



Business, Economy and Enterprise Scrutiny Board (3)

Time and Date

2.00 pm on Wednesday, 20th March, 2019

Place

Committee Room 3 - Council House

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 20th February 2019

(b) Matters arising

4. **Exclusion of Press and Public**

To consider whether to exclude the press and public for the item(s) of private business for the reasons shown in the report.

5. **ICT and Digital - Coventry as a Gigabit City** (Pages 9 - 24)

Briefing note and presentation by the Deputy Chief Executive (Place)

6. **The Wheelhouse - Update** (Pages 25 - 26)

Briefing Note of the Deputy Chief Executive (Place)

7. **Outstanding Issues**

There are no outstanding issues

8. **Work Programme 2018/2019** (Pages 27 - 32)

Report of the Scrutiny Co-ordinator

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

Private Business

10. **The Wheelhouse** (Pages 33 - 36)

Briefing Note of the Deputy Chief Executive (Place)

(Listing Officer: Grant McKelvie, Tel: 024 7678 6002)

11. **Any other items of private business which the Chair decides to take as matters of urgency because of the special circumstances involved**

Martin Yardley, Deputy Chief Executive (Place), Council House, Coventry
Tuesday, 12 March 2019

(Notes:

1) The person to contact about the agenda and documents for this meeting is Michelle Salmon, Governance Services, Tel: 024 7697 2643, Email: michelle.salmon@coventry.gov.uk, alternatively information about this meeting can be obtained from the following web link: <http://moderngov.coventry.gov.uk>

2) Members of the Board who are not able to attend the meeting should notify Michelle Salmon as soon as possible, and no later than an hour before the start of the meeting, giving their reason 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 item on the agenda for this meeting, but who are not Members of this Scrutiny Board, have been invited to notify the Chair by 12 noon 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 R Auluck, J Birdi, G Crookes, R Lancaster, J McNicholas (Chair), C Miks, B Singh, T Skipper and K Taylor

By invitation:

Councillor J Clifford (Deputy Chair of Scrutiny)

Councillor J O'Boyle (Cabinet Member for Jobs and Regeneration)

Councillor D Welsh (Deputy Cabinet Member for Jobs and Regeneration)

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

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

**Michelle Salmon, Governance Services,
Tel: 024 7683 3065, Email: michelle.salmon@coventry.gov.uk**

Coventry City Council
Minutes of the Meeting of Business, Economy and Enterprise Scrutiny Board (3)
held at 2.00 pm on Wednesday, 20 February 2019

Present:

Members: Councillor J McNicholas (Chair)
 Councillor J Birdi
 Councillor G Crookes
 Councillor R Lancaster
 Councillor B Singh
 Councillor T Skipper
 Councillor K Taylor

Employees (by Directorate):

Place G Holmes, A Hunt, M Salmon, P Singh, A Williams

Apologies: Councillor C Miks

Public Business

29. Declarations of Interest

There were no disclosable pecuniary interests.

30. Minutes

The minutes of the meeting held on 5th December 2018 were agreed and signed as a true record.

Further to minute 25/18 headed 'Coventry City Council and West Midlands Manufacturing Group: Driving Growth in Partnership', the Board were informed that an all Member Seminar had been arranged for 27th February 2019 on the future plans for development in the city.

31. Support to Small Businesses and Start-ups

The Business, Economy and Enterprise Scrutiny Board (3) received a briefing note and presentation from the Deputy Chief Executive (Place) on the support the Council gave to small and medium-sized enterprises (SMEs), the role of the Coventry and Warwickshire Chamber of Commerce and Coventry & Warwickshire Local Enterprise Partnership (CWLEP).

There were nearly 10,000 SMEs in Coventry and this business community played an integral role in the local economy for both wealth creation and employment and also its contribution to local business rates. It was vital that SMEs were given the best chance of success through the support available from the Council and Partner organisations. The Council had a proactive approach to partnership working, constantly redeveloping existing networks and finding new connections. Currently the Economic Development Service (EDS) was supporting the emerging

Local Industrial Strategy for West Midlands which set strategic objectives and brought major new aspirational projects for Coventry which would ultimately open up supply chain opportunities for SMEs.

EDS was proficient at supporting Coventry's SMEs through the provision of advice and support with access to finance and infrastructure. This was facilitated by building effective relationships with key representative bodies such as the CWLEP Growth Hub and the Chamber of Commerce, relationships to provide the delivery of a suite of business support programmes. The varied support included advice on access to grants/loans, new start-up support, skills support or lobbying government to develop policy or access funding. The Growth Hub's initial diagnostic on a business helped to filter the appropriate business support to Partner organisations such as the Council, Universities, Chamber, Princes Trust etc.

EDS were currently managing three European Regional Development (ERDF) Business Support Programmes valued at £11.9 million, including £4.75 million in grants available for business within Coventry and Warwickshire up until December 2021. The previous ERDF Support Programme which ended 31st December 2018 awarded £4.5m in grant funding, generating £16.8 million of private sector investment and supported 264 start-up enterprises. With 867 SMEs receiving non-financial support. In addition, the Green Business Programme had saved over 11,600 tonnes of greenhouse gases by supporting businesses. This combined support had generated 775 new jobs in the local economy.

New start-up support was provided by the Chamber of Commerce through a dedicated project offering specialist on business planning, finance, marketing and 1-2-1 mentoring and coaching. It also offered dedicated support around exporting. To ensure SMEs possessed the necessary digital skills to benefit from opportunities generated by new technology, the Chamber also offered specialist ICT advice such as developing a digital marketing plan, implementing Superfast/Ultrafast broadband and moving to the Cloud.

