



---

### Scrutiny Co-ordination Committee

---

**Time and Date**

10.00 am on Wednesday, 13th July, 2016

**Place**

Committee Rooms 2 and 3 - Council House

---

**Public Business****1. Apologies and Substitutions****2. Declarations of Interest****3. Minutes** (Pages 5 - 8)

(a) To agree the minutes of the previous meeting held on 20th April, 2016

(b) Matters Arising

**4. Crime and Community Safety Performance** (Pages 9 - 34)

Briefing Note of the Head of Environmental Services

(1) Presentation by Councillor Abdul Khan, Cabinet Member for Policing and Equalities and Chair of the Coventry Police Crime and Community Safety Board providing an overview of the membership and remit of the Coventry Police Crime and Community Safety Board

(2) Presentation by Chief Superintendent Danny Long, West Midlands Police on the end of year performance data concerning the crime statistics for the city

(3) The Scrutiny Co-ordinator will report on the current West Midlands Police and Crime Commissioner Consultation

Chief Inspector Helen Kirkman, West Midlands Police and Councillor P Akhtar, Deputy Cabinet Member for Policing and Equalities have also been invited to the meeting for the consideration of this item

**5. Council Plan Performance Report 2015/16** (Pages 35 - 70)

Report of the Executive Director of People

Councillor Duggins, Cabinet Member for Policy and Leadership has been invited to the meeting for the consideration of this item

6. **Outside Bodies - Reporting Arrangements 2016/17** (Pages 71 - 76)

Briefing Note of the Scrutiny Co-ordinator

7. **Outstanding Issues Report** (Pages 77 - 78)

Report of the Scrutiny Co-ordinator

8. **Scrutiny Work Programmes 2016/2017** (Pages 79 - 102)

Report of the Scrutiny Co-ordinator

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

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**

**Nil**

---

Chris West, Executive Director, Resources, Council House Coventry

Tuesday, 5 July 2016

Notes:1) The person to contact about the agenda and documents for this meeting is Liz Knight, Democratic Services, Council House, Coventry, telephone 7683 3073, alternatively E-mail: [suzanne.bennett@coventry.gov.uk/liz.knight@coventry.gov.uk](mailto:suzanne.bennett@coventry.gov.uk/liz.knight@coventry.gov.uk)

2) Council Members who are not able to attend the meeting should notify Liz Knight no later than 9.00 a.m. on the day of the meeting, giving their reasons for absence and the name of the Council Member (if any) who will be attending the meeting as their substitute.

3) Scrutiny Board Members who have an interest in any report referred to this meeting, but who are not Members of this Committee, have been invited to notify the Chair by 12 noon on the day before the meeting that they wish to speak on a particular item. The Member must indicate to the Chair their reason for wishing to speak and the issue(s) they wish to raise.

Membership: Councillors N Akhtar, J Blundell, G Crookes, D Gannon, L Kelly, R Lancaster (Chair), J McNicholas, M Mutton and R Singh (Deputy Chair)

By invitation Councillors P Akhtar, Duggins and A Khan

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/Liz Knight, Governance Services - Telephone: 024  
7683 3072/3073**

**E-mail:**

**[suzanne.bennett@coventry.gov.uk](mailto:suzanne.bennett@coventry.gov.uk)/[liz.knight@coventry.gov.uk](mailto:liz.knight@coventry.gov.uk)**

This page is intentionally left blank

**Coventry City Council**  
**Minutes of the Meeting of Scrutiny Co-ordination Committee held at 10.00 am on**  
**Wednesday, 20 April 2016**

Present:

Members: Councillor G Duggins (Chair)  
Councillor N Akhtar (Deputy Chair)  
Councillor Blundell  
Councillor Lakha  
Councillor J Mutton  
Councillor M Mutton  
Councillor Seaman (Substitute for Councillor T Khan)  
Councillor Taylor  
Councillor Welsh

Other Members: Councillors L Bigham, A Lucas, and K Maton

Employees by Directorate:

Chief Executives M. Reeves

Place: J Murphy, D Nuttall, S Wiles

Resources: S. Bennett, G Holmes, A. West

Apologies: Councillor T Khan

## **Public Business**

### **80. Declarations of Interest**

There were no declaration of interest.

### **81. Minutes**

The Minutes of the meeting held on 9 March, 2016 were signed as a true record.

In relation to Minute75/15 relating to “Annual Canvas Update”, the Committee noted that a Briefing Note had been sent to Members providing further details on the 24,585 properties where no electors are registered to vote.

### **82. City Centre Destination Leisure Facility - Progress Update**

The Committee received a Briefing Note, together with a comprehensive presentation, which provided an update on progress of the City Centre Destination Leisure Facility (CCDLF) project, in relation to the development of the design.

The Briefing Note outlined:-

- The background to the project, which forms part of the strategic review and rationalisation of public leisure facilities.
- The first three phases of an implementation plan to deliver the above strategic review and which have already been achieved
- The brief for the CCDLF, which includes an aspiration to create a landmark building, appropriate for a city centre location, with water slides, rides and features, creating an attraction to draw people into the city centre from across the City and the wider region.
- The proposed facility mix for the CCDLF
- Professional Appointments and progress with tenders
- The proposed programme, with the CCDLF due to be opened in November, 2018
- Design development (An appendix to the Briefing Note provided images being used for pre-planning engagement)

The Committee questioned officers on aspects of the Briefing Note and presentation, including:-

- Anticipated visitor numbers and financial modelling data
- The success/failure and operation of other water themed parks/facilities in the vicinity and country and what will make this facility more attractive to visit than comparable locations
- Access to the facility, including car parking provision
- Arrangements/ discussions regarding those displaced activities, such as indoor bowls, which are currently operating at the existing Coventry Sports Centre

**RESOLVED that the Committee:-**

- (1) Notes progress on the developing design of the City Centre Destination Leisure Facility since its approval by Cabinet in August 2014 and endorsement by Council in September, 2014**
- (2) Recommends that the Cabinet Member for Culture, Leisure, Sports and Parks continues to receive regular briefings on the developing design of the City Centre Destination Leisure Facility and signs off all Royal Institute of British Architects stage reports**
- (3) Requests that a meeting be arranged early in the new Municipal Year to give members of the Committee, together with members of the Business, Economy and Enterprise Scrutiny Board the opportunity to be briefed on the financial modelling data.**

**(4) Notes that parking for the facility will be considered as part of the City Centre Car Park Strategy**

**83. Combined Authority Update**

Martin Reeves, Chief Executive, Councillor Lucas, Cabinet Member for Policy and Leadership and Councillor Maton, Cabinet Member for Business, Enterprise and Employment, provided an update on the latest position regarding the West Midlands Combined Authority (CA). The Committee noted that it was anticipated that the CA would be established on 1 June, 2016, or as near to that date as possible.

The Committee were updated on the latest position in relation to other Authorities who had now joined the CA as non-constituent members, and noted that Warwickshire County Council had been provided with all the information required to enable them to review their decision not to join the CA.

Martin Reeves outlined his role as Chief Executive of the CA, together with temporary governance and management arrangements put in place to ensure that the organisation continues to run smoothly when he is not in the Council House and/or when he is committed on CA business.

The Committee questioned the officer and Cabinet Members present on a number of issues including the devolution deal, the role of the Police and Crime Commissioner and the temporary governance and management issues outlined above.

**84. Scrutiny Management**

In accordance with the Constitution, the Committee were informed that Councillor Duggins, Chair of the Scrutiny Co-ordination Committee, attended the Coventry Investment Fund Cabinet Committee meeting held on 8 March, 2016 for the item relating to "Coventry Investment Fund – Sitel New Operations Centre" and had agreed that the decision was urgent and that call in should not apply. The Committee were informed of the reason for urgency which was that to delay the implementation of the proposal had the potential of putting the proposed project at risk.

**85. Outstanding Issues**

The Committee noted that all outstanding issues had been included in their Work Programme for the year, Minute 86 below refers.

**86. Scrutiny Co-ordination Committee Work Programme 2015/2016**

The Committee considered their Work Programme for the current municipal year.

**RESOLVED that the Work Programme be noted.**

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

There were no additional items of urgent public business.

(Meeting closed at 11.40 pm)

---

**To: Scrutiny Co-ordination Committee**

**Date 13<sup>th</sup> July 2016**

**Subject: Police, Crime and Community Safety**

---

### **1 Purpose of the briefing note**

1.1 To provide information on the:

- Remit of the Coventry Police Crime and Community Safety Partnership Board 'the Board'
- The current membership of the Board
- Remit of individual sub-groups of the Board
- Scope of the planned review of the Board
- Allocation of monies devolved to the Board by the West Midland Police & Crime Commissioner (PCC)
- End of year performance report to the Board
- The PCC consultation regarding the new Police & Crime Plan

### **2 Recommendations**

2.1 Scrutiny Co-ordination Committee is recommended:

- 1) To acknowledge and support the scope of the planned review of the Board
- 2) To consider the performance data at Appendix 9
- 3) To agree a response to the West Midlands Police & Crime Commissioner's questionnaire regarding his planned priorities.
- 4) To identify any recommendations for the appropriate Cabinet Member

### **Information/Background**

#### **3 Purpose of the Board**

3.1 The Board was created in 2013 and meets on a quarterly basis. The relevant terms of reference can be found in Appendix 1, but in summary the functions of the Board are as follows:

- To, provide the governance for the work of the statutory Community Safety Partnership for Coventry.
- Take responsibility for ensuring compliance with the statutory duties and responsibilities set out in the relevant legislation including the Crime & Disorder Act 1998, the Police & Justice Act 2006, Policing & Crime Act 2009 and the Health and Social Care Act 2012.

3.2 Appendix 2 is an organisational diagram which demonstrates the relationship that this Board has with the Health and Well Being Board, Safeguarding Children and Adults Board and the Youth Offending Service Management Board. It also shows the relevant sub-groups to this Board.

#### **4 Membership of the Board**

- 4.1 The membership of the Board is detailed in Appendix 1. This was a local decision and the Police & Crime Commissioner has placed no constraints on how local Boards should be constructed. The current membership is detailed in Appendix 3.
- 4.2 It is expected that all of the Board member representatives for the Responsible Authorities would have sufficient seniority and would be able to make decisions, implement change and commit resources from their respective organisations. Further Board members are made up of representatives from communities/special interest groups, voluntary sector, social housing and business.
- 4.3 **Sub-groups to the Board:** The sub-groups underlying the Board are currently constructed around four themes and represent a range of organisations working in partnership:
- Victim Support and Harm Reduction Partnership
  - Coventry Offender Management Group
  - Prevent, Prepare and Protect
  - City Wide Tasking and Co-ordination Group
- 4.4 The terms of reference for each of the sub-groups can be found in the Appendices 4-7.

#### **5 Scope of the planned review of the Board**

- 5.1 Officers at the Board meeting on 21<sup>st</sup> July 2016 will be seeking permission to carry out a review of the Coventry Community Safety Partnership's activities.
- 5.2 The review will be designed so that the Board and its membership is representative of all strands of community safety within the city. The relevant chairs of the sub-groups will be expected to provide reports of activity and performance to the Board; this will assist and help coordinate activities between the various sub groups.
- 5.3 The Board in turn will be able to hold the chairs of the various sub groups accountable for their work and be able to directly task these partnerships when required.
- 5.4 The suggested scope of the review will be:
- Mapping community safety activities within Coventry
    - The various organisations and bodies working in this area within the city
    - Their relationships with the rest of the West Midlands and Warwickshire
    - Their governance arrangements
    - Produce a model which reflects the full range of all of these activities and their inter-relationships
  - Review of the sub groups which report to the Board
    - Determine if the existing sub groups sufficiently encompass the range of organisations and activities encountered in the mapping exercise
    - Decide if alterations are required to the existing sub groups
    - Determine who is best placed to chair the sub groups and represent this partnership on the main Board
    - Review or create the relevant terms of reference for these sub groups
  - Review of the Board
    - Review the terms of reference
    - Review the membership of the Board

## **6 Allocation of monies devolved to the Board by the West Midlands Police & Crime Commissioner (PCC)**

- 6.1 In the current financial year the Board was given £409,728 by the PCC; this represented a 25% reduction in funding from the previous year. However, the PCC allowed the Board to carry over £82,750 from underspends in the previous year.
- 6.2 Funding decisions are taken by the Board and are allocated to local priorities and regional priorities determined by the PCC. The funding decisions can be seen in Appendix 8.
- 6.3 The End of Year Performance Report: This report is produced for the Board on a quarterly basis. The trend for 'Total Recorded Crime' is downwards (0.9% decrease). Coventry Local Policing Unit (LPU) was the only LPU in West Midlands to record a reduction in Total Recorded Crime. The full report can be seen in Appendix 9. The headline figures in the report are as follows:
- Domestic Violence and Abuse shows an increase of +1.5% or +32 offences with the repeat victim rate reduced to 9.3% from 10.5%. Incidents where children are present have increased by 147%, a rise of 1,090 to a total of 1,832. This increase is mainly attributed to the improved identification and recording of risk, harm and threats to children in the home.
  - The Coventry Domestic Violence and Abuse Services (CDVASS) received 1,083 referrals from April 2015 to March 2016.
  - Sexual Violence and Abuse shows an increase in reports with 13% of the referrals being for males.
  - Coventry Rape and Sexual Abuse Centre (CRASAC) report a continued trend of increases in referrals to all of their services.
  - Hate Crime reports for the City remains reasonably stable with a total of 527 reports for the year.
  - Recorded reports for Anti-social Behaviour (ASB), for the year, show a downward trend and numbered 11,408.
- 6.4 The PCC has developed a questionnaire for the new Police & Crime Plan for the year 2017/18. Responses to the questionnaire should be completed on line.

A copy of the questionnaire can be found at: <https://www.surveymonkey.co.uk/r/V3NPH9L>

The questionnaire has been designed for completion by individuals rather than organisations.

Beverley Massey, Place Directorate, 024 7683 2804

### **APPENDICES**

Appendix 1- Terms of Reference Coventry Local Police, Crime & Community Safety Partnership Board

Appendix 2 - organisational diagram

Appendix 3 - Current Membership

Appendix 4 – Terms of Reference Coventry Harm reduction and Vulnerable Victims Forum

Appendix 5 - Terms of Reference Coventry Offender Management Group

Appendix 6 - Terms of Reference Coventry Prevent Group

Appendix 7 - Terms of Reference Coventry Community Safety Partnership City Tasking Group

Appendix 8 – Funding Decisions 2016-17

Appendix 9 – End of Year Performance

## **Appendix 1- Terms of Reference Coventry Local Police, Crime & Community Safety Partnership Board**

### **Coventry Local Police, Crime & Community Safety Partnership Board**

#### **Terms of Reference**

##### **Function**

The Coventry Local Police, Crime & Community Safety Partnership Board (CLPCCSPB) provides the governance for the work of the statutory Community Safety Partnership for Coventry. It is responsible for ensuring compliance with the statutory duties and responsibilities set out in relevant legislation including the Crime & Disorder Act 1998, the Police & Justice Act 2006, Policing & Crime Act 2009 and the Health and Social Care Act 2012.

##### **Aim**

To reduce and prevent crime, disorder and Anti-Social Behaviour and to work across partnerships to deal with the causes of crime including mental health, substance misuse and chaotic lifestyles

##### **Role & Responsibilities**

- Oversee the production of the annual Strategic Assessment. Leading on the process, agreeing strategic priorities, objectives and targets (reviewed annually). Ensure delivery plans are developed to support the strategic objectives.
- To agree the annual spending plan, ensuring that spending is in line with local priorities and targets. Commissioning services as necessary and receiving quarterly financial reports updating on spends.
- Undertake a performance management function, connecting the performance of strategic and operational groups and holding them to account against their agreed action plans. Receive regular reports from sub-groups for information, approval or as part of performance monitoring arrangements. Reviewing quarterly performance reports against annual targets.
- To work with other partnerships including Health and Wellbeing Board, Adult and Children's Safeguarding Boards and the Local Public Service Board to influence priorities and where appropriate change policy and practice. Promoting practice that supports communities to do more for themselves and to become more resilient.
- Produce the annual report of the board setting out the progress made and suggesting future developments. Formulating agendas, providing associated paperwork in advance of the meeting, ensuring all agreed actions from the previous board minutes are completed or accounted for.

##### **Membership**

##### **Responsible Authorities (RA)**

- Coventry City Council (RA) – including: Public Health, People Directorate, Cabinet Member
- West Midlands Police (RA)
- West Midlands Fire & Rescue Authority (RA)
- Staffordshire and West Midlands Probation Service (RA)
- Coventry & Rugby Clinical Commissioning Group (RA)

##### **Other Stakeholders**

Representation is also required to reflect geographic and thematic interests across the city, taking into account established networks.

- Communities/Special Interest Groups
- Voluntary Sector
- Social Housing
- Business

Invitations will be extended to specialist representatives to attend Board meetings in a non-voting capacity at the discretion of the chair, to aid discussion and decision making. Total member numbers and the proportion of statutory/third sector representations are reflected below:

Statutory	Coventry City Council (4) West Midlands Police (1) West Midlands Fire & Rescue Service (1) Staffordshire & West Midlands Probation Trust (1) Coventry & Rugby CCG (1)	8
Community / Voluntary	Lead Cabinet Member for Community Safety (1) Assistant Police & Crime Commissioner (1) Community Empowerment Network (1) Multi – Faith Network (1) Coventry Ethnic Minority Action Partnership (1) Federation of Small Businesses (1) Chamber of Commerce (1) Voluntary Action Coventry (1) Other Voluntary Sector (1) Whitefriars Housing (representing social landlords) (1) Youth Council (1)	11

### Role of Individual Representatives

All statutory representatives attending the group must have sufficient seniority within their organisations to be able to make decisions, implement change and commit resources within their governance arrangements.

All members of the board should be able to commit to regular attendance and represent the organisation / group effectively by:

- Communicating and championing the work of the Board within their individual agencies, groups, networks and other partnerships.
- Contributing to the capture of data, views and evidence to inform the development of strategic assessments, strategic planning and performance monitoring.
- Engaging in public meetings and consultation events to actively seek the views of stakeholders to inform priority setting and strategic planning.
- Discussing potential conflicts and differences and seeking the most effective solutions.
- Identifying and committing resources to deliver agreed actions.
- Promoting equality of opportunity both in the operation of the Board and the work commissioned by it.

## **Chairing Arrangements**

- The Chair and Vice-Chair will be elected on an annual basis by Board Members.
- The Chair will be expected to represent the Board at events, where appropriate.
- The Chair will sign documentation and release funding on behalf of the Board.
- In the absence of both the Chair & Vice-Chair, the members may appoint a temporary Chair for the meeting.

## **Meeting Arrangements**

- The Board will meet quarterly and the meeting cycle will be agreed annually. Additional meetings may be convened as required.
- Papers and items need to be placed on the agenda in advance of meetings. Agendas, minutes and relating paperwork will circulate at least 5 working days prior to meetings to allow Board Members to prepare.
- A register of interests to be compiled; any declaration of interest pertinent to agenda item discussions to be made at the start of each meeting.
- A work programme for the year will be reviewed at each quarterly meeting to ensure key discussions are programmed and timely decisions are taken. Additional agenda items will be sought from Board Members in advance of each meeting for inclusion on the agenda, by agreement with the Chair.
- Minutes of meetings will be agreed at the following meeting and a copy of the minutes signed by the Chair.
- Regular reports from sub-groups will be received for information, approval or as part of performance monitoring arrangements.

## **Public Meetings**

At least 1 open public meeting will be held per year to outline proposals for priority setting, report on progress and respond to queries and concerns from communities

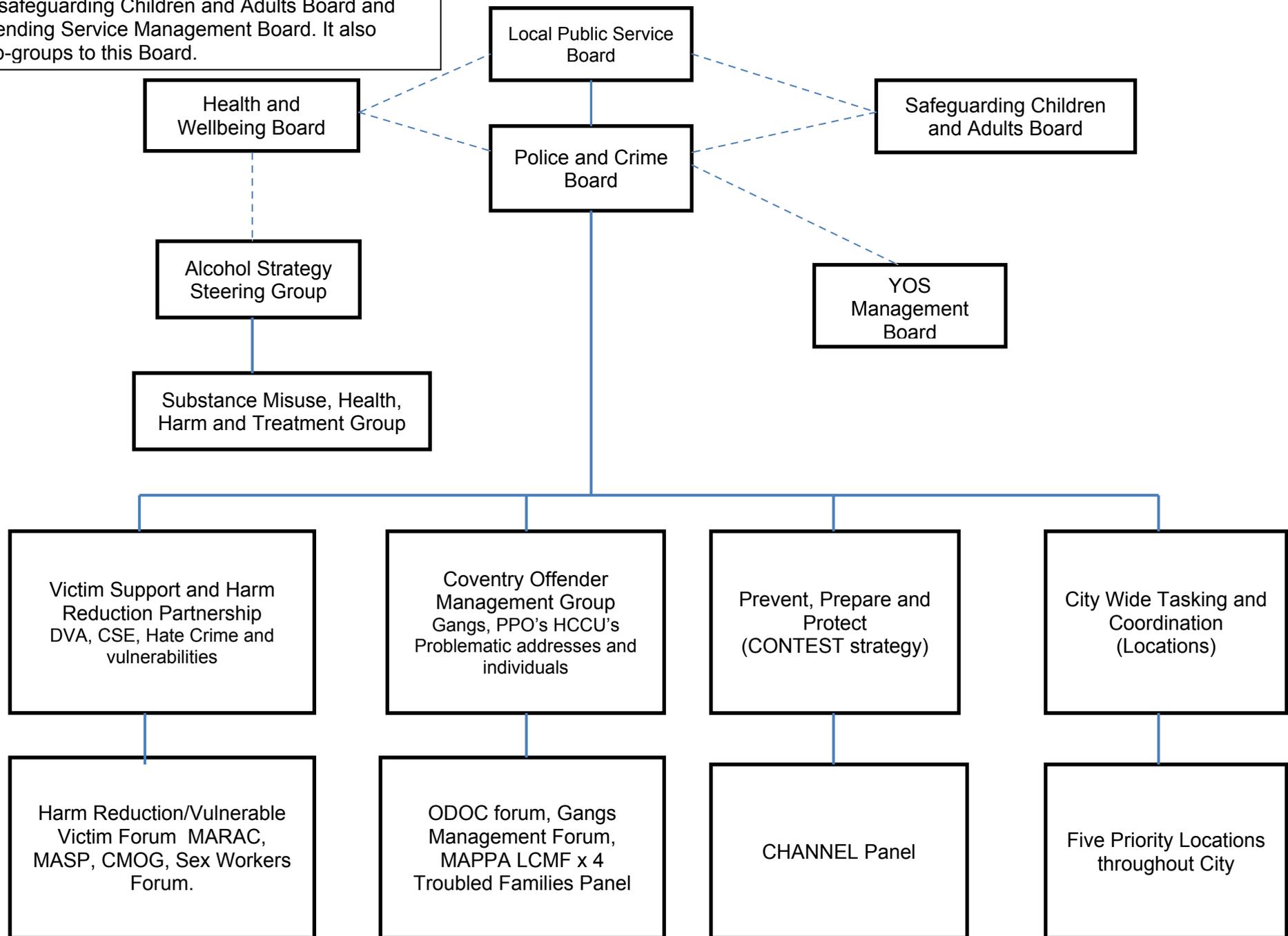
## **Quoracy**

For meetings to be quorate, the attendance of all Responsible Authorities and 6 Community/Voluntary Representatives will be required. Where meetings are not quorate, discussions can take place but key decisions will be deferred to the next meeting.

