



Communities and Neighbourhoods Scrutiny Board (4)

Time and Date

10.00 am on Thursday, 8th July, 2021

Place

This meeting will be held remotely. The meeting can be viewed live by pasting this link into your browser:- <https://youtu.be/s6WqFIRQvDM>

Note: This meeting is not being held as a public meeting in accordance with the Local Government Act 1972

Public Business

1. **Apologies and Substitutions**
2. **Declarations of Interest**
3. **Minutes** (Pages 3 - 6)
 - a) To note the Minutes of the meeting held on 18 March, 2021
 - b) Any matters arising
4. **Fly Tipping in Coventry** (Pages 7 - 12)

Briefing Note of the Director of Streetscene and Regulatory Services
5. **Local Development Scheme** (Pages 13 - 28)

Report of the Director of Streetscene and Regulatory Services
6. **Work Programme 2021-22 and Outstanding Issues** (Pages 29 - 32)

Report of the Director of Law and Governance
7. **Any other items of public business which the Chair decides to take as matters of urgency because of the special circumstances involved.**

Private Business

Nil

Julie Newman, Director of Law and Governance, Council House Coventry

Wednesday, 30 June 2021

Note: The person to contact about the agenda and documents for this meeting is

Suzanne Bennett Tel: 024 7697 2299 Email: suzanne.bennett@coventry.gov.uk

Membership: Councillors R Auluck, R Bailey, L Bigham (Chair), M Heaven, A Hopkins, J Mutton, S Nazir, R Thay, S Walsh

By invitation Councillors P Akhtar, P Hetherton, AS Khan, G Lloyd, D Welsh

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Coventry City Council
Minutes of the Meeting of Communities and Neighbourhoods Scrutiny Board (4)
held at 10.00 am on Thursday, 18 March 2021

Present:

Members: Councillor L Bigham (Chair)
Councillor F Abbott
Councillor M Ali
Councillor R Bailey
Councillor M Heaven
Councillor J McNicholas
Councillor J Mutton
Councillor R Thay
Councillor S Walsh

Other Members: Councillor P Akhtar (Deputy Cabinet Member for Policing and Equalities)
Councillor P Hetheron (Cabinet Member for City Services)
Councillor G Lloyd (Deputy Cabinet Member for City Services)
Councillor D Welsh (Cabinet Member for Housing and Communities)

Employees: D Butler, Streetscene and Regulatory Services
V Castree, Law and Governance
N Cowper, Transportation and Highways
C Eggington, Streetscene and Regulatory Services
C Hickin, Streetscene and Regulatory Services
G Holmes, Law and Governance
M Lawlor, Streetscene and Regulatory Services
M McHugh, Streetscene and Regulatory Services

Apologies: Councillor AS Khan (Cabinet Member for Policing and Equalities)

Public Business

25. Declarations of Interest

There were no declarations of interest.

26. Minutes

The Minutes of the meeting held on 4 February, 2021 were agreed and signed as a true record.

There were no matters arising.

27. **Impact of Covid-19 on the Hot Streets Surveillance Project**

The Scrutiny Board considered a Briefing Note about the Impact of Covid-19 on the Hot Streets Surveillance Project. The Deputy Cabinet Member for Policing and equalities, Councillor P Akhtar, introduced the item and emphasised the importance of stopping fly-tipping.

Key points raised included;

- There was a focus on the top 30 hot streets. These were streets which saw the highest levels of fly-tipping. Very few residents reported fly-tipping on these streets.
- The pilot involving cameras was agreed in recognition of the fact there were fewer on foot patrols.
- The use of camera surveillance was not new but had predominantly been used to tackle commercial fly tipping as opposed to fly tipping in residential streets.
- COVID meant there was a challenge and delay to implementing Safer Streets, as the procurement and installation of the cameras was pushed back and staffing resource had been challenged due to shielding, self-isolation and redeployment.

The Scrutiny Board questioned officers and the Deputy Cabinet Member, and received responses on the following issues including:-

- The streets were chosen due to high levels of fly tipping as well as good lines of sight for the cameras. Six streets were included in the pilot. The highest levels of fly tipping in the City were in Foleshill ward.
- Fly tipping in St Michael's ward could be addressed through cameras installed as part of the safer streets fund which would be operational by April.
- All wards had fly tipping hotspots. If the pilot was successful, then the service would look to expand it, should funding be available to do so. The pilot had been largely funded by fixed penalty notices for littering. Each camera cost around £8,500 which covered five years data and maintenance. The cameras could be redeployed to new locations.
- The aim of the pilot was to engineer behaviour change so that enforcement was unnecessary.
- Street Pride Officers letter dropped the areas in the pilot to explain the aims of the scheme. Street champions had been requested who would let the team know when there was flytipping so that the footage could be reviewed. Waste crews also knew to let the team know when there was a problem.
- The footage from the cameras could be used as evidence in all criminal activity.
- The 30 hotspot streets had remained in similar locations during COVID as pre-COVID.
- There had been a rise in flytipping across the City. The last 12 months had been challenging as COVID had impacted on waste collections and access to the tip during a time when many people were spring cleaning.
- Cameras were mounted on the lampposts to protect them from damage.
- Camera locations were data driven.
- The data could be accessed remotely.