Through the EDS Skills 4 Growth programme, a total of 22 SMEs had been supported to train over 60 employees. The social value work around the planning process had been recognised nationally and this year 786 local people were now employed on sites with Skills and Employment plans. The work had facilitated investment in digital infrastructure, recently being awarded £5.7m through the Local Full Fibre Network Fund Wave 2 and delivering an innovative Gigabit Voucher Scheme for SMEs. This would help support innovation and growth in key sectors such as intelligent mobility/Connected and Autonomous Vehicles and provide foundations for the successful delivery of UK City of Culture 2021.

The Council had a strong relationship with local businesses and worked across all areas of the business base. The Cabinet Member for Jobs and Regeneration was supportive of the work with small businesses and had visited local businesses that had been assisted through the Council's work. He was the opening speaker at the official launch of the new ERDF Business Support Programmes at the end of February 2019. Such initiatives would enable Coventry to continue to prioritise delivering integrated and comprehensive business support programmes, enabling SMEs to grow and prosper.

The Board questioned officers and discussed the following issues:

- Types of businesses supported – only retail trade was excluded (retailers contact the Chamber of Commerce for support). Predominantly engineering trade. SMEs based overseas supported. Boundary in UK is Coventry and Warwickshire. Assess any request against SME definition/criteria and support all possible.
- The definition of an SME – under 250 employees, a turnover of 50m euros, can have wider group ownership, company accounts inspected
- Larger businesses/take-overs – provide support but not usually relating to finance. State aid rules apply. SME definition applies to enable full support.
- Finance/funding – Funding of £10m in place for 3 years: Authority provides revenue of 50% with 50% match funding. Local organisations go through Coventry and Warwickshire Re-investment Trust. Shared Prosperity Fund is likely source of future funding comprising one pot feeding into different funding streams – could be a regional level concept.
- Honda closure – concerns about future impact. Data gathering required to assess effects on suppliers.

Members of the Board requested that they be provided with information on targets for future SME start-ups, to include a breakdown of targets for specific groups.

The Chair, Councillor McNicholas, thanked officers for their presentation. The Board endorsed the support the Council gave to small and medium-sized enterprises and welcomed a further report on progress in due course.

RESOLVED that the Business, Economy and Enterprise Scrutiny Board (3):

1) Notes the briefing note and the presentation.

2) Makes the following recommendation to the Cabinet Member for Jobs and Regeneration:

The Cabinet Member for Jobs and Regeneration be requested to consider how to engage under-represented groups and communities in the city, in order to establish and support small and medium enterprises from these communities

3) A further report on progress be submitted to the Board in due course.

32. Changes to the High Street Offer and the Impact on City Centre South

The Business, Economy and Enterprise Scrutiny Board (3) received a briefing note of the Deputy Chief Executive (Place) that provided a summary of the key challenges and changes the 'high street' was currently experiencing and how the Council was working to ensure that the flagship 'City Centre South' development scheme was embracing these challenges to deliver a scheme fit for the future.

Whilst 'the high street', and town and city centres had always faced challenges and dynamic change, the past ten years had seen a number of factors come together to create a period of unprecedented upheaval. Beginning with the major economic downturn in 2008, the upheaval resulted from the continued importance

of out-of-town shopping centres and supermarkets, the rapid rise in online shopping (Internet retailing was more popular in the UK than any other country in the European Union) and wider shifts in consumer spending and behaviour, that had created a situation where what the customers of today and the future want wasn't being delivered by traditional retail-led high street environments. The last three years had seen a string of well-known retailers entering into insolvency or administration resulting in hundreds of store closures in high streets across the country, affecting the high street rather than out of town stores.

This challenging context had been well researched and had been met with wide ranging reviews that influenced national policy responses. The Portas Review in 2011, reviews from the ex-CEO of Iceland and Wickes, Bill Grimsey, in 2013 and 2018, and a review by Sir John Timpson in December 2018 which were underpinned by a focus on the future success of the British high street requiring a 'complete community hub solution' where uses such as public realm, housing, health, education, the arts, workspace and leisure became as much a part of a town or city centre as retail traditionally had. This was reinforced by wider demographic changes and a subsequent reshaping of the housing market which was resulting in more housing types being brought forward in city and town centres, often with a focus on young people, professionals and, increasingly, older people all of who placed increasing value on the benefits of city centre living.

In January 2017, following an Office of the Journal of the European Union (OJEU) compliant procurement process, Cabinet and Council approved the appointment of Shearer Property Group (SPG) as the preferred bidder for the City Centre South (CCS) scheme and authorised that the Council enter into the necessary contractual arrangements with SPG to bring forward the delivery of the CCS scheme. CCS, the Council's key regeneration priority for the city centre, would transform some of the most tired and out dated areas of the city centre, including Bull Yard, Shelton Square, City Arcade and Hertford Street. The vision for the scheme approved by Cabinet in January 2017 was for a vibrant mixed use redevelopment, including new shops, car park, restaurants, leisure provision and homes, all set within a high quality environment for businesses, shoppers, visitors and residents. The Council would be entering into a Development Agreement with SPG before the end of March 2019 and would then work in partnership with them to develop a planning application for the scheme.

Since 2011, the Council has invested over £57m in high quality public realm schemes within the city centre. These schemes had focused on transforming areas with the highest footfall, the main visitor attractions, the key arrival points and likely venues for City of Culture, to ensure the links between these places were seamless, high quality, greener and more accessible. The importance of high quality public realm within the new CCS scheme could not be overemphasised, it would act as an 'anchor' in itself create a sense of place and attract customers to an urban environment which was a catalyst and setting for other important multi-uses to thrive. Within large scale retail schemes, an 'anchor' was there to attract other occupiers and other uses and high quality new public realm, coupled with multi-uses that brought people back into the city centre to shop, relax, consume experiences and live, could help deliver this.