## **Communication**

Each Board member has a responsibility to cascade information through their own agency group or network as appropriate, communicating the process and rationale for decision making and acting as advocates for the work of the Board.

**Appendix 2** – organisational diagram demonstrating the relationship that the PCC Board has with the Health and Well Being Board, safeguarding Children and Adults Board and the Youth Offending Service Management Board. It also shows the sub-groups to this Board.



Appendix 3 - Current Membership

Name	Organisation
Cllr Akhtar	Coventry City Council
Alethea Fuller	West Midlands Office Policing & Crime
Andrea Simmonds	West Midlands Fire Service
Andy Hardy	University Hospital for Coventry & Warwickshire
Andy Wade	Probation Service
Ben Diamond	West Midlands Fire Service
Cllr Birdi	Coventry City Council
Carmel McCarthy	Whitefriars
Caroline Leighton	Coventry Citizens Advice
Caroline Ward	Coventry Citizens Advice
Cheryl Rosser	Coventry Magistrates Court
Danny Long	West Midlands Police
Cllr Ruane	Coventry City Council
Cllr Abbott	Coventry City Council
Cllr Sawdon	Coventry City Council
Darren O'Shaughnessy	Coventry City Council – Communications Team
David Eltringham	University Hospital for Coventry & Warwickshire
Cllr Duggins	Coventry City Council
Emma Livesley	University Hospital for Coventry & Warwickshire
Fran Collingham	Coventry City Council – Communications Team
Gurdeep Hanspaul	Victim Support Service
Harry Hill	Multi Faith Forum
Craig Hickin	Coventry City Council
Hasson Shigdar	West Midlands Police
Josie Spencer	Coventry & Warwickshire Partnership Trust
Juliet Hancox	NHS Coventry & Rugby Clinical Commissioning Group
June Jeffrey	Community Empowerment Network
Cllr Khan	Coventry City Council
Kobina Hall	Staffordshire & West Midlands Probation Trust
Linsey Hunter	FSB – Federation of Small Businesses
Linsey Luke	FSB – Federation of Small Businesses
Martin Reeves	Coventry City Council
Mary – Ann Stephenson	Coventry Women's Voices
Jane Moore	Coventry City Council
Oliver Lole	Coventry Youth Council
Olivia McFadden	Coventry Youth Council
Pauline White	Whitefrairs
Rob Allison	Voluntary Action Coventry
Ross Palmer	University Hospital for Coventry & Warwickshire
Sean Cumming	Coventry Youth Council
Sheila Bates	Coventry City Council – Children's Champion
Steve Mills	FSB – Federation of Small Businesses
Geoff Thomas	Coventry City Council – Prevent Coordinator
Viv Brosnahan	CEMAP

## **Coventry Harm Reduction and Vulnerable Victims Forum**

### **Purpose**

On behalf of the Coventry Community Safety Partnership and Coventry Safeguarding Adults Board to effectively case manage and provide a multi agency response to vulnerable individuals and victims of hate crime, anti social behaviour and repeat callers to emergency services and partner agencies.

The Forum definition of a vulnerable individual is:

*"An individual will be considered VULNERABLE if the conduct in question causes an adverse impact on their quality of life, including personal safety. Adverse impact includes the risk of harm; deterioration of their health, physical, mental and or emotional well being; or an inability to carry out normal day to day routine through fear and intimidation"*

Or If the conduct in question causes an adverse impact on their quality of life, including personal safety where this is not a temporary state due to intoxication.'

*Coventry Community Safety Partnership definition of hate crime is*

*"A hate crime is any incident perceived by the victim or any other person to be motivated by prejudice against someone's sex, racial heritage, religion, disability or sexual orientation"*

### **Functions**

To co-ordinate services in response to the identified needs of individuals in order to prevent, protect and address behaviour affecting the individuals and/or to address their needs. By:

- Appointing a lead agency to manage and coordinate each case.
- Promoting positive action against perpetrators.
- Actively promote community based solutions to develop social cohesion.
- Making full use of all available interventions including:
  - Preventative measures
  - Enforcement
  - Referrals onto appropriate services
  - Referrals into Safeguarding Adults and Safeguarding Children's procedures as appropriate
  - The use of technical support equipment.
- Identifying areas of good practice and develop more effective ways of joint working.
- Identifying barriers to progress and seek to resolve these issues or to raise them with the Coventry Community Safety Partnership and /or Coventry Safeguarding Adults Board

### **Key Outcomes will include:**

- Improved identification and protection of vulnerable individuals using an action-focused approach
- Mobilisation of core mainstream resources & effective use of external resources
- Increased confidence in reporting incidents
- More positive outcomes for individuals
- Local communities feeling safer.

### **Evidence of Success**

- Increased confidence in services including the Criminal Justice System
- Reduced risks to repeat callers to emergency services
- Coordinated management of repeat callers
- A reduction in numbers of repeat calls.

**Accountability and Responsibility:**

The Forum will report to and be accountable to the Coventry Community Safety Partnership and will also report to the Safeguarding Adults Board.

Members will be responsible for ensuring that the Forum delivers effective case management, interventions, multi-agency working and lead support being identified and agreed.

Individual organisations are responsible for ensuring that their nominated representative(s) or an appropriated substitute, are available to attend all scheduled meetings.

**Working Arrangements**

The Forum will meet on a scheduled monthly basis and be chaired by the Community Safety Hate Crime Reduction Officer. The vice chair will be (to be agreed).....

**Membership 2011-12**

The Forum will consist of core members who are present for every meeting and link members who will be invited as appropriate for their particular input/expertise.

**Membership for Repeat Callers and Hate Crime sections****Core Members:**

- Alison Quigley, Community Safety Team – Coventry City Council
- Nic Mansell, West Midlands Police – Local Police Unit
- Public Protection Unit – West Midlands Police
- Operational Team Representative, Adult Social Care – Coventry City Council (to be a agreed)
- Jarina Rashid-Porter, NHS Coventry
- Kam Sidhu, Coventry Consortium of Registered Social Landlords
- Sue Whitmore, Children Learning and Young People – City Council
- Andrea Simmonds, West Midlands Fire Service
- Kelly Bielby, West Midlands Ambulance Services
- Margaret Greer, University Coventry and Warwickshire Hospital NHS trust
- Jon Hanley or Penny Greenaway Coventry and Warwickshire Partnership Trust (& Coventry Community Health Service)

**Link Members:**

- Rep to be identified, Contact and Connect – Age UK

**Membership for Hate Crime section only**

- Louise Thomas, Local Education Authority – Coventry City Council
- Lee Millar, Public Health Enforcement Team, Coventry City Council
- Winston Muhammad, National Offender Management Service
- Pat Duignan, Youth Offending Service
- Lisa Windridge, Crown Prosecution Service
- Gurmit Shoker, Victim Support

**Administrative Support**

The City Council's Public Safety & Housing Administration Business Support Centre will provide secretarial and administrative support to the Forum. This service must be provided within Data Protection legislation and the Coventry Harm Reduction Forum Information Sharing Agreement

**COVENTRY OFFENDER MANAGEMENT GROUP**

**TERMS OF REFERENCE**

**Role:**

The Coventry Offender Management Group (COMG) is a sub group of the Coventry Community Safety Partnership, responsible for overseeing the development and performance of the Integrated Offender Management approach and monitoring the delivery of all associated offender management programmes in Coventry.

**Function:**

On behalf of the Coventry Community Safety Partnership, the COMG will:

- Oversee the management of offenders and forums, including Local Case Management Forums, DV Offenders Forums, Prolific and Other Priority Offenders (SPF), MARAC and MAPPA.
- Identify and look to mitigate or maximise the relevant cross cutting factors identified in the annual Community Safety Partnership Strategic Assessment
- Oversee the delivery of programmes to address offenders generally, including Drug Intervention.
- Ensure the effective functioning of Integrated Offender Management forums, and ensure management processes in place and that regular performance monitoring requirements are met, including regular updates from Chairs of respective forums
- Identify solutions to blockages and issues raised by offender management groups.
- Identify good practice and facilitate its dissemination. As new offender management programmes are implemented, oversee their delivery.
- Link with other strategic subgroups of CCSP and other relevant partnerships to ensure that common aims are identified, and integrated plans are developed where necessary.
- On behalf of the Joint Commissioning Group, consider funding allocations to support offender management programmes and make recommendations for spend
- Report as requested to the Community Safety Partnership and Joint Commissioning Group

**Key Outcomes will include:**

- Effective delivery of Offender Management strategies and plans to ensure a seamless end to end referral and case management process for offender management programmes in Coventry
- Reduction in crime, disorder and anti-social behaviour within identified cohorts
- Increased numbers of managed offenders accessing treatment and support, as well as obtaining/maintaining stable accommodation and employment

**Governance:**

The COMG will report to the Coventry Community Safety Partnership.

Individual organisations are responsible for ensuring that their nominated representative(s) or an appropriate substitute, are available to attend all COMG meetings, which will be scheduled in advance.

Members will be responsible for ensuring that COMG maintains a good understanding of national, regional and local developments within their respective policy fields. Members will be responsible for communicating the work of the COMG to their respective agency/organisation.

## **5 Working Arrangements:**

The COMG will meet on a bi-monthly basis and be chaired by the Head of Probation Coventry.

The meeting timetable will be scheduled over the year.

Agendas and papers will be dispatched electronically, 5 working days prior to the meeting.

The administrative support will be provided by the Coventry City Council Business Service Centre.

All participants will operate in accordance with Coventry Information Sharing Protocol.

## **6 Membership:**

Head of Probation Coventry, National Probation Service (Chair)

Chair – Multi-Agency Public Protection Panel

Chair – Shared Priorities Forum

Chair – DVA Offenders Forum

Chair – Local Case Management Forums x 4

Police Crime Manager

PPO Co-ordinator (Probation)

Substance Misuse Commissioning Manager

Coventry Consortium of Social Landlords

Youth Offending Service (representative)

Representative from Prison Service

Community Safety Manager

Housing Strategy/Homefinder

Job Centre Plus/Connexions (agenda dependent)

Coventry Teaching Primary Care Trust

MDT

Crown Prosecution Service (agenda dependent)

Coventry City Council Offender Management Officer

Additional agencies may be invited to join the group in relation to specific issues or new developments.

## **Appendix 6 – Terms of Reference Coventry Prevent Group**

### **Coventry Prevent Group**

#### **Terms of Reference**

##### **Role:**

Coventry Prevent Group is a sub group of the Coventry Police and Crime Board Executive Group. It is responsible for ensuring partners provide an effective multi agency approach to dealing with all forms of risk, threats and violence related to extremism

##### **Function:**

- Develop and deliver Coventry Prevent Delivery Plan and ensure the plan reflects the findings of the CTLP and local intelligence provided by partner agencies and the local communities.
- Identify barriers to progress and seek to resolve these issues
- Identify areas of good practice and develop more effective ways of joint working
- Identify any barriers to progress and seek to resolve these issues or raise

##### **Key Outcomes will include:**

- Ensure the effective delivery of the Coventry PREVENT Delivery plan
- To improve the knowledge and understanding of PREVENT
- To raise awareness about the risks of radicalisation
- To build resilience in local communities and support vulnerable victims.

##### **Governance:**

Coventry Prevent Group will report to the Coventry Police and Crime Board Executive Group.

Members of the group will be responsible for ensuring their organisation supports and contributes to the delivery of the PREVENT plan

Individual organisations are responsible for ensuring that their nominated representative or an appropriate substitute, are available to attend all Prevent group meetings, which will be scheduled in advance.

All members of the group are responsible for ensuring appropriate level of membership; all representatives should be in a position to make or have a significant level of influence on decisions within their organisation and commit resources, where appropriate.

##### **Working Arrangements:**

The group will meet on a quarterly basis and be chaired by the Assistant Director Policy, Partnership and Performance, Coventry City Council. The vice Chair will be The Harm Reduction and Strategic Victim Support Officer.

The agenda will be disseminated to members 7 days in advance of the meetings and minutes will be circulated within 7 days of each meeting.

**Membership:**

The Group will consist of representatives from

- Community Safety Team, Coventry City Council
- Assistant Director, Partnership and Performance, Coventry City Council
- West Midlands Police
- West Midlands Counter Terrorism Unit
- Children's and Young People Directorate, Coventry City Council
- Education and Learning Services – CLYP Directorate
- Policy and Communities Officer – Chief Executives Directorate, Coventry City Council
- Youth Offending Service
- University of Warwick
- Coventry University
- City College, Coventry
- Henley College, Coventry
- West Midlands Fire Service
- Coventry and Warwickshire Mental Health Partnership Trust
- Staffordshire and West Midlands Probation Trust

**Secretary:**

The City Council's Public Safety Business Centre will provide secretarial and administrative support to the Coventry Prevent Group.

## **Coventry Community Safety Partnership City Tasking Group**

### **Terms of Reference**

#### **Statement of Intent**

The Group exists on behalf of the Police, Crime & Community Safety Partnership Board and enables senior executives of the partnership to commit and respond rapidly to public place crime, disorder and nuisance through mobilisation of and/or coordination of street based services and resources to hotspot locations determined by a monthly tasking document.

The group provides an operational capability to deliver partnership priorities through a range of tactics and problem solving in locations, identified through their annual strategic assessment and set out in their annual plan.

The group will provide information to, and receive information from, victim and offender based forums in the City to ensure all three approaches are being effectively managed to keep the city as safe as possible.

#### **Accountability & Governance**

This group will be accountable to the Coventry Police Crime & Community Safety Partnership for the management of the 'Priority Locations' identified in the Local Community Safety Strategic Assessment and their annual Police, Crime & Community Safety delivery plan.

The City Tasking sub group will take a strategic view and influence operational delivery in these specific locations and other areas of the City which are experiencing disproportionate crime and nuisance levels.

#### **Role:**

The role of this group is to task and coordinate their operational resources to respond to locations experiencing a range of crimes and nuisance behaviours. The members will consider any trends, patterns and analysed data with which to provide tactical advice and guidance to officers delivering services. This process will be driven by the use of a tasking document which provides statistical data, intelligence and issues identified by communities and mapped geographically to identify locations most affected. This will also seek to drive down unnecessary repeat demand and focus the collective effort of the partnership on priorities evidenced by need.

#### **Function:**

On behalf of the Coventry Police, Crime & Community Safety Partnership:

#### **Partnership Tasking & Coordination forum will:**

- Ensure that trends in crime, community safety including environmental issues and local community tensions are scrutinised on a monthly basis and partner agencies respond to such through tasking and deployment of their collective resources and held to account for their service delivery and interventions.

- Consider the data analysed and produced in a partnership document in accordance with the Coventry Information Sharing Agreement (section 115 of Section 17 of the Crime & Disorder Act 1998) having been provided by key agencies including Coventry City Council, Social Housing Providers, Fire and Health Services.
- Provide advice and guidance to influence operational planning and activity by officers delivering services in the locations identified. Ensure individual organisations priorities and concerns are identified, considered and where appropriate are reflected in the tasking outcomes on a monthly basis
- Ensure consideration is given to services already being provided by the voluntary sector, to avoid duplication and maximise effectiveness of interventions
- Review, examine and evaluate impact of interventions of each operational plan and plan regular programmes of activity
- Feed into individual agency tasking & coordinating processes including local Police tasking arrangements.
- Feed back into other partnership forums i.e victim and offender based forums and community forums.

### **Key objectives/outcomes:**

- The partnership approach will ensure the appropriate commitment of resources to joint operations (to include the co-ordination of high visibility uniformed patrols, involving street based personnel from across partnership agencies to respond to predicted increases in seasonal crimes).
- Pre-planned activity based upon predictive analysis to minimise impact of rises in seasonal crime and disorder and quality of life incidents.
- Effective deployment and performance management of street based services and dynamics within communities.
- Effective and efficient use of resources to maximise collective effort and delivery across agencies.
- Public reassurance and increased community confidence.
- Effective communication with local communities and agencies.
- Safer & stronger neighbourhoods.

### **Responsibility**

Individual organisations are responsible for ensuring that their nominated representative(s) or an appropriate substitute, are available to attend all meetings of this group, which will be scheduled in advance.

Individual representatives/organisations will ensure that they are able to influence service delivery and commit resources. This will involve rapid dissemination of information to identified personnel, in order to direct and enhance service delivery.

### **Working Arrangements**

The Group will meet monthly and be chaired by a Head of Service from the City Council.

The meeting timetable will be scheduled over the year and the tasking document will be despatched electronically, 1 day prior to the meeting.

Agreed actions following each meeting will be disseminated to members of the group by the next working day.

## **Membership**

Membership will include senior officer representation from the following services:-

- Coventry Local Policing Unit & Partnership Analyst
- A representative for all Social Housing Providers
- West Midlands Fire Service
- West Midlands Police (function TBC)
- Coventry Community Drugs Team
- Community representatives/groups
- Coventry City Council including:-  
Environmental Services, Street Pride & Green Spaces, Youth Service, the City Centre Business Improvement District, Planning & Regulatory Services, the Multi-agency Safe Guarding Hub, Traffic & Parking Services, Coventry & Warwickshire resilience forum representative

Additional agencies may be invited to join the group according to local needs or to engage with it in respect of specific issues or agenda items.

Individuals or groups will operate in accordance with the Coventry Information Sharing Protocol.

## Appendix 8 – Funding Decisions 2016/17

## Police &amp; Crime Commissioner Funding in Coventry 2016/17

	Granted To	Allocation for Year (£)
<b>Partnership Functions &amp; Statutory Responsibilities</b>		
Partnership Support, Development & Contract Monitoring Officer including administration & coordination of partnership meetings	CCC Business Support	39,000.00
Analytical support and production of assessments and documents for Partnership meetings	West Midlands Police	35,000.00
<b>Support for Victims &amp; Vulnerable People</b>		
Coordination of work for High Risk DVA Victims via MARAC case management		25,000.00
Work with women offenders and their families to prevent reoffending- Springboard	Community Rehabilitation Company CRC	25,000.00
Contribution towards domestic security within DVA services	CCC - Adults Commissioning team	35,415.00
<b>Management of Perpetrators &amp; Offenders including gangs &amp; OCGs</b>		
DVA perpetrator mentoring programme	Mentoring West Midlands	55,000.00
Youth Offending - Community resolution, reparation & out of court disposals	CCC YOS	85,000.00
Civil Powers. Their use alongside and in conjunction with criminal powers	Coventry City Council	33,750.00
<b>Operational Activity for Locations</b>		
Mediation for Neighbourhood disputes	Whitefriars Mediation Service	2,000.00
Community payback for priority locations (alley way clearances)	Community Rehabilitation Company CRC	5,000.00
Road Safety	West Midland Police	10,000.00
Target Hardening and Security to Public Spaces including deployment of CCTV	CCC street lighting services	10,000.00

CCTV Modernisation	Coventry City Council	49,000.00
Disruption and Operational planning i.e. NTE & CSE activity	Coventry City Council & West Midlands Police	10,000.00
Local initiative & contingency	To be Commissioned	4,813.00
CCTV annual air time agreement costs	Rapid Vision - CCTV company	6,500.00
<b>Tackle causes and drivers of crime, nuisance and harm</b>		
Mental Health Triage	NHS Coventry & Rugby CCG	30,000.00
Substance Misuse & early intervention services	CCC Public Health	32,000.00
<b>TOTAL</b>		
		492,478.00

**Appendix 9** – End of Year Performance



Coventry Police & Crime Board  
Quarter 4, 2015-16  
Performance Report

Total Recorded Crime

Direction of travel: **DOWNWARD**

Despite increases in certain crime categories in the final months of the year, Coventry still managed to achieve an overall reduction in crime for the year of -0.9% (-201 offences). This is the third consecutive year that Coventry has exceeded the "lowest ever" figure established in 2012/13.

This is in stark contrast to the remainder of the Force with Coventry being the only Local Policing Unit (LPU) who recorded a reduction.

Burglary dwellings (BDH) & Violence offences continue to increase, a trend which is displayed across the West Midlands and the Country in general. Target hardening is taking place with multi occupancy student accommodations and identified risk areas in an attempt to reduce BDH's and plans are in place to try and manage the Night Time Economy (NTE) issues associated with violence.

The main offence categories for the last quarter were :

- Sect 20/47 assaults (540,10%)

### LPU COMPARISONS

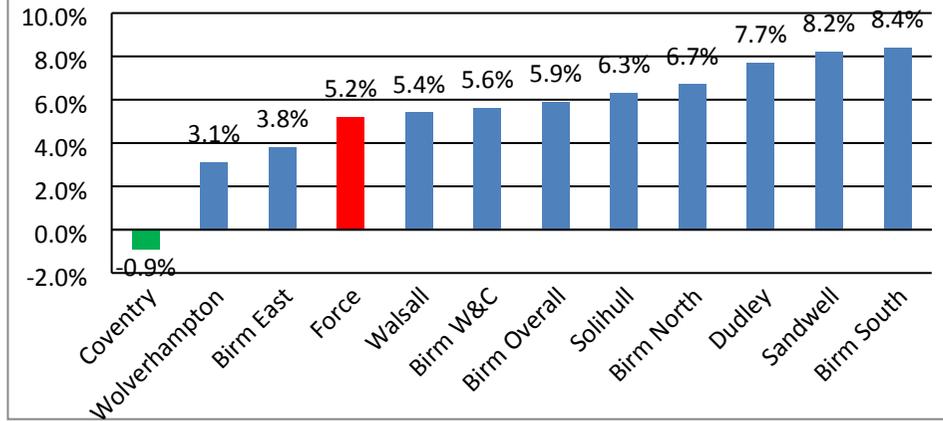


Table 1: Total Recorded Crime Year to Date

CSP	Crimes / 1000 Pop
<b>West Midlands - Coventry</b>	<b>62.176</b>
Greater Manchester - Salford	68.604
Devon & Cornwall - Plymouth	70.729
Hertfordshire - Stevenage	72.723
Bedfordshire - Luton	74.103
Greater Manchester - Bolton	74.480
Thames Valley - Slough	79.599
Essex - Harlow	83.120
Leicestershire - Leicester	83.239
West Yorkshire - Bradford	85.079
Staffordshire - Stoke on Trent	91.835
Lincolnshire - Lincoln	93.376
Avon & Somerset - Bristol	100.711
Hampshire - Portsmouth	103.039
Lancashire - Blackpool	109.416
<b>MSG Average</b>	<b>83.482</b>

Table 2: IQUANTA Most Similar Group Comparisons

Domestic Violence Abuse

Direction of travel: **Upward**

Domestic Violence Abuse has a history of underreporting and West Midlands Police are taking steps to provide appropriate care to victims and positive action against offenders of Domestic Violence Abuse. Aimed at improving the reporting of these types of offences.

The recording of Domestic violence incidents are separated into 2 categories:

- a) Crime - where criminal offences are identified.
- b) Non crime - Where less serious incidents are reported but a record is completed in order to maintain on-going safety & security within the home.

The reports also detail any children within the family profile, also identifying whether they were present at the time of the incident in order to establish any risk harm or threat to the children.

Number of DVA incidents known to the Police (crime & non-crime)

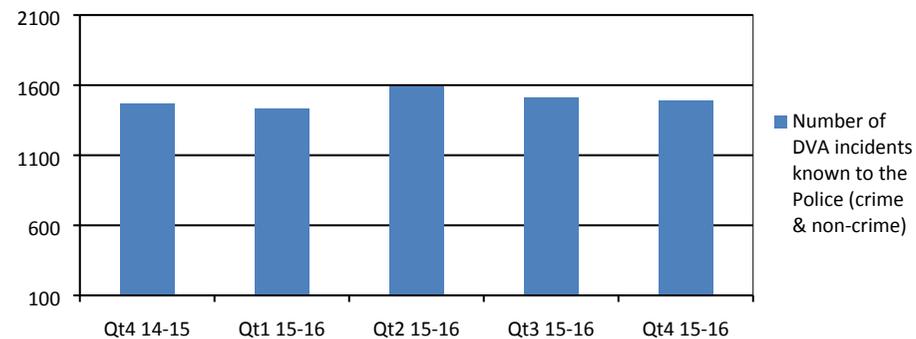


Table 3: Number of DVA incidents known to the Police (crime & non crime)

actually increased by 32 offences (+1.5%) with the repeat victim rate reduced to 9.3% from the previous years 10.5%. This could suggest that victims are feeling safer and more confident to report incidents and the processes put in place are reducing the risk of them becoming repeat victims so making them safer.

