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

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**Time and Date**

2.00 pm on Wednesday, 25 April, 2018

**Place**

Committee Room 3, Council House, Coventry

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1. **Apologies and Substitutions**
  2. **Declarations of Interest**
  3. **Minutes** (Pages 3 - 6)
    - (a) To agree the minutes of the meeting held on 5 March, 2018
    - (b) Matters Arising
  4. **Update on City of Culture 2021** (Pages 7 - 10)

Briefing Note of the Deputy Chief Executive, Place, and the Coventry City of Culture Trust
  5. **Update on Highway Infrastructure Asset Management Plan (HIAMP)**  
(Pages 11 - 16)

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

Outstanding issues have been included in the Work Programme
  7. **Work Programme 2017/18** (Pages 17 - 20)

Report of the Scrutiny Co-ordinator
  8. **Any Other Items of Urgent Public Business**

Any other items of urgent public business which the Chair decides to take as matters of urgency because of the special circumstances involved

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

Tuesday, 17 April 2018

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

Membership: Councillors N Akhtar (Chair), R Bailey, L Kelly, T Khan, K Mulhall, T Sawdon, B Singh, R Thay and S Walsh

By invitation Councillors L Bigham, J Innes, R Lakha and C Thomas

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**

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

**Coventry City Council**  
**Minutes of the Meeting of Communities and Neighbourhoods Scrutiny Board (4)**  
**held at 2.00 pm on Monday, 5 March 2018**

Present:

Members: Councillor N Akhtar (Chair)  
Councillor R Bailey  
Councillor T Khan  
Councillor K Mulhall  
Councillor T Sawdon  
Councillor B Singh  
Councillor R Thay  
Councillor S Walsh

Other Members: Councillor J Innes, Cabinet Member for City Services  
Councillor R Lakha, Deputy Cabinet Member for City Services  
Councillor C Thomas, Deputy Cabinet Member for Community Development

Officers by Directorate:  
Place: S Bennett, V Castree, J Logue, C Whitehouse

## **Public Business**

### **29. Declarations of Interest**

There were no declarations of disclosable pecuniary interests.

### **30. Minutes**

The minutes of the meeting held on 17 January, 2018 were approved and signed as a true record.

### **31. Average Speed Enforcement**

The Scrutiny Board considered a report of the Deputy Chief Executive (Place) that was to be considered by Cabinet at their meeting to be held on 6 March, 2018, which indicated that, although the overall accident rates are declining on Coventry's road network, the number of people killed or seriously injured (KSI) on major routes, carrying high volumes of traffic, is increasing. Analysis of KSI's caused by inappropriate speeds highlight both London Road and Ansty Road as locations of high concern. To address this trend, it is proposed to introduce Average Speed Enforcement (ASE) into the City.

The use of ASE has been piloted in Birmingham and Solihull. Early results are positive with a reduction in speed of up to 20% being achieved. Elsewhere, ASE has reduced KSI rates by up to 75%. The approval and installation of ASE will require close working with enforcement partner organisations such as the West Midlands Police (WMP) and other associated agencies.

There is no adopted policy for installing and prioritising the use of ASE in Coventry and the report highlighted the mechanisms utilised by other regional authorities and proposed Coventry adopt the WMP set criteria agreed in 2017.

The report proposed that ASE be introduced on lengths of London Road and Ansty Road. The installation of ASE would be funded from the Highways Maintenance and Investment Capital Programme budget through the Local Transport Plan. It is anticipated on the basis of Birmingham and Solihull ASE pilot that ongoing maintenance costs will be covered by a share of the revenue generated from speed awareness course fees.

