



Coventry City Council

Business, Economy and Enterprise Scrutiny Board (3)

Time and Date

2.00 pm on Wednesday, 11th March, 2015

Place

Committee Rooms 2 and 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 25th February 2015
 - (b) Matters arising
4. **Coventry and Warwickshire Local Enterprise Partnership (CWLEP) Skills Strategy Update** (Pages 9 - 18)

Briefing Note of the Executive Director of Place
5. **Progress Report to the Secretary of State for Energy and Climate Change Regarding Energy Conservation Measures in the Housing Sector** (Pages 19 - 36)

Report of the Executive Director of Place
6. **Outstanding Issues**

Outstanding Issues are included in the Work Programme below.
7. **Work Programme 2014/2015** (Pages 37 - 40)

Report of the Scrutiny Co-ordinator
8. **Any other items of business which the Chair decides to take as matters of urgency because of the special circumstances involved**

Private Business

Nil

Chris West, Executive Director of Resources, Council House, Coventry

Tuesday, 3 March 2015

Note: The person to contact about the agenda and documents for this meeting is Michelle Salmon, Governance Services, Tel: 024 7683 3065, Email: michelle.salmon@coventry.gov.uk

Membership: Councillors R Bailey, L Bigham, J Birdi, G Duggins (Chair), K Mulhall, T Skipper, H Sweet, S Walsh and D Welsh

By invitation: Councillors A Khan (Cabinet Member for Culture, Leisure, Arts and Sport), K Maton (Cabinet Member for Business, Enterprise and Employment), J McNicholas (Deputy Cabinet Member for Business, Enterprise and Employment), R Brown (Deputy Cabinet Member for Business, Enterprise and Employment)

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.

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Coventry City Council
Minutes of the Meeting of Business, Economy and Enterprise Scrutiny Board (3)
held at 11.00 am on Wednesday, 25 February 2015

Present:

Members of the Board: Councillor G Duggins (Chair)
 Councillor R Bailey
 Councillor L Bigham
 Councillor K Mulhall
 Councillor H Sweet
 Councillor D Welsh

By Invitation: Pete Bond, Centro
 Guy Craddock, Centro
 Councillor J McNicholas (Deputy Cabinet Member for
 Business, Economy and Employment)

Employees (by Directorate):

Resources G Holmes, M Salmon

Place M Waters

Apologies: Councillor J Birdi
 Councillor T Skipper
 Councillor S Walsh

Public Business

41. Declarations of Interest

There were no declarations of interest.

42. Minutes

The minutes of the meeting held on 28th January 2015 were agreed and signed as a true record. There were no matters arising.

43. Public Transport

The Board received a briefing from Guy Craddock, Centro's Area Manager for Coventry, and Pete Bond, Centro's Head of Transforming Bus Travel, on bus service provision in the City. Councillor J McNicholas, Deputy Cabinet Member for Business, Enterprise and Employment and the Chair of Centro, attended the meeting for this item.

Centro was responsible for delivery of public transport in the seven metropolitan councils of the West Midlands: Birmingham, Coventry, Dudley, Sandwell, Solihull, Walsall and Wolverhampton. It was largely revenue funded through a levy, totalling £138.7m for the current financial year, and was proportionally based on

the population size of each district. Centro worked to ensure everyone benefited from an effective transport system that met the economic and environmental needs of the region, as well as providing access to jobs, finding innovative ways to help reduce congestion and offering seamless connections for people and goods. Across the Country road based public transport was defined as a bus service that was open for any member of the public to use and that the user pays a separate fare for that travel whether personally or on their behalf in the case of concessionary travel holders.

In Coventry:

- Bus reliability stood at 98.0%, above the West Midlands average of 96.7% and currently the highest of the districts
- Overall bus customer satisfaction was running at 81% who were satisfied or very satisfied with the bus network
- 19.6 % of all subsidised bus journeys operated in the West Midlands were in Coventry and Centro spent around £1.56M per year on these services
- 12% of all registered users of Ring and Ride lived in Coventry and they made 13.6% of all trips made across the West Midlands
- All bus services in Coventry were operated by low floor wheel chair accessible buses apart from service 30 which would be from 26th April.
- There were a total of 1430 bus stops in Coventry and 450 had Real time passenger information scenes and 550 had bus shelters.
- There were 53,083 active English Travel Concessionary Scheme cardholders living in the Coventry area (from 537,000 card holders across the Centro area).

In 2011 in response to general concerns that the Coventry bus network did not meet user requirements, Centro undertook a fundamental bus network review in the City (along with a number of others across the Centro area). This was in conjunction with the bus operators, City Council, elected Members, users and other key stakeholders.

The new network was launched in February 2012 and included:

- More buses between the rail station and the City Centre
- Improved links to the Coventry and Warwickshire University Hospital
- Generally a more simple network of routes that are easier to understand
- Increased frequencies on many radial corridors of less than every 10 minutes e.g. London Road every 7-8 minutes and Foleshill Road every 5 minutes

A key output was the creation of a voluntary multilateral bus partnership agreement for Coventry. Partners to this were Centro, Coventry City Council, the bus operators, Warwick University and the Coventry and Warwickshire University Hospital. This had proved to be one of our strongest of the partnerships Centro had and had resulted in a series of very real quality improvements like more new buses, more real time passenger information displays, and a Coventry area all operator smartcard ticket.

Since 2012 Centro had monitored the satisfaction of passengers, in addition to patronage and bus reliability and punctuality in Coventry and this was currently running at 81%. Significant improvements were noted with stop cleanliness, lighting and graffiti, driver helpfulness, and information provision.

Many local authorities across the Country had seen major cuts in evening and Sunday bus services because of major cuts in funding available. However despite these pressures, through close working with bus operators, frequencies including evening and Sunday services had been maintained in Coventry.

Ring and Ride was a door-to-door accessible transport service operating throughout the West Midlands for those who found it difficult or impossible to use conventional public transport. It operated 0800-2300, six days a week, (not Christmas Day and Bank Holiday Mondays), and was run by a charity, Ring and Ride West Midlands, which received funding from Centro for residents living in one of the seven districts of the West Midlands. 12% of all registered users lived in Coventry and they made 13.6% of all trips.

There were a total of 1430 bus stops in Coventry, 450 of which had Real time passenger information screens and 550 had bus shelters. Centro owned and operated the 20 stand Pool Meadow Bus Station, 3 of which were used by long distance coach services, with around 79 bus departures an hour. All bus stops had bus stop flags and information, funded largely by a recharging scheme that the bus operators paid for with Centro administrating and updating the information. Centro, with financial help from the bus operators, provided comprehensive bus timetable leaflets that were available from a number of key locations including libraries and the Travel shop in Pool Meadow Bus station. As well as being available as printed material this was also available on the web and via phone apps.

In addition to the all operator partnership agreement for Coventry, Centro also had a Centro wide agreement with National Express which had resulted in around 20 new buses in the City last year with more to come this year, additional driver training, an agreed cap on annual fares rises and the service 900 would be the first 'Platinum' hi-spec route this summer with audio visual announcements, Wi-Fi etc.

Centro was working with both University of Warwick and University Hospital to build new larger bus interchanges on their respective sites. Also, as the use of Coventry Rail Station was continuing to grow and had some of largest increases in users outside London, there was a package of measures being implemented to improve access capacity for users at the station to meet this growth. Centro and Coventry City Council were continuing to jointly work to ensure improved connectivity between rail services, the bus services the new Friargate development and the wider city at Coventry Rail Station. A temporary bus interchange was currently being constructed on the site of the former Starley House next to the rail station which would open in April 2015 to allow the area outside the rail station currently being used by buses to be given over to the construction of a new pedestrian boulevard into the City Centre. Discussions were on-going about the planned more permanent and larger bus interchange which would be provided at the Rail Station to cater for projected growth in both rail use and those wanting to access the new Friargate development.

The Board discussed the information contained in the Briefing Note and the bus service provision in the City with officers, and the Chair and representatives of Centro on the following matters:

- Progress made and the on-going proposals for the implementation of bus interchanges and improved services and bus links at the University of Warwick, University Hospital and Coventry Rail Station
- The future of Rapid Bus Transit in Coventry – Pilot currently in Birmingham but possibility of operation in The Black Country and Coventry.
- Accessibility support from drivers for passengers with mobility issues and for parents with prams/buggies
- Cleanliness of buses and cleaning standards: provision of litter bins; public facing cleaning regime charts; cleaning reporting procedures
- Reliability and punctuality: monitoring services through Automatic Vehicle Location System Control Centre; performance timescales and targets for drivers
- Public Transport Service provisions include: Concessionary Schemes; Smartcard & Swiftcard development; car parking at bus stations; CCTV; real-time information; stops-maintenance; safer travel team contribution; and Pool Meadow Bus Station support.
- Customer Services
- Driver training: National legal requirements Certificate of Professional Competence and NVQ level 2.

