



Scrutiny Co-ordination Committee

Time and Date

10.00 am on Wednesday, 8th February, 2017

Place

Committee Rooms 2 - Council House

Public Business**1. Apologies and Substitutions****2. Declarations of Interest****3. Minutes** (Pages 3 - 20)

(a) To agree the Minutes of the meetings held on 11 and 18 January, 2017

(b) Matters arising

4. Electoral Registration and Voter Engagement (Pages 21 - 24)

Briefing Note of the Executive Director of Resources

5. Prevent Strategy (Pages 25 - 30)

Briefing Note of the Executive Director of People

6. Trade and Investment Delegation to Olofstrom and Southern Sweden
(Pages 31 - 42)

Report of the Executive Director of Place

7. Outstanding Issues (Pages 43 - 48)

Report of the Executive Director of Resources

8. Scrutiny Co-ordination Committee Work Programme 2016/2017 (Pages 49 - 54)

Report of the Executive Director of Resources

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, 31 January 2017

- Notes:1) The person to contact about the agenda and documents for this meeting is Suzanne Bennett, Democratic Services, Council House, Coventry, telephone 7683 3072, alternatively E-mail: suzanne.bennett@coventry.gov.uk/liz.knight@coventry.gov.uk
- 2) Council Members who are not able to attend the meeting should notify Suzanne Bennett 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 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/liz.knight@coventry.gov.uk

Coventry City Council
Minutes of the Meeting of Scrutiny Co-ordination Committee held at 10.00 am on
Wednesday, 11 January 2017

Present:

Members: Councillor R Lancaster (Chair)
Councillor N Akhtar
Councillor J Blundell
Councillor G Crookes
Councillor D Gannon
Councillor L Kelly
Councillor M Mutton
Councillor R Singh (Deputy Chair)

Other Members: Councillors L Bigham and G Duggins

Other Representatives: Janet Gurney, Coventry Law Centre
Alan Markey, Coventry Independent Advice Service

Employees:

M Andrews, Place Directorate
A Baker, People Directorate
V Castree, Resources Directorate
G Cowley, Resources Directorate
B Hastie, Resources Directorate
L Knight, Resources Directorate
S Lam, People Directorate
J Moore, People Directorate

Apologies: Councillor J McNicholas

Public Business

38. Declarations of Interest

Further to Minute 40 below, Councillor Lancaster informed of her position as a Director of Coventry Independent Advice Service. She remained in the meeting for the consideration of this item.

39. Minutes

The minutes of the meeting held on 9th November, 2016 were signed as a true record. There were no matters arising.

40. Impact of Welfare Reform Changes

The Committee considered a Briefing Note of the Executive Director of Resources which provided an update on Welfare Reform changes to the Department for Works and Pensions (DWP) benefits and, in particular, the impact for Coventry residents. Janet Gurney, Coventry Law Centre and Alan Markey, Coventry

Independent Advice Service, both representatives on the city's Welfare Reform Working Together Group, attended the meeting for the consideration of this item. Councillor Bigham, Cabinet Member for Community Development also attended.

The Briefing Note included the following appendices:

- 1 – Briefing note highlighting recent changes to Universal Credit, the Benefit Cap, the effects on Coventry and use of Discretionary Housing Payments and Community Support Grants;
- 2 – Distribution of potential impacts Benefit Cap changes;
- 3 – Summary of benefit changes made in 2016 and timetable of future changes 2017/18
- 4 – Coventry Working Together on Welfare Reform Action Plan.
- 5 – Communications Plan for changes to benefit cap.
- 6 – Benefits Cap Case Studies

An additional paper from Janet Gurney and Alan Markey, setting out suggested actions which could be considered as ways to address issues arising as a consequence of the welfare reforms planned during 2017-2018, was tabled at the meeting.

The Briefing Note at Appendix 1 indicated that Universal Credit (UC) was a single payment of benefit, including housing costs, for working age people administered by the DWP. It was introduced in Coventry in December 2015 for single working age people. A partnership agreement with the DWP allowed the Council to receive and exchange information in relation to UC so housing benefit could be cancelled if a claim for UC was made. Since this introduction a total of 211 claims had been cancelled. The Committee were informed that the agreement also required the Council to provide budgeting support for those who needed help with managing their finances and to date 195 people had been referred for budgeting support.

The Government had introduced changes to the benefit cap which reduced the maximum amounts households could receive in benefit to £385 a week for couples and families with children (£20,000 per year) and £259 for single people with no children (£13,400 per year). Details about exemptions to the cap were outlined. These new levels for current 'capped' households took effect from 7th November, 2016 and there were currently 91 households subject of this new cap.

The Committee noted that this cap was to be applied to new households on 23rd January, 2017. An analysis of data received from DWP indicated that there would be an estimated 761 new capped households which included 348 households with 4 or more children who would lose on average £104 of weekly benefit. It was anticipated that the total number of children expected to be affected would be 2,711. Also, approximately 50 troubled families known to the Council were likely to be affected.

The Committee were informed that a Discretionary Housing Payment (DHP) grant was given to each Council by DWP to help households struggling to meet their housing costs. For 2016/17 Coventry was awarded £788,669. To date, there had been an increase in applications this year compared to the previous year. DHP could be awarded to provide short term financial help to those affected by the cap,

however, due to a limited budget the council could only offer assistance for the first six weeks.

The Council also administered a discretionary Community Support Grant (CSG) for people who needed financial help. The budget was £375,000 and from April to November, 2016 £240,146 had been awarded compared to £136,750 at the same point the previous year. The Committee noted that there had been an increase in applications.

Further information was provided on the support and advice provided by the DWP, the Benefit Service and the Welfare Reform Working Together Group.

The Committee were informed that although representatives from the DWP were unable to accept an invitation to attend this meeting, Claire Hindson, the new District Manager had responded by outlining her priorities and offering to meet with the Committee to discuss ways of working together.

Members questioned the officers and representatives present on a number of issues and responses were provided, matters raised included:

- Further information about what was being done to target those in greatest need to ensure that they claimed all they were entitled to
- Clarification about what could be covered by the Community Support Grant
- Information about what assistance was available following the expiry of the six week DHP period
- Further information about the impact of the introduction of the minimum contribution to Council Tax introduced the previous year and the associated level of collection rate
- Concerns about the lack of availability of affordable housing for large families to move to when attempting to reduce their housing costs
- How far the DWP took into account 'human opinion' when considering whether to sanction individual cases
- What representations were being made to Government about the partner concerns relating to the imposition of sanctions
- Significant concerns about the introduction of the benefit cap which would impact on the troubled families in the city who already had many other problems to contend with
- What would happen if the grant allocations was spent before the end of the financial year.
- The reasons why people's applications for funding were being rejected and the guidance given if an application was unsuccessful
- Concerns about only being able to make applications on-line
- The impact of welfare reform on the Advice Agencies
- Significant concerns about the numbers of children would who be affected by the benefit cap.

RESOLVED that:

(1) The content of the briefing be noted.

(2) The recommendations in the 'Suggested Actions Needed to Address Welfare Reform' document be forwarded to Councillor Bigham, Cabinet Member for Community Development for her consideration.

(3) Members of the Committee to take up the invitation to meet with Claire Hindson, the new District Manager at DWP to discuss ways of working together.

41. Progress of the Council's Draft Local Plan

The Committee considered a briefing note of the Executive Director of Place which provided an update on how the Council's draft Local Plan was progressing through examination. Councillor Bigham, Cabinet Member for Community Development attended the meeting for the consideration of this item.

The briefing note indicated that the draft Local Plan was submitted to the Planning Inspectorate on 1st April, 2016 following a period of statutory public consultation. All responses to the consultation had been presented to the Business, Economy and Enterprise Scrutiny Board (3) at their meeting on 16th March, 2016 before being formally submitted to the Secretary of State for public examination. Rebecca Phillips had been appointed as the Independent Inspector.

The hearing sessions had been held from 12th to 29th July and 11th October to 2nd November, 2016. Two further hearing sessions were planned for 17th and 18th January, 2017 to consider the detailed transport modelling and the monitoring and implementation of the Plan. Following these sessions the next step was the receipt of the Inspector's initial recommendations.

The Committee noted that the Council expected to have to consult on a round of main modifications. These would be a set of focused changes to the Plan required as a result of the examination. Any changes would be subject to a statutory six week consultation. The consultation would require both Cabinet and Council approval. Members were informed of the intention to hold an additional meeting of the Committee to consider the responses to this consultation exercise.

The proposed changes and the responses to the consultation would then be referred back to the Inspector for her consideration. As long as there were no significant issues requiring further examination, the Inspector would then issue her final report, potentially in June. Assuming the final report confirmed the Plan as sound and legally compliant, the Council could then move to adopt the Plan through Cabinet and Council.

Members asked for an update regarding progress with the Plans for neighbouring authorities and whether there was a co-ordinated approach for plans being adopted at the same time. Members also asked for the opportunity to see the modifications before the consultation.

RESOLVED that:

(1) The progress to date on how the Council's draft Local Plan is progressing be noted.

(2) A further report on the Local Plan including any modifications be submitted to a future meeting of the Committee prior to the consultation.

42. Council Plan 2016/17 Half Year Performance Report

The Committee considered a report of the Chief Executive, which set out the Council's progress against the Council Plan for the first half of 2016/17. A copy of the performance report was attached as an appendix to the report. The report had already been considered by Cabinet at their meeting on 3rd January 2017. Councillor Duggins, Cabinet Member for Policy and Leadership, attended the meeting for the consideration of this item and indicated that he had requested that future Council Plan performance reports be considered by Scrutiny before Cabinet, in order for the Committee's comments to be taken into account.

The Council Plan set out the Council's strategic direction and priorities for the next ten years. The current plan was last reviewed in July 2016 and set out the Council's vision for Coventry to be a top ten city where everybody, including the city's most vulnerable residents, could share in the benefits of growth.

The performance report provided a high-level summary of the progress made towards the Council Plan from April 2016 to September 2016. It set out the Council's performance across all areas and used indicators, along with contextual and comparative information to describe and explain how the Council and the city's performance compared to previous years. Where possible, the report compared progress with previous years and it was noted that where previous data was unavailable, the data would form a baseline against which to measure future progress.

In summary, at the half year point, performance was reported on 49 of the 67 indicators in the Council Plan. Of these, progress was made or maintained in 34 indicators (69%) and 11 indicators had got worse (23%). There were also 4 indicators where it wasn't possible to record whether progress had been made or not. It was acknowledged that there were 18 indicators where progress was unable to be recorded because they were annual indicators.

