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### **Communities and Neighbourhoods Scrutiny Board (4)**

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#### **Time and Date**

2.00 pm on Wednesday, 5th April, 2017

#### **Place**

Committee Room 3 - Council House, Coventry, CV1 5RR

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#### **Public Business**

1. **Apologies and Substitutions**
2. **Declarations of Interest**
3. **Minutes** (Pages 3 - 6)
  - (a) To agree the minutes of the Communities and Neighbourhoods Scrutiny Board (4) held on 18 January, 2017
  - (b) Matters Arising
4. **Flood Risk Management and Drainage Update** (Pages 7 - 10)

Briefing Note of the Deputy Chief Executive (Place)
5. **Progress on the Highway Asset Management Policy and Strategy, Incentive Funding Allocation and Pothole Repair Actions** (Pages 11 - 14)

Briefing Note of the Deputy Chief Executive (Place)
6. **Outstanding Issues**

All outstanding issues have been included in the Work Programme.
7. **Communities and Neighbourhoods Scrutiny Board (4) Work Programme 2016/17** (Pages 15 - 18)

Report of the Scrutiny Co-ordinator
8. **Any other items of public business which the Chair decides to take as matters of urgency because of the special circumstances.**

**Nil**

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Martin Yardley, Deputy Chief Executive (Place), Council House Coventry

Tuesday, 28 March 2017

Note: The person to contact about the agenda and documents for this meeting is Suzanne Bennett Tel: 024 7683 3072 Email: [suzanne.bennett@coventry.gov.uk](mailto:suzanne.bennett@coventry.gov.uk)

Membership: Councillors N Akhtar (Chair), R Bailey, B Kaur, T Khan, K Mulhall, B Singh, R Singh, D Skinner, R Thay

By invitation Councillors J Innes and R Lakha

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

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

**Suzanne Bennett**

**Telephone: (024) 7683 3072**

**e-mail: [suzanne.bennett@coventry.gov.uk](mailto:suzanne.bennett@coventry.gov.uk)**

# Agenda Item 3

**Coventry City Council**  
**Minutes of the Meeting of Communities and Neighbourhoods Scrutiny Board (4)**  
**held at 2.00 pm on Wednesday, 18 January 2017**

Present:

Members: Councillor N Akhtar (Chair)  
Councillor R Bailey  
Councillor K Mulhall  
Councillor Ridley (Substitute for Councillor Skinner)  
Councillor R Singh  
Councillor R Thay

Other Members: Councillor L Bigham, Cabinet Member for Community Development  
Councillor G Duggins, Cabinet Member for Policy and Leadership

Employees (by Directorate):-

Place: K Fawcett  
Resources: S Bennett, G Holmes

Others Present:- N Slinn, V Ross, Salvation Army

Apologies: Councillor B Kaur  
Councillor B Singh

## **Public Business**

### **24. Declarations of Interest**

There were no declarations of interest.

### **25. Minutes**

The minutes of the meeting held on 16 November, 2016 were signed as a true record. There were no matters arising.

### **26. Exclusion of the Press and Public**

**RESOLVED** that, under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the item relating to the private report in Minute 31 below headed "Supported Accommodation and Floating Support for Homeless Service Users and Ex-Offenders, two-year implementation report", on the grounds that this item involves the likely disclosure of exempt information and that there would be no public interest in disclosing that information, as defined in Schedule 12A of that Act, in particular paragraph 3 of Part 1 of the Schedule.

## 27. **Supported Accommodation and Floating Support for Homeless Service Users and Ex Offenders - 2 Year Implementation Report**

The Scrutiny Board considered a report of the Executive Director of Place which provided an update on progress and outcomes at the end of the second year of the support accommodation and floating support for homeless service users and ex-offenders programme.

A corresponding private report detailing confidential aspects of the contract was also submitted to the meeting for consideration (Minute 31 below refers).

The Salvation Army contract to manage the supported accommodation and floating support service for homeless service users (aged 25+) and ex-offenders (aged 18+) commenced on 1 April 2014. The total contract value for 5 years (from 1 April 2014 to 31 March 2019) was £9,192,485.

Contract review meetings were held quarterly to monitor progress against the outcomes detailed in the contract specification against spend. Monthly implementation meetings were also held and included representatives from three Council directorates.