Non crime incidents fell by 164 reports (-4.1%) this again is indicative of the work done to reduce repeat victims.

#### Children present

The reporting of children present has increased by 147% (from 742 last year to 1832 this year) this is in line with the drive to ensure that we are able to identify risk, harm & threats to children in the home to ensure their safety in response to recent recommendations.

The Department of Communities and Local Government (DCLG) have provided funding for a 12 month period (from April 2015) for domestic violence abuse Accommodation Services, which is provided by Coventry Haven.

#### Quarter 3 – Coventry Haven (DCLG)

- 52 new referrals received in quarter 3,
- 10 new referrals accepted (3 from Coventry)
- Service users all Female
- 8 new children
- 3 new children open to Social Care – Referral Assessment Service (RAS)
- 5 new children with a CAF in place

Data to the end of Quarter 4 is to be confirmed.

The Coventry Domestic Violence & Abuse Services (CDVASS) came into place on 29th September 2014. Data for the period April 2015 to March 2016 shows a total of 1083 referrals have been received by the service.

#### CDVASS Information for Quarter 4 (January, February and March 2016):

- 294 referrals to Refuge
- 131 admitted to Refuge (Community Based Service)
- 38 admitted to Accommodation services
- 505 calls have been made to the Helpline
- 216 children admitted to Community Based Service
- 137 children open to Social Care
- 14 children with a CAF
- The number of referrals received by the Perpetrator programme in quarter 4 is to be confirmed. Year to date, as at quarter 3, was 179 (Social Care 120, Police 26, Self referral 14, CDVASS 13, remaining from Probation and Other).

#### Year to Date – Coventry Haven (DCLG)

- Year to date (to 31<sup>st</sup> December 2015) a total of 164 new referrals received, 82 new referrals from Coventry
- The total number of referrals accepted into Refuge Accommodation 40 (40 women, 27 children)
- 13 new residents accepted with No Recourse to Public Funds (NRPF) at point of referral into DCLG units
- 7 additional women with No Recourse to Public Funds (NRPF) offered Emergency Bed space
- All service users are Female

Data to the end of Quarter 4 is to be confirmed.

## Sexual Violence Abuse

### Direction of travel: **Upward**

Sexual Assault Referral Centre (SARC) in quarter 4 a total of 110 clients were seen (across Coventry & Warwickshire), which compares to 127 for the same period last year, a decrease of -13%, 17 fewer clients seen, however Year End a total of 446 clients were seen, which compares to 383 in the same period for 2014-15, a year end increase of +16%.

Referrals from Coventry totalled 34 in quarter 4, the largest referrer is Coventry Police accounting for 66% with the remaining split between Self-referrals 29% and Coventry Children's Services 3%. Of the overall clients seen by SARC in 2015/16 there has been an increase in Males accessing services, accounting for 13% of total clients this year compared with 11% last year. There has also been an increase in younger clients (Under 13 and 13-15 years) by 29% (n=48 2015/16, n=115 2014/15). Rape accounted for 46% of alleged offences, followed by Other sexual assault and Victim unsure of what offence occurred.

Coventry Rape and Sexual Abuse Centre (CRASAC)

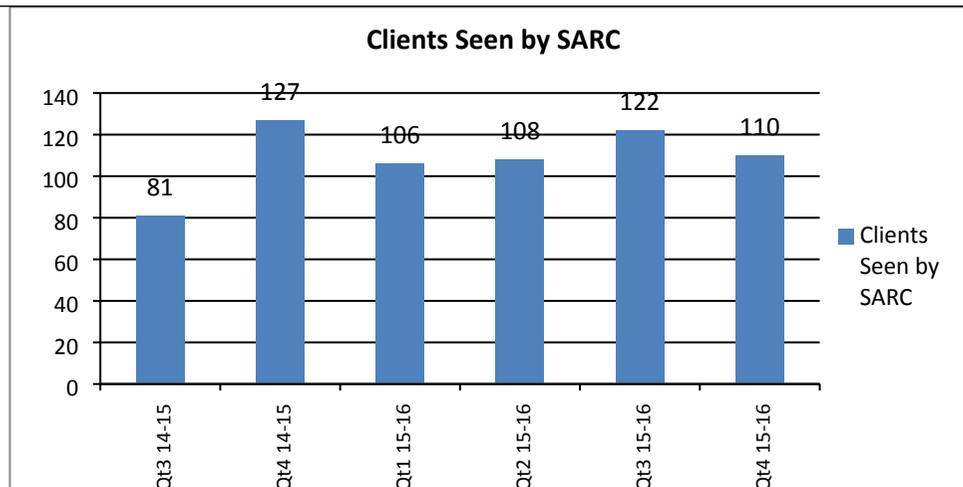


Table 4: Clients seen by SARC

CRASAC data for Quarter 4 and Year End 2015/16:

- 719 clients have been support by the Counselling Service in 2015/16 (+ 7%) on 2014/15.
- Key referrers into the counselling service (excluding self-referrals) are: Social Care, GP's/Health/Mental Health, IAPT, Police, SARCs, and other Voluntary Sector organisations.

information for quarter 4, and end of year 2015/16: shows 282 active clients were supported by Independent Sexual Violence Advisor (ISVA) this service supported 622 active clients in 2015/2016, which is a 15% increase compared to 2014/2015.

2015/16 has continued the trend of the year on year increases in referrals and clients accessing all of CRASAC services.

- The total number of calls to the helpline in 2015/16 was 7250 (+32%)
- 62 males were supported within the counselling service in Qt4 (+41% on same period last year). In 2015/16 108 male clients accessed the counselling service.
- 25% of clients are aged between 5-18 years, 31% of clients accessing the ISVA service and 21% of counselling clients are 18 or younger.
- The number of younger clients supported continues to be significantly impacted on by Child Sexual Exploitation.
- 49% of adult clients report the main incident that brought them to CRASAC services as occurring before the age of 18.
- Of all new clients to in 2015/16 35% have disclosed a Mental Health, Physical and/or Learning Disability.

## Hate Crime

### Direction of travel: Stable

In quarter 4 a total of 115 hate crime incidents were reported, year-end 2015/16 the number totalled 527.

Police data for 2015/16 showed a total of 467 incidents recorded (379 crime & 88 non crime) which is a small annual increase of 7 incidents (1.5%) with the increase being split pretty evenly between crime & non crime. Racist incidents reduced slightly but there were increases in Homophobia and Disability related matters. A review of the disability hate crimes recorded in the year reveal that there are at least 6 reports that have been identified as hate crimes merely by the fact that they suffer from some form of disability rather than being directly targeted because of it. These are identified in order to establish vulnerability.

60 hate crime incidents were recorded by Hate Crime Reporting Centres in 2015/16, this is just above last year when 58 were recorded.

Type of hate crime incidents 2015/16



Table 5: Type of hate crime incidents 2015/16

The majority of incidents are Racist in nature.

### Anti-social behaviour / nuisance

Direction of travel: **Downward**

Total number of anti-social behaviour incidents for quarter 4 was 2663, includes Police (n=1497) and City Council ASB/Nuisance (n=1166 based on *contact centre searched data*). The total anti social behaviour/nuisance year to date numbered 11408. Both Police and City Council have seen reductions compared with the same period last year.

Crime and anti-social behaviour/nuisance incidents in Priority Location for quarter 4 and year end are to be confirmed. *Figures for Priority Locations are estimated as not all data is mapable and will therefore not be included within the figures.*

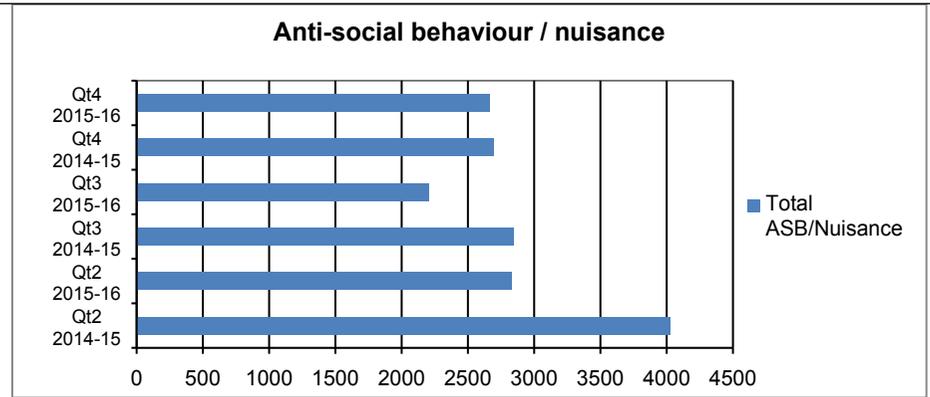


Table 6: Anti-social behaviour / nuisance



## Public report Cabinet

Cabinet  
Scrutiny Co-ordination Committee

5 July 2016  
13 July 2016

**Name of Cabinet Member:**

Council Leader – Councillor Duggins

**Director Approving Submission of the report:**

Executive Director People

**Ward(s) affected:**

Not applicable

**Title:**

**Council Plan Performance Report 2015/16**

---

**Is this a key decision?**

No

---

**Executive Summary:**

The Council Plan is the organisation's corporate plan. It sets out the Council's strategic direction and priorities for the next ten years. The current plan was last refreshed in July 2015 to reflect the Council's vision to be a top ten city where everybody can share in the benefits of growth, including our most vulnerable residents.

The Council Plan performance report 2015/16 sets out the progress made towards the Council Plan in 2015/16, that is, the year from April 2015 to March 2016. A set of headline indicators is used and where applicable, contextual information has been included to describe what is happening in Coventry and how this compares with elsewhere.

The majority of the key priorities set out in the Council Plan are also the Council's equality objectives. This report also includes data setting out the impact and progress made this year for groups with protected characteristics.

**Recommendations:**

Cabinet is asked to:

- approve the 2015/16 performance report; and
- consider the contents of the report when refreshing the Council Plan priorities.

Scrutiny Co-ordination Committee is asked to:

- consider the content of the report and identify any areas to be addressed in the work programmes of the Scrutiny Boards.

**List of Appendices included:**

Appendix I Council Plan 2015/16 end of year performance report  
Appendix II Performance management framework

**Background papers:**

None

**Other useful documents:**

The Council Plan [www.coventry.gov.uk/councilplan/](http://www.coventry.gov.uk/councilplan/)

Previous performance reports [www.coventry.gov.uk/performance/](http://www.coventry.gov.uk/performance/)

**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: Council Plan Performance Report 2015/16

### 1. Context (or background)

- 1.1 The Council Plan is the organisation's corporate plan. It sets out the Council's strategic direction and priorities for the next ten years. The current plan was last refreshed in July 2015 to reflect the Council's vision to be a top ten city where everybody can share in the benefits of growth, including our most vulnerable residents.
- 1.2 The performance report (Appendix I) is a high-level summary of the progress made towards the Council Plan in 2015/16, that is, the year from April 2015 to March 2016. A set of headline indicators is used to describe the Council (and city's) overall direction of travel; and where applicable, contextual information to describe what is happening in Coventry and how this compares with elsewhere. Where headline indicators have been reported previously, progress has been compared with previous years; where the indicator is new or revised, this will form the baseline against which to measure future progress.
- 1.3 More detailed reporting including a publication schedule; trends/comparators; progress reports; open data; maps and infographics can be accessed through the Council's information and statistics web pages at [www.coventry.gov.uk/infoandstats/](http://www.coventry.gov.uk/infoandstats/).
- 1.4 The Council's priorities are delivered through strategies aligned to the Council Plan; as set out in the performance management framework (Appendix II). As part of the performance management process, leadership teams within each directorate and the Corporate Leadership Team have been involved in ensuring that strategies and priorities within service areas are aligned to the Council's strategic priorities.
- 1.5 The majority of the key priorities set out in the Council Plan are also the Council's equality objectives. This report also includes data setting out the impact and progress made this year for groups with protected characteristics.

### 2 Options considered and recommended proposal

- 2.1 The overall performance in 2015/16 shows that the Council is making progress or maintaining performance for nearly three-quarters of the headline indicators, a marked improvement from half-year or in previous years. There are 64 headline indicators, of which 39 improved (61%); 7 stayed the same (11%); 10 worsened (16%); 3 where we can't say (4%); and 5 target not applicable (8%). Progress has been made in the context of continued and sustained reduction in overall resources to the Council: the Council received £887 funding per household in 2016/17, compared to £1,642 per household in 2010/11, a reduction of £755, even as the number of Coventry households has increased.
- 2.2 Equality and Marmot indicators are embedded within the Council Plan. This is in recognition that many of the Council's key priorities have an equality dimension or address an inequality that is caused by social deprivation. There are 59 equality indicators.
- 2.3 Members are asked to consider the progress that have been made towards the Council's priorities, and to consider the contents of the report when refreshing the Council's priorities or identifying areas that need to be addressed in further detail.
- 2.4 Performance measures and targets are set, reviewed and revised by services with the relevant cabinet member, in line with the relevant strategy. The Insight Team is working with the Corporate Leadership Team to ensure that measures are co-ordinated across the organisation. Looking forward, changes introduced by government to the accountability systems for schools mean that there will be completely new educational attainment measures from 2016/17 onwards.

### **3 Results of consultation undertaken**

- 3.1 Where appropriate, residents' perceptions are used in the report to help to understand residents' views of the Council and its services. These are typically collected through surveys, for instance, the 2016 Life in Coventry survey.
- 3.2 The Council has consulted with local communities and Council employees on how it can work better to achieve the equality objectives within the Council Plan.

### **4. Timetable for implementing this decision**

- 4.1 Regular updates of the Council's performance can be accessed through the Council's performance web pages at [www.coventry.gov.uk/performance/](http://www.coventry.gov.uk/performance/).
- 4.2 The next half-year performance report is expected in January 2017. This report will include the new educational attainment measures introduced from summer 2016 onwards, such as average scaled scores at primary and Attainment 8 and Progress 8 at secondary.

### **5. Comments from the Executive Director of Resources**

#### **5.1 Financial implications**

Last December, the Government announced the provisional local government finance settlement for 2016/17 to 2019/20. This signalled a continuation of public sector spending reductions up to at least 2020, when the Government has targeted a budget surplus. Resources available to Coventry have fallen by around £80m over a four-year period to 2015/16 and the settlement funding assessment for Coventry shows annual reductions to 2019/20 with a total further fall of £40m over the coming four years. There are no financial implications for this report. This report covers the period 2015/16 and can be viewed with the 2015/16 revenue and capital outturn report setting out the Council's year-end financial position for 2015/16.

#### **5.2 Legal implications**

The Single Data List sets out a list of all the datasets that local government must submit to central government. In addition, the Government's Local Government Transparency Code sets out the minimum data that local authorities should be publishing, the frequency it should be published and how it should be published. There is no requirement placed on local authorities to publish a report on its performance or any requirement on the Council to publish performance on any particular measures. Coventry City Council does so as it sees it as good practice to do so.

### **6. Other implications**

#### **6.1 How will this contribute to achievement of the Council's key priorities?**

The performance report sets out the progress made towards the Council Plan, that is, the Council's key priorities. The performance management framework sets out how the Council plans and organises the resources at its disposal to achieve the vision and priorities, as set out in the Council Plan.

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

The performance management framework (Appendix II) helps the Council to manage risk by measuring and reviewing progress in relation to the priorities of the Council Plan. This ensures that areas where good progress is being made as well as those areas where progress is not as expected and where corrective action may be needed can be identified.

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

The Council Plan impacts on all of the Council's directorates. Effective performance management arrangements at all levels will help to ensure that the Council's priorities are delivered.

#### 6.4 Equalities / EIA

The Council's performance management framework and reporting arrangements must have due regard to the public sector equality duty under section 149 of the Equality Act 2010; including the need to: eliminate unlawful discrimination, harassment, and victimisation; meet the needs of people regardless of their background; and encourage all people to participate in public life or in other activities where their participation is low.

The Council considers the majority of the key priorities set out in the Council Plan as equality objectives. This contributes to meeting the Equality Act 2010 (Specific Duties) Regulations 2011.

The Council is currently working towards setting a small number of equality objectives focused around a number of the Council's key strategies linked to the Council Plan. These include the workforce strategy; the development of Friargate and a new democratic centre; the culture change and customer journey programmes; and Marmot and health inequalities. Consultation is being carried out with local communities and Council employees to consider how we can all work together to achieve the equality objectives set.

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

Progress will be measured through energy use and carbon dioxide emissions from local authority operations.

#### 6.6 Implications for partner organisations

Whilst this report reflects progress against the Council's priorities, it also includes actions and measures where the contribution of partners is essential to their delivery.

#### Report author(s):

##### Name and job title:

**Si Chun Lam**

Corporate Performance Officer

##### Andy Baker

Insight Manager (Intelligence)

##### Directorate:

People

##### Tel and email contact:

+44 24 7683 3910

[SiChun.Lam@coventry.gov.uk](mailto:SiChun.Lam@coventry.gov.uk)

Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
<b>Contributors:</b>				
Jane Moore	Director of Public Health	People	08.06.2016	14.06.2016
Hayley Doolan	Programme Officer (Customer Insight)	People	13.05.2016	18.05.2016
Richard Evans	Senior Analyst	People	13.05.2016	18.05.2016
Thomas Evans	Analyst	People	13.05.2016	18.05.2016

<b>Contributor/approver name</b>	<b>Title</b>	<b>Directorate or organisation</b>	<b>Date doc sent out</b>	<b>Date response received or approved</b>
Bev McLean	Performance Information Officer	People	13.05.2016	18.05.2016
Surindar Nagra	Policy and Communities Officer	People	13.05.2016	18.05.2016
Chris West	Executive Director	Resources	08.06.2016	14.06.2016
Martin Yardley	Executive Director	Place	08.06.2016	14.06.2016
Lara Knight	Governance Services Co-ordinator	Resources	10.06.2016	10.06.2016
<b>Names of approvers for submission:</b> (officers and members)				
Finance: Barry Hastie	Head of Financial Management	Resources	08.06.2016	08.06.2016
Legal: Helen Lynch	Legal Services	Resources	08.06.2016	15.06.2016
Director: Gail Quinton	Executive Director	People	08.06.2016	14.06.2016
Members: Cllr Duggins	Council Leader		08.06.2016	08.06.2016

This report is published on the Council's website: [www.coventry.gov.uk/meetings/](http://www.coventry.gov.uk/meetings/)



# COUNCIL PLAN 2015/16 END OF YEAR PERFORMANCE REPORT

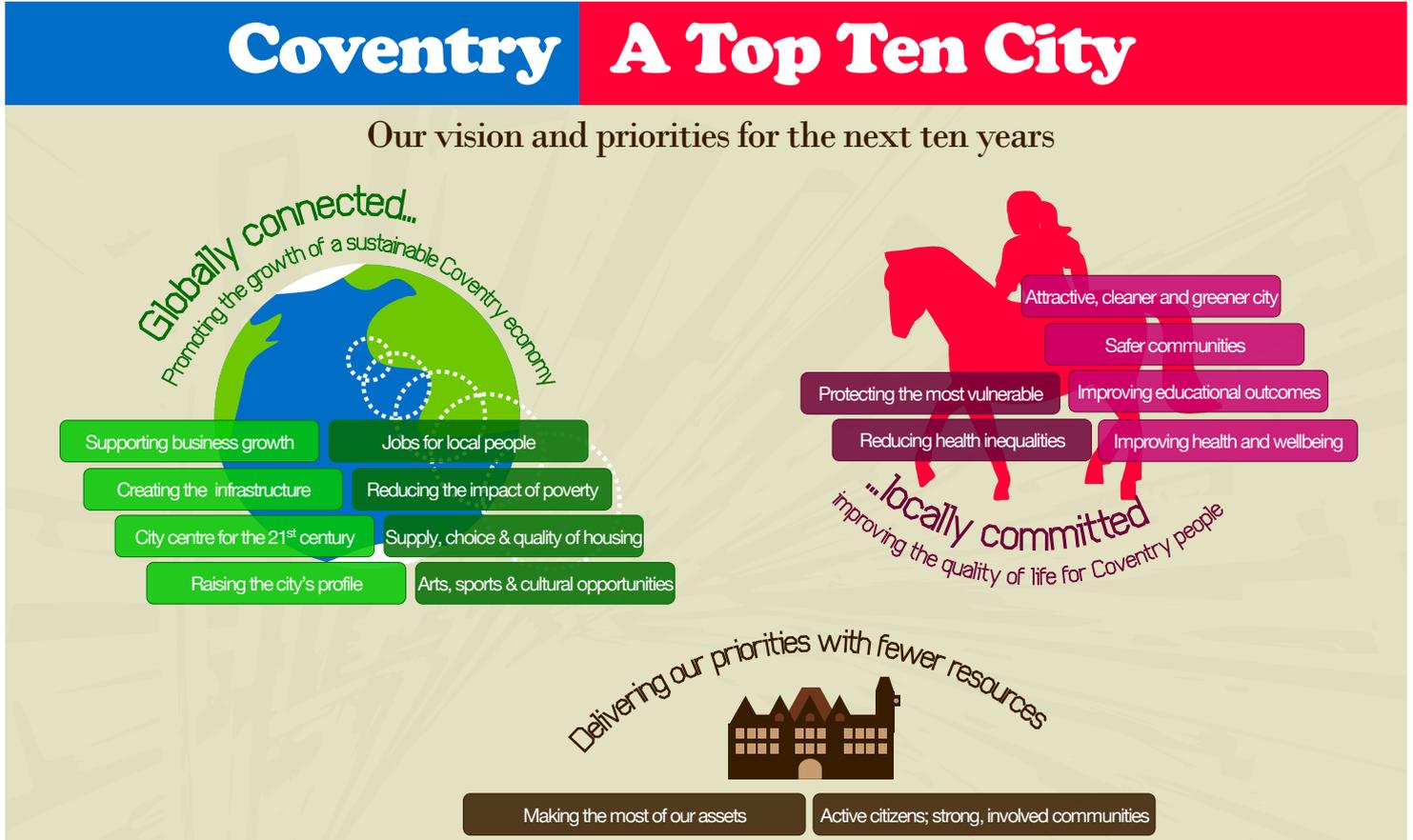
JULY 2016  
INSIGHT TEAM  
COVENTRY CITY COUNCIL

## Contents

Executive summary	3
Globally connected: promoting the growth of a sustainable Coventry economy	5
Locally committed: improving the quality of life for Coventry people	14
Delivering our priorities with fewer resources	22
List of new, revised or deleted indicators and indicators with no data available	27

## Council Plan

The Council Plan *Coventry: A Top Ten City* was last updated in July 2015:



## Indicators

The Council uses headline indicators agreed with managers to show progress made towards its priorities. This is supported by a wider basket of measures, equality indicators and perception measures that help explain the trends and story behind the headlines. Where possible, indicators are selected from key strategies and aligned to directorate priorities.