The Committee noted that the Council had continued to make progress despite continued and sustained reduction in overall resources available. This year the Council had received £887 in government grant funding per household compared to £1,642 per household in 2010/11, a reduction of £755 even though the number of households in the city had increased.

The Committee questioned the Cabinet Member and officers present on a number of issues and responses were provided, matters raised included:

- In connection with creating an attractive, cleaner and greener city, additional information about the Council's plans for further improving air quality in the city
- Regarding making communities safer, a request that Councillor Duggins raise the issue of increased cases of domestic violence when he attends the next Police Crime and Safety meeting
- Concerning helping local people into jobs, a request for further information relating to the number of apprentices in the city, in particular the age range of

apprentices, the number of LAC in apprenticeships, and the employers who provide apprenticeships

- The intention to hold a Skills Summit to address the issues surrounding apprenticeships
- Regarding reducing health inequalities, additional information about life expectancy in the city being lower than average, the reasons for the inequality gap remaining and the issue of improving healthy life expectancies
- Additional information about the work being done to tackle the issue of Coventry having the highest rate of HIV infection in the region
- An observation that the Friargate building when operational would help the Council save £800,000 a year on buildings, which was also the cost of refurbishing the new Committee Rooms
- A suggestion that the Friargate building be named after the first female leader of the City Council
- Information about the new app developed by Coventry University which provided reminders to members of the public about their bin collection day
- A request for information about the recording of footfall in the city centre
- A request for information about fly-tipping and enforcement
- The importance of having a co-ordinated plan for developing the whole of the city centre.

RESOLVED that:

(1) Having considered the half year performance report, the progress made towards the Council Plan from April to September, 2016 be noted.

(2) A briefing note be circulated to Members detailing additional information relating to the number of apprenticeships in the city including the age of apprentices, the number of Looked After Children in apprenticeships and the employers in the city who provide apprenticeships.

(3) Future Council Plan performance reports to include the No 10 bus route scenario providing information on life expectancies in different areas of the city including healthy life expectancies.

(4) A briefing note to be sent to members providing information on the work relating to HIV in the city.

43. Outstanding Issues

The Committee received and noted a report of the Scrutiny Co-ordinator which outlined the approach to be taken on progress, outcomes and responses to recommendations and actions made by the Committee.

44. Scrutiny Co-ordination Committee Work Programme 2016/2017

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

RESOLVED that:

(1) The Work Programme be noted included the additional meeting scheduled for 18th January, 2017 to consider the Education Service Redesign.

(2) The Combined Authority to be considered at a future meeting of the Committee prior to the Combined Authority Mayoral Election.

45. Any Other Items of Public Business

There were no additional items of public business.

(Meeting closed at 11.40 am)

This page is intentionally left blank

Coventry City Council
Minutes of the Meeting of Scrutiny Co-ordination Committee held at 11.00 am on
Wednesday, 18 January 2017

Present:

Members: Councillor R Lancaster (Chair)
Councillor N Akhtar
Councillor J Blundell
Councillor G Crookes
Councillor D Gannon
Councillor L Kelly
Councillor J McNicholas
Councillor R Singh (Deputy Chair)

Co-Opted Members: Mrs S Hanson

Other Members: Councillor K Maton

Employees (by Directorate):

D Cockroft, Place Directorate
A Coles, Place Directorate
J Essex, People Directorate
G Holmes, Resources Directorate
C Knight, Place Directorate
L Knight, Resources Directorate
K Nelson, People Directorate
A West, Resources Directorate

Apologies: Councillors M Mutton and J O'Boyle (Cabinet Member)

Public Business

46. Declarations of Interest

There were no declarations of interest.

47. Exclusion of Press and Public

RESOLVED that approval be given to exclude the press and public under Section 100(A)(4) of the Local Government Act 1972 for the consideration of private report in Minute 52 below headed "Friargate Update Report" on the grounds that this report involves the likely disclosure of information as defined in Paragraph 3 of Schedule 12A of the Act, as it contains information relating to the financial affairs of a particular person (including the authority holding that information) and in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

48. **Education Service Redesign**

The Committee considered a report and presentation of the Executive Director of People which set out the proposed Education Service redesign. The report was due to be considered by Cabinet at their meeting on 24th January, 2017. Councillor Maton, Cabinet Member for Education and Skills attended the meeting for the consideration of this item. Sybil Hanson, Church of England Co-opted Member for Education matters also attended.

The report indicated that the Council had a strong education partnership with the Coventry Family of Schools, putting the needs of children and young people at the heart of everything it did. This was captured in the vision for education services: “As champions of children: Successful partnership working enables children, young people and adults to access high quality education and learning, develop resilience, make positive life choices and contribute to a vibrant Coventry city; and to lift the cloud of limitation for children and young people with Special Educational Needs and Disabilities and enable their entitlement to an ordinary life.”

Coventry’s overall performance had continued to improve and the city now had a higher percentage of pupils in good or outstanding schools (88%) than the national average. This local improvement was set in the context of a very challenging financial environment for both the local authority and for schools.

The redesign of Coventry’s Education Services, in collaboration with Coventry schools, was aimed at enabling services to be fit for purpose for Coventry children and young people, offering services that schools valued and dealt with grant cuts in a managed way.

Management proposals were outlined at the start of a consultation on 3rd October, 2016 and the consultation ended on 23rd November, 2016. This provided the opportunity for staff and other stakeholders to feedback views. The proposals for implementation outlined in the report took account of this feedback. There had been strong collaboration with schools on the development of the model throughout and the final proposals were discussed with the Primary and Secondary Executive Headteacher groups who gave full support and agreement to the outline proposals.

Appendix A of the report set out detailed descriptions of the teams and services in scope, alongside the original proposals. Appendix B, provided a summary of consultation feedback, the corresponding management response and the final proposals and recommendations for implementation, which reflected the outcome of the consultation process.

The proposals summarised in the report were in relation to the Hospital Education Service (including Pregnant School Girls Unit); Coventry Extended Learning Centre; Coventry Performing Arts Service; Work Related Learning Team; School Improvement; Minority Group Support Services; Special Educational Needs (SEN) Statutory Assessment and Provision Team; Educational Psychology; SEN Early Years Foundation Team; Social Emotional Mental Health and Well-being Team; Complex Communication traded offer; and the Sensory Team offer.

The presentation set out the financial strategy for the Coventry Education system; highlighted the timeline for the process; informed of the consultation outcomes; and detailed the new model including the proposals consulted on, the changes made following consultation and the recommendations for implementation. Attention was drawn to the staffing implications for each area. Overall the original proposal had a reduction of 74.49 FTE, the revised model had reduced this to 51.77 FTE.

Members questioned the officers on a number of issues and responses were provided, matters raised included:

- Support for the consultation process which was recognised as a good practice model
- Support for the redesigned education service
- Details of the service for pregnant school girls
- Whether flexibility is built into the system and whether the services will be evaluated and reviewed on a regular basis
- How Special Educational Needs and Disability services are affected, specifically links with health partners around support for children being assessed for autism
- The outdoor education service
- How the proposed changes to the Minority Group Support Service will affect schools with high proportions of community languages spoken.
- A request for the Committee to be kept updated on any further changes as a result of the evaluation, especially those services traded with schools.

RESOLVED that:

(1) The recommendations to Cabinet be endorsed.

(2) Scrutiny to be kept updated of any further changes as a result of evaluation, especially those services traded with schools.

(3) The Committee's thanks and appreciation be conveyed to Kirston Nelson, Director of Education, Libraries and Adult Education and all the team involved in the successful consultation process which informed the development of the new Education Service model.

(4) Members of Scrutiny Co-ordination Committee to be invited to the Skills Summit to be held in Coventry during April 2017.

49. Any Other Item of Public Business - Coventry Station Masterplan Update

The Committee considered a report of the Executive Director of Place, which provided an update on the Coventry Station Masterplan. The report was due to be considered by Cabinet and Council at their meetings on 24th January, 2017.

The report indicated that the Coventry Station Masterplan programme was set to deliver transformational improvements to Coventry Railway Station. The Coventry Station Masterplan was developed in response to a 2014 study that looked at the city's future rail needs. It was initially approved at Cabinet in March 2015, funded by Local Growth Deal. Since then, the scheme had developed extensively in terms of design and scope to meet the needs of an aspirational and growing city. This report submitted detailed the current proposals that had been developed over the last 18 months, in partnership with the rail industry and other stakeholders.

Coventry Station had experienced the highest growth in rail passengers in the last 5 years outside of London. It was one of the busiest stations on the West Coast Mainline, after London and Birmingham New Street, but since opening in 1962 it had seen little investment or updating. It was given Grade II listed status by English Heritage in 1995, due to its modern architecture. Apart from the generally tired nature of the existing buildings, there were genuine capacity issues and it was essential that a fitting gateway to the city be created to underpin the redevelopment at Friargate and the wider city regeneration. It was also vital that a station be created that supported continued growth in patronage to underline the City's case for the retention and enhancement of rail services post HS2. The Station Masterplan was an integral part of the City Centre Area Action Plan and the Coventry and Warwickshire LEP's Strategic Economic Plan, and was central to the City Council's economic regeneration and improving connectivity to the wider region, including UK Central and HS2.

The City Council, working with Friargate LLP, had established a collaborative approach between Network Rail, the Department for Transport, the wider rail industry and Coventry and Warwickshire LEP to develop proposals to meet these objectives. As a consequence of this work the scope of the scheme had extended and the total programme had increased to £82.4m, which included £11.8m contingency which was good practice for rail schemes.

Coventry Station Masterplan would deliver extra capacity, accessibility and a better first impression of Coventry, within the station through the following new infrastructure:-

- A second footbridge connecting all four platforms and extended platform canopies;
- A second station entrance building, facing outwards onto Warwick Road and providing step free access to platforms;
- A 644 space multi-storey car park;
- A bus interchange connected directly to the station building via a new access tunnel under Warwick Road;
- Highway improvements;
- Bay platform (NUCKLE 1.2)

The highway improvements would provide the bulk of the infrastructure required to deliver the Friargate Masterplan and make provision for future Rapid Transit services via the railway station. A detailed summary of the scheme changes and enhanced programme from March 2015 to date was set out in Appendix 1 of the report.