The Scrutiny Board questioned and received answers from the Cabinet Member for City Services and officers on aspects of the report, including:-

- How the two sites were selected (based on accident statistics)
- The primary purpose of the scheme, which is to slow traffic and make the roads safer
- How the scheme is being funded and where the money from fines will go
- Police responsibility for the monitoring of infringements
- The initial set up costs of £120,000 which will include the equipment, intellectual property rights to the average speed camera technology and initial maintenance costs.
- If the pilot scheme is successful, the rollout on other main arteries into the City where traditional speed calming methods are not appropriate.
- Communications and signage that will be provided to alert people to the scheme before the cameras are switched on
- The fact that the cameras will cover both sides of the carriageway

The Scrutiny Board outlined their support for the implementation of the pilot and requested that a review of the pilot be submitted to the Scrutiny Board 6 to 12 months after it becomes operational.

**RESOLVED that the Cabinet be recommended to:-**

- (1) Approve the use of Average Speed Enforcement (ASE) in Coventry and that the associated procurement processes for ASE equipment is undertaken**
- (2) That ASE schemes be implemented on London Road and Ansty Road**

## 32. Outstanding Issues

The Scrutiny Board noted that all outstanding issues were dealt with in the Scrutiny Board's Work Programme.

33. **Communities and Neighbourhoods Scrutiny Board (4) Work Programme 2017/2018**

The Scrutiny Board noted a report of the Deputy Chief Executive (Place) which detailed the Board's Work Programme for 2017/18.

34. **Any Other Item of Urgent Public Business**

There were no other items of urgent public business.

(Meeting closed at 3.00 pm)

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Coventry City Council

## Briefing note

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

**Date:** 25<sup>th</sup> April 2018

**Subject:** Update on City of Culture 2021

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

- 1.1 To update Members of the Board on Coventry's preparations to be UK City of Culture 2021

### **2 Recommendations**

- 2.1 The Communities and Neighbourhoods Scrutiny Board (4) are recommended to:
- 1) Consider the contents of this Briefing Note, together with the presentation made at the meeting.
  - 2) Help promote opportunities for local people and partners to support preparations for Coventry 2021
  - 3) Identify any further recommendations for the appropriate Cabinet Member

### **3 Information/Background**

- 3.1 On 7<sup>th</sup> December 2017, Coventry was awarded the title of UK City of Culture 2021.
- 3.2 Following Coventry being awarded the title, the Communities and Neighbourhoods Scrutiny Board (4) requested information on Coventry's preparations for hosting UK City of Culture.
- 3.3 The presentation will provide an update on a number of key work strands supporting Coventry's preparations, including the following:
- 3.4 Great Place Scheme and Cultural Destinations

In 2017, Coventry was awarded Great Place and Cultural Destinations funding from Arts Council England and the Heritage Lottery Fund. Partnership activity across these grant funded programmes is being coordinated by the Great Place Project Manager at the Coventry City of Culture Trust. This activity will support the city's build up programme and preparations from 2017 through to 2020.

Current work streams supported by Great Place and Cultural Destinations funding include the development of Coventry's Destination Management Plan; a city web audit; delivery of the Shop Front Festival (March 2018); Tale of Two Streets; Read All About It; the 2Tone Taxi; Workplace Projects, Medieval to Modern: Lost and Found; Coventry Cathedral Light & Sound Commission; One Hundred Lives; City Trails; Owning Place Conference/Talks Series; Coventry Brochure Holders in Hotels; Signage; Maps & Guides; British Tourism and Travel Show stand; and the recruitment of a Community Engagement Manager and Tourism Marketing Officer.

### 3.5 BBC

On Wednesday 14 March, Lord Tony Hall (Director General of the BBC) visited the city and spoke openly about the BBC's commitment to supporting City of Culture. He was accompanied by eight other BBC staff including Jonty Claypole – Director of BBC Arts and Ken McQuarrie - Director of Regions and Nations. The BBC are keen to look at the existing formats that can take place in Coventry and to collaborate with the city on new commissions.

### 3.6 British Council

An initial visit has been hosted with Kathy McArdle – Head of Regions and Cities for the British Council. The British Council wish to establish clear benchmarks for Coventry's international profile and have committed to funding a whole city audit which will be led by the two universities. There is real potential, with the support of the British Council, for Coventry to be the most international City of Culture yet. Further discussions will take place regarding future partnerships, learning from their evaluation of Hull 2017.