## Abbreviations & symbols used

S/N = Statistical neighbours (similar authorities)

WMM = West Midlands metropolitan area

WMR = West Midlands Region

Headline indicators are indicated by a shaded background

## Find out more

The Council's performance reporting arrangements are made up of a high-level summary published every six months (this report); and online resources on the Council's website setting out historical trends, comparators, interactive maps and data visualisations and links to the Council's key strategies and progress reports.

Symbol	Progress	Target
	Progress made towards the target (right direction)	On-target
	Moving away from target (wrong direction)	Off-target
	Progress is similar or unchanged (or statistically insignificant)	-
	Updated data not available	-
	-	Target cannot be set

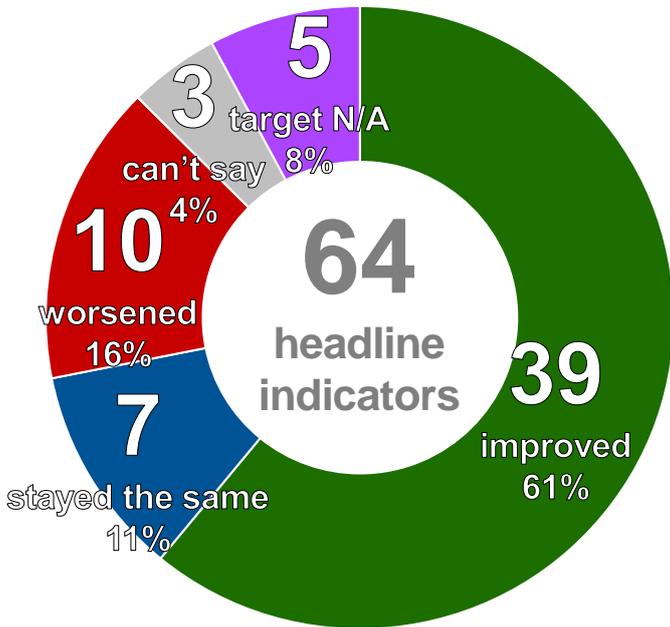


[www.coventry.gov.uk/performance/](http://www.coventry.gov.uk/performance/)

04/07/2016 12:25:46

# Executive summary

## Overall performance



The Council Plan is measured using 64 headline indicators, of which 39 indicators (61%) improved. This is an improvement compared to previous updates: in December 2014, fewer than half (36%) of indicators improved and the equivalent in July 2015 and January 2016 was 55% and 52% respectively.

### Globally connected (18 indicators)



### Locally committed (33 indicators)



### Delivering our priorities with fewer resources (13 indicators)



### Overall position (64 indicators)



improved | stayed the same | got worse | can't say | target not applicable

47 of the 64 indicators unchanged since December 2014

## Globally connected: promoting the growth of a sustainable Coventry economy



Our resident population is growing with the most recent increase being 2.3% – mostly high birth rates and international students; creating a sustained demand for housing.



Employment is stable but there has been an increase among males and decrease among females. Wages are finally going up but resident wages remain below the national average. 15% more residents now say they are living comfortably and 10% fewer residents worry about money.



Coventry's business growth rate of 11% rate (900 new enterprises) was slightly higher than regionally or nationally.



Attracting businesses to the city is intended to grow our economy; increasing gross value added which is currently £21,382 per head. Business rates will become increasingly important to the council's income over the coming years; it has also been necessary to make changes to Council Tax payments and support.



Among young people 16-18 there are now fewer NEETs (not in education, employment or training). However, there is still a concern that the proportion of the adult population overall who are qualified to NVQ 4+ has fallen and is below regional and national average.



The city centre is being transformed with Friargate and university-related developments including student housing. City centre footfall is going up in contrast to the national trend – and may be linked to higher satisfaction with the city centre.



## Locally committed: improving the quality of life for Coventry people



**Fly-tipping** is down but our **recycling rates** have also gone down with only **30%** of our waste currently recycled. This however is in line with regional and national trends.



While **fewer households** are accepted as **statutory homeless**, those with **dependent children** and/or are **pregnant women** increased and is **double the national average**.



**Adult safeguarding concerns** have doubled. This is seen as positive as it reflects **better awareness**. Overall **demand** for adult social care has increased, with **more receiving long-term ongoing support**.



**64%** of children achieve a **good level of development** by age five. In **children's social care** there are **concerns over re-referrals**. In specialist services, **looked after children** numbers are **stable** but there are **concerns over children re-entering care** and relatively high numbers in residential care.



**Crime** and anti-social behaviour has **gone down** while **hate crime incidents** are **stable**. **84%** of residents **feel safe at night**.



Overall **life expectancy** is **stable**; and the **male life expectancy gap** has **decreased**. **More** adults are **physically active** and use our outdoor spaces for exercise/health – we are now similar to the national average! **Smoking** and **drinking** have **declined**.



**91%** of pupils attend a **good / outstanding primary school** and for **secondary, 67%**. Our **Key Stage 2 results** have improved but **GCSE results** fell slightly in 2015. On progress measures, our secondary schools are doing better.



...locally committed

## Delivering our priorities with fewer resources



The Council's new **Broadgate customer service centre** opened consolidating **14** reception points across the city and closing other Council buildings to save money.



**80%** of the Council's **transformational target savings** were made.



A **culture change programme** is helping to create a more **agile and flexible workforce**, for instance, our **Aspiring Leaders** programme is training a cohort of our staff with leadership experience.



**Carbon emissions** from our operations decreased by an estimated **1.45%**.



**31%** of people say they access information on our website.



**1 in 5 (20%)** of our transactions are now **digital** – up from less than **1%** just two years ago. The next focus is to improve online services to make them better.



**2 in 5 (39%)** of residents **contacted us** in the past 1.5 years (mostly by phone). Those who contact us tend to be less happy with us – this is expected; satisfied residents won't need to make contact.



We are trying to **empower communities** and build **networks** to help communities **make better use of their own assets** and resources to improve their local areas.

Delivering our priorities with fewer resources



## Supporting businesses to grow

### Trends

The city has seen an 11% growth (around 900) in enterprises in 2014/15. This is slightly higher than the regional and national growth rates, although Coventry was starting from a lower business base. The growth this year follows strong growth in 2013/14. The number of businesses in Coventry relative to its population size remains proportionally lower than the regional and national average. As is the case nationally, the vast majority of enterprises in Coventry (88%) are micro businesses with fewer than 10 employees; as such, the growth was fuelled by micro businesses start-ups.

### Actions

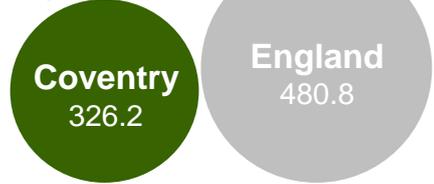
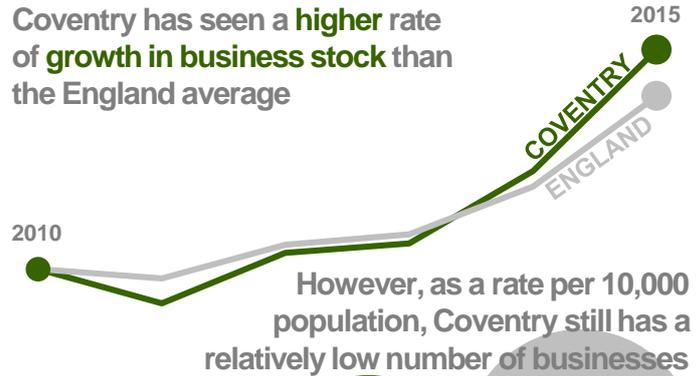
The Council is key partner of the Coventry & Warwickshire LEP (CWLEP), acting as accountable body for the majority of its economic development funding. The objectives are to drive economic growth; help remove barriers to economic growth; help create high-value jobs; and co-ordinate local government co-operation and support. The Council also contributes to the single business growth hub service, delivered by the CWLEP. The performance of the CWLEP Growth Hub has built upon its first year, with higher numbers of engagements, business assists, grants, added value and linked private sector investment. Within Coventry, the hub engaged with 145 businesses, 57 of which lead to an assist and 20 received a grant. Growth Hub activity is estimated to have created 265 direct jobs in Coventry; created £10 million in added value to businesses; and has been linked to £10 million in private sector investment.

Through its internally-managed services the Council has directly contributed to creating 1,694 new job opportunities; secured £323m of business investment; and supported 398 businesses to grow and develop. Businesses have been directly assisted in supporting their growth plans by accessing public sector investment; finding new premises; improving their digital capability; recruiting new staff; up-skilling existing staff; and improving the health and wellbeing of employees. Significant European funding has been secured for the next three years to deliver programmes of business support.

### Indicators

Indicator	Previous performance	Current performance	Comparators	Progress	Target	Status
Number of enterprises	7,940 (+7.2%) Mar 2014	8,835 (+11.3%) Mar 2015	+9.8% in WMM March 2015 +8.5% in England March 2015	✓	↑	✓
Gross value added (GVA) per head	£21,239 2013	£21,382 2014 provisional	£26,003 Warks; £19,778 WMM; £25,367 England 2014	✓	↑	✓

Coventry has seen a **higher rate of growth in business stock** than the England average



### CWLEP Coventry & Warwickshire Local Enterprise Partnership

- £89m** Growth Deal funding secured
- £35m** for Whitley South public infrastructure
- £30.9m** Regional Growth Fund secured
- £11.3m** Growing Places funding
- £42.4m** European Regional Dev. Fund secured
- £17.2m** secured so far from the European Structural and Investment Funds for 2016-2018

### CWLEP GrowthHub

- In 2015/16...
- **57** businesses assisted
  - **20** grants given worth £574k
  - **265** jobs created
  - **£10m** added value to business
  - **£10m** private sector investment

# Creating the infrastructure for the city to grow and thrive

## Trends

The Council is working with partners to create the infrastructure for the city to grow and thrive, including the Friargate business district, and making the city more accessible for businesses, visitors and local people through better road, rail and digital connections.

Coventry is home to two successful and growing universities, and the Council is supporting the growth of the universities by supporting the development of new purpose-built accommodation schemes in the city centre. This will, in turn, help attract new cafes, restaurants and shops into the city; help create a skilled workforce encouraging businesses to the new Friargate business district; as well as free up housing for local families by reducing the demand for houses in multiple occupation.

In the past year, the Council has approved a number of schemes which is transforming the city centre, including a £70m plan between Barberry and Coventry University to develop rooms for 1,200 students at the former Royal Mail sorting office at Bishopgate; a 600-room project including a 20-story tower by Downing at Belgrade Plaza; as well as student schemes by Complex Development Projects at Gosford Gate and Millennium View.

➡Clockwise from top: new student accommodation approved at Millennium View including opening up River Sherbourne; Gosford Gate scheme; Belgrade Plaza development.

The business rates collected in the city will become increasingly important for the council’s financial stability, as national changes mean that local authorities will retain a greater proportion of business rates, moving from 49% to 100% by 2020. This will mean that a greater proportion of the council’s income is dependent on business rates but overall the council is unlikely to be better off as this income will replace existing funding sources.



## Actions

A key achievement this year is the West Midlands Devolution Deal which secures £150m of funding for the regeneration of our city centre, as well as local control over transport investment and growth, including public transport such as the franchising of bus services.

The Friargate business district is beginning to take shape, with the Council building under construction; agreement made to build a second tower in March; and the construction of a Growth Deal-funded pedestrian tunnel under Warwick Road which will enable the Coventry Station Masterplan, a five-year programme to expand the station, to go ahead. Coventry’s approach was recently recognised by Sir John Armitt, president of the Institution of Civil Engineers (ICE), who “hailed the city as a perfect example of planning for the future” (Coventry Telegraph, 13 April 2016).



➡Computer generated image of the proposed second Coventry Rail Station entrance on Warwick Street and the second office building at Friargate.

## Indicators

Indicator	Previous performance	Current performance	Comparators	Progress	Target	Status
Business rates base (total rateable value)	£299.2m Mar 2015	£300.0m Mar 2016	-		£299.2m+ 2015/16	

# Developing the city centre for the 21st century

## Trends

Footfall in the city centre increased by 1.3% in 2015/16 in contrast to a 1% decline nationally. This also marks a turnaround from the decline in footfall seen in recent years.

In particular, evening footfall increased by 17%. This can be attributed to the new restaurant quarter (The Cosy Club, Las Iguanas, and Wagamama) at Cathedral Lanes in Broadgate Square in September 2015.

The number of empty shop units in the city centre fell, from 63 in January-March 2015 to 55 in January-March 2016.

Coventry's CACI retail footprint standing, a measure of the size of UK shopping centres using transaction data, rose in 2015 to 47<sup>th</sup> place, an improvement on previous years but it is still underperforming considering Coventry is the 13<sup>th</sup> largest city in the UK by population.



## Actions

City centre developments in 2015/16 are beginning to transform the city centre. This year has seen the opening of the restaurant quarter at Cathedral Lanes; opening of the Friargate boulevard connecting the city centre to the railway station; and the approval and/or construction of a number of new student accommodation schemes at Millennium View, Bishop Gate, Belgrade Plaza, Gosford Gate, Lower Ford Street, and London Road, which will significantly increase the number of people living in the city centre, stimulating the retail and leisure offer.

Meanwhile, construction of the Council office building and approval of the second office building at Friargate will bring in an increase in footfall into the city centre; while the proposed new water park in the city centre will boost the leisure offer in the city centre, attracting a wider catchment than it currently does. It is hoped that these developments will be a catalyst for a more vibrant city centre.

## City centre & public realm works this year



## Indicators

Indicator	Previous performance	Current performance	Comparators	Progress	Target	Status
Change in city centre footfall (year on year %)	-3.6% 2014/15	+1.3% 2015/16	-1.0% UK Index 2015/16	✓	↑	✓

# Raising the profile of Coventry

## Trends

The Council wants the city to be a place where businesses to choose to relocate; where there are developed economic, business and trade links with other cities; and a place seen as a visitor destination and centre for arts & culture; sports & leisure; music & events.

The UK city of culture programme gives UK cities the opportunity to bid for a prestigious cultural title. Last July, the Council approved a decision to support a Coventry bid for the UK City of Culture 2021 title, fitting with the Council’s priority for Coventry to raise its profile.

Figures released from the annual international passenger survey suggest that the number of holiday trips to the city by foreigners rose from just under 15,000 in 2014 to around 26,500 in 2015.

Research by UK Music, a music trade body, suggests that some 78,000 people attended live music events in Coventry in 2015, supporting 348 jobs and generating some £28 million for the local economy.

## Actions

### City of Culture bid

Work has taken place to put together a realistic and credible bid budget and creating a special delivery vehicle to manage the bid process. A full-time bid co-ordinator have been appointed, with secondments from the local universities recruited to provide support for fundraising, research and education liaison. Furthermore, press and media relations supported have been provided by Advent PR and the Council’s communications team. Six workshops have been held to develop the vision and narrative for the bid – including workshops with young people; and two open events have been held attracting a strong community input of over 150 people.

### Cultural strategy

The Council has commissioned Warwick Business School to lead the development of a 10-year cultural strategy grounded in research and rooted in the distinctiveness of Coventry as a place and population. It will build on the work of a research group which is currently establishing some baseline tourism and visitor profile figures and audience data analysis; and input from partners and communities is being sought through the Partnership for Coventry.

## Indicators

Indicator	Previous performance	Current performance	Comparators	Progress	Target	Status
Visitor trips	£8,217,000 2013	To be refreshed through cultural strategy work	-	Not available	↑	Not available



[www.coventry2021.co.uk](http://www.coventry2021.co.uk)

**81%** of residents support the City of Culture bid

### Coventry’s summer of music

This summer, a range of world-class and local artists are performing in Coventry, including Jess Glynne, Bruce Springsteen and Rihanna; as well as festivals including MTV Crashes Coventry at the Ricoh Arena, and the annual Coventry Godiva Festival. The events are being promoted under the “Coventry’s summer of music” campaign which lets local people and visitors to the city know about the line-up heading to Coventry over the course of the next few months.



Promoting Coventry’s summer of music 2016

## Helping local people into jobs

### Trends

After the recession there were jobs created in the city overall and a fall in unemployment in 2009-2012 but there little if any impact on resident employment levels. This suggest that local residents moving out of unemployment were more likely to become economically inactive rather than moving into work. This trend appears to have changed in 2012-2015 with resident employment levels increasing and aligning themselves more with national trends. These figures suggest a stronger internal economy within the city with more of those residents moving from unemployment into employment rather than becoming inactive. There are also concerns over qualifications as only a third of the population is qualified to NVQ level 4+ and the city has a high proportion of unskilled workers.

### Actions

The Council's employment team and employer hub helps people find jobs, in particular, those who are disadvantaged and or vulnerable. It also works with businesses to help them create suitable jobs.

In April 2016, Coventry City Council and Warwickshire County Council appointed the Prospects Group to deliver careers and support services for all 16-19 year olds to find out where they study or work when they leave school and college; and to help those at risk of becoming NEET access the guidance and support they need to move into education, employment and training. *Ambition Coventry*, a £8m European and locally match-funded project has been launched to help disengaged young people move into jobs through training and employability support. It aims to support 2,400 young people over three years.

### Indicators

Indicator	Previous performance	Current performance	Comparators	Progress	Target	Status
Employment rate (residents)	64.3% Jan-Dec 2014	64.4% Jan-Dec 15	70.7%-WMR Jan-Dec 15 73.6%-GB Jan-Dec 15	✓	↑	✓
Employment rate (female residents)	59.8% Jan-Dec 14	57.8% Jan-Dec 15	65.0%-WMR Jan-Dec 15 68.7%-GB Jan-Dec 15	✗	↑	✗
Employment rate (male residents)	68.7% Jan-Dec 14	70.7% Jan-Dec 15	76.3%-WMR Jan-Dec 15 78.6%-GB Jan-Dec 15	✓	↑	✓
Unemployment rate (model based)	7.5% Jan-Dec 2014	6.3% Jan-Dec 15	5.8%-WMR Jan-Dec 15 5.2%-GB Jan-Dec 15	✓	↓	✓
JSA claimants (seasonally adjusted)	2.1% Apr 2015	1.9% Apr 2016	2.1%-WMR April 2016 1.8%-UK April 2016	✓	↓	✓
% point difference in JSA claimants by electoral ward	3.6% Apr 2015	3.2% Mar 2016	-	✓	↓	✓
16-18 year olds NEET	6.8% 2014/15	4.7% 2015/16	4.3%-WMR 2015/16 4.2%-England 2015/16	✓	↓	✓
18-24 year olds claiming jobseeker's allowance	1.7% Mar 2015	1.6% Mar 2016	3.2%-WMR Mar 2016 2.6%-England Mar 2016	✓	↓	✓
Resident population aged 16-64 qualified to NVQ 4+	32.1% Jan-Dec 2014	29.5% Jan-Dec 2015	31.2%-WMR Jan-Dec 2015 36.7%-Eng. Jan-Dec 2015	✗	↑	✗

### Not in Education, Employment or Training (NEETs)

end-2015



### Supporting employees and employers

In 2015/16 the employment team provided...

- 37,000 customer assists
- 6,600 registrations
- 1,800 people helped into work
- 350 NEETs supported

... and the employer hub supported...

- 280 local businesses
- 600 disadvantaged residents
- 250 NEETs into sustained work

## Reducing the impact of poverty

### Trends

Coventry's growing economy makes it easier to tackle poverty. However, the city continues to have relatively high levels of deprivation, with higher than average number of children living in low-income families; in fuel poverty; and living in neighbourhoods considered amongst the 10% most deprived in England.

### Wages

Among the working population, there is a pay differential between those working in the city and those who live in the city: people working in the city earn above the national average; but residents earn substantially below the national average. To some extent, this is to be expected as cities tend to attract higher paying jobs.

### Welfare

While nationally the number of people relying on foodbanks for emergency food remains at its highest ever level after a period of cost of living rises, a pay squeeze, and issues for welfare recipients caused by recent reforms. In Coventry, thought to be as a result of improvements in the local economy, there has been a 15% decrease in the numbers fed, down from 18,600 to 15,800 in the past year (around 1,300 per month). However 38% of people presenting at foodbanks have benefit issues and 32% present with low income.

### Credit unions

The membership figures for both credit unions have shown a reduction in active members since the previous 12 months. This is due to slower than anticipated growth for both organisations coupled with delays in launching wide-scale marketing activity to recruit new members. It is hoped that local advertising and the new facility to make online loan applications will boost membership activity in the coming months.

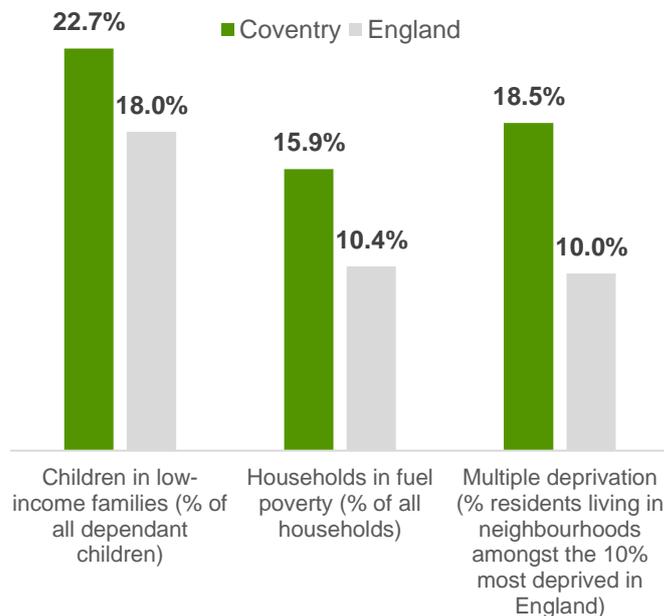
### Actions

#### Welfare reform

Among those in need of welfare benefits, a limited implementation of universal credit began in Coventry in December 2015, initially affecting affect new claims for single people without children. The Welfare Reform Working Together Group is developing consistent messages around the reforms, helping to ensure that local people are made aware of the changes and that those directly impacted understood how they would be affected.

This year, the group focused on the production of information, training events and awareness raising activities so that local organisations are best placed to ensure that people who need help or benefits can access the help and benefits they need.

### Coventry has higher levels of deprivation



### Full-time average weekly median earnings



For instance, users of the Coventry Foodbank have benefited from an advice service run jointly with the Citizens Advice Bureau to ensure that people claimed the benefits they were entitled to and negotiating on debt repayments helping them reduce the impact of poverty. In addition, the Council has worked with partner organisations on a programme called Feeding Coventry.

## Indicators

Indicator	Previous performance	Current performance	Comparators	Progress	Target	Status
Gross disposable household income	£13,992 2013	£13,397 2014 provisional	£15,611-WMR* £18,315-England*		↑	
Median annual pay (residents)	£21,120 2014 revised	£21,860 2015 provisional	£21,096-WMR** £22,716-England**		↑	
Full time median annual pay (residents)	£25,090 2014 revised	£26,902 2015 provisional	£25,650-WMR** £27,869-England**		↑	
Full time median annual pay (female / male residents)	£22,066/£27,703 2014 revised	£22,260/£31,109 2015 provisional	£22,041/£28,182-WMR** £24,292/£30,165-England**		↑	
Gender pay gap (FT hourly earnings exc. overtime)	15.7% 2014 revised	14.8% 2015 provisional	11.2%-WMR 2015 prov. 9.9%-England 2015 prov.		↓	
Active credit union members (adults / juniors)	2,851/1,166 May 2015	2,596/937 March 2016	-		↑	

\* 2014, provisional; \*\* 2015 provisional

## Did you know?

Globally connected...



Residents gave our city centre a rating of 2.79 out of 5 – an improvement from 2.4 in 2014.