The Coventry Station Masterplan works would be delivered in conjunction with NUCKLE 1.2, its 'sister' scheme, which would provide a new bay platform to enable service between Coventry and Nuneaton of two trains per hour, and provides extra capacity for additional services to support major events at Coventry Arena. The relocation of the existing Coventry to Nuneaton service into the bay platform would also improve performance and provide reliability benefits to longer distance services through the main station platforms.

The report set out all the detailed financial implications associated with the scheme and all the land ownership issues. Subject to funding approval, it was expected that all works would be completed by 2021.

Members were concerned that they had not had opportunity to scrutinise the issues contained in the report, especially significant financial implications. Members therefore requested that any further updates on progress come to Scrutiny as a matter of course.

RESOLVED that:

(1) The recommendations to Cabinet be endorsed.

(2) Cabinet be recommended to:

(i) Include Scrutiny in the reporting process relating to the Coventry Station Masterplan.

(ii) Ensure that the finances of the Masterplan are carefully monitored, including any additional proposed income streams.

50. Any Other Item of Public Business - Connecting Coventry - Strategic Transport Investment Programme

The Committee considered a report of the Executive Director of Place, which set out a strategic transport investment strategy 'Connecting Coventry' and the opportunities for achieving this including working with Midlands Connect, Coventry and Warwickshire Local Enterprise Partnership and the West Midlands Combined Authority (WMCA). The report was due to be considered by Cabinet and Council at their meetings on 24th January, 2017.

The report indicated that Coventry was a dynamic and rapidly growing city where transport investment was essential to keep pace with continuing change. In 2004 the city's population was under 300,000. It had grown steadily since to 345,000 and was forecast to reach over 415,000 in the next 20 years. In the proposed next Local Plan period up to 2031 it was forecast that investment and development in Coventry would create 50,000 jobs, with a consequential growth in housing to meet the needs of the growing city.

The Council had been very successful in obtaining funding and delivering schemes from a number of sources for investment in the city's transport infrastructure, with £150m of improvements delivered over the last 5 years. There was now an opportunity to continue to build on this success. However in order to maximize the economic potential of the city and to take full advantage of developments such as High Speed Rail (HS2), it was essential that the Council

looked to get investment both directly within the city and also in strategic cross boundary transport schemes that support Coventry's growth aspirations.

The principal objectives of this strategy included improving the resilience of the road network (so the strategic road network did not come to a halt when a motorway had to be closed); ensuring connectivity to HS2 and job opportunities around the new station and linking key developments and employment sites to HS2 including Friargate and Jaguar Landover; and an expansion of railway capacity and reconnecting Coventry to the East Midlands by rail. A summary of the strategy was set out at Appendix 1 of the report.

One major opportunity to help deliver this strategy was the £247m strategic transport package agreed as part of the WMCA Devolution Deal package approved by Council in May 2016. Although an outline package of schemes was included at the time, it was for the City Council to determine which schemes went forward for funding. The WMCA had an 'assurance framework process' which all schemes would have to go through, the main purpose of which was to ensure that all schemes across the region were aligned to the policies of the adopted West Midlands transport strategy entitled 'Movement for Growth'. The main aims of this strategy were to drive job creation and growth and were in line with the City Council's own priorities.

The report outlined the schemes that it was proposed to take forward as part of this package, which were summarised in four programmes:

- Coventry South – major highway and rail proposals to facilitate growth, especially around Jaguar Land Rover and the University of Warwick and to provide connectivity to HS2 and UK Central;
- City Centre – a major increase in capacity at Coventry Railway Station (this is subject to a separate Cabinet Report on the 'Coventry Station Masterplan' and improvements to selected ring road junctions);
- Coventry North – road capacity improvements to the North West of the city and on the A444 and M6 junction 3;
- Rapid Transit – investment in the development of Very Light Rail and subsequent implementation.

The report set out the detailed financial implications associated with the schemes.

Members questioned the officers on a number of issues and responses were provided, matters raised included:

- Progress with light rail
- Links with UK Central, the HS2 hub
- Other opportunities for light rail in the city
- A concern that members hadn't had the full opportunity to scrutinise the issues contained in the report and that further updates on progress should come to Scrutiny as a matter of course.

RESOLVED that:

(1) The recommendations to Cabinet be endorsed.

(2) Cabinet be requested to:

(i) Include the following aspiration for the city in the report: ‘That a light rail link be provided to the UK Central HS2 hub as soon as possible and that links be developed to the other major destinations in the city including the hospital’

(ii) Ensure that Scrutiny is included in the reporting process relating to Connecting Coventry – Strategic Transport Investment Plan.

(3) Arrangements be put in place for Members of the Committee to attend a fact finding visit to Warwick Manufacturing Group.

51. Any Other Item of Public Business - Friargate Update Report

The Committee considered a report of the Executive Director of Place, which provided an update on the Friargate development and sought approval to sub-lease part of the Friargate building. The report was due to be considered by Cabinet and Council at their meetings on 24th January, 2017. There was also a corresponding private report detailing confidential aspects of the proposals (Minute 52 below refers).

The report indicated that in 2013, the Council approved starting the Friargate Business District to regenerate the City, transform the Council and deliver savings, through the purchase of the first building on Friargate for occupation by the Council. The Councils operational office buildings would be reduced and agile and flexible working arrangements introduced to support productivity and efficiency gains from Council staff.

The importance of having a second tenant was recognised and approval had been given to negotiate with the Royal Institution of Chartered Surveyors (RICS) to help secure them as the second tenant on Friargate.

The RICS were the institution governing Chartered Surveyors globally and both strategically important nationally and as a second tenant to the Friargate scheme were likely to provide confidence to other potential private sector tenants. The RICS currently had major offices in London and Coventry. The Coventry office was becoming obsolete and the RICS had been looking to relocate to new offices for a period of years. Many of the options under consideration were outside Coventry.

In 2013 discussions commenced between the Council, Friargate Coventry LLP and the RICS to secure the national HQ of the RICS as the second occupier of Friargate and build further space for letting to other occupiers.

In the absence of a second building under construction at Friargate there was an opportunity for the Council to negotiate terms directly with the RICS in order to sublet space in its building at Friargate and secure the RICS as the second tenant on Friargate rather than losing this strategically important business occupier to both Friargate and potentially the City.

If these negotiations proved successful this would require the Council to retain operational building capacity within its existing building portfolio for a quarter of the staff (470) intending to move to Friargate, whilst further discussions continued in order to try and secure early delivery of Building 2.

To that end the opportunity had now arisen for the Council to make a formal application to the West Midlands Combined Authority (WMCA) to secure up to £50m to bring forward development opportunities around Friargate to supplement the £100m already secured from the WMCA for City Centre South.

The report proposed that authority be delegated to officers (in consultation with the relevant Cabinet Member) to make such variations to the Collaborations Agreement (and other associated documents) that may be required to achieve the objectives set out in the report submitted. The delegation would be limited only to the extent required to secure the sub-leasing of part of the Council's building at Friargate to the RICS.

Members questioned the officers on a number of issues and responses were provided, matters raised included:

- Leasehold, freehold, landownership and details
- Contingency if the Royal Institute of Chartered Surveyors (RICS) do not take up the offer
- Support for the project from the West Midlands Combined Authority
- Progress on discussion with potential tenants
- Financial implications for the Council
- Timescales for developments

- A concern that members hadn't had the full opportunity to scrutinise the issues contained in the report and that further updates on progress should come to Scrutiny as a matter of course.

RESOLVED that:

(1) The recommendations to Cabinet be endorsed.

(2) Cabinet be recommended to ensure that Scrutiny Co-ordination Committee is included in the reporting process relating to Friargate.

Private Business

52. Any Other Item of Private Business - Friargate Update Report

Further to Minute 51 above, the Committee considered a private report of the Executive Director of Place that set out confidential aspects of an update on the Friargate development and sought approval to sub-lease part of the Friargate building. The report was to be considered by Cabinet and Council at their meetings on 24th January, 2017.

Members questioned the officers on a number of issues and responses were provided.

RESOLVED that:

(1) The recommendations to Council be endorsed.

(2) Cabinet be requested to ensure that Scrutiny Co-ordination Committee will be provided with assurances about any future rolling programme process for building developments on the Friargate site.

NOTE: Minutes 49 to 52 above were considered by the Committee as items of urgent public and private business, the reason for urgency was to afford the Committee the opportunity to consider the issues and, if appropriate, make recommendations to Cabinet before their consideration of these items at their meeting on 24th January, 2017.

(Meeting closed at 1.30 pm)

This page is intentionally left blank



Coventry City Council

Briefing note

To Scrutiny Co-ordination Committee

Date: 8 February 2017

Subject Electoral Registration and Voter Engagement

1 Purpose of the Note

- 1.1 To advise Scrutiny Co-ordination Committee of the Annual Canvass 2016 outcomes, the Canvass Pilot for 2017 and on the year round work which is conducted in relation to the register of electors.

2 Recommendations

- 2.1 That Scrutiny Co-ordination Committee notes the contents of the briefing note and provides any feedback to the Electoral Registration Officer on the processes.
- 2.2 That Scrutiny Co-ordination Committee suggests ideas for Councillors to be involved in engagement work within their Wards.

3 Background – Annual Canvass

- 3.1 The Representation of the People Act requires the Electoral Registration Officer (ERO) to conduct an annual canvass. The legislation is very specific about the process which has to be followed. It states that the ERO has to send to all properties in their area a Household Enquiry Form (HEF).
- 3.2 The HEF is an information gathering form which provides the ERO with information of who is currently residing at the property aged 16 and above. It is not a method of voter registration for new electors or for removing people who are no longer residing at the property. Those potential electors (also known as pending electors) identified on the HEF are sent an Invitation to Register (ITR) (if they haven't already applied online).
- 3.3 The ITR requires the information to register to vote (including national insurance number and date of birth). The HEF asked any new electors to go to the government website and complete their registration details in the hope that they will do this before the ERO has to send an ITR.

