with producing a more prosperous Coventry by providing the skills and knowledge for businesses in the area. The construction of new facilities can also be seen as making Coventry an attractive and enjoyable place to be as well as providing construction jobs and jobs providing the services required to deliver the student housing.

6.2 How is risk being managed?

As the offer is unconditional, the key risk is that the Council can deduce a good title to the land. If issues arise then legal colleagues would seek to resolve these. If still unable to satisfy, the purchaser would 'take a view' if they wished to proceed with the purchase.

We are advised that funds are in place to acquire the interest and deliver the development however due to the level of capital required financial checks are being carried out. No transfer would take place until the appropriate levels of funds are held by the solicitors.

6.3 What is the impact on the organisation?

The impact to the organisation is set out in the financial section of this report but the conclusion being that the land transfers improves the Council's overall financial position.

6.4 Equalities / EIA

Under the public sector equality duty (s149 Equality Act 2010) the Council must eliminate discrimination, advance equality of opportunity between persons who share a relevant protected characteristic, and foster good relations. It applies when the Council is "exercising a function" so it does not matter whether the function is statutory or not. This process will form part of the off street parking order consideration.

6.5 Implications for (or impact on) the environment

The transfer of the land will facilitate the potential development of new structures on the land. The details of the buildings will be considered by planning committee as part of a detailed planning application.

6.6 Implications for partner organisations?

The land transfers will indirectly assist Coventry University in delivering purpose built student accommodation to aid the attraction and growth of students.

Coventry Sports Trust is fully engaged regarding the existing leisure facilities and their relocation. Clearly they are concerned around the potential loss of car spaces outside their facility but the alternative option should be workable for them.

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

Paul Beesley
Team Leader – Property Development

Directorate:

Place

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Michelle Salmon	Governance Services Officer	Resources	06/01/16	18/01/16
Paul Bowman	Parking Services Manger	Place	04/01/16	06/01/16
David Cockroft	Assistant Director	Place	06/01/16	08/01/16
Names of approvers for submission: (officers and Members)				
Phil Helm	Finance Manager	Resources	04/01/16	06/01/16
Julie Sprayson	Property Lawyer	Resources	04/01/16	06/01/16
Martin Yardley	Executive Director	Place	11/01/16	13/01/16
Councillor K Maton	Cabinet Member for Business, Enterprise and Employment	-	14/01/16	15/01/16

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Cox Street Car Park, Coventry.

Scale at A4 1 : 1250



Plan Production Date: 30/04/2014 This plan is for identification purposes only.



Public report Cabinet

A separate report is submitted in the private part of the agenda in respect of this item, as it contains details of financial information required to be kept private in accordance with Schedule 12A of the Local Government Act 1972. The grounds for privacy are that it refers to the identity, financial and business affairs of an organisation and the amount of expenditure proposed to be incurred by the Council under a particular contract for the supply of goods or services.

Cabinet

9th February 2016

Name of Cabinet Member:

Cabinet Member for Business, Enterprise and Employment – Councillor K Maton

Director Approving Submission of the report:

Executive Director of Place

Ward(s) affected:

St Michaels

Title: Belgrade Plaza Development

Is this a key decision?

Yes

Executive Summary:

In order to complete the development of Belgrade Plaza with a mixed use scheme comprising residential flats, a family Hotel and student flats and change the use of the underutilised Belgrade Plaza multi-storey car park to part private/part public parking, Oakmoor Deeley Partnership ("ODP") have requested that the Council vary the ground leases under which ODP hold Belgrade Plaza and permits the assignment of the respective parts of the development. . By permitting such variations the Council will generate a capital receipt and additional Business Rates. This report sets out the background and rationale for permitting such variation.

Recommendations:

Cabinet is recommended to:

- (1) Approve the change of use and subsequent assignment of the land designated as Phase 2b of Belgrade Plaza (as outlined on the attached plan) to the Downing Group conditional on planning consent being granted for a mixed use scheme to include residential flats, student housing and hotel

- (2) Approve the change of use and subsequent assignment of the land designated as Phase 1 of Belgrade Plaza (as outlined on the attached plan) to Coventry University for continuing use as a multi-storey car park on the terms set out in this report
- (3) Delegate authority to Executive Director of Place and Executive Director of Resources to vary the ground lease dated 20th May 2005 and to enter into the necessary legal documentation to facilitate the delivery of the development on Phase 2b and to allow the assignment of that part of the demise forming the multi storey car park to Coventry University.

List of Appendices included:

Appendix 1 – site plan

Other useful background papers:

None

Has it been or will it be considered by Scrutiny?

No

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

No

Will this report go to Council?