### 3.7 Arts Council England

The Coventry City of Culture Trust has met with the Area Director of Arts Council England (ACE) and started discussions around ACE's support for 2021. In Hull, the total ACE investment was £12m with the city seeing a 346% increase in successful ACE grants between 2013 and 2017. On 13 April 2018 the Lord Mayor of Coventry also hosted a visit of Sukhy Johal MBE – ACE Midlands Area Chair and Simon Fitch – Head of Capital Projects ACE West Midlands.

### 3.8 Heritage Lottery Fund

The Trust has met with the Heritage Lottery Fund (HLF) to discuss the £3m revenue commitment HLF made to the UK City of Culture programme before the announcement of the title. Now Coventry has been awarded the title, HLF are working with the city to review the current HLF funding landscape across Coventry.

### 3.9 Cultural Capital Plans

The Trust has supported the City Council in developing a brief for an overview of cultural capital plans, with a view to helping direct and prioritise bids to potential funders of capital schemes.

### 3.10 Media Value

The Coventry City of Culture media value achieved since commencing bidding for the title now stands at over £27.7million.

### 3.11 Recruitment

The Trust is currently recruiting for its two most senior posts in its delivery structure – the Executive Director and Creative Director. There were 44 applications for the Creative Director role and 30 applications for the Executive Director role. Interviews will be concluded and appointments anticipated in April 2018. Laura McMillan (previously Trust Manager) has now taken up the position of Director of Operations and Legacy at the Trust.

### 3.12 Public Meetings

The Trust, supported by City Council colleagues, is running four public meetings across Coventry - two in the City Centre, one in Canley and one in Stoke Heath. Over 350 people have already signed up to attend. The content of these meetings includes: what UK City of Culture is; the journey so far; what happens next; and how you can get involved. The events have been promoted through social media, through posters



in community venues, through a press release and through an appearance on BBC Coventry and Warwickshire. A public summary version of the bid has been published outlining the next steps in preparing for 2021. Copies will be available for Members at the Scrutiny Board meeting.

3.13 Visit of the Department for Digital, Culture, Media and Sport (DCMS) and Independent City of Culture Judging Panel

The DCMS and members of the independent judging panel for UK City of Culture will be visiting Coventry on 24 April 2018. For some panel members it will be their first visit to the city. The visit will check on progress and planning for Coventry 2021.

Laura McMillan  
Director of Operations and Legacy  
Coventry City of Culture Trust

David Nuttall  
Head of Service - Sports, Culture and Destination  
Coventry City Council

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

**Date:** 25 April, 2018

**Subject:** Update on Highway Infrastructure Asset Management Plan (HIAMP)

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

1.1 To inform the Communities and Neighbourhoods Scrutiny Board (4) on the progress of the Highway Infrastructure Asset Management Plan.

### **2 Recommendations**

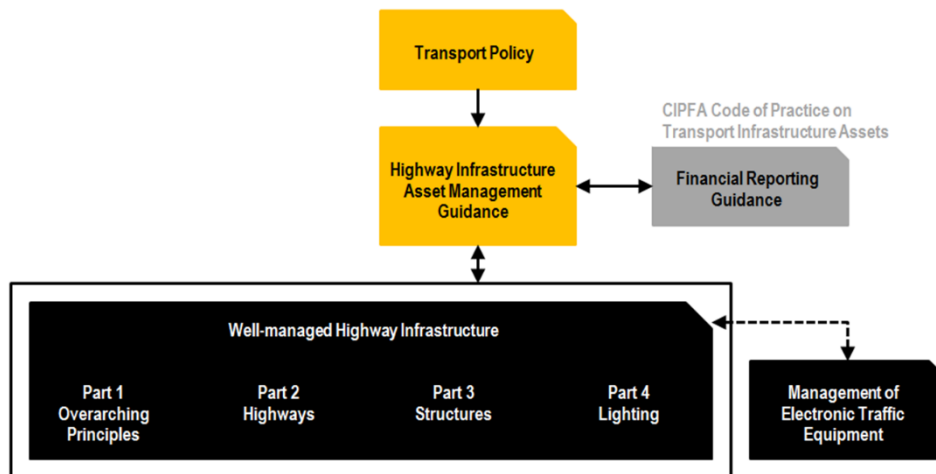
2.1 The Communities and Neighbourhoods Scrutiny Board (4) is recommended to note the progress and actions with regard to the Highway Infrastructure Asset Management Plan.