The Scrutiny Board questioned officers on aspects of the report, including:-

- The definition of rough sleepers and the number of estimate rough sleepers in the City
- Relationships between partners delivering services in the City
- The possibility of providing in house provision
- The Salvation Army's internal inspection regime

**RESOLVED that the Community and Neighbourhoods Scrutiny Board (4) note the contents of the report**

## 28. **Outstanding Issues**

The Scrutiny Board noted that all outstanding issues had been picked up in the Work Programme.

## 29. **Communities and Neighbourhoods Scrutiny Board (4) Work Programme 2016/17**

The Scrutiny Board considered their Work Programme for 2016/17.

**RESOLVED that information in relation to missed bin collections, particularly over the Christmas period, be included for consideration at a future meeting.**

30. **Any Other Items of Public Business**

There were no other items of public business.

31. **Supported Accommodation and Floating Support for Homeless Service Users and Ex-Offenders - 2 Year Implementation Report**

Further to Minute 27 above, the Scrutiny Board considered a corresponding private report which provided confidential aspects of the supported accommodation and floating support for homeless service users and ex-offenders two year implementation report.

**RESOLVED that the Communities and Neighbourhoods Scrutiny Board (4) note the contents of the report.**

32. **Any Other Items of Private Business**

There were no other items of private business.

(Meeting closed at 2.40 pm)

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## Briefing note

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**To: Communities and Neighbourhoods Scrutiny Board**

**Date: 5<sup>th</sup> April 2017**

**Subject: Flood Risk Management and Drainage Update**

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### **1 Purpose of the Note**

- 1.1 The Communities and Neighbourhoods Scrutiny Board (4) to note actions from the Board held on 9<sup>th</sup> March 2016. The actions are attached as an appendix to this report. See appendix 1.
- 1.2 To update the Communities and Neighbourhoods Scrutiny Board (4) on the Lead Local Flood Authority (LLFA) Statutory Consultee role on planning applications
- 1.3 To update the Communities and Neighbourhoods Scrutiny Board (4) on the flooding event that occurred within Coventry on 6<sup>th</sup> February 2016 at Broad Lane, Upper Eastern Green and Butt Lane, Allersley.
- 1.4 To update the Communities and Neighbourhoods Scrutiny Board (4) on the activities undertaken during delivery of the annual Drainage Capital Programme.

### **2 Recommendations**

- 2.1 The Communities and Neighbourhoods Scrutiny Board (4) are recommended to:
  - 1) Note the progress of the Lead Local Flood Authority (LLFA) as Statutory Consultee on planning applications.
  - 2) Note the outcome of the flooding event that occurred within Coventry on 6<sup>th</sup> February 2016
  - 3) Note the activities undertaken during the delivery of the annual Drainage Capital Programme.
  - 4) Identify any further recommendations for the Cabinet Member.

### **3 Lead Local Flood Authority Statutory Consultee on Planning Applications**

- 3.1 In April 2015, Coventry City Council had its role as LLFA extended to include Statutory Consultee on planning applications.
- 3.2 The Flood Risk Management & Drainage team review planning applications where there is a direct consultation with the planning service on a statutory and non-statutory basis to determine if there is a flood risk to the proposed development or to the local community. The team are also challenged with the review of the weekly list of planning applications submitted in addition to the direct consultations received from planning. Annual average planning applications reviewed by the team have amounted to circa 2300.
- 3.3 Enforceable planning conditions are recommended for all new development and redevelopment sites to ensure this is sustainable for Coventry and future flood risk is

managed down. Where deliverable, improvements to existing flood risk are sought in line with the national planning policies of England.

- 3.4 All planning applications are tracked against the 21 day response timescale to help focus resourcing. Collaboration on priorities with the planning service occurs and regular service improvement meetings are being held to ensure well focused service delivery.