- There were 20 cameras in total – 12 for the pilot and 8 mobile cameras.
- The list of current hot streets would be shared with Members.
- Joint work took place with the housing association when flytipping took place on their land.

The Scrutiny Board requested the following information:

- Waste tonnage at the Recycling and Reuse Centre
- Share the 30 hot streets with Members

RESOLVED that the Communities and Neighbourhoods Scrutiny Board (4):-

- 1) Notes the actions and programmes in place to deliver this project.**
- 2) Requests that a further report is brought back to the Board in October 2021.**
- 3) Requests that the Cabinet Member for Policing and Equalities references the ability to enforce and prosecute on signage used as part of the pilot project**

28. Draft Statement of Community Involvement

The Cabinet Member for Housing and Communities, Councillor D Welsh, introduced the item and indicated that there was a consultation taking place on the Draft Statement of Community Involvement and that the Scrutiny Board's comments would be considered as part of that process. The Scrutiny Board considered a Briefing Note on the Draft Statement of Community Involvement and questioned officers and the Cabinet Member and received responses on the following issues including:-

- The Scrutiny Board welcomed the document which had last been refreshed in 2012.
- The statement would help to engage communities with the planning process. With larger developments this would mean getting developers to engage at an early stage and better publicity and notification when applications were due to go to Committee.
- There were opportunities to evolve how we engage with communities – continuing to use traditional methods when appropriate but also using technology to offer alternatives and attract input from a wider demographic
- The planning framework was set nationally and the Council would work flexibly within the constraints of it to get as much involvement as possible
- Local Plans need to be reviewed five years from adoption to see whether they remain up to date. The five-year trigger for Coventry is December 2022.
- It was possible for neighbourhoods preparing Neighbourhood Plans to cross local authority boundaries but a forum which recognised the area would need to be created and recognised.

- If the housing numbers were reviewed now, it would lead to an uplift in housing targets due to the Government making changes to the way in which housing need is calculated.

RESOLVED that the Communities and Neighbourhoods Scrutiny Board (4):-

- 1) **Notes the content of the report**
- 2) **Supports the Statement of Community Involvement in principle**
- 3) **Supports the updating of the Coventry City Council Planning Portal to improve involvement of residents in the planning process**
- 4) **Recommends that the Cabinet Member for Housing and Communities arranges all Members briefings on the Statement of Community Involvement and on future changes to the planning process as prescribed by legislation**

29. Highway Maintenance Capital Funding - Challenge Fund Delivery

The Cabinet Member for City Services, Councillor P Hetherington, introduced the item and indicated that the last two years had seen wet winters which had impacted negatively on the state of the roads and pavements. The fund provided the Council with £400K to ensure the city roads are maintained to a safe standard. Examples of the improvements made to the pavements were shown.

The Scrutiny Board asked that their thanks be passed to officers for the work they had delivered using the funding.

RESOLVED that the Communities and Neighbourhoods Scrutiny Board (4) notes the progress on delivering the Challenge Fund Programme.

30. Work Programme and Outstanding Issues 2020/21

The Scrutiny Board requested items on the impact of the introduction of a booking system on the use of the Recycling and Reuse Centre and the Statement of Community Involvement be included for consideration when developing the work programme for 2021/22.

31. Any other items of urgent business

There were no other items of urgent public business.

(Meeting closed at 12.10 pm)



To: Communities and Neighbourhoods Scrutiny Board 4 Date: 8 July, 2021

Subject: Fly Tipping in Coventry

1 Purpose of the Note

1.1 Fly tipping has increased substantially in the last 12 months. Members requested details of the progress that is being made to tackle fly tipping in the city.

2 Recommendations

2.1 Members of the Communities and Neighbourhoods Scrutiny Board (4)

- 1) Note the content of the briefing note, and
- 2) Create an elected Members Task and Finish Group to:
 - Explore with officers the reasons why fly tipping occurs
 - Determine what further measures can be taken to improve the situation

3 Information/Background

3.1 The City has faced challenges around waste disposal and fly tipping over recent years. In 2019/20 the rate of growth in fly tipping had been arrested, however the COVID-19 epidemic significantly changed the landscape of waste disposal and our ability to challenge adverse behaviour and recorded fly tipping within the City increased by 54% to 10,765 [see table 1]. This pattern has also been seen nationally.

