

**Time and Date**

2.00 pm on Tuesday, 10th April 2018

Place

Committee Room 3 - Council House

Public business

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes** (Pages 5 - 24)
 - (a) To agree the minutes from the meeting of Cabinet on 6th March 2018
 - (b) Matters arising
4. **Report back from the Task and Finish Group on improving the Quality of Housing and the Health and Wellbeing of Coventry Residents** (Pages 25 - 36)

Report of the Chair of the Health and Social Care Scrutiny Board (5)

Note: Councillor Gannon, Chair of the Health and Social Care Scrutiny Board (5), has been invited to attend the meeting for the consideration of this matter.
5. **Governance of the West Midlands Fire Service** (Pages 37 - 88)

Report of the Chief Executive.
6. **Implementation of Devolution Agreement - Adult Education Budget (AEB)** (Pages 89 - 94)

Report of the Chief Executive
7. **Salt Lane Multi-Storey Car Park Development** (Pages 95 - 102)

Report of the Deputy Chief Executive (Place)
8. **Replacement of Administration Building at Whitley Depot and ICT Data Centre at Jackson Road** (Pages 103 - 116)

Report of the Deputy Chief Executive (Place)

9. **Outstanding Issues**

There are no outstanding issues

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

Private business

None

Martin Yardley, Deputy Chief Executive (Place), Council House, Coventry

Thursday, 29 March 2018

Note: The person to contact about the agenda and documents for this meeting is Lara Knight / Michelle Salmon, Governance Services, Tel: 024 7683 3237 / 3065, Email: lara.knight@coventry.gov.uk / michelle.salmon@coventry.gov.uk

Membership:

Cabinet Members:- Councillors F Abbott, L Bigham, K Caan, G Duggins (Chair), J Innes, A Khan (Deputy Chair), K Maton, J Mutton, J O'Boyle and E Ruane

Non-voting Deputy Cabinet Members:- Councillors P Akhtar, R Ali, B Kaur, R Lakha, C Thomas, and D Welsh

By invitation:- Non-voting Opposition representatives:- Councillors A Andrews and G Ridley

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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Public Document Pack Agenda Item 3

Coventry City Council

Minutes of the Meeting of Cabinet held at 2.00 pm on Tuesday, 6 March 2018

Present:

Members: Councillor G Duggins (Chair)
Councillor F Abbott
Councillor K Caan
Councillor J Innes
Councillor A Khan
Councillor K Maton
Councillor J Mutton
Councillor J O'Boyle
Councillor E Ruane

Deputy Cabinet Members Present: Councillor P Akhtar
Councillor R Ali
Councillor B Kaur
Councillor C Thomas

Non-Voting Opposition Members: Councillor J Lepoidevin (Substitute for Councillor A Andrews)
Councillor G Ridley

Other Members Present: Councillor R Brown
Councillor J Clifford
Councillor G Crookes
Councillor M Mutton
Councillor G Williams

Employees (by Directorate):

Chief Executive M Reeves (Chief Executive)

People P. Barnett, D Ashmore

Place M Yardley (Deputy Chief Executive (Place)), M Burn, N Clews, G Griffiths, B Hastie, C Knight, K Mawby, J Newman, M Salmon, A Walster, A Williams

Apologies: Councillor A Andrews
Councillor L Bigham
Councillor McNicholas

Public Business

131. Declarations of Interest

There were no disclosable pecuniary interests made.

132. **Minutes**

The Minutes of the meetings held on 13th and 20th February 2018 were agreed and signed as a true record. There were no matters arising.

133. **Exclusion of Press And Public**

RESOLVED that the Cabinet agrees to exclude the press and public under Sections 100(A)(4) of the Local Government Act 1972 relating to the private report in Minute 145 below headed 'Managed Service for Temporary Agency Workers Award of Contract' on the grounds that the report involves the likely disclosure of information defined in Paragraph 3 of Schedule 12A of the Act, as it contains information relating to the financial affairs of a particular person (including the authority holding that information) and in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

134. **The Implementation of the Homelessness Reduction Act 2017**

The Cabinet considered a report of the Deputy Chief Executive (Place) that sought approval to make the relevant changes to existing council procedures and resources to ensure the Council's compliance with the Homelessness Reduction Act 2017.

The Homelessness Reduction Act 2017 ("the Act") would come into force on 3rd April 2018, and would place new duties on the Council to provide advice and assistance to people who were homeless or threatened with homelessness, to either help to prevent them becoming homeless or to help them to secure alternative suitable accommodation.

The new legislation placed two additional duties on the Council:

- **Prevention Duty** - the new Prevention Team would work with customers to understand the circumstances that had led to the threat of homelessness, the customers housing needs and any additional support they may require. Together they would agree a Personal Housing Plan, including a set of reasonable steps to undertake to prevent homelessness. If safe to do so, the Officer would try to keep the customer in their current tenancy, or to seek alternative accommodation to prevent the customer becoming homeless. This may mean they find a short term solution, such as staying with friends or family, whilst addressing the root cause of why the customer may become homeless and working on a planned move to suitable accommodation. This duty applied for up to 56 days (potentially longer in cases where the household was threatened with homelessness if a valid Section 21 notice was served on the tenant).
- For households who were already homeless, or for those whose homelessness could not be prevented, the Relief Duty would apply (regardless of priority need or intentionality, but local connection could be taken into account at this stage). The Council and the applicant must agree 'reasonable steps' to help them to secure accommodation which

was suitable and available for at least 6 months. This duty applied for up to 56 days (potentially in addition to 56 days under the Prevention Duty).

The Act placed an obligation on the Council to ensure it could provide general advice and support on reducing homelessness to all customers as well as specialist advice for specific customers. There was a real drive to reduce people becoming homeless by working with them before they reached the point of crisis. The guidance built on the success of The Housing (Wales) Act 2014, which when implemented had been reported to have had a positive impact in preventing homelessness.

Further future reports would be brought forward on the wider homelessness strategy, housing supply, and temporary accommodation.

RESOLVED that the Cabinet:

- 1) Notes the new statutory duties arising from the Homelessness Reduction Act 2017 (HRA17) and the actions underway to develop a new service to ensure the Council is able to meet its new statutory duties.**
- 2) Approves the proposed change to the Homefinder policy as a result of the new legislation.**
- 3) Approves the proposals in relation to discharging duty as result of the new legislation.**
- 4) Approves the proposals for use of the funding provided by the Government to prevent and support a reduction in homelessness including appointment to the posts as defined in the report.**
- 5) Approves the framework for financial assistance from the prevention pot.**
- 6) Instructs a review of the new services within 12 months, to be presented to the Cabinet Member for Community Development.**
- 7) Instructs a full review of the Homefinder Policy within 12 months.**

135. Broadgate House

The Cabinet considered a report of the Deputy Chief Executive (Place) that detailed the investment required to retain Broadgate House in operational use. The report set out the scope of work and budget to achieve this, which could be met from existing resources within the Friargate project budgets, and would maintain Broadgate House in operational use for at least 5 years.

As a consequence of letting two floors of One Friargate to the Financial Ombudsman, 350 staff in Childrens Services and Business Services have been rehoused in the upper floor of Broadgate House for the medium term and until the opportunity next presents itself to co-locate them at Friargate. This was unlikely to

happen before the end of 2022 at the earliest, when there was a break clause in the Financial Ombudsman Lease.

In addition, Children Services had been subject to their own restructure of functions, and the opportunity now presented itself with the co-location of City-wide Childrens Service function, to enhance the Childrens Service 'offer' in the City Centre, through the creation of a 'Childrens Lounge'.