#### **4 Coventry City Flooding Event 6th February 2016 – Update**

- 4.1 As previously reported to SB4, during Saturday 6th February 2016 there was prolonged, very heavy, rainfall throughout Coventry causing flooding at a number of locations. The majority of issues reported to the City Council were highway and garden flooding but there were reports of internal flooding at 8 properties.
- 4.2 Broad Lane / Banner Lane / Goldthorn Close
- 4.3 As part of the new roundabout works associated with the new development site at the Bannerbrook, flood mitigation and drainage improvements were proposed in an effort to address the flooding issue.
- 4.4 The flood mitigation scheme initially considered was river storage on-line, parallel with the Broad Lane, however, excessive Public Utility Service diversion costs and storage volume achievable have proved this part of the scheme to be unviable.
- 4.5 The flood mitigation proposal is now a larger cross boundary scheme with Solihull Metropolitan Council for upstream storage areas on the Brookstray. This larger scheme will deliver increased benefits for the community at risk. In view of the coordination needed with both Coventry and Solihull, the Environment Agency will now lead on this project.
- 4.6 A Flood Defense Grant in Aid bid is being prepared and scheme delivery timescale is being prepared by the Environment Agency. Early consultation with the Environment Agency, ahead of the next meeting of the Regional Flood and Coastal Committee at the end of April 2017 suggests the scheme could be deliverable in 2018/19.
- 4.7 Washbrook Lane / Browns Lane / Butt Lane / Windmill Hill  
The Environment Agency is developing the business case for a main river storage pond including Natural Solutions. It was hoped that the Autumn Statement 2016 would deliver the majority of the funding for this scheme but unfortunately, this funding was not made available.
- 4.8 In view of this, a fund bid has been made to DEFRA with additional contributions from Local Levy, a private developer and the City Council's Capital Programme. At the Regional Flood and Coastal Committee in April 2017 a decision will be made on financing this scheme.
- 4.9 Subject to the total finance being made available, a decision can be made on a single or multi-phase scheme deliverable in 2017/18.
- 4.10 The City Council has already spent in excess of £44k on surface water management solutions at this location and plans to spend a further £40k in 17/18.
- #### **5 Annual Drainage Capital Programme – Update**
- 5.1 The Annual Drainage Capital Programme sits within the overall Transportation and Highway Maintenance Capital Programme.



- 5.2 The £390,000 annual drainage programme includes pipework inspections by Closed Circuit Television Survey (CCTV) to inform the forward capital programme, and also includes drainage improvements and localised repair schemes, delivered within the current year.
- 5.3 A list of drainage schemes is approved by Cabinet Member for City Services for delivery annually. In addition to this planned works, the programme includes a portion of the budget for unplanned works in response to flooding issues that arise during the current year.
- 5.4 All flooding events are recorded and investigated resulting in either intervention cleansing or if drainage defects are identified, these are ranked against city-wide priorities.
- 5.5 The capital programme this year has included an Asset Management Data Capture project to determine the condition and hydraulic capacity of surface water culverts under Public Highway. This information will strengthen the Council's Asset Register and assist with the management of flood risk within Coventry.
- 5.6 The drainage capital programme also funds partnership contributions to larger externally funded projects delivered in collaboration with the Environment Agency, in the main, funded by DEFRA and the Regional Flood and Coastal Committee.

**Neal Thomas – Flood Risk Manager**  
Place Directorate  
024 7683 4307

**Actions from the Scrutiny Board meeting held 9th March 2016**

**Action No 1.0** - Members discussed the need for officers to look at the strategic network when closing roads during flooding to prevent potential additional damage by flood water though vehicles continuing to use flooded routes.

**Response No 1.0** – An emergency road closure protocol has been agreed with Urban Traffic Management and Control to close and manage diversion of traffic during flood events.

**Action No 2.0** - Members discussed the need for officers to look at the sandbag distribution network and investigate a “flood champion” role with elected members to ensure fair distribution of bags and update when supplies are running low.

**Response No 2.0** - A Flood Champion has been identified at Broad Lane, Upper Eastern Green and a protocol has been prepared for acceptance by the resident. An approach to residents is planned for Butt Lane, Allesley and is being progressed.

**Action No 3.0** - Members discussed proposals for the Bannerbrook development and requested information when the pond or alternative improved drainage scheme will be completed.

**Response No 3.0** – A response to this action is contained within the Briefing Note.



## Briefing note

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**To:** The Communities and Neighbourhoods Scrutiny Board (4)

**Date:** 5<sup>th</sup> April 2017

**Subject:** Progress on Highway Infrastructure Asset Management Policy & Strategy, Incentive Funding Allocation & Pothole Repair Actions

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### **1 Purpose of the Note**

- 1.1 To inform the Communities and Neighbourhoods Scrutiny Board (4) on the progress and implementation of the Highway Infrastructure Asset Management Policy and the Transport Infrastructure Asset Management Strategy.
- 1.2 To update the Communities and Neighbourhoods Scrutiny Board (4) on the Department for Transport Incentive funding allocation and progress towards achieving band 3 status.
- 1.3 To inform the Communities and Neighbourhoods Scrutiny Board (4) on pothole repair actions.