3.2 **Table 1 showing recorded fly tipping over the past three financial years.**

Years	Recorded fly tipping	% difference
2018 / 2019	6922	
2019 / 2020	6962	+0.5%
2020 / 2021	10765	+54%

3.3 Whilst the whole City has faced additional challenges in waste disposal, certain parts of the City have suffered disproportionately. Four wards now account for 70% of all fly tipping [see table 2].

3.4 **Table 2 showing recorded fly tipping by Ward 2020/21**

Ward	Recorded Flytipping [2020/21]	% of total [10765]
Foleshill	4004	37%
St Michaels	1857	17%
Upper Stoke	936	9%
Lower Stoke	710	7%
Total	7507	70%

3.5 Whilst it is early days, 2021/22 by comparison has provided more of a settled environment for waste disposal services, education of residents in waste matters and enforcement activities [see table 3]. Pleasing reductions have also been evident in the worst affected wards.

3.6 **Table 3 showing recorded fly tipping comparison for 2020/21 V 2021/22**

Quarter	Month	2020 /2021	2021/ 2022	Percentage reduction
Q1	April	930	779	16.2%
Q1	May	939	651	30.7%
Q1	June	1000		

3.7 Close examination of waste type data shows that the vast majority of fly tipping in the city is classified as 'domestic' [See Table 4]. Where 'other household' consists of mattresses and furniture, white goods [fridge freezers etc] and 'other electrical items' [toasters, microwaves, TV's, kettles etc]

3.8 It is apparent that commercial/business waste forms a relatively small part of the problem and the final column is a good indicator of what can happen when there is disruption to normal waste disposal mechanisms i.e. weekly waste collection, access to the tip and bulky waste collection services.

3.9 **Table 4 showing recorded fly tipping comparison for 2020/21 V 2021/22**

Waste type	Recorded 2019/20	Recorded 2020 /21	% difference
Other Household	3962	5903	+49%
Black bags - domestic	1898	3026	+59%
White goods	668	1004	+50%
Other electrical	90	275	+205%

4 Enforcement

4.1 The increase in fly tipping throughout the past year was also accompanied by increased levels of enforcement [see Table 5].

4.2 The Street Enforcement Service investigated all reports that were referred to it and carried out formal action as appropriate, this was hampered by the inability to carryout formal interviews under caution as would ordinarily happen.

4.3 The closure of the courts also played a significant part in how cases were dealt with. It was decided early in the pandemic that to ensure an expedient closure to these cases that the most appropriate sanction was a fixed penalty.

4.4 **Table 5 shows number of enforcement actions taken over the past 4 years**

Years	Enforcement actions taken	% difference
2018 / 2019	3925	
2019 / 2020	4841	+23
2020 / 2021	6346	+31

4.5 As can be seen in table 6 with the exception of prosecutions, all activity had been increased throughout the year. The backlog of cases that were unable or unsuitable to be dealt with via the fixed penalty route are currently going through the courts [with 5 successful convictions in the first quarter of 2021 /22 and a further 20 cases due to appear in court in the coming months] . **[see table 6]**

4.6 **Table 6 enforcement actions by type 2020/2021**

Enforcement activity	Recorded 2019/20	Recorded 2020 /21	% difference
investigations	3216	4465	+43
Warning	264	410	+55
Statutory notices	1094	1144	+5
Fixed penalty waste	51	124	+143
Prosecutions	7	[courts closed]	

4.7 **Fly tipping on private land.** Private landowners also suffer from fly tipping and the City Council does not distinguish between fly tipping on public or private land. If fly tipping is reported on private land and we are able, to secure evidence, then we will take enforcement action. Where fly tipping routinely occurs on private land, we readily advise the landowners on how they can protect their sites with physical measures and surveillance. These measures are not inexpensive but are proportionate to the risk that the landowner faces in terms of damage to the land and the resultant costs of removing any waste.

Where a private land owner takes no action to deal with fly tipping on their land and it is either unsightly, a threat to public health, or is being used as an unauthorised 'refuse site', then the City Council has enforcement powers to deal with the nuisance. 1144 such notices were served in the last year.

4.8 **Focus on 'Hot Streets'**. Fly-tipping reports are monitored and analysed in terms of location and the type of waste deposited; this data is recorded right down to street level. These streets, which almost exclusively suffer from fly tipped domestic waste form the focus of our attention are deemed 'hot streets'. At any one time we target and monitor 50 'hot streets'.

4.8.1 Neighbourhood Enforcement Officers are deployed to these areas, working with colleagues in Waste Services to provide education and a staged approach to enforcement when required. Residents are encouraged to take ownership of their streets and to notify the Council of any issues and possible perpetrators.