15% more residents living comfortably on their present income  
2016 compared to 2013

Source: Life in Coventry survey 2016

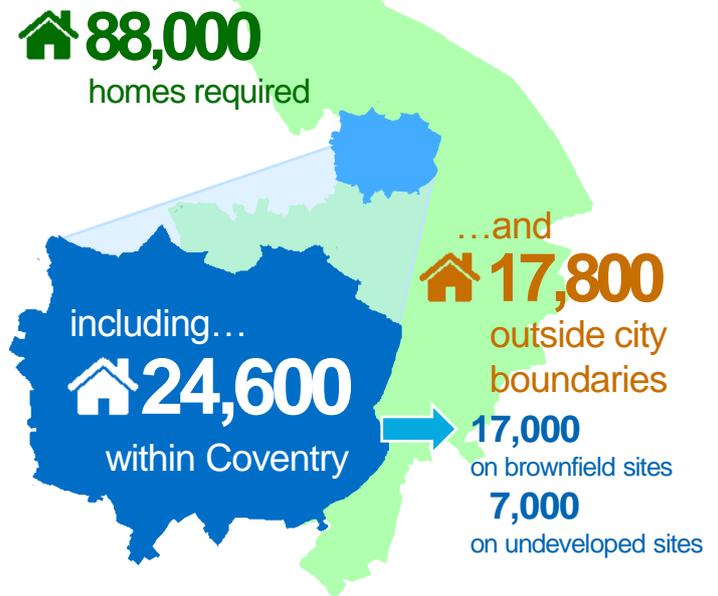
# Increasing the supply, choice and quality of housing

## Trends

In 2013-2014, Coventry was the fastest-growing city in terms of population outside of London and the South East, with a 7,600 person increase in the city's population, an increase of 2.3%. Combined with continuing job growth, there is a continued and sustained demand for housing.

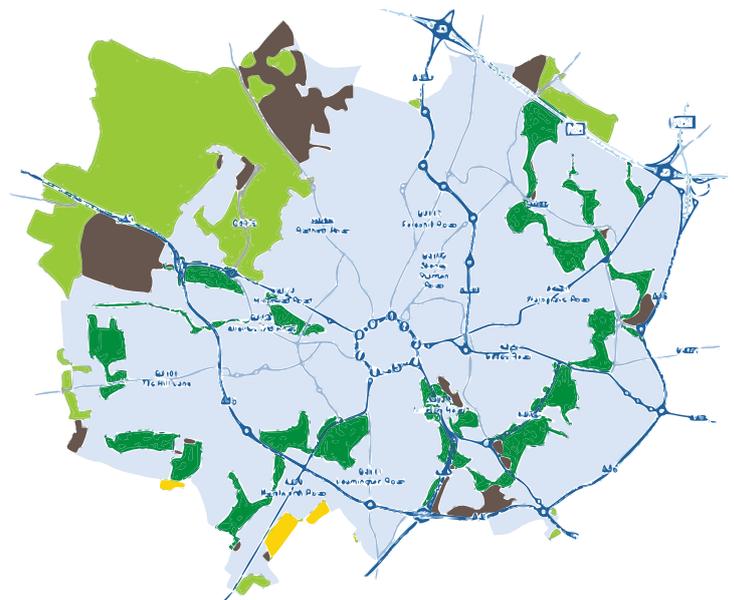
Coventry is part of the Coventry and Warwickshire Housing Market Area. Based on the most recent population projections, the housing requirement for Coventry and Warwickshire from 2011-2031 is for just over 88,000 dwellings – including 42,400 to meet Coventry's need. An assessment of land availability indicates that Coventry has enough land for just 24,600 houses; so the Council has entered into formal agreements with the Warwickshire districts (except Nuneaton and Bedworth) to redistribute the remaining 17,800 houses required outside of the city's boundaries. Of the 24,600 houses, around 17,000 can be accommodated on brownfield sites, with the remaining 7,000 needing to be on previously undeveloped, greenfield land.

### Coventry and Warwickshire Housing Market Area Homes required in 2011-2031



## Actions

In 2015/16 the Council consulted on a new Local Plan, and submitted it to Government for approval in April 2016. The new Local Plan will now be subject to a period of public examination prior to being adopted by the Council. It replaces an older, 2001 plan, and sets out how and where the city will grow, develop and change. In particular, the Plan seeks to develop 10% of the city's existing green belt to facilitating growth and development of the city as part of the city's aspiration to be a Top Ten City. This is because the city needs larger family housing which cannot be met by skyscraper tower blocks or cramming too many houses on small sites in already built-up areas. The significant urban extensions to the city is expected to provide some 7,000 new homes and 50 hectares of employment land. The Council is also taking action to bring empty, unused property back into use. Since April, Council Tax reductions are no longer offered for properties that are unoccupied and unfurnished; and a full Council Tax charge must be paid immediately for empty properties that are having repair work. Where a property has been left empty for two years, the Council also levies a Council Tax rate of 150%.



 Above map marks out the areas of green belt to be converted to local green space (dark green) or to be marked for development (brown).

## Indicators

Indicator	Previous performance	Current performance	Comparators	Progress	Target	Status
Council Tax base	£118.78m 31 Mar 2015	£120.21m 31 Mar 2016	-		↑	
Number of domestic properties	138,020 31 Mar 2015	139,179 31 Mar 2016	-	-	-	-
Domestic properties in the higher Council Tax bands	29.14% (40,220) 31 Mar 2015	29.20% (40,639) 31 Mar 2016	35.23%-WMM 31 Mar 2015 55.74%-England 31 Mar 2015		↑	



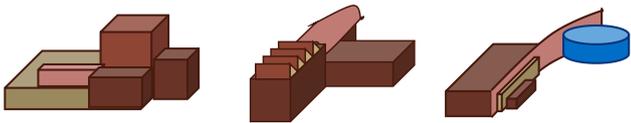
# Increasing the range of opportunities for people to access arts & culture; sports & leisure; music & events; and other activities

## Trends

### Culture Coventry visitor statistics

Coventry's key attractions all saw an increase in visits

	2014/15	2015/16	
	150,919	170,797	↑ 13.2%
<b>Herbert</b> Art Gallery & Museum, Coventry	253,192	272,898	↑ 7.8%
<b>COVENTRY Transport MUSEUM</b>	315,996	352,817	↑ 11.7%
	125,000	141,000	↑ 12.8%



Residents' use of entertainment and cultural facilities in the last 12 months:

-  **50%** went to a pub, club or bar
-  **46%** went to the cinema
-  **31%** visited a museum or gallery
-  **21%** been to the theatre
-  **14%** went to a live event
-  **13%** went to a gig / live music

Results from Life in Coventry 2016, where people have attended the above at least three times in the last 12 months

## Actions

Coventry City Council has appointed FaulknerBrowns Architects to design Coventry's new £36.7million city centre water park on the site of Christchurch House and Spire House with a planned opening date in late 2018. The centre is will house a 25metre swimming pool, gym, climbing wall, squash courts, dance studio and day spa; and the water park could include wave pool, lazy river, children's splash pad, children's play structure and six water slides.

The Council is transferring the ownership of the Alan Higgs Centre to the Coventry and Warwickshire Award Trust which could see the development of a new eight lane, 50 metre swimming pool built at the centre. The Trust is also working with Wasps Rugby Club to develop a £7 million training centre at the site, with a kicking barn available for the community to use on non-training days.



📍 Artists' impression of Coventry's water park

# Create an attractive, cleaner and greener city

## Trends

### Roads and pavements

Typically, roads need maintenance when they have reached the end of its life and showing signs of failure. In 2015/16, £11.5m was allocated for transport and highway maintenance schemes. This is a continuation of the programme of repairs and preventative maintenance over the past five years, which has greatly improved the road network's resilience to the winter's weather, reducing deterioration.

### Recycling

Despite increases in membership of the Coventry Recycling Club, recycling rates have continued to fall. The fall is not unusual to Coventry and can be attributed to economic growth, which results in a growth in residual waste; and increases in DIY projects. This is reflected in the amount and type of waste brought into the waste and recycling centre. Our recycling rates have been affected because materials recycling facilities are rejecting 10% of our recycling loads, and demand has changed for recyclable goods such as wood, carpet, mattresses and hard plastics.

## Actions

### Roads and pavements

A new 2016/17 highways programme was approved in February, which sets out a £11.2m for transportation and highway maintenance schemes in line with previous years.

### Waste and recycling

Unfortunately, putting the wrong items into recycling bins can cause problems with the recycling process and increase costs of providing the service. The Council has introduced bin tags, which sets out why a bin is not emptied, for instance, because it contained items we cannot collect. Evidence suggest that if people put all the things that can be collected into their blue-lidded and brown-lidded bins then we could be recycling 48% of all household waste, up from 30%.

Park management plans developed for...

Brookstray Willenhall Wood  Edgwick Park Nauls Mill Park

Roads and pavements in good or acceptable condition...

	2014/15	2015/16	Target
A roads	98%	99%	✓
B & C roads	95%	98%	✓
Unclassified	80%	80%	✓
Footways	36%	36%	✗ *

\* target of 38% missed

### Waste and recycling

 **273,100** bins collected every week  
that is, 13 million emptied every year



**2,021** members  
supporting 12 good causes around the city



**30%** waste recycled

Park management plans to be developed for...

Prior Deram  Moat House Hearsall Common

### Dealing with fly-tipping

-  1. Fly-tipping reports monitored; local intelligence acted upon
-  2. Enforcement officer resources targeted at "hot streets"
-  3. Residents encouraged to take ownership of environmental issues with the use of Keep It Clean warnings / educational leaflets which set out what residents should do with waste
-  4. Legal notices are served on owners and occupiers who do not dispose of waste accordingly and law breakers prosecuted

### Improving recycling rates

at present  
 **62.5%**  
of recyclable items are being recycled properly

if we increase this to  
 **80%**  
then we can increase Coventry's recycling rate to over 40%

## Indicators

Indicator	Previous performance	Current performance	Comparators	Progress	Target	Status
Roads and footways which are in good or acceptable condition – see infographic table above						
Fly tips in the city	2,811 2014/15	2,316 2015/16	4,961-All Mets 2014/15	✓	<2,640 2015/16	✓
Household waste recycled and composted	34.1% 2014/15	30.3% 2015/16 prov.	40.5%-All Mets 2014/15 42.5%-England 2014/15	✗	40%+	✗



# Make communities safer together with the police, to reduce crime and anti-social behaviour

## Trends

In 2015/16, overall recorded crime fell by 201 offences compared to the previous year, a reduction of 0.9%. This marks the third consecutive year in which overall recorded crime in Coventry has fallen. This is also in contrast to the remainder of the West Midlands Police area as Coventry is the only local area reporting a reduction. However, there have been an increase in certain crime categories in January-March 2016. Youth offending remains lower than in other metropolitan boroughs and rates are continuing to reduce.

In the city's priority locations, there were 13,635 crime and anti-social behaviour and nuisance incidents in 2015/16, compared to 14,339 in 2014/15; that is, 704 fewer incidents.

There were 527 hate incidents in 2015/16. In 2015/16, West Midlands Police began recording "non-crime" hate incidents, as well as hate crime incidents. Excluding non-crime incidents, hate crime figure is 439 incidences – similar to last year's 433 incidences.

## Actions

The Coventry Local Policing Plan for 2014-2016 identified a number of priorities: reduce burglary; tackle anti-social behaviour, including teenagers hanging around and drinking, with a particular focus on the areas of Broad Park Road (Henley); Acorn Street (Lower Stoke) and Edgwick Park (Foleshill); tackle drug dealing and drug use, with a particular focus on the areas of Bull Yard (City Centre) & Broad Park Road (Henley); and reducing speeding and inconsiderate parking, in particular, Browns Lane (Bablake) and Coundon Wedge Road (Bablake). The police and crime commissioner is now consulting on a new plan for 2016 onwards. Results from the Life in Coventry survey 2016 suggest that anti-social behaviour and strangers hanging around are among the top reasons for people feeling unsafe. Also parking, roads and speeding come out as among the top improvements people feel could be made to their local area.

## Indicators

Indicator	Previous performance	Current performance	Comparators	Progress	Target	Status
Crime rate per 1,000 people	67.7 2014/15	62.5 Jan-Dec 2015 (local data)	70.2-B'ham; 66.6-Wolves. Jan-Dec 2015 (local data)		↓	
Total number of crimes	21,451 (-0.54%) 2014/15	21,241(-0.9%) 2015/16	-			
Crime & anti-social behaviour / nuisance in priority locations	14,339 (-9%) 2014/15 estimate	13,635 (-5%) 2015/16 estimate	-		↓	

## Hate crime incidents

**527** incidents reported including...

- 379 hate crime incidents reported
- 60 incidents at reporting centres
- 88 "non-crime" hate-crime incidents

### Incidents by type in 2015/16

Reported offences motivated by hatred/prejudice towards a person because of their actual/perceived protected characteristic of...

disability	27	religion/belief	23
race/ethnicity	428	gypsy/traveller	<5
sex/gender/transgender	<5	not stated	<5
sexual orientation	45		

⇒ Incidents of domestic violence and sexual assault are reported in the 'protecting and supporting our most vulnerable people' section.

## Perceptions of safety



**84%**

feel safe at night

Life in Coventry survey 2016

However this depends on where people lived...

**66%**

South Foleshill/Paradise

**98%**

Coundon

...and depends on the situation:

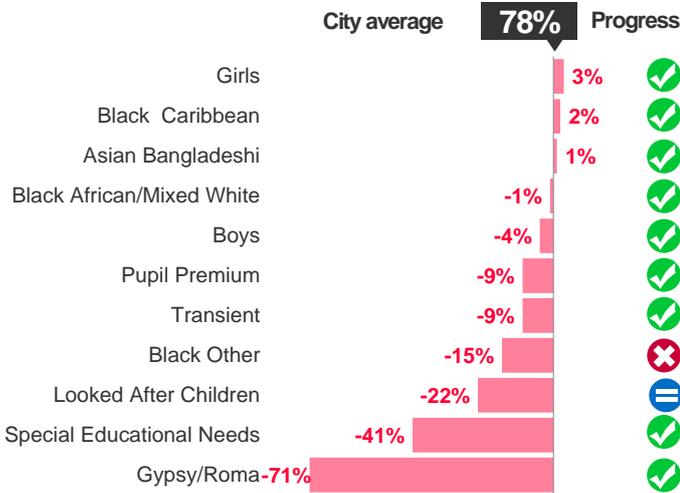
28% of residents felt unsafe in Coventry in the past 12 months – 12% outside in streets/parks; 7% at pubs/clubs; 6% on public transport/car parks; 5% at shops/stations

# Working with schools to continue to improve educational outcomes

## Trends

### Key Stage 2

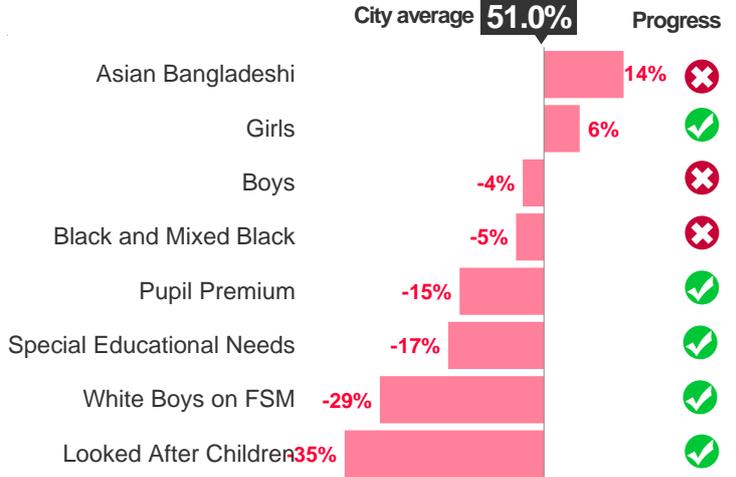
Gap between the following groups and the city average in achieving level 4 or above in reading, writing and mathematics at Key Stage 2



78% of Year 6 pupils now achieve the expected level, as Coventry's gap with the national average continues to narrow. However some key groups continue to experience notably lower attainment rates.

### Key Stage 4

Gap between the following groups and the city average in achieving five good GCSEs (A\* to C) including English and Maths at first entry



In 2015, our GCSE attainment has fallen in contrast to an improvement nationally; increasing the gap with the national average; and attainment gaps in some disadvantaged groups is widening. However we are making some headway on Key Stage 2 to Key Stage 4 progress measures.

Fewer people in Coventry, than the national average, have attained either an NVQ level 2 (82.6% vs 86%) or NVQ level 3 (51.3% vs 57.4%) by age 19. Of those who do attend sixth form a similar proportion to the national average attend higher education but fewer (16% vs 26%) attend a higher education institution ranked in the top third nationally.

## Actions

In primary, the successful school-to-school support model is being built on, with a focus on creating more outstanding schools while building on the profile of good schools. Meanwhile, a collaborative secondary school improvement model has been established, which brings together mixed groupings of secondary schools to drive improvement together. Head teachers from schools from across the spectrum including academies, free schools and the university technical college have joined together to implement these initiatives. The Coventry and Warwickshire post-16 area review has looked specifically at education for this age group and provided recommendations for sixth form colleges in the city.

 More **primary** pupils now attend a good / outstanding school in Coventry than nationally



 However our **secondary** schools are behind



All data as at June 2016

## Indicators

Indicator	Previous performance	Current performance	Comparators	Progress	Target	Status
Level 4+ reading, writing & maths at KS2	76% 2014	78% 2015	80%-SN 2015 80%- England 2015	✓	80%+	✗
5+ GCSEs A* to C incl/ Eng & Maths first entry	52.3% 2014	51.0% 2015	53.4%-SN 2015 57.1%- England 2015	✗	57.1%+	✗
<b>Making expected progress from key stage 2 to key stage 4 in...</b>						
...English	74.0% 2014	71.5% 2015	68.9%-SN 2015 71.1%- England 2015	✗	71.1+	✓
...Maths	59.0% 2014	64.9% 2015	63.9%-SN 2015 66.9%- England 2015	✓	66.9%+	✗
Pupils attending schools judged good / outstanding by Ofsted: see infographic table above						



# Improve the health and wellbeing of local residents

## Trends

### Life expectancy

Life expectancy in Coventry is lower than the national average, but it is at the level expected given the city's level of deprivation. However there remains a wide inequality gap: a man from the most deprived area can expect to die 9.4 years younger than one from the least deprived area; and for a woman, the difference is 8.7 years. This compares to national figures of 9.2 and 7.0 respectively. Premature mortality (deaths under the age of 75) is higher in Coventry because of higher rates of premature mortality from cardiovascular disease, cancer and respiratory disease.

In terms of healthy life expectancy, that is, years a person would expect to live in good health based on mortality rates and self-reported good health, the figures are 60.6 years for males and 62.7 for females. While this is above the combined authority area figures of 61.5 and 62.3 years, it is below the England figures of 63.4 and 64.0 respectively. The West Midlands Combined Authority is committed to increase healthy life expectancy to 62.3 years for males and 63.9 years for females by 2030.

### Smoking

Smoking is now less prevalent in Coventry than nationally. However, one in five (21%) are current smokers; and this increases to 30% among those living in deprived areas.

### Physical activity and exercise

We have seen improvements in the use of outdoor space for exercise or health reasons and alongside this an overall increase in the number of adults who are physically active.

### Subjective wellbeing

My overall (self-reported) health is...



### Healthy behaviours and risks

65% never smoked... 21% are current smokers

43% do not drink... 20% drink twice or more a week

36% did some competitive sport in the past week... 23% are inactive in the past week

26% ate 5 portions of fruit/vegetables per day... 23% drink soft/fizzy drinks every day

Life in Coventry survey 2016

### Mental health and wellbeing

WEMWBS, the Warwick-Edinburgh Mental Wellbeing Scale is a widely-used measure of population-level overall mental wellbeing. The Life in Coventry 2016 survey suggest a slight improvement in wellbeing with a mean score of 51.48, an improvement of 0.5 from 50.98 in 2013.

## Actions

### Health and wellbeing

The Coventry Health and Wellbeing Board is overseeing the development of a new Health and Wellbeing Strategy due to be published in summer 2016. This is based on evidence from the joint strategic need assessment, which identified a focus on the wellbeing of children and a focus on families with multiple and complex needs.

### Physical activity

Coventry is using a social movement approach to encourage residents to be active. On 21<sup>st</sup> October, *One Big Thing* got 10% of the city's population (over 32,000 people) active at the same time, setting records and improving their health.

### Smoking

As with nationally, fewer people are going for stop smoking services. This is due to the increase in use of e-cigarettes. This year the service worked with primary schools to help parents stop smoking, and helped people with mental health conditions reduce smoking.

## Indicators

Indicator	Previous performance	Current performance	Comparators	Progress	Target	Status
Male life expectancy at birth	78.2 (77.8-78.6) 2011-13	78.6 (78.2-79.0) 2012-14	78.9-WMR 2012-14 79.6-England 2012-14		↑	
Female life expectancy at birth	82.4 (82.1-82.8) 2011-13	82.3 (81.9-82.6) 2012-14	82.9-WMR 2012-14 83.2-England 2012-14		↑	
Smoking prevalence in adults – current smokers	18.5% (16.3-20.7) 2013	15.6% (13.6-17.7) 2014	16.9%-WMR 2014 18.0%-England 2014		↓	
Smoking quitters at 4 weeks as a rate per 100,000 smokers	5,055 (2,533) 2014/15	4,349 (2,179) Jan-Dec 2015 local estimate	3,627-WMR 2014/15 2,829-England 2014/15		↑	

# Protecting and supporting our most vulnerable people

## Trends

**Children’s services** – in line with national trends, contacts to children’s services have increased. The multi-agency safeguarding hub (MASH) may have influenced this as agencies contacting the MASH for advice will be formally logged as a contact. Referrals remain high – and of particular concern is the high and rising rate of re-referrals. Fewer children entered care in 2015/16 but the number of looked after children (LAC) remains similar. A concern this year is the growth in children re-entering care.

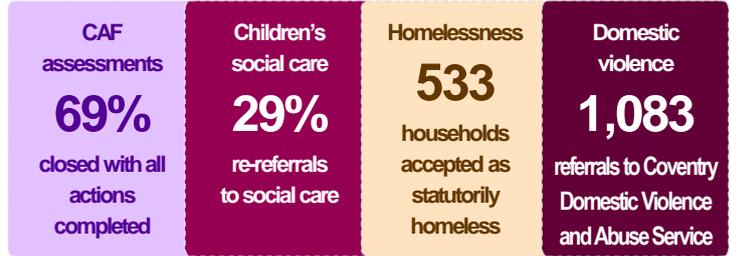
**Adult services** – there is a great increase in adult safeguarding concerns reported. This is seen as an improvement as it is thought to reflect greater awareness of reporting rather than increased prevalence.

**Conceptions to under 18s** – there were 186 conceptions to girls under 18 in 2014, a significant reduction from 227 in 2013. Conceptions to under 16s is similar to nationally; but while the rate for under 18s is falling faster than nationally, it remains higher than nationally. Rates in Longford, and Binley and Willenhall remain rather high.

## Actions

**Children’s services** – steps are being taking to turn around children’s services. This February, the Department for Education recognised improvements made, including the MASH and referral and assessment service; steps to improve auditing and quality assurance; and on the quality and consistency of practice. The Department was also encouraged by the looked after children and care leavers spoken to and was pleased children’s voices are heard at all level. There are also areas of development identified, including the need for systemic improvements to systems and practice required and concerns over the high and rising rate of re-referrals to social care. To address this, children’s services are moving from managing demand, improving systems and processes to one that focus on quality of practice. The service have developed a stronger more robust programme of audits to inform continuous practice improvement. A number of new initiatives’ are beginning to have an impact, on the workforce and reduce the reliance on agency staff. The service is also embarking on a period of service transformation to ensure that children’s services is fit for purpose in the future with the available resources to deliver good outcomes for children.