The Council was delivering a new public realm scheme in the Upper Precinct with high quality water features, landscaping, lighting and paving materials which would

set a new standard for the city centre. This standard would be replicated in CCS through a set of public realm design principles for inclusion as part of the Development Agreement. Key to the success of CCS would be the quality of its “leisure” offer, including an improved evening and night-time economy. The offer would need to draw people into the city and be part of a day or half-day experience within Coventry where shopping could be ancillary to a different purpose for visiting. In addition to the new ‘The Wave’ leisure facility, with its estimated 1.3m visitors per year, there was an opportunity to create a new leisure quarter, including high quality new food and beverage occupiers, that could complement the new facility opening from Spring 2019.

As important as high quality public realm, flagship stores and a new leisure offer, was the role urban living would play in creating the conditions for CCS to succeed. Currently there were no residential occupiers within the CCS boundary. Residents would bring vibrancy to a city centre and with two highly successful universities within Coventry and thriving local industries, talent retention was crucial. Being able to offer homes within a city centre environment played a key role in enhancing Coventry’s image as a natural place for people to choose to live.

The Council and SPG would work together throughout the planning application process to explore the potential for delivering the optimal amount of new homes for sale and rent for all. Given the central location CCS had there was opportunity to encourage city centre living where new residents could take advantage of the new public spaces, leisure uses and shops that would be created. Another key aspect was opportunities for creating modern, flexible and affordable work spaces (particularly within the context of encouraging university students to set up businesses within the city) that would add economic development outcomes for the city.

The current economic, retail and demographic context was an enormous challenge for both the existing city centre and the future CCS scheme, but offered the opportunity, through working in a partnership with SPG, for providing a strong focus on high quality public realm and the delivery of a mix of city centre uses to realise a scheme that would set a new standard for city centre development schemes for now and for the future.

The Board questioned officers and discussed the following issues:

- Councillor O’Boyle confirmed that funding was in place for the City Centre South Scheme and it would be delivered. It was important that expertise was sought to ensure the appropriate offer was in place to secure the future of the City Centre offer over the next 25 years. Towns such as Leeds, Manchester and Altrincham were examples of successful City Centres with the right mix of offers. The planning application for the Scheme was currently being progressed.
- The City Centre offer – vision for varying types of tenure and priced residential (The Co-op re-development as an example of City Centre living), leisure, retail with more artisan crafts and boutiques, music, arts, and craft venues, and businesses offering services/goods and providing employment opportunities.
- Investment – important to provide the best offer to attract a major investor.

- Central Six, City Centre South, Upper Precinct, Coventry Rail Station – no scheme to be isolated, important that all offers linked together and complemented each other rather than competing assets.
- Research to be undertaken into Coventry's student population to identify shopping and entertainment habits - market for specialist provision for student communities.

The Chair, Councillor McNicholas, thanked officers for their briefing and commented that Coventry was progressing well with change and was a good place to be. The Board indicated that they were encouraged by the direction of travel for the City Centre proposals and would welcome a further report on progress in due course.

RESOLVED that the Business, Economy and Enterprise Scrutiny Board (3):

- 1) **Notes the briefing note, with no further recommendations.**
- 2) **A further report on progress be submitted to the Board in due course.**

33. **Outstanding Issues**

There were no outstanding issues.

34. **Work Programme 2018/2019**

The Business, Economy and Enterprise Scrutiny Board (3) considered the Work Programme for 2018/2019 and discussed the scheduling of proposed issues for consideration at future meetings of the Board.

Members were informed that an additional meeting of the Board had been arranged for 20th March 2019.

The Board noted that the report back on attendance at the two Economic Engagement Visit to China, would now be submitted to the Board in the next Municipal Year.

RESOLVED that the Business, Economy and Enterprise Scrutiny Board (3) notes the Board's Work Programme for 2018/2019, including the additional meeting arranged for 20th March 2019 and the re-scheduling of the report back on the Economic Engagement Visits to China.

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

There were no other items of private business.

(Meeting closed at 3.45 pm)



Coventry City Council

Briefing note

To: Business, Economy and Enterprise Scrutiny Board (3)

Date: 20th March 2019

Subject: ICT and Digital – Coventry as a Gigabit City

1 Purpose of the Note

- 1.1 To inform Business, Economy and Enterprise Scrutiny Board of the progress being made with regards to Coventry's ambition on becoming a Gigabit City and give opportunity to input in to its direction and focus.

2 Recommendations

- 2.1 The Business, Economy and Enterprise Scrutiny Board (3) are recommended to:
- 1) Note the details in the presentation at Appendix 1 regarding the topics covered.
 - 2) Make any recommendations to the Cabinet Member.

