



Cabinet Member for Public Services

Time and Date

10.00 am on Thursday, 14th January 2016

Place

Committee Rooms 2 and 3 - Council House

Public Business

1. **Apologies**
2. **Declarations of Interests**
3. **Minutes**
 - (a) To agree the minutes of the meeting held on 15th December 2015 (Pages 3 - 8)
 - (b) Matters arising
4. **Petition - To Retain the Bollard Protecting the Pathway between Fosseyway Road and Anchorway Road, Finham** (Pages 9 - 16)

Report of the Executive Director of Place

To consider the above petition, bearing 28 signatures, which has been submitted by Councillor Crookes, a Wainbody Ward Councillor, who has been invited to the meeting for the consideration of this item along with the petition organiser.
5. **Extension to the Hackney Carriage Vehicle Age Policy Exemption** (Pages 17 - 22)

Report of the Executive Director of Place
6. **London Road Cemetery - Application for Heritage Lottery Funding** (Pages 23 - 32)

Report of the Executive Director of Place
7. **Outstanding Issues** (Pages 33 - 38)

Report of the Executive Director of Resources
8. **Any other items of Public Business**

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

Private Business

Nil

Chris West, Executive Director, Resources, Council House, Coventry
Wednesday, 6 January 2016

Note: The person to contact about the agenda and documents for this meeting is Liz Knight / Michelle Salmon, Governance Services Officers, Tel: 024 7683 3072 / 3065, liz.knight@coventry.gov.uk/michelle.salmon@coventry.gov.uk

Membership: Councillor R Lancaster (Cabinet Member)

By Invitation: Councillor M Lapsa (Shadow Cabinet Member)

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

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

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Coventry City Council
Minutes of the Meeting of Cabinet Member for Public Services held at 9.30 am on
Tuesday, 15 December 2015

Present:

Members: Councillor R Lancaster (Cabinet Member)

Other Members: Councillors R Bailey, J Lepoidevin and H Noonan

Employees:

P Boulton, Place Directorate
T Cowley, Place Directorate
N Cowper, Place Directorate
D Joy, Resources Directorate
L Knight, Resources Directorate
N Thomas, Place Directorate
A Walster, Place Directorate
A Wright, Resources Directorate

Apologies: Councillor M Lapsa (Shadow Cabinet Member)

Public Business

50. Declarations of Interests

There were no declarations of interest.

51. Minutes

The minutes of the Cabinet Member for Public Services meeting held on 3rd November, 2015 were signed as a true record. There were no matters arising.

52. Petition- Repair and Resurfacing of the Road and Pavements at Handsworth Crescent

The Cabinet Member considered a report of the Executive Director of Place concerning a petition, bearing 75 signatures, 50 paper signatures and 25 e-signatures, requesting the repair and resurfacing of the road and pavements at Handsworth Crescent in light of their poor condition. The petition was submitted by Councillor Lepoidevin, a Woodlands Ward Councillor who attended the meeting along with Jennifer Mathie, the petition organiser and they spoke on behalf of the petitioners.

The report indicated that the last programmed safety inspection took place on 6th August, 2015. A number of small localised road defects were identified and repaired. A further inspection was carried out in October when an assessment was made of the construction and overall condition of the road and pavements. The road was cracking/crazing in a number of locations while the pavements were generally in an average condition throughout. The preferred option for Handsworth Crescent would be to recycle and resurface the existing road surface and remove the cast in situ concrete channels. In addition the existing dropped kerbs would be upgraded and replaced. The pavements would be held as a site on the Council's

forward maintenance programme list with their condition being subject to on-going monitoring. The approximate costs of the repair and resurfacing of the road was £47,000.

Jennifer Mathie drew attention to the very poor condition of the road which had never been re-surfaced since it was constructed in the 1950s and to the strong feelings amongst local residents. She raised concerns that the narrow road was very difficult to negotiate in light of parked cars and all the potholes. Clarification was provided on the defect levels for repairing potholes. Councillor Lancaster drew attention to the policy for repairs being prioritised on a worst first basis and to the current financial climate of reducing budgets and increasing costs of repairs.

RESOLVED that:

(1) Approval be given that the road at Handsworth Crescent be put forward for inclusion in the 2016/17 re-tread maintenance programme of work, budget permitting and subject to Cabinet approval at their meeting in March 2016. It was noted that with likely further budget pressure for 2016/17 and confirmed increases in treatment costs that any guarantee of work in a given year will be dependent on these issues.

(2) Approval be given that the pavements at Handsworth Crescent be held as a site on Coventry Council's forward maintenance programme list and that the condition of the pavements be subject to on-going monitoring and be prioritised and scored against all other similar sites city wide and when a priority score is reached that the pavements be included in any future maintenance treatment programmes, budget permitting.

53. Petition - Refuse Collections in Hillfray Drive and Ashington Grove

The Cabinet Member considered a report of the Executive Director of Place concerning a petition, bearing 34 signatures, requesting weekly bin collections in Hillfray Drive and Ashington Grove plus an alternative collection when collections were missed. The petition was submitted by Councillors Bailey and Noonan, both Cheylesmore Ward Councillors, who attended the meeting and spoke on behalf of the petitioners. The petition organiser had indicated via e-mail that she no longer wanted to pursue the petition.

The report indicated that from December, 2014 to the present date there had been 22 reports made to the Council relating to the non-collection of bins from residents of these two streets. Hillfray Drive was accessed off Ashington Grove and the parking of cars in different areas of the street opposite and within the entrance to Hillfray Drive could prevent the refuse collection vehicle from safely entering and/or leaving the street and therefore the collections of bins could be disrupted. When this happened it was Council procedure to revisit the street at a later time on the same day or on the following collection day. The Cabinet Member noted that actions had already been taken to identify the owners of the vehicles causing the obstruction and subsequently the disruption to collections had reduced.

The report set out the following options for addressing any further concerns:

- Develop further communication methods for highlighting the issues with local residents and those living, working and parking in the area
- Work with residents to identify and address issues with individuals parking in the problem areas including working with the police where appropriate
- Discuss the issues with the collection crews in relation to access and safety to develop a consistent approach across all services
- Consider the placement of double yellow lines in a limited and specific way to prevent vehicles parking in the problem areas.

Councillor Noonan referred to the problems faced by residents when accessing the entrance to the garages in view of parked vans. She supported the introduction of double yellow lines and Councillor Lancaster clarified that consultation would be undertaken with residents over this issue. Discussion centred on the current review of waiting restrictions in the Whitley area and the intention to advertise in the next round of Traffic Regulation Orders. The Cabinet Member was informed that communication had commenced with residents regarding the parking issues.

RESOLVED that approval be given to the suggested actions highlighted above to monitor and address the issues raised.