**Conceptions to under 18s** – improved access to advice and contraception (including through the C-card) in community settings; plus targeted prevention for vulnerable young people at risk has reduced conceptions. In addition, the iBumps service, established in 2014, brings together multiple agencies to help support young parents with an individualised approach through pregnancy and early parenthood.



### Child sexual exploitation (CSE)

People across the city – including Coventry City Football Club players – have signed the pledge to know the signs and how to report CSE in our city. Find out more at [www.coventry.gov.uk/cse/](http://www.coventry.gov.uk/cse/).



**Fostering and adoption** – there is an ongoing campaign in the city to recruit 100 more foster carers over the next two years, this consists of various streams of advertising and a series of events where people can meet the fostering team and foster carers.

**Adult services** – the introduction of the Care Act, increasing demand and continued challenges in resourcing has provided a challenging context for adult social care. This is demonstrated by the significant growth in safeguarding alerts recorded, and an increase in the number of adult social care users with long term ongoing support needs. In 2015/16, 73% of adult social care users say they have choice and control over their daily lives, down from 76.2% in 2014/15. This compares to a regional average of 76.5% in the West Midlands Region and 77.4% in England.

**Drug and alcohol misuse services** – following the production of the city-wide alcohol and drug strategies in 2014/15, the Council has worked with criminal justice agencies, drug and alcohol treatment providers and NHS providers to tackle issues in the city. While the city has seen an overall decrease in drinking and fewer young people taking up drugs, new challenges include ‘legal highs’ and people with significant and multiple issues (drug and substance misuse, homelessness and offending behaviour) – which are being managed through liaison and diversion, intelligence building and public space protection orders.



**Early intervention** – the Council's early help and prevention services hold 70% of all common assessment framework (CAF) assessments – with external agencies making up the other 30%. The Council is working to redress the balance in holding CAFs by external agencies (to around 40%), so that families can be supported at lower levels of intervention. In 2015/16, progress has been made on an outcome impact tool which will go live in summer 2016, enabling better performance management and reporting against early intervention objectives, supporting children and families as and where required.

**Domestic violence** – there has historically been under-reporting of domestic violence and abuse, and improved working by the police and other agencies are encouraging people to report the crime. There has been an increase in domestic violence and abuse cases involving children and this is thought to be the result of better recording – the risk, harms and threats to children are better identified and recorded, enabling agencies to respond to the needs of families and intervene earlier as required.

**Child sexual exploitation (CSE)** – CSE usually involves exploitative situations and relationships where a child may receive 'something' as a result of performing sexual activities. The Council has launched a CSE pledge for local people to pledge to help stop the abuse and sexual exploitation of children by knowing the signs and how to report concerns. Sign the pledge at [www.coventry.gov.uk/csepledge/](http://www.coventry.gov.uk/csepledge/).

Indicators

Indicator	Previous performance	Current performance	Comparators	Progress	Target	Status
Looked after children (rate per 10,000 under 18s)	79.2 (587) Mar 2015	78.5 (582) Mar 2016 provisional	79.8-WMR Mar 2015 64.6-England Mar 2015		Target not applicable	
CAF assessments closed with all actions complete	61.0% 2014/15	68.9% 2015/16	-		70%+	
Adult safeguarding concerns	1,027 (400 per 100k) 2014/15	2,009 (782 per 100k) 2015/16	-		Target not applicable	
Adult social care users extremely/very satisfied with care/support	64.9% 2014/15	62.0% 2015/16	65.0%-WMR 2014/15 64.7%-England 2014/15		64.9%+ 2015/16	
Adult social care users with long term ongoing support	3,401 (1,325 per 100k) 31 Mar 2015	3,631 (1,404 per 100k) 31 Mar 2016	1,716 per 100k-England 2014/15		Target not applicable	
People contacting adult social care not already receiving support	9,747 (3,798 per 100k) 2014/15	9,296 (3,595 per 100k) 2015/16	4,758 per 100k-England 2014/15		Target not applicable	
Adult social care users with a personal budget	82.2% 2014/15	80.0% 2015/16	83.9%-WMR 2014/15 82.6%-England 2014/15		90%+ 2015/16	
Adult social care users with a direct payment	20.5% Mar 2015	21.0% 2015/16 provisional	25.4%-WMR Mar 2015 26.0%-England Mar 2015		26.0%+ 2015/16	
Adult social care users who have control over their daily life	76.2% 2014/15	73.0% 2015/16 provisional	76.5%-WMR 2014/15 77.4%-England 2014/15		77.4%+	
Conceptions to girls under 18 (rate per 1,000 15-17 year olds)	39.5 Jan-Dec 2013	33.8 Jan-Dec 2014	28.6-WMR & 22.8-Eng. Jan-Dec 2014		↓	
Total domestic violence offences (crime/non crime) known to police	6,104 2014/15	5,972 (-2.16%) 2015/16	-		Target not applicable	
Repeat victims of domestic violence	10.5% 2014/15	9.5% 2015/16	-		↓	
Domestic violence incidents involving children	34.4% 2014/15	38.0% 2015/16	-		Target not applicable	
Referrals to the Sexual Assault Referral Centre (Cov & Warks)	383 2014/15	446 2015/16	-		Target not applicable	
Households accepted as statutory homeless	635 2014/15	533 2015/16	-		↓	
Homelessness cases prevented	1,935 2014/15	1,536 2015/16	-		1,200+	

# Reducing health inequalities

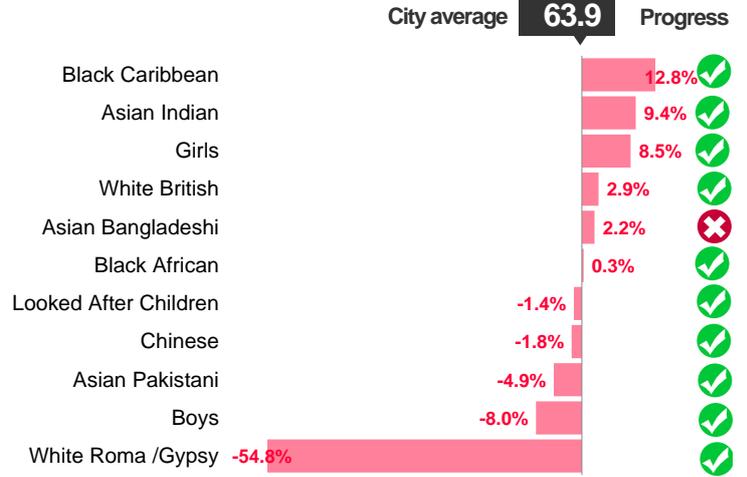
## Trends

**A Marmot City** – the city continues to be “*making a difference in tough times*”, committing further resources to continue as a Marmot City and implementing a new strategy focusing on improving outcomes for young people and ensuring ‘good growth’ in Coventry.

**Early years** – in 2015, the proportion of five year olds at a good level of development improved significantly and is similar to comparable local areas. However, it still lags behind the national average. While children from poorer backgrounds in Coventry (that is, eligible for free-school meals [FSM]) don’t do as well as others, it is encouraging that they do better on the whole than the national average for children eligible for FSM. The areas with the lowest rates of good development at 5 years are Edgwick in Foleshill (46%) and Wood End, Henley Green & Manor Farm (49%). The early intervention programme, Acting Early has now been rolled out citywide, integrating services for families with young children.

## Early years

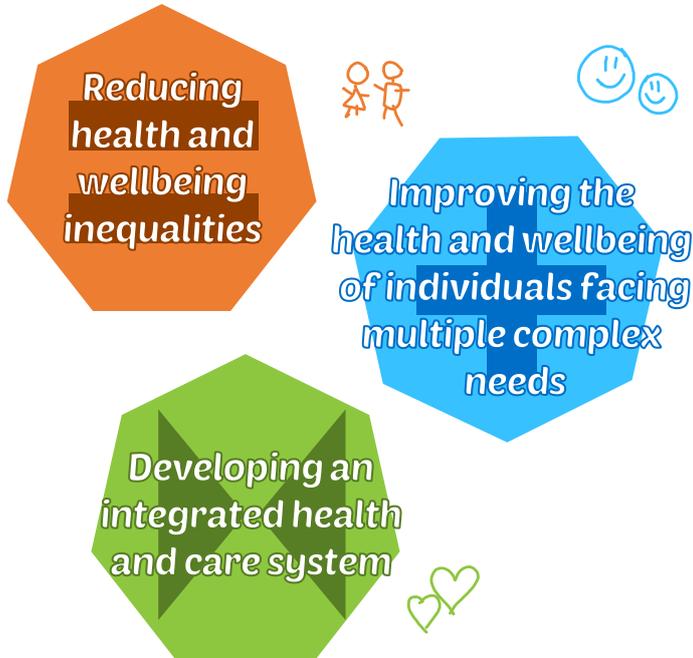
Gap between the following groups and the city average in achieving a good level of development in the early years by age five



## Actions

The Coventry Health and Wellbeing Board has identified the following priorities for 2016-2019, for each of the workstreams under the Health and Wellbeing Strategy a series of key outcome measures will be developed, which will be reflected in future iterations of this performance report.

### Coventry Health and Wellbeing Strategy 2016-2019



### Coventry Marmot Strategy 2016-2019



Find out more about the **Health and Wellbeing Board** at [www.coventry.gov.uk/hwbb/](http://www.coventry.gov.uk/hwbb/)

Read the **Marmot Strategy** at [www.coventry.gov.uk/downloads/file/20345/](http://www.coventry.gov.uk/downloads/file/20345/)



Indicators

Indicator	Previous performance	Current performance	Comparators	Progress	Target	Status
Inequality in male life expectancy at birth	9.8 years (7.5-12.1) 2011-13	9.4 years (7.2-11.6) 2012-14	9.2-WMR 2012-14 9.2-England 2012-14	⊖	↓	⊖
Male healthy life expectancy at birth	61.4 years (59.8-63.1) 2011-13	60.6 years (59.1-62.2) 2012-14	62.4-WMR 2012-14 63.4-England 2012-14	⊖	↑	⊖
Inequality in female life expectancy at birth	8.5 years(6.7-10.3) 2011-13	8.7 years (7.6-9.8) 2012-14	6.9-WMR 2012-14 7.0-England 2012-14	⊖	↓	⊖
Female healthy life expectancy at birth	62.6 years (60.9-64.3) 2011-13	62.7years (60.9-64.5) 2012-14	62.5-WMR 2012-14 64.0-England 2012-14	⊖	↑	⊖
Good level of development in the early years by age five	60.0% 2014	63.9% 2015	63.4%-S/N 2015 66.3%-England 2015	✓	66.3%+	✗
Gap between lowest achieving 20% in the early years and the rest	36.8% 2014	36.0% 2015	36.0%-S/N 2015 32.1%-England 2015	✓	<32.1%	✗
Breastfeeding rates at 6-8 weeks (Coventry & Rugby CCG)	43.9% 2014/15	Update not available	45.7% Arden 2014/15 43.8% England 2014/15	Not available	↑	Not available
Mothers who smoke at time of delivery (Coventry & Rugby CCG)	12.3% 2014/15	13.0% Oct-Dec 2015	10.6% England Oct-Dec 2015	⊖	↓	⊖
Injuries due to falls in people aged 65 and over (rate per 100,000)	2,870 2013/14	2,596 2014/15	2,130-WMR 2014/15 2,125-England 2014/15	✓	↓	✓

Did you know?



...locally committed

👍 88%

are satisfied with their local area same as in 2013 and 6% better than LGA benchmark (82%)

💬 43%

↑4% more residents feel they can influence local decisions 2016 compared to 2013

Source: Life in Coventry survey 2016



## Making the most of our assets

### Make savings so that we can continue to support frontline services

#### Reducing operating costs and carbon emissions

We reduced our carbon dioxide emissions and energy use by improving our street lighting through Lighting Coventry and by reducing electricity usage in offices through agile working, incentives to get people to 'switch off' unnecessary equipment and consolidating offices.

#### Maximising our income through collecting business rates, council tax and reviewing fees and charges

Using our data and insights like customer segmentation, we are performing more targeted marketing – resulting in a steady increase in the uptake of direct debit for council tax, reducing our administration costs. Our council tax collection rate currently sits just under the target of 96%, at 95.8%. Separately, changes to the council tax support scheme has reduced the amount we pay, saving £2.4 million. As of 7 April, 16,893 more properties are now required to pay compared to a year ago.

#### Reducing staffing costs

**272.98** full-time equivalent staff (**477** contracts)  
by redesigning services & voluntary reduction/early retirement

#### Rationalising our property portfolio



**£3m saved**

closing 8 of our buildings & selling properties  
investing in commercial sites  
changing how we manage property

*strategic property review resolved a £0.5m per year  
budgetary pressure on commercial property*

#### New Broadgate customer services centre



**14** reception points consolidated

**150** employees now working more  
collaboratively and flexibly



improved customer experience with  
services all in one place

#### Sickness absence



**8.51** days per fte lost to sickness

that is a reduction of 0.89 days per fte from the previous year

### Facts and figures from the Life in Coventry survey



nearly 7 in 10 residents **trust us** (69%)  
compared to LGA benchmark of 58%

# 6 out of 10

satisfied with the way we run things (61%)  
that is 6% below LGA benchmark

### Support the regeneration of Coventry's economy

#### Adding social value and encouraging local contracts

The Council's new Social Value Toolkit is designed to help Council officers understand what social value is in order to be able to practically consider and achieve social value from commissioning and procurement activities. This will help achieve positive outcomes and value for the city in three ways – economic outcomes (such as creating jobs and maximising opportunities for local people); social outcomes (such as equality and diversity and reducing health inequalities) and environmental outcomes (for the benefit of local people and wildlife through efficient use of resources and minimising waste). It seeks to achieve social value across all stages and aspects of the commissioning and procurement process.

#### Coventry Investment Fund

In 2014/15, the Council set up a £50 million Coventry Investment Fund. The Fund supports major capital investments that will create economic growth, help employment and bring in more business rates to help the city grow, but only in projects that cannot be funded from other sources. In 2015/16, the Council approved investment of £111,000, helping to create 402 fte jobs in the city; on top of the £15 million approved in 2014/15. The existence of the fund helps encourage other lenders to invest in the city. The Fund has already helped to refurbish Cathedral Lanes, helping revive Coventry's night-time economy; develop new industrial units at Lythalls Lane; and supported Fargo Court, a mixed-use development between Far Gosford Street and Sky Blue Way.



## Change how we work to become more flexible and adaptable

### Putting local people and their needs at the heart of the customer journey

The Customer Journey project has worked on various things to ultimately improve the customer journey, achieve efficiencies and seeking to work in more new and innovative ways to put the customer at the heart of everything we do. An example is the consolidation of reception points into a single customer service centre at Broadgate House. The team is now working with a number of different services including housing and adult social care, exploring techniques such as customer journey mapping to identify potential process improvements and efficiencies, how we can better use our data to truly understand the customer journey and what this insight means for our services.

### Developing our workforce and new ways of working through culture change, sharing services and working with our neighbours and the sub-region

The new customer service centre at Broadgate opened in November. It brings together 110 staff from different services, consolidating 14 reception points into one. Customer experience is improved: meet and greet staff help residents with their enquiries including helping them to use online services; while payment kiosks have replaced cashiers. In addition, the council is developing an Information Management (IM) strategy, which will set out our digital aims for the future, to help transform the way in which we gather, store and utilise our data.

### Transformation programme savings

**80% of target savings achieved**

Shortfall of £2m due to significant overspends in adult social care and shortfall of £0.7m in procurement savings targets (where £2.3m of £3m was achieved).

### KICKSTART

#### Regenerated

- Friargate under construction
- Bridge deck open
- Station forecourt changes

#### Culture

- New training programme
- Simpler appraisals
- Behaviours framework

#### Transformed

- New phone system 350 users
- Agile working
- File-archive-bin
- SharePoint collaboration

#### Customer

- Customer Service Centre
- MyAccount
- Payment kiosks

## Active citizens; strong, involved communities

### Encouraging people to self-serve by maximising the use of new technology

The Customer Journey project is looking at how to best achieve channel shift targets and increase the uptake of digital services.

We have improved our website, making it more usable on all devices from phones to tablets and computers. In addition, more services are being made available online, and different marketing approaches are being used to encourage people to use them. In 2015, My Account was launched, allowing customers to manage their services in a single place. By increasing online usage and self-service, and reducing more traditional communications channel such as telephone and letter, customers have the freedom to contact us whenever they want, in any way they want – as well as allowing us to become a more efficient organisation.

## My Account

Residents can now register for an online account and are able to access our services without having to pick up the phone, write to or visit us.



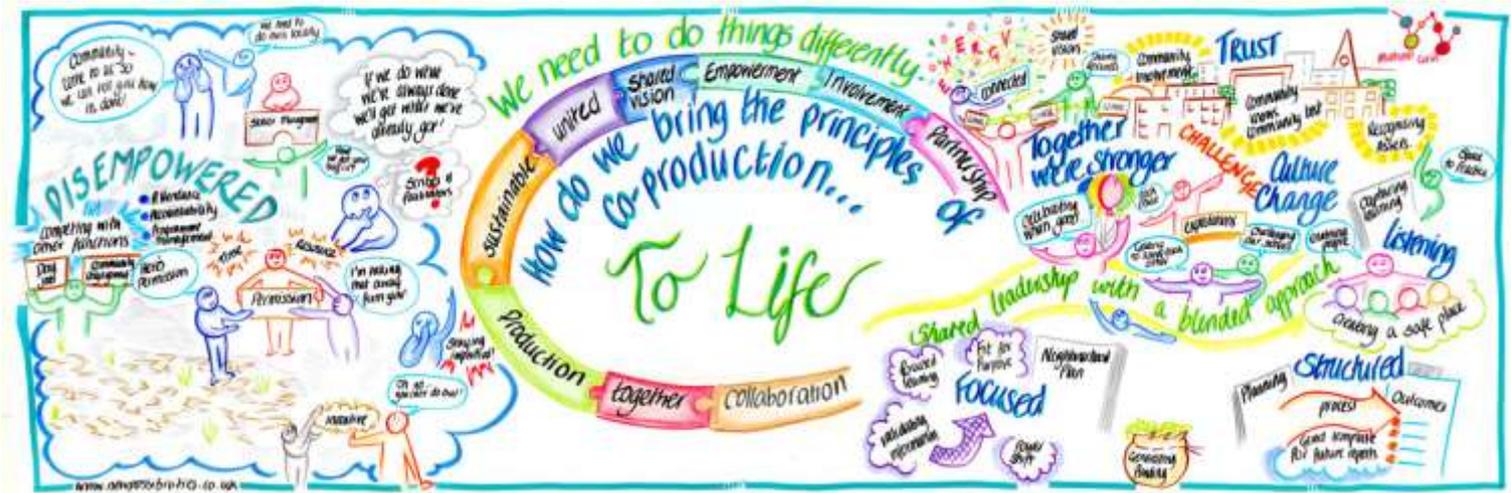
**1 in 5 transactions are now online**  
saving residents time and money

**↓ 24%**

**face-to-face & telephone contact**

freeing up staff time to help people who really need to speak to us on the phone or face to face

## Engaging with communities to involve them



How do we bring the principles of co-production to life? A graphic produced in consultation with residents and community groups in Cheylesmore.

### Empowered citizens, networked communities

This is a partnership initiative, which is aiming to develop more collaborative relationships between public sector organisations and local communities, a starting point is to establish networks of active citizens and local services in neighbourhoods and across the city. The ultimate goal is to understand what the strengths (skills, knowledge, aspirations, and organisations) are in neighbourhoods and to find issues around which communities and services can work together to make communities more resilient to public sector cuts and to make our neighbourhoods better places to live. It will contribute to the aims of the Connecting Communities programme through building trust and capacity in both communities and organisations to work together and jointly design and deliver services and activities.

The Council, Police, Whitefriars, University of Warwick, Coventry University, Voluntary Action Coventry and CCG are working alongside local community networks and organisations to identify practical topics for collaboration. Initial activities are taking place in:

- Wood End, Henley Green and Manor Farm to explore opportunities for community and public sector organisations to collaborate to change how local services are located or provided
- In Foleshill, active citizens are collaborating to develop a 'Friends of Foleshill' group with a strong desire to improve parks and open spaces
- In Cheylesmore, community organisations will be exploring how to improve communications and extend local networks using digital communications
- In Hillfields, a process of appreciative inquiry is being used to explore what is already good about the area and build on this to bring citizens and organisations together to make a difference
- The Partnership for Coventry is being reworked to include a digital city-wide partnership which brings together citizens and organisations who want to collaborate on a given topic

### Equalities objectives

The Council has a responsibility to develop equality objectives to ensure it meets the public sector equality duties. A revised set of equality objectives are being developed and will seek to ensure that the Council is addressing equality issues of concern to the workforce and citizens during times of big changes to the workforce, Council services and the city as a whole. Consultation has taken place with representatives of employees and equality networks across the city representing citizens. This has produced ideas about what role citizens and employees can play in helping to address inequalities alongside the Council.

Developing a revised set of equality objectives.

## Working with neighbours and partners across the voluntary, public and private sectors

### Pooling and sharing resources – working together to solve local problems

The Partnership of Coventry is made up of representatives from partners across the public, private, voluntary and community sectors. Through pooled and shared resources, skill sets and influences, the partnership aims to work together to deliver positive change within the city.

The priority of the Partnership for 2015/16 was growing the city and tackling poverty. A piece of work to come out of this is the Feeding Coventry project. The aims of this are to look at more innovative ways to tackle poverty, through things such as community kitchens, local advice, fuel vouchers etc. There are some real examples of the benefits this type of collaborative work can achieve and Birkenhead Council visited recently to talk through their accomplishments and how this is helping the community.

### Encouraging the development of social enterprises, mutuals, and other operating models

The Council is engaging with social enterprise and partners to support the growth of the sector and to explore the potential benefits of becoming a social enterprise city. It is estimated that there are already in the region of 200 thriving social enterprises in Coventry that reinvest their profits to deliver social benefits. Social enterprise contribute to the local economy and to the Councils priorities by creating jobs, helping to strengthen communities and creating new and more diverse solutions to delivering services.

### West Midlands Combined Authority

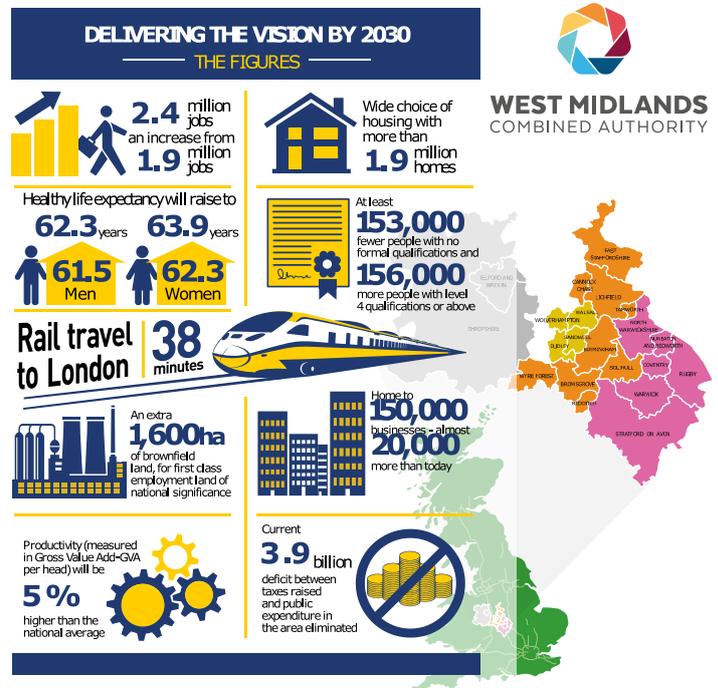
Local authorities and local enterprise partnerships are working together to move powers from Whitehall to the West Midlands and our locally elected politicians, who know this region best. Individual councils will still deliver services and retain their identity but on the big decisions we will have the resources to work together.