### **2 Recommendations**

- 2.1 The Communities and Neighbourhoods Scrutiny Board (4) are recommended to:
  - 1) Note the progress and actions with regard to the implementation of Policy & Strategy.
  - 2) Note the progress towards achievement of band 3 status in relation to the Department for Transport Incentive Funding award.
  - 3) Note the progress and latest statistics with regard to reported potholes and achievement of service level repair times.
  - 4) Identify any further recommendations for the Cabinet Member

### **3 Update on Policy & Strategy Implementation.**

- 3.1 The Asset Management Policy is a high level document and aligns our asset management processes and procedures with our corporate goals and objectives. The Asset Management Strategy sets out how the Asset Management Policy will be delivered.
- 3.2 Since the approval and publication of both Policy & Strategy the Highways group has continued to work with and been supported by Atkins consultants to produce a draft Highways Infrastructure Asset Management Plan (HIAMP). The HIAMP is designed to aid the implementation of improvement actions. These will enable the Authority to build on existing practices and procedures to form a continuous improvement framework. These in turn will help us to meet strategic goals in the most effective manner having regard to statutory requirements.

- 3.3 The draft HIAMP is currently being reviewed and will be circulated to key internal stakeholders for comment. Following this it is intended to present the plan to cabinet for approval and sign off.

#### **4 Department for Transport (DfT) Incentive fund**

- 4.1 This funding is for local authorities to ensure they are following an asset management approach and adopting efficiency and best practice principles for local highway maintenance.
- 4.2 Each year all local authorities in England have to complete a self-assessment questionnaire, in order to establish the share of the incentive fund they will be eligible for. Each authority scores themselves against 22 questions, and the total achieved places them into one of the 3 bands on the basis of the available evidence. Band 3 being the highest and attracting 100% of the grant available, band 2 attracts 90% & band 1 attracts 60% for 2017/18
- 4.3 In 2016/17 Coventry City Council were automatically awarded band 3 status as a member of the West Midlands Combined Authority and the ensuing devolution deal.
- 4.4 In real terms we achieved a band 2 based on our current practices and evidence which in 2016/17 still attracted 100% funding. Our latest self-assessment for 2017/18 places us in band 2. Going forward the DfT have indicated that they still expect those authorities in the devolution deal areas to ensure they are following good practice and applying sound asset management principles.
- 4.5 Therefore we are continuing with the implementation of the improvement actions contained within the HIAMP to ensure that we are able to achieve a 'stand-alone' band 3 status for the next self-assessment submission in 2018/19.

#### **5 Pot Hole actions and service improvements.**

- 5.1 As part of good Highway Infrastructure Asset Management and as part of our Statutory Duty under the Highways Act 1980 we keep the highway safe by repairing 'pot holes' against a set service level criteria in terms of both depth of defect and time taken for repair. This function was subject to review and the bullet points below set out the sequence of events:
- In 2014 Coventry City Councils reactive highway maintenance service underwent a 'Lean' review carried out by an independent consultant. The recommendations and subsequent ways of working have included.
  - Majority 1<sup>st</sup> time permanent defect fixes.
  - Gang resource working in dedicated geographical ward areas.
  - Improved and better contact between the street inspection team and the gangs including ability to send photographic information and emails via 'handheld to handheld' device providing clear and confirmed information.
  - Street inspection team use handhelds & 'confirm mobile' software to raise and record jobs and send in 'real time' for repair and operative gangs also have their jobs allocated via handheld device.
  - Monthly reported performance management figures including numbers of public enquiries, jobs raised/completed & outstanding jobs. End to end repair times for the different priority defects & the age of all outstanding jobs ensures there is clarity and confirmation of what is being achieved.

5.2 The outcome of this review and subsequent sustained 2 year on-going methods of working and good practice has resulted in:

- An improvement in public satisfaction for the speed and quality of repair to damaged roads and pavements, as measured and evidenced by the results from customer feedback via the National Highways & Transport (NHT) Survey 2016.
- When compared and benchmarked against the other 84 participating local authorities Coventry received the 'most improved' award for customer satisfaction with regard to speed of repairs, dealing with potholes and information on the gritting service. The number of public enquiries about potholes has been consistently decreasing over a 3 year period. In 2013/14 for the 52 week period we had 1984 priority 1 potholes reported compared with 875 for the same period in 2015/16 so a decrease of 1109.

