

**Coventry City Council**  
**Minutes of the Meeting of Scrutiny Co-ordination Committee held at 10.00 am on**  
**Wednesday, 16 October 2019**

Present:

Members: Councillor R Brown  
Councillor N Akhtar  
Councillor A Andrews  
Councillor J Clifford  
Councillor L Kelly (Chair)  
Councillor J McNicholas  
Councillor G Ridley  
Councillor K Sandhu  
Councillor R Singh

Other Members: Councillor G Duggins  
Councillor A Lucas

Other Representatives: Chenine Bhaten, City of Culture Trust  
Martin Sutherland, City of Culture Trust

Employees:

V Castree, Place Directorate  
L Gaulton, People Directorate  
L Knight, Place Directorate  
D Nuttall, Place Directorate  
G Quinton, Deputy Chief Executive (People)  
A Williams, Place Directorate

## **Public Business**

### **13. Chair of Meeting**

In light of the declaration detailed in Minute 14 below, Councillor Kelly chaired the meeting.

### **14. Declarations of Interest**

Councillor Brown declared an other interest in the subject of Minutes 17, 18 and 22 below concerning City of Culture 2021 in so far as he was a representative on the City of Culture Trust. He remained in the meeting for the consideration of these items but did not Chair the meeting.

### **15. Minutes**

The minutes of the meeting held on 17<sup>th</sup> July, 2019 were agreed and signed as a true record, subject to the inclusion of the indication that Councillor Skinner was acting as the substitute for Councillor Ridley in the attendance for the meeting. There were no matters arising.

16. **Exclusion of the Press and Public**

**RESOLVED** that the Scrutiny Co-ordination Committee agrees to exclude the press and public under Section 100(A)(4) of the Local Government Act 1972 relating to Minute 22 below headed 'Coventry City of Culture 2021', on the grounds that the report involve the likely disclosure of information defined in Paragraph 3 of Schedule 12A of the Act, as it contains information relating to the financial and business affairs of the company and in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

17. **Coventry City of Culture 2021**

The Committee considered a report of the City of Culture Trust which provided an update on the plans of City of Culture 2021. Chenine Bhathen and Martin Sutherland, City of Culture Trust, attended the meeting for the consideration of this item along with Councillor R Brown, a member of the Committee and the Council's representative on the Trust. Councillor G Duggins, Cabinet Member for Policy and Leadership also attended for this item.

The report referred to the governance arrangements for the City of Coventry 2021 highlighting that the Trust team was taking an active role in City Readiness Board and it's Sub-Group's meetings as well as engaging with the Place Board, the Destination Management Partnership and the Cultural Education Partnership.

The Trust had recently confirmed funding from West Midlands Combined Authority (£4m), from National Lottery Heritage Fund (£3m) and an additional £450k from Arts Council England. On 12<sup>th</sup> October funding of nearly £7m was announced from the Department for Digital, Culture, Media and Sport. The Committee were informed that an application to the National Lottery Community Fund (£2.2m) was to be submitted this month. The Trust was now working to secure additional corporate and Trust and Foundation support and had recently appointed a new Head of Sponsorship to assist with this task.

The Trust had been working to deliver a build-up programme and building community partnerships and were now working on a series of activities for late 2019. All the Trust's Producers had been working within their host organisations and within their wards to co-create programme ideas for 2021. The Trust had continued to invest in capacity building and sector development programmes, to support individuals, artists and organisations get ready for 2021. The Committee noted that the Trust's Creative Director and Producers had been working closely with organisations involved in developing the bid as well as several other local, regional and national partners to develop the shape of the programme for 2021. This was to be presented at the Trust's Board meeting in October, with the expectation that from November 2019 onwards the key elements of the programme would be confirmed.

The Trust had also been working with a consortium of partners, including the BBC, to devise the plans for the Opening event for 2021. This consortium had been working very effectively to ensure that the impact of these events was felt locally, engaging multiple communities across the city, as well as showcasing Coventry to the world through multiple broadcast opportunities.