No

Report title: Belgrade Plaza Development

1. Context (or background)

- 1.1 In May 2005, following a developers competition, Oakmoor Deeley Partnership ("ODP") were appointed as the Council's preferred developer for the Belgrade Plaza scheme ("the BP scheme") The Council and ODP subsequently entered into a Development Agreement dated 20th May 2005 to facilitate the development of Belgrade Plaza.
- 1.2 The 125 year leasehold interest in the site was simultaneously granted by the Council to ODP and also dated 20th May 2005.
- 1.3 Whilst the early phases of the BP scheme, which incorporated hotel, car park, retail and café bars and restaurants, were successfully developed, the subsequent phases known as 2b and 3, which were to provide a hotel, café/bar, retail and residential apartments, were stalled by the recession.

However in late 2015 following the assignment of part of the lease relating to Phase 3 from ODP to the Downing Group, development has restarted with construction of a mixed use scheme due for completion in September 2017.

- 1.4 Phase 2b which is subject to the original Development Agreement, remains undeveloped. It was intended that this site be developed as a 3-4 star quality hotel. However having marketed this site extensively ODP have been unable to secure any credible interest from appropriate operators.
- 1.5 Accordingly discussions with ODP and their bankers have resulted in a revised plan for the delivery of Phase 2b being proposed. This plan will comprise, subject to planning consent being granted, a mixed use scheme including a family hotel, residential flats and student accommodation. It is intended that the scheme will be delivered by the Downing Group who are currently on site constructing Phase 3.
- 1.6 In order to deliver this scheme the Council will, subject to planning consent being granted, be required to vary the ground lease to permit such development.
- 1.7 Due to the protracted period over which Belgrade Plaza has been delivered and the changing uses being accommodated on the site the 1100 space Belgrade Plaza multi-storey car park (MSCP) (formerly known as Leigh Mills Car Park) has never traded to its potential. In recent years 900 of the 1100 spaces have effectively been taken out of business rates as they were barely used.
- 1.8 Coventry University (CU) has a long standing requirement for an additional MSCP. Terms have been agreed between ODP and CU whereby CU will acquire the long leasehold interest in the car park and operate the car park themselves. The car park would be predominantly made available to staff and students but 350 spaces would remain available to the general public at all times on comparable terms to those available on other Council car parks. This is more spaces available to the public than are currently being used and will be sufficient to support the development proposed on Phase 2b.
- 1.9 The lease by which ODP hold the MSCP effectively require them to operate it as a public car park. In order to allow CU to use the MSCP as they propose the Council would be required to vary the terms of the ground lease.

- 1.10 In consideration for the Council agreeing to vary the ground lease to facilitate the sale of the car park ODP is prepared to pay the premiums set out in your private report. The premium for site 2b is subject to planning consent being granted. This represents a negotiated share of the uplift in value of the land and car park arising for the variations the Council is making to the leases.

2. Options considered and recommended proposal

- 2.1 The steps outlined above should result in the remaining phases of the Belgrade Plaza development being completed, the MSCP being brought back into use and rating and the provision of additional hotel rooms, apartments and student accommodation to support growth in the city.
- 2.2 The premiums offered by ODP represents a fair share of the value created through the Council agreeing to vary the leases and has been verified by the Council's Valuation Panel as representing best consideration in accordance with section 123 of the Local Government Act 1972
- 2.3 The premiums will contribute to capital receipts.
- 2.4 It is clear that ODP do not have the will or the resources to complete this development, accordingly to reject this proposal would continue to leave this site undeveloped for the foreseeable future.
- 2.5 Accordingly it is recommended that the leases be varied, subject to planning consent being approved, assignment of part be permitted and development facilitated.

3. Results of consultation undertaken

None

4. Timetable for implementing this decision

In respect of the car park both ODP and Coventry University wish to proceed as quickly as possible. The redevelopment of Phase 2b will be conditional upon planning consent being granted. It is anticipated that a planning application will be submitted in Spring 2016.

5. Comments from the Executive Director of Resources

5.1 Financial implications

The capital receipt will contribute to Council resources, in addition the Business Rates generated by the hotel and the MSCP being more effectively used will increase its rateable value and will provide significant revenue benefits to the Council through additional rateable income.

The Council's ground lease income will be unaffected by these proposals.

It is known that in creating additional car parking spaces, Coventry University will be providing capacity to meet both existing and future demand from staff and students. It is inevitable that some of the existing use will be in City Council car parks which once this transfers, will have an adverse effect on demand for City Council car park usage, and the income that generates. Unfortunately, it is not currently known how significant this will be.

On that basis, the capital receipt will contribute to Council capital receipt targets rather than be used to buy car parking income targets, however, it should be noted that car parking income is likely to reduce as a result of the University bringing the spaces into use as a private car park.