The works, which would not exceed £1m including fees and which was proposed to be funded on a one off basis from the surplus resources used to finance the Friargate building costs, will:

- Refresh working areas through re-decoration and surface finishes
- Refresh welfare areas (toilets, kitchen, break out and meeting areas)
- Improve lighting, heating and ventilation controls
- Improve ICT and CCTV provision in the space
- Provide a 'child friendly' welcome in common areas
- Create a Childrens Lounge for positive interaction with professionals

RESOLVED that the Cabinet:

- 1) Approves a budget of £1m to undertake works listed in Paragraph 2.5 of the report, to retain the upper floors of Broadgate House for the medium term and to include within the approved Capital Programme for 2018/2019.**
- 2) Delegates authority to the Deputy Chief Executive (Place) to finalise the detailed works in paragraph 2.5 of the report and their prioritisation for implementation.**
- 3) Delegates authority to the Deputy Chief Executive (Place) alongside the Procurement Board to agree the most appropriate procurement route for the works to be delivered.**

136. Coventry's Economic Growth and Prosperity Strategy 2018-2022

The Cabinet considered a report of the Deputy Chief Executive (Place) that had been considered at the meeting of the Business, Economy and Enterprise Scrutiny Board (3) on 15th February 2018 (their minute 36/17 referred) and would be considered at the meeting of the Council on 13th March 2018, that proposed the delivery of a new Modern and fit for purpose Economic Growth and Prosperity Strategy to replace the previous jobs strategies. The five-year Strategy set out Coventry's vision to deliver sustainable and inclusive economic growth to enable residents and businesses to prosper.

Since 2011 Coventry had a Jobs Strategy which set out the Council's plan and approach to growing the number of jobs and economic opportunities in the City. In order to deliver a modern and fit-for-purpose service for the people of Coventry it was proposed to adopt a more holistic approach and support a new Economic Growth and Prosperity Strategy (EGPS) to replace the previous jobs strategies.

This five-year Strategy set out Coventry's vision to deliver sustainable and inclusive economic growth which enabled all residents and businesses to prosper. The aspirations of the Strategy were to:

- Further reduce the gap between Coventry's productivity and the UK average
- Empower local people to connect with jobs and develop their skills
- Reduce the employment gap between disadvantaged groups and the overall population average
- Support the growth of an innovative economy with a focus on key sectors
- Ensure social value is incorporated into economic growth
- Influence local, regional and national policy to maximise opportunity and investment for Coventry

For every £1 invested by the Council, the creation of £40 of additional investment in local economic growth was anticipated.

Set against three strategic themes Business, People and Place, the EGPS would deliver directly against the following priorities of the Council's Plan:

- Promoting the growth of a sustainable economy by supporting businesses and helping people into jobs whilst raising the profile of Coventry and physically transforming our city
- Improving quality of life for Coventry residents by contributing to skills development, social mobility and creating an attractive, cleaner and greener city
- Delivering our priorities with fewer resources by attracting new funding and opportunities to make the most of our assets.

It would also deliver against the Coventry & Warwickshire Local Enterprise Partnership (CWLEP) Strategic Economic Plan, the West Midlands Combined Authority (WMCA) Strategic Economic Plan and the emerging local industrial strategy.

Coventry ranked 8th best City to live, work and do business in the UK (Good Growth for Cities Index 2017) and had a flourishing national and international reputation. This was evidenced by the fact that in 2016, Coventry received the 7th highest number of Foreign Direct Investment projects of all UK cities outside of London (EY's Attractiveness Survey UK, May 2017), and the City's successful bid for 2021 UK City of Culture would further increase its attractiveness to domestic and international investment. The UK Government had selected Coventry as the location for the UK Battery Industrialisation Centre and would provide £80m of funding into the Facility, which would further enhance the area's competitive advantage in automotive manufacturing and lead to the creation of up to 10,000 new high quality jobs.

Although job creation and local employment levels had seen strong growth, business stock was growing and resident qualification levels were improving, there were on-going challenges that need to be addressed. Notably Coventry's productivity levels (which remained lower than the UK average) and lower wage

levels for residents. In addition, nationally there was a reduction in growth forecasts and uncertainty around the impact of the UK leaving the European Union. This Strategy set out a framework for action to promote economic and social prosperity within this current economic context.

The Cabinet also considered recommendations from the Business, Economy and Enterprise Scrutiny Board (3) set out in a Briefing Note appended to the report.

RESOLVED that the Cabinet:

1) Notes that the Business, Economy and Enterprise Scrutiny Board (3) supported the Cabinet recommendations and approves the following additional recommendations from the Board:

- (a) The importance of the cultural and leisure offer of the city should be emphasised in the strategy and given more prominence.**
- (b) The clustering ambitions of the region should be elaborated upon in the Business section text.**
- (c) The connection between transport infrastructure and connecting people with jobs should be made more explicit in the text under Place.**
- (d) The Place box on “Shaping the Future of Automotive” should be updated to reflect the recent success in securing £80m for the UK Battery Industrialisation Centre Update through the Faraday Challenge.**
- (e) An addition be made to the Place target as underlined:
 - a. 130,000m of new commercial and skills space provided and occupied****
- (f) Agrees to receive progress reports throughout the lifetime of the Strategy**

2) Recommends that Council:

- (a) Approves Coventry’s Economic Growth and Prosperity Strategy 2018-2022.**
- (b) Receives an annual monitoring report on the progress towards the Strategy’s aspirations and targets as part of the Council’s Plan performance monitoring.**

137. Recommendations from the Business, Economy and Enterprise Scrutiny Board (3) Digital Strategy Task and Finish Group

The Cabinet considered a report of the Deputy Chief Executive (People) on the work of the Business, Economy and Enterprise Scrutiny Board (3) Digital Strategy Task and Finish Group, and recommendations for the Cabinet’s consideration.

The Task and Finish Group, whose aim was to meet with the main digital suppliers in the City, invited three digital service suppliers to a meeting discuss:

- Their existing infrastructure within the City: how many connections they had; average speeds etc.; sectors covered (i.e. business, residential); and where the connections were
- Their future plans for the City: where they had committed plans for investment within Coventry.
- As a company, how they would be able to support the aspirations of the Digital Coventry strategy.

The representatives also discussed ways that the Council could support their plans and address barriers to them.

The Task and Finish Group identified recommendations, which were endorsed by the Business, Economy and Enterprise Scrutiny Board (3) at their meeting on the 15th November 2017 (their minute 25/17 referred), for the Cabinet's consideration.

RESOLVED that the Cabinet:

- 1) Requests that the Cabinet Member for Jobs and Regeneration promote this work to enable Coventry to become the leading local authority in digital connectivity including participating in the piloting of 5G for the West Midlands Combined Authority.**
- 2) Encourages the City Council to contact Ministers to address the issues around delays to adoption of highways on large developments.**
- 3) Requests that the Cabinet Member for City Services identify ways to speed up the process for adoption of highways to enable access for connectivity.**
- 4) Requests that the Cabinet Member for Jobs and Regeneration ensure that connectivity is considered at the planning stage for any developments.**

138. Average Speed Enforcement

The Cabinet considered a report of the Deputy Chief Executive (Place), that had also been considered by the Communities and Neighbourhoods Scrutiny Board (4) at their meeting on 5th March 2018 (their minute 32/17 referred), that proposed the introduction of Average Speed Cameras on London Road and Ansty Road, Coventry.

Coventry City Council received many requests from local residents and Members across the City about inappropriate vehicular speed. This included a significant number of petitions requesting road safety measures on local roads in the City. In addition, the number of people killed and seriously injured (KSI) had increased on major routes into the City where inappropriate speed was a factor. This included London Road and Ansty Road.

Although the overall accident rates were declining on Coventry's road network, the number of people killed or KSI on major routes, carrying high volumes of traffic was increasing. Analysis of KSI's caused by inappropriate speeds highlighted both London Road and Ansty Road as locations of high concern. To address this trend, it was proposed to introduce Average Speed Enforcement (ASE) into the City.

The use of ASE has been piloted in Birmingham and Solihull. Early results were positive with a reduction in speed of up to 20% being achieved. Elsewhere, ASE has reduced KSI rates by up to 75%.

As the Highway Authority, the Council was responsible for setting speed limits on local roads and worked closely with West Midlands Police (WMP) as the enforcement agency. Additionally, Coventry City Council was the West Midlands Combined Authority (WMCA) lead authority for Road Safety, and was committed to reducing the numbers of people KSI by 40% over the next 10 years' based on a three year average (2014, 2015 and 2016) as the baseline.

The approval and installation of ASE would require close working with enforcement partner organisations such as the WMP and other associated agencies.

There was no adopted policy for installing and prioritising the use of ASE in Coventry and this report highlighted the mechanisms utilised by other regional authorities and proposed Coventry City Council adopt the WMP set criteria agreed in 2017.