54. **Objection to Traffic Regulation Order - Penruddock Drive and Bouchier Close**

The Cabinet Member considered a report of the Executive Director of Place concerning two objections which had been received to the Traffic Regulation Order (TRO) relating to proposed new waiting restrictions at Penruddock Drive and Bouchier Close. One of the objectors, Sue Marston attended the meeting and outlined her concerns. Rhianydd Jones and Tony Ronneback, residents of Penruddock Drive also attended and detailed their concerns. The second objector Rob Zielski had indicated via e-mail that he did not wish to attend. Councillor Bailey, a Cheylesmore Ward Councillor, spoke on behalf of Councillors Lapsa and Skinner. Details of the two objections and responses were set out at an appendix to the report.

The report indicated that residents of the two roads had raised concerns regarding the number of people who were using Tile Hill Station and parking their cars all day. The parked cars were making the roads inaccessible for emergency vehicles and other vehicles needing to access the roads. Following consultation with local residents, a TRO was advertised on 15th October. The proposal was to introduce a controlled parking zone which prevented parking for an hour in the morning and an hour in the afternoon on Monday to Friday. This restriction would also apply to residents and their visitors but had less impact than double yellow lines. The report detailed the positive results of the consultation on this proposal.

Sue Marston informed that residents were not aware that they would be affected by the restrictions and suggested parking restrictions on just one side of Penruddock Drive. She highlighted the need for more parking at the train station. Rhianydd Jones expressed support for the proposal but requested that this be an interim solution and that officers work towards introducing a residents parking scheme. She highlighted the potential for the displacement of the parking problems. Tony Ronneback expressed his support for the controlled parking zone

and informed of discussions with Centro regarding suggestions for additional parking at the station.

Attention was drawn to two e-mails that had been received from Jenny Bashford and Lindsey Slater, residents of Penruddock Drive who had outlined the implications of the TRO for local residents.

Residents referred to previous contact with the City Council when they had been informed that a residents parking scheme would be introduced in the two streets. Councillor Lancaster informed that she would approve the introduction of a residents parking scheme which would allow residents to park during the restricted two hours. It was noted that in light of this change it might be necessary to re-advertise the TRO. Councillor Bailey informed of the success of the Cheylesmore residents parking scheme.

RESOLVED that, having considered the two objections, the e-mail comments and the issues raised at the meeting:

(1) Approval be given for the making of the City of Coventry (Penruddock Drive and Bouchier Close) (Waiting Restrictions) Order 2015 as advertised.

(2) Approval be given to introduce a residents parking scheme in Penruddock Drive and Bourchier Close.

55. City Centre Maintenance Operation Update

Further to Minutes 40 and 42/14, the Cabinet Member considered a report of the Executive Director of Place which provided an update on the insourcing of the City Centre maintenance operation to the Council's Streetpride Service from 1st April, 2015.

The report highlighted that substantial costs savings and operational benefits would be realised by insourcing the maintenance operation and informed of the communications and the TUPE transfer arrangements for all the Landscape Group employees who were transferring to the Council.

From 1st April the City Centre maintenance operation transferred to the Council's Streetpride Service with the exception of highway repair and maintenance elements which were now undertaken directly by the Council's Highways Department. The report detailed all the works undertaken by the service. In accordance with Council policy all the transferred employees assimilated to a minimum of the living wage rate which represented a pay increase for most of the staff, who were also offered the opportunity to access the Council's pension scheme.

Since the transfer the Street pride team had continued to deliver high standards of cleansing and grounds maintenance works and had recently won the Heart of England in Bloom Gold in the large city category and were overall category winners. There were also significant improvements in the team's ability to be able to respond to adhoc and emergency work requests. The team were also actively involved with supporting the public realm improvement works.

The Cabinet Member was informed that it was anticipated that the 20% saving target of £200,000 attached to the insourcing of the contract would be achieved. Reference was also made to proposed review of the city centre operation following the completion of the current Streetpride and Greenspace service review.

Councillor Lancaster placed on record her thanks to all employees involved in the successful transfer process and for all their work to support the service.

RESOLVED that:

(1) The actions taken by officers to support employees and affect the smooth successful transfer and implementation of the City Centre operation be noted.

(2) The continued achievement of high standards of maintenance and the continued efforts to improve standards of maintenance within the City Centre be noted.

(3) The full delivery of the service within the budgetary targets and anticipated achievement of the 2015/16 (£200,000) operational budgetary savings be noted.

(4) The proposal to review the City Centre Operation once the Streetpride and Greenspace restructure has been fully implemented be agreed.

(5) The Executive Director of Place be requested to bring back a further report to a future Cabinet Member meeting providing an update on the City Centre Review transfer process and seeks approval for future maintenance standards.

56. Local Flood Risk Management Strategy

The Cabinet Member considered a report of the Executive Director of Place concerning the Local Flood Risk Management Strategy (LFRMS) which had been developed over the last two years. A copy of the strategy was set out at an appendix to the report.

The report indicated that this was a key strategy required by the Council in its role of Lead Local Flood Authority and set out how the Council would manage and deal with flooding whenever it occurred in the city. Extensive consultation had taken place with strategic partners including the Environment Agency and Severn Trent Water. Publication of the strategy was a requirement of the Flood and Water Management Act 2010. The strategy complimented the City Centre Action Plan and the Local Plan. It was supported by a further key document, the Surface Water Management Plan, which was currently the subject of consultation.

The strategy focussed on the following seven key objectives:

- Collaborative working
- Understanding local flood risk
- Opportunities for natural and historic environmental enhancements
- Supporting communities

- Engaging with riparian owners
- Managing local flood risk through sustainable development policies and practices
- An economic and sustainable approach to managing flood risk.

It was acknowledged that a final typographical check of the document was required prior to publication.

RESOLVED that:

(1) The Local Flood Risk Management Strategy be approved for publication.

(2) The Strategy be accepted as the Council's key policy to deal with flood risk.

57. Outstanding Issues

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

58. Any other items of Public Business

There were no additional items of public business

(Meeting closed at 10.30 am)



Cabinet Member for Public Services

14th January 2016

Name of Cabinet Member:

Councillor R Lancaster

Director Approving Submission of the report:

Executive Director of Place

Ward(s) affected:

Wainbody

Title:

Petition – To Retain the Bollard Protecting the Pathway Between Fosseway Road and Anchorway Road, Finham

Is this a key decision?

No

Executive Summary:

In December 2012, the resident of 6a Fosseway Road was granted planning permission for the creation of a new vehicular entrance into his property off an adjacent pathway linking Fosseway Road with Anchorway Road. The new entrance was subsequently built and came into use.

Whilst the deeds for No. 6a grant private access rights over the pathway, it cannot be demonstrated that they specifically grant access by motor vehicle. Therefore, in November 2014, following the receipt of complaints from other residents, the Council installed a bollard on the pathway preventing vehicles from using it to access the property. The resident successfully appealed against this decision, which was communicated to residents in June 2015, including plans to move the bollard.