The Board requested that:

- They be provided with a briefing note detailing the outputs that Coventry received for the levy contribution it made to Centro.
- Centro Officers be requested to pursue the public display of bus cleaning regime charts, to include details of the process for Members of the public to report cleaning issues
- They visit the National Express Garage - Automatic Vehicle Location System Control Centre
- They receive a presentation on Rapid Bus Transit

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

(1) Notes the briefing on current bus services in Coventry.

(2) Had no recommendations to make to the Cabinet Member for Business, Enterprise and Employment.

44. Outstanding Issues

Outstanding issues were included in the Board's Work Programme.

45. Work Programme 2014/2015

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

1) Notes the Work Programme for the remainder of the Municipal Year 2014/2015.

2) Agrees that the following matters be added to the Work Programme for the Municipal Year 2015/2016:

- **The Coventry Gateway**
- **Visit to National Express Garage - Automatic Vehicle Location System Control Centre**
- **Presentation on Rapid Bus Transit**

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

There were no other items of public business.

(Meeting closed at 1.00 pm)

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

11th March 2015

Subject: Coventry and Warwickshire Local Enterprise Partnership (CWLEP) Skills Strategy Progress Update

1 Purpose of the Note

- 1.1 The purpose of this briefing note is to update members of the Business, Economy and Enterprise Scrutiny Board (3) on developments taking place relating to the Coventry and Warwickshire Local Enterprise Skills (CWLEP) Strategy.

2 Recommendations:

The Business, Economy and Enterprise Scrutiny Board (3) are requested to:

- 1) Members are asked to note the success and achievements of the CWLEP Skills Strategy.
- 2) Members are invited to give their comments, questions and views on the content detailed below and its impact on the skills agenda for Coventry.

3 Information/Background

- 3.1 The Skills Strategy for CWLEP was launched in November 2013 following extensive consultation with a wide range of stakeholders. It is monitored by the CWLEP Jobs and Skills Business Group which meets six times a year. The Strategy has recently been reviewed and refreshed having been through its first year of implementation.

<http://www.cwlep.com/downloads?sec=rs>

- 3.2 It has 3 core objectives:-

- Using Skills to drive and create growth
- Developing skills to tackle unemployment
- Getting a better fit between education and employment

- 3.3 Implementation has been through a work plan made up of 6 strands:

- **Apprenticeships**
- **Information, Advice and Guidance**
- **NEETS (Not in Employment, Education or Training) 16-18 and 18-24**
- **STEM (Science,, Technology, Engineering, Maths)**
- **Skills Capital and European Structural Investment Funds**
- **Workforce Development.**

3.4 The Jobs and Skills Business Group has the following membership:

Richard Hutchins, Warwick Manufacturing Group (LEP Board Member)
Marion Plant, Principal North Warwickshire and Hinckley College (Chair)
Rebecca Young, Economy and Jobs Manager Coventry City Council
Steve Logan, Principal City College, Coventry
Lee Weatherly, Chief Executive Midland Group Training Services
Mark Bailie, Headteacher Finham Park School
Paul Mackintyre, Headteacher Myton School
Ian Dunn, Pro Vice Chancellor Coventry University
Ann Williams, District Manager Job Centre Plus
Becki Coombe, Executive Director Learn 2 (representing Federation of Small Businesses)
Linda Gilleard, Chief Executive RightStep
Sally Lucas, Executive Director CWT
David Hill, Economic Development Manager Warwickshire County Council
Rachael Stewart, Skills Executive CWLEP
Roger Douthwaite, Company Secretary CWLEP

Each strand of the work plan is led by a member of the Jobs and Skills Business Group.

3.5 Progress to Date on some of the strand activity is outlined below

3.5 (i) Apprenticeships

There are just under 16,000 apprentices on programmes in Coventry and Warwickshire. In 2014 there were 7,500 starts. The LEP encourages participation in its priority sectors and this year is focussing on three areas namely increased starts for 16-18 year olds on Levels 2 and 3; Higher Level Apprenticeships Levels 4 and above; traineeships. The CWLEP will also be holding a Jobs, Apprenticeship and Careers Fair in October building on the success of last year which saw over 2,000 young people and 400 parents attend an event at the Ricoh. 52 organisations exhibited and 300 young people went into an apprenticeship on the day. In addition 38 adults were offered jobs.

3.5 (ii) Information, Advice and Guidance

The Jobs and Skills Business Group works closely with the High Value Manufacturing Business Group and has a rolling programme of bringing together employers and those responsible for information, advice and guidance in schools, colleges and training providers. Originally round STEM provision this programme has recently been extended to include construction which is an emerging priority in terms of skills shortages in the area.

3.5 (iii) NEETS (Not in Employment, Education or Training) 16-18 and 18-24

16-18 NEETs and 18-24 unemployed adults remain a key priority. Coventry has 720 16-18 year olds who are NEET out of a cohort of 10,473. Henley, St.Michaels and Binley and Willenhall are the wards with the highest NEETs. The City and the County have a Progression to Employment Strategy which feeds into the Skills Strategy and has just been awarded funding to put together a

Youth Transition Plan. Responsibility for the National Careers Service has recently been awarded to Prospects and the LEP is in the process of agreeing Key Performance Indicators around reducing 18-24 unemployment.

3.5 (iv) Skills Capital and European Structural Investment Funds Skills Capital

CWLEP secured Growth Deals 1 and 2 totalling over £89m. Part of this allocation includes a Skills Capital programme over the period 2015 to 2021. This will fund the improvement and provision of our further education provision. City College Coventry are currently applying to the fund to provide a stand-alone skills hub that compliments the provision of the Coventry Jobs Shop.

3.5 (v) European Structural Investment Fund

136 million euros is being made available through the European Structural Investment Fund and this will enable much of the Skills Strategy to be delivered. The City Council and County Council are working closely with the LEP and the two universities to ensure that these funds are focussed and targeted.

Impacts will be:

- Greater careers and employability support to the unemployed.
- Greater focus on signposting of provision to meet skills shortages and gaps especially in the STEM areas.
- Greater support for schools to engage with employers.

3.5 (vi) Workforce Development

The Growth Hub located at Cheylesmore House, Quinton Road, Coventry has been established (referred to in the Skills Strategy as a Clearing House). It is now fully operational with Account Managers in post acting as brokers supporting employers in Coventry and Warwickshire on a range of issues such as skills, access to finance, innovation, inward investment, and international trade. They refer onto specialists for specific advice for example they would refer onto the specialist skills 4 growth co-ordinator for skills advice.

A separate report on the 3rd quarter of the Skills 4 Growth programme is attached as an Appendix. It outlines the strong and solid progress that this Project has achieved against the targets set.

Name: Paula Deas

Job Title: CWLEP Operations Director

Contact Details: Telephone 01926 41800

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Skills 4 Growth - Third Quarter report

October to December 2014

1) Introduction and overview

The Skills 4 Growth programme is the specialist skills strand of the Coventry & Warwickshire Growth Hub (originally known as Coventry & Warwickshire Clearing House – a Growth Hub for Business).

The Skills 4 Growth programme is contracted to support 60 employees with skills training support and to create 12 graduate employment opportunities within Coventry & Warwickshire based Advanced Manufacturing & Engineering (AME) small and medium sized enterprises (SMEs) during the 2014/15 financial year to help improve skills amongst the sectors workforce.

The project continues to make strong and solid progress against the targets set

2) Staffing

The Skills 4 Growth Co-ordinator and Project Support Officer are located at the Coventry and Warwickshire Growth Hub at Cheylesmore House. The strand manager hot desks at the Growth Hub on a regular basis to enable continued joined up working and ensure the close working between the project and the City Council continues.

3) Performance against contract

Graduate Employment Scheme	Target till June 2015	Quarter 1 actual	Quarter 2 actual	Quarter 3 actual
Number of graduates registered onto the scheme	12	74	0	0
Number of graduates into employment placements	12	17	0	0

All of the graduate employment scheme targets were profiled to be achieved in the first quarter and therefore there are no further figures to report in quarter three or future reports, however, work is still on-going to ensure that the graduates are supported in their employment including training interventions to develop their skills for their roles as per the scope and eligibility criteria of the project.