### **3 Update on Highway Infrastructure Asset Management Plan (HIAMP)**

3.1 The Asset Management Policy & Strategy are high level documents that aligns our asset management processes and procedures with our corporate goals and objectives.

3.2 Since the approval and publication of both Policy & Strategy the Highways group has continued to work to produce a revised and updated Highways Infrastructure Asset Management Plan (HIAMP). The HIAMP will enable the Authority to meet strategic goals in the most effective manner having regard to statutory requirements.

3.3 The Highways Infrastructure Asset Management Plan (HIAMP) has been reviewed and updated. However, before it can be finally completed and put forward for approval, the HIAMP needs to reflect the 36 recommendations of the 2016 *Well Managed Highway Infrastructure, a Code of Practice (CoP)*. The new CoP supersedes the previous suite of CoP documents by incorporating Roads, Structures, and Street lighting codes. The 36 recommendations of the new CoP (Appendix 1) replace the 175 that were in the old CoP.



- 3.4 The overarching principle of the new code of practice is the adoption of a risk based approach. This involves a functional hierarchy review of both carriageways and footways to ensure that the current categorisations are still relevant, a review of defect levels, defect categories & defect repair response times. In addition to this the HIAMP review and implementation will ensure that we are able to achieve a 'stand-alone' band 3 status for the next self-assessment submission (2019/20). To achieve Band 3 we are required to be at Band 3 in at least 18 of the 22 incentive questions. In 2015/16 we had 10 of 22, and in 2016/17 15 of 22, therefore as a minimum we only need to be a Band 3 in 3 more areas to be a Band 3 Authority.
- 3.5 This work is expected to be completed by Autumn 2018 which will be in line with DfT requirement for authorities to have implemented the *Well Managed Highway Infrastructure, a Code of Practice* by October 2018.

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

## Appendix 1

### RECOMMENDATION 1 – USE OF THE CODE

This Code, in conjunction with the UKRLG Highway Infrastructure Asset Management Guidance, should be used as the starting point against which to develop, review and formally approve highway infrastructure maintenance policy and to identify and formally approve the nature and extent of any variations.

### RECOMMENDATION 2 – ASSET MANAGEMENT FRAMEWORK

An Asset Management Framework should be developed and endorsed by senior decision makers. All activities outlined in the Framework should be documented.

### RECOMMENDATION 3 – ASSET MANAGEMENT POLICY AND STRATEGY

An asset management policy and a strategy should be developed and published. These should align with the corporate vision and demonstrate the contribution asset management makes towards achieving this vision.

### RECOMMENDATION 4 – ENGAGING AND COMMUNICATING WITH STAKEHOLDERS

Relevant information should be actively communicated through engagement with relevant stakeholders in setting requirements, making decisions and reporting performance.

### RECOMMENDATION 5 – CONSISTENCY WITH OTHER AUTHORITIES

To ensure that users' reasonable expectations for consistency are taken into account, the approach of other local and strategic highway and transport authorities, especially those with integrated or adjoining networks, should be considered when developing highway infrastructure maintenance policies.

### RECOMMENDATION 6 – AN INTEGRATED NETWORK

The highway network should be considered as an integrated set of assets when developing highway infrastructure maintenance policies

### RECOMMENDATION 7 – RISK BASED APPROACH

A risk based approach should be adopted for all aspects of highway infrastructure maintenance, including setting levels of service, inspections, responses, resilience, priorities and programmes.