3 Information/Background

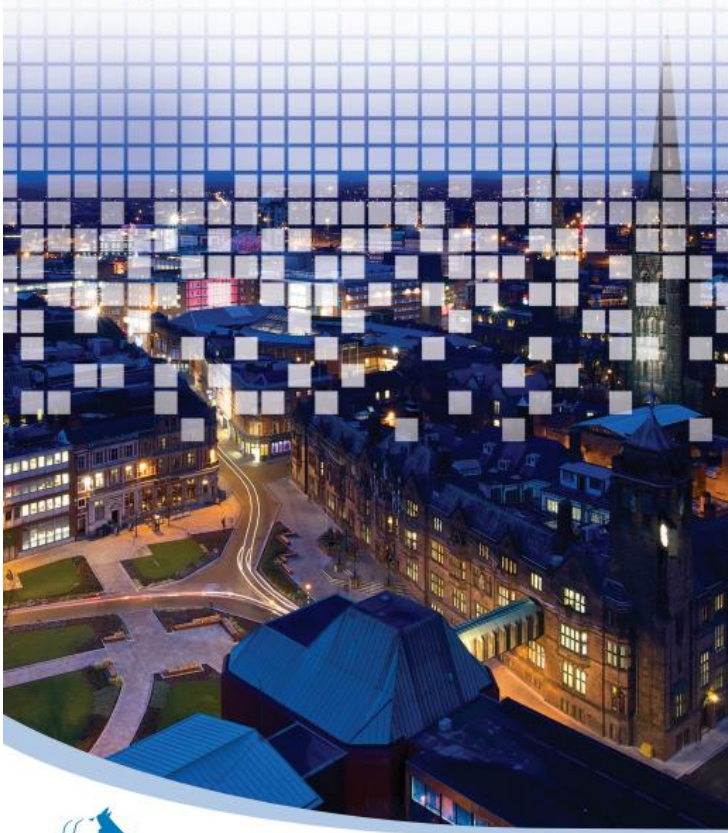
- 3.1 Outline information is provided in the slides at Appendix 1 and the Board will receive a detailed presentation from Officers at the meeting.
- 3.2 The appended presentation covers:
- Current position & work in progress – Digital connectivity in Coventry
 - What is a Smart City and what might this mean for Coventry
 - Where are we with 5G and what might this mean for Coventry

Appendix 1: Digital Coventry: Coventry as a Gigabit City

Name	Paul Ward
Job Title	Head of ICT & Digital
Contact Details	02476 971381

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Digital Coventry



www.coventry.gov.uk/digitalcoventry



ICT & Digital: Coventry as a Gigabit City

Paul Ward, Gary Griffiths, Adam Simmonds
ICT & Digital

Business, Economy and Enterprise Scrutiny Board

20th March 2019

Topics we will be covering:

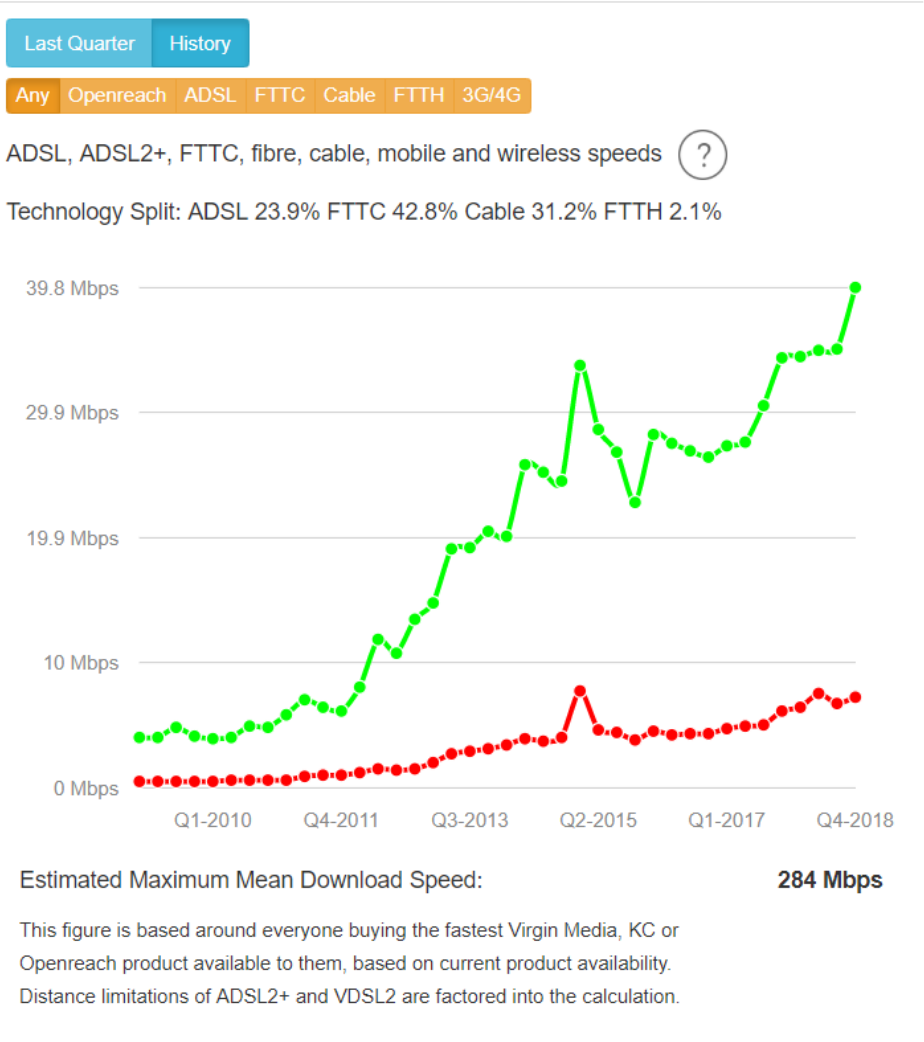
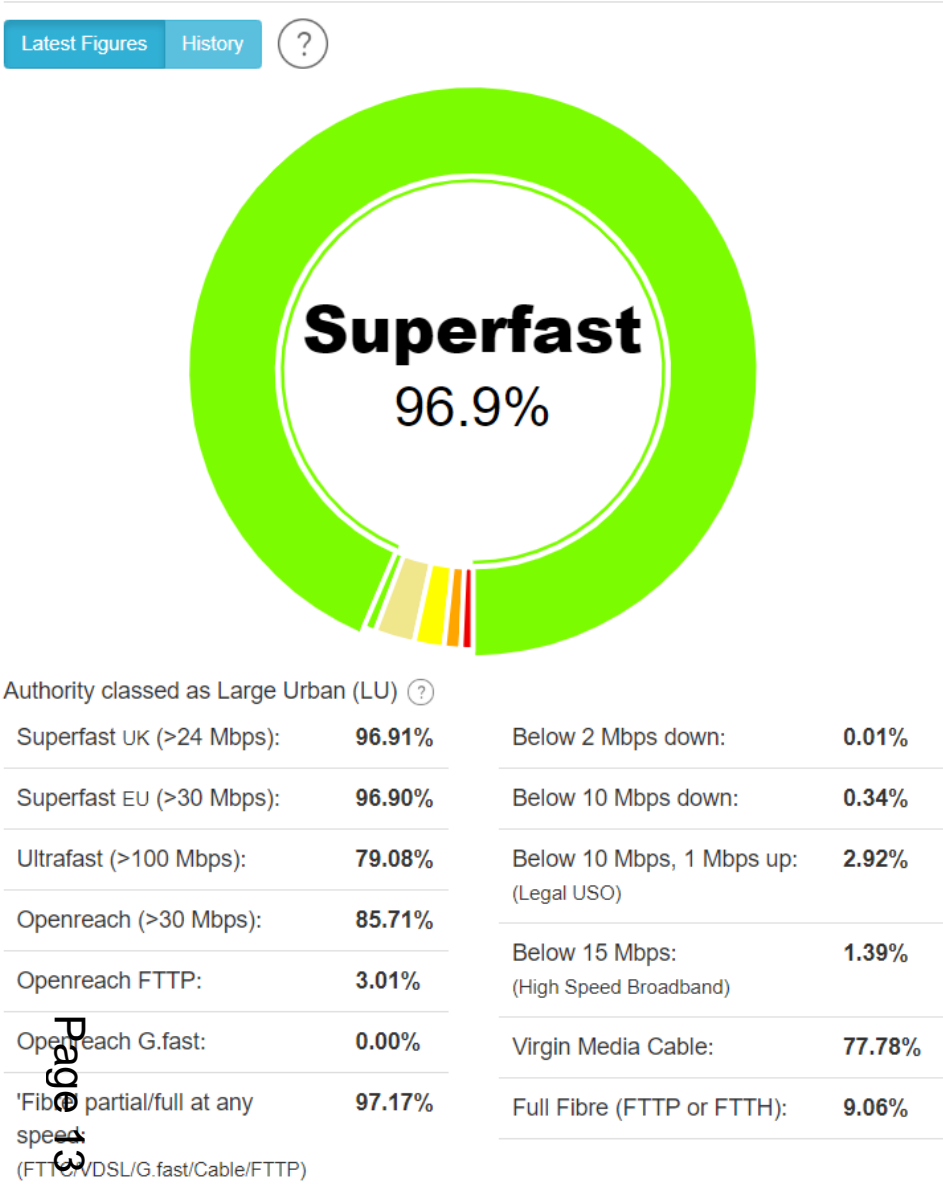
- Current position & work in progress – Digital connectivity in Coventry
- What is a Smart City and what might this mean for Coventry
- Where are we with 5G and what might this mean for Coventry