The majority of the graduates that were placed into employment opportunities remain in those opportunities. One company who employed a graduate have unfortunately gone into voluntary liquidation which has resulted in the graduate's contract ending. A support package has been put in place to support the young person to gain alternative employment. Another graduate employed in a design engineering company has moved to Germany to take up an employment opportunity there.

The project is committed to support all graduates and employers through the life of the 12 month employment strand of the project.

Skills Training	Target to June 2015	Quarter 1 actual	Quarter 2 actual	Quarter 3 actual
Number of companies engaged with (accumulative)	No target set	52	64	74
Number of people receiving more than 12 hours of training (including graduates) (accumulative)	60	No target in Qtr 1	9	34 against a YTD target of 30

The profile for skills training for the period October - December 2014 was for 15 employed people to receive more than 12 hours of training. The total profiled for year to date (ytd) is 30.

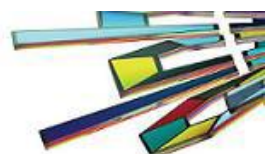
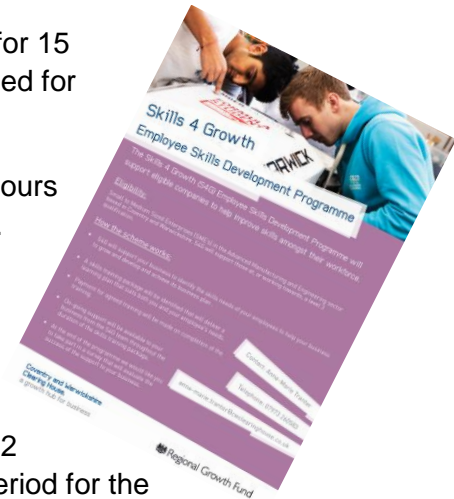
Up until the end of December 2014 a total of 34 people had achieved 12 hours or more of training since the start of the contract against a target of 30 i.e. 113% of target

Pipeline training interventions identified via the Organisational Training Needs Analysis (OTNA) process and due to commence in quarter 4 (January to March 2015) total 48 at this point against a target of 15 outputs for the quarter taking the planned outputs at the end of Quarter 4 to 82 against a profiled ytd target of 45, i.e. 182% of target. The final delivery period for the project will be quarter 1 of 2015/16 i.e. April to June 2015. The project has a target of 15 skills out-puts to deliver in the final quarter to reach the overall target set for the project of 60.

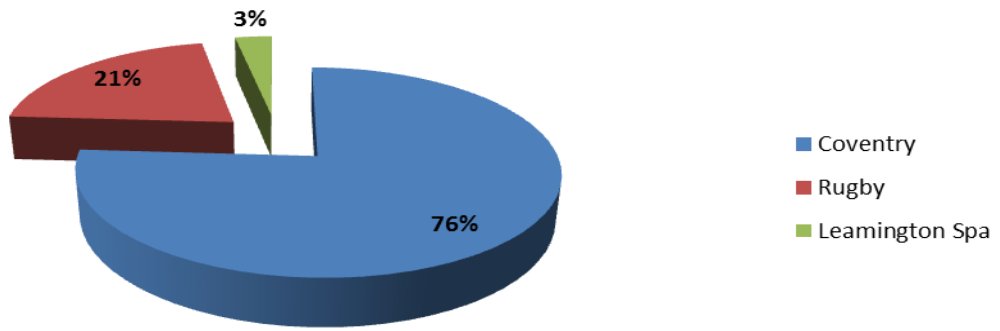
At this point the planned pipeline for the final quarter of the project (Apr – Jun 2015) is currently standing at 6 training outputs taking the current estimated total to 88 against a target of 60 i.e. 147% of target. However momentum and activity continues and it is planned that performance will be increased further in regard to the final out-put achieved for skills interventions

The project stopped taking referrals from early December due to staff consolidating the activity already undertaken with companies, partners and training providers to identify and agree training interventions. A review will be undertaken towards the end of January/early February in regard to training grant discussions and offers made and claims received to ascertain if there are any funds remaining that can be allocated to meet the needs of more employers.

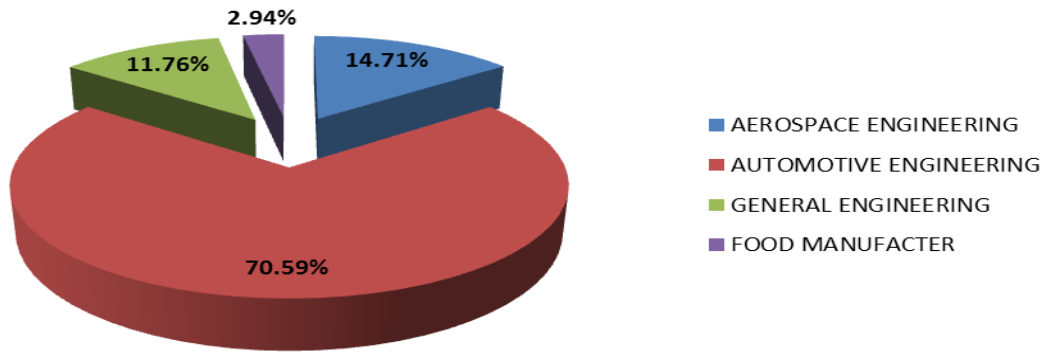
Training out-puts have to date supported employees from **12** different companies from across Coventry and Warwickshire. The companies can be further defined into Aerospace, Automotive, General Engineering and Food Manufacture. The graphs on the following page provide further detail:



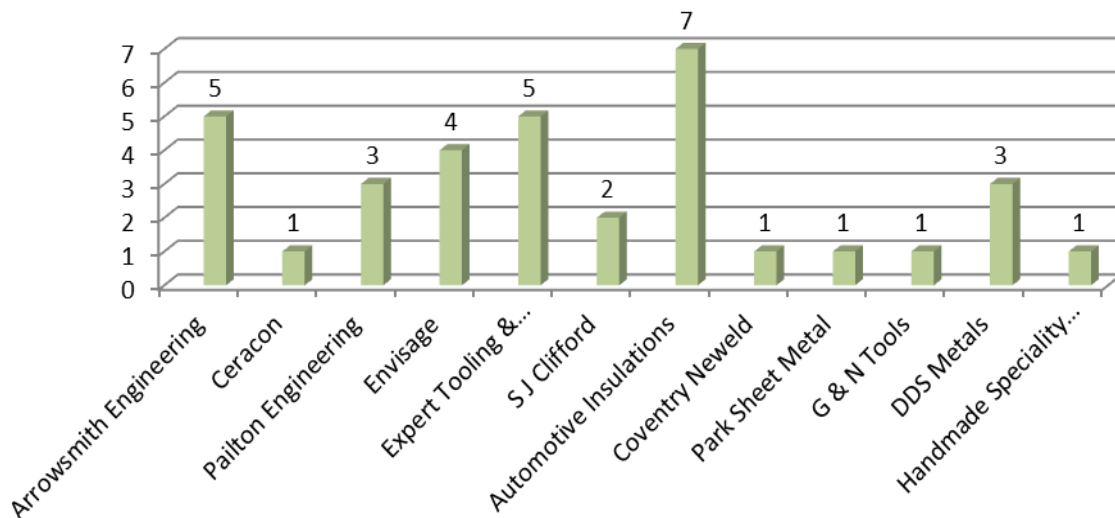
% Training Outputs by Town/City YTD



% Training Outputs by Sub Sector YTD



Training out-puts by employer YTD



Types of training activity

The types of supported training activity in quarter 3 were varied to meet the needs of individual businesses and their employees. Training included: Abrasive Wheels, Fork Lift Truck, OGP Metrology, Process Control, Robotic Engineering skills, Social Media for Marketing, IOSH, CMI First Line Management, AAT, Programming Siemens machines, Process Mapping and Problem Solving, Excel spread sheets, Assessor training, Producing training videos and CATIA V5 Fundamentals and Surfaces

Companies that Skills 4 Growth is working with

The strand has now actively delivered out-puts for 22 businesses in the Coventry and Warwickshire region with graduates and/or training as follows:

- 5 micro (22%)
- 12 small (56%)
- 5 medium (22%)

Although the skills strand is not contracted to report on engagements with companies, engagement clearly has to take place for the strand to deliver therefore we informally count contacts with employers. A total of 73 **companies** have been engaged with between April and December by the strand and some of these are in pipeline and will become companies being assisted in quarter 4 and quarter 1 of 2015/16 Financial year.