4.8.2 Whilst we endeavour to ensure that our resources are focussed on these areas, there are also competing issues which this team also need to service. A list of these duties is

contained in **Appendix 1**. During the COVID-19 epidemic this team also provided support and resilience to other 'front line' council services. The Council's control room and Bereavement Services are but two.

5 Surveillance of Hotspots.

- 5.1 For a number of years, we have successfully deployed camera surveillance equipment in areas of the city that are vulnerable to 'commercial' and 'large scale' fly tipping; these tend to be semi-rural locations. There is a recognition that we no longer have the officer resources to patrol all of streets that routinely suffer fly tipping as frequently as we once did and some residents, are too frightened to report what they know, or have seen. We are now routinely carrying out this type of camera surveillance in some of these 'hot streets'.
- 5.2 **Pilot surveillance project.** This surveillance project has been running in six streets since the beginning of April 2021 and are largely in Foleshill ward. It is overt and appropriate signage and publicity has been used to alert residents and visitors that cameras are in operation.
- 5.3 We know from experience, that the majority, of domestic fly tipping is by local people and they fly tip in their own neighbourhood. Whilst the technology is capable of identifying offenders, the main aim is to change behaviour and ultimately reduce fly tipping. It is also recognised that these same streets that suffer the highest levels of fly tipping, also suffer disproportionately from higher levels of crime. The data collected by these cameras will also be made available to the Police when requested.
- 5.4 The pilot is under constant review and monitoring and we will report back to the Communities and Housing Scrutiny Board 4 in November 2021.

Name: Craig Hickin

Job Title: Head of Environmental Services

Contact Details: craig.hickin@coventry.gov.uk

Appendix One: Full suite of services managed by the Street Enforcement Service

- **Public Space Protection Orders**
 - Dog Control: Dog fouling, dogs on leads, dogs on lead by direction, dogs prohibited and maximum dogs permitted.
 - City Centre: Busking, begging, charity subscription collections (Chuggers), unauthorised collections, unauthorised street trading, skateboarding and cycling.

- **Environmental Crime:**
 - Littering
 - Fly posting on buildings and street furniture,
 - Fly tipping on public and private land,
 - Refuse and rubbish accumulations in gardens and private land,
 - Waste carriers. Ensuring their legitimacy i.e. scrap men and 'tatters',
 - Waste duty of care (businesses). All businesses are required to have contracts to deal with their waste
 - Empty homes and the resultant problems

- **General nuisance and public health issues:**
 - Noise nuisance
 - Anti-social behaviour
 - Nuisance feeding of birds
 - Drainage complaints (businesses only)
 - Abandoned vehicles
 - Nuisance Car Sales on the highway,
 - Vehicle repairs on the highway
 - Obstructions on pavements
 - Odour nuisances from domestic properties
 - Bonfires
 - Light nuisance from domestic premises
 - Illegal Traveller and Gypsy illegal encampments,
 - Invasive plants

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Public report

Cabinet Report

Communities and Neighbourhoods Scrutiny Board (4)
Cabinet

8th July 2021
13th July 2021

Name of Cabinet Member:

Cabinet Member for Housing and Communities – Councillor D Welsh

Director Approving Submission of the report:

Director of Streetscene and Regulatory Services

Ward(s) affected:

All

Title:

Local Development Scheme

Is this a key decision?

No – Although the matters within the report affect all wards in the city, it is not anticipated that the impact will be significant.

Executive Summary:

It is a legal requirement that a local planning authority must prepare and maintain a Local Development Scheme (LDS), which is a project plan setting out the timetable for the preparation of Development Plan documents. This report updates the previous LDS which was published in 2015.

Recommendations:

The Communities and Neighbourhood Scrutiny Board (4) is recommended to:

- 1) Consider the Local Development Scheme attached at Appendix 1 to the report.
- 2) Identify any further recommendations for Cabinet.

The Cabinet is requested to:

- 1) Consider any recommendations from the Communities and Neighbourhoods Scrutiny Board (4).
- 2) Approve the Local Development Scheme attached at Appendix 1 to the report and confirm that it can be brought into effect at the earliest opportunity.

List of Appendices included:

Appendix 1 – Local Development Scheme 2021

Background papers:

None

Other useful documents

Local Development Scheme 2015

Has it been or will it be considered by Scrutiny?

No

Has it been or will it be considered by any other Council Committee, Advisory Panel or other body?

Yes – Communities and Neighbourhoods Scrutiny Board (4) on 8th July 2021

Will this report go to Council?