### RECOMMENDATION 8 – INFORMATION MANAGEMENT

Information to support a risk based approach to highway maintenance should be collected, managed and made available in ways that are sustainable, secure, meet any statutory obligations, and, where appropriate, facilitate transparency for network users.

### RECOMMENDATION 9 – NETWORK INVENTORY

A detailed inventory or register of highway assets, together with information on their scale, nature and use, should be maintained. The nature and extent of inventory collected should be fit for purpose and meet business needs. Where data or information held is considered sensitive, this should be managed in a security minded way.

### RECOMMENDATION 10 – ASSET DATA MANAGEMENT

The quality, currency, appropriateness and completeness of all data supporting asset management should be regularly reviewed. An asset register should be maintained that stores, manages and reports all relevant asset data.

#### RECOMMENDATION 11 – ASSET MANAGEMENT SYSTEMS

Asset management systems should be sustainable and able to support the information required to enable asset management. Systems should be accessible to relevant staff and, where appropriate, support the provision of information for stakeholders.

#### RECOMMENDATION 12 – NETWORK HIERARCHY

A network hierarchy, or a series of related hierarchies, should be defined which include all elements of the highway network, including carriageways, footways, cycle routes, structures, lighting and rights of way. The hierarchy should take into account current and expected use, resilience, and local economic and social factors such as industry, schools, hospitals and similar, as well as the desirability of continuity and of a consistent approach for walking and cycling.

#### RECOMMENDATION 13 – WHOLE LIFE / DESIGNING FOR MAINTENANCE

Authorities should take whole life costs into consideration when assessing options for maintenance, new and improved highway schemes. The future maintenance costs of such new infrastructure are therefore a prime consideration.

#### RECOMMENDATION 14 – RISK MANAGEMENT

The management of current and future risks associated with assets should be embedded within the approach to asset management. Strategic, tactical and operational risks should be included as should appropriate mitigation measures.

#### RECOMMENDATION 15 – COMPETENCIES AND TRAINING

The appropriate competencies for all staff should be identified. Training should be provided where necessary for directly employed staff, and contractors should be required to provide evidence of the appropriate competencies of their staff.

#### RECOMMENDATION 16 – INSPECTIONS

A risk-based inspection regime, including regular safety inspections, should be developed and implemented for all highway assets.

#### RECOMMENDATION 17 – CONDITION SURVEYS

An asset condition survey regime, based on asset management needs and any statutory reporting requirements, should be developed and implemented.

#### RECOMMENDATION 18 – MANAGEMENT SYSTEMS AND CLAIMS

Records should be kept of all activities, particularly safety and other inspections, including the time and nature of any response, and procedures established to ensure efficient management of claims whilst protecting the authority from unjustified or fraudulent claims.

#### RECOMMENDATION 19 – DEFECT REPAIR

A risk-based defect repair regime should be developed and implemented for all highway assets.

#### RECOMMENDATION 20 – RESILIENT NETWORK

Within the highway network hierarchy a 'Resilient Network' should be identified to which priority is given through maintenance and other measures to maintain economic activity and access to key services during extreme weather.

#### RECOMMENDATION 21 – CLIMATE CHANGE ADAPTATION

The effects of extreme weather events on highway infrastructure assets should be risk assessed and ways to mitigate the impacts of the highest risks identified.

#### RECOMMENDATION 22 – DRAINAGE MAINTENANCE

Drainage assets should be maintained in good working order to reduce the threat and scale of flooding. Particular attention should be paid to locations known to be prone to problems, so that drainage systems operate close to their designed efficiency.

#### RECOMMENDATION 23 – CIVIL EMERGENCIES AND SEVERE WEATHER EMERGENCIES PLANS

The role and responsibilities of the Highway Authority in responding to civil emergencies should be defined in the authority's Civil Emergency Plan. A Severe Weather Emergencies Plan should also be established in consultation with others, including emergency services, relevant authorities and agencies. It should include operational, resource and contingency plans and procedures to enable timely and effective action by the Highway Authority to mitigate the effects of severe weather on the network and provide the best practicable service in the circumstances.