In addition to training needs analysis and focused training support, smaller companies have continued to need more intense support. Initially this was with actions such as writing Job Descriptions and contracts etc. but in quarter 3, assistance given mainly includes support for completing claims. These companies tended to be ones that traditionally, do not access business support.

Further details on individual companies supported by Skills 4 Growth to date are available from the Skills 4 Growth Co-ordinator.

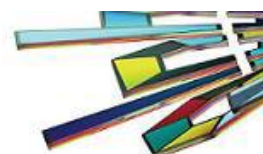
The process of providing support to companies is attached as a flow chart.

4) Request for additional funding

Additional funding was requested in the summer from the funding provider (Lancaster University/Regional Growth Fund) to enable the skills4growth programme to increase the amount of support that it can give to SMEs in Coventry and Warwickshire to support their skills needs. Unfortunately we have not received a formal response to our request to date. The additional funding would have enabled us to support up to 30 more interventions.

5) Evaluation

Collection of feedback of the training from the perspective of both those receiving the training and the companies themselves has commenced via the review of Learning Agreements. Full evaluation will be undertaken in the final quarter of the project. Evaluation will highlight what the benefits of the training have been to the employers and their employees (as well as the graduates); it would also capture any areas for improvement and will help to shape any new projects going forward.



6) Strategy for exit from RGF Funding and continuation of the Skills 4 Growth project

As we head towards the end of Lancaster funding for the project, we are starting to develop a strategy to avoid losing the momentum and activity achieved and to be able to continue delivering skills support to business sectors identified by the CWLEP as being key priorities for the region.

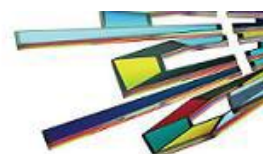
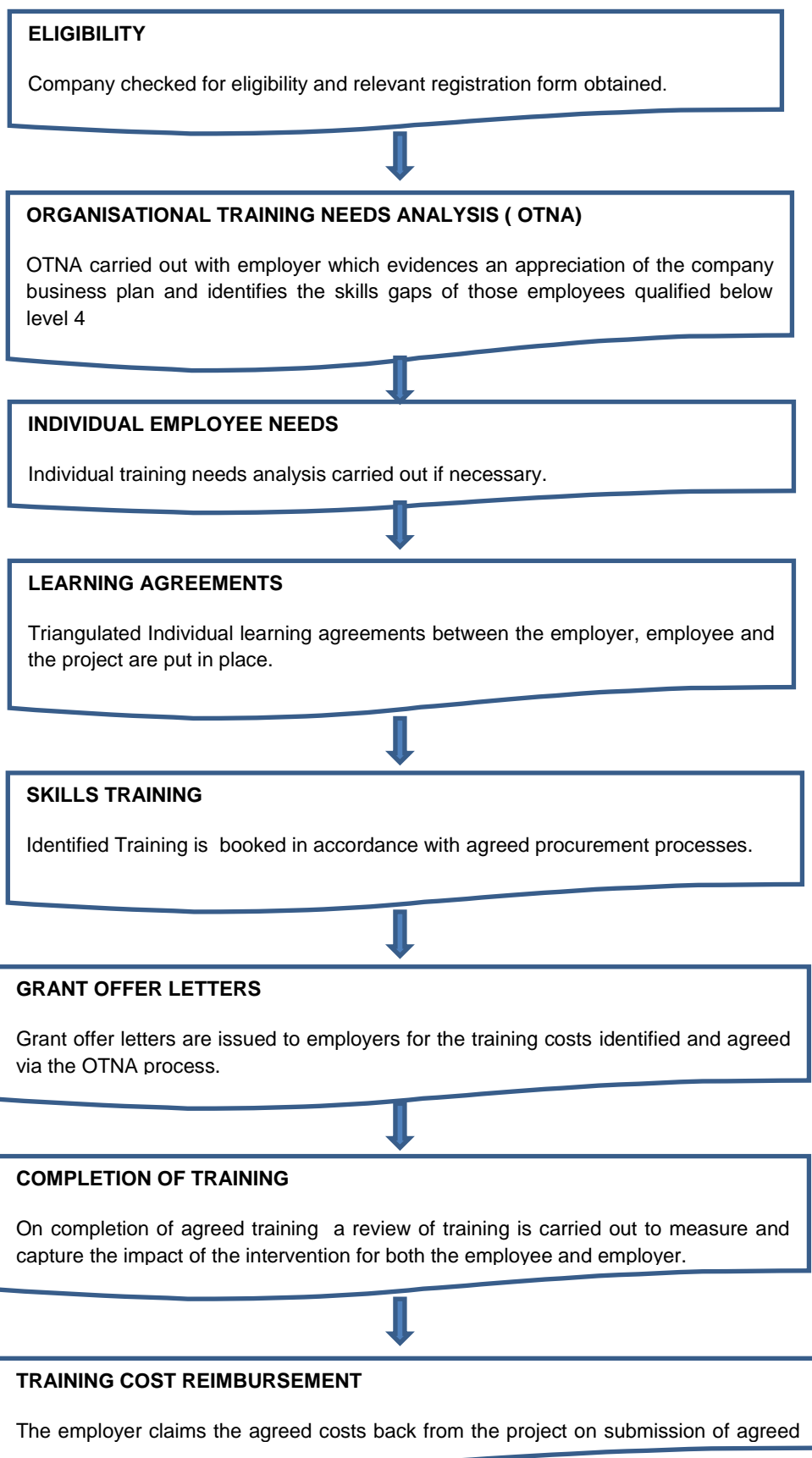
The Skills 4 Growth project offers a unique skills support package that puts the company business needs at the forefront and provides the support and flexibility to access training support that they really want and need to deliver growth.

Julie Venn-Morton, *Skills Strand Lead*

Anne-Marie Tranter, *Skills 4 Growth Co-Ordinator*

14/01/2015

SKILLS 4 GROWTH PROCESS – FLOW CHART FOR SKILLS TRAINING SUPPORT





Business, Economy and Enterprise Scrutiny Board (3)
Cabinet Member for Business, Enterprise and Employment

11 March 2015
23 March 2015

Name of Cabinet Member:

Cabinet Member for Business, Enterprise and Employment – Councillor K Maton

Director Approving Submission of the report:

Executive Director of Place

Ward(s) affected:

All

Title:

Progress Report to the Secretary of State for Energy and Climate Change Regarding Energy Conservation Measures in the Housing Sector

Is this a key decision?

No - although all Wards of the City are affected, the proposals are not expected to significantly impact on communities

Executive Summary:

Local authorities have duties under Sections 2 and 5 of the Home Energy Conservation Act 1995 (HECA) to prepare reports on energy conservation measures for submission to the Secretary of State for Energy and Climate Change. The Government issued revised guidance in July 2012 on new reporting arrangements that will apply within the policy context of the Green Deal and Energy Company Obligation (ECO). The guidance was further revised in March 2013.

In accordance with the revised guidance, a report was submitted to the Secretary of State by the 31st March 2013 deadline following its approval at the Joint Meeting of Cabinet Member (Sustainability and Local Infrastructure) and Cabinet Member (Neighbourhood Action, Housing, Leisure and Culture) on 14th March 2013.

A further requirement of the guidance is that progress reports are subsequently submitted to the Secretary of State at two yearly intervals after the initial report in 2013. Local authorities have to review the progress made in implementing the energy conservation measures in these subsequent reports. There is also a continuing requirement that each subsequent report is made available to the public on the Council's website.

The progress report for submission to the Secretary of State, and for publication on the Council's website, is provided in this report.

Recommendations:

Business, Economy and Enterprise Scrutiny Board (3) is requested to:

- (1) Consider this report and forward any recommendations to the Cabinet Member for Business, Enterprise and Employment.

Cabinet Member for Business, Enterprise and Employment is requested to:

- (1) Consider any recommendations made by Business, Economy and Enterprise Scrutiny Board (3).
- (2) Agree to the submission of the progress report set out in Appendix B to the Secretary of State for Energy and Climate Change by 31 March 2015.
- (3) Agree to the progress report being made available to the public on the Coventry City Council website.

List of Appendices included:

Appendix A – previous report submitted to the Secretary of State for Energy and Climate Change on 26 March 2013.

Appendix B – proposed progress report for submission to the Secretary of State for Energy and Climate Change by 31 March 2015.