4 2016 Annual Canvass

- 4.1 From the end of July 2016, each property in the City received a HEF, information was pre-printed on the form as to who if anyone was registered at that property. These were hand delivered by our Canvassers.
- 4.2 Households that did not respond to the initial HEF were sent a reminder at the end of August. Households that did not respond to the initial or reminder were sent a second reminder from mid September. Both these forms were hand delivered by our Canvassers.
- 4.3 Any non-responders to the reminders received a personal visit by one of our Canvassers during October.
- 4.4 This overall response rate to the HEF was 86.5% (85.7) which is a slight increase on last year. It is important to note that the response rate to the canvass does not reflect whether or not residents are registered as it is only an information gathering exercise and to register the resident has to either go online or return the ITR they have been sent. Also most authorities saw a slight increase in response rates which has been put down to the fact that the register was at its most accurate with people having registered for the EU Referendum.
- 4.5 ITRs are continually sent out to any potential elector identified on the HEF that had not already applied online. This process also continues throughout the year as we are notified of people moving or potential new electors.
- 4.6 If the ITR is not returned by a potential elector then the ERO is required to send two reminders and make a personal visit, the same as the HEF process. Personal visits for non-responding ITRs continues through-out the year. The ERO is required to send an ITR to a potential elector within 28 days of becoming aware of them this is through-out the year.
- 4.7 On publication of the Register on 1 December 2016 there were 230,530 electors registered. Since then the electorate has changed 231,244 (221,884), people are continually registering or being removed from the register. There are currently approx. 16,000 pending electors. The pending electors figure are the people who have been identified during the canvass and since as potential electors but have not yet submitted an individual application.

5 Canvass 2017

- 5.1 The Cabinet Office is undertaking a review of the annual canvass process for electoral registration as they have identified that the requirements of the legislation that govern the operation of the canvass is very labour and cost intensive. In June 2016 they asked authorities to bid to be pilot authorities to trial different canvass methods. As we applied to be a pilot authority in 2016 we applied again this year and have been successful in being selected.
- 5.2 The aim of the 2017 Canvass Pilots is to test whether alternative approaches to the canvass can significantly lower the cost of the process without reducing the volume and quality of information gathered. If the outcome is positive, the Cabinet Office hope to have sufficient evidence to make a case to Parliament for permanent change. Any change to the canvass would require primary legislation.

6 The Pilot Process

- 6.1 Within each ward of the City 15% of the households will be randomly allocated to the 'intervention' group who will receive the new canvass model, another 15% will be allocated to the control group which will be canvassed in the existing manner. Together this 30% of the households will be the pilot sample. We are able to decide then whether the remaining 70% are canvassed in either the pilot or existing way. We have opted to use the pilot method of canvass for these properties.
- 6.2 The new canvass model will see those in the **intervention** group receiving an email version of the Household Enquiry Form (HEF) rather than a hard copy through the letterbox. The email will be sent to at least one of the residents of the property. If email addresses are held for a number of residents in the property the email HEF will be sent to each of them. The email will encourage the completion of the HEF online. This initial email will not contain any details about who is currently registered at the address but will provide the web address and their security log on codes.
- 6.3 If the online HEF is not been completed within 14 days of the original email a 1st email reminder will be sent to the same email addresses. The reminder email will contain the details of those currently registered and then require them to log onto the web site to confirm or amend the details. If no response is received to these two contacts then the households will receive a 2nd reminder by post, giving them options to respond by internet, SMS, telephone or post with a reply paid envelope.
- 6.4 If no email address is held for a property they will receive a letter advising that they need to go online and check the information which is currently held for their property. If no response is received to this they will then receive a 1st reminder which will include information as to who is registered and give them the option of responding by SMS or telephone if the details are correct, or alternatively by internet if they need to be changed. If no response is received to these two contacts then the households will receive a 2nd reminder by post, giving them options to respond by internet, SMS, telephone or post with a reply paid envelope.
- 6.5 Finally in both cases above if there is no response to the second reminder a personal visit will be conducted.
- 6.6 The **control** group will receive the household canvass in the usual way with initial HEF's being hand delivered by canvassers followed by 1st and 2nd reminders and, if needed, a canvasser visit.
- 6.7 We are currently working with ICT to conduct some data matching with other council data to maximise the number of email addresses that we hold.
- 6.8 The new pilot process links into the Council's current proposals for cost savings with potential savings on both printing costs and canvassers staff time. It also follows the Council 'Do it Online' initiative as more residents will be encouraged to complete the HEF via the website.
- 6.9 The benefits of any costs savings may be limited however, as currently the Government are funding the additional costs if the implementation of Individual Registration and are expecting these proposals to reduce this additional funding. The other issue is that as legislative changes are required to make any changes permanent it is anticipated that the canvass in 2018 will have to be conducted in the existing manner with any changes being implemented in 2019 at the earliest.

7 Year Round Work

- 7.1 Registration is a continuous process applications are received from the website, paper ITRs. Where someone new has moved in the team are checking Council Tax to establish if the other occupants have moved out and if we have a forwarding address where we can then send them ITRs to register.
- 7.2 We have been working with Council Tax and Housing Benefits to improve communication and establish better facilities for data sharing around changes at properties.
- 7.3 We have also been working with the Universities and have reached an agreement where they will include registering to vote on their online enrolment systems. This will give the student the facility to either advise they do not wish to register at their term time address or provide all the necessary information when they enrol to register to vote. The data will then be transferred to the ERO to register them.
- 7.4 There is also a public engagement strategy which will enhance the work carried out by the Electoral Commission to encourage registration. As part of this we will be developing tool kits which we will provide to faith and community groups, schools and colleges to help communicate the messages.

AUTHOR'S NAME, DIRECTORATE AND TELEPHONE NUMBER

Liz Read, Electoral Services Manager, Resources - 024 7683 3177



Coventry City Council

Briefing note

To: Scrutiny Co-ordination Committee

Date: 8th February 2017

Subject: Prevent Strategy

1 Purpose of the Note

- 1.1 To brief members of the Scrutiny Co-ordination Committee on the Prevent programme in Coventry

2 Recommendations

- 2.1 The Scrutiny Co-ordination Committee are requested to consider the issues raised in the report and forward any recommendations to the appropriate Cabinet Member

3 Information/Background

- 3.1 The Prevent Duty was established in July 2015 as part of the Counter Terrorism and Security Act and in particular Section 26 which came into force on 1 July 2015. It outlines the duty for public bodies to have “due regard to the need to prevent people from being drawn into terrorism”. Schedule 6 confirms that all schools are covered by the requirements (whether maintained or independent are specified authorities for the purpose of the act). This report outlines these requirements and the implications of the Prevent Duty, the key actions which have been taken to support implementation and proposals for further action.
- 3.2 The Prevent Duty states that the requirement to have due regard to the risks of radicalisation to support extremism is part of the wider safeguarding duties of public bodies and should be incorporated within their main resources.
- 3.3 The Prevent Duty is closely associated with supporting local communities resist the threat of violent extremism. It is overseen locally by both the Community Safety Partnership and by both of the Local Safeguarding Boards
- 3.4 A briefing note on The Prevent Duty in Schools was received by the Education and Children’s Services Scrutiny Board at their meeting on 10th November 2016. The Scrutiny Board appreciated the work of officers on Prevent.
- 3.5 The Scrutiny Board questioned Cabinet Members, Deputy Cabinet Members and officers on the following:
- Training in Coventry
 - Partnership working
 - Faith organisations
 - Monitoring training
 - Work with Universities

3.6 The Board also sought clarification that all schools had received quality training.

3.7 The Board resolved that:

- The Scrutiny Board considered the report and requested that the Cabinet Member congratulate officers and continue to work with partner organisations and agencies in the city
- Data regarding the number of schools delivering prevent training be made available
- Officers monitor the quality of the training where we can gain access to the material

4 Prevent Duty requirements

4.1 Essentially the Prevent Duty is based on the principle that recognising that children, young people and adults can be vulnerable to exploitation and radicalised to support and engage in violent extremism is one part of the safeguarding duties of the local authority – and is therefore part of the overall duty of care.

4.2 There key duties of the Duty for the Council are to:

- Promote local partnerships
- Identify local risks
- Develop actions to mitigate those risks
- Undertake training staff in the organisation to understand the risks and the support that is available
- Ensure the safe and effective use of resources eg ICT use

4.3 In addition to the general responsibilities for the Local Authority there are a number of specific expectations placed upon schools, including;

- Assess the risk of children being drawn into developing extreme/radical views.
- Demonstrate that they are safeguarding children and young people from being drawn into terrorism by having robust safeguarding policies.
- Ensure that their safeguarding arrangements take into account the policies and procedures of the Local Safeguarding Children Board.
- Make sure that staff have training that gives them the knowledge and confidence to identify children at risk of being drawn into terrorism, and to challenge extremist ideas which can be used to legitimise terrorism
- Ensure children are safe from terrorist and extremist material when accessing the internet in school.

5 Local Response to the Duty

5.1 A large part of the response to the Duty has been to provide training and awareness within the Council, local community sector, health sector and schools in the City.

5.2 During 2015 the West Midlands Counter Terrorism Unit hosted a number of events for all schools to attend and be briefed on the local context and requirements.

5.3 Between October 2015 and January 2017, and the appointment of the Prevent Co-ordinator, further training has been available. During that time 51 schools have been directly trained by the Co-ordinator, with over 1,000 staff attending. 98% of attendees reported that they had a better understanding of how Prevent fits into their day to day job following this training.

5.4 Training has been delivered through the Council corporate training programme for wider staff groups such as, social care, early years, health practitioners and foster carers.

- 5.5 A number of events have been organised involving the voluntary and community sector through work with Voluntary Action Coventry, Valley House and Mind. In addition we have worked with the inter-faith forum and community networks to raise awareness of the Duty, and this engagement with communities forms a continuing priority. The principal form of training is based on the Home Office model known as the Workshop to Raise Awareness of Prevent. The key aspects of the course are:
- Raising awareness of the Prevent Duty
 - Offering opportunity to discuss vulnerabilities of young people to radicalisation
 - Identification of behaviours suggesting vulnerabilities
 - Consideration of the risk
 - Appreciation of the support that is available and how to access that support
- 5.6 It is important to emphasise that the training provided locally confirms that Prevent is concerned with all forms of extremism that might lead to terrorism, including domestic extremism, such as extreme right wing activity. The training includes material and case studies that illustrate the different forms of extremism and how Prevent applies to all. In addition local community initiatives such as Upstanding Neighbourhoods have started work in the City, seeking to engage local people in promoting alternative narratives to extremist dialogue. To date this has involved giving training to just under 40 local people and will aim to build up local campaigns developed and delivered by Coventry communities.
- 5.7 To support agencies an illustrative Prevent Safeguarding Policy has been prepared and available through the Safeguarding Board website. Included within this policy guide is further information on signs associated with vulnerability and guidance on what to do if there is concern around the risk of radicalisation and the support that is available. The Duty asks staff to have regard to the whole safeguarding assessment of individuals, their emotional, behavioural and physical circumstances in considering risks. Additional guidance around the requirements was provided through “Safeguarding and Radicalisation” event hosted by the joint Safeguarding Board in April. This event looked at:
- National best practice
 - Local threat and risk
 - Local action and resources
- 5.8 The Government have required all areas to establish a Channel Panel. This is a multi-agency group, led by the Local Authority. Its principal aim is to provide a safeguarding support to individuals who may be at risk of radicalisation. The key aspects of the Channel Panel are that:
- It is based on informed consent, so that the person knows and agrees to their consideration by the Panel.
 - It is concerned with pre-criminal activity and involves agencies in providing a range of safeguarding responses to individual needs
 - Its activity can include identifying mainstream service requirements; identifying and enabling access to community resources; allocation of a specialist mentor to work with the individual.
 - Agencies use the existing safeguarding referral processes to refer issues for consideration by Channel.
- 5.9 The Government does not publish local information on the numbers of referrals to Channel Panel. However, nationally, it has reported that 80% of cases referred exit the Channel programme with a reduced risk of radicalisation.
- 5.10 A local Prevent Steering Group, comprised of the agencies covered by the Prevent Duty meet regularly to review and priorities partnership actions.