#### RECOMMENDATION 24 – COMMUNICATIONS

Severe Weather and Civil Emergencies Plans should incorporate a communications plan to ensure that information including weather and flood forecasts are received through agreed channels and that information is disseminated to highway users through a range of media.

#### RECOMMENDATION 25 – LEARNING FROM EVENTS

Severe Weather and Civil Emergencies Plans should be regularly rehearsed and refined as necessary. The effectiveness of the Plans should be reviewed after actual events and the learning used to develop them as necessary.

#### RECOMMENDATION 26 – PERFORMANCE MANAGEMENT FRAMEWORK

A performance management framework should be developed that is clear and accessible to stakeholders as appropriate and supports the asset management strategy.

#### RECOMMENDATION 27 – PERFORMANCE MONITORING

The performance of the Asset Management Framework should be monitored and reported. It should be reviewed regularly by senior decision makers and when appropriate, improvement actions should be taken.

#### RECOMMENDATION 28 – FINANCIAL PLANS

Financial plans should be prepared for all highway maintenance activities covering short, medium and long term time horizons.

#### RECOMMENDATION 29 – LIFECYCLE PLANS

Lifecycle planning principles should be used to review the level of funding, support investment decisions and substantiate the need for appropriate and sustainable long term investment.

#### RECOMMENDATION 30 – CROSS ASSET PRIORITIES

In developing priorities and programmes, consideration should be given to prioritising across asset groups as well as within them.

#### RECOMMENDATION 31 – WORKS PROGRAMMING

A prioritised forward works programme for a rolling period of three to five years should be developed and updated regularly.

#### RECOMMENDATION 32 – CARBON

The impact of highway infrastructure maintenance activities in terms of whole life carbon costs should be taken into account when determining appropriate interventions, materials and treatments.

#### RECOMMENDATION 33 – CONSISTENCY WITH CHARACTER

Determination of materials, products and treatments for the highway network should take into account the character of the area as well as factoring in whole life costing and sustainability. The materials, products and treatments used for highway maintenance should meet requirements for effectiveness and durability.

#### RECOMMENDATION 34 – HERITAGE ASSETS

Authorities should identify a schedule of listed structures, ancient monuments and other relevant assets and work with relevant organisations to ensure that maintenance reflects planning requirements.

#### RECOMMENDATION 35 – ENVIRONMENTAL IMPACT, NATURE CONSERVATION AND BIODIVERSITY

Materials, products and treatments for highway infrastructure maintenance should be appraised for environmental impact and for wider issues of sustainability. Highway verges, trees and landscaped areas should be managed with regard to their nature conservation value and biodiversity principles as well as whole-life costing, highway safety and serviceability.

#### RECOMMENDATION 36 – MINIMISING CLUTTER

Opportunities to simplify signs and other street furniture and to remove redundant items should be taken into account when planning highway infrastructure maintenance activities.



# Agenda Item 7

Communities and Neighbourhoods Work Programme 2017/18

Last updated 16/04/18

Please see page 2 onwards for background to items

<b>28<sup>th</sup> June 2017</b>
- Car Parking Pricing Review
<b>9<sup>th</sup> August 2017</b>
- Alternate Weekly Collection
<b>6<sup>th</sup> September 2017</b>
- Fly-tipping - City of Culture 2021 Bid
<b>8<sup>th</sup> November 2017</b>
- Review of Street Cleansing - Homelessness Reduction Act
<b>17<sup>th</sup> January 2018</b>
- Increasing Affordable Housing Stock in the City
<b>5<sup>th</sup> March 2018</b>
- Use of Average Speed Enforcement to Improve Road Safety
<b>25<sup>th</sup> April 2018</b>
- Update on City of Culture 2021 - Highways Infrastructure Asset Management Plan
<b>2018/19</b>
Illegal Encampments – March/ April Parking Enforcement Average Speed Enforcement Cameras Housing Development Infrastructure Alternate Weekly Collection - review A45/Leamington Rd development Ignite Programme Public Toilets