The report proposed ASE to be introduced on London Road and Ansty Road, the installation for which would be funded from the Highways Maintenance and Investment Capital Programme budget through the Local Transport Plan. It was anticipated on the basis of the Birmingham and Solihull ASE pilot, that ongoing maintenance costs would be covered by a share of the revenue generated from speed awareness course fees.

The Cabinet also considered recommendations from the Communities and Neighbourhoods Scrutiny Board (4) set out in a Briefing Note which was tabled at the meeting.

RESOLVED that the Cabinet:

- 1) Notes that the Communities and Neighbourhoods Scrutiny Board (4) supports the recommendations to Cabinet.**
- 2) Approves the use of Average Speed Enforcement in Coventry and that the associated procurement processes for Average Speed Enforcement equipment is undertaken.**
- 3) Approves Average Speed Enforcement Schemes to be implemented on London Road and Ansty Road.**

139. **Public Realm Phase 5**

The Cabinet considered a report of the Deputy Chief Executive (Place) that would also be considered by Council at their meeting on 13th March 2018, that provided detailed works for schemes in Coventry City Centre Public Realm Phase 5, as set out in the appendices to the report, and their prioritisation for implementation. It also sought agreement of the detailed works for additional Public Realm Phase 5 schemes if further funding was secured and to the addition of £1.94m Council Capital Receipts to the 5 year Capital Programme, to contribute to the Charterhouse restoration.

Since 2011 the Council had transformed the City Centre through a £57m programme of investment in the public realm. The impact of this work had been significant, attracting developers to invest in the City such as Shearers Property Group who were transforming Cathedral Lanes into a vibrant restaurant quarter. This investment would be complemented by Phase 4 of the public realm improvements due to be completed later this year, using Coventry and Warwickshire Local Enterprise Partnership (CWLEP) Local Growth Deal grant.

The award of UK City of Culture provided a fantastic opportunity to further enhance the City Centre in preparation for 2021 to ensure people gained a positive image of the City, and to create a lasting legacy for residents and businesses beyond 2021. Given the investment already made in public realm, Coventry has the opportunity to consider the delivery of an even more ambitious programme of public realm improvements. A series of transformational public realm improvements were proposed to be delivered under a new Public Realm Phase 5 Programme. The proposed schemes would deliver enhancements to key strategic areas of the City, improve accessibility and connectivity across the City and also enhance the setting of the key events venues and visitor attractions.

To develop the Programme for Phase 5, the likely venues for City of Culture had been mapped, along with completed Public Realm Schemes and other visitor attractions, as set out in Appendix A to the report. To maximize the potential of the City Centre, it was essential to ensure the links between attractions were high quality, greener, designed for people, and accessible to all. The proposed priority order, as outlined below, reflected location and likely footfall. Further detail on the Schemes was included in Appendices B and C to the report.

- Transformation of Upper Precinct, delivering public realm enhancements which would de-clutter, create a high quality attractive space and complement Shearer Property Group's recently approved plans for Upper Precinct.
- Improvements to the public realm outside the new waterpark and leisure centre.
- An extension of public realm improvements in Upper Precinct to Smithford Way and Market Way.
- Public realm improvements to complement Salt Lane Multi-Storey Car Park including improvements to Shrub Walk, Warwick Lane and links to Hertford Street Pepper Lane –
- mirroring the public realm created in Greyfriars Lane to create an attractive walking route to the Cathedral quarter.

- A public art programme which would include restoration of pieces currently in store to be put back on display, alongside restoring the Canal arts trail and upgrading the canal tow path.
- Upgrade of New Union Street Multi-Storey car park and associated public realm.
- A funding contribution towards a Heritage Lottery Funded Scheme to de-culvert the River Sherbourne in Palmer Lane, as part of the wider improvements to the Burges area.
- Ring Road enhancements and junction upgrades in strategic locations, improving connectivity between the outer ring road and City Centre and unlocking development land and cleaning to improve the appearance of the ring road.
- Improvements to Far Gosford Street and the setting of Fargo village, including improving links to Two Tone Village.
- Improvements to the public realm on key links to events venues including Far Gosford Street, Fairfax Street and Bayley Lane.
- Improvements to Corporation Street and Queen Victoria Road, complementing the redevelopment of the former Co-operative Building.
- Works to complement Coventry University's masterplan, including public realm enhancements to Cox Street, Ford Street and Lower Ford Street.
- Work to support the Sherbourne Loop proposal, including a funding contribution towards the Charterhouse refurbishment and a pedestrian crossing to connect Charterhouse and London Road cemetery.

Alongside the above projects, the Programme also included the following:

- Upgrade of coach parking facilities across the City Centre.
- Improved wayfinding and digital signage strategy.
- Improvements to cycling infrastructure, including the Canal towpath.
- Improve the attractiveness of key radial routes into the City.
- Refresh previous public realm schemes delivered in the City Centre.
- Funding for the development of additional schemes to attract further funding.
- Top slice the available budget to fund staff to deliver the Programme.

The priority order may be amended in response to funding availability and deliverability of the projects. The aspiration was to deliver as many transformational schemes as practical by 2021, with a longer term aim to deliver the remaining schemes post 2021 to create a lasting legacy. The total programme cost was estimated to be in the region of £120m, which included the funding necessary to provide for the estimated additional 14 posts required to deliver the ambitious programme ahead of 2021. The costs were estimates at present, the list of projects wasn't exhaustive and adequate funding to deliver the Schemes did not currently exist. It was recognised that a Programme of this significance would have impact upon the Capital Programme and external funding would need to be secured. Therefore, delegated authority was sought in order for the Deputy Chief Executive (Place), following consultation with the Cabinet Member for City Services and Cabinet Member for Jobs and Regeneration and Section 151 officer, to agree the detailed Programme of works should funding become available.

The Public Realm Phase 5 Programme delivery would need to be carefully co-ordinated to ensure the City Centre remained open for business and disruption was kept to a minimum. The work would also need to be co-ordinated around major events that would take place in the run up to City of Culture.

Currently the Council had successfully secured £11.8M Local Growth Deal funds from Coventry and Warwickshire Local Enterprise Partnership (CWLEP). Of this £7.75m was allocated to deliver the initial Phase 5 of City Centre Public Realm improvements. As the CWLEP funding was time limited, it would be allocated to the top priority project or projects as set out in this report. The remaining £4m was allocated to deliver other key infrastructure projects as set out in the Connecting Coventry Update Cabinet Report, also considered by Cabinet on 6th March 2018. The Council had also identified £1.94m capital receipts to match fund the Heritage Lottery Fund (HLF) Bid to restore the Grade I listed Charterhouse and re-open to the public as part of proposals to create a new heritage park.

In addition, to support Coventry's City of Culture status, it was proposed that further funding would be sought from other sources, including WMCA for funding from within Coventry's £284m Devolution Deal allocation (which included £37m from the HS2 connectivity package), along with exploring other government funding opportunities. A funding bid would be required to be submitted for additional funding for Public Realm. If WMCA funding was sought, a business case would be required and approval would be subject to WMCA's assurance framework process.

RESOLVED that the Cabinet:

- 1) Agrees the draft scheme list and delegate authority to the Deputy Chief Executive (Place), following consultation with Cabinet Members for City Services and Jobs and Regeneration, to agree the detailed works for Schemes in Coventry City Centre Public Realm Phase 5, as set out in the appendices to the report and their prioritisation for implementation.**
- 2) Delegates authority to the Deputy Chief Executive (Place), following consultation with Cabinet Members for City Services and Jobs and Regeneration and the Director of Finance and Corporate Services, to agree the detailed works for additional Public Realm Phase 5 Schemes if further funding is secured.**
- 3) Recommends that Council:**
 - i) Authorises the Council to enter into Local Growth Deal funding agreements for £7.75m Growth Deal 3 for the top priority schemes in the Public Realm Phase 5 Programme.**
 - ii) Approves the addition of £1.94m Council Capital Receipts to the 5 year Capital Programme, to contribute to the Charterhouse restoration.**
 - iii) Delegates authority to the Deputy Chief Executive (Place) and the Director of Finance and Corporate Services following consultation with the Cabinet Member for Jobs and Regeneration and the**

Cabinet Member for City Services to enter into future WMCA funding agreements secured and deemed necessary to deliver the Public Realm 5 schemes which shall include the authority to:

- **Determine the final content of the relevant Outline and Full Business Cases and submit funding bids to the West Midlands Combined Authority in relation to the work to be delivered within the Public Realm 5 scheme; and**
 - **If the funding bids are successful to agree the final terms of the grant agreement with the WMCA**
- iv) **Notes the addition of the Growth Deal 3 £7.75m Public Realm Phase 5 Programme of works, as set out in Appendix B to the report, has been approved as part of the Capital 5 Year Programme that was taken to Council as part of the Budget Report 2018-2019 on 20th February 2018 (their minute 128/17 refers).**
- v) **Delegates authority to the Deputy Chief Executive (Place), following consultation with Cabinet Members for City Services and Jobs and Regeneration, alongside Procurement Board to agree the most appropriate procurement route for the works to be delivered.**

140. 2018/2019 Transportation and Highway Maintenance Capital Programme

The Cabinet considered a report of the Deputy Chief Executive (Place) that set out a detailed Capital Programme of all Highway Maintenance and Integrated Transport Schemes which were due to be carried out during 2018/2019. The report set out individual allocations and the funding sources, funded through annual government local transport funding, City Council resources and Whitefriars Right to Buy receipts and outlined in table 4 of the report, and provided specific detail of each project in Appendices 1 to 6 to the report.