Current position & work in progress – Digital connectivity in Coventry

Source: Local
Broadband Information
by thinkBroadband
(<https://labs.thinkbroadband.com/local/coventry,E08000026>)

Government target: 95%
SuperFast coverage



Current position & work in progress – Digital connectivity in Coventry

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City Fibre: Fibre to the Home Programme

- Work has already started on the deployment
- Programme due to be complete Quarter 3 2021
- Initially exclusive to Vodafone who will be offering their “Gigafast Broadband”

OpenReach: Fibre First Programme

- Work has already started on the deployment
- Programme due to be complete March 2021

What does having a Gigabit Internet connection mean?

- Speed
- Faster downloads (*“Download a 100GB game in the time to make a cup of tea”*)
- Faster uploads (*“Upload 32GB* of files in just 5 minutes”*)
- Stays fast at peak times

* 32GB would be approximately 1800 photos + 80 minutes of video + 2000 songs + 8GB of office files/documents



Free WiFi and IoT network set to launch in Coventry city centre

- The network is now live (look for the _CovFreeWiFi network) around the city centre including outside the Station with a coverage area from the Herbert gallery past the Council House through Broadgate, the central library to Corporation St and from the Transport Museum to the Station.
- Future plans include the extending the coverage into Market Way and the Burges areas
- Discussions have also taken place with Coventry University on extending the coverage into their campus
- The public launch is set provisionally for the 19th March.
- Plans for the expanded use of the Citi-Wise app will be reviewed on the 13th March and will include how we align with the City of Culture and the promotion of events.

A SMARTER APPROACH TO CITY LIVING

Adam Simmonds, Cloud and Identity Architect from Coventry City Council, explores the diverse approaches of smart cities across a variety of international cities, reminding us that becoming a smart city is a journey, not a status.