No

Report title: Local Development Scheme

1. Context (or background)

- 1.1. The Local Development Scheme (LDS) is a project plan which sets out which Local Plan documents are to be prepared, and the timetable for the preparation and completion of these so that local communities and interested parties can keep track of progress.
- 1.2. It is a legal requirement that a LDS is prepared, kept up to date and made publicly available. This LDS will therefore be published on the Council's website.
- 1.3. The documents which are covered by this LDS include the Local Plan which sets the development strategy and policies for the Coventry City Council area and a number of Supplementary Planning Documents which expand upon the Local Plan policies.
- 1.4. The Local Plan for Coventry was adopted December 2017. Paragraph 33 of the National Planning Policy Framework and Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012 require that policies in local plans should be reviewed to assess whether they need updating at least once every five years. Members will recall that consideration was given to whether the Local Plan should be reviewed earlier than this date and determined at Council on 8th December 2020 that the triggers had not been met, and that the review should take place in December 2022.
- 1.5. This LDS therefore runs until December 2022 in line with the timescale for review of the policies as set out above.
- 1.6. For clarity (although not a legal requirement) the attached LDS also includes a timetable for a suite of Supplementary Planning Documents (SPDs) which expand upon Local Plan policy. The topics for these are:
 - Open Space
 - Affordable Housing
 - Energy
 - Tall Buildings
 - Residential design
 - Biodiversity
- 1.7. Finally, for completeness, the LDS sets out information and guidance on Neighbourhood Plans, local plan monitoring and data standards.

2. Options considered and recommended proposal

- 2.1. The City Council could choose not to update the Local Development Scheme. However, it is a legal requirement that the LDS is kept up to date and so this option is not recommended.
- 2.2. The recommended option is to bring a new LDS into effect to ensure legal compliance and to assist all interested parties in understanding the programme for producing and reviewing Local Plan documents.

3. Results of consultation undertaken

- 3.1. This report has not been subject to consultation.

4. Timetable for implementing this decision

4.1. The decision will be implemented immediately.

5. Comments from the Director of Finance and the Director of Law and Governance

5.1. Financial implications

There are no financial implications to the recommendation.

5.2. Legal implications

Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended) requires that a Local Development Scheme is prepared, kept up to date and made publicly available.

6. Other implications

6.1. How will this contribute to the Council Plan (www.coventry.gov.uk/councilplan/)

The Local Development scheme sets out a timetable for producing a suite of planning policy documents which will help deliver the following objectives:

- A prosperous Coventry: The Local Plan is guiding the delivery of a prosperous Coventry, and maintaining the current plan will ensure that this continues;
- Increasing the supply, choice and quality of housing; the Local Plan is already delivering the right volume of housing, increasing choice and driving up quality, and maintaining the current Plan will ensure that this continues;
- Making Coventry an attractive and enjoyable place to be: The provisions of the Local Plan help deliver an attractive and enjoyable city;
- Making places and services easily accessible: The current Local Plan ensures the delivery of accessible places;
- Developing a more equal city with cohesive communities and neighbourhoods: The provisions of the Local Plan help deliver cohesive communities and neighbourhoods;
- Improving the environment and tackling climate change: The current Local Plan has a range of policies covering the environment and climate change.

6.2. How is risk being managed?

There is no risk associated with the recommendations. The Local Plan and associated documents continue to deliver the growth required. Further, the Plan will be subject to a mandatory review at the end of 2022 which will allow a further assessment of the delivery and soundness of the Plan, and the Local Development Scheme will be revised accordingly to address the actions needed.

6.3. What is the impact on the organisation?

There is no direct impact on the organisation as a result of the recommendation.

6.4. Equality/ EIA

A full Equality and Impact Assessment (ECA) was undertaken as part of developing the Local Plan. As part of that analysis, the Council had due regard to its public sector equality duty under section 149 of the Equality Act (2010).

6.5. Implications for (or impact on) climate change and the environment

There is no direct impact from the recommendations of the report.

6.6. Implications for partner organisations?

None

Report author:**Name and job title:**

Clare Eggington
Principal Town Planner (Planning Policy)

Service

Streetscene and Regulatory Services

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Enquiries should be directed to the above persons.

Contributor/approver name	Title	Service	Date doc sent out	Date response received or approved
Contributors:				
Michelle Salmon	Governance Services Officer	Law and Governance	14/06/21	14/06/21
David Butler	Head of Planning Policy and Environment	Streetscene and Regulatory Services	10/06/21	11/06/21
Rob Back	Strategic Lead Planning	Streetscene and Regulatory Services	14/06/21	15/06/21
Names of approvers for submission: (officers and members)				
Cath Crosby	Lead Accountant, Business Partnering, Place	Finance	14/06/21	14/06/21
Clara Thomson	Planning and Highways Lawyer, Legal Services	Law and Governance	14/06/21	15/06/21
Andrew Walster	Director of Streetscene and Regulatory Services	-	14/06/21	15/06/21
Councillor D Welsh	Cabinet Member for Housing and Communities	-	16/06/21	29/06/21

This report is published on the council's website: www.coventry.gov.uk/councilmeetings



Coventry City Council Local Development Scheme

July 2021

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1.0 Introduction

1.1 The Local Development Scheme (LDS) is a project plan which sets out which Local Plan documents are to be prepared, and the timetable for the preparation and completion of these so that local communities and interested parties can keep track of progress.