Car parking usage will continue to be measured to determine the impact on City Council parking demand, and that information will be taken into account in the City Centre Car Parking Strategy which will be reported to Cabinet in March 2016.

5.2 Legal implications

Officers within Resources Directorate will prepare and complete the necessary legal documentation required to facilitate the objectives set out in this report and shall collect the capital receipt.

The Council's valuation panel has verified that the capital receipt represents best value in accordance with the Council's obligation to secure the best consideration reasonably obtainable in accordance with section 123 of the Local Government Act 1972.

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)?

Subject to planning consent being granted these proposals will facilitate additional hotel and residential development in the city centre and will provide additional student beds (in turn relieving pressure on HIMOs

6.2 How is the risk being managed?

Not applicable

6.3 What is the impact on the organisation?

This decision impacts on the organisation's human resources and property assets.

The impact on human resources is that officer time is required to prepare and complete the legal documents and to monitor the development progress to ensure that the development is delivered as agreed with minimal risk to the Council.

The impact on property assets is that a site within the City Centre is developed and improved and linked between Belgrade Plaza and the City Centre are improved.

6.4 Equalities / EIA

No equality impact assessment has been carried out as the recommendations do not constitute a change in any Council policy or service.

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

None

Report author(s):

Name and job title:

Richard Moon, Senior Development Executive

Directorate:

Place

Tel and email contact:

Tel: 02476 832350

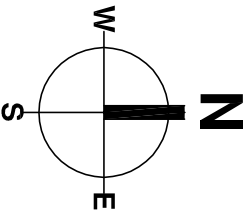
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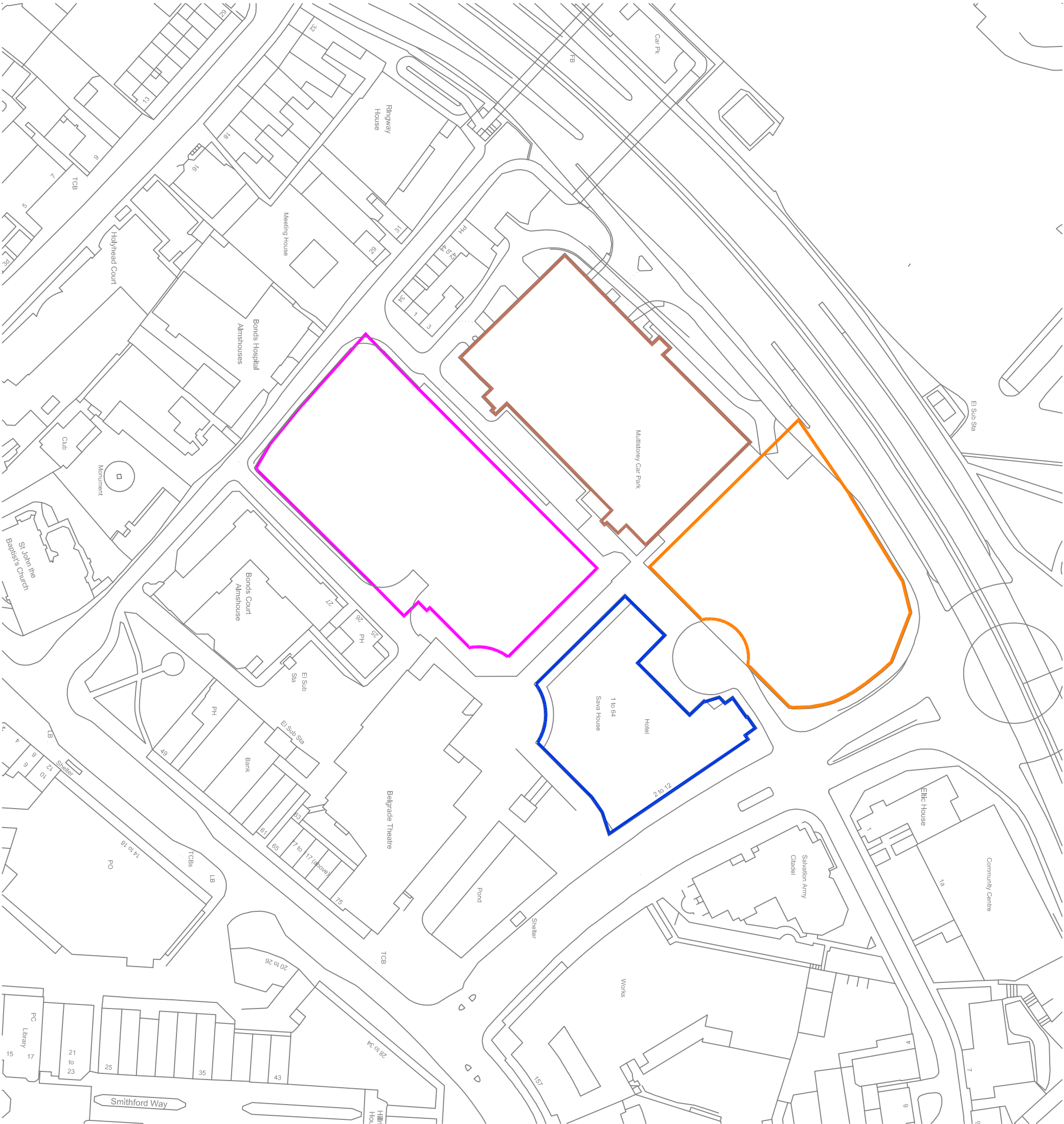
Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Nigel Clews	Assistant Director	Place	21/12/15	23/12/15
Julie Fairbrother	Communications Officer	Chief Executive's	21/12/15	23/12/15
Michelle Salmon	Governance Services Officer	Resources	12/01/16	12/01/15
Names of approvers for submission: (officers and Members)				
Phil Helm	Finance Officer	Resources	21/12/15	23/12/15
Julie Sprayson	Place Team – Property Lawyer	Resources	21/12/15	21/12/15
Martin Yardley	Executive Director	Place	7/1/16	7/1/16
Councillor K Maton	Cabinet Member for Business, Enterprise and Employment	-	7/1/16	13/1/16