What is a Smart City and what might this mean for Coventry

- A 'buzzword' for the journey to delivering sustainable quality of life using technology and data
- Every city has a different population demographic, its therefore hard to compare 'smart cities'. What might work for one population group might not work for the others.
- Coventry is the ideal size for a '**living lab**' to be a platform for innovation by local partners.
- Two Key Themes
 - E-Government – Online, Interactive ways of engaging with the council/public (i.e. gamification, channel shift etc.)
 - Digital Place – Open Data, Connectivity, *Digital Twinning*,

What is a Smart City and what might this mean for Coventry

Four Key Foundations

Connectivity

- *Public Wifi*
- *LoRaWAN*
- *5G*
- *Fibre to Premises*
- *Internet of Things (IoT)*

Open Data

- Traffic Patterns
- Footfall Monitoring
- Air Pollution
- Weather
- Population Demographics

Innovation & partnerships

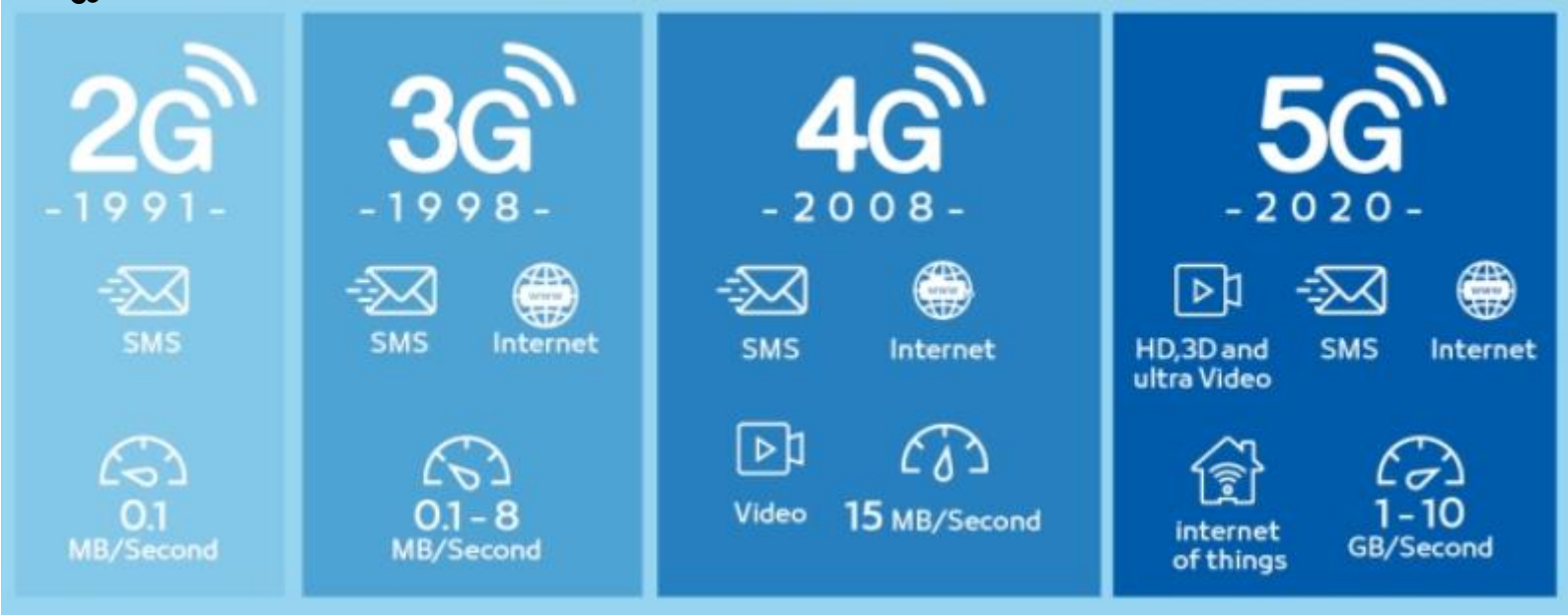
- Private Sector
- Universities
- Start-ups
- Schools & Libraries
- Incubation Funds/Projects

Digital Skills (Residents)

- Keil Digital Skills Week
- Social Inclusion
- Digital Inclusion

Where are we with 5G and what might this mean for Coventry

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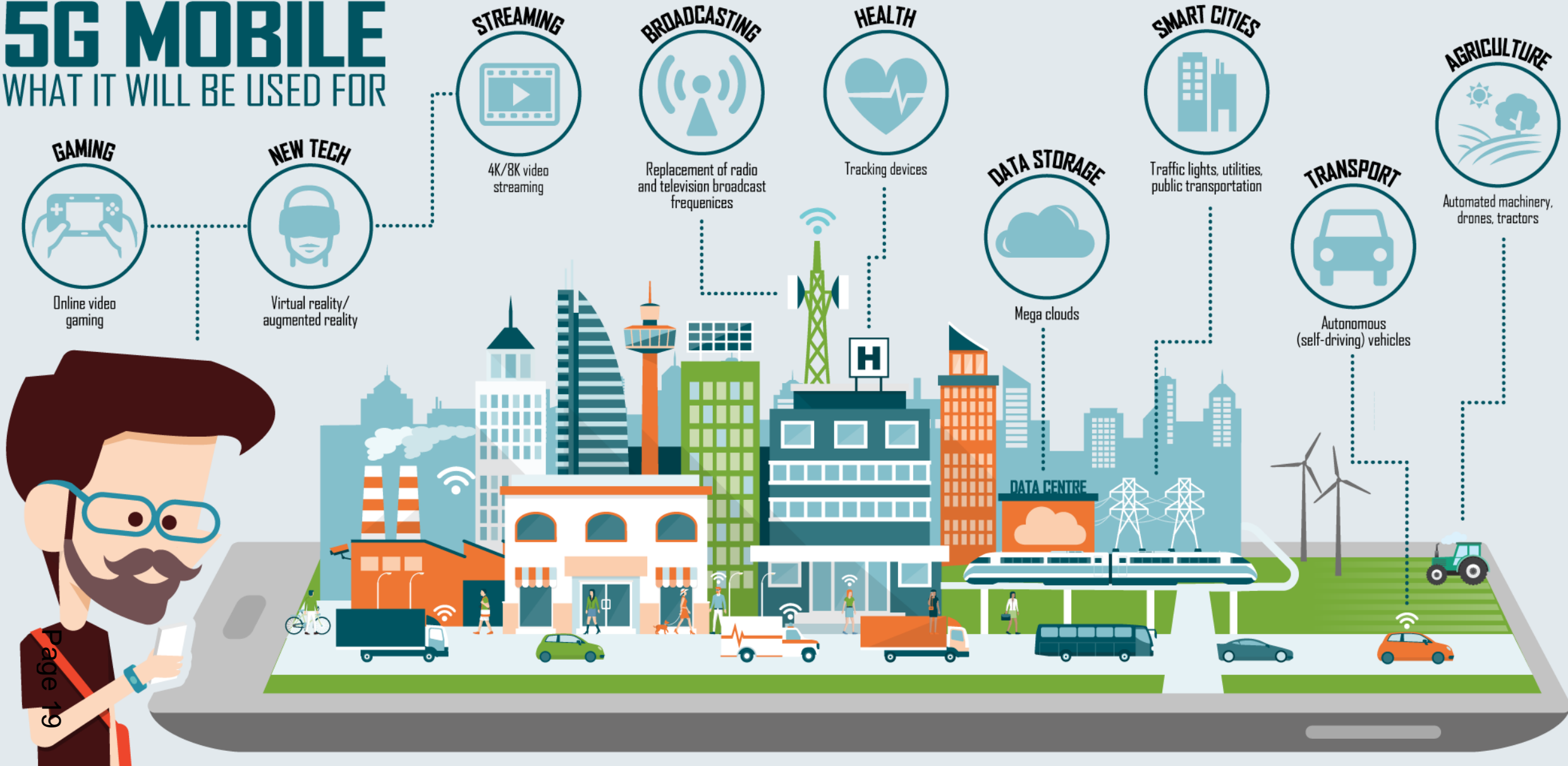
Source: <http://saudigazette.com.sa/article/535659/SAUDI-ARABIA/Al-Khobar-becomes-first-city-in-MENA-to-get-5G-network>

