



Communities and Neighbourhoods Scrutiny Board (4)

Time and Date

2.00 pm on Wednesday, 27 March, 2019

Place

Committee Room 3, Council House, Coventry

Public Business

1. **Apologies and Substitutions**
2. **Declarations of Interest**
3. **Minutes** (Pages 3 - 8)
 - a) To agree the Minutes of the meeting held on 13 February, 2019
 - b) Any matters arising
4. **Civil Parking Enforcement** (Pages 9 - 14)
Briefing Note of the Deputy Chief Executive (Place)
5. **Safer Speed City** (Pages 15 - 18)
Briefing Note of the Deputy Chief Executive (Place)
6. **Work Programme and Outstanding Issues 2019/20** (Pages 19 - 22)
Report of the Deputy Chief Executive (Place)
7. **Any other items of public business which the Chair decides to take as matters of urgency**

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

Tuesday, 19 March 2019

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

Membership: Councillors N Akhtar (Chair), R Ali, R Bailey, T Khan, K Sandhu, T Sawdon, H Sweet, R Thay and S Walsh

By invitation Councillors P Hetherton and R Lakha

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

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

Suzanne Bennett

Telephone: (024) 76972299

e-mail: 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 Wednesday, 13 February 2019

Present:

Members: Councillor J Clifford (Chair of meeting, substitute for
Councillor N Akhtar)
Councillor R Bailey
Councillor K Sandhu
Councillor R Singh (Substitute for Councillor H Sweet)
Councillor R Thay

Other Members: Councillor R Lakha, Deputy Cabinet Member for City Services
Councillor E Ruane, Cabinet Member for Communities and
Housing

Officers by Directorate:

Place: S Bennett, C Berry, V Castree

People: D Ashmore, J Harrison, K Lees

Apologies Councillors N Akhtar, H Sweet, T Sawdon

Public Business

20. Chair

In the absence of Councillor N Akhtar, Councillor J Clifford, Deputy Chair of the Scrutiny Co-ordination Committee, chaired the meeting.

21. Declarations of Interest

There were no declarations of interest.

22. Minutes

The Minutes of the meeting held on 19 December, 2018 were agreed and signed as a true record.

There were no matters arising.

23. Housing Action Plan

The Scrutiny Board considered a Briefing Note of the Deputy Chief Executive (People) which reviewed the Draft Housing and Homelessness Action Plan following consultation in December, 2018 and which provided a summary of the current financial position, governance arrangements and key activities planned for the next few months.

The Draft Housing and Homelessness Strategy 2019-24 focusses on the following four main themes:-

- Preventing homelessness and supporting homeless households
- New housing development
- Improving the use of existing homes
- Support for people and communities

An Action Plan accompanies the Strategy, outlining its priorities and the activities to achieve them and was included in the Briefing Note.

The Briefing Note provided an update on specific areas, including:-

- Operational team performance
- Progress against local plan targets for affordable house building
- Supply of social housing in the City
- Refurbishment and expansion of existing homes
- Modular housing options

In terms of governance, the Scrutiny Board noted that Housing and Homelessness is now considered monthly by the Strategic Housing Board and One Coventry Change Board. The current RAG rating for the programme is RED, taking into account financial risk, timeliness and any other issues. Strategic Housing Board is supported by the Housing and Homelessness Operational Group, which meets fortnightly, with attendance from service heads operational managers.

A timeline was also included in the Briefing Note, which detailed key events between now and May 2019.

The Scrutiny Board noted that the pre-budget report allocates additional resources equating to an annual budget of £8.4m over the next 3 years. In addition, there is grant funding of £2.1m (2017/18 to 2019/20) being used in relation to the prevention duty. Government are currently unclear on the level of this resource after 2019/2020.

The Scrutiny Board questioned the Cabinet Member for Communities and Housing and officers on aspects of the Briefing Note, including:-

- The current waiting time for housing assessments
- Creative ways of bringing unused property into use (for example empty properties)
- Whether a gendered approach was being adopted in relation of homelessness
- How data is collected and how this can be used more effectively in terms of targeting those most in need
- Current figures in relation to the use of Bed and Breakfast, particularly in relation to families.
- The need to ensure there are effective Key Performance Indicators (KPI's) in place, which are monitored regularly.