The Committee noted that the Trust, working with City Council partners, was developing a culture clash diary, to ensure that all events planned for 2021 (particularly those not delivered by the Trust) were recorded to ensure good communication and co-ordination and to minimise travel disruption whilst maximising visitor accommodation levels.

Recently the Trust had agreed to co-fund a new Chief Inspector to support the collaboration between the police and the City of Culture Trust. They were now working on a broader package, which should result in the Trust also co-funding a new cohort of PCSOs and Special Constables from 2020 onwards.

In relation to marketing and communications, the Trust had been working with its Creative Agency to develop the marketing and communications campaign plan for 2021 and were now working towards a February, 2020 deadline to launch the refreshed brand and the new website. This website would incorporate the new ticketing system that would link up all the existing ticketing providers across the city as well as providing a cost-effective ticketing solution for all events promoters involved in 2021.

Regarding the legacy from 2021, working with the university and city council partners, the Monitoring and Evaluation Framework had been developed which identified 15 outcomes that were expected to be achieved by the end of 2021. Additionally, four longer term impacts had been developed which activities should assist in achieving. These were closely aligned to the priorities of the local authority, with the expectation that the legacy would be delivered through a strong partnership.

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

- Support for the work undertaken to date by the Trust
- Further details about how members of the public and local organisations could include their events on the culture clash diary
- The opportunities to visit Hull and Liverpool to learn from their previous experiences
- Details of the involvement of local residents in the development of the programme of events
- The importance of liaison with between the Trust and local Ward Councillors
- Further information about the 15 outcomes and the four longer term impacts
- Further details about the development of a digital archive for the city
- Engagement with the private sector
- The support to be given to existing facilities and the role of the city's heritage in the cultural programme
- Details about the working practices for artists and musicians who would be engaged in the City of Culture events
- The opportunity to promote City of Culture at next year's Annual Mayor Making ceremony
- Sustainability and the legacy

- The plans for constant evaluation of events to enable continuous improvement of the programme.

**RESOLVED that:**

**(1) The contents of the report and the update be noted.**

**(2) Opportunities be sought for members of the Committee to meet with Councillors from Hull and Liverpool, to share experiences and any lessons learnt, including a visit to Hull in November 2019 for their City of Culture 2017 evaluation event.**

**(3) Improvements to be made in communications between the Trust and City Councillors, with all Councillors being updated on progress**

**(4) Regular progress reports on City of Culture 2021 be submitted to future meetings of the Committee.**

**(5) The Committee be provided with a briefing on security arrangements and emergency planning for 2021 at a future date.**

**18. City Readiness - City of Culture Trust**

The Committee considered a briefing note and received a presentation on Coventry's preparations to be UK City of Culture 2021, with particular reference to the City Readiness Board and its Sub-Groups. Councillor G Duggins, Cabinet Member for Policy and Leadership attended the meeting for the consideration of this item.

The briefing note detailed the recent delegations to officers in respect of the additional £5m to the cultural capital investment programme; the identification and bidding for grant assistance to support the aims of the City of Culture and the European City of Sport; and to explore opportunities to provide a one-stop shop for Planning, Building Control and Licensing services and to simplify and streamline the decision making process to eliminate/ reduce delays for events.

Information was provided on the City Readiness governance structure. The City Readiness Board had been established by the City Council to lead on overseeing and co-ordinating operational management of the city's preparations for hosting European City of Sport 2019, UK City of Culture 2021 and the Commonwealth Games 2022 programme. To date the Board has been Chaired by the Deputy Chief Executive (Place), but the position of Chair was due to pass to the Deputy Chief Executive (People). The Board had been founded with three sub-groups:  
Infrastructure Group - Chaired by the Director of Transportation and Highways  
Programme, Engagement and Evaluation Group - Chaired by the Director of Public Health and Wellbeing  
Licensing, Operations, Planning and Safety Group - Chaired by the Director of Streetscene and Regulatory Services.