A petition with 28 signatures was subsequently presented by Councillor Crookes to request that the bollard be retained in its current position to protect children from any potential danger posed by vehicles which may wish to use the pathway.

In accordance with the City Council's procedure for dealing with petitions, those relating to road safety are heard by the Cabinet Member for Public Services.

Recommendations:

The Cabinet Member for Public Services is recommended to:

1. Approve the relocation of the bollard to enable the resident of No. 6a Fosseway Road to use the short section of pathway to access the property from Fosseway Road, subject to, the resident first obtaining private vehicular access rights from the land owner and also to the resident agreeing to fund any necessary improvements to the construction of the pathway surface to enable it to bear vehicles.

2. As an interim measure (pending the resident of No 6a Fosseway Road meeting the conditions identified in recommendation 1. above), approve that bollards or similar features are placed at the ends of the pathway adjacent to Fosseway Road to prevent any vehicular encroachment on it.
3. Endorse that appropriate action is taken to address unauthorised vehicular crossings in the adjoining area.

List of Appendices included:

Appendix A – Location 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:

Petition – To Retain the Bollard Protecting the Pathway Between Fosseway Road and Anchorway Road, Finham

1. Context (or background)

- 1.1 A petition with 28 signatures has been presented by Councillor Crookes. The petition states *“The undersigned wish to retain the bollard protecting the pathway between 6 & 7 Fosseway Road and 137 & 139 Anchorway Road in its current position (known to the Council as RA 406). The undersigned wish to retain this bollard protecting pathway RA 406 in its current position for the specific reason of protecting children from vehicular danger using the pathway to access local schools”*. The petition was in response to plans to relocate the bollard to enable the resident of 6a Fosseway Road to use the pathway to gain vehicular access to his property. A location plan can be found in Appendix A.
- 1.2 To provide some context, in December 2012 the resident of 6a Fosseway Road was successfully granted planning permission, on appeal by the Planning Inspector, for the creation of a new vehicular entrance into his property off the adjacent pathway. The new entrance including gates was built, but unfortunately for the resident, whilst the deeds for the property did grant access rights over the pathway it cannot be demonstrated that they specifically permit access by motor vehicle.
- 1.3 In November 2014, following complaints from residents in connection with the use of the new vehicular entrance, the Council installed a bollard on the pathway between the end of Fosseway Road and the entrance to No. 6a (see location in Appendix A) to prevent vehicles from using it to access and egress the property. The resident subsequently appealed against this decision and a review was undertaken.
- 1.4 The review took into account a range of factors including safety, the access design and layout, the suitability of any alternative access arrangements, the mobility impairment of the resident concerned and the equitability of the situation. Also taken into account was the Appeal Decision by the Planning Inspectorate. The outcome of the review was to recommend moving the bollard a short distance further up the pathway subject to various conditions. This was communicated to residents by way of a letter in June 2015. The above petition then followed in July 2015.
- 1.5 In September 2015, a street meeting was held with residents on Fosseway Road to discuss the concerns further in order to fully appreciate and understand the situation from all perspectives.

2. Options considered and recommended proposal

- 2.1 In assessing the suitability of the various options, the main factors that have been considered are as follows:

- (i) Safety

It is clear, not only from the petition but also following the street meeting, that there is a strong perception amongst some residents that vehicles using the pathway to access No. 6a would pose a real danger to pedestrians. In assessing the likelihood of this risk the physical layout has been assessed.

In terms of the layout of the pathway, the distance between the turning head at the end of Fossey Road and the vehicular entrance to No. 6a is only 15 – 20 metres in length, so vehicle speeds would be expected to be very low, perhaps in the region of 5-10 mph. Whilst the pathway is only around 3.0 metres wide and therefore not ideal, the narrowness will also help to keep vehicle speeds low.

In addition, the section of pathway concerned is straight, so forward visibility is good giving both drivers and pedestrians' opportunity to see each other. It also has a system of street lighting to provide illumination during the hours of darkness. In relation to the pathway, the Planning Inspectorate in his decision notice of December 2012 concluded that *"the length of footway affected is limited, to the effect that it would be no great inconvenience for pedestrians or cyclists to step aside or drivers to wait whilst they passed this point"*.

In terms of the design of the vehicular entrance off the pathway into No. 6a, it includes a generous visibility splay, so visibility between drivers and pedestrians when a vehicle was entering or leaving the property would be acceptable in design terms. On this point, the Planning Inspectorate concluded that the *"way the access has been constructed with the gates and fence set back, allows for good inter-visibility between drivers using the access and users of the passageway"*.

At the street meeting safety issues were also raised about the use of unauthorised vehicle crossings in and around Fossey Road and how this could impact on pedestrian safety. The Council has suitable powers under the Highways Act 1980 to address this and which can be considered in conjunction with the bollard.

(ii) Condition of pathway

The pathway is adopted highway so is maintainable at public expense by the City Council. An inspection of the pathway concluded that there were no existing intervention level defects and that it was safe for use on foot.

Although the pathway was not designed for use by vehicular traffic, this does not mean that some limited short term use would cause noticeable damage. However, any long term regular vehicular use is likely to lead to potholes and other defects occurring which would require intervention. If long term vehicular use was anticipated it would be necessary to make improvements to the construction of the pathway surface to enable it to bear vehicles.

(iii) Vehicular access rights

Whilst the deeds to No. 6a Fossey Road grant private rights of access over the pathway, it cannot be demonstrated that they grant private vehicular access rights. In order to permit vehicular access rights over the pathway and therefore to allow legal entitlement of access, the expressed permission of the land owner is required.

Whilst the surface of the pathway is adopted and maintained by the Council, the Council do not own the land and sub-soil beneath it. Records indicate that the land owner is a private trust.

(iv) Equality

In assessing options it is also important to consider the impact of fairness and equality. It is evident from site observations that No. 6a is not the only property on Fossey Road that uses the pathway to drive and in some cases park a vehicle on.

The Planning Inspectorate commented in his decision notice that access to an adjoining garage of another property on Fosseway Road “*also appears to necessitate traversing a section of the footway and the additional stretch required to access the appeal property is negligible in my view*”.

Another factor to consider here are the disabilities that the resident of No. 6a has which impair his mobility. An alternative access arrangement is available via the access at the rear of Daleway Road, which may be used but it is clear from site observations that this route is poor and not as direct and convenient as the route using the pathway would provide.

2.2 Given the above factors, the main options are:

(i) Do nothing

In light of the concerns expressed from all sides, doing nothing would not satisfactorily address the matter and is therefore not considered a viable option.