RESOLVED:-

- 1) That the Scrutiny Board confirm their support for the Strategy contained in the Action Plan, including building and providing new homes.
- 2) That the Scrutiny Board request regular progress reports against targets set in the Action Plan, including KPI's and that formal quarterly updates at provided at future meetings of the Scrutiny Board.

24. Hot Food Takeaway Supplementary Planning Document

The Scrutiny Board considered a Briefing Note, together with a presentation at the meeting, which outlined the purpose, content and requirements of the Hot Food Takeaway Supplementary Planning Document (SPD), details of which were appended to the Briefing Note.

This SPD is intended to provide technical guidance and support to Policy R6 (Restaurants, Bars and Hot Food Takeaways) of the new Local Plan. This will contribute to delivering one of the overall objectives of the Plan which is to recognise the commercial element of hot food takeaways and their role within community provisions, but to balance that with helping improve the health and wellbeing of Coventry people. The Hot Food Takeaway SPD is aimed at individuals and organisations involved in preparing and submitting a planning application as well as those involved in the determination and enforcement of planning applications.

The SPD is structured around seven requirements for relevant applications and details those requirements, relevant thresholds and measures that may need to be taken to ensure that a hot food takeaway is acceptable in planning terms. The requirements consist of:-

- Concentration of Hot Food Takeaways (drawing on nationally available information linked to population density and prevalence of hot food takeaways within a local catchment area, limiting new hot food takeaways in over concentrated area (details of which, including maps, were provided in the Briefing Note)
- Litter and Waste Disposal – ensuring both customer and commercial waste facilities are provided in an acceptable and appropriate location
- Odour Extraction – to manage issues of odour in so far as it relates primarily to any residential amenity situated above or in close proximity to the hot food takeaway
- Highway Safety – to ensure matters of parking and highway movements are safe and secure
- Opening Times – with a view to potentially limiting these if it helps overcome other issues e.g. proximity to schools; and

- Conservation Area and Listed Buildings – ensuring shop fronts and extraction flumes are appropriately positioned and designs to minimise any relevant impact on heritage assets.

The Scrutiny Board questioned the Cabinet Member for Communities and Housing and officers on aspects of the Briefing Note, including:-

- How the data has been compiled and applied
- How the boundaries have been derived
- How the impact of the SPD will be assessed
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In particular, the Scrutiny Board sought clarification in relation to Class A5 and whether this included food outlets from which food is ordered, prepared and delivered, rather than being physically “taken away” by the customer. Officers indicated that they would investigate this matter and provide the Scrutiny Board with clarification.

RESOLVED that the Scrutiny Board confirm their support for the Hot Food Takeaway Supplementary Planning Document.

25. **Waste Services**

The Scrutiny Board received a presentation at the meeting which provided an update on the Christmas Waste Collections 2018.

The presentation covered:-

- Background to the Christmas Collections, which differ each year due to the bank holidays.
- Collection performance and comparison 2017 and 2018, including costs (£171,307 in 2017 and £50,823 in 2018) and complaints/missed bins
- Challenges during the Christmas period particularly in relation to staffing, where there is no contractual obligation for Coventry City Council employees to work during the shutdown week or on the Saturdays and Mondays used to cover Bank Holidays and therefore the reliance on volunteers and agency staff. In 2017 over 50% of staff were provided through an agency. In 2018 there was minimal requirements for agency staff, however the Council was badly let down on Saturday 5 January when agency workers didn't turn up.
- Lessons Learnt in 2018, including the need for better communication of issues using the Council's website and social media and keeping Councillors informed.
- Plans for 2019 including:-
 - Proposed same arrangements as 2018
 - Shut down over Christmas week

- Suspension of garden waste collections
- All residents to have green bin collected week before and after Christmas
- Provide extra capacity for additional recycling
- Communication Strategy

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

- Communication and the use of social media tools
- The issues relating to the use of agency staff and work being taken with the new agency to prevent the same problems being experienced next Christmas
- Contractual issues relating to City Council staff

The Scrutiny Board expressed their disappointment that the issue of a Communication Strategy had not already been addressed and stressed the importance of ensuring that a Strategy is implemented at the earliest opportunity.

RESOLVED that the update on the Christmas Waste Collection 2018, together with the lessons learnt, be noted and that the Scrutiny Board consider preparations for the 2019 Christmas Waste Collection as part of their Work Programme for 2019/20.

