



Cabinet Member (Business, Enterprise and Employment)

Time and Date

2.00 pm on Monday, 23rd March, 2015 (**Please Note Time**)

Place

Committee Room 3, Council House, Coventry

Public Business

1. **Apologies**
2. **Declaration of Interests**
3. **Minutes** (Pages 3 - 6)
 - (a) To agree the minutes of the Cabinet Member (Business, Enterprise and Employment) meeting held on 13 January, 2015
 - (b) Matters Arising
4. **Progress Report to the Secretary of State for Energy and Climate Change Regarding Energy Conservation Measures in the Housing Sector** (Pages 7 - 26)

Report of the Executive Director, Place

Note: A Briefing Note detailing consideration of this item by the Business, Economy and Enterprise Scrutiny Board (3) at their meeting on 11 March, 2015 is attached.
5. **Place Directorate Fees and Charges 2015/16 - Business, Enterprise and Employment Portfolio** (Pages 27 - 32)

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

There are no outstanding issues
7. **Any other items of public business which the Cabinet Member decides to take as matters of urgency because of the special circumstances involved.**

Chris West, Executive Director, Resources, Council House Coventry

Thursday, 12 March, 2015

Note: The person to contact about the agenda and documents for this meeting is Suzanne Bennett : Tel. 024 7683 3072), e mail Suzanne.bennett@coventry.gov.uk

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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**Minutes of the Meeting of Cabinet Member for Business, Enterprise and
Employment held at 10.00 a.m. on 13 January, 2015**

Present:

Cabinet Member: Councillor Maton

Shadow Cabinet
Member Councillor Birdi

Employees (by Directorate):

Place: T. Gill, G. Stephens

Resources: S Bennett, J Sprayson

Public Business

55. Declarations of Interest

There were no declarations of interest.

56. Minutes

The Minutes of the meeting of the Cabinet Member held on 1 December, 2014 were agreed and signed as a true record.

57. Exclusion of the Press and Public

RESOLVED that approval be given to exclude the press and public under Section 100(A)(4) of the Local Government Act 1972 for consideration of the private report indicated in Minute 61 below relating to “Release of Restrictive Covenant, 21 Parkside, Coventry” on the grounds that that item involves the likely disclosure of exempt information, as defined in Paragraphs 3 and 4 of Schedule 12A of the Act, as it contains information relating to the identity, financial or business affairs of an organisation (including the authority holding that information) and the amount of expenditure proposed to be incurred by the Council under a particular contract for the supply of goods or services: and that in all circumstances of the cases, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

58. Release of Restrictive Covenant, 21 Parkside, Coventry

The Cabinet Member considered a report of the Executive Director of Place which indicated that 21 Parkside, Coventry is in the freehold ownership of the St. John Ambulance Brigade. Under a conveyance from 1931, there is a restricted covenant on the use of the site in favour of the Council. The covenant restricts the use of the property to a lecture and drill hall and club in connection with the St. John Ambulance Brigade.

St. John Ambulance has agreed to sell the property and have approached the Council for a release of the restrictive covenant. As consideration for the covenant being released, St. John Ambulance will pay the Council a premium plus the Council's reasonable legal and surveyors costs.

A corresponding private report, detailing confidential financial matters was also submitted for consideration (Minute 62 below refers).

RESOLVED that the Cabinet Member for Business, Enterprise and Employment:-

- (1) Approves the release of the restrictive covenant subject to the payment of a premium in the terms as detailed in the private report (Minute 62 below refers).**
- (2) Delegates authority to the Assistant Director of Resources to complete the Deed of Release and collect the agreed premium.**

59. Outstanding Issues

There were no outstanding issues.

60. Any Other Public Business

There were no other items of public business.

Private Business

61. Release of Restrictive Covenant, 21 Parkside, Coventry

Further to Minute 59 above, the Cabinet Member considered a report of the Executive Director of Place which detailed confidential financial matters in relation to the release of a restrictive covenant on the use of 21 Parkside, Coventry.

RESOLVED that the Cabinet Member for Business, Enterprise and Employment:-

- (1) Approves the release of the restrictive covenant subject to the payment of a premium in the terms as detailed in the report now submitted.**
- (2) Delegates authority to the Assistant Director of Resources to**

complete the Deed of Release and collect the agreed premium.