The West Midlands Combined Authority, which will give the city the economic clout to compete on a global scale; providing new opportunities for economic growth and benefits for residents, businesses and increased productivity and the re-balancing of the UK economy. The deal brings in an extra £36.5m a year for 30 years, plus gives the region access to funding for transport, housing, business investment, land reclamation, business support and employment, education and skills. Specifically for Coventry, there is also a cash boost of £150million to speed up the regeneration of Coventry city centre; and a sprint bus link to the proposed HS2 UK Central station. The West Midlands Combined Authority has set an ambitious goal for gross value added per head in the combined authority area to reach the national average by 2026.



# Partnership FOR COVENTRY

The Partnership for Coventry works together to deliver positive change for Coventry. A new website was launched in June 2016 at [www.coventrypartnership.com](http://www.coventrypartnership.com) with new ways for partners to collaborate online.



In June 2016, the Strategic Economic Plan for the West Midlands Combined Authority was launched, setting out how the region will “make our mark” and make the West Midlands the best region in the UK to do business by 2030.

The West Midlands Combined Authority was officially established on 17 June 2016.



## Indicators

### Making the most of our assets

Indicator	Previous performance	Current performance	Comparators	Progress	Target	Status
Rationalising property portfolio – revenue savings	£1,600,000 2014/15	£3,000,000 2015/16	-		£3m+	
Carbon dioxide emissions from local authority operations	18,940 tonnes ↓0.06% 2014/15	18,665 tonnes ↓1.45% 2015/16 est	-		↓	
LA CO <sub>2</sub> emissions avoided through the use of local renewable energy	2.5% 2014/15 actual	2.98% 2015/16 Estimate	-		3%+ by 2016/17	
Total energy use in Council buildings excluding schools	Not available revised indicator	38,017,232 kWh 2015/16 estimate	-	Not available	↓	Not available
Transformation programme savings	£15.778m 2014/15	£9.100m 2015/16	-		£11.8m+ 2015/16	
Core employee headcount (fte)	4,515.03 fte Mar 2015	4,242.05 fte Mar 2016	-		↓	
Employee contracts (excluding schools and casual posts)	5,778 contracts 31 Mar 2015	5331 contracts 31 Mar 2016	-		Target not applicable	
% of the workforce which is female	70.2% (4,054) 31 Mar 2015	69.5% (3,705) 31 Mar 2016	45% Coventry		Target not applicable	
% of senior managers (above Grade 10) who are female	50.45% (56) 31 Mar 2015	53.23% (66) 31 Mar 2016	-		Target not applicable	
Black and Minority Ethnic (BME) representation in the workforce	16.4% (945) 31 Mar 2015	16.11% (859) 31 Mar 2016	18% Coventry		Target not applicable	
BME representation in senior management (above Grade 10)	6.31% (7) 31 Mar 2015	8.9% (9) 31 Mar 2016	-		Target not applicable	
Employees who have declared a disability	5.8% (334) 31 Mar 2015	5.4% (288) 31 March 2016	10% Coventry		Target not applicable	
Working days lost due to sickness absence per fte	9.40 days 2014/15	8.51 days 2015/16	-		<8.50days per fte	
Council Tax collection rate	95.4% 2014/15	95.8% 2015/16	-		96.0%+ 2015/16	
National non-domestic rates (business rates) collection rate	96.9% 2014/15	97.8% 2015/16	-		98.5%+ 2015/16	
Allocation of the Coventry Investment Fund	£15m 2014/15	£0.1m 2015/16	-		£6.1m	
External funding attracted	£50m 2014/15	£46.8m 2015/16	-		£35.9m	

### Active citizens; strong, involved communities

Indicator	Previous performance	Current performance	Progress	Target	Status
Online transactions	16.16% 2014/15	20% 2015/16		20%+ 2015/16	
Reduction in face to face and telephone contact	12% reduction 2014/15	24% reduction 2015/16		20%+ 2015/16	

## List of new, revised or deleted indicators, and indicators with no data available

This list sets out headline indicators that are new, revised or deleted indicators; as well as indicators where no data is available in this report (July 2016) compared to the half-year report in January 2016.

### New indicators

There are no new indicators. However as a result of new government reporting requirements following changes to the schools accountability system, we will be reporting on a new set of educational attainment measures from the 2016 results and beyond, as follows:

- Standardised score in reading, writing and mathematics at the end of Key Stage 2 (overall and by key groups)
- Expected progress in reading at the end of Key Stage 2
- Expected progress in writing at the end of Key Stage 2
- Expected progress in mathematics at the end of Key Stage 2
- Attainment 8 at the end of Key Stage 4 (overall and by key groups)
- Progress 8 (progression from the end of Key Stage 2 to the end of Key Stage 4)
- % achieving A\* to C in English at the end of Key Stage 4
- % achieving A\* to C in Mathematics at the end of Key Stage 4
- Expected progress in English at the end of Key Stage 4
- Expected progress in Mathematics at the end of Key Stage 4

### Revised indicators

Locally committed: improving the quality of life for Coventry people

- Reported offences motivated by hatred/prejudice towards a person because of their actual/perceived protected characteristic – from 2015/16 this includes police non-crime incidents as well as police crime and reporting centre incidents
- Total domestic violence offences (crime/non crime) known to police – 2014/15 and 2015/16 figures recalculated

### Deleted indicators

There are no deleted indicators.

### Indicators with no updates available at end of year

Globally connected: reducing the impact of poverty

- Visitor trips – the latest available data remains 2013

Locally committed: reducing health inequalities

- Breastfeeding rates at 6-8 weeks – available data did not meet validation criteria

### Further information

A full set of Council Plan headline indicators is set out on [www.coventry.gov.uk/performance/](http://www.coventry.gov.uk/performance/)

All indicator data (open data download) <http://smarturl.it/CovPerformanceData>

This page is intentionally left blank

# Performance Management Framework

Coventry City Council · July 2016

## Introduction

Our performance management framework sets out how we plan and organise our resources to achieve the things we want to do – our vision and priorities, as set out in our [Council Plan](#).

## The Council's approach

Performance management is everyone's responsibility. It is also part of our day-to-day operation. The Council's performance management framework approach recognises the diversity of our business, and is mindful that services already respond to a wide range of other performance management arrangements, for instance, statutory requirements from government or through partnership working arrangements. As a result, our framework seeks to build on the systems and processes already in place.



📌 Performance Management Cycle

## Council Plan

The Council Plan sets out our vision and priorities for the city. The current plan, [Coventry: A Top Ten City](#) was last updated in July 2015. Our priorities are delivered through key strategies.

## Strategies

Strategies are used to implement policy and deliver plans for change. Performance standards, measures, targets and reporting timescales should be aligned between the Council Plan and [key strategies](#).

## Service/team plans

Directorates are responsible for ensuring that there are plans in place to translate high level objectives into operational activities. These plans may be at directorate, service or a team level as appropriate and determined by service need. Individual managers will identify the content and frequency of performance monitoring and review.

## Employee performance management and development

Our priorities are translated into individual objectives, supported by the [behaviours framework](#). Under the Council's [employee performance management process](#), the managers and employees are expected to regularly review an employee's objectives (what they do) and behaviours (how you do it).

## Performance measures

Progress towards the Council's priorities is monitored using a consistent set of **headline indicators** – with a particular focus on a number of **core indicators**. A **wider basket of indicators** including **lag** (output oriented, easy to measure but harder to influence) and **lead** (more input oriented, hard to measure but easy to influence) **indicators** are drawn on to explain the trends and stories behind the headlines. A mixed set of measures are used, including:

- **outcomes** that our strategies can influence but not directly control (e.g. long-term ones like life expectancy or short-term ones like unemployment);
- **outputs** showing how much a service has delivered of something (e.g. jobseekers supported);
- **inputs** demonstrating efficiency in our resource usage (e.g. savings delivered); and
- **perceptions** showing what residents think of our services (e.g. % of survey respondents satisfied).

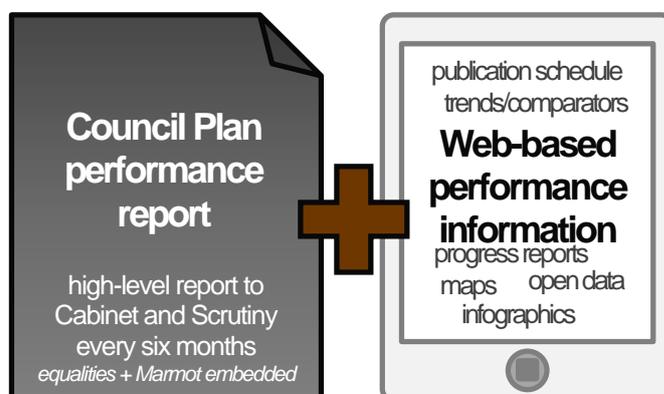
Performance measures and targets are set and reviewed by services with the relevant cabinet member, in line with the relevant strategy. They should take into account our priorities, resources, and comparators. Where possible, indicators are selected from the Council's key strategies or from other directorate measures.

The Council also uses a **Composite Liveability Measure** approach to evaluate the relative merits of different places, and to compare and contrast any set of places to another using any indicator.

## Reporting arrangements

The reporting arrangements consists of:

- a high-level Council **Council Plan performance report** to Cabinet and Scrutiny every six months summarising overall performance and embedding equalities and Marmot; and
- web-based performance information setting out a publication schedule; trends/comparators; progress reports; open data; maps and infographics.



Reporting arrangements

## Key documents

Our performance management framework is made up of the Council Plan, strategies, service/team plans and individual objectives and targets:

	Strategic Council Plan	Key strategies	Operational Service/Team plans	Individual Employee performance management and development
Purpose	Sets out the Council's overall strategic direction	Sets out the strategic direction to deliver a key priority	Sets out tasks to deliver strategy and services	Sets out individual objectives and actions
Contents	Vision, priorities and measures	Outcomes, outputs, resources, measures, targets, timescales and an action plan	Planned activities, achievements, timescales, resources, responsibilities	Performance against objectives and behaviour framework
Responsibility	Council – with support from partner organisations	Cabinet Member – with management lead (contributions might be cross-directorate)	Determined by management lead at a directorate, service or team level	Individual employee and line manager
Performance measures	Headline indicators and a wider basket of indicators	Indicators to monitor outcomes and outputs	Measures to assess progress towards outcomes and outputs	Tasks and actions for the individual
Reporting and reviewing arrangements	Reported to Cabinet and Scrutiny every six months	Reviewed annually and as appropriate reported to relevant Cabinet Member. Indicators and targets to be revised and approved if necessary.	As determined by management lead	Reviewed regularly as determined by individual employee and line manager
Timescales	10 year plan – reviewed annually and refreshed as required	As appropriate – and refreshed (or decommissioned) before expiry	Typically up to one year (and refreshed as appropriate)	Refreshed at least annually

## Find out more

On the Council's website	Council Plan: <a href="http://www.coventry.gov.uk/councilplan/">http://www.coventry.gov.uk/councilplan/</a> Info and stats: <a href="http://www.coventry.gov.uk/infoandstats/">http://www.coventry.gov.uk/infoandstats/</a> Council performance: <a href="http://www.coventry.gov.uk/performance/">http://www.coventry.gov.uk/performance/</a> Key strategies: <a href="http://www.coventry.gov.uk/policy/">http://www.coventry.gov.uk/policy/</a>
On our intranet (Beacon)	Organisational performance management: <a href="http://beacon.coventry.gov.uk/policyandperformance/">http://beacon.coventry.gov.uk/policyandperformance/</a> Employee performance management: <a href="http://beacon.coventry.gov.uk/performanceandmanagement/">http://beacon.coventry.gov.uk/performanceandmanagement/</a>

## Version control

Document owner: Insight Team, Coventry City Council [Insight@coventry.gov.uk](mailto:Insight@coventry.gov.uk)  
 Last updated on 21 June 2016. To be reviewed in July 2017.  
 Document location: <https://coventrycc.sharepoint.com/teams/ChiefExec/PublicHealth/InsightCorpPolicy/>



Coventry City Council

## Briefing note

---

**To: Scrutiny Co-ordination Committee**

**Date: 13<sup>th</sup> July 2016**

**Subject: Outside Bodies – Reporting Arrangements 2016-17**

---

---

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

- 1.1 To consider the reporting arrangements for outside bodies to Scrutiny during 2016-17.

### **2 Recommendations**

- 2.1 The Scrutiny Co-ordination Committee is recommended to:
- 1) agree the amended list of outside bodies that report to Scrutiny Co-ordination Committee (Appendix 1 section A)
  - 2) identify and agree any outside bodies which are required to report to other Scrutiny Boards (Appendix 1 section B)
  - 3) consider the content and requirements of the reporting template (Appendix 2)
  - 4) request officers to timetable the required outside bodies reports on the appropriate work programmes.

### **3 Information/Background**

- 3.1 The terms of reference for Scrutiny includes a role in receiving reports on outside bodies to which the Council makes appointments at the annual meeting. The Constitution states that at the start of the municipal year, Scrutiny Co-ordination Committee will decide for which outside bodies it wishes to receive reports.
- 3.2 The Council appointed to 65 bodies at its AGM in 2016. To help manage Scrutiny business and ensure that the time spent preparing and considering reports reflects council priorities, at their meeting in October 2014, Scrutiny Co-ordination Committee agreed to receive reports from those outside bodies which received funding from the Council. In addition, those outside bodies for which Members receive remuneration have also been included.
- 3.3 If the outside body is of relevance to the work of the Council, but sits very clearly under the remit of a specific Scrutiny Board, the outside body report is referred to the relevant Scrutiny Board and can report to that board at the discretion of the Chair
- 3.4 The proposed reporting arrangements for 2016-17 are shown in Appendix 1.

**Gennie Holmes**  
**Scrutiny Co-ordinator**  
**Resources Directorate**  
**gennie.holmes@coventry.gov.uk**  
**024 7683 1122**

## Appendix 1- Proposed reporting routes for outside bodies

### A) Scrutiny Co-ordination Committee

Page 72

ORGANISATION	Reason	2016/17 Grant Funding
Albany Theatre Trust	Funded	£26,875
Belgrade Theatre Trust (Coventry) Limited	Funded	£642,478
Coventry Citizens' Advice Bureau Management Board	Funded	£268,440
NEW - Coventry City of Culture Trust		
Coventry Law Centre Limited	Funded	£465,592
Coventry Refugee and Migrant Centre	Funded	£387,752
Culture Coventry Trust Board of Directors	Funded	£2,613,248
Voluntary Action Coventry	Funded	£103,965
West Midlands Fire and Rescue Authority	Remunerated	
West Midlands Combined Authority Transport Delivery Committee (formally West Midlands ITA - Transport Delivery Committee)	Remunerated	
NEW - West Midlands Combined Authority Audit Committee		
NEW - West Midlands Combined Authority Board		
NEW - West Midlands Combined Authority Overview and Scrutiny Committee		
Whitefriars Housing Group	Remunerated	

### B) Outside Bodies previously agreed no report necessary<sup>1</sup> (updated to remove those organisations where no appointment is made)

Adoption Panel
Annie Bettmann Foundation
Barr's Hill School Trust
Birmingham International Airport Consultative Committee
Birmingham International Airport Holdings Limited – Board of Directors
Blue Coat School Foundation
Bond's Hospital Estate Charity Trustees
Bus Lane Adjudication Service Joint Committee (BLASJC)
Children and Young People's Commissioning Board
Council of Governors of the Coventry and Warwickshire Partnership Trust
Coventry Airport Consultative Committee
Coventry Ambassadors Social Enterprise Board
Coventry and Solihull Waste Disposal Company Advisory Forum
Coventry and Solihull Waste Disposal Company Limited - Shareholders' Panel

<sup>1</sup> These were agreed by Scruco on 11<sup>th</sup> November 2009, 10<sup>th</sup> July 2013, 8<sup>th</sup> October 2014, 16<sup>th</sup> October 2015

Coventry and Warwickshire Local Enterprise Partnership Board and Local Transport Body (sub group)
Coventry Association for International Friendship
Coventry Church (Municipal) Charities Trustees
Coventry General Charity Trustees
Coventry Learning Disabilities Partnership Board
Coventry Partnership (including Coventry Learning Disabilities Partnership and Older People's Partnership)
Coventry Schools Admissions Forum
Daimler Green Recreational Trust
Fostering Panel
Foxford School Trust
Governing Body of Tile Hill Academy
Governing Body of Woodlands Academy
John Friends Memorial Fund Management Committee
Local Government Association – General Assembly
Lyng Hall Trust Limited
Martha Flint and Emma Osmond Educational Foundation
Parking and Traffic Regulation Outside London Adjudication Joint Committee (PATROLAJC)
Police and Crime Panel
Regional Flood and Coastal Committee
Seva School
SIGOMA (Special Interest Groups of Municipal Authorities)
Sir Charles Barratt Memorial Foundation
Soothern and Craner Educational Foundation
Stoke Park School Trust
Swillington's Charity Trustees
Tansley Charity Trustees
Tom Mann Centre Trust Management Committee - No routine report required but Committee requested a report on the winding up of the Charity
University of Warwick Science Park Business Innovation Centre Limited
University of Warwick Science Park Foundation Limited
West Midlands Employers (formerly West Midlands Councils – including sub-groups)
West Midlands Pensions Committee
William Proffitt's Charity



Coventry City Council



## Public report

---

**Report to**

Scrutiny Co-ordination Committee

*[date]*

**Report of**

*[Lead Member]*

**Title**

Report Back on the Work Of Outside Bodies - *[insert name of organisation]*

---

**4 Purpose of the Report**

4.1 This report sets out details of the work of *[insert name of organisation]* over the preceding twelve months and details of attendance by the City Council's representatives.

**5 Recommendations**

5.1 *[Lead Member (in consultation with other members appointed if appropriate) to insert recommendation as to whether appointment should continue to be made to the organisation and any other recommendations felt appropriate]*

**6 Information on Work of Outside Body**

6.1 *[Brief report on the work of the Outside Body in question – this can be extracted from the organisation's annual report]*

6.2

6.3

**7 Benefits to the City Council of the Appointment**

7.1 *[Brief details of the benefit to the City Council from the appointment]*

**8 What Financial Contribution Does the Council Make to this Organisation**

8.1 *[Brief details of any contribution that the City Council makes to the organisation]*

**9 Attendance Record and Remuneration for the Appointment**

9.1 *[Details to be obtained directly from organisation by Committee Officer and inserted here.]*

List of background papers

Proper officer:

Author:  
Councillor .....,  
(Any enquiries should be directed to the above)

Telephone:

Other contributors:

Papers open to Public Inspection

**Description of paper**

**Location:** CH59

Schedule of City Council Appointments to Outside Bodies

This page is intentionally left blank



Coventry City Council

## Briefing note

---

**To: Scrutiny Co-ordination Committee**

**Date: 13<sup>th</sup> July 2016**

**Subject: Outstanding Issues Report**

---

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

- 1.1 To inform Members of the approach to be taken on progress, outcomes and responses to recommendations and substantial actions made by the Scrutiny Board.

### **2 Recommendations**

- 2.1 Members are recommended to:

- 1) Note the attached template and examples from 2015-16

### **3 Information/Background**

- 3.1 When recommendations and actions are made following a scrutiny meeting, they are circulated to the relevant Cabinet Member and officer, and recorded on a recommendations tracker.
- 3.2 The purpose of this report is to bring to the Boards attention the responses received from Cabinet Members and Officers in regards to recommendations and actions.
- 3.3 Once a response has been received or an action dealt with, it will be removed from this report and kept in the full recommendations tracker. The complete tracker can be viewed by contacting the Scrutiny Team on the details below.

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

## Outstanding Issues

Meeting Date	Agenda Item	Cabinet Member/ Responsible Officer	Rec', Action or Information	Recommendations/ Actions	Officer contact	Response/ Status
21 October 2015	NUCKLE – Arena Railway Station	Cabinet Member for BEE/Deputy Cabinet Member	A	The Cabinet Member for Business, Enterprise and Employment and the Deputy Cabinet Member with special responsibility for Transformation be requested to ensure that the Entry into Service document is complied with, completed and submitted as a matter of urgency.	Colin Knight	Further information received 18/12/15 COMPLETE
09 December 2015	Welfare Reform		R	Requested that the Working Together on Welfare Reform Group:- i) closely monitor the impact of the welfare reforms, particularly in relation to the impact on young people, including Looked After Children and Care Leavers; ii) produce an information leaflet on sanctions, similar to the Newcastle model; iii) Invite representatives of MIND to join the Group	Scrutiny Officer	Added to the work programme for next municipal year to hear progress on requests. COMPLETE
10 February 2016	Air Quality Action Plan		I	Officers to provide the Committee with information on the number and location of charging points for electric cars in the City and to give consideration in relation to the length of time cars are permitted to park at those points	M. Checkley/ A. Walster	Information circulated 25/02/16 COMPLETE



Coventry City Council

## Briefing note

---

**To: Scrutiny Co-ordination Committee**

**Date: 13<sup>th</sup> July 2016**

**Subject: Scrutiny Work Programmes 2016-17**

---

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

- 1.1 The attached work programme show the outcome of discussions from the informal meetings of all Scrutiny Boards. Scrutiny Co-ordination Committee has a role in overseeing the work programmes to reduce duplication and where appropriate identify cross-cutting themes. Work programmes are working documents, are reactive and will change accordingly as and when the need arises.

### **2 Recommendations**

- 2.1 Scrutiny Co-ordination Committee is recommended to:
- 1) Consider and agree the content of the work programme attached at Appendix 1
  - 2) Identify any cross-cutting themes where appropriate

### **3 Information/Background**

- 3.1 At the beginning of each municipal year, each scrutiny board has an informal meeting for Members and senior officers to discuss the areas of the Council that fall under each board's portfolio.
- 3.2 Members were able to questions officers and Cabinet Members on their service areas to enable them to identify items for their work programmes.
- 3.3 This is an opportunity for Scrutiny Co-ordination Committee to take an overview of all of the work programmes across the scrutiny boards.