(ii) Relocate the bollard to permit vehicular access to No. 6a

This would satisfy some of the above factors and could be a viable option, although it would not address the concerns of the petitioners. However, given the assessment of the likely safety risks as outlined above any risks are considered to be minimal and therefore moving the bollard a short distance further up the pathway to enable the resident of No. 6a to access his property could be considered. This would also be consistent with the conclusions of the Planning Inspectorate in his decision notice who stated “*I cannot accept that the provision of the access is likely to create any appreciable risk of conflict with or inconvenience to other users of the footway*”. It is also worth noting that, where private vehicular access rights are in place, vehicles using pathways to access adjoining properties, whilst not common, is certainly not unique.

Before this option could be considered however, the written permission of the land owner would be required first as a pre-condition as only the land owner can legally permit access rights by motor vehicle over a footpath. In addition, a further assessment of the likely long-term maintenance implications and associated costs would also be required and it is recommended that the owner of No. 6a Fosseway Road pay for any necessary improvements to the construction of the pathway surface to enable it to bear vehicles, to ensure that any future costs do not fall on the public purse.

(iii) Relocate the bollard to prevent any motor vehicles from using the pathway

This would also satisfy some of the above factors and could be a viable option. It would work by placing a series of bollards or other features across the ends of the pathway as it joins Fosseway Road to physically prevent any motor vehicle from driving or parking on any part of the pathway. It would satisfy the safety concerns expressed in the petition and avoid any possible future maintenance issues. In conjunction with these measures the additional concerns around use of unauthorised vehicle crossings in the vicinity could also be addressed through appropriate action.

This option would also be equitable in terms of addressing any perceived unfairness in the current arrangements as it would be consistent and apply to all. It would not though improve the access arrangements to No. 6a.

- 2.3 The recommended way forward is to consider a combination of options (ii) and (iii). In effect this would involve relocation of the bollard to enable the resident of No. 6a to use the short section of pathway to access the property on the condition that vehicular access rights to use the land are obtained first from the land owner. As there is no certainty as to if and when this permission would be granted, as a suitable interim measure it is recommended that bollards or similar features are placed at the end of the pathway to prevent any vehicular encroachment and in addition, that appropriate action is taken to address unauthorised vehicular crossings in the adjoining area.

3. Results of consultation undertaken

- 3.1 A street meeting was held with residents in September 2015 to discuss the concerns and possible solutions.

4. Timetable for implementing this decision

- 4.1 If the recommendations are approved, they will be enacted within a three month time period or as soon as practicable afterwards.

5. Comments from Executive Director, Resources

5.1 Financial implications

If the recommendation is approved any associated costs will be funded from the Highways and Integrated Transport Capital Programme.

5.2 Legal implications

The key issue in this case is that the resident of No. 6a cannot currently demonstrate that he has a private right to take vehicles from his land via the footpath to the carriageway. If he had such a right then he would have 'lawful authority' for driving over (or along) the footpath and would not be committing the offence under Section 34 Road Traffic Act 1988.

The highway authority is not empowered to allow private right of access of a highway unless it is the owner of the sub soil. Although the footpath is adopted highway and so maintained by the City Council as highway authority, it does not own the sub-soil. Only the landowner therefore can grant this right.

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 recommendations, if approved, will support the Council's priority to improve the quality of life for Coventry people, in particular, protecting the most vulnerable.

6.2 How is risk being managed?

The safety concerns raised in the petition have been considered as part of the recommendations outlined in the report.

6.3 What is the impact on the organisation?

None

6.4 Equalities / EIA

Whilst no formal equalities impact assessment has been carried out, there are a number of equalities issues that are highlighted in the report and have been taken into account when considering the report recommendations.

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

None

Report author(s)

Name and job title:

Paul Boulton
Head of Traffic and Transportation

Directorate:

Place

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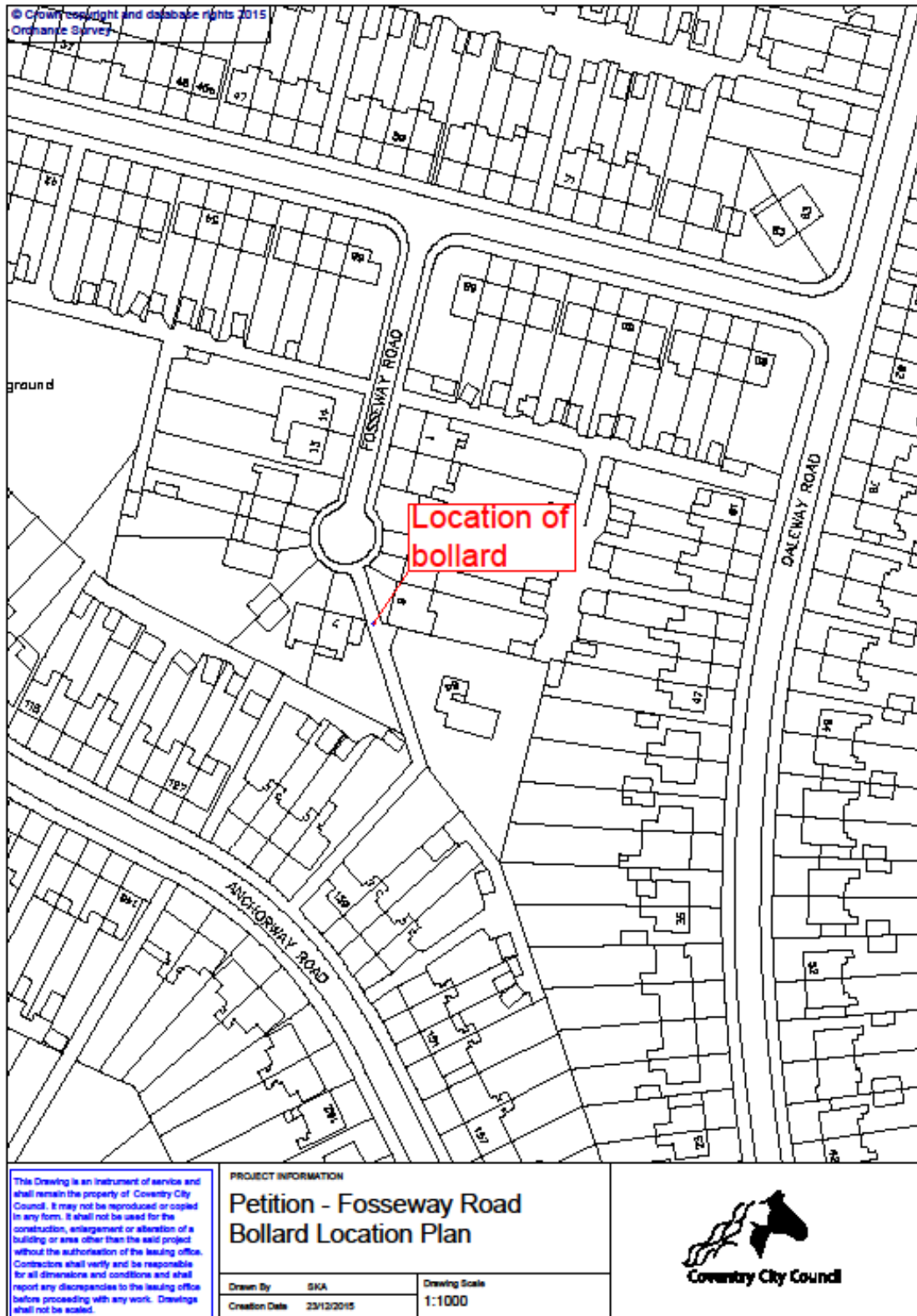
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Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
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Colin Knight	Assistant Director (Planning, Transport and Highways)	Place	23.12.15	23.12.15
Jas Bilen	Human Resources Manager	Resources	23.12.15	24.12.15
Liz Knight	Governance Services Officer	Resources	23.12.15	04.01.16
Names of approvers: (officers and Members)				
Graham Clark	Lead Accountant	Resources	23.12.15	24.12.15
David Joy	Solicitor, Legal Services	Resources	23.12.15	05.01.16
Councillor R Lancaster	Cabinet Member for Public Services	-	23.12.15	04.01.16