Currently the latest pothole and patching report figures (Week commencing 23<sup>rd</sup> January 2017) show that we have 188 outstanding jobs across both the footway and carriageway network which are identified as requiring a repair.

**Neil Cowper – Head Of Highways**  
Place Directorate  
024 7683 4014

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## Communities and Neighbourhoods (4)

Scrutiny Work Programme 2016/17

<b>20<sup>th</sup> July 16</b>
Innovation in traffic management Bus Gates
<b>14 September 16</b>
Fly-tipping and Littering
<b>16 November 16</b>
Policy for implementation and future management of residents parking schemes. Empowered Citizen's Programme
<b>18 January 17</b>
Progress on the implementation of supported accommodation and floating support for homeless service users and ex-offenders (Salvation Army)
<b>8 March 17</b>
Meeting not required
<b>5 April 17</b>
Flood Risk Management and Drainage Update Progress on the Highway Asset Management Policy and Strategy
<b>2017/18 Municipal Year</b>
Empowered Citizen's: Networked Communities Parking Enforcement Review of Waste Collection (Sept17) Car Parking Pricing Review

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
<b>20<sup>th</sup> July 16</b>	Innovation in traffic management	To brief Members on progress and developments on innovative projects in traffic management	Cllr Innes Colin Knight Sunil Budhdeo
	Bus Gates	To brief Members on the issues with bus gates, particularly Park Rd, and what steps have been taken for mitigation.	Karen Seagar
<b>14 September 16</b>	Fly-tipping and Littering	Members would like to know what is being done to address the increase in fly-tipping and concern from residents. To look at the impact of reduced resources on Streetpride and street cleansing.	Andrew Walster Cllr Innes
<b>16 November 16</b>	Policy for implementation and future management of residents parking schemes.	To look in more detail at proposals for a policy on how to implement and manage residents parking schemes.	Jonathan Hagan Colin Knight Cllr Innes Karen Seagar
	Empowered Citizen's Programme	Evaluation and feedback on how we can work together to share resources and fresh ways of engaging with neighbourhoods or communities of interest. Moving towards next form of partnership within the city - getting more residents as well as organisations involved in the discussion. Will be a briefing note with position statement prior to full Cabinet Member report in the new year. Picks up suggested item from Member of the Public.	Helen Shankster Cllr Bigham
<b>18 January 17</b>	Progress on the implementation of supported accommodation and floating support for homeless service users and ex-offenders (Salvation Army)	At her Cabinet member meeting on 13 <sup>th</sup> Nov 15 the Cabinet Member requested that a further progress report be submitted to Scrutiny so she can consider their comments.	Cllr Bigham Andrew Walster
<b>8 March 17</b>	Meeting not required		



<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
<b>5 April 17</b>	Flood Risk Management and Drainage Update	An annual report on Flood risk Management and Drainage to be brought to Scrutiny in 2016/17. To include information on the following which was identified in March 2016. 1) Officers to look at the strategic network when closing roads during flooding events to prevent potential additional damage by flood water through vehicles continuing to use flooded routes. 2) Officers to look at the sandbag distribution network and investigate a flooding 'champion' role with elected members to ensure fair distribution of bags and update when supplies are running low. 3) To provide information on when the pond or alternative improved drainage scheme at Bannerbrook Park will be completed.	Neil Thomas Cllr Innes
	Progress on the Highway Asset Management Policy and Strategy	Following approval at Cabinet on 5 <sup>th</sup> January Members requested progress on implementing the strategy and policy and whether the Council is meeting the requirements for funding. 6 months. To include information on pothole actions.	Neil Cowper Cllr Innes
<b>2017/18 Municipal Year</b>	Empowered Citizen's: Networked Communities	The Board to be involved in the development of a strategy following the decision to set a budget for this service area in February 2017.	Helen Shankster Cllr Bigham
	Parking Enforcement	To look at the service provided, outlining the service, its structure, operating hours, income and approach to evening enforcement.	Colin Knight
	Review of Waste Collection (Sept17)	To consider the first 6 months of the implementation of fortnightly household waste collection.	Andrew Walster
	Car Parking Pricing Review	For scrutiny to comment prior to the report going to Cabinet on 11 <sup>th</sup> April 2017.	Cllr Innes Colin Knight

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