63. Any Other Private Business

There were no other items of private business.

(Meeting closed at: 10.20am)

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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_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.

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

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Directorate:

Place

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Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Matthew Rossi/Caroyln Sinclair	Governance Services Officers	Resources	17.2.15	17.2.15
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)				
Cath Crosby	Lead Accountant Business Partner	Resources	17.2.15	19.2.15
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 to 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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To: Cabinet Member Business, Enterprise and Employment

Date: 23 March 2015

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

1 Purpose of the Note

- 1.1 To inform the Cabinet Member of the outcome of discussions following the consideration of the Progress Report to the Secretary of State for Energy and Climate Change Regarding Energy Conservation Measures in the Housing Sector by the Business, Economy and Enterprise Scrutiny Board at their meeting on 11 March 2015

2 Recommendations

- 2.1 The Cabinet Members is requested to accept the recommendations in the report.
- 2.2 The Cabinet Member is also requested to note the concerns that the Scrutiny Board had regarding the change to that way that fuel poverty is calculated and that some vulnerable people may no longer be considered in fuel poverty but that their situation may not have changed.
- 2.3 The Cabinet Member is requested to express the above concern to the Secretary of State for Energy and Climate Change when the report is submitted.

3 Information/Background

- 3.1 At their meeting on 11 March the Business, Economy and Enterprise Scrutiny Board considered the above report.
- 3.2 Members heard about the steps in the City to address fuel poverty and welcomed the work that is being done, particularly with vulnerable groups such as the elderly and disabled people.
- 3.3 However Members were concerned that the change in the way that fuel poverty is calculated could mask a problem. The measure has changed from more than 10% of your income being spent on fuel, to the Low Income, High Cost measure. This has led to a drop in the numbers nationally being in fuel poverty, however, Members were concerned that peoples circumstances were not changed, just the measure and that these people may be missing out on services offered to those in fuel poverty.
- 3.4 Members recognised that this report is only required every two years so requested further information on addressing fuel poverty to the appropriate Scrutiny Board next Municipal year.

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Cabinet Member (Business, Enterprise and Employment)
Planning Committee

23 March 2015
2 April, 2015

Name of Cabinet Member:

Cabinet Member (Business, Enterprise and Employment) – Councillor Maton

Director Approving Submission of the report:

Executive Director, Place

Ward(s) affected: All

Title: Place Directorate Fees and Charges 2015/16 – Business, Enterprise and Employment Portfolio

Is this a key decision?

No

Executive Summary:

This report seeks approval for increases in Fees and Charges from 1st April 2015, for a number of services within the Business, Enterprise and Employment portfolio. The changes being proposed are in line with the revised Charging Policy approved by Cabinet Member (Strategic Finance and Resources in July 2013) having been benchmarked against other similar providers where applicable. Details are provided in this report.

Recommendations:

The Cabinet Member is recommended to:

1. Approve the new fees/charges with effect from 1st April 2015 in respect of the Street Trading Pedi-Cycle hire as detailed in paragraph 2.1 of this report.
2. Acknowledge the increase in Section 106 agreement administration fee/charge as detailed in paragraph 2.1 of this report; and
3. Request that Planning Committee at its meeting on 2 April 2015 considers and approves the increase in Section 106 agreement administration fee/charge as detailed in paragraph 2.1 of this report.

Planning Committee is requested to consider and approve the increase in Section 106 agreement administration fee/charge as detailed in paragraph 2.1 of this report

List of Appendices included:

None

Other useful background papers:

None

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 – Planning Committee – 2 April, 2015

Will this report go to Council?

No

**Report title:
Place Directorate Fees and Charges 2015/16 – Business, Enterprise and Employment Portfolio**

1. Background

- 1.1 Council Policy states that all charges should be at least full cost recovery and in line with benchmarking against other providers, whilst giving due consideration to the impact of pricing changes on demand and overall income achievable.
- 1.2 The recommendations in this report are based on the application of this policy to the charges for Place Directorate services within the Business, Enterprise and Employment portfolio.
- 1.3 The corporate inflation rate assumed for income generating activity in the 2015/16 budget setting process is an average of 2.7%. This is based on the Government’s (ONS) RPI(Y) Indices. Any increase at or below this level do not require formal approval, and are not therefore included within this report.