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

This page is intentionally left blank

**Scrutiny Co-ordination Committee**

Scrutiny Work Programme 2016/17

<b>13<sup>th</sup> July 16</b>
Crime and Community Safety performance Council Plan progress Outside Bodies Report
<b>7<sup>th</sup> Sept 16</b>
Combined Authority
<b>12<sup>th</sup> October 16</b>
Electoral Registration and Voter Engagement Selective Licensing
<b>9<sup>th</sup> November 16</b> <b>7<sup>th</sup> December 16</b> <b>11<sup>th</sup> January 17</b> <b>8<sup>th</sup> February 17</b> <b>15<sup>th</sup> March 17</b> <b>12<sup>th</sup> April 17</b> <b>Date to be allocated</b>
Progress on commissioned DVA services Welfare Reform Air Quality Connecting Communities Climate Change Female Genital Mutilation
“If required” meetings also scheduled for 27 <sup>th</sup> July 16, 10 <sup>th</sup> August 16, 21 <sup>st</sup> September 16, 19 <sup>th</sup> October 16, 16 <sup>th</sup> November 16, 25 <sup>th</sup> January 17, 22 <sup>nd</sup> February 17, 29 <sup>th</sup> March 17

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
<b>13<sup>th</sup> July 16</b>	Crime and Community Safety performance	To review: <ul style="list-style-type: none"> <li>• Work of the Police, Crime and Community Safety Board;</li> <li>• Information on funding that is distributed to which services.</li> <li>• Membership and representation</li> <li>• Sub-group and remit and Chairs</li> <li>• Involvement of the third sector</li> <li>• Scope of the planned review of the Board</li> <li>• End of year performance</li> <li>• PCP questionnaire on his plan priorities</li> </ul>	Cllr A Khan
	Council Plan progress	An opportunity for members of the Board to look at Council performance across all areas and identify any areas that may need further scrutiny. Including equalities action.	Si Chun Lam Cllr Duggins
	Outside Bodies Report	Scrucoco can decide which outside bodies they receive reports on at their meetings. This report provides opportunities to identify the criteria for which reports are submitted throughout the year.	Gennie Holmes
<b>7<sup>th</sup> Sept 16</b>	Combined Authority	Detail on finance, transport, and accountability. Economic plan – implications for Coventry Citizens.	Martin Reeves Cllr Duggins
<b>12<sup>th</sup> October 16</b>	Electoral Registration and Voter Engagement (Local Democracy Week)	To consider the Council's engagement plan and to follow up on actions from the previous Board meeting. (expand)	Liz Read
	Selective Licensing	To consider the outcomes of the consultation	Tracy Miller
<b>9<sup>th</sup> November 16</b>			
<b>7<sup>th</sup> December 16</b>			
<b>11<sup>th</sup> January 17</b>			
<b>8<sup>th</sup> February 17</b>			
<b>15<sup>th</sup> March 17</b>			
<b>12<sup>th</sup> April 17</b>			

Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
<b>Date to be allocated</b>	Progress on commissioned DVA services	Following their meeting on 14 <sup>th</sup> October 2015, Board Members agreed to receive annual progress updates, including October 2016. To include contributions from the Police and Whitefriar's Housing and any information on a regional perpetrators programme.	Cllr A Khan
	Welfare Reform	Further review of impacts of changes to welfare provision and the services provided by partners in the city. Including most recent changes announced.	Glenda Cowley/ Welfare Reform Working Together Group Richard Sharp - The DWP Coventry and Warwickshire Operational Leader Cllr Bigham
	Air Quality		
	Connecting Communities		
	Climate Change		
	Female Genital Mutilation		
<p>"If required" meetings also scheduled for 27<sup>th</sup> July 16, 10<sup>th</sup> August 16, 21<sup>st</sup> September 16, 19<sup>th</sup> October 16, 16<sup>th</sup> November 16, 25<sup>th</sup> January 17, 22<sup>nd</sup> February 17, 29<sup>th</sup> March 17</p>			

**Finance and Corporate Services Scrutiny Board (1) Work Programme 2016/17**

6 July 2016
The Digital Agenda
7 September 2016
2017-20 Medium Term Financial Strategy and Efficiency Strategy
19 October 2016
Reserves
30 November 2016
25 January 2017
29 March 2017
Dates to be determined
Impact of changes to Local Council Tax Support Scheme Medium Term Financial Strategy Workforce Strategy Procurement Strategy and Social Value Act Friargate Customer Services The EU Reserves Capital Programme

Appendix 1

Date	Title	Detail	Lead Officer
6 July 2016	The Digital Agenda	To introduce the developing Digital Strategy enabling the Board to input into it as it is still in draft form. To look to set up a working group to develop further strands of work. This will be identified at the meeting.	Lisa Commane
7 September 2016	2017-20 Medium Term Financial Strategy and Efficiency Strategy	To discuss the Council's Medium Term Financial Strategy and its new Efficiency Strategy	Paul Jennings
TBC	Impact of changes to Local Council Tax Support Scheme	Changes have been proposed to the Local Council Tax Support Scheme. If approved by Cabinet in 2016, the Board have asked that the impact of implementation is looked at after 6 months. To include how much money has been raised as a result of this change, how much it has cost to collect, levels of arrears and the impact on residents. Look to invite external partners in to inform discussion e.g. CAB.	Barrie Strain/Glenda Cowley
19 October 2016	Reserves	To look at reserves in detail and how the information on them is presented to the public.	Chris West/ Barrie Hastie
TBC	Workforce Strategy	To input into the workforce strategy	Barbara Barrett
TBC	Social Value Act	To examine the extent to which the Social Value Act is delivering added value when we are letting contracts.	Liz Welton
TBC	Friargate	To look at progress towards meeting the financial targets associated with the move to Friargate.	Chris West
TBC	Customer Services	To hold a meeting in the new Customer Service Centre to discuss new ways of working and how these can be rolled out across the Council.	Lisa Commane
TBC	Capital Programme	To look at the projects being delivered including whether there is sufficient workforce capacity to do so.	Paul Jennings
TBC	The EU	To investigate the implications of the leave vote on the pension fund and likely requirement for additional savings from Local Authorities.	Chris West

## Education and Children's Services (2)

Scrutiny Work Programme 2016/17

<b>16<sup>th</sup> June 16</b>
Recruitment and Retention of Social Work Staff (task and finish group) Improvement Board - 11 May 2016
<b>21<sup>st</sup> July 16</b>
SCR Early Help Strategy Improvement Board - 22 June 16
<b>15<sup>th</sup> September 16</b>
'Stepping Up' and 'Stepping Down' Process for Social Care cases. Quality Assurance Auditing SCR – Child F
<b>13<sup>th</sup> October 16</b>
Supervision of Social Care Staff recommendations Teen pregnancy and PSHE in schools Health Visiting Contract Improvement Board Report – 14 September 16
<b>10<sup>th</sup> November 16</b>
<b>8<sup>th</sup> December 16</b>
Improvement Board Report – 2 November 16
<b>12<sup>th</sup> January 17</b>
Education Performance Report Improvement Board Report – 14 December 16
<b>9<sup>th</sup> February 17</b>
Improvement Board Report – 25 January 17
<b>9<sup>th</sup> March 17</b>
Monitoring of SCR recommendations from 15/16
<b>6<sup>th</sup> April 16</b>
<b>Progress Reports</b>
Changes to adoption agency – progress report Unaccompanied Asylum Seeking Children - briefing note LSCB Annual report Youth Offending Service – progress report Family Drugs and Alcohol Court – progress report MASH update - progress report 12 Jan 17 Children's Social Care Workforce Strategy – progress report 9 Feb17
<b>Proposed Agenda Items</b>
Voices of Care Consultation on proposed changes to the school transport service. Staying Put Policy and Preparation for Leaving Care Young Carers Serious Case reviews Commissioned Services including Residential Care

## Appendix 1

CAMHS  
Academisation Programme  
Short Breaks Review  
School based police panels  
Prevent in schools

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
<b>16<sup>th</sup> June 16</b>	Recruitment and Retention of Social Work Staff (task and finish group)	Members wanted to look in depth at the recruitment of social workers including consideration of reasons for lack of interest in previous recruitment campaigns and remuneration and responsibility levels of social workers. To include reputational factors as well.	John Gregg Cllr Ruane
	Improvement Board - 11 May 2016	A standing item as agreed by Council reporting progress against the areas identified in the improvement notice.	John Gregg Cllr Ruane
<b>21<sup>st</sup> July 16</b>	SCR	The Board will consider recommendations from a serious case review.	Janet Mokades Cllr Ruane
	Early Help Strategy	To receive a progress report on the Early Help Strategy including the Strengthening Families. Also to include hard to engage families (see SCR recommendations)	John Gregg Fran Doyle Cllr Ruane
	Improvement Board - 22 June 16	A standing item as agreed by Council reporting progress against the areas identified in the improvement notice.	John Gregg Cllr Ruane
<b>15<sup>th</sup> September 16</b>	'Stepping Up' and 'Stepping Down' Process for Social Care cases.	Following the Boards consideration of the SCR on Baby C Members requested more information on the new processes implemented as a result of the recommendations	John Gregg
	Quality Assurance Auditing	Following the Boards consideration of the SCR on Baby C Members requested more information on the auditing of case work to ensure consistency and quality of practice	John Gregg
	SCR – Child F	The Board will consider recommendations from a serious case review.	
<b>13<sup>th</sup> October 16</b>	Supervision of Social Care Staff recommendations	A progress report on the recommendations accepted by the Cabinet Member on 14/4/16	John Gregg Cllr Ruane
	Teen pregnancy and PSHE in schools	To consider what schools are doing to support the Teenage Pregnancy Strategy and how the Council is supporting them	Kirston Nelson, Nadia Ingliss Judith Simmonds Cllr Maton
	Health Visiting Contract	Members wanted to know more about the current health visiting contract particularly Health Visitors involvement in	Cllr Ruane

Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
		CAF's.	
	Improvement Board Report – 14 September 16	A standing item as agreed by Council reporting progress against the areas identified in the improvement notice.	
<b>10<sup>th</sup> Nov 16</b>			
<b>8<sup>th</sup> December 16</b>	Improvement Board Report – 2 November 16	A standing item as agreed by Council reporting progress against the areas identified in the improvement notice.	
<b>12<sup>th</sup> January 17</b>	Education Performance Report	An annual report with the headline performance data from schools, including vulnerable groups including children educated out of school and excluded pupils.	
	Improvement Board Report – 14 December 16	A standing item as agreed by Council reporting progress against the areas identified in the improvement notice.	
<b>9<sup>th</sup> February 17</b>	Improvement Board Report – 25 January 17	A standing item as agreed by Council reporting progress against the areas identified in the improvement notice.	
<b>9<sup>th</sup> March 17</b>	Monitoring of SCR recommendations from 15/16	The Board wanted to know how the outcomes of recommendations from SCR's are monitored and whether implemented recommendations have been effective in protecting children	Cat Parker
<b>6<sup>th</sup> April 16</b>			
<b>Progress Reports</b>		These items will only be reported to the Board by exception. Where progress is on track reports will be circulated to the Board for information only	
	Changes to adoption agency – progress report	A regional adoption agency has been established. Members wanted a progress report and information on performance	John Gregg Cllr Ruane
	Unaccompanied Asylum Seeking Children - briefing note	Members requested to be kept up to date on numbers of UASC in the city and services to support them	John Gregg
	LSCB Annual report	The annual report of the local safeguarding children's board	
	Youth Offending Service – progress report	An update on progress of the Youth Offending Service	Angie Parks Cllr Ruane
	Family Drugs and Alcohol	Progress on the work of the FDAC	John Gregg

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
	Court – progress report		
	MASH update - progress report 12 Jan 17	Following the meeting in January 2016, Members requested a further progress update, particularly in relation to the recommendations made.	
	Children’s Social Care Workforce Strategy – progress report 9 Feb17	Following the introduction of the Workforce Strategy at their meeting on 25 February, Members requested a further progress report	John Gregg Cllr Ruane
<b>Proposed Agenda Items</b>	Voices of Care	Members requested regular updates on the work and benefits of the Voices of Care Council, including the results of surveys with LAC	Sheila Bates
	Consultation on proposed changes to the school transport service.	Following the change in timescales to implementation of changes Members requested that the Board considers the new proposals as part of the new consultation process.	Jeanette Essex Cllr Maton
	Staying Put Policy and Preparation for Leaving Care	To look in more detail at the Staying Put Policy, involving representation from the Foster Carers Association. The report should cover promotion of the policy with young people, children social work support at 18, financial support to Foster Carers. The Voice of the Child Task and Finish Group raised the issue of independence training and the Chair suggested that it be looked at separately. To include input from foster carers and care leavers as well as Route 21.	John Gregg Jivan Sembi Cllr Ruane
	Young Carers	Referred from the Corporate Parenting Board, to look at support offered to children and young people who are carers, especially those that are children in need, child protection or who come into care because of the health of their parents.	
	Serious Case reviews	The Board will consider recommendations from serious case reviews when they are published. To also include Wisteria Lodge investigation.	Cat Parker/Hardeep Walker Cllr Ruane/Janet Mokades
	Commissioned Services including Residential Care	Members requested further information about commissioned services and how contracts are awarded and monitored, including Barnardo’s. Members requested information on	John Gregg/Sally Giles Cllr Ruane

Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
		residential care provided by both the local authority and commissioned services	
	CAMHS	A follow up and progress report on work done with SB5 last year, especially in terms of prescription drug use. Also a task and finish group to investigate why there significantly high number of referrals through CAMHS on the ASD pathway.	Jacqueline Barnes
	Academisation Programme	The Board wanted to consider the implications of the Government white paper and the proposals for all schools to become academies by 2020.	Kirston Nelson Cllr Maton
	Short Breaks Review	To look in more detail at the provision of short breaks for disabled children	John Gregg Cllr Ruane
	School based police panels	A report on how the police are supporting improving behaviour in schools and tackling anti-social behaviour in partnership	Kirston Nelson Cllr Maton
	Prevent in schools	To look in more detail how the Prevent agenda is being delivered in schools	Kirston Nelson Cllr Maton

**Business, Economy and Enterprise (3)**

Scrutiny Work Programme 2016/17

<b>Select Panel Work</b>
Public Transport Infrastructure
<b>Task and Finish group subjects</b>
Tourism and Marketing European Funding Digital for Business Refreshed Green Space Strategy
<b>Progress Reports</b>
Selective Licensing – progress report
<b>6<sup>th</sup> July 16</b>
Public Transport background and context
<b>21<sup>st</sup> Sept 16</b>
Select Committee – Public Transport
<b>2<sup>nd</sup> November 16</b>
MIPIM Conference report Refreshed Green Space Strategy T&F Report
<b>14<sup>th</sup> December 16</b>
Select Committee – Public Transport report back
<b>18<sup>th</sup> January 17</b> <b>22<sup>nd</sup> March 17</b>
Digital for Business T&F report back Tourism and Marketing T&F report back

Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
<b>Select Panel Work</b>	Public Transport Infrastructure	To look in more detail at the transport infrastructure of the city. Maybe link with the LEP single infrastructure plan for Coventry and Warwickshire and the devolved powers as part of the Combined Authority. Consider the relationship with the business sector. To include service providers, commissioners and users as witnesses.	Cllr O'Boyle Colin Knight Paul Boulton Rebecca Young
<b>Task and Finish group subjects</b>	Tourism and Marketing	To look in more detail at the Tourism Strategy, involving partners and the LEP (September)	Cllr O'Boyle David Nuttall
	European Funding	To consider the European funding that supports projects in Coventry	
	Digital for Business	To consider in more detail the work that the Council is doing to support high-speed connectivity, for both domestic and commercial users.	Cllr O'Boyle Rebecca Young David Cockroft
	Refreshed Green Space Strategy	The Green Space Strategy will be refreshed. Members wanted to ensure <b>that recommendations made as a result of the Parks task and finish group were included in the Strategy, as agreed by the Cabinet Member.</b>	Graham Hood Cllr Caan
<b>Progress Reports</b>	Selective Licensing – progress report	Following the acceptance of the recommendations from the T&F group on selective licensing <b>Members requested the outcome of the consultation is considered by scrutiny before a final decision is made.</b>	Helen Caves/Marcus Fothergill Cllr O'Boyle
<b>6<sup>th</sup> July 16</b>	Public Transport background and context	A briefing note providing the current position and background to public transport in the city to prepare Members for the select panel in September	Nigel Mills Cllr O'Boyle
<b>21<sup>st</sup> Sept 16</b>	Select Committee – Public Transport		Cllr O'Boyle Colin Knight

Date	Title	Detail	Cabinet Member/ Lead Officer
<b>2<sup>nd</sup> November 16</b>	MIPIM Conference report	A report from the MIPIM conference	Cllr Maton
	Refreshed Green Space Strategy T&F Report	The Green Space Strategy will be refreshed. Members wanted to ensure <b>that recommendations made as a result of the Parks task and finish group were included in the Strategy, as agreed by the Cabinet Member.</b>	Graham Hood Cllr Caan
<b>14<sup>th</sup> December 16</b>	Select Committee – Public Transport report back	Report back on the evidence provided at the public transport select committee in September	Cllr O'Boyle Colin Knight
<b>18<sup>th</sup> January 17</b>			
<b>22<sup>nd</sup> March 17</b>	Digital for Business T&F report back		
	Tourism and Marketing T&F report back		

## Communities and Neighbourhoods (4)

Scrutiny Work Programme 2016/17

<b>20<sup>th</sup> July 16</b>
Innovation in traffic management
<b>14 September 16</b> <b>16 November 16</b> <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>
Progress on the Highway Asset Management Policy and Strategy Flood Risk Management and Drainage Update
<b>5 April 17</b> <b>Proposed Agenda Items</b>
Delivering Early Action Neighbourhood Bid/IGNITE Project Fly-tipping and Littering – Task and Finish Group Policy for implementation and future management of residents parking schemes. Taxi Licensing Policy Future Burial Provision More effective community engagement

<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
<b>14 September 16</b>			
<b>16 November 16</b>			
<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>	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 pot hole actions.	Neil Cowper Cllr Innes
	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
<b>5 April 17</b>			
<b>Proposed Agenda Items</b>	Delivering Early Action Neighbourhood Bid/IGNITE Project	The IGNITE project delivered by Coventry Law Centre and Grapevine was awarded Early Action Neighbourhood Bid. Members are interested in progress.	Helen Shankster Cllr Bigham
	Fly-tipping and Littering –	Members would like to know what is being done to address the	Andrew Walster

Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
	Task and Finish Group	increase in fly-tipping and concern from residents. To look at the impact of reduced resources on Streetpride and street cleansing.	Cllr Innes
	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 Seager
	Taxi Licensing Policy		
	Future Burial Provision	There have been significant savings made to the budget, the Board may want to consider the implications of this.	Andrew Walster Graham Hood Cllr Innes
	More effective community engagement	Looking at how can we 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. Maybe looking at digital solutions.	Helen Shankster Cllr Bigham

### Health and Social Care Scrutiny Board (5) Work Programme 2016/17

29 June 2016
Informal - Introduction to Health Scrutiny Formal - Adult Social Care Peer Review
20 July 2016
Sustainability and Transformation Plan (STP) Health and Wellbeing Strategy Overview
14 September 2016
Child and Adolescent Mental Health Services Transformation Agenda Winter Resilience Safeguarding Adults Board Annual Report
5 October 2016
Sustainability and Transformation Plan Update
23 November 2016
4 January 2017
1 February 2017
1 March 2017
5 April 2017
2016/17 – Dates to be confirmed
Sustainability and Transformation Plan – Out of Hospital Sustainability and Transformation Plan – In Hospital UHCW Transformation Plan UHCW Virginia Mason Adult Mental Health Services Public Health Key Priorities and Progress Adult Serious Incident Reviews Health impact of living conditions – The role of Social Housing Providers Health impact of living conditions – the impact of the physical environment outside the home The 0-19 Childrens Services Agenda – Health Perspective CCG financial and performance deficit Outcome of CWPT CQC Report Update on the implementation of action plan following the Adult Social Care Peer Review Safeguarding and personalisation

Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
		<b>2016/17</b>	
29 June 2016	Adult Social Care Peer Review	Outcome of the Adult Social Care Peer Review	Pete Fahy/ Cllr Abbott
20 July 2016	Sustainability and Transformation Plan	Provide information on the NHS System Transformation Plan which is being developed for Coventry and Warwickshire at the request of NHS England.	Andy Hardy/ Gail Quinton
20 July 2016	Health and Wellbeing Strategy Overview	To receive an overview from Public Health of the Health and Wellbeing Strategy Overview.	Jane Moore
14 September 2016	Safeguarding Adults Board Annual Report	To look at the Safeguarding Adults Board Annual Report, which is a report written by the independent Chair of the Board.	Cat Parker/ Lillian Ferraro
14 September 2016	Winter Resilience	That the System Resilience Group bring a report on winter resilience and planning the initiatives being put in place to deal with winter 2016/17.	Pete Fahy/ Sue Davies (CCG)/ David Eltringham/ Simon Gilby
5 October 2016	Sustainability and Transformation Plan	To receive an update on the STP.	Andy Hardy/ Gail Quinton
5 October 2016	Adult Social Care Annual Report (Local Account) 2015/16	This is the annual report of the Council related to services provided to Adult Social Care clients. The report summarises performance, provides commentaries from key partners and representatives of users and sets strategic service objectives for the future. The report will be circulated with the agenda and Members given the opportunity to ask questions at the end of the meeting.	Pete Fahy/ Gemma Tate
Late 2016	Update on the implementation of action plan following the Adult Social Care Peer Review	A further report on progress with implementing the action following the report authors visit in October. to include details of the independent evaluation of the progress being made in respect of safeguarding ensuring that a personalised approach is being taken in this area.	Pete Fahy
TBC	Safeguarding and personalisation	Outcome of the independent evaluation of the progress being made in respect of safeguarding ensuring that a personalised approach is being taken in this area.	Pete Fahy
TBC	Sustainability and	Includes frailty. To scrutinise the work being done on the out of hospital	TBC

## Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
	Transformation Plan – Out of hospital	pathway identified as part of the STP.	
TBC	Sustainability and Transformation Plan – In hospital	To scrutinise the work being done on the in hospital pathway identified as part of the STP.	TBC
TBC	UHCW Transformation Plan	To pick up with UHCW their performance, particularly around the key indicators of A&E 4 hour wait, 18 week referral to treatment and delayed discharge and progress on dealing with their financial deficit.	Andy Hardy/ David Eltringham
TBC	UHCW Virginia Mason	This programme, sees the USA's 'Hospital of the Decade', Virginia, forming a unique partnership with NHS Improvement and five NHS Trusts, of which UHCW is one, over five years to support improvements in patient care. Virginia Mason Institute, known for helping health care organisations around the world create and sustain a 'lean' culture of continuous improvement. This will be an opportunity to hear about the benefits of the programme and potentially meet at the hospital. Input from Virginia Mason reps via video link will be requested.	David Eltringham
TBC	Child and Adolescent Mental Health Services Transformation Agenda	The CAMHS transformation agenda is underway and to look for ways that the service can be improved for children and young people. Concerns about waiting times and ensuring access to crisis support at all times.	Jacqueline Barnes/ Simon Gilby/ John Gregg
TBC	Adult Mental Health Services	To look at where the pressures points are in Adult Mental Health Services.	CCG/ Simon Gilby
TBC	Health impact of living conditions - the role of social housing providers	To invite in key social housing providers from across the City to look at how they work to provide social housing which maximises positive health impacts of tenants. Include role of community.	Whitefriars/ Public Health
TBC	Health impact of living conditions – the	To consider how physical environments in residential areas can improve the health and wellbeing of citizens. Include how these factors will be considered	Public Health/ Planning/

Appendix 1

Date	Title	Detail	Cabinet Member/ Lead Officer
	impact of the physical environment outside the home	as developments come forward as part of the local plan.	Environmental Health
TBC	The 0-19 Childrens Services Agenda – Health Perspective	Early help and prevention services for 0-19.	Public Health/ CCG/ CWPT
TBC	Public Health Key Priorities and Progress	For the Board to discuss, and influence, Public Health’s key priorities and monitor their progress.	Jane Moore
TBC	Adult Serious Incident Reviews	For the Board to look at Adult Serious Incident Reviews as they are published.	Cat Parker
TBC	CCG performance	To examine the performance of the CCG including their finances.	CCG
TBC	Outcome of CWPT CQC Report	To look at the outcome of the CWPT CQC inspection which took place in April. As of 27.06.16 the report has not been published.	Simon Gilby
TBC	Workforce	To look at how non-clinical opportunities in the NHS can be promoted, particularly through the use of apprenticeships and links with the two Universities.	UHCW/ Warwick University/ Coventry University/ Local Colleges
Visit - TBC	Frailty Unit - UHCW	Visit to UHCW to see new frailty pathway once established	Andy Hardy

This page is intentionally left blank