26. Work Programme and Outstanding Issues 2018/19

The Scrutiny Board noted their Work Programme for the remainder of the Municipal Year 2018/19.

27. Any Other Items of Urgent Public Business

There were no items of urgent public business.

(Meeting closed at 3.50 pm)

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Coventry City Council

Briefing Note

To: Communities and Neighbourhoods Scrutiny Board [4]

27 March 2019

Subject: Civil Parking Enforcement

1 Purpose of report

The purpose of the Briefing Note is to inform the Communities and Neighbourhoods Scrutiny Board of current activities and arrangements in respect of the Council's Parking Enforcement operation and to provide an overview of performance and the key priorities.

2 Recommendations

Members of the Communities and Neighbourhoods Scrutiny Board are recommended to:

- i. Note the actions and initiatives in place to tackle the key parking enforcement priorities.
- ii. Make recommendations as appropriate to the Cabinet Member (Policing and Equalities) and the Cabinet Member (City Services).

3 Background

The Council has been responsible for parking enforcement in Coventry since April 2005 when the function was decriminalised and transferred from the West Midlands Police.

Since March 2008, Civil Parking Enforcement has operated under Part 6 of the Traffic Management Act 2004. Amongst other things, the legislation requires the Council to review its parking policies on a regular basis to ensure that they are effective, appropriate, consistent, fair and transparent. The legislation also states that any financial surpluses that are generated from Civil Parking Enforcement are 'ring fenced' and can only be used to fund the service and other highway improvements and traffic safety schemes. Parking Enforcement should not therefore, be used as a means for raising revenue for the Council

The Council's Parking Service comprises 4 main functions, namely:

- Civil parking enforcement operation
- Bus lane enforcement operation
- The appeals service
- Car park management

In July 2015, the Appeals function transferred to the Council's Customer Services from Parking Services.

Parking activities are integral to the Council's transport strategies but getting the balance right between the demands for parking and the needs of Coventry's growing population is a challenge.

Historically, the car park management and parking enforcement functions were completely separate and undertaken by two different groups of staff. The two functions were amalgamated in November 2012 in order to remove duplication of effort and to deliver significant cost and efficiency savings. As a result, management of the Council's car parks and civil parking enforcement duties are now both undertaken by the in-house Parking team.

4 Civil Parking Enforcement

Civil Parking enforcement is not always popular with some people but it is absolutely vital to improve road safety, traffic flow and access for essential public and emergency services.

4.1 Staff Resources

Coventry's Parking Services are delivered by an in-house team comprising 32 posts as follows:

- Parking Manager [1]
- Parking Supervisors [3]
- Civil Enforcement Officers [27]
- Business Analyst [1]

In addition to the above, the Parking Appeals team within Customer Services comprises a further 11 officers and the Bus Lane Enforcement team comprises 2 officers.

4.2 Operational Arrangements

The 27 Civil Enforcement Officers (CEOs), formerly known as Traffic Wardens, are organised into 3 teams of 9 under the day to day line management of the 3 Parking Supervisors. The officers work a rotating shift pattern during Monday to Sunday between 07:30am to 19:15pm.

Traditionally, late evening and night time enforcement, (i.e. during 'out of hours'), has been undertaken on an ad hoc basis. The current shift arrangements need revisiting in order to ensure more routine coverage during the evening and night time to tackle illegal parking across the city, both in residential areas and within the city centre.

Measures are currently being explored with the aim of restructuring the service and providing sufficient additional staff resources to carry out regular and routine enforcement during the evening through to 10:00pm.

4.3 Civil Enforcement Officers (CEOs)

The CEOs are the public face of parking enforcement and the way that the staff perform their duties is crucial to its success and the public's perception.

CEOs need to be professional and efficient, often in difficult circumstances. Regrettably they are regularly on the receiving end of verbal and physical assaults whilst carrying out their role. Nowadays the officers use body worn video cameras to help reduce the number of assaults and to capture video evidence to assist with prosecutions where it's necessary.

The overarching aim of the CEO is to ensure that parking regulations are observed and enforced in a professional, fair, accurate and consistent manner.

Their main duties and responsibilities are:

- To monitor vehicle parking in relation to the restrictions.
- Encourage considerate parking and discourage inconsiderate parking behaviour.
- Educate the public to improve parking habits.
- Minimise illegal parking through enforcement measures where required.

- Inspecting and repairing parking equipment.