1.2 It is a legal requirement¹ that a LDS is prepared, kept up to date and made publicly available. This LDS will therefore be published on the Council's website.

1.3 The documents which are covered by this LDS include the Local Plan which sets the development strategy and policies for the Coventry City Council area and a number of Supplementary Planning Documents which expand upon the Local Plan policies. We also include a section upon Neighbourhood Plans which communities can choose to prepare for their local area should they wish to do so.

1.4 This LDS runs until December 2022 to cover the period leading up to the requirement to review the Local Plan. The LDS will then be updated.

¹ Section 15 of the Planning and Compulsory Purchase Act 2004 (as amended)

2.0 The previous LDS

2.1 The previous Local Development Scheme was published in 2015, covering the period 2014 – 2017. It is important that the LDS is updated to reflect changes which have arisen since this date.

2.2 The former LDS was formulated to reflect the programme of works involved in taking forward the Local Plan and the City Centre Area Action Plan (AAP) along with proposals for introducing the Community Infrastructure levy (CIL) and a Supporting Housing Delivery Development Plan document.

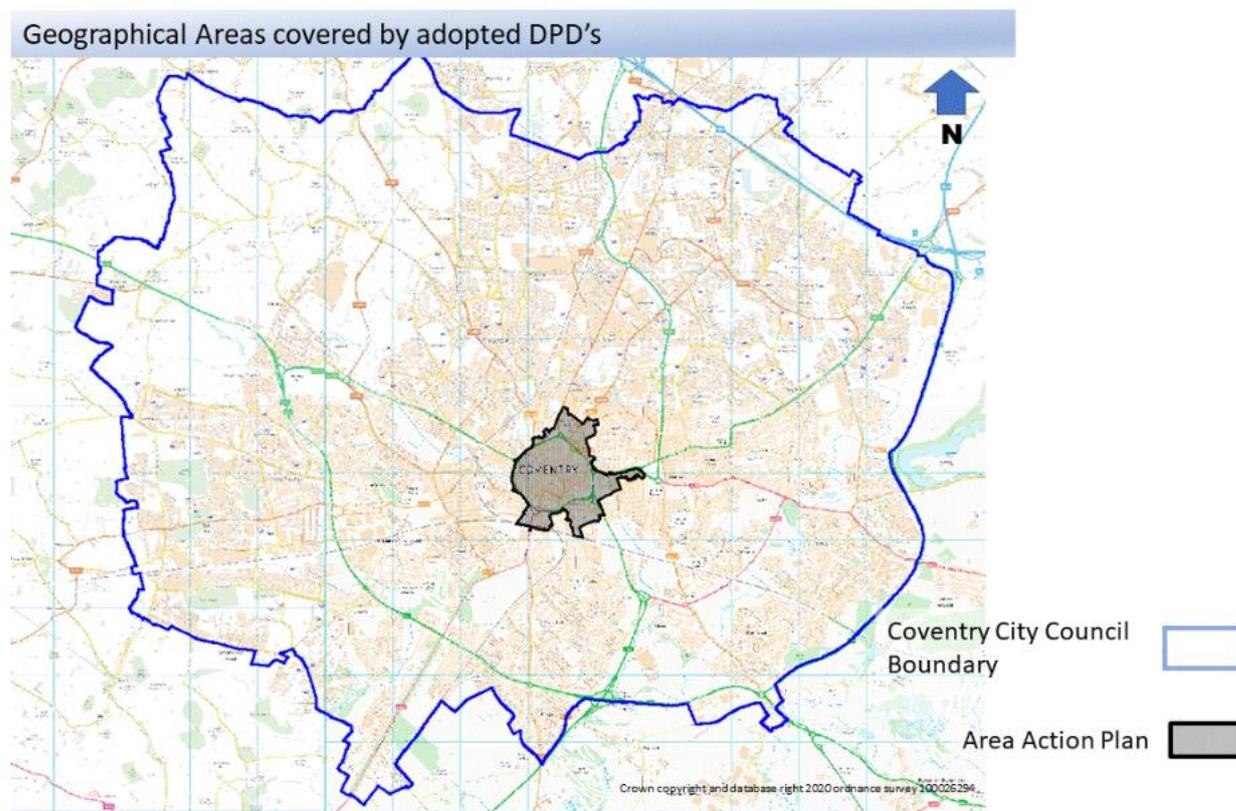
2.3 Both the Local Plan and the City Centre Area Action Plan were adopted by Coventry City Council in December 2017. The Community Infrastructure Levy will be the subject of a report taken to a Cabinet Member meeting in July 2021. The Supporting Housing Development Plan Document was superseded by the final adoption of the Local Plan in 2017 and so has not been progressed and is now removed from the LDS.