The basic principles for this year's Maintenance and Integrated Transport Programme were:

1. Continue the Programme of rectifying damage and maintaining the City's roads, through a prioritised Programme based on the Council's Highways Asset Management plan.
2. Continue to invest in preventative/proactive maintenance.
3. Carry out packages of complementary schemes to support the continued growth of the City, such as road safety and traffic management schemes to compliment Public Realm and Connecting Coventry proposals.
4. Provide a Programme of footway improvements funded from the Whitefriars Housing Group as part of a £2.3m investment which will be delivered over the next financial year.

RESOLVED that the Cabinet approves:

- 1) The 2018/19 programme of schemes marked 'A' in table 4**
- 2) To delegate authority to the Cabinet Member for City Services, to approve a programme of scheme development, marked 'B' in table 4 of the report.**

141. Connecting Coventry - Strategic Transport Investment Programme Update

The Cabinet considered a report of the Deputy Chief Executive (Place) that would also be considered by Council at its meeting on 13th March 2018, that provided an update on how the Coventry's Strategic Transport Investment Strategy 'Connecting Coventry' had progressed over the last 14 months, and sought further approvals to take forward to delivery.

Coventry's Strategic Transport Investment Strategy 'Connecting Coventry' aimed to maximise the economic potential of the City through investment in transport infrastructure to support growth and jobs. The Strategy was approved by Council in January 2017 (their minute 100/16 referred). It set out an ambitious £620m Programme over the next ten years to improve the resilience of the road network, ensuring connectivity to HS2 and job opportunities around the new station, expansion of railway capacity and linking key development and employment sites.

This report provides an update on how the Strategy had progressed over the last 14 months, and sought further approvals to take forward to delivery.

The Strategy supported the transport infrastructure and development plans for the wider region, as detailed in Appendix 1 to the report. Coventry's Programme was summarised in Appendix 2 to the report, which outlined four key programmes:

- Coventry South – major highway and rail proposals to facilitate growth, especially around Jaguar Land Rover and the University of Warwick and to provide connectivity to HS2 and UK Central;
- City Centre First – a major increase in capacity at Coventry Railway Station, highway improvements around the railway station to facilitate not only growth at the railway station but also unlock the western extent of the Friargate development; and City Centre infrastructure improvements;
- Coventry North – road capacity improvements to the North West of the City and on the A444 and M6 junction 3;
- Very Light Rail – investment in the research and development of Very Light Rail and subsequent implementation.

Investment was sought from a number of sources to fund the Strategic Transport Investment Programme. One of the main sources was through West Midlands Combined Authority (WMCA) Devolution Deal. Coventry's allocation was £284m (including £37m from the HS2 connectivity package), funding from which must be secured through a bidding process via WMCA's assurance framework. Other key funding sources include Coventry and Warwickshire Local Enterprise Partnership (CWLEP) Local Growth Deal, Department for Transport (DfT), Highways England (HE), developer contributions and prudential borrowing. Excellent progress was

being made, with the total funding secured now at £141m and further business cases were awaiting approval or were soon to be submitted.

The award of City of Culture 2021 status to Coventry offered a fantastic opportunity to boost growth for the City and wider sub-region. Having the transport infrastructure in place was critical to facilitate and maximise the benefits of City of Culture. This had prompted a review of the Programme and it was recommended that the Station Masterplan and City Centre infrastructure improvements were brought forward to be delivered by the end of 2020.

It was important that City Centre infrastructure improvements required to support City of Culture were delivered in time for 2021 and left a legacy for Coventry. The Schemes previously submitted in Spring 2017 to WMCA via a Strategic Outline Business Case for the City Centre included improvements to strategic Ring Road Junctions, to help unlock development land and improve access to cultural destinations. Following the City of Culture award, the City Centre infrastructure and Public Realm Programme was under review to ensure that priority Schemes were delivered in time for 2021. It was imperative all works were completed ahead of the City of Culture to maximise visitor experience.

To showcase the City's position as a world class centre for innovation, it was proposed to bring forward delivery of a section of the first proposed Very Light Rail route in time for the City of Culture in 2021. The feasibility of this was currently being investigated, and a further report would be brought to Council later in the spring 2018 if it was considered both deliverable and financially viable to bring forward.

In order to deliver the Very Light Rail project in time for City of Culture, approval was sought to enter into a Contract for Services with Warwick Manufacturing Group (WMG) develop and deliver a safety certified prototype vehicle and track system. The City Council was also collaborating with Dudley Council and WMG on the creation of the Very Light Rail Innovation Centre in Dudley which would create a facility for testing vehicles and track.

It should be noted that there was a robust governance structure in place for the Programme that captured risk management for each of the projects within the overarching Programme. The budget for each project included contingency to allow for any cost increases and there was some flexibility to manage funding across the Programme, subject to approvals for any variations from funding bodies.

Further to the above, it was imperative that coordination of activities across the road and rail network were managed strategically, given the significant works that were about to commence in the region which would impact on those travelling to Coventry, including HS2, Highways England Smart Motorways Schemes at M6 J2-4, M42 J6 and M40/M42 interchange. Coventry City Council would be required to work closely with Transport for West Midlands and neighbouring authorities in order to co-ordinate activities to support network resilience. Coventry City Council would also be required to work closely with the City of Culture Trust regarding events planning, to ensure that events were co-ordinated around major planned works. The volume of works taking place would influence the ability of the Council

to deliver some of the proposed Schemes ahead of 2021, therefore flexibility would be required regarding the timing and approach to delivery.

In order to deliver an accelerated Programme for City of Culture, considerable additional resources would be required, which included project management, financial, legal and procurement support. It was proposed any additional posts were to be funded out of the capital grant secured for the projects.

RESOLVED that the Cabinet recommend that Council:

- 1) Delegates authority to the Deputy Chief Executive (Place), following consultation with the Leader, Cabinet Member for Jobs and Regeneration and the Director of Finance and Corporate Services, and in the case of City Centre Public Realm and infrastructure improvements, also the Cabinet Member for City Services to:**
 - **Determines the final content of the relevant Outline and Full Business Cases and submits funding bids to the West Midlands Combined Authority in relation to the work packages within the Connecting Coventry Programme.**
 - **Determines the Programme for City Centre infrastructure and Public Realm improvements to be delivered ahead of 2021.**
 - **Determines the final content of the full Business Case to the Department for Transport for the A46/Stoneleigh Junction Improvement scheme.**
 - **Determines resource requirements for delivery of the Programme and supports recruitment of additional posts which are to be capital funded.**
- 2) Notes the addition to the Council's 5 Year Capital Programme, as approved by Council on 20th February 2018, WMCA grant awarded for £12.2m for the Very Light Rail project, including a £4.3m contribution for Dudley Metropolitan Borough Council's Very Light Rail Innovation Centre, which will deliver a facility that the Coventry Very Light Rail system can be tested.**
- 3) Notes the addition of the Housing Infrastructure Fund grant awarded for the A45/Eastern Green (£12.7m) and approves addition of the successful A45/Eastern Green project to the Council's 5 year Capital Programme as approved by Council on 20th February, 2018 and delegates authority to the Deputy Chief Executive (Place), following consultation with the Director of Finance and Corporate Services, to enter into funding agreements as appropriate.**
- 4) Notes the addition of £4m Growth Deal funding for Coventry Station Masterplan highway improvements and £0.95m for improvements to the A45 corridor to the Council's 5 Year Capital Programme as approved by Council on 20th February 2018 and become the accountable body for grant funding, entering into the necessary legal documentations with Coventry and Warwickshire Local Enterprise Partnership.**