- 5G will be the fastest network ever seen, with potential speeds reaching 10Gb/s.
- 5G networks will also have much lower latency, meaning there won't be any delay between asking your device to do something and it happening.
- Reliability is also set to improve with the introduction of 5G, since there will be a greater number of connection points in a smaller area allowing for an increased capacity.
- All these characteristics makes 5G the perfect platform for time-sensitive connections like healthcare and autonomous vehicles – cases where the network has to be totally trusted not to fail.

Source: <https://www.vodafone.com/business/news-and-insights/blog/gigabit-thinking/5g-mobile-networks-are-helping-us-build-a-better-future-today>

5G MOBILE

WHAT IT WILL BE USED FOR





- Project is led by WMCA.
- Business case – submitted to DCMS December 2018.
- DCMS requested further detailed use cases before the funding is released - we are contributing to this process.
- There will be three hubs across the West Midlands:
 - Birmingham – citizen wellbeing
 - Black Country - industry and construction
 - Coventry – smart mobility
- With the wider mobility use case - ideas coming through from other interested parties.



- ICT and Digital will align with the Coventry Digital Strategy and link in with other digital projects such as IOT, Wi-Fi and the full fibre programme.
- Will have influence on the 5G applications deployed in the city as part of the project structure.
- The UCC deployment will complement plans to install 5G capability as part of the Midlands Future Mobility (Connected Autonomous Vehicles) project.
- This will cover a route from the University of Warwick around the ring road and through to the A45.



Image source: <https://jbhnews.com>

Health concerns

- Some concerns regarding exposure to 5G frequencies.
- Public Health England (PHE) publishes comprehensive reviews of the scientific evidence relevant to radio wave exposures.
- The most recent PHE-backed conclusion was that "although a substantial amount of research has been conducted in this area, there is no convincing evidence that radio wave exposures below guideline levels cause health effects in either adults or children."

Thank you

Any questions?

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Briefing note

To: Business, Economy and Enterprise Scrutiny Board (3)

Date: 20th March 2019

Subject: The Wheelhouse - Update

A separate briefing note is submitted in the private part of the agenda in respect of this item, as it contains details of financial information required to be kept private in accordance with Schedule 12A of the Local Government Act 1972. The grounds for privacy are that it contains information relating to the financial and business affairs of any particular person (including the authority holding that information) and the amount of expenditure proposed to be incurred by the Council under a particular contract for the supply of goods or services. The public interest in maintaining the exemption under Schedule 12A outweighs the public interest in disclosing the information.

1 Purpose of the Note

- 1.1 To inform the Business, Economy and Enterprise Scrutiny Board (3) of current activity in relation to the growth of The Wheelhouse, based within the Council House, Coventry.
- 1.2 To seek the support and guidance of the Business, Economy and Enterprise Scrutiny Board (3) in the ongoing growth and development of The Wheelhouse.

2 Recommendations

- 2.1 The Business, Economy and Enterprise Scrutiny Board (3) is recommended:
 - 1) To continue to support the growth of The Wheelhouse in the Council House.

3 Information/Background

- 3.1 At their meeting on 15th May 2018 the Scrutiny Board was informed that The Wheelhouse had opened at the Council House as a means of generating an income from otherwise underutilised space within the Council (minute 49/18 refers).
- 3.2 The Wheelhouse (Coventry) opened in late April 2018, within the former Communications Team offices converted to offer:
 - Dedicated desk spaces
 - Co-working desk spaces
 - Relaxed working spaces
 - Meeting room spaces

- 3.3 This briefing note and the Scrutiny Board meeting on 20th March 2019 seeks to update the Board on progress over the past six months' operation.

- 3.4 Members of the Board requested details of financial information required to be kept private in accordance with Schedule 12A of the Local Government Act 1972. The grounds for privacy are that it refers to the identity, financial and business affairs of an organisation and the amount of expenditure proposed to be incurred by the Council under a particular contract for the supply of goods or services.