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Appendix A – Location Plan



This Drawing is an instrument of service and shall remain the property of Coventry City Council. It may not be reproduced or copied in any form. It shall not be used for the construction, enlargement or alteration of a building or area other than the said project without the authorisation of the issuing office. Contractors shall verify and be responsible for all dimensions and conditions and shall report any discrepancies to the issuing office before proceeding with any work. Drawings shall not be scaled.

PROJECT INFORMATION	
Petition - Fosseway Road Bollard Location Plan	
Drawn By: SGA	Drawing Scale: 1:1000
Creation Date: 23/12/2015	





Public report Cabinet Member Report

Name of Cabinet Member:

Cabinet Member for Public Services – Councillor R Lancaster

14 January 2016

Director Approving Submission of the report:

Executive Director of Place

Ward(s) affected:

All Wards

Title:

Extension to the Hackney Carriage Vehicle Age Policy Exemption

Is this a key decision?

'No – Although the matter may affect all Wards in the City, it is not anticipated that the impact will be significant'

Executive Summary:

At a meeting on 10th December 2013 the Cabinet Member for Public Services resolved that;

“Approval be given to allow the use of hackney carriage vehicles over ten years old up until the 31st May 2014, subject to the vehicle passing the inspection test and also allowing the opportunity for a retest, if appropriate.”

and at a meeting of the 25th March 2014 the Cabinet Member resolved that;

“A further temporary exemption for hackney carriages over ten years old to operate until 31st December 2014, subject to the vehicle passing the inspection test and also allowing the opportunity for a retest, if appropriate be approved.”

And at a meeting of the 26th February 2015 the Cabinet Member resolved that;

“... the exemption for hackney carriages over ten years old be further extended to operate until 31st January, 2016, subject to the vehicle passing the inspection test and also allowing the opportunity for a re-test if appropriate.”

In view of the imminent expiry of the most recent deadline, a further approval is now required in respect of these hackney carriage vehicles.

Recommendations:

The Cabinet Member for Public Services is recommended to:

“Further extend the exemption for hackney carriages over ten years old to operate until 31st July 2016, subject to the vehicle passing the inspection test and also allowing the opportunity for a re-test if appropriate.”

List of Appendices included:

None

Other useful background papers:

None

Has it been or will it be considered by Scrutiny?

No

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

No

Will this report go to Council?

No

Report title: Extension to the Hackney Carriage Vehicle Age Policy Exemption

1. Context (or background)

1.1 The Council is currently undertaking a review of its hackney carriage vehicle specification and its effect on the travel choices of the disabled community. In light of this review the Council has previously temporarily extended the age of vehicles that can be currently licensed.

1.2 At a meeting on 10th December 2013 the Cabinet Member resolved that;

“Approval be given to allow the use of hackney carriage vehicles over ten years up until the 31st May 2014, subject to the vehicle passing the inspection test and also allowing the opportunity for a retest, if appropriate.”

and at a meeting of the 25th March 2014 the Cabinet Member resolved that;

“A further temporary exemption for hackney carriages over ten years old to operate until 31st December 2014, subject to the vehicle passing the inspection test and also allowing the opportunity for a retest, if appropriate be approved.”

and at a meeting of the 26th February 2015 the Cabinet Member resolved that;

“... the exemption for hackney carriages over ten years old be further extended to operate until 31st January, 2016, subject to the vehicle passing the inspection test and also allowing the opportunity for a re-test if appropriate.”

2. Options considered and recommended proposal

2.1 Given that the further research and consultation proposed in section 2.1 of the Cabinet Member report of the 25th March 2014 concerning vehicle specification and its effects on the travel choices of the disabled community is still on-going and also that in a Licensing & Regulatory Committee report dated 20th January 2015 the Committee decided that a 12 month trial of an alternative type of hackney carriage vehicle should take place (two Peugeot E7's) which will be complete by the end of March 2016 with a report likely to be heard at a Licensing & Regulatory Committee meeting in June 2016, the Cabinet Member for Public Services is recommended to;

Further extend the exemption for hackney carriages over 10 years old to operate until 31st July 2016, subject to the vehicle passing the inspection test and also allowing the opportunity for a re-test if appropriate.

This further extension should allow ample time for this detailed work to be completed. Should significant changes to the policy on vehicle specification be made this further extension will give existing licence holders an opportunity to take advantage of any change in specification in their choice of replacement vehicle.

If the extension is not approved this will require some licence holders to change their vehicles now, that is, before any change in policy that may occur in the near future. This is likely to be detrimental to licence holders and adversely impact on the potential benefits of any change in policy.

3. Results of Consultation Undertaken

Representations have been received from Unite Union on behalf of the trade.

4. Timetable for implementing these decisions

Immediate effect.

5. Comments from Executive Director of Resources

5.1 Financial implications

None

5.2 Legal implications

The previous extensions and proposed extension protect the interests of licence holders pending the outcome of the ongoing vehicle specification review. Any risks in temporarily extending the age of vehicles that can be licensed are adequately met by the vehicle inspection regime.

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)?

It will help the taxi trade in its licensing of hackney carriage vehicles whilst research and consultation concerning vehicle specification and its effects on the travel choices of the disabled community is still on-going.

6.2 How is risk being managed?

Through established reporting and governance arrangements.