5.11 The principles of the Prevent Duty are clearly outlined in support of the Equality Act – ‘Extremism’ is defined in the 2011 Prevent strategy “as vocal or active opposition to fundamental British values, including democracy, the rule of law, individual liberty and mutual respect and tolerance of different faiths and beliefs.”

6 Other useful background papers;

- The Prevent duty - Departmental advice for schools and childcare providers (June 2015)
- Promoting fundamental British values as part of Spiritual, Moral, Social and Culture (SMSC) in schools - Departmental advice for maintained schools (November 2014)
- Keeping Children Safe in Education (July 2015)

Geoff Thomas – Prevent Co-ordinator
People Directorate
02476 831437
geoff.thomas@coventry.gov.uk

This page is intentionally left blank



Coventry City Council

Public report

REPORT BACK ON CONFERENCE/SEMINAR

REPORT TO: Scrutiny Co-ordination Committee

REPORT OF: Executive Director, Place

TITLE: Trade and Investment Delegation to Olofstrom and Southern Sweden

DATE: 16/11/16 – 18/11/16

VENUE: Olofstrom and Southern Sweden

1. Recommendation

The Scrutiny Co-ordination Committee is recommended to:

- 1.1.1 Endorse the report of the trade and investment delegation to Olofstrom and Southern Sweden
- 1.1.2 Encourage and support visits to Coventry by potential inward investors from Sweden.

2. Background

The Investment and International Trade Team at Coventry City Council is committed to promoting Coventry on a global scale with a view to stimulating business investment and job creation in the City.

Through this work the Council has been working closely with representatives from the Olofstrom region in Sweden. Companies in this area with specific capabilities within the advanced manufacturing and automotive industry have recognised Coventry (and Warwickshire) as a specific opportunity for investment in order to get established in the local supply chain. An initial visit of representatives from Olofstrom has resulted in a developing relationship and clear indications of potential investment into the Coventry area.

On Wednesday 31st August 2016 the Cabinet Member for Jobs and Regeneration approved a travel request for officers to lead a delegation of Coventry business support representatives to Sweden. Reasons and benefits for the trip were stated as:

2.1 Primarily the visit will develop and support established links with the Swedish region of Olofstrom and specifically the TechTank consortium, a technology cluster of 27 Swedish companies who are all Tier 1 automotive suppliers. The companies are actively looking to expand their operations into the UK. The visit will help to ensure maximum opportunity to attract that investment to Coventry.

2.2 The visit builds on a series of ongoing activities with the region and cluster:

- Nov 15 – Olofstrom government / TechTank company representatives visit Coventry.
- Feb 16 – Follow up visit by representatives of European Body Panels (EBP) who are high class manufacturers of body in white panels to develop client contacts.
- Sept 16 – opening of TechTank Satellite office in Coventry (Cheylesmore House)

2.3 The visit will affirm the support of Coventry to work with the region / TechTank to promote the Coventry area and ensure all inward investment opportunities are resourced and supported.

The business delegation was led by Coventry City Council officers John Norton, Investment and International Trade Manager and Ben Yorke, Business Development Officer and included representatives from Coventry and Warwickshire Growth Hub, Coventry and Warwickshire Chamber of Commerce and 52 Global Consultancy.

The itinerary included high level business meetings in Olofstrom, Karlshamn and Hassleholm. The visit provided an excellent opportunity to meet with potential investors as well as government officials and support agencies across the region.

3. Specific Key Events

The delegation arrived in Karlshamn on the evening of 16th November 2016.

On the morning of 17th November 2016, a series of meetings/presentations were held at the Netport Science Park in Karlshamn. The delegation were able to speak with representatives from Southern Sweden Chamber of Commerce and Industry, Blekinge Business Incubator (government funded programme for start-up businesses), Chief Executive of Costalbyte (a company established as part of the start-up programme) as well senior officials from the Science Park itself.

The delegation then travelled to Olofstrom (approximately 20km NW of Karlshamn). Once in Olofstrom they were hosted at the local municipality offices by the Mayor of Olofstrom, Sara Rudolfsson, to discuss the continued support to companies in Southern Sweden who wish to expand their operations into Coventry. Coventry City Council and Olofstrom Municipality signed a joint Memorandum of Understanding (MOU) solidifying this agreement. The MOU is a non-legally binding document which states that the City Council will support each signing TechTank member company expand their operations into the UK with specific focus on setting up a facility in Coventry. There is no obligation on any party to fulfil the terms set out in the MOU but outlines the proposed plan of action going forward. The local press were also present at this meeting to take pictures of the signing and interview attendees (press clipping included below).

Later in the afternoon, the delegation visited two of the companies who have expressed an interest to expand their operations into Coventry, European Body Panels, who are high class manufacturers of body in white panels and Safeman, who are mainly involved with textiles but is involved in a large number of projects in both custom parts and high-volume production.

In the evening, the delegation attended a dinner hosted by the Mayor of Olofstrom that was attended by business and government officials from the region.

On 18th November 2016 the delegation were hosted at the Volvo manufacturing plant in Olofstrom where they were given a tour of the 320,000m² facility by the deputy plant manager.

Following this the delegation visited another potential investing company, YTAB Group, a contract painting and coating company who already have links with most of the large car manufacturers in Europe and beyond.

The delegation then travelled to Hassleholm (approximately 50km West of Olofstrom) to meet with the final company, VA Automotive, who are involved with the production of tooling equipment and manufacturing parts for the automotive sector.

The delegation then travelled back to Copenhagen airport before returning to the UK.

Photographs taken at key events are included in Appendix B

4. Cost of attending

	Costs Approved by Cabinet/Cabinet Member	Total of Actual Costs
Flights	£700	£479.45
Accommodation	£400	£366.18
Insurance	£50	£0
Visit support costs including transfers and subsistence	£175	£55.77
Total	£1,325	£901.40

The cost for attending the trade and investment visit to Sweden was within budget as approved by Cabinet Member.

5. Benefits

The visit was another step towards attracting inward investment into Coventry from Sweden and promoting the city to a new market as the place to establish new business.

The visit has strengthened the already established relationships between the two areas and has started the development of long-term trade and investment links with southern Sweden through the signing of Memorandum's of Understanding with the Olofstrom Region and four companies (European Body Panels, Safeman, YTAB and VA Automotive) – a copy of one of the signed MOU's is available in Appendix A.

6. Future opportunities resulting from the visit include:

Investment into the Coventry area by companies in Sweden is the main opportunity arising from this activity. All four of the companies who were engaged as part of the visit have expressed their ambition to expand their current operations into Coventry and the City Council are actively working with these companies and their representatives to develop each opportunity and support their investment in to Coventry.

The aforementioned companies already have links to the local automotive cluster and are currently engaged in dialogues with the large OEM's in the area to increase/generate new business. The outcome of this will greatly influence their investment going forward.

Another opportunity that has arisen as part of the visit is to link the digital/gaming cluster in the Blekinge region with TECH Central (a successful digital/gaming cluster based in Coventry & Warwickshire).

Proper Officer: Executive Director, Place

Author: John Norton, Investment and International Trade Manager

Tel Number: 024 7683 1365

(Any enquiries should be directed to the above)

Other contributors: Ben Yorke, Business Development Officer

Papers open to public inspection: Nil

Description of paper: Report Back on Conference/Seminar

Location: CH60

Approved by Cabinet Member on: Thursday 12th January 2017

Appendix A – Signed MOU

Memorandum of Understanding



This Memorandum of Understanding (MOU) sets for the terms and understanding between Coventry City Council and European Body Panels (EBP) to explore options for investment opportunity in to Coventry.

Background

This MOU is important in that it is a continuation of an already established relationship between Coventry City Council and EBP to explore options for investment opportunity in to Coventry.

Purpose

This MOU confirms that both participants express their willingness to:

1. Continue to explore investment opportunities for EBP in Coventry.
2. Support the development and growth of the EBP brand in the UK market.
3. Work together to promote and support any other trade and investment opportunities that may arise.

The above goals will be accomplished by undertaking the following activities:

- a) Identifying potential investment sites for EBP.
- b) Identifying potential funds and grant schemes to support the investment.
- c) Further visits by delegates of each party as the relationship develops.

Non-exclusivity

The relationship of the participants under this Memorandum will be non-exclusive and is not intended to be legally binding and both participants, including their affiliates, subsidiaries and divisions, will be free to continue or pursue other agreements or collaborations of any kind.

Costs

This MOU is not a commitment of funds and each party will bear the respective costs of carrying out the obligations under this Memorandum.

Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from Coventry City Council and EBP. This MOU shall become effective upon signature by the authorized officials from Coventry City Council and EBP and will remain in effect until modified or terminated by any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials from Coventry City Council and EBP this MOU shall end of 1st January 2020.

Signed in duplicate

This Memorandum is executed in duplicate with each copy being an official version of the Agreement.

BY SIGNING BELOW the signatories, acting on behalf of their respective organisations and duly authorized to do so, have caused this Memorandum of Understanding to be executed, effective as of the date set out below.