2. Options considered and recommended proposal

- 2.1 The preferred option and recommended proposal is to increase the charges for the following services:

Service Area	Fee / Charge	Basis	Current Charge	Proposed Charge	Avg Increase %	Additional Projected Income pa £000's
Planning	S106 Agreements (Admin Fee)	Per Agreement	3%	5%	66.7	10.0
New Charges	Street Trading - Pedi-Cycle Hire	Daily charge per pedi-cycle	-	£15 - £50	NEW	2.4
					Total	12.4

Planning - S106 (Admin Fee)

It is proposed that the fee structure for section 106 agreements is changed to ensure that the Council is not subsidising the cost of monitoring these agreements as far as possible. It is proposed to increase the section 106 agreement monitoring fee from 3% of the development value to 5%. This will allow the Council to pass on a greater proportion of the cost of administering the agreements to developers.

Street Trading - Pedi-Cycle Hire (New Charges)

The Street Trading Team acquired a crate of rickshaws which have been converted into pedi-stalls as part of the street trading offer and available to let from the Market. The pedi-stalls won Market Innovation of the year Award at the National Markets Conference 2014.

The pedi-stalls are available for a variety of uses ie the sale of single products, information and display and are an interesting addition to the street trading offer in the city centre. The price charged is based on a sliding scale dependant on user and location.

3. Results of consultation undertaken

- 3.1** Consultation and notification will be undertaken in accordance with normal practise with affected groups to inform them of any revised charges prior to them coming into effect. If consultation highlights any significant issues then these will be reported to the Cabinet Member for a decision prior to implementation.

4. Timetable for implementing this decision

- 4.1** If approved, the increase in fees will be implemented from 1st April 2015.

5. Comments from Executive Director of Resources

5.1 Financial implications

The increase in fees is based on full cost recovery and benchmarking with the nearest geographical or statistical neighbours. Based on projected activity, the proposals are estimated to generate £12.4k per year in additional income.

In some cases, the additional income is required to recover the cost of service provision inflation. The remainder will contribute to the Council's corporate income inflation target or reducing income target pressures.

5.2 Legal implications

The Council has specific charging powers under functional legislation. Where a specific power doesn't exist then the Council can rely on its power to charge for discretionary services under S.93 Local Government Act 2003 provided no profit is generated and the recipient agrees to receive the service subject to the relevant charge.

Under the 'Local Authorities (Functions & Responsibilities)(England) Regulations 2000 (as amended)' and the Council's Constitution, certain functions covered by this report and the setting of fees/charges relating to those functions have been delegated to the Council's Planning Committee. A decision on these 'non-executive' items cannot be taken by Cabinet Member and will need to be taken by Planning Committee

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)?

Increasing fee income within a consistent agreed policy will enable the Council to better meet key objectives and help to protect frontline services provided to residents and local communities. This also supports the corporate key transformation objective of ensuring that the Council's medium term financial strategy provides the resources to meet its priorities, delivers a balanced budget and equips the Council to face the future with confidence.

6.2 How is risk being managed?

On-going monitoring of the impact of fees and charges on service take up and total income will be undertaken as part of operational business.

6.3 What is the impact on the organisation?

An increase in financial resources will ensure delivery of the Medium Term Financial Strategy and support the work and priorities of the Council.

6.4 Equalities / EIA

The impact will need to be assessed at the time that consideration is given to specific increases in fees and charges.

6.5 Implications for (or impact on) the environment

No direct impact.

6.6 Implications for partner organisations?

Some partner organisations may incur increased charges.

Report author(s):

Name and job title:

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Directorate:

Resources Directorate

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024 7683 1301

Enquiries should be directed to the above person.

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Names of approvers for submission: (officers and members)				
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Anjeli Bajaj	Senior Solicitor	Resources Directorate	13/02/15	23/02/15
Julie Sprayson	Principle Legal Executive	Resources Directorate	10/3/15	11/3/15
Jas Bilen	HR Manager	Resources Directorate	13/02/15	16/02/15
Martin Yardley	Executive Director	Place Directorate	4/3/15	14/3/15
Members: Councillor Maton	Cabinet Member (Business, Enterprise and Employment)	Coventry City Council	4/3/15	4/3/15

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