4.4 Performance Levels

The CEOs enforce illegal parking by issuing Penalty Charge Notices (PCNs) to offending vehicles. The level of PCNs issued during the past few years is shown in the table below:

Year	Penalty Charge Notices Issued		
	Parking Enforcement	Bus Lane Enforcement	Total
2018/19 (projected)	45,000	65,000	110,000
2017/18	40,000	72,000	112,000
2016/17	41,000	52,000	93,000
2015/16	37,000	49,000	86,000
2014/15	34,000	39,000	73,000
2013/14	31,000	38,000	69,000
2012/13	33,000	15,000	48,000
2011/12	40,000	7,000	47,000
2010/11	38,000	-	38,000
2009/10	36,000	-	36,000

The numbers above show that the level of parking offences continues to increase year on year which is a worrying trend, especially given that there is limited enforcement during the evening / night time. Consequently, the appointment of additional enforcement officers to tackle parking problems during the evening is likely to result in a further increase in the number of PCNs issued.

The revenue generated through parking enforcement is used to fund the service (e.g. staff salaries, equipment, uniforms, computer systems, professional fees etc.).

The cost to deliver the parking enforcement operation is £1.2million.

4.5 Automatic Number Plate Recognition (ANPR) Camera Enforcement

The relevant legislation allows the Council to enforce some parking restrictions using CCTV cameras where enforcement using the traditional methods is difficult.

During the past few years, Parking Services has operated an enforcement car fitted with an ANPR camera. The car was owned and provided to the Council by a 3rd party supplier to assist with the enforcement of parking restrictions outside of some schools. Over time the supplier has withdrawn the use of the car which has meant that Parking Services hasn't been in a position to effectively enforce these restrictions which in turn compromises the safety of school children. To combat this Parking Services has recently bought its own ANPR enforcement car and this is currently being commissioned. It is expected that it will be ready for deployment early in the new financial year.

There are 115 schools in Coventry and many of them have more than one entrance to the school site. As such there are about two hundred school access points that need to be kept clear and regularly enforced. The ANPR enforcement car will provide an effective means of enforcing the school keep clear restrictions and identifying parking 'hotspots'.

Ultimately, it will also be used to enforce the red-route along the A4600, bus stops, taxi ranks and locations where there is a loading / unloading ban. It will also be used to assist with the enforcement of residents' parking schemes where 'digital' permits have been issued.

4.6 City Centre Restricted Parking Zone

During 2012, the Council introduced a restricted parking zone across the city centre. At that time, all double and single yellow lines were removed. In some streets the restrictions were replaced with designated parking bays and at that juncture it became illegal to park anywhere on-street in the city centre other than in clearly marked bays.

Traffic signs are located at the start and end of the restricted parking zone to indicate that on-street parking is controlled and that restrictions apply. Smaller repeater signs are located on-street throughout the zone.

Most on-street parking bays are metered and drivers must pay the relevant fee when parked in a metered bay.

4.7 Residents' Parking Schemes

There are currently twenty-five existing Residents' Parking Schemes throughout Coventry, some of which were introduced many years ago.

Residents' Parking Schemes are a way of controlling on-street parking by people such as commuters and shoppers with the aim of ensuring that residents are able to park near to their homes. Commuter parking in residential areas affects the local environment and quality of life of residents.

The schemes that have been implemented during the past few years have been introduced in line with the Council's Resident Parking Policy (2017) which provides a framework and a consistent approach for future schemes.

The Council is phasing out traditional paper permits and where possible all permits will be digital and issued through an online system that gives the resident the ability to self-manage their permits either online or by phone. There are still several legacy schemes that operate using paper permits (e.g. Walsgrave and Charterhouse) which will be transferred to digital during the coming months.

Parking Services will use the ANPR enforcement car to assist with the enforcement of the digital permit schemes which is expected to be far more efficient than the traditional approach using foot patrolling officers.

4.8 Penalty Charge Notice Recovery Process

Penalty charge levels are regulated by central government rather than locally.

There are approx. 60 different types of parking offences and each of these is classified as either a higher or lower level contravention. The more serious offences incur a £70 penalty charge whereas the less serious ones incur the lower level charge of £50. In either instance, the charge is reduced by 50% (to either £35 or £25) if paid within the first 14 days. [A bus lane penalty charge incurs a charge of £60 which is also reduced by 50% to £30 if paid in 14 days].