Date: _____
John Norton
Investment and International Trade Manager, Coventry City Council


Date: _____
Ulrica Larsson
Managing Director, European Body Panels

Appendix B – Delegation Photos



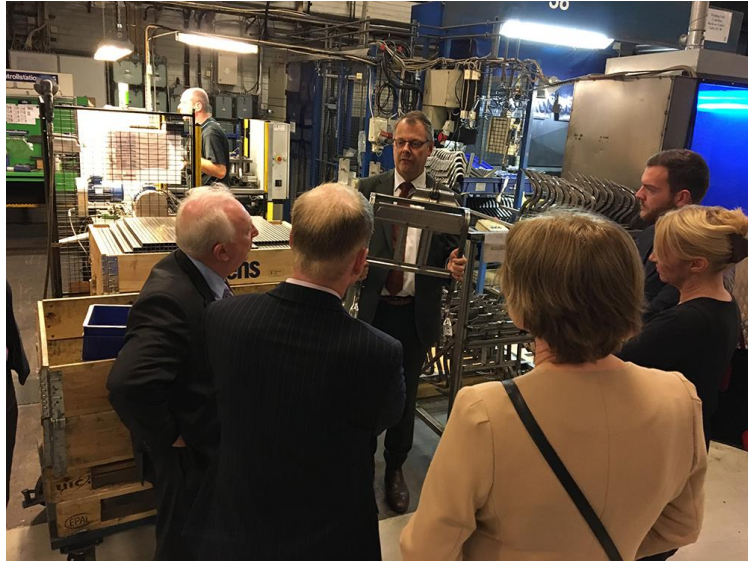
Memorandum Signing



EBP Visit



Safeman Visit



VA Automotive Visit



Volvo Plant Visit

Appendix C – Press Clippings

BLT
Fredag 18 november 2016

Telefon: 0454-342 30
E-post: olofstromsredaktionen@blt.se
Adress: Adalsvägen 1, 293 34 Olofström

Olofström / 17

Centern vill skrota lönelyft för lärare

- – Det har skapat så mycket osämja när några får mycket och andra ingenting.
- Det säger Centerns gruppleddare Rolf Jönsson.

OLOFSTRÖM. Centern har lagt ett förslag till hur de lärare som inte fick ta del av lärarlönelyftet ska få kompensation.

– Vi vill avsätta 2,5 miljoner kronor i budgeten och fördela pengarna på alla rektorerna i kommunen. Sedan blir det deras uppgift att höja lärarnas löner efter förtjänst, säger gruppleddaren Rolf Jönsson (C).

Han är väldigt kritisk till reformen med lärarlönelyftet som han menar har skapat en dålig stämning på många skolor.

– Först var det förstelärarna som fick extrapengar. Sedan var det



Lärarlönelyftet har skapat osämja bland lärarna på Olofströms skolor. Nu vill Centern kompensera de lärare som blev utan.

lönelyftet. Detta har bidragit till en ökad risk för att de lärare som inte kom ifråga för några av dessa två reformer mår dåligt och säger upp sig.

Rolf Jönsson tycker att reformerna är olyckliga och orättvisa. I Olofström är det drygt 160 lärare som inte fått ta del av de 2 500 kronorna i lärarlönelyft

och i Centerns förslag ska dessa kompenseras.

– Vi tänker oss ett schablonlyft på 1 000 kronor och det blir sedan upp till rektorerna att fördela pengarna enligt samma lönekriterier som när den vanliga lönerörelsen drar i gång. Och endast till de lärare som blev utan höjning.

Centern har lagt förslaget till kommunstyrelsens budgetarbete, men det fick inget gehör av Socialdemokraterna. – Vi får se hur det går i kommunfullmäktige den 28 november, säger Rolf Jönsson.

SIMONEHANSEN



Länsstyrelsen i Blekinge erbjuder alla länets skolor skyltvar som påvisar rökförbud i samband med tobaksfria veckan.

FOTO: RICKARD HULTIN

Brännmärke för att fimpa tobaken

För att uppmärksamma tobaksfria veckan brändes symbolen med förbud mot rökning in på Högavångsskolans skolgård.

OLOFSTRÖM. Den 21–27 november genomförs flera informationsinsatser om tobakens alla nackdelar på högskolan och gymnasiet.

– Vi vill inte bara göra punktinsatser utan få in ett förebyggande arbete i vardagen, säger projektledare Carin Håkansson, från TBU, tobaksfria barn och unga.

Hon säger vidare att Olofström redan gör ett föredömligt arbete kring attityder och kunskap.

– Vi är på rätt väg men det vi bör jobba mer med visionen att tobak inte får förekomma alls under skoltid. Det är en skyddsfråga, säger drogsamordnare Ulf Clang.

RICKARD HULTIN

Inbrott i Fornebodastugan

Dörrar stod uppbrutna, inventarier stals och gräsklipparna stod framställda för pålastning. Den synen möttes man av vid Fornebodastugan i onsdags.

KYRKHULT. – Det är så tråkigt. Det förstör lite av glädjen när vi jobbar så hårt för att i princip att få stugan att gå ihop, säger Berit Hansen från Fornebodastiftelsen.

En stor och en liten gräsklippare var framtagna garaget och i stugan stals sängkläder, taylor.

– De tog säkert hundra tallrikar från väggarna. Stegen stod kvar.

Även en bil sågs vända på parkeringen.

– Vi hörde visslingar och det dovar.

Händelsen är polis-anmäld.

RICKARD HULTIN

Skjulbrand kan ha varit anlagd

OLOFSTRÖM. Ett skjul på Idrottsvägen brann ner under onsdagskvällen. När räddningstjänsten kom till platsen var byggnaden övertänd. Det var aldrig någon spridningsrisk till intilliggande Holjeskolan. Enligt polisen är det troligt att branden var anlagd.

KALENDERN

UNDERHÅLLNING

Äntligen fredag: kl 14–15.30. Högläsning för seniorer. Biblioteket, Olofström.



Bli månadsgivare



ERIKSHJÄLPEN
www.erikshjalpen.se

OFÖRHAPPANDES
SONNY ERIKSSON
& BENNY TH. ROSSERLUND
RIKSTEATERN
www.riksteatern.se

Torsdag 24 nov kl 19.00
Folkets Hus, Olofström
Förköp via
www.olofstrom.riksteatern.se
och Olofström bibliotek
tel 936 00

Arr: Riksteaterföreningen
i Olofström,
ABF och KulturFritt



John Norton, med titel motsvarande näringslivchef, och kommunalråd Sara Rudolfsson (S) vid avtalet som sträcker sig till 2020. Det handlar om kompetensutbyte och gynna näringslivet. Efter morgonens besök på Netport såg Norton även stor potential till kunskaps- och innovationsutbytet med en motsvarighet i hans region.

FOTO: RICKARD HULTIN

Viktigt samarbetsavtal med Coventry

En handelsdelegation från engelska bil tillverkar metropol Coventry är på Olofströmsvisit. Under torsdagen tecknades ett samarbetsavtal mellan kommunerna.

OLOFSTRÖM. – Vi ser stora samarbetsmöjligheter mellan våra regioner. I mycket liknar vi varandra när det gäller affärer och inte

minst har vi en betydande bilindustri gemensamt, sade Paul Sullivan, vd för S2 global consulting.

Han är även representant för Tecthanks kontor i Storbritannien som efter att det öppnade i februari redan har genererat affärsmöjligheter "värda miljoner".

– Sen ser vi redan fördelar med att kompetens

som är svår att hitta finns i överflöd här, fortsatte Paul Sullivan.

Under två dagar i Blekinge passar delegationen på att besöka Volvo och flera av teknikklustret Tecthanks medlemsföretag som jobbar för att öka exporten till den brittiska marknaden.

I Coventry sker tillverkning av Aston Martin och

Jaguar som har underleverantörer i Olofström. Anders Borgehed på Tecthanks underströk att avtalet är inte ett vännertavla utan betydande för tillväxt, utveckling och jobb.

– Det viktiga är att det här är ett riktigt samarbete där vi inte bara dricker kaffe, sade han.

RICKARD HULTIN

Anmäler företag till ARN

OLOFSTRÖM. En olofströmsbo har anmält ett Göteborgsföretag till Allmänna Reklamationsnämnden för att han inte fått sin mobiltelefon som han beställt. Mannen skriver i sin anmälan att han betalat 2 600 kronor för varan som inte leverats och trots att han flera gånger ringt till företaget för att häva köpet och få pengarna tillbaka så har ingen från företaget kontaktat honom.

Dekorationer till julen får vänta

JÄMSHÖG. Jämshögens Benny Rolandsson föreslog i en medborgarmotion att Bygatan under jultid ska smyckas med julen i form av juldekorationer. Förvaltningen har svarat att det saknas medel för satsningen. Kommunstyrelsen har nu beslutat att förslaget hän-skjuts till projektet försköning av byarna. Det kan bli Jämshögs tur under 2018.

Medel till trådlösa nätverk

OLOFSTRÖM. Sydöstran har tidigare berättat att de trådlösa nätverken på Nordenbergsskolan och Högavångsskolan har nått gränsen för sin kapacitet. Kommunstyrelsen har nu beslutat att avsätta 900 000 kronor för att nya nätverk ska installeras på skolorna. Befintliga nätverk ska flyttas till någon mindre verksamhet.