3.0 Development Plan Documents

3.1 Development Plan Documents (DPDs) are defined in the Local Plan Regulations 2012 (as amended). They address the development and use of land, the allocation of certain sites for particular purposes (for example housing, employment, retail, green space) and they include planning policies against which planning applications are assessed to help determine whether particular proposals are acceptable or not. DPDs have to be prepared in line with strict legal procedures, must be informed by robust evidence to ensure the policies and land allocations are soundly based and justified, and must be publicly examined by an independent Planning Inspector before they can be formally adopted by the Council.

3.2 The adopted DPDs for Coventry City Council are the Local Plan, which covers the entire administrative area of the City Council and the City Centre Area Action Plan which covers the City Centre (Both shown in Figure 1). These were adopted on 6th December 2017 and can be viewed on the Council's website at www.coventry.gov.uk/planningpolicy

Figure 1



3.3 It should also be noted that Neighbourhood Plans can form part of the Development Plan: communities can choose to produce these for their local area should they wish to do so. Further information is contained within Chapter 5.

3.4 The Local Plan Regulations² require that Local Plans must be reviewed every five years, starting with the date of adoption. The review must take into account changing circumstances affecting the area, or any relevant changes in national policy³ in order to determine whether any strategic policies need updating.

3.5 Bearing in mind the aforementioned requirement, Table 1 below sets out the timetable leading up to the review of the Local Plan (this covers both the Local Plan and the City Centre Area Action Plan). This includes the following stages:

- Review the adopted policies to consider whether they continue to comply with national policy;
- Publish a revised Local Development Scheme (i.e. this document);

² Regulation 10A of the Town and Country Planning (Local Planning) (England) Regulations 2012

³ National Planning Policy Framework 2019 paragraph 33

Coventry Local Development Scheme

- Undertake an assessment of Brownfield Site capacity;
- Produce an updated Annual Monitoring report and development trajectory to illustrate how current policy is performing against targets set out in the adopted plans;
- Refresh the database of brownfield sites to assess whether there are any which need adding to the database;
- Undertake initial scoping including updating key evidence to assess whether anything has changed which might mean policies and strategies need updating, including analysis of student accommodation demand and need;
- Consider the emerging results of the most recent Census (2021) and implications of these;
- In the light of the above, complete a review of the plan no later than November 2022 to determine whether policies need updating.

Table 1: local plan review timetable

	2021							2022												
	Jan to June 2021	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
Review adopted policy																				
LDS to Cabinet & publish																				
Brownfield site assessment																				
AMR & Trajectory																				
Brownfield site refresh																				
Census initial release due																				
Scoping key issues / evidence update																				
Cabinet & Council Paper to trigger Review (no later than Nov 2022)																				

C – public engagement

4.0 Supplementary Planning Documents

4.1 Supplementary Planning Documents (SPDs) can be produced to elaborate upon adopted Local Plan policy where it is helpful to provide more detail to help deliver the policies of an adopted Local Plan. They cannot introduce new policy.

4.2 The Council intends to produce a number of SPDs to assist with the delivery of the Local Plan and City Centre Area Action Plan. The majority will cover the entire administrative area for Coventry City Council, except where noted. These are:

- Open Space
- Affordable Housing
- Energy
- Tall Buildings (city centre focus)
- Biodiversity
- Residential Design

4.3 The timetable for producing the above SPDs is set out below.

Table 2: SPD timetable

	2021				2022			
	Q1 (Jan-Mar)	Q2 (Apr-Jun)	Q3 (July-Sep)	Q4 (Oct-Dec)	Q1 (Jan-Mar)	Q2 (Apr-Jun)	Q3 (July-Sep)	Q4 (Oct-Dec)
Open Space SPD				C	A			
Affordable Housing SPD				C	A			
Energy SPD				C	A			
Tall Buildings SPD					C	A		
Residential Design SPD					C	A		
Biodiversity SPD					C	A		

C – Consultation

A - Adoption

5.0 Neighbourhood Plans

5.1 Communities can choose to prepare Neighbourhood Plans for their area should they so wish. These are independently examined and provided they meet a number of 'basic conditions' they can be voted on at referendum and, provided that a majority of the community vote in favour they can then be 'made' (ie adopted) as part of the Development Plan for the area. Planning applications can therefore be assessed to check whether they comply with the policies of the plan. Further information can be found at <https://www.gov.uk/guidance/neighbourhood-planning--2>

5.2 There is one adopted Neighbourhood Plan within Coventry City Council's area, Willenhall. This was made on 18th June 2018.