- 5) **Authorises procurement of the necessary resources from grant funding sources as set out section 5 of the report to assist with submission of the bids and the delivery of the Connecting Coventry Programme through the Shared Professional Services Contract or another compliant public sector framework which are to be funded from this programme.**
- 6) **Authorises that Coventry City Council enter into a Services Agreement with Warwick Manufacturing Group for up to £10m for research and development up to a vehicle prototype and track solution for the Coventry Very Light Rail project (see note above).**
- 7) **Should the bids referred to in this report be successful, authorises officers to enter into the necessary legal documentations to secure the funding required to deliver the Connecting Coventry Programme;**
- 8) **Delegates authority to the Deputy Chief Executive (Place) and the Director of Finance and Corporate Services (following consultation with the Leader, the Cabinet Member for Jobs and Regeneration and the Monitoring Officer), to enter into necessary legal agreements in order to deliver the Connecting Coventry programme, including property, legal, commercial and collaboration agreements with partners and contractors.**
- 9) **Approves that the Council acts as the accountable body, and delegates authority to the Section 151 Officer to enter into the appropriate funding agreements with the Coventry and Warwickshire Local Enterprise Partnership, West Midlands Combined Authority and Department for Transport and partners who will be recipients of grant funding, including Warwickshire County Council, Transport for West Midlands and Warwick Manufacturing Group.**

142. **Managed Service for Temporary Agency Workers Award of Contract**

The Cabinet considered a report of the Deputy Chief Executive (People), that sought authorisation for the award of a new three year contract, with the option to extend for one further year, as a managed service for the supply of temporary agency workers commencing 4th June 2018 and expiring 3rd June 2022.

A corresponding private report detailing confidential aspects of the proposals was also submitted to the meeting for consideration

The Council currently had a contract for the supply of temporary agency workers which would expire on the 3rd June 2018. This acted as a support contract if the Council's first choice sourcing routes of employment from its casual working pool or fixed term appointments were unsuccessful in fulfilling temporary staffing vacancies. The current provider of this contract delivered a managed service provider (MSP) solution, which would be replicated for the new contract.

Due to the contract having no options to compliantly extend it further, Cabinet approval was awarded on the 4th October 2017 (minute 52/17 referred) for a new contract to be procured to ensure compliance with the Public Contract Regulations

2015. Both Coventry and Solihull MBC agreed to collaborate on the new contract, with Coventry leading the procurement.

A further competition had been completed through the Eastern Shires Purchasing Organisation (ESPO) Managed Services for Temporary Agency Resources (MSTAR2) national framework, used heavily by Local Authorities for their procurement route. The framework enabled a less resource intensive route to market whilst also allowing the Council to benefit from the competitive collaborated rates available through the framework. Benchmarking with other frameworks indicated that MSTAR2 would provide the most beneficial procurement route for the Councils.

Following the evaluation of the further competition it had been identified that Supplier A provided the most economically advantageous tender in line with the evaluation criteria set. Supplier A's qualitative submission in particular indicated that the Council would receive significant benefits and savings to the contract by awarding to them.

The savings from Supplier A's submission were clear throughout their comprehensive qualitative response, demonstrating Supplier A's extensive supply chain that would allow them to fulfil a far greater number of requirements through the corporate contract without having to engage second tier suppliers.

Supplier A were clear that they intend to target and remove off contract spend at the Council, which would save the additional cost and resource currently lost through this. Supplier A's submission was supported by examples of high fulfilment rates they had delivered at other Local Authorities, in areas the Council had existing off contract spend. These included social care, education, homelessness officers and drivers.

It was expected from the benefits proposed by Supplier A, that savings would be achieved.

RESOLVED that the Cabinet authorises the award of a new three year contract with the option to extend for one further year to Supplier A, as a managed service provider for the supply of temporary agency workers to commence from the 4th June 2018 and expire on the 3rd June 2022 (if extension is taken).

143. **Outstanding Issues**

Members noted that the item listed on the Outstanding Issues report was the subject of a report on the agenda for this meeting headed 'Broadgate House'.

RESOLVED that the item listed on the Outstanding Issues report headed 'Friargate Update Report' could be discharged from the list.

144. **Building Bridges - Successful Bid to the Controlling Migration Fund**

The Cabinet considered a report of the Deputy Chief Executive (People) that sought approval to receive Controlling Mitigation Fund grant.

In November 2016 the then Department for Communities and Local Government announced the Controlling Migration Fund totalling £140 million with £100 million allocated to the “Local Services” element which local authorities could bid against and £40 million for targeted enforcement activities.

As a result of increased migration, local authorities had highlighted a variety of issues impacting on their localities. Authorities were invited to bid and demonstrate how their proposals would benefit the established resident community. The funding rules prevented it being used to duplicate mainstream provision.

Coventry was a “City of Sanctuary” and had a strong track record in this area. A bid was developed using “Coventry’s Local Migration Network” a consortium from the voluntary and statutory sector partners who looked at opportunities to further strengthen the community fabric of the City.

A Project entitled “Building Bridges” was developed that highlighted the need to further strengthen Community Cohesion in the City as well as addressing an increased demand on services. The bid also acknowledged the challenges for some newly arrived communities and the limited access to some key services that were further pressured by new arrivals in the City.

The City Council, alongside other partners were awarded £ 972,472 over a 2 year period to support the Project. As this fell outside of the budget setting process, approval to receive the grant was required.

RESOLVED that the Cabinet:

- 1) Approves acceptance of grants totalling £ 972,472 over a 2 year period from the Controlling Migration Fund.**
- 2) Authorises the City Council to act as accountable body for the project and delegates authority to the Deputy Chief Executive (People).**
- 3) Agrees to enter into the appropriate grant aid agreements with project partners.**

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

There were no other items of public business.

146. **Managed Service for Temporary Agency Workers Award of Contract**

Further to Minute 141 above, the Cabinet considered a private report of the Deputy Chief Executive (Place), that set out the confidential aspects of proposals for the award of a new three year contract, with the option to extend for one further year, as a managed service for the supply of temporary agency workers commencing 4th June 2018 and expiring 3rd June 2022.

RESOLVED that the Cabinet authorises the award of a new three year contract with the option to extend for one further year to the supplier indicated in the report, as a managed service provider for the supply of

temporary agency workers to commence from the 4th June 2018 and expire on the 3rd June May 2022 (if extension is taken).

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

There were no other items of private business.

(Meeting closed at 3.40 pm)

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Cabinet

10 April 2018

Name of Scrutiny Board Chair:

Councillor Gannon, Chair of Health and Social Care Scrutiny Board (5)

Director Approving Submission of the report:

Deputy Chief Executive (People)

Ward(s) affected:

All

Title:

Report back from the Task and Finish Group on improving the Quality of Housing and the Health and Wellbeing of Coventry Residents

Is this a key decision?

No

Executive Summary:

Health and Social Care Scrutiny Board (5) agreed at their meeting on 19th July 2017 to establish a Task and Finish Group to look at improving the Quality of Housing and the Health and Wellbeing of Coventry Residents, in recognition that housing is a significant factor in impacting health outcomes.

The Task and Finish Group wanted to investigate, and draw attention to the link between health and housing, look at the existing work being undertaken by organisations across the City to support people in developing and maintaining healthy homes and to consider how we can improve the quality of private rented sector housing.

Members were joined on the Task and Finish Group by representative from Coventry Citizens Advice, who were able to provide an insight into the housing challenges faced by Coventry residents and thanks goes to them for their help and support.

Members also heard evidence from West Midlands Fire Service, Whitefriars Housing, the Council's Housing Enforcement team and Public Health. A call for evidence was also put out electronically to enable private Landlords to give their views.

These recommendations are being submitted to Cabinet as they cover more than one Cabinet Member portfolio and outside bodies.