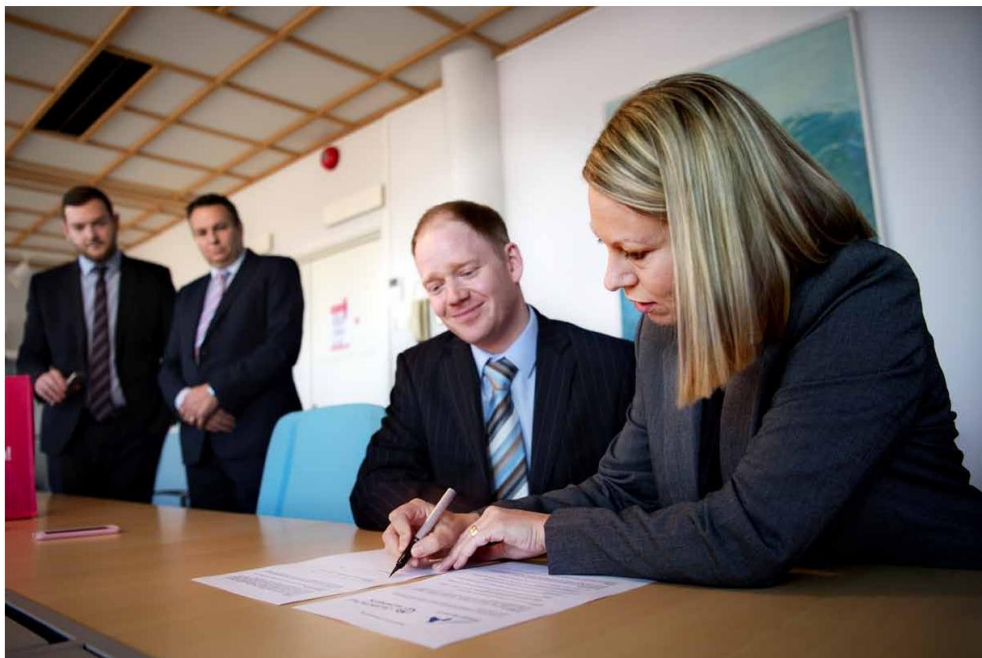
OLOFSTRÖM

FILM

Fantastiska vidunder 3D: 18/11-20/11 kl 19-21.00. Nytt äventyr som tar oss tillbaka till J. K. Rowling's magiska värld. Grand bio, Olofström

UNDERHÅLLNING

Äntigen fredag: 18/11 kl 14-15.30. Högläsning för seniorer. Biblioteket, Olofström



Olofströms kommunalråd Sara Rudolfsson (S) och John Norton, investerings- och handelschef vid Coventry City Council, undertecknar ett samarbetsavtal. Båda ser stora möjligheter till utbyte. Avtalet sträcker sig till 2020.

FOTO: GUNNEL PERSSON

Samarbetet med Coventry blir tätare

Nyligen öppnade klusterinitiativet Tecthank kontor i Coventry. Nu stärks samverkan ytterligare. Ett samarbetsavtal mellan Olofström och den brittiska bilhuvudstaden har tecknats.

OLOFSTRÖM. – Det finns stora möjligheter i samarbetet som är bra för båda, säger Craigh Humphrey, chef för Coventry och Warwickshire Growth Hub. Han är en av medlemmarna i den delegation av näringslivsrepresentanter från Coventry som under två dagar besöker Olofström och Blekinge.

På schemat står en rad studiebesök på de företag som är medlemmar i teknikklustret Tecthank, där ibland Volvo, EBP och Sa-feman.

Besöket inleddes emellertid med en guidad tur hos Netport i Karlshamn, innan representanterna välkomnades med en presentation av Blekinge i Olofströms kommunhus. Samtliga involverade understryker att det finns många likheter mellan orterna och att det finns kunskaper att lära av varandra, bland annat inom bilindustrin och dess un-



Anders Borgehed, klusterledare för Tecthank, berättar att det skapats jobb i Olofström. Sedan "Jobb till tusen" lanserades har nu runt 800 jobb skapats och målsättningen börjar komma inom räckhåll.

derleverantörer.

– Det finns så många färdigheter som vi kan utnyttja av varandra. Kanske främst inom bilindustrin men vi såg inte minst vid besöket på Netport att det finns möjligheter också inom spelindustrin, säger John Norton, investerings- och handelschef vid Coventry City Council. Coventry räknas som Storbritanniens bilhuvudstad. Här finns bland annat både Jaguar och Aston

Martin. Bilindustrin i landet växer och de kommande åren räknar man med att dubbla produktionen. Således finns ett stort behov av pålitliga underleverantörer. Förhoppningen är att flera av dessa kan finnas i Olofström.

Samtidigt tror representanterna att Coventry har mycket att vinna på tätare samverkan, bland annat med handelsmöjligheter. Tecthank har jobbat mot

FAKTA

Coventry

Ligger i västra delen av Midlands i England, Storbritannien. Orten har över 300 000 invånare och betecknas som landets bilhuvudstad. Staden har fått större betydelse som utbildningsstad genom University of Warwick och Coventry University.

ska besöka företag i Olofström för att se om det finns potentiella underleverantörer.

Samarbetet tog ytterligare ett kliv på torsdagen då ett samarbetsavtal, på engelska Memorandum of Understanding, tecknades.

– Det här är ett samarbete som bygger på att företagen gör affärer med varandra. Vi dricker inte bara kaffe, säger Anders Borgehed, klusterledare för Tecthank.

Handelskammaren betecknar samverkan som ovanlig, på ett positivt sätt.

– Ofta handlar det om vänskapsavtal men här gör man något riktigt av det, säger Ulrika Dieroff, avdelningschef affärservice på Handelskammaren.

TEXT PÄR TRULSSON
par.trulsson@sydostran.se
0454-30 12 62

TEXT GUNNEL PERSSON
gunnel.persson@sydostran.se
0454-32 59 09

Press Article Translations

Article 1

Important Memorandum of Understanding with Coventry

A trade delegation from the English car manufacturer metropolis Coventry is on a visit to Olofström. On Thursday a Memorandum of Understanding was signed between the two municipalities.

OLOFSTRÖM. – We see great cooperation opportunities between our regions. We are very similar to each other in many ways, in how we do business and not at least we have a significant automotive industry in common, said Paul Sullivan, CEO of 52 Global Consulting.

He is also a representative for Techtank's office in Britain, which since it opened in February already has generated business opportunities "worth millions". We can also see the benefits with our cooperation when it comes to finding the right skills, which you have in abundance here and we are lacking in Britain, continued Paul Sullivan. During two days in Blekinge the delegation will visit Volvo and several of the member companies in Techtank that work to increase exports to the British market. Both Aston Martin and Jaguar, manufactured in Coventry, have subcontractors in Olofström.

Anders Borgehed at Techtank stressed that the Memorandum of Understanding is not just another twinning agreement, but an agreement significant for growth, development and jobs. This is a true cooperation, and not just a forum for drinking coffee, he said.

Caption: John Norton, with a title corresponding Business Manager, and Mayor Sara Rudolfsson (Social Democrats) at the agreement extending to 2020. It is about exchanging knowledge and benefits for the business community. After the morning visit to NetPort Norton also saw great potential for knowledge and innovation exchanges with a counterpart in his region.

Article 2

Cooperation with Coventry grows

The cluster initiative Techtank recently opened an office in Coventry. Now the cooperation is further strengthened. A Memorandum of Understanding between Olofström and the British automotive capital has been signed.

OLOFSTRÖM. – There is great potential in this cooperation which is good for both parties, said Craig Humphrey, Head of Coventry and Warwickshire Growth Hub. He is one of the members of the delegation of business representatives from Coventry visiting Olofström and Blekinge for two days.

A series of visits to member companies of the engineering cluster Techtank, including Volvo, EBP and Safeman, are on the agenda. The visit began, however, with a guided tour of Netport in Karlshamn, before the representatives were welcomed with a presentation of Blekinge in the Municipal Hall of Olofström. All involved stressed that there are many similarities between the regions, and that there is knowledge to learn from each other, not least in the automotive industry and its subcontractors.

There are so many skills that we can use from each other, perhaps mainly in the automotive industry, but we also saw opportunities in the gaming industry when visiting NetPort, says John Norton, Investment and International Trade Manager at Coventry City Council. Coventry counts itself as the automotive capital of Britain. You will find both Jaguar and Aston Martin here for example. The automotive industry in the country is growing and the estimation is that the production will double in the next years. Thus, there is a large need for reliable subcontractors. The hope is that several of these may be found in Olofström.

Meanwhile the representatives believe that Coventry has much to gain from closer cooperation, not least when it comes to trading opportunities. Techtank has worked with Coventry for around a year, and a month ago the cluster initiative opened an office in the city.

We can already see that the cooperation between the areas works well. The similarities making it possible to do business, says Paul Sullivan, CEO of 52 Global Consulting and representative for the Techtank

office. He says it is possible to see concrete results. One example is that representatives from Jaguar will visit businesses in Olofström next year to see if there are potential suppliers.

The cooperation took another step on Thursday when a cooperation agreement, Memorandum of Understanding in English, was signed.

This is a collaboration based on the fact that the companies are doing business with each other. We do not just drink coffee, says Anders Borgehed, Cluster Development Manager for Techtank.

The Chamber of Commerce finds the cooperation unusual, in a positive way. Often it is more of a twinning agreement, but this is about actual business, says Ulrika Dieroff, Manager Business Support at the Chamber of Commerce in the South of Sweden.

Facts

Coventry

Located in the western part of Midlands in England, UK. The city has over 300 000 inhabitants and is known as the country's automotive capital. The city has gained importance as a city for education through University of Warwick and Coventry University.

Caption: Anders Borgehed, Cluster Development Manager for Techtank, says that many new jobs have been created in Olofström. Since the project "Jobs for 1000" was launched around 800 new jobs have been created, and that the goal is soon within reach.

This page is intentionally left blank



Coventry City Council

Briefing note

To: Scrutiny Co-ordination Committee

Date: 8th February 2017

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 outstanding issues at Appendix 1

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 Committee's attention the responses received from Cabinet Members and officers in regard to recommendations and actions from previous meetings.
- 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.
- 3.4 At the start of this year, the opportunity was introduced for members of the public to suggest topics that members of the Scrutiny Co-ordination Committee could consider adding to the work programme. The guidance explains that while there are no hard and fast rules about what makes a good topic for Scrutiny to investigate, only issues that Coventry residents are concerned about will be considered, and particularly if the issue affects the whole city. It explains that local issues may be better discussed with ward councillors and that other processes are in place to deal with complaints about services.
- 3.5 There have been no suggestions from the public since the previous meeting.