The process of recovering a PCN can range from being very simple and straightforward to being very complex. The administration of appeals and the penalty charge recovery process currently sits within Customer Services albeit that it is integral to the effectiveness of Parking Services. The team consists of 10 Appeals Officers under the day-to-day management of a Team Leader. The Team is responsible for processing payments, administering the PCN recovery process, serving statutory notices, dealing with informal / formal representations and appeals against the PCN and administering the legacy Resident Parking Schemes.

Parking Services management are currently working closely with colleagues in Customer Services with the aim of improving PCN debt recovery.

4.9 Car Park Management

The responsibility for the management of the Council's car parks was transferred back in-house in April 2011 from CV One. The function includes the day to day operation of car parks, the maintenance of associated equipment, the administration of car park passes, cash collection and the reconciliation of car park income.

Parking Services is responsible for the management of 24 public and private car parks across the city. The cost of off-street parking differs between car parks and depends on whether the car park is classified as either long or short stay.

Report Author(s):

Paul Bowman

Team Manager (Parking Services)

Place Directorate

Telephone: 024 76 834243

Email: paul.bowman@coventry.gov.uk

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Coventry City Council

Briefing note

To: Communities and Neighbourhoods Scrutiny Board (4)

Date: 27th March 2019

Subject: Safer Speeds City

1 Purpose of the Note.

- 1.1 To provide the Communities and Neighbourhoods Scrutiny Board (4) on proposals to develop a Safer Speeds City Policy and Road Safety Toolkit.
- 1.2 To provide Scrutiny Board with types of road safety measures available with details of the benefits and disadvantages of each measure.
- 1.3 To provide Scrutiny Board with intervention criteria to identify locations for scheme consideration and implementation.

2 Recommendations

- 2.1 The Communities and Neighbourhoods Scrutiny Board (4) is recommended to:
 - 1) Support the progress of the Safer Speeds City Policy and the development of the Road Safety Toolkit.
 - 2) Support the road safety intervention criteria to identify locations for scheme consideration and implementation.
- 2.2 Coventry City Council receives many concerns from local residents and elected members about road safety from across the city. This includes a significant number of petitions requesting road safety measures.
- 2.3 Coventry City Council is committed to improving safety for all road users and to reduce the number of casualties on our roads. As the West Midlands Road Safety Lead authority, Coventry developed the West Midlands Regional Road Safety Strategy. As part of our commitment to delivering road safety, Coventry is determined to reduce the numbers of people killed or seriously injured (KSI's) by 40% over the next ten-year period (based on the 2015-2017 average). Coventry has developed its road safety priorities in line with the West Midlands Road Safety Policy. It is envisaged that the policy will enhance collaborative working with our road safety partners, including West Midlands Police (WMP) and West Midlands Fire Service (WMFS).
- 2.4 Our road safety priorities and target groups (based on the 2015-2017 average) are:
 1. **Pedestrians** - represent 40% of all fatalities across region each year
 2. **Pedal Cyclists** – represent 12% of all KSI's across region each year

3. **Powered 2 wheelers** – represent 17.5% of all KSI's across region each year
4. **Young Drivers (aged 16-25)** – represents 5% of all fatalities each year
5. **Drivers** (aged 26 and over) – represents an average of 187 KSI's each year

2.5 The effects of road traffic collisions has a devastating impact on people effected and their families. Additionally, aside from the human element, traffic collisions have a major detrimental impact on traffic flow by increasing congestion, reducing capacity, worsening journey time reliability and affecting network resilience together with an adverse impact on the economy.

2.6 As the highway authority, we have a statutory duty to undertake studies into road traffic collisions, and to take steps both to reduce and prevent them.

2.7 Road safety is vitally important to promoting Coventry's local transport system that promotes economic growth, is safe for all road users and improves the quality of life in our communities.

2.8 The Council is committed to the promotion of road safety schemes where the benefits can be shown to outweigh any disadvantages. In particular the Council will give priority to those schemes where the accident reduction potential is the greatest. Interventions will be data and intelligent-led and locations for road safety action will be prioritised where criteria has been satisfied and where feasible solutions can mitigate accidents trends.

2.9 This policy considers physical measures such as vertical deflections (such as road humps, speed cushions & raised junctions) and horizontal deflections (build-outs & chicanes) and innovative speed reduction measures such as Average Speed Enforcement.