The Committee were informed that given the scale of the readiness programme (including the city's infrastructure programme and cultural capital programme), a further Communications Group and Cultural Capital Group were proposed to be

added to the governance structure supporting the Readiness Board. The Board and its sub-groups brought together relevant Council, Trust and operational partners to ensure that all areas of City of Culture readiness were covered. Each Sub-Group had their own Terms of Reference and was required to maintain their own action planner and risk register, reporting all key actions and challenges into the City Readiness Board.

The presentation referred to the City Readiness governance structure and detailed the direct investment secured since securing the title. In excess of £103m investment into the city was anticipated and over 86% of this had already been secured. The improvement works to be undertaken to the Upper Precinct, Smithford Way and Market Way were set out along with public realm improvements at the new Water Park.

The Committee were informed of the aims and objectives of the Sub-Groups along with the strengthening of cultural venues in readiness for 2021 and beyond. Further information was provided on the cultural capital investment fund which currently totalled £19.11m and the City of Culture Programme funding and outputs, the current total being £36.4m.

The presentation concluded with the challenges to be faced as follows:

- An unprecedented scale of activity
- Resources – prioritising recruitment and expenditure to key areas
- Timeline – iterative processes with firm deadlines
- Communication – breadth and inclusivity

Councillor Duggins, Cabinet Member Policy and Leadership, informed of his intention to establish a City of Culture 2021 Members Advisory Board to consider City Readiness and enable the Trust to keep members updated with the development of the programme.

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

- Support for the work undertaken to date in preparation for 2021
- Lessons to be learnt from Hull in light of the City of Culture 2017 and how these had impacted on Coventry's preparations
- Further information about the work undertaken to date with local communities and a request for more liaison with residents
- The role of scrutiny during the preparations for 2021
- Further details about the intention to hold events in the various wards across the city and the appropriate engagement
- What was being done to ensure that the licensing process was easy to follow and transparent
- The importance of 2021 being an event for everyone, ensuring accessibility for all
- What was happening in relation to street cleansing and fly tipping
- Clarification that when additional funding was secured, there would be the ability to deliver an enhanced programme
- Clarification about the plans to accommodate additional visitors to the city during 2021, with 2.5m people expected to attend the different events throughout the year.

**RESOLVED that:**

**(1) The content of the briefing note and presentation be noted.**

**(2) The ongoing work of the City of Culture Trust be supported.**

**(3) The Committee support the establishment of a City of Culture 2021 Members Advisory Board, whose membership includes Councillor Kelly, Deputy Chair of Scrutiny Co-ordination Committee and the Lord Mayor and Deputy Lord Mayor.**

**(4) Arrangements be put in place to establish regular scrutiny of City of Culture 2021 by Scrutiny Co-ordination Committee and other co-opted members as appropriate.**

**19. West Midlands Combined Authority (WMCA) - Mayor's Question Time**

The Committee received the feedback summary report from West Midlands Combined Authority Overview and Scrutiny Committee Mayor's Question Time meeting held on 9<sup>th</sup> October 2019.

**RESOLVED that any questions on the report from Members to be submitted to Councillors Brown and Kelly who will then raise with the Mayor, Andy Street.**

**20. Scrutiny Co-ordination Committee Work Programme 2019/2020 and Outstanding Issues**

The Committee noted their work programme for 2019/20.

**21. Any Other Items of Public Business**

There were no additional items of public business.

**22. Coventry City of Culture 2021**

Further to Minute 17 above, the Committee discussed a number of private issues in respect of the plans of City of Culture 2021. Chenine Bhathen and Martin Sutherland, City of Culture Trust, attended the meeting for the consideration of this item along with Councillor R Brown, a member of the Committee and the Council's representative on the Trust. Councillor G Duggins, Cabinet Member for Policy and Leadership also attended for this item.

**RESOLVED that the content of the discussions be noted.**

(Meeting closed at 12.25 pm)