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Notes:
Contractor to check dimensions and notify any discrepancies or errors to Davis Weatherill Partnership immediately.
Work to figured dimensions only. Do not scale.
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- Phase 1 WM862964 Line
- Phase 2A WM862964 Line
- Phase 2B
- Phase 3



A	28.11.14	Updated to Client's Instructions		NW	SRD
Rev.	Date	Description	Client: Belgrade Plaza Partnership	Drawn	Checked
<div>DAVIS WEATHERILL PARTNERSHIP CHARTERED ARCHITECTS</div>			<div>Project Belgrade Plaza, Coventry</div> <div>Title Phase Plan</div>		
<div><div>Contact Birmingham Office</div><div><input checked="" type="checkbox"/></div><div>Contact Leeds Office</div></div> <div><div>Hoborne Court 67/69 Hoborne Rd Edgbaston Birmingham B15 3BU T: 0121 456 9234 F: 0121 456 2232 E: reception@dw.co.uk</div><div>64 Wellington Street Leeds LS2 9JF T: 0113 2458 438 F: 0113 2453 222 E: lmo@dw.co.uk dw@dw.co.uk</div></div>					
www.davisweatherill.co.uk					
Drawn NW	Checked SRD				
Date: October 2014Scale 1:1250@A3		Dwg. No. 14624 / 10 / 014Rev. A			
Status: AGREEMENT					

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Cabinet

5th January 2016

Name of Cabinet Member:

Cabinet Member for Policy and Leadership – Councillor Mrs A Lucas

Director approving submission of the report:

Executive Director of Resources

Ward(s) affected:

N/A

Title:

Outstanding Issues

Is this a key decision?

No

Executive summary:

This report is to identify those issues on which further reports have been requested or are outstanding so that Members are aware of them and can monitor their progress.

Recommendations:

The Cabinet are recommended to consider the list of outstanding items as set out below and to ask the Member of the Management Board concerned 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?

N/A

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 title:
Outstanding Issues

1. Context (or background)

- 1.1 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.
- 1.2 The Table appended to the report outlines items where a report back has been requested to a future Cabinet meeting, along with the anticipated date for further consideration of the issue.
- 1.3 Where a request has been made to delay the consideration of the report back, the proposed revised date is identified, along with the reason for the request.

2. Options considered and recommended proposal

- 2.1 N/A

3. Results of consultation undertaken

- 3.1 N/A

4. Timetable for implementing this decision

- 4.1 N/A

5. Comments from Executive Director of Resources

- 5.1 Financial implications

N/A

- 5.2 Legal implications

N/A

6. Other implications

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

N/A

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

This report will be considered and monitored at each meeting of the Cabinet

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

N/A

6.4 Equalities / EIA

N/A

6.5 Implications for (or impact on) the environment

N/A

6.6 Implications for partner organisations?

N/A

Report author(s):

Name and job title:

Lara Knight, Governance Services Team Leader

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Resources

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Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Names of approvers: (officers and Members)				

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	Subject	Minute Reference and Date Originally Considered	Date For Further Consideration	Responsible Officer	Proposed Amendment To Date For Consideration	Reason For Request To Delay Submission Of Report
1.*	UK City of Culture 2021 Bid To receive updates on the progress in developing the bid.	Minute 20/15 7 th July 2015	February 2016 June 2016 December 2016	Martin Yardley / David Nuttall		

* identifies items where a report is on the agenda for your meeting.

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

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

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