2.10 Road safety measures considered in the policy will include area wide initiatives such as 20 mph Zones, 20 mph speed limits and school time 20 mph 'advisory' speed limits.

2.11 Road safety technology including Vehicle Activated Signs (VAS) and Speed Indicator Devices (SIDS) are also described. The data recorded will be used to determine evidence-based road safety interventions.

2.12 The policy will also describe the different types of pedestrian crossing facilities available, and their suitability for different types of road environments.

2.13 The policy will be underpinned by a bespoke Coventry City Council toolkit that identifies the different types of traffic calming used and the implementation criteria for each measure.

3 Importance of road safety resource prioritisation

3.1 The criteria for selecting a site for road safety intervention is currently based on 6 or more personal injury collisions over a 3-year period. Although effective over recent years, the demand for road safety intervention is outstripping resources. It is no longer possible to intervene at all locations that satisfy this criteria.

3.2 To ensure resources are allocated where needed, this policy will evaluate amendments to road safety intervention criteria to ensure the most serious

accidents are tackled. Our approach will involve evaluating collisions over a three-year period, with added weightings applied to three key criteria. This includes:

1. Collisions Severity (fatal, serious or slight)
2. Casualty class (priority target groups)
3. Timescales (more recent collisions given additional weighting)

3.3 The benefits of having a criteria based on weighted criteria will ensure the most severe collision trends involving the most vulnerable road users are prioritised.

4 Why have a road safety policy and toolkit

- 4.1 The Policy and Toolkit will provide important information to Locally Elected Members and residents. Increasing transparency about how we prioritise road safety intervention and the criteria will ensure finite resources are allocated and focused at locations where the accident reduction potential is the greatest.
- 4.2 Having a policy will enhance partnership working, especially with West Midlands Police and West Midlands Fire Service in perseverance of reducing the number and severity of traffic collisions and related injuries across the Council's road network.

5 Traditional road safety measures

Road Humps	Central Refuges
Speed Cushions	Gateway/ Entry Features and Splitter Islands
Chicanes & Build-outs	20 mph speed limits and 20mph zones
Raised Junction/ Tables	Road Surfacing (rumblewave)
Road Markings	Signage
Pedestrian Crossing Facilities	School time advisory 20mph

6 Innovative and 'Less Engineered' Measures

Optical Illusions	Countdown timings on pedestrian crossing facilities
Vehicle Activated Signs (VAS)	Removal of carriageway markings
Speed Indicator Device (SIDs)	Intelligent LED road studs (problematic junctions & rural locations)
Average Speed Enforcement (ASE)	Shared Space philosophy (where suitable)

7 Considerations

- 7.1 As part of any road safety scheme, the likely effects of vehicle generated noise, vibration, exhaust emissions and air quality will be examined and any detrimental effects mitigated as far as possible.
- 7.2 The design and implementation of road safety schemes in Coventry shall follow the guidance set out in the Department for Transport's (DfT), Local Transport note 1/07. This deals with government legislation, highway user issues, various types of traffic calming, consultation and prioritisation.

8 Timescales

- 8.1 Following feedback from Scrutiny Board 4, it is envisaged that the Road Safety Policy will be finalised in May/ June 2019.

Joel Logue – Highways, Traffic and Road Safety
Place Directorate, 024 7683 4307

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Agenda Item 6

Communities and Neighbourhoods Work Programme 2018/19

Last updated 15/03/19

Please see page 2 onwards for background to items

11th July 2018
Alternate Weekly Collection - review Illegal Encampments
19th September 2018
Fly-tipping European City of Sport 2019
31st October 2018 (postponed) 19th December 2018
Annual report on the work of the Flood Risk Management Team Recycled Road Surface Materials Average Speed Enforcement Cameras
13th February 2019
Housing Action Plan Draft Hot Food Takeaway Supplementary Planning Document Christmas Waste Collection
27th March 2019
The Parking Enforcement Service Safer Speed City
Next Municipal Year
Housing Development Infrastructure City Centre Parking Public Toilets Illegal Car Washes and the Impact on the Environment Average Speed Enforcement Cameras Recycled Road Surface Materials – progress report Homelessness Reduction Act (May/June 2019) Social Housing Allocations Social Housing Supply Highways Infrastructure Asset Management Plan Food Safety Ignite Programme Housing Action Plan Progress Update Preparation for Christmas Waste Collection 2019