6.3 What is the impact on the organisation?

None

6.4 Equalities / EIA

None

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

None

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

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Directorate:

Place

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Contributors:				
Andrew Walster	Assistant Director (Streetscene and Greenspace)	Place	26/11/2015	22/12/2015
Sarah Elliott	Head of Fleet and Waste Management	Place	26/11/2015	04/01/2016
Liz Knight	Governance Services Officer	Resources	26/11/2015	04/01/2016
Jasbir Bilen	Human Resources Manager	Resources	26/11/2015	07/12/2015
Names of approvers for submission: (officers and Members)				
Phil Helm	Finance Manager	Resources	26/11/2015	01/12/2015
David Joy	Licensing & Regulatory Solicitor	Resources	26/11/2015	04/01/2016
Martin Yardley	Executive Director	Place		
Councillor R Lancaster	Cabinet Member for Public Services	-	26/11/2015	04/12/2015

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14 January 2016

Name of Cabinet Member:

Cabinet Member for Public Services – Councillor R Lancaster

Director Approving Submission of the report:

Executive Director of Place

Ward(s) affected:

Cheylemore

Title: London Road Cemetery – Application for Heritage Lottery Funding

Is this a key decision?

No

Executive Summary:

The Council, in partnership with Historic Coventry Trust, has developed a proposed outline scheme to restore the Grade 1 Listed Joseph Paxton designed Arboretum Cemetery which is one of the top 5 historic cemeteries in the UK, as a visitor attraction, park for local people and education resource. The project will reinstate the original landscape design, repair of major features including the promenade and listed chapel and multiple monuments and graves. The project will include community engagement, educational and the empowerment and training for increased volunteer activities to improve future maintenance.

The outline scheme covers a number of interventions which would enhance the appearance and the future use of the London Road Cemetery. A number of external funding applications would be sought to form a funding package to cover the project.

The activities that a full Parks Heritage Lottery funding would support include:-

1. Landscaping of the Paxton Arboretum
2. Restoration of the listed chapel
3. Community involvement
4. Educational Programme
5. Future Maintenance Programme

The area is owned by Coventry City Council (see Appendix 2 Property ownership plan)

An application was made to The Heritage Lottery “Parks for People” for Stage 1 (HLF development stage) funding. As a result, the partnership has been awarded £305,800 towards the further development of the restoration scheme. was submitted in July 2015.

Recommendations:

Cabinet Member for Public Services is asked to:-

1. Approve retrospectively the submission of the stage 1 application to Heritage Lottery Fund, "Parks for People" for the London Road Cemetery Project for £305,800.
2. Authorise the Council to act as the accountable body for the Stage 1 grant award.
3. Delegate authority to the Executive Director, Place and Legal Services Managers to finalise and enter into any necessary agreements in relation to the HLF funding.
4. Approve a local contribution of £20,000 from the Council's own funds towards the development stage to be used in addition to HLF Funding.
5. Authorise applications to other funding providers to develop a funding package for delivery of a phase 2 submission, subject to Cabinet Member approval limits.

List of Appendices included:

Appendix 1 – Ownership 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: London Road Cemetery – Application for Heritage Lottery Funding

1. Context (or background)

- 1.1 The London Road Cemetery is a Grade 1 Listed Arboretum Cemetery, designed by Joseph Paxton in 1845/6 at the height of his career. Paxton was commissioned by the Council to create one of the first municipal cemeteries in the Country. It is Paxton's only cemetery and is recognised by English heritage as one of the top five cemeteries in the Country.
- 1.2 The area has considerable potential and its location next to Charterhouse which has also secured lottery funding for the restoration of the building and gardens and will act as a complimentary facility to its future use.
- 1.3 The Council and the Historic Coventry Trust have developed a project proposal to reinstate the original landscape design of the cemetery and repair major features including the promenade, listed chapel and multiple monuments and graves. Whilst the project stands alone in its need and potential, there are added benefits of its inclusion within the overall heritage park. The impact of the proposal on the city will be greatly enhanced and the added benefit of shared car parking and arrival, joint promotion, management, volunteering and activity programme implications are significant. This benefit will be lost if the project is not delivered in tandem with the Charterhouse. The completion of one project will provide an initial focus for the area. The delivery of both together will provide a regional draw with more repeat visits and possibly weekend stays, which has much greater potential impact on the city's economy.
- 1.4 A stage 1 application to Heritage Lottery was submitted for grant funding to enable the project proposals to be developed in more detail and strengthen project deliverability. The application for £305,800 was successful, subject to a contribution from the Council of £20,000.
- 1.5 The collective pot of £325,800 will be used to appoint a professional team and specialist consultants to further develop the following proposals:

Anglican Chapel – Restoration of all stonework and building to provide a space which will be able to accommodate small weddings, community events, training etc (accommodating 70-100 depending on use and layout).

Promenade (Built Spaces Under) - The spaces under the raised walkway (the promenade) are to be fully restored. The intention is to restore the spaces and re-use them most likely for unmanned exhibition space, to be left open (during cemetery hours) or used in connection with guided tours.

Promenade (Retaining Wall) –The sandstone retaining wall will be restored, including partial take down and rebuild where the wall has fractured horizontally. Paxton's original design included sandstone balustrading to and either side of the bastions, which is to be reinstated

Restoration of all cemetery paths – This will include reinstatement of overgrown or covered over paths where possible to recreate the original layout. Paxton's layout created an impression of space and provided what felt like quite a long walk, in a relatively small park, making excellent use of changing levels and planting.

Headstones and Monuments Restoration - A programme of repair is being discussed with City College which will include up to 40 headstones and monuments, including some of the most notable and ornate graves. As this is a training project it might also take in smaller graves which provide training opportunities such as stone carving.

Graves Audit – An audit of graves/burials is included in the project, providing a full record of all graves, their locations and the stories behind some of the people buried at London Road Cemetery. This will be published and/or made available in digital format. An abridged version will be produced for general interest with a full version as a historic record and for reference.

Tree Audit - A thorough inspection of all trees, plotting their locations and species, size and any issues will be completed. Over the past four years the Council has been undertaking additional tree work at London Road Cemetery, to make it safe and prevent overgrowth. This work has prepared the cemetery for some replanting to restore the original scheme and this will be part of the restoration project.

Volunteering and Activities – The focus is on increasing visitor numbers, higher levels of activity, including volunteering, increased fund raising (through activities and sourcing grant aid) and provision of educational and training opportunities, especially in traditional building skills. To achieve these changes, the proposals include working with the Friends of London Road Cemetery group to look at its structure, operation and capacity and to ensure that the necessary skills are in place for it to take a greater role in the running of London Road Cemetery, alongside part time staff, the Council and the Charterhouse Trust.

- 1.6 These proposals will be developed sufficiently to enable a further application to be made to the HLF for the capital and revenue funds required to deliver the project (Stage 2 funding),
- 1.7 The project will generate revenue for Council staff to be allocated to work on the development stage and subsequent delivery stage. A project coordinator and grant management post will be funded.

2. Options considered and recommended proposal

- 2.1 The options to consider are whether to support the application submitted or withdraw it.
- 2.2 Option one - withdraw the application / do nothing – this will lead to further decline and deterioration of the area with increased maintenance costs.