Background Papers

None

Other useful documents:

Guidance to English Energy Conservation Authorities Issued Pursuant to the Home Energy Conservation Act 1995

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/180786/Updated_v
ersion_of_HECA_guidance_-_March_2013.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/180786/Updated_version_of_HECA_guidance_-_March_2013.pdf)

Letter sent to the Chief Executive by the Department of Energy and Climate Change dated 22 January 2015 regarding the submission of progress reports to the Secretary of State by 31 March 2015.

Council Plan: vision and priorities for the next 10 years

http://www.coventry.gov.uk/downloads/file/11778/council_plan_part_1_vision_and_priorities

Housing and Homelessness Strategy 2013 – 2018

http://www.coventry.gov.uk/downloads/file/13500/housing_and_homelessness_strategy

Climate Change Strategy 2012 - 2020

http://www.coventry.gov.uk/downloads/download/1640/climate_change_strategy_for_coventry

Has it been or will it be considered by Scrutiny?

Yes - Business, Economy and Enterprise Scrutiny Board (3) on 11 March 2015

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

No.

Will this report go to Council?

No.

Report title: Progress Report to the Secretary of State for Energy and Climate Change
Regarding Energy Conservation Measures in the Housing Sector

1. Context

- 1.1 The Council is required by Section 5 of the Home Energy Conservation Act 1995 (HECA) to submit a progress report to the Secretary of State for Energy and Climate Change by 31 March 2015. The progress report must conform with the requirements of the revised guidance issued by the Department of Energy and Climate Change (DECC) in March 2013, and should report on progress made with the energy conservation measures set out in the previous report submitted on 26 March 2013. The Director of Household Energy Efficiency at DECC wrote to local authority Chief Executives on 22 January 2015 to formally request the progress report.
- 1.2 The measures in the 2013 report had to be limited to those considered 'practicable, cost effective and likely to result in significant improvement in the energy efficiency of residential accommodation in its area'. The measures could include 'information, advice, education, promotion, any available financial assistance, making grants and loans and carrying out works'.

2. Options considered and recommended proposal

- 2.1 The Council is obliged to submit a progress report to the Secretary of State and to make it accessible to the public on its website. Having previously submitted an initial HECA report in 2013, the progress report needs to cover the same measures that were detailed before. The 2013 HECA report is provided in Appendix A.
- 2.2 The measures detailed in the 2013 report were those that were considered the most appropriate at the time to help mitigate fuel poverty in Coventry. The levels of fuel poverty in the city were a cause for concern, with Government figures showing that 21.1% of households overall were in fuel poverty. The figures also showed that in some neighbourhoods fuel poverty was higher still, with the highest neighbourhood fuel poverty level being 36.8%.
- 2.3 Since the 2013 report, the definition of fuel poverty that the Government uses to estimate fuel poverty levels has changed. Previously a household was deemed to be fuel poor if more than 10% of income had to be spent to achieve an adequate level of warmth. Under the new Low Income High Cost (LIHC) measure of fuel poverty a household is now said to be fuel poor if their required fuel costs are above average (the national median level) and were they to spend that amount they would be left with a residual income below the official poverty line.
- 2.4 At the national level the change in definition resulted in a reduction in reported fuel poverty. DECC's Annual Report on Fuel Poverty Statistics published in May 2013 made a comparison between the old and new definition using the latest 2011 figures that were available at the time. Under the 10% definition 3.2m English households were fuel poor, whereas 2.6m were fuel poor under the new LIHC definition.
- 2.5 At the Coventry level fuel poverty continues to be a cause for concern under the new definition. The latest available LIHC figures for 2012 show fuel poverty at 16.3%, which is a slight increase on the LIHC figure for 2011 of 15.7%. Coventry's 2012 figures mean that it has the 8th highest level of fuel poverty of all local authorities in England. At the neighbourhood level, 22% of Coventry's Lower Super Output Area neighbourhoods have fuel poverty levels that are double that for England, and one has fuel poverty at a level of over 40%.

- 2.6 Given the current challenge of fuel poverty in Coventry, the measures detailed in the progress report are still highly relevant. The measures are also consistent with the Council's strategic framework; they will be vital in 'supporting those experiencing fuel poverty', one of the priorities stated in the Council's 10 Year Plan approved in January 2014. They are also still consistent with the Council's Housing and Homelessness Strategy, and Climate Change Strategy.
- 2.7 The policy context for energy efficiency measures, and for affordable warmth information and advice, has changed significantly since the 2013 report was submitted to the Secretary of State. The most notable changes relate to the Green Deal, Energy Company Obligation and the Warm Homes Healthy People Fund, and details are provided in the 2015 HECA progress report. These policy changes have presented challenges at the local level, and one of the consequences has been a greater need to provide impartial and reliable advice to Coventry residents on the options available to them. Further policy changes are expected to follow once the Government's new Fuel Poverty Strategy has been announced. This may include national targets to improve the energy efficiency of homes occupied by fuel poor households.
- 2.8 The 2015 HECA progress report is provided in Appendix B. The continuing delivery of the measures referred to in the 2015 report will be led by the Council's Fuel Poverty Team. The team is located in the Sustainability and Climate Change Team and currently comprises 2 officers. As a supplement to the year-round services provided to vulnerable and low income households by the Fuel Poverty Team, they have worked with the Public Health Department to meet heightened demand over the last two winters. This has included the provision of additional funding by the Public Health Department.
- 2.9 Appendix B outlines the work undertaken over the last two years to tackle fuel poverty, one of the priorities of the ten year Council Plan to ensure that residents share the benefits of a growing, sustainable city economy. Key activities have included:
- Promoting specific area-based schemes to residents to help them access Green Deal cash-back grants when having insulation installed – potentially worth up to £4000 for a typical external wall insulation installation.
 - Working with housing associations to promote Energy Company Obligation (ECO) funded energy efficiency measures – over 2,500 Coventry homes have received external wall insulation under this programme in the last two years alone.
 - Developing a proposed ECO funded loft and cavity wall insulation scheme for privately owned and rented homes in the city.
 - Successfully bidding for £597,000 of Government funding to insulate the homes of over 80 disabled people in the city, helping them out of fuel poverty and towards significantly improved health outcomes.
 - Bidding for Government funding to look at the feasibility of district heating to tackle fuel poverty in the Canley area of the city.
 - Joint working with Public Health colleagues to procure extra advice and support to residents at risk of fuel poverty over the winter period.
 - Establishing a Keeping Coventry Warm Partnership Board, bringing together key city stakeholders and experts to reduce ill-health inequalities and excess winter deaths.
 - Agreeing a citywide Affordable Warmth Action Plan including proposals to improve energy efficiency of housing and promote collective tariff switching schemes such as Switch & Save.
 - Providing information on affordable warmth to homeowners, tenants and private landlords as well as targeting vulnerable residents through, for example, attending GP surgeries.

- Raising awareness of future minimum energy requirements for privately rented homes through landlord forum meetings.
- Undertaking an aerial thermal survey of the whole city in November 2013 making the results available to the public to check their own home energy performance, and using the data to inform future citywide schemes with partner organisations.
- Working with Trading Standards colleagues to raise awareness of Energy Performance Certificates (EPCs) to help residents check the cost of heating their new home.
- Promoting area-based partnership working with insulation installer companies resulting in 298 homes being treated at no cost in Foleshill.

3. Results of consultation undertaken

- 3.1 Officers are in regular dialogue with a range of partner organisations that have an interest in domestic energy efficiency. Consultation will continue in order to i) identify priorities and issues to be addressed, and ii) explore project and funding opportunities where these arise. Some of the partner organisations are referred to in the 2015 report.

4. Timetable for implementing this decision

- 4.1 After Cabinet Member approval, the 2015 report will need to be submitted to the Secretary of State by no later than 31 March 2015. The same deadline applies to making the report available on the Council's website.

5. Comments from Executive Director of Resources

5.1 Financial implications

There are no direct financial implications within this report as it represents a summary of past and current activity, which is core funded, or planned activity, for which grant applications will be made. Specific Cabinet Member or Cabinet approval will be sought for new activities where required.

5.2 Legal implications

Under the provisions of the Home Energy Conservation Act 1995, the Council is required to publish reports on energy conservation measures at various times and send a copy to the Secretary of State for Energy and Climate Change.

6. Other implications

6.1 How will this contribute to achievement of the Council's key objectives / corporate priorities (corporate plan/scorecard) / organisational blueprint / Local Area Agreement (or Coventry Sustainable Community Strategy)?