Gennie Holmes
Scrutiny Co-ordinator
Tel: 024 7697 1857
Email: gennie.holmes@coventry.gov.uk

Please see page 2 onwards for background to items

11th July 2018
Energy and Low Carbon Air Quality Green Space Strategy update
26th September 2018
The Wheelhouse Affordable Warmth Support for Vulnerable and Low Income Householders
21st November 2018
Air Quality Action Plan - consultation St. Mary's Guildhall and the Council House
5th December 2018 – visit to WMG
Coventry Innovation – Battery Plant, Autonomous Vehicles, Light Rail and Track
20th February 2019
Support to Small Businesses and start-ups Changes to the “high street” offer and impact on City Centre South
20th March 2019
Progress update on The Wheelhouse Coventry - a Gigabit city
3rd April 2019
Canal Basin – Preparation for 2021 The Council House as a Democratic Centre Air Quality Action Plan
Visits proposed
VLR test track in Dudley A canal basin where development has taken place, for example Sheffield or Leeds
Dates to be identified
Green Space Strategy Task and Finish Group
2019-20
Conference Report – MIPIM 2018 and 2019 Climate Change Strategy Task and Finish Group Conference report – China Economic Engagement Visit Tourism Strategy 2019-2023 Support to Small Businesses (February 2020) Progress on City Centre South

Date	Title	Detail	Cabinet Member/ Lead Officer
11th July 2018	Energy and Low Carbon	Members requested a general briefing on the work of the team to enable them to identify areas for further investigation	Richard Moon / Andy Williams Cllr O'Boyle
	Air Quality	To look at what the city is doing to address issues of air quality	Colin Knight Karen Lees Cllr Caan
	Green Space Strategy update	Progress report on the refresh of the Green Space Strategy	Graham Hood Cllr AS Khan
26th September 2018	The Wheelhouse	Following on from their meeting in May 2018, Members requested further information the Wheelhouse in the Council House	Grant McKelvie / David Nuttall Cllr O'Boyle
	Affordable Warmth Support for Vulnerable and Low Income Householders	To consider how best the Switch and Save scheme can be used and what other measures the Council are using to address fuel poverty	Sarah Watson Cllr Caan
21st November 2018	Air Quality Action Plan - consultation	To consider the draft Air Quality Action plan as part of the consultation process before it goes to Cabinet in December	Cllr O'Boyle / Innes / Caan John Seddon
	St. Mary's Guildhall and the Council House	Following their meeting in May, Members requested an update on the changes made to the Undercroft Café and the use of Council House space, including the Muniment Room	

Date	Title	Detail	Cabinet Member/ Lead Officer
5th December 2018 – visit to WMG	Coventry Innovation – Battery Plant, Autonomous Vehicles, Light Rail and Track	Further progress following the meeting on 17 th January 2017. Also, to include a visit to WMG.	Colin Knight Cllr O'Boyle / Cllr Innes Andy Williams
20th February 2019	Support to Small Businesses and start-ups	To look at what support the Council can offer to small and new businesses, including the role of the Chamber	Andy Williams Parmy Singh
	Changes to the “high street” offer and impact on City Centre South	Members were interested to know how changes across the country to the offer from city centres will be affecting the implementation of City Centre South. To include contribution from the Business Improvement District	Adam Hunt Cllr O'Boyle
20th March 2019	Progress update on The Wheelhouse	Following on from their meeting on the 26 th September, Members requested a 6 months progress report, to include a private and public report	Grant McKelvie Cllr O'Boyle
	Coventry - a Gigabit city	Presentation and briefing note on Coventry's aspiration to become a Gigabit City	Paul Ward Cllr O'Boyle
3rd April 2019	Canal Basin – Preparation for 2021	Preparations for City of Culture 2021 and progress on the recommendations from the Task & Finish Group on the canal and canal basin	Andrew Walster/ Richard Moon Cllr O'Boyle
	The Council House as a Democratic Centre	A report on the use of the Council House space as a democratic centre and potential future usage	Richard Moon Cllr O'Boyle

Date	Title	Detail	Cabinet Member/ Lead Officer
	Air Quality Action Plan	A further progress report be submitted based on the full business case, including how planning policy supports improved air quality. To include the feedback from government on the outline business case	John Seddon Cllrs Caan/ Hetherton/ O'Boyle
Visits proposed	VLR test track in Dudley		
	A canal basin where development has taken place, for example Sheffield or Leeds		
Dates to be identified			
	Green Space Strategy Task and Finish Group	To continue the work of the task and finish group from last municipal year	Cllr McNicholas
2019-20	Conference Report – MIPIM 2018 and 2019	Report back on CCC attendance at MIPIM 2018 and 2019	Kate Martin
	Climate Change Strategy Task and Finish Group	To support the redevelopment of the Climate Change Strategy	Cllr McNicholas
	Conference report – China Economic Engagement Visit	The Lord Mayor, Cllr John Blundell visited China 13 th -20 th October. There was a return visit during February 2019. This report brings the outcomes of both trips together in one report.	Martin Yardley Andy Williams John Norton

Date	Title	Detail	Cabinet Member/ Lead Officer
	Tourism Strategy 2019-2023	Following an item at Scruco on 23 rd January, further progress reports are to be taken by SB3, with invitations to Scruco members to attend if they wish. They also requested that representatives of the Destination Partnership Board were invited to a meeting	Beth Perdue
	Support to Small Businesses (February 2020)	A progress report to the item from 20 th February 2019. Members wanted to know more about how the Council has engaged with under-represented groups and communities in the city	Andy Williams
	Progress on City Centre South	To include how City Centre South is adapting to meet the changing face of the High Street	Adam Hunt

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