Communities and Neighbourhoods Work Programme 2017/18

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
<b>28<sup>th</sup> June 2017</b>	- Car Parking Pricing Review	For scrutiny to comment prior to the report going to Cabinet in June/ July 2017.	Cllr Innes Colin Knight
<b>9<sup>th</sup> August 2017</b>	- Alternate Weekly Collection	To scrutinise the plans for the introduction of Alternate Weekly Collection during September 2017.	Andrew Walster
<b>6<sup>th</sup> September 2017</b>	- Fly-tipping	Members would like to know what is being done to address the increase in fly-tipping and concern from residents. Raised due to the increased number of incidents highlighted in the Council Plan Performance 2016/17 Annual Report.	Craig Hicken Martin McHugh Cllr Innes
	- City of Culture 2021 Bid	To consider the bid before its submitted if successfully short listed	Cllr Bigham David Nuttall Laura McMillan
<b>8<sup>th</sup> November 2017</b>	- Review of Street Cleansing	To consider the review of street cleansing following changes to the Street Pride service	Andrew Walster Cllr Innes
	- Homelessness Reduction Act	A briefing on the Homelessness Reduction Act and how the Council can meet the requirements	Mark Andrews Cllr Bigham
<b>17<sup>th</sup> January 2018</b>	- Increasing Affordable Housing Stock in the City	Invite Whitefriars/ Midland Heart to the meeting to discuss their plans to increase their levels of housing stock. To ask planning how many affordable homes/ social rented homes are in development.	
<b>5<sup>th</sup> March 2018</b>	- Use of Average Speed Enforcement to Improve Road Safety	Members will consider a Cabinet Report for the 6th March 2018 on the use of average speed cameras in two locations	Colin Knight Cllr Innes
<b>25<sup>th</sup> April 2018</b>	- Update on City of Culture 2021	Members requested a progress report now that Coventry have been successful in their bid to host the City of Culture in 2021	David Nuttall Cllr Bigham
	- Highways Infrastructure Asset Management Plan	That the Highway Infrastructure Asset Management Plan be considered by Scrutiny prior to its formal consideration and adoption by Cabinet.	Neil Cowper/ Danny Rawle
<b>2018/19</b>	Illegal Encampments – March/ April	To look at how the Council responds to illegal encampments. Invite WMCA Rep and Sandwell Officer. Ask Cllr Kelly for details.	Cllr A Khan

Communities and Neighbourhoods Work Programme 2017/18

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
	Parking Enforcement	To look at the service provided, outlining the service, its structure, operating hours, income and approach to evening enforcement.	Colin Knight
	Average Speed Enforcement Cameras	To consider the implementation of Average Speed Enforcement Cameras in the City.	Karen Segar Cllr Innes
	Housing Development Infrastructure	To look at proposals for planned housing developments and infrastructure. Specifically to look at the timetabling of these developments and associated roads and infrastructure which will be required to support population growth and movement. To seek assurances that infrastructure will be in place before homes are occupied.	Colin Knight/ Mark Andrews
	Alternate Weekly Collection - review	To look at the preparations taking place for the introduction of an Alternate Weekly Collection.	Andrew Walster
	A45/Leamington Rd development	A large piece of infrastructure work is planned for this junction. Members wanted to know more detail.	Cllr Innes Colin Knight
	Ignite Programme	Identified at the SCRUCO meeting on 10 <sup>th</sup> May 2017 to go to SB4 at an appropriate time. The programme is 18 months into a 5 year programme. There are two parts to this work programme item; 1) to invite Children's Services and Whitefriars Housing to explain how they have amended processes as a results of the programme 2) Ignite to be invited back to report on their findings of working with Children's Services and Whitefriars Housing.	Helen Shankster Emma Bates/ Sue Bent, Coventry Law Centre
	Public Toilets	To consider the availability of public toilets, particularly in the City Centre.	Richard Moon

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