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

Appendix 1 - Outstanding Issues

Meeting Date	Agenda Item	Cabinet Member/ Responsible Officer	Rec', Action or Info	Recommendations/ Actions	Officer contact	Response/ Status
13th July 16	Police, Crime and Community Safety	Chair of Police, Crime and Community Safety Partnership (Cllr A Khan)	R	(1) The scope of the planned review of the Coventry Police Crime and Community Safety Partnership Board be acknowledged and supported and the Committee's concerns relating to ensuring that there is clarity about the future role of members and a clear accountability of organisations receiving funding be taken into account during the review. (2) The performance data detailed in Appendix 9 be noted and for future performance reports information be included on the impact of Police and Crime Commissioner spend and outcomes on priority areas.	Craig Hickin Gennie Holmes	Briefing note sent to Cllr A Khan 10/8/16
13th July 16	Police, Crime and Community Safety	Cabinet Member Policing and Equalities	R	The Cabinet Member for Policing and Equalities be recommended to receive a report on performance in relation to hidden crimes and convictions at a future Cabinet Member meeting	Gennie Homes	Briefing note sent to Cllr A Khan 10/8/16
11 January 2017	Impact of Welfare Reform Changes	Cllr Bigham	R	The recommendations included in the 'Suggested Actions Needed to Address Welfare Reform' document be forwarded to Councillor Bigham, Cabinet Member for Community Development for her consideration.	Vicky Castree	Document sent to Cllr Bigham 11.01.17
11 January 2017	Impact of Welfare Reform Changes		A	Members of the Committee to take up the invitation to meet with Claire Hindson, the new District Manager at DWP to discuss ways of working together.	Vicky Castree	Item added to the work programme for 12/4/17 COMPLETE

11 January 2017	Progress of the Council's Draft Local Plan		A	A further report on the Local Plan including any modifications be submitted to a future meeting of the Committee prior to the consultation.		Added to the work programme for May 2017 COMPLETE
11 January 2017	Council Plan 2016/17 Half Year Performance Report		I	Members to receive additional information relating to the number of apprenticeships in the city including the age of apprentices, the number of LAC in apprenticeships, and the employers who provide apprenticeships.	Andy Baker/ Si Chun Lam	
11 January 2017	Council Plan 2016/17 Half Year Performance Report		A	Future Council Plan Performance Reports to include the No 10 bus route scenario providing information on life expectancies in different areas of the city including healthy life expectancies.	Jane Moore	To be picked up for 2017/18
11 January 2017	Council Plan 2016/17 Half Year Performance Report			A briefing note to be sent to members providing information on the work relating to HIV in the City	Jane Moore	Information Circulated 30/1/17 COMPLETE
18 January 2017	Education Service Redesign	Cabinet	R	2.1 Scrutiny Co-ordination Committee endorse the recommendations to Cabinet 2.2 Scrutiny Co-ordination Committee recommended that scrutiny requested to be kept updated of any further changes as a result of evaluation, especially those services traded with schools 2.3 Scrutiny Co-ordination Committee wish thanks and appreciation be conveyed to Kirston Nelson, Director of Education, Libraries and Adult Education and all the team involved in the successful consultation process which informed the development of the new Education Service model	Kirston Nelson	Sent to Cabinet 24th January 2017. Additional recommendations approved. COMPLETE

18 January 2017	Connecting Coventry - Strategic Transport Investment	Cabinet	R	2.1 Scrutiny Co-ordination Committee endorse the recommendations to Cabinet in the report 2.2 Scrutiny Co-ordination Committee recommend to Cabinet that: 1) The following aspiration for the city is included in the report: 'That a light rail link be provided to the UK Central HS2 hub as soon as possible and that links be developed to the other major destinations in the city including the hospital' 2) Scrutiny be included in the reporting process relating to Connecting Coventry – Strategic Transport Investment Plan.	Colin Knight	Sent to Cabinet 24th January 2017. Additional recommendations approved. COMPLETE
18 January 2017	Coventry Station Masterplan	Cabinet	R	2.1 Scrutiny Co-ordination Committee endorse the recommendations to Cabinet 2.2 Scrutiny Co-ordination Committee recommend to Cabinet that 1) Scrutiny be included in the reporting process relating to the Coventry Station Masterplan. 2) The finances of the Masterplan are carefully monitored, including any additional proposed income streams.	Colin Knight	Sent to Cabinet 24th January 2017. Additional recommendations approved. COMPLETE
18 January 2017	Friargate Update Report - Public	Cabinet	R	2.1 Scrutiny Co-ordination Committee endorse the recommendations to Cabinet 2.2 Scrutiny Co-ordination recommend to Cabinet that Scrutiny Co-ordination Committee be included in the reporting process relating to Friargate	David Cockroft	Sent to Cabinet 24th January 2017. Additional recommendations approved. COMPLETE
18 January 2017	Friargate Update Report - Private	Cabinet	R	2.1 Scrutiny Co-ordination Committee endorse the recommendations to Cabinet 2.2 Scrutiny Co-ordination Committee recommend to Cabinet that Scrutiny Co-ordination Committee be provided with assurances about any future rolling programme for building developments on the Friargate site	David Cockroft	Sent to Cabinet 24th January 2017. Additional recommendations approved. COMPLETE

This page is intentionally left blank

Scrutiny Co-ordination Committee

Scrutiny Work Programme 2016/17

13 th July 16
Crime and Community Safety performance Council Plan progress Outside Bodies Report
7 th Sept 16
West Midlands Combined Authority Business Rates Consultation
22 nd September 2016
Business Rates Retention Consultation
12 th October 16
Joint Strategic Needs Assessment and Health and Well-being Strategy Drugs and Alcohol Service re-commissioning
9 th November 16
Connecting Communities
11 th January 17
Welfare Reform Local Plan Half Year Council performance
18 th January 17
Changes to the Education Service
8 th February 17
Prevent Strategy Electoral Registration and Voter Engagement Overseas Conference Reports
3 rd March
Connecting Communities Public Space Protection Orders
15 th March 17
West Midlands Combined Authority
12 th April 17
Department for Work and Pensions priorities for 2017/18
10 th May 17
Local Plan Progress on commissioned DVA services Female Genital Mutilation
Date to be allocated
City of Culture – briefing note on timeline Business Rates retention Commercial Growth Selective Licensing for the Private Rented Sector – consultation outcomes
Municipal year 2017-18
Drug and Alcohol Services – 2017/18
“If required” meetings also scheduled for 22 nd February 17, 29 th March 17

Date	Title	Detail	Cabinet Member/ Lead Officer
13th July 16	Crime and Community Safety performance	To review: <ul style="list-style-type: none"> • Work of the Police, Crime and Community Safety Board; • Information on funding that is distributed to which services. • Membership and representation • Sub-group and remit and Chairs • Involvement of the third sector • Scope of the planned review of the Board • End of year performance • PCP questionnaire on his plan priorities 	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	Scruco 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
7th Sept 16	West Midlands Combined Authority	To consider information available on the devolution deal and how information on the work of the Combined Authority can be cascaded to Coventry citizens.	Martin Reeves Cllr Duggins
	Business Rates Consultation	Members of the Board to consider the response to the Business Rates consultation taking place over the summer which proposed 100% retention by Councils.	Paul Jennings Cllr J Mutton
22nd September 2016	Business Rates Retention Consultation	A more in depth look at the consultation questions and responses on the Government consultation on Business Rates Retention. To look at potential pooling of rates across the Combined Authority area and also the Council's strategy to maximise business rates income	Paul Jennings Cllr J Mutton Cllr O'Boyle
12th October 16	Joint Strategic Needs Assessment and	The Health and Well-being Strategy and Joint Strategic Needs Assessment review of the current and future health and care	Jane Moore Cllr Kamran Caan

Date	Title	Detail	Cabinet Member/ Lead Officer
	Health and Well-being Strategy	needs of the local community. This report will be going to Cabinet on 1 st November	
	Drugs and Alcohol Service re-commissioning	Public Health is currently re-commissioning drug and alcohol services in the city and have developed a new service model. The model is currently out for consultation and will be going to Cabinet for a decision on 1 November	Georgia Flaherty Jane Moore Cllr Kamran Caan
9th November 16	Connecting Communities	An opportunity for Members to discuss emerging themes from the consultation and contribute to the consultation themselves. To include the findings from the Phase 1 consultation.	Michelle McGinty Cllr Maton/Ruane
11th January 17	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 Alan Markey – Coventry Independent Advice Service Richard Sharp - The DWP Coventry and Warwickshire Operational Leader Cllr Bigham
	Local Plan	An update following the hearings on the plan and the outcome of the Inspector's report.	Mark Andrews
	Half Year Council performance	An opportunity for members of the Board to look at Council performance for the half year across all areas and identify any areas that may need further scrutiny. Including equalities action.	Si Chum Lam Cllr Duggins
18th January 17	Changes to the Education Service	To consider proposed changes to the education service.	Kirston Nelson Cllr Maton
8th February 17	Prevent Strategy	Following from a suggestion by a member of the public that Scrutiny should look at the rise of the far-right in the city and what is being done to address this	Chief Superintendent Danny Long Geoff Thomas
	Electoral Registration and Voter Engagement	To consider the Council's engagement plan and to follow up on actions from the previous Board meeting. (expand)	Liz Read

Date	Title	Detail	Cabinet Member/ Lead Officer
	Overseas Conference Reports	Report back from conferences from China and Sweden	Cllr O'Boyle
3rd March	Connecting Communities	To consider the final recommendations based on the outcome of the consultation	Michelle McGinty Cllr Maton/Cllr Ruane
	Public Space Protection Orders	Members of the public have requested that the recommendations following the public consultation are considered by Scrutiny before they go to Cabinet.	Craig Hickin Cllr A Khan
15th March 17	West Midlands Combined Authority	Update on the WMCA picking up the recommendations from the meeting on 7 th September 2016	Cllr Duggins
12th April 17	Department for Work and Pensions priorities for 2017/18	Following the consideration of changes to the welfare system the DWP have offered to present their plans and priorities for 2017/18	Clare Hindson (DWP) Glenda Cowley Cllr Bigham
10th May 17	Local Plan	To receive feedback on the outcome of the Consultation on the revisions to the Local Plan.	Cllr Bigham/ Mark Andrews
	Progress on commissioned DVA services	Following their meeting on 14 th 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
	Female Genital Mutilation		
Date to be allocated	City of Culture – briefing note on timeline	To receive an update on the City of Culture bid.	Cllr Bigham David Nuttall
	Business Rates retention	Following the meeting on 22 nd September Members requested regular updates when information becomes available.	Paul Jennings Cllr J Mutton
	Commercial Growth		
	Selective Licensing for the Private Rented Sector – consultation	To consider the outcomes of the consultation and recommendations to the Cabinet Member following a scrutiny task and finish group recommending implementation in St. Michael's Ward.	Davina Blackburn Tracy Miller Cllr O'Boyle

Date	Title	Detail	Cabinet Member/ Lead Officer
	outcomes		
Municipal year 2017-18	Drug and Alcohol Services – 2017/18	A report summarising services up to 2017 was requested following the Boards consideration of the Reshaping of Drug and Alcohol Services in Coventry at their meeting on 12 th October 16	Jane Moore Cllr Caan
“If required” meetings also scheduled for 22 nd February 17, 29 th March 17			

This page is intentionally left blank