Recommendations:

The Cabinet is recommended:

1. To authorise that discussions are progressed with the Coventry and Rugby Clinical Commissioning Group to look at hosting advice outreach in GP surgeries, with the discussions and any outcomes to be overseen by the Cabinet Member for Public Health and Sport.
2. To endorse the work of Citizens' Advice Frontline Network and other advice agencies to look at the co-ordination of grant and charity resources to assist tenants to create easier access to funds for tenants in need of support, overseen by the Cabinet Member for Community Development.
3. To note the continued work of the West Midlands Fire Service on the Health Agenda, including working with partners to evaluate the impact and then, if appropriate, explore funding options for the Back Home Safe and Well initiative, overseen by the Cabinet Member for Public Health and Sport and the Cabinet Member for Adult Services.
4. To endorse work with city partners to consider opportunities for information sharing, which could lead to the identification of vulnerable people who may benefit from services or support through community resources, such as from Citizen's Advice, Coventry Independent Advice Services and the Fire Service Safe and Well check, overseen by the Cabinet Member for Adult Services and the Cabinet Member for Community Development.
5. To delegate authority to the Deputy Chief Executive (People) in consultation with the Director of Public Health to undertake the necessary work required to define and promote Healthy Homes, overseen by the Cabinet Member for Public Health and Sport.
6. To note the proposal to continue to develop Selective Licensing in the City, overseen by the Cabinet Member for Community Development.

List of Appendices included:

None.

Background papers:

None

Other useful documents

None.

Has it been or will it be considered by Scrutiny?

Yes – the matter has been considered by Health and Social Care Scrutiny Board (5) 31st January 2018

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: Report back from the Task and Finish Group on improving the Quality of Housing and the Health and Wellbeing of Coventry Residents

1. Context (or background)

1.1 Health and Social Care Scrutiny Board (5) set up a Task and Finish Group to look at improving the Quality of Housing and the Health and Wellbeing of Coventry Residents at their meeting 19th July 2017. The Group met five times and heard evidence from Citizens Advice Coventry (who participated in all subsequent meetings of the Task and Finish Group), Whitefriars Housing, West Midlands Fire Service, the City Council’s Housing Enforcement Team and Public Health.

2. Options considered and recommended proposal

2.1 Option 1: Do nothing

2.1.1 After hearing evidence and considering background information, Members identified that there was further work to be done on improving the Quality of Housing and the Health and Wellbeing of Coventry Residents, therefore doing nothing was not considered as a viable option.

2.2 Option 2: Make recommendations to Cabinet

2.2.1 Following evidence gathered during the task and finish group meetings, Members of the Board were able to identify a number of recommendations that could help to improve the quality of housing in the City and, therefore, people’s health outcomes. This evidence is summarised below. Cabinet Members have also been asked to provide feedback on the recommendations, and this feedback is listed in the table below.

1.	To authorise that discussions are progressed with the Coventry and Rugby Clinical Commissioning Group to look at hosting advice outreach in GP surgeries, with the discussions and any outcomes to be overseen by the Cabinet Member for Public Health and Sport	Cllr Caan has been briefed and is supportive that further work is undertaken by officers, in conjunction with partner organisations as appropriate, to progress the recommendation
2.	To endorse the work of Citizens’ Advice Frontline Network and other advice agencies to look at the co-ordination of grant and charity resources to assist tenants to create easier access to funds for tenants in need of support, overseen by the Cabinet Member for Community Development	Cllr Bigham has been asked for feedback on the recommendation and has said ‘the work of advice agencies in Coventry is valued and valuable. Sourcing support via co-ordinated resources is another example of the partnership working that Coventry excels in’.
3.	To note the continued work of the West Midlands Fire Service on the Health Agenda, including working with partners to evaluate the impact and then, if appropriate, explore funding options for the Back Home Safe and Well initiative, overseen by the Cabinet Member for	Cllr Caan and Cllr Abbott have been briefed and are supportive that further work is undertaken by officers, in conjunction with partner organisations as appropriate,

	Public Health and Sport and the Cabinet Member for Adult Services	to progress the recommendation
4.	To endorse work with city partners to consider opportunities for information sharing, which could lead to the identification of vulnerable people who may benefit from services or support through community resources, such as from Citizen's Advice, Coventry Independent Advice Services and the Fire Service Safe and Well check, overseen by the Cabinet Member for Adult Services and the Cabinet Member for Community Development	Cllr Abbott has been briefed on this recommendation and is supportive of the intention behind it. Further work will be undertaken to scope this proposal to identify opportunities that may exist and identify any resourcing implications arising from implementation of this recommendation. Cllr Bigham has been briefed on this recommendation and would like the investigatory work to include clarification of potential barriers due to maintaining individuals confidentiality and the legalities of data sharing.
5.	To delegate authority to the Deputy Chief Executive (People) in consultation with the Director of Public Health to undertake the necessary work required to define and promote Healthy Homes, overseen by the Cabinet Member for Public Health and Sport	Cllr Caan has been briefed and is supportive that further work is undertaken by officers, in conjunction with partner organisations as appropriate, to progress the recommendation
6.	To note the proposal to continue to develop Selective Licensing in the City, overseen by the Cabinet Member for Community Development	Cllr Bigham has feedback on this recommendation that the benefits of Selective Licensing in Coventry have been extensively researched, is being considered nationally as well as locally and should continue to be developed.

2.3 Outcomes of the Task and Finish Group sessions

2.4 Public Health and setting the scene

Public Health presented background information to the Group outlining the impacts housing can have on the health of an individual and that this is an area which is increasing in profile nationally. Information on the type of housing stock in the City, as well as the quality of it, was provided. The most recent figures provided highlighted that 35% of private rented stock in Coventry was not considered to meet the national decent homes standard.

2.5 The Group discussed the number of partners involved in helping improve the standards of housing and decided who to invite to future meetings.

2.6 The Preventative Sustainability and Transformation Plan work stream was also discussed as a Forum where partners are currently discussing and enabling preventative work to improve the outcomes of Coventry residents.

2.7 Citizens Advice Coventry

2.7.1 Citizens Advice Coventry were invited to the meetings to provide the Group with example case studies of the housing issues which Advice Services across the City are finding their clients experience.

2.7.2 Citizens Advice Coventry presented a snapshot of the health consequences of poor or unsuitable housing for Coventry citizens. The data they presented for 2015/16 demonstrated that in relation to the housing enquiries they dealt with that year there was a 1:3 split between social and private rented housing enquiries. This changed to 1:2 in 2016/17 showing an increase in housing enquiries about Registered Social Landlords (RSL) but shows that issues about private rented sector housing still dominated. This highlighted the importance of needing to find way to engage with private landlords to encourage them to improve the quality of their properties. The Task and Finish group also requested an additional meeting to find out more from the City Councils' Housing Enforcement Team about their service and powers.

2.7.3 The greatest number of enquiries for both years related to 'repairs and maintenance' with regards to both Registered Social Landlords and private landlords. The second largest issue was about the 'suitability of accommodation'.

2.7.4 Citizens Advice analysed their client enquires, relating only to the health aspect of housing where there is a potential trigger for physical or mental health problems and found a number of reoccurring themes:

- unfurnished properties lacking the basic essentials like flooring, furniture or beds
- unsafe, broken or absent electrical or gas fittings or unsafe, broken or absent cooking facilities
- broken or inadequate plumbing
- pre-existing infestations
- holes in ceilings, walls or window frames
- mould or other fungal growth.

2.7.5 Citizens Advice voiced that tenants do not choose to live in the conditions described above, however there are a number of factors which result in them being 'trapped' in poor quality housing, both economic and social, including a fear of complaining in case they lose the property.

2.7.6 As a result of this meeting, Members of the Task and Finish Group formulated two recommendations.

2.7.7 **Recommendation 1:** To authorise that discussions are progressed with the Coventry and Rugby Clinical Commissioning Group to look at hosting Advice outreach in GP surgeries, with the discussions and any outcomes to be overseen by the Cabinet Member for Public Health and Sport.

2.7.8 Citizens Advice used to run outreach sessions in GPs surgeries in Coventry but with changes to the health service, this ended. However, there are many benefits to both the Health Service and residents of such an agreement. Being in the GP surgeries allows Advice Agencies to have contact with vulnerable individuals who may not otherwise

access their services. The help provided can help improve circumstances for the individual, as they can provide advice not only on housing but about debt, finance and employment. This can help improve the individual's wellbeing and reduce the number of visits they make to the GP thereby saving money. The GP can also signpost an individual to an Advice Agency during their appointment which enables them to focus their appointment time on health related matters – a 2015 Citizens Advice report stated that GPs in England report spending almost a fifth (19 per cent) of their time on social issues that are not principally about health. The implied cost to the health service of this time is almost £400 million a year¹.