The measures referred to in the 2015 HECA report will contribute towards the priority stated in the Council's 10 Year Plan to support those experiencing fuel poverty. They will also contribute towards the Council's Housing and Homelessness Strategy, and Climate Change Strategy.

Action to tackle fuel poverty has multiple policy benefits. It will have a positive effect in terms of:

- Improving the quality of housing.
- Increasing disposable incomes.
- Creating employment opportunities.

- Preventing ill health and excess winter deaths arising from the effects of excess cold.
- Improving opportunities for home study and therefore educational attainment.
- Reducing carbon emissions.

6.2 How is risk being managed?

Any potential risks will be identified during the development of fuel poverty projects, and when considering options to tackle fuel poverty.

6.3 What is the impact on the organisation?

Officer resources will be required to continue to progress the measures referred to in the 2015 HECA progress report. Failure to make satisfactory progress with the measures would seriously impair the Council's ability to tackle fuel poverty.

Failure to submit the report to the Secretary of State and to post it on the website would result in Government representations to the Chief Executive. It would also result in potential reputational damage to the Council.

6.4 Equalities / EIA

Fuel Poverty disproportionately affects householders who are vulnerable, particularly those with ill-health or on low incomes. The Council's 2012 Private Sector Stock Condition Survey indicated that:

- 72% of all households in fuel poverty have incomes of less than £10,000 a year.
- 48% of households with a person aged 75 or over are in fuel poverty.
- 36% of households with a resident with a disability are in fuel poverty.
- 25% of households comprising a lone parent and dependent child are in fuel poverty.

Implementing the measures in the 2015 HECA progress report will directly assist fuel poor households.

6.5 Implications for (or impact on) the environment

The housing sector is responsible for a substantial proportion of carbon emissions in the city. The latest available figures from DECC show that Coventry's domestic emissions were 632,000 tonnes which is 38% of total city emissions. Energy efficiency improvements to the housing stock will play an important part in reducing carbon emissions.

6.6 Implications for partner organisations?

Implementing the measures in the report will have potentially positive implications for partner organisations with a shared interest in tackling fuel poverty.

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Michael Checkley	Sustainability and Low Carbon Manager	Place	16.2.15	18.2.15
Ayaz Maqsood	Head of Housing	Place	17.2.15	23.2.15
Nadia Inglis	Consultant in Public Health	Chief Executives	17.2.15	18.2.15
Jaz Bilen	Human Resources Business Partner (Service Support)	Resources	17.2.15	18.2.15
Andrew Walster	Assistant Director, Streetscene and Greenspace	Place	23.2.15	24.2.15
Names of approvers for submission: (officers and Members)				
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Julie Sprayson	Principal Legal Executive	Resources	17.2.15	19.2.15
Martin Yardley	Executive Director, Place	Place	26.2.15	26.2.15
Councillor K Maton	Cabinet Member for Business, Enterprise and Employment	-	27.2.15	02.3.15

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

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Appendix A: Coventry City Council Report to the Secretary of State for Energy and Climate Change in accordance with Section 5 of the Home Energy Conservation Act 1995.

March 2013.

POLICY	POSITION AND PROPOSALS	TIMING
i) LOCAL ENERGY EFFICIENCY AMBITIONS AND PRIORITIES		
Tackling fuel poverty and reducing carbon emissions in the housing sector	The City Council's Housing and Homelessness Strategy states that improving energy efficiency and affordable warmth across all tenure is a priority. The City Council's Climate Change Strategy aims to influence Coventry residents to reduce carbon emissions and improve energy efficiency at home. The Coventry Partnership Sustainable Community Strategy aims to help residents to reduce energy use and carbon emissions.	2013 - 2018 2020 2014
ii) MEASURES TO BE TAKEN TO ACHIEVE SIGNIFICANT ENERGY EFFICIENCY IMPROVEMENTS IN THE HOUSING SECTOR		
Green Deal	We will continue to track the development of the Green Deal market, and will complete an evaluation of the options available to the City Council to influence Green Deal delivery.	2013
Energy Company Obligation (ECO)	We will work to maximise the investment of ECO in the City by energy companies and installers.	2013 - 2015
DECC competition	We will implement the City Council's fuel poverty project following receipt of funding from the Department Energy and Climate Change. We will again bid competitively for funding should further competitions be announced.	2013 - 2014
Warm Homes Healthy People Fund	Following the City's two successful bids to the Department of Health's Warm Homes Healthy People Fund in 2011 and 2012, we will again bid competitively for funding should further funding be announced.	2013
Affordable Warmth Action Plan	In accordance with the City Council's Housing and Homelessness Strategy and Climate Change Strategy, we will prepare an Affordable Warmth Action Plan. The Plan will provide further details of proposals to improve the energy efficiency of the housing sector.	2013
Energy efficiency information and advice	We will seek to raise awareness of domestic energy efficiency measures and will provide information about the assistance available to home owners, tenants and private landlords.	Ongoing
Private rented sector	We will seek to raise the awareness of private rented sector landlords of their future legal obligations relating to energy efficiency standards.	2013 - 2016

Aerial thermal imaging survey	We will implement a further survey of the city in 2013 and will use the results to raise awareness of energy efficiency and to identify households that may benefit from assistance.	Ongoing
Energy Performance Certificates (EPC's)	We will seek to raise awareness of EPC's and the information they provide, and will analyse data on EPC's to identify households that may benefit from assistance.	Ongoing
iii) PROPOSED MEASURES TO DELIVER AREA-BASED DOMESTIC ENERGY EFFICIENCY IMPROVEMENTS		
	We will actively pursue opportunities to bring inward investment into the city to enable ECO-funded area-based schemes to take place. We will liaise with energy companies, installers and registered social landlords to encourage investment.	2013 - 2015
iv) NATIONAL AND LOCAL PARTNERS		
	<p>We will work with local and national partners to improve energy efficiency in Coventry.</p> <p>Our local partners include: registered social landlords, AgeUK, Citizens Advice Bureau, Coventry National Energy Action, the Coventry and Warwickshire Local Enterprise Partnership, Warwickshire County Council and Warwickshire District and Borough Councils, the Renewable Energy Technology Alliance and local insulation and heating contractors, Act on Energy.</p> <p>Our national partners include: energy companies, the Local Government Association, the Department of Energy and Climate Change.</p>	Ongoing

Appendix B: Coventry City Council Progress Report to the Secretary of State for Energy and Climate Change in accordance with Section 5 of the Home Energy Conservation Act 1995

March 2015 Progress Report

MEASURES IN MARCH 2013 INITIAL REPORT	PROGRESS BY MARCH 2015
<p>Green Deal</p> <p>We will continue to track the development of the Green Deal market, and will complete an evaluation of the options available to the City Council to influence Green Deal delivery.</p>	<p>The Green Deal was launched by the Government in January 2013. Unfortunately the concept of a loan being used to fund energy efficiency improvements has struggled to find widespread public appeal. We considered how the Council could either become a Green Deal Provider, or enter into a partnership with one, to promote the Green Deal but concluded that neither option was appropriate given the limited appeal of the Green Deal.</p> <p>The Government subsequently introduced a number of changes to the Green Deal, notably 'cash-back' grants that would partially fund the cost of energy efficiency work. The amount of 'cash-back' varies with the type of work to be carried out - for instance in the last round of Government funding, 67% of the eligible cost of external wall insulation could be refunded after completion of the work, up to a maximum of £4000.</p> <p>The 'cash-back' grants have had a greater appeal than the Green Deal loans and the Council's Fuel Poverty Team has been promoting these grants generally through advice and information given to the public, and through specific area-based schemes involving the energy supplier E.ON, and the Mark Group.</p>
<p>Energy Company Obligation (ECO)</p> <p>We will work to maximise the investment of ECO in the City by energy companies and installers.</p>	<p>The ECO was introduced by the Government in January 2013. Under this scheme, obligated energy suppliers can provide funding towards the cost of insulation and heating work in prescribed circumstances.</p>