Option two - support the Heritage Lottery Initiative stage 1 application and commit £20,000 from the Council's budget. This collective development stage budget of £325,800 will be used to further develop and explore the feasibility of the project and so that an application for stage 2 funding from the HLF can be submitted.

The officer recommendation is to support the Heritage Lottery Stage 1 application for London Road Cemetery.

3. Results of consultation undertaken

- 3.1 Consultation has been carried out with the Friends of London Road and Charterhouse Residents on the outline proposals.
- 3.2 No formal public consultation has taken place regarding the HLF submission. Public consultation will take place as part of the projects development stage and form the basis of the Stage 2 application for funds to implement the proposals.

4. Timetable for implementing this decision

- 4.1 If the recommendation to support is granted the following indicative timetable will be followed :-

- 4.1.1 The Stage 1 application to Heritage Lottery, Parks for People Initiative was submitted in March 2015.
- 4.1.2 Approval to stage 1 application by the HLF was obtained in July 2015
- 4.1.3 Development Stage work for Stage 2 application October 2015 – September 2016. This is the stage when the £20,000 from the Council's budget and £305,800 Parks for People Heritage Lottery Grant would be spent.
- 4.1.4 Cabinet approval for stage 2 submission June / July 2016
- 4.1.5 Stage 2 submission September 2016
- 4.1.6 Approval by Heritage of Stage 2 application January / February 2017
- 4.1.7 Physical implementation March 2017 – June 2018

5. Comments from Executive Director, Resources

5.1 Financial implications

The report requests retrospective approval for the submission of a stage 1 application to the Heritage Lottery Fund Parks for People which was submitted in August 2015 and the permission to start which was submitted in September 2015.

Following the success of the stage 1 submission, the Council is required to contribute £20,000 towards the project development stage, leveraging in £305,800. The £20k local contribution will be identified from within the existing Streetpride & Greenspace revenue budgets. Indicatively, the development budget is expected to be spent as follows:

Development costs

Cost Heading	£
Professional fees	211639
New Staff Costs	75000
Recruitment	2000
Other costs	5000
Contingency	32161
Total	325800

Development income

Source of Funding	Value (£)
CCC	20000
HLF	305800
Total	325800

As accountable body for the development grant, the Council would need to ensure procurement processes are followed, payments processed and claims submitted to the Heritage Lottery Fund on a timely basis. This is essential to ensure spend is deemed eligible and risk of clawback is minimised.

Full details of a potential scheme will be worked up as part of the development stage including the estimated delivery cost, funding opportunities, and any local contribution requirements. Final approval to progress to delivery stage would be subject to a separate report to Cabinet.

5.2 Legal implications

If successful the Council will be accepting a grant of £305,800 for the development stage work and compliance with any funding criteria and requirements. The Council would be the accountable body for the funding.

As accountable body, it is anticipated that the Council will be required to enter into an agreement with Heritage Lottery Funding to govern the terms and conditions of the grant funding.

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 success of the Stage 1 application will allow the release of funds to spend on the development of the project to a deliverable scheme. The delivery of the overall scheme will restore and improve the appearance of the Cemetery and religious buildings. In addition it will restore property, preserve our heritage, create new public facilities and park facilities.

The restoration of this area will also be a positive factor to the City of Culture bid.

6.2 How is risk being managed?

Risk will be managed by the Council. The main risk is that the Stage 1 application is not approved and the project will not proceed further.

The Council will incur risk as the Accountable body in administering the grant but has a track record of successfully managing external grants delivered with partners.

6.3 What is the impact on the organisation?

The project will have the following impact on the organisation:-

The project will generate revenue for staffing

The project proposals include the upgrading and restoration of Council owned land and property.

The organisation will expend £20,000 on the London Road development stage as detailed in the financial section of this report.

6.4 Equalities / EIA

The report recommendations do not affect the Council's policy, provision of any service or its statutory functions. It is not required to undertake an Equality Impact Assessment.

6.5 Implications for (or impact on) the environment

The Project will bring about positive environmental impacts:-

- ❖ Restoration of buildings
- ❖ Parks and greenspace improvements
- ❖ Reusing reclaimed materials
- ❖ Provide a local and visitor attraction

The London Road Cemetery Project presents an opportunity to preserve nationally important heritage, develop the City's heritage draw, increase volunteering and training opportunities, provide facilities for the local community and the potential for income generation, introduce new uses to the site, link in with the Charterhouse Heritage Park (physically, functionally and managerially) and become part of a city heritage trail. The project will increase visitor numbers and improve the visitor experience, by providing limited on site facilities and an unmanned display, plus a range of materials for schools and others.

The delivery of both the London Road Cemetery and the Charthouse will provide a regional draw with more repeat visits and possibly weekend stays, which has much greater potential impact on the city's economy.

6.6 Implications for partner organisations?

The project will be delivered in partnership with Historic Coventry Trust.

Report author(s):

Name and job title:

Nicola Poole
Project Manager

Directorate:

Place

Tel and email contact:

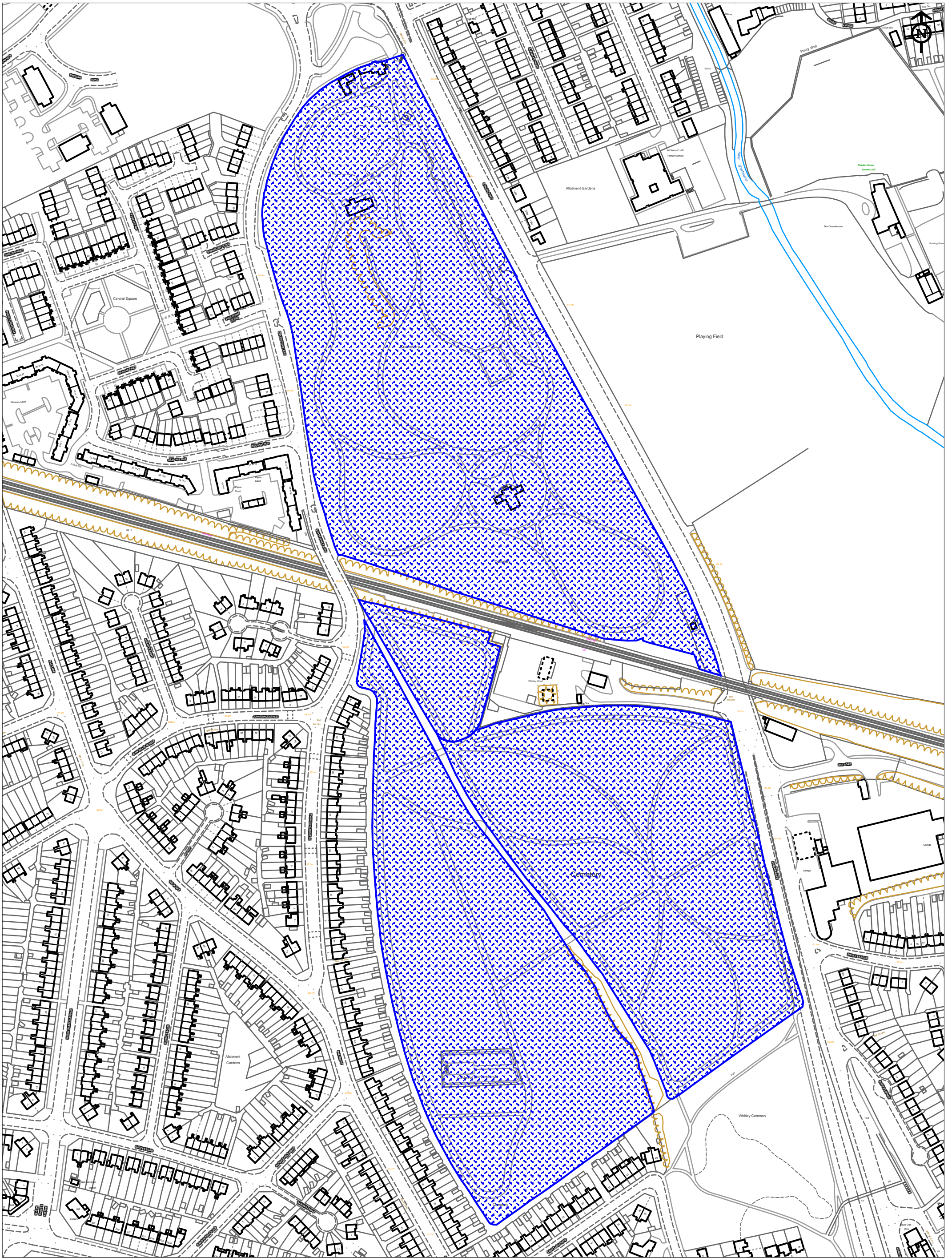
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Contributor/ approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Barry Butterworth	Development Manager	Place	19 th November 2015	23 rd November 2015
Michelle Salmon	Governance Services Officer	Resources	7 th December 2015	7 th December 2015
Graham Hood	Head of Streetpride, Greenspaces and Noise	Place	7 th December 2015	11 th December 2015
Andrew Walster	Assistant Director	Place	23 rd November 2015	3 rd December 2015
Names of approvers for submission: (officers and Members)				
Phil Helm	Finance Manager	Resources	7 th December 2015	7 th December 2015
Julie Sprayson / Helen Lynch	Property Lawyer / Legal Services Manager	Resources	7 th December 2015	14 th December 2015
Martin Yardley	Executive Director	Place	17 th December 2015	18 th December 2015
Councillor R Lancaster	Cabinet Member for Public Services	Place	17 th December 2015	17 th December 2015
Helen Lynch	Legal Services Manager	Resources	17 th December 2015	18 th December 2015

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Martin Yardley - Director of City Services and Development
 Nigel Clews - Assistant Director Property Asset Management

London Road Cemetery - CCC Ownership

Scale 1:2500 Drawn by:LPL Date:18/11/2015
 O.S. Ref. No:3478 SW 3477 NW LPR-219 - 2015

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Public report Cabinet Member Report

Cabinet Member for Public Services

14 January 2016

Name of Cabinet Member:

Cabinet Member for Public Services – Councillor R Lancaster

Director Approving Submission of the report:

Executive Director of Resources

Ward(s) affected:

None

Title:

Outstanding Issues

Is this a key decision?

No

Executive Summary:

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

Recommendations:

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

List of Appendices included:

Table of Outstanding Issues.

Other useful background papers:

None

Has it or will it be considered by Scrutiny?

No

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

No

Will this report go to Council?

No

Report author(s):

Name and job title:

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	Subject	Date for Further Consideration	Responsible Officer	Proposed Amendment to Date for Consideration	Reason for Request to Delay Submission of Report
1	<p>*Phase 3a Review of Taxi Policy including Vehicle Specifications for Taxis</p> <p>Further report on vehicle specification for taxis following further research and consultation focusing on how the disabled community will travel in the future (Minute 102/13 of Cabinet Member for Public Services refers – 25th March, 2014)</p>	January, 2016	<p>Executive Director of Place</p> <p>Andrew Walster Sarah Elliott</p>		
2	<p>City Centre Maintenance Contract</p> <p>Further report providing an update on the City Centre Review transfer process and seeking approval for future maintenance standards (Minute 55 of Cabinet Member for Public Services refers – 15th December 2015).</p>	September, 2016	<p>Executive Director of Place</p> <p>Graham Hood</p>		
3	<p>Residents' Parking Schemes</p> <p>A list of outstanding residents' parking schemes, including Stoke Row, be reviewed and a report to be presented to a future meeting on the outcome of the review (minute 5/14 of Cabinet Member for Public Services refers – 19th June 2014).</p>	April, 2016	<p>Executive Director of Place</p> <p>Caron Archer</p>		

4	<p>The Introduction of an ANPR Camera Car to Enforce Dangerous and Illegal Parking</p> <p>Further report on the results of the 12 month trial period with recommendations (Minute 17/14 of Cabinet Member for Public Services refers – 7th July, 2014).</p>	February, 2016	<p>Executive Director of Place</p> <p>Caron Archer</p>		
5	<p>Petition – Safety Measures on Swan Lane</p> <p>Further report on progress to come back following 12 months of implementation (Minute 75/14 of Cabinet Member for Public Services refers – 19th January, 2015).</p>	September, 2016	<p>Executive Director of Place</p> <p>Caron Archer</p>		
6	<p>Petition – Speeding Problems on Hockley Lane</p> <p>Further report on progress to come back following 12 months of implementation (Minute 75/14 of Cabinet Member for Public Services refers – 19th January, 2015).</p>	March, 2016	<p>Executive Director of Place</p> <p>Caron Archer</p>		
7	<p>Petitions – Longford Road Junctions with Oakmoor Road and Sydnall Road relating to Congestion and Road Safety Concerns</p> <p>Further report with results of traffic study and solution for the Longford Road/ Oakmoor Junction (Minute 97/14 of Cabinet Member for Public Services refers – 17th March, 2015).</p>	February, 2016	<p>Executive Director of Place</p> <p>Caron Archer</p>		

8	<p>Petitions – Parking on the Grass Verge at Princethorpe Way</p> <p>Report deferred to allow for further consultation with all residents (Minute 98/14 of Cabinet Member for Public Services refers – 17th March, 2015)</p>	TBC	<p>Executive Director of Place</p> <p>Caron Archer</p>		<p>Report deferred to enable a meeting to be arranged for further consultation with residents.</p>
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* Identifies items where a report is on the agenda for your meeting

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