2.7.9 **Recommendation 2:** To endorse the work of Citizens' Advice Frontline Network and other advice agencies to look at the co-ordination of grant and charity resources to assist tenants to create easier access to funds for tenants in need of support, overseen by the Cabinet Member for Community Development.

2.7.10 The Group proposed this recommendation as basic furniture is important in having a healthy home. Even if an individual gets a tenancy with a RSL, they are often not provided with any basic furniture or flooring. Flooring, for example, is important in preventing slips and trips and for keeping a property warm. Not having a cooker makes it difficult to feed yourself well. Tenants are encouraged to apply to grants and charities to furnish their properties and Advice Services across the city will help with this. However, it was felt it would be far easier if resources were co-ordinated. Citizens' Advice Frontline Network have offered to undertake research into the funding available and then share the results so options for co-ordination can be considered, and it may be beneficial for other Advice Agencies across the City to input into this work.

2.8 West Midlands Fire Service

2.8.1 A representative from West Midlands Fire Service (WMFS), highlighted two aspects of the outreach work currently undertaken by WMFS. As fire prevention has improved, the Fire Service have expanded their services to help vulnerable people in the community and can often gain trust, and access to properties, in a way that other uniformed services, and social services, struggle to.

2.8.2 The Fire Service recognise that there are clear links between poor health and the risk of fire, and that by working with health organisations to support vulnerable people, fires can be prevented. WMFS have a number of Vulnerable Persons Officers who undertake support work over a number of weeks and months to address living conditions, which can include working with Hoarders.

2.8.3 The first initiative WMFS described was the 'Safe and Well Checks', which have built on the old Home Safety Checks. WMFS still assess the physical risks of fire in a home, but now also look at health, social and lifestyle factors. As well as checking there are no immediate fire hazards, giving fire safety advice and fitting free smoke alarms if needed, the health, social and lifestyle factors discussed with individuals include:

- weight, exercise and healthy eating
- mobility and falls
- mental health, memory loss and dementia
- loneliness and social isolation
- smoking, alcohol, medication and drugs
- hoarding

¹https://www.citizensadvice.org.uk/Global/CitizensAdvice/Public%20services%20publications/CitizensAdvice_AVeryGeneralPractice_May2015.pdf

- employment
- road safety
- home security

Between 4,000 and 6,000 of these checks are carried out in Coventry annually and referrals come from a number of agencies. Councillors can also refer to the service if they have concerns about constituents.

- 2.8.4 The second initiative discussed was the current pilot running in the City (as opposed to the Safe and Well Checks which are now core business for WMFS) entitled the 'Back home safe and well initiative'. This scheme involved WMFS transporting elderly and vulnerable people home from hospital when no other suitable arrangements can be made. The trial is going well, but will be reviewed prior to any continuation.
- 2.8.5 When the vulnerable person is taken home, WMFS do a basic safety check on the house.
- 2.8.6 The pilot has been funded by UHCW and Coventry and Rugby Clinical Commissioning Group. Resources available through the Better Care Fund are being used to fund an extension of the pilot until 31 March 2018 so that its impact can be evaluated. This led to the Group proposing recommendation 3 below.
- 2.8.7 **Recommendation 3:** To note the continued work of the West Midlands Fire Service on the Health Agenda, including working with partners to evaluate the impact and, if appropriate, explore funding options for the Back Home Safe and Well initiative, overseen by the Cabinet Member for Public Health and Sport and the Cabinet Member for Adult Services.
- 2.9 **Whitefriars Housing**
- 2.9.1 Whitefriars Housing were invited to the meeting to give a Register Social Landlord's (RSL) perspective on improving the health and wellbeing of their tenants.
- 2.9.2 The organisations priority at present is a focus on tenancy sustainability, using a 'rent first' approach. The principal of this is that if rent is not paid, then the tenancy fails and the tenant becomes homeless. They offer an in-house money advice and debt advice service to help tenants, and as a rule of thumb, if the tenant is willing to work with Whitefriars and engage with them, Whitefriars will work with the tenant to try to maintain the tenancy.
- 2.9.3 If there are issues with a property impacting on health and wellbeing, this might be uncovered during the tenancy enforcement checks. These checks are more frequent in the first year when tenants are on starter tenancies, which can convert to a fully assured tenancy after a year.
- 2.9.4 Whitefriars also talked about some of the work they are doing to reduce poverty and encourage apprenticeships through their suppliers.
- 2.9.5 Whitefriars have recently regenerated the Manor Farm estate. Prior to the changes taking place, baseline data including some on health and wellbeing was collected. A review will take place in 2 years to see whether the changes have had a positive impact on the health and wellbeing of the residents. Changes include additional installations to improve heating efficiency as well as to improve mental wellbeing through initiatives like the gardening tool hire club. This scheme encourages people to socialise with their neighbours, be active and improve their gardens and therefore the appearance of the neighbourhood.

- 2.9.6 Whitefriars were asked how repairs were scheduled and prioritised, which is down to the nature of the repair and the vulnerability of the person. However, data is not shared between agencies with RSL regarding, for example, vulnerable social care clients who may live in a RSL property, and it was suggested that looking at doing so may help RSLs be more responsive to vulnerable clients.
- 2.9.7 This discussion prompted recommendation 4, which is about data sharing between partners to identify vulnerable people who could benefit from support from a number of agencies to make their home healthier.
- 2.9.8 **Recommendation 4:** To endorse work with city partners to consider information sharing, which could lead to the identification of vulnerable people who may benefit from services or support through community resources, such as from Citizen's Advice, Coventry Independent Advice Services and the Fire Service Safe and Well check, overseen by the Cabinet Member for Adult Services and the Cabinet Member for Community Development.
- 2.10 **Housing Enforcement**
- 2.10.1 The Housing Enforcement team presented to the group and highlighted that their enforcement work is reactive, responding to complaints by tenants, working towards the aim that the team enforce the requirements of the Housing Act and ensure minimum standards met. They deal with forced evictions and are responsible for the mandatory licensing of Houses in Multiple Occupation (HMOs).
- 2.10.2 It was commented however, that minimum standards as required by law are not necessarily satisfactory in bringing homes up to standards. This view was echoed by other witnesses who felt they would like to see more regulation of the private sector.
- 2.10.3 It was acknowledged by the Task and Finish Group that there is a gap between the legal minimum standard for a home and what is a healthy home. Hence recommendation 5 below.
- 2.10.4 **Recommendation 5:** To delegate authority to the Deputy Chief Executive (People) in consultation with the Director of Public Health to undertake the necessary work required to define and promote Healthy Homes, overseen by the Cabinet Member for Public Health and Sport.
- 2.11 The standards for HMOs are more stringent as they have to be licensed. About 50 % of applications go through without issue as they're from experienced Landlords. The remainder are given a schedule of work and visits are repeated until the standards are met.
- 2.12 When properties are inspected, hazards are categorised by risk. This is worked out using a formula prescribed by legislation, which does take into account the age of the tenant when scoring vulnerability, for example very young children or being elderly would increase the score.
- 2.13 About 30% of total complaints are tenant/landlord relation issues. Sometimes the tenant hasn't told the landlord of the issue and sometimes they are vexatious.
- 2.14 On average 90% of mould issues due to washing and ventilation issues.
- 2.15 Tenants do have rights, providing they follow the prescribed process, making sure they sign a contract, continue to pay rent, use the deposit scheme etc. It's when people don't

follow the required process, or withhold rent (for example in protest), then it becomes more difficult for Housing Enforcement to help them.

- 2.16 The team work in partnership with WMFS, often doing joint visits. Doing so can prevent a property being deemed prohibited. One reason for this is WMFS have a van of kit which can be used to make the property safe on a temporary basis (for example, with smoke alarms) which can be rented to the landlord. Without this facility, the team would have to remove the tenants and the Housing Options team would need to find them temporary accommodation.
- 2.17 Some local authorities do use Accredited Landlord Schemes, but like with Landlord Forums, it tends to be the “good” landlords who engage and not those who we really need to improve standards.
- 2.18 The task and finish group also asked questions about Selective Licensing and progress with the scheme, which is being investigated by the Cabinet Member for Community Development. Recommendation 6 below is as a result of discussion by the group.
- 2.19 **Recommendation 6:** To note the proposal to continue to develop Selective Licensing in the City, overseen by the Cabinet Member for Community Development.