	<p>Building on the successes that the Council had with the previous obligation schemes, partnership arrangements were developed by the Fuel Poverty Team during 2013 with energy suppliers and contractors to deliver external wall insulation for private householders on a significant scale.</p> <p>Regrettably the announcement of changes to green levies made in the Autumn Statement in December 2013 led to major changes in the ECO. This caused the energy suppliers to advise the Council that they would no longer be able to fund the external wall insulation. A number of projects were affected, including one to offer external wall insulation to up to 1500 private householders in neighbourhoods where Whitefriars were proposing to insulate their properties.</p> <p>The current reduced levels of ECO funding for external wall insulation mean that only part of the cost of the work is covered. This makes it un-affordable for the low income and fuel poor owner occupiers that the Council would wish to particularly help.</p> <p>Housing associations in the city are continuing to fund external wall insulation schemes for some of their properties using the subsidy provided by ECO. In the period 1st April 2013 to 31st December 2014, the two housing associations with the most homes in Coventry, Whitefriars and Midland Heart, have completed external wall installations at 2510 homes.</p> <p>The Fuel Poverty Team is at the moment developing proposals to promote ECO funded cavity wall insulation and loft insulation to householders in the city. In some situations generous ECO funding is available for this work.</p>
<p>DECC competition</p> <p>We will implement the City Council's fuel poverty project following receipt of funding from the Department Energy and Climate Change (DECC). We will again bid competitively for funding should further competitions be announced.</p>	<p>Following a successful bid to DECC, the Council received £597,000 from DECC in March 2013 to implement its fuel poverty project. A further £223,000 of ECO funding was also subsequently secured, enabling the scope and duration of the project to be extended. The project has been developed and implemented by the Fuel Poverty Team and with the final phase nearing completion now, over 80 disabled householders have so far benefitted from insulation and heating improvements to their homes, with the majority getting external wall insulation. A recent initial survey of some householders has shown very positive health improvements after the completion of the insulation and heating improvements.</p>

	<p>No further competitions of a similar nature have yet been launched by DECC, although preliminary details of a forthcoming £25m fund for heating work have been announced. Once the full competition criteria have been released, a decision will be made on the submission of a Coventry bid.</p> <p>A bid has however been submitted in partnership with Warwick University and Whitefriars housing association for funding from the Government's Heat Networks Delivery Unit to examine the feasibility of a district heating network in Canley. District heating has the potential to provide space heating and domestic hot water more efficiently than primary fuels and at a stable cost. A decision is expected in the Spring.</p>
<p>Warm Homes Healthy People Fund</p> <p>Following the City's two successful bids to the Department of Health's Warm Homes Healthy People Fund in 2011 and 2012, we will again bid competitively for funding should further funding be announced.</p>	<p>On 11 September 2013 the Secretary of State for Health announced in the House of Commons that the Warm Homes Healthy People Fund would not be repeated and it was suggested that local authorities should look to Government funding made available them to address public health priorities. In response to this, the Council's Public Health Department has provided £125,000 and £100,000 respectively for the winters of 2013/14 and 2014/15.</p> <p>This funding has been used to meet heightened winter demand for affordable warmth assistance as a supplement to the year-round services provided to vulnerable and low income households by the Fuel Poverty Team. The 2014/15 winter funding has enabled the appointment of Groundwork West Midlands to provide advice and information services as well as offering free insulation and heating repairs. Both forms of assistance are targeted towards those who need help most - the insulation and heating repairs being focused on residents who are dependent on benefits or who live in designated deprived areas and who are more vulnerable for instance because of ill health or disability.</p> <p>A Keeping Coventry Warm Partnership Board was established in June 2014 to facilitate joint working between partner organisations. The Board aims to reduce ill-health inequalities due to seasonal temperatures, particularly excess cold in the home environment, and support the reduction of fuel poverty. The Fuel Poverty Team, health and social care and Public Health are represented on the Board.</p>

<p>Affordable Warmth Action Plan</p> <p>In accordance with the City Council's Housing and Homelessness Strategy and Climate Change Strategy, we will prepare an Affordable Warmth Action Plan. The Plan will provide further details of proposals to improve the energy efficiency of the housing sector.</p>	<p>The Affordable Warmth Action Plan was agreed in December 2013 and continues to be implemented now.</p> <p>The Plan includes an action to carry out a further 'Switch and Save' collective switching scheme. The first scheme was implemented over a seven week period in 2013, during which over 3000 Coventry households registered for the opportunity to switch to a cheaper energy tariff. The next scheme is now being developed by the Fuel Poverty Team for a planned launch in late March 2015.</p>
<p>Energy efficiency information and advice</p> <p>We will seek to raise awareness of domestic energy efficiency measures and will provide information about the assistance available to home owners, tenants and private landlords.</p>	<p>Since 2013 the Fuel Poverty Team has provided year-round affordable warmth information and advice to homeowners, tenants and private landlords, as well as enabling residents to take advantage of the insulation and heating offers that are available throughout the year. The team has a very clear focus on helping those Coventry residents who are vulnerable or live in low income households.</p> <p>Innovative approaches have been used by the team to engage with vulnerable residents who may need help. This includes providing information and advice to patients attending GP surgeries in the city.</p> <p>During the winter periods of 2013/14 and 2014/15, Public Health funding has allowed more residents to be assisted.</p>
<p>Private rented sector</p> <p>We will seek to raise the awareness of private rented sector landlords of their future legal obligations relating to energy efficiency standards.</p>	<p>In 2012 the Government began outlining proposals that would require privately rented properties to meet minimum energy efficiency standards. DECC established a working group in February 2013 to begin looking at how these proposals could be developed further, and after a consultation exercise last year it was announced in February 2015 that regulations were to be introduced. The proposed regulations will take effect in 2016 and 2018.</p> <p>The Fuel Poverty Team has been raising awareness of the proposals amongst private</p>

	<p>landlords and letting agents for some time, with the message that landlords should consider improving the energy efficiency of their properties well in advance of the new regulations. A pilot ECO-funded project to encourage landlords to improve their properties in advance was developed by the team in 2013. Under the project, the tenants of 357 private lets stood to benefit from the improvements but unfortunately it had to be abandoned early in 2014 in the wake of the changes to green levies announced in the Autumn Statement.</p> <p>Since 2012, the team has discussed the proposals at 3 Coventry Landlord Forum meetings, the most recent being in July 2014. Details of the regulations, and an article on the benefits of external wall insulation, are due to be published in a landlords' newsletter in the next month or so. Further opportunities will also be taken to continue to encourage landlords to improve their properties.</p>
<p>Aerial thermal imaging survey</p> <p>We will implement a further survey of the city in 2013 and will use the results to raise awareness of energy efficiency and to identify households that may benefit from assistance.</p>	<p>Following the success of the Council's 2010 aerial thermal imaging survey, a further one was commissioned and carried out in 2013. Arrangements were again made for Coventry residents to view the results for their homes on the Council's website – this was launched on 31st March 2014 and within the first week over 4000 residents had done so. A link to information on loft insulation was provided and over 600 residents viewed this in the first week.</p> <p>The survey data has also helped to direct loft insulation programmes around the city - Midland Heart housing association has used it to identify which of their properties in the city were losing the most heat and these have been included in their insulation programme.</p>
<p>Energy Performance Certificates (EPCs)</p> <p>We will seek to raise awareness of EPCs and the information they provide, and will analyse data on EPCs to identify households that may benefit from assistance.</p>	<p>It's a legal requirement that, in most circumstances, house owners make available EPCs for prospective house purchasers or tenants. The intention is that this will help them to make informed decisions about the likely energy costs of their new home, and the type of work that's needed to improve its energy efficiency.</p> <p>Trading Standards are the enforcing body for EPCs. In 2014 Trading Standards had 35 contacts or interactions regarding EPCs. The majority of these involved checks to ensure that advertisements contained the correct information. A small number of complaints about EPCs</p>

	<p>were also dealt with and 2 warning letters were issued.</p> <p>Since 2013 the Fuel Poverty Team has provided advice on EPCs to residents where this is required, and this role will continue into the future.</p> <p>Recent changes to the EPC regulations have meant that local authorities can if they wish obtain data on all of the EPCs in their area. The Council has done this and will use the data in making policy and project-level decisions about energy conservation in the city.</p>
<p>Area-based energy efficiency improvements</p> <p>We will actively pursue opportunities to bring inward investment into the city to enable ECO-funded area-based schemes to take place. We will liaise with energy companies, installers and registered social landlords to encourage investment.</p>	<p>Reference has been made under the previous headings of Green Deal and ECO to the work undertaken to initiate area-based insulation schemes for the benefit of low income households.</p> <p>Collaborative work with Whitefriars, Midland Heart and Orbit housing associations had led to proposals to offer ECO-funded external wall insulation to over 2000 private householders in the neighbourhoods where the housing association properties were to be improved. As explained, these proposals had to be abandoned due to Government policy changes.</p> <p>Area based partnership working has nevertheless been undertaken. In the Foleshill area, 198 private homes were improved with external wall insulation in 2013 at no cost to the owners as a result of the Fuel Poverty Team's collaboration with E.ON. Collaboration with SERS, an external wall insulation company, also led to free external wall insulation in 2013 for 100 private homes mostly in the Foleshill area.</p>
<p>Partnership working</p> <p>We will work with local and national partners to improve energy efficiency in Coventry.</p>	<p>Partnership working has been an essential part of the Council's work in delivering energy conservation measures in the last 2 years, and this will continue to be the case in the future. This applies to all aspects of the Fuel Poverty Team's work, whether it is delivering advice and information on how to save money on gas and electricity bills, getting financial support with bills and overcoming fuel debt problems, or whether it's enabling residents to get help with home insulation and heating.</p>

Key partnership arrangements have included:

Housing associations – from mid-2013, a partnership approach to energy efficiency projects has been adopted by Whitefriars, Midland Heart and Orbit housing associations, and the City Council. Regular partnership meetings take place between the partners to share information, co-ordinate schemes and identify opportunities.