Date	Title	Detail	Cabinet Member/ Lead Officer
11th July 2018	Alternate Weekly Collection - review	To review the impact of the Alternate Weekly Collection scheme which was introduced in September 2017.	Andrew Walster
	Illegal Encampments	To look at how the Council responds to illegal encampments. Invite WMCA Rep and Sandwell Officer. Ask Cllr Kelly for details.	Cllr AS Khan
19th September 2018	Fly-tipping	Members would like to know what has been done to address the increase in fly-tipping and concerns from residents about this problem since it was last considered by the Board in September 2017.	Craig Hicken Martin McHugh Cllr AS Khan
	European City of Sport 2019	To scrutinise the benefits for Coventry of becoming the European City of Sport, including funding. Also a progress report on the water park and the 50m pool	David Nuttall Cllr Caan
31st October 2018 (postponed)			
19th December 2018	Annual report on the work of the Flood Risk Management Team	To consider progress on the flood risk management team following the last report in 2016.	Neal Thomas Cllr Innes
	Recycled Road Surface Materials	To find out more about the current trial and to visit one of the sites.	Neil Cowper Cllr Innes
	Average Speed Enforcement Cameras	To consider the implementation of Average Speed Enforcement Cameras in the City.	Karen Segar Cllr Innes
13th February 2019	Housing Action Plan	To bring the outcome of the Housing and Homelessness Strategy Consultation to board and the associated action plan.	David Ashmore/ James Harrison Cllr Ruane
	Draft Hot Food Takeaway Supplementary Planning Document	The Board have requested to consider the draft supplementary planning document as part of the consultation process	Karen Lees Mark Andrews Cllr Ruane
	Christmas Waste Collection	To look at issues and lessons learnt from the waste collection over the Christmas period.	Andrew Walster Sarah Elliott Cllr Hetherton

Communities and Neighbourhoods Work Programme 2018/19

Date	Title	Detail	Cabinet Member/ Lead Officer
27th March 2019	The Parking Enforcement Service	To look at the service provided, outlining the service, its structure, operating hours, income and approach to evening enforcement.	Colin Knight Paul Bowman Cllr Hetherton
	Safer Speed City	Highlighted as an issue from the all scrutiny members meeting and referred from Scruco. Progress since the implementation of the policy developed by the T&F group	Rachel Goodyer Cllr Hetherton
Next Municipal Year	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
	City Centre Parking	To look at city centre parking at an appropriate time including the Restricted Parking Zones.	Colin Knight
	Public Toilets	To consider the availability of public toilets, particularly in the City Centre.	Richard Moon
	Illegal Car Washes and the Impact on the Environment	Highlighted as an issue from the all scrutiny members meeting and referred from Scruco	
	Average Speed Enforcement Cameras	A progress update on the implementation of Average Speed Enforcement Cameras in the City. To include a representative from WMP	Joel Logue Cllr Hetherton
	Recycled Road Surface Materials – progress report	To find out progress on the current trial following from the item on the 19 th December 2018	Neil Cowper Cllr Hetherton
	Homelessness Reduction Act (May/June 2019)	The Board would like a progress report on the implementation of the act and the impact on homelessness in the city a year after it's launch which was 1 st April 2018.	Mark Andrews Gemma Tate Cllr Ruane
	Social Housing Allocations	To consider the supply and allocation of social housing, including supporting potential foster carers to provide extra bedrooms for LAC, an issue referred from SB2.	Mark Andrews Adrienne Bellingeri Cllr Ruane

Date	Title	Detail	Cabinet Member/ Lead Officer
	Social Housing Supply	To look at how the Council can support social landlords to build social housing. Also to cover progress on a social landlords forum	
	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. To include the risk management policy and an update on maintenance of the Ring Road.	Neil Cowper Danny Rawle Cllr Hetherton
	Food Safety		
	Ignite Programme	Identified at the SCRUCO meeting on 10 th May 2017 to go to SB4 at an appropriate time. This is 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
	Housing Action Plan Progress Update	As identified at the meeting on 13 th February 2019, the Board will receive updates on progress towards the action plan.	David Ashmore Cllr Ruane
	Preparation for Christmas Waste Collection 2019	As identified at the meeting on 13 th February, the Board have requested an update on plans for the Christmas waste collection 2019.	Andrew Walster Sarah Elliott Cllr Hetherton