3. Results of consultation undertaken

- 3.1 No formal consultation has taken place, however the Task and Finish Group did engage with a number of partners.

4. Timetable for implementing this decision

- 4.1 There is no specific timescale for the implementation of these recommendations, however the Health and Adult Social Care Scrutiny Board (5) will request progress report in six months of the decision being made.

5. Comments from Deputy Chief Executive (People)

5.1 Financial implications

Whilst there are no immediate financial implications arising from the recommendations within this report, the identification of further individuals to potentially receive services arising from recommendation 4, could lead to increased service costs. Until the scope of this work is more defined, any potential extra cost will not be known.

5.2 Legal implications

There are no legal implications associated with the recommendations contained in this report at this stage. Legal services will continue to work alongside the service as the recommendations are progressed and will seek to address any legal issues as well as ensuring that proper governance authorisation is in place.

6. Other implications

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

These recommendations will contribute to:

- Globally Connected: Supply, choice and quality of housing; reducing the impact of poverty
- Locally Committed: Protecting our most vulnerable people; improving health and wellbeing; reducing health inequalities

6.2 How is risk being managed?

These recommendations present a low risk.

6.3 What is the impact on the organisation?

No significant impact on the organisation.

6.4 Equalities / EIA

The Council has a role in ensuring a good mix of housing in the city to meet the needs of different communities.

6.5 Implications for (or impact on) the environment

There are no impacts on the environment from this report.

6.6 Implications for partner organisations?

The impact on partner organisation would be positive through an increase of data sharing and easier pathways to support vulnerable residents.

Report author(s):**Name and job title:**

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Names of approvers for submission: (officers and members)				
Finance: Ewan Dewar	Finance Manager	Place	12.02.18	13.02.18
Legal: Oluremi Aremu	Major Projects Lead Lawyer	Place	12.02.18	12.02.18
Deputy Chief Executive: Gail Quinton	Deputy Chief Executive (People)	People	12.02.18	01.03.18
Members: Cllr Abbott	Cabinet Member		12.02.18	12.02.18
Cllr Bigham	Cabinet Member		12.02.18	12.02.18
Cllr Caan	Cabinet Member		12.02.18	12.02.18

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Cabinet

10th April 2018

Name of Cabinet Member:

Cabinet Member for Policy and Leadership – Councillor G. Duggins

Director Approving Submission of the report:

Chief Executive

Ward(s) affected:

All

Title:

Governance of the West Midlands Fire Service

Is this a key decision?

Yes - Approval is being sought to agree significant changes to the model and governance arrangements of the West Midlands Fire Service.

Executive Summary:

To provide an overview of the public consultation evaluation in respect of the Mayoral West Midland Combined Authority (WMCA) Governance Scheme for the West Midlands Fire Service (WMFS) and give consent to the submission of the Scheme and consultation results to the Secretary of State for the Home Office, the Home Secretary.

To delegate authority to the Chief Executive following consultation with the Leader of the Council, to consider the draft order on behalf of the City Council and provide consent to proceed with the laying of the draft order before parliament.

Recommendations:

Cabinet is recommended to:

1. Note the outcomes of the formal public consultation.
2. Agree to consent to the submission of the Scheme together with the results of the Consultation to the Secretary of State for the Home Office so as to enable the transfer of governance of West Midlands Fire Service (WMFS) from West Midlands Fire and Rescue Authority (WMFRA) to the Mayoral West Midlands Combined Authority (WMCA).
3. Delegate authority to the Chief Executive following consultation with the Leader of the Council to approve the draft order received from Government to be laid before parliament, to enable the changes for WMCA to assume governance of WMFS.

List of Appendices included:

Appendix A – Scheme

Appendix B - Consultation Outcomes Evaluation

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?

No

Will this report go to Council?

No

Report title: Governance of the West Midlands Fire Service

1. Context (or background)

1.1 To provide an overview of the outcome of the public consultation on the future of the WMFS and to seek approval for consent to the submission of the scheme and consultation results to the Secretary of State for consideration.

Background

1.2 Governance Review and Scheme

1.2.1 Following the report presented to Cabinet on the 31st October 2017 and Council on the 5th December 2017 this report seeks to update Cabinet on the progress made to date and the outcomes of the public consultation.

1.2.2 The WMCA supported the WMFRA's broad proposal for the transfer of its functions to the Mayoral WMCA on 3rd March 2017.

1.2.3 On the 8 September 2017 the WMCA board noted the indicative timeline for the proposed governance route and approved the development of a governance review and scheme for the Mayoral WMCA governance of WMFS pursuant to Sections 111 and 112 (1d) of Local Democracy, Economic Development and Construction Act 2009.

1.2.4 The Governance Review provided a review of existing governance arrangements and functions, this included the proposed new model and its benefits under the Mayoral WMCA.

1.2.5 As part of the Governance review WMCA Overview and Scrutiny Committee formed a Task and Finish Group to consider and make recommendations around the future Governance model.

1.2.5 The Scheme, presented to Cabinet on the 31st October 2017 and Council on the 5th December 2017, detailed the roles, accountabilities, and powers required by each individual and body in the proposed governance model.

1.2.6 The benefits of the Mayoral WMCA governance model provides huge opportunities for the joint transformation of public services to West Midlands communities, providing value for money in the delivery of public safety. The benefits can be broadly summarised under four main themes: public safety delivered through a broad range of responses to emergency services, a workforce to support joined up services and reduce vulnerability, continued improvement and transformation, and operational independence.

1.2.7 In adherence to section 112 of Local Democracy, Economic Development and Construction Act 2009, which states that a combined authority must seek the approval of its constituent councils on the governance review and scheme, all seven constituent councils were consulted between October and November 2017.

1.2.8 Unanimous support for the proposed scheme was received from all seven constituent councils, along with approval to proceed to a public consultation. Comments received from councils included: that the fire budget and fire reserves be ring-fenced, that the Mayor appoint the Chair of the Mayoral Fire Advisory Committee (MFAC) in consultation with Constituent Council Leaders, and that MFAC be composed of no fewer than 15 members to ensure sufficient representation from all constituent authorities. As part of the public consultation exercise the Scheme was revised to reflect these concerns (Appendix A).

1.3 Consultation

- 1.3.1 A formal public consultation on the proposed scheme was launched on 11 January 2018 for a period of eight weeks to 8 March 2018. This was pursuant to section 113 (3) Local Democracy, Economic Development and Construction Act 2009. The consultation is a requirement for the making of an order, which stipulates that the Secretary of State must not only consult constituent councils within a combined authority's area but also must have 'due regard to the need - (a) To reflect the identities and interests of local communities and (b) To secure effective and convenient local government'. Details of the consultation are contained within paragraph 3 below.

2. **Options considered and recommended proposal**

- 2.1 The route to future Mayoral WMCA governance was agreed by WMFRA on the 20 February 2017 and full details are listed within the Governance Review.
- 2.2 At the WMCA meeting on 8 September it was agreed that there was a requirement for all constituent authorities to approve the content of the review and scheme, pursuant to section 112 Local Democracy, Economic Development and Construction Act 2009.
- 2.3 The City Council could decide not to approve the submission of the scheme as drafted and refer the matter back to WMFRA and/or WMCA for consideration; this is not recommended as it will impact upon the timeline as outlined below. The recommendations proposed allow final approval of the draft order by the Chief Executive following consultation with the Leader of the Council.

3. **Results of consultation undertaken**

- 3.1 A formal public consultation on the proposed scheme was launched on 11 January 2018 for a period of eight weeks to 8 March 2018. This was pursuant to section 113 (3) Local Democracy, Economic Development and Construction Act 2009. The consultation is a requirement for the making of an order, which stipulates that the Secretary of State must not only consult constituent councils within a combined authority's area but also must have 'due regard to the need - (a) To reflect the identities and interests of local communities and (b) To secure effective and convenient local government'. Details of the consultation are reported within paragraph
- 3.2