5.3 Two further Neighbourhood Areas have been designated: Allesley (designated on 4th May 2016) and Finham (designated on 16th March 2017) however these have not reached an advanced stage yet.

5.4 Up to date information on neighbourhood plans, their status and the geographical areas covered can be found at www.coventry.gov.uk/localplan

6.0 Monitoring and Data Standards

6.1 Progress on the compliance with the timetables contained within the Local Development Scheme will be reported in the Annual Monitoring Report which the Council publishes each December to show how Local Plan Review are Known (see table 1).

6.2 To comply with the legislation⁴ all documents will be produced to accord with any data standards required by Government.

⁴ Planning and Compulsory Purchase Act 2004 as amended by the Neighbourhood Planning Act 2017

If you need this information in another format or language,
please contact us

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Agenda Item 6

Communities and Neighbourhoods Work Programme 2021-22

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Please see page 2 onwards for background to items

Last updated 29/6/21

8th July 2021
Local Development Scheme Fly-tipping – Establishment of a Task and Finish Group
23rd September 2021
-
4th November 2021
-
2nd December 2021
-
3rd February 2022
-
31st March 2022
-
Possible items for 2021-22
Housing items - - Update on Housing Licensing Schemes and Enforcement - Housing Development Infrastructure - Social Housing Supply - Housing support for women experiencing multiple disadvantage Pavements and Pathways – Progress Report Residents Parking Permits Traffic Lights in the City Electric Vehicle Charging Flood risk management and drainage update report City Centre Parking Impact of VLR on utilities under highways and footpaths Christmas Waste Collection Review 2021

Date	Title	Detail	Cabinet Member/ Lead Officer
8th July 2021	Local Development Scheme		David Butler Cllr Welsh
	Fly-tipping – Establishment of a Task and Finish Group	To include a further progress report following the meeting on 19 March 2021 – including use of wording on signage	Craig Hickin Cllr AS Khan
23rd September 2021	-		
4th November 2021	-		
2nd December 2021	-		
3rd February 2022	-		
31st March 2022	-		
Possible items for 2021-22	Housing items -	A themed meeting to look at several housing issues including the Local Plan, infrastructure levy and highways infrastructure	
	- Update on Housing Licensing Schemes and Enforcement	Requested at meeting on 17 September 2020 by SB4. Possibly March 2021 meeting.	Cllr Welsh/ Davina Blackburn
	- Housing Development Infrastructure	To look at proposals for planned housing developments and infrastructure. Specifically, to look at the timetabling of these	Cllr Welsh Colin Knight/

Communities and Neighbourhoods Work Programme 2021-22

Date	Title	Detail	Cabinet Member/ Lead Officer
		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.	David Butler
	- 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	Cllr Welsh
	- Housing support for women experiencing multiple disadvantage	To look at housing support for vulnerable women in the City with multiple complex needs.	Cllr Welsh Jim Crawshaw
	Pavements and Pathways – Progress Report	Using the Cabinet Report with additional detail on how the locations were identified. To be brought 2021.	Cllr Hetherton Neil Cowper
	Residents Parking Permits	A report considering the changes suggested to meet the income target set in the MTFs. To look at the potential repercussions of introducing changes where there are none currently.	Cllr Hetherton Paul Bowman
	Traffic Lights in the City	To receive an update on the traffic light replacement programme, with a particular focus on the use of sensors to improve traffic flow. Including pedestrian priority on lights.	Cllr Hetherton Ben Gray
	Electric Vehicle Charging	A review of the installation and usage of electric vehicle charging points across the city, including for disability scooters.	Cllr O’Boyle/ Hetherton Colin Knight Shamala Evans
	Flood risk management and drainage update report	An annual update on the flood risk management programme	Cllr Hetherton Neal Thomas
	City Centre Parking	To bring the Cabinet Report planned for Spring/Summer 2021 to SB4 to consider changes to city centre car parks	Cllr Hetherton Paul Bowman
	Impact of VLR on utilities under highways and footpaths	Members requested a report on how the installation of the VLR track would take account of utilities including fibre beneath the highways and footpaths. To be considered once a route had been confirmed	Rachel Goodyer Nicola Small Cllr Hetherton

Date	Title	Detail	Cabinet Member/ Lead Officer
	Christmas Waste Collection Review 2021	As requested at their meeting in Feb 2021, the Board wised to receive the outcomes of the review preferably before Christmas 2021	Andrew Walster/Sarah Elliot Cllr Hetherton