Energy suppliers and contractors – the Fuel Poverty Team has worked successfully with E.ON, British Gas, Kier, Rockwarm and SERS on energy efficiency projects since 2013. To attract energy efficiency investment into the city, it's important that the Council provides support to organisations like these by providing information about neighbourhood characteristics and priority areas, assisting with scheme promotion and making referrals. This work will continue in the future - it is only by striving to be a 'partner of choice' that we can secure investment in Coventry homes in preference to other areas of the country.

The third sector – the Fuel Poverty Team has worked closely with a range of third sector organisations, including Groundwork, Coventry National Energy Action, AgeUK, Citizens Advice Bureau and Act on Energy since 2013. The emphasis of this work has been on providing information and advice to low income and fuel poor householders, and the partners regularly cross refer to whichever organisation can best help with an individual's query. Again, this work will continue in the future.

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Business, Economy and Enterprise Scrutiny Board (3)

Work Programme 2014/15

For more details on items, please see pages 2 onwards

Meeting Date

16th July 2014

Jobs Strategy Update 2011-14

10th September 2014

Meeting cancelled – items rescheduled

18th September (Joint meeting with SB2)

Young People not in Education, Employment or Training (NEETs)

8th October 2014

MIPIM outcomes

Carbon Management Plan

City Deal/Coventry and Warwickshire Strategic Economic Plan

12th November 2014

Core Strategy/ Coventry Development Plan

Strategic Housing Land Availability Assessment

17th December 2014

Job Strategy half yearly results

City Centre Developments and Friargate

28th January 2015

Sports Strategy

25th February 2015

Public Transport

4th March 2014 – joint meeting with SB2

Progress on NEETS

11th March 2015

Skills Strategy Update

Home Energy Conservation Act

1st April 2015

Homelessness Service

Coventry Homefinder Choice Based Lettings Policy

Date to be identified

Climate Change Strategy

Task & Finish group recommendations - private rented sector

Next Municipal Year

MIPIM Outcomes

City Centre Developments and Friargate

Sports Strategy

The Coventry Gateway

Rapid Bus Transit

Business, Economy and Enterprise Scrutiny Board (3) Work Programme 2014/15

Page 30

Meeting Date	Work programme item	Lead Officer	Brief Summary of the issue	Source
16 th July 2014	Jobs Strategy Update 2011-14	Rebecca Young	To look at the progress of the action plan in the Jobs Strategy for the previous year	Meeting 18/11/13
10 th September 2014	Meeting cancelled – items rescheduled			
18 th September (Joint meeting with SB2)	Young People not in Education, Employment or Training (NEETs)	Rebecca Young	Approaches being taken to tackle NEETs with emphasis on the older cohort of NEETs. To include review of issues underpinning a reduction in performance outlined in the Council Plan 2013/14 Performance Report. Joint meeting with Education and Children’s Services Scrutiny Board (2). Invite Cabinet Member for Education and Cabinet Member for Business, Enterprise and Employment.	SB3 meeting 16/04/14
8 th October 2014	MIPIM outcomes	Deidre Fitzhugh	A conference report to be presented for MIPIM 2014 and Board requested an update briefing note on the outcomes and progress made on the follow ups from the MIPIM 2013 conference. – David Cockroft to add progress info	Meeting 5/11/13
	Carbon Management Plan	John Kyffin Hughes	Revision of plan, reporting on progress against targets from last 5 years	SB4 June 2013
	City Deal/Coventry and Warwickshire Strategic Economic Plan	Martin Yardley/Paula Deas	To be taken as one item	15/01/14
12 th November 2014	Core Strategy/ Coventry Development Plan	Jim Newton	As part of the new core strategy, the links with Social Housing need to be considered, including links with other policies.- October as going to Cabinet in Sept	All Members briefing 26/6/13
	Strategic Housing Land Availability Assessment	Jim Newton	Initial Feedback to public consultation	SB3 meeting 16/04/14
17 th December 2014	Job Strategy half yearly results	Rebecca Young	To report on the first six months performance data of the new Jobs Strategy including the gender employment gap as highlighted in the Equality Strategy Progress Report.	Meeting 18/11/13 and Scrucro 3/9/14

Business, Economy and Enterprise Scrutiny Board (3) Work Programme 2014/15

Meeting Date	Work programme item	Lead Officer	Brief Summary of the issue	Source
	City Centre Developments and Friargate	David Cockroft	The Board are interested in businesses in the city centre – including City Centre South. To look at the marketing of Friargate beyond the Council as tenants and the business involvement side.	SB3 meeting 16/04/14
28 th January 2015	Sports Strategy	David Nuttall	The relocation of the Sports Centre and consultation associated with the new facilities and how this is supporting the Councils health priorities. If possible to hold the meeting at Centre AT7	
25 th February 2015	Public Transport	Mike Waters Cllr McNicholas	How public transport in the city is supporting the local economic agenda. Also how public transport can contribute to air quality. Centro to attend.	8/10/14
4 th March 2014 – joint meeting with SB2	Progress on NEETS	Rebecca Young Anne Brennan	Further information on progress being made to address the issue of NEETS, including up to date data, information from employers and colleges.	Joint SB2/SB3 meeting 18/9/14
11 th March 2015	Skills Strategy Update	Martin Yardley/Paula Deas	A year on from the launch of the Skills Strategy a report on Progress	15/01/14
	Home Energy Conservation Act	Michael Checkley	The Council is required every two years to produce a report on action it is taking to promote home energy conservation. The Cabinet Member will be considering this on 23 rd March and this provides an opportunity for Scrutiny to review progress and make any recommendations.	
1 st April 2015	Homelessness Service	Ayaz Maqsood	Report back on the performance of the new service implemented in April 2014 run by the Salvation Army	
	Coventry Homefinder Choice Based Lettings Policy	Ayaz Maqsood	Report back on the impacts of the policy, following on from the first full year implementation.	19th March 2014
Date to be identified	Climate Change Strategy	Michael Checkley	Update on the strategy	
	Task & Finish group recommendations -	Craig Hickin	Cllrs Welsh, Walsh, Bigham, Bailey to look at the quality of private sector housing (what implications are there from the rise	19/06/14

Meeting Date	Work programme item	Lead Officer	Brief Summary of the issue	Source
	private rented sector		in the private sector – Discretionary Licensing) and identify recommendations to the Cabinet Member	
Next Municipal Year	MIPIM Outcomes	David Cockcroft	A conference report to be presented for MIPIM 2015 an update briefing note on the outcomes and progress made on the follow ups from the MIPIM	Meeting 8/10/14
	City Centre Developments and Friargate	David Cockcroft	Following their consideration of progress in December 2014, the Board requested regular updates on progress in securing tenants and investment in the project.	Meeting 17/12/14
	Sports Strategy	David Nuttall	To monitor progress on the Strategy, particularly in terms of increasing participation in young people and disadvantaged areas, access to facilities via public transport, improved links with sports facilities in parks free at the point of access, and better public access to schools and university facilities.	Meeting 28/1/15
	The Coventry Gateway	Mark Andrews	To better understand the decision making process and to look at the implications for Coventry particularly in terms of housing numbers and what can be done next.	Meeting 25/2/15
	Rapid Bus Transit	Mike Waters	A presentation on the plans for bus rapid transit to coincide with a visit to the garage to see how the Automatic Vehicle Location system control centre in action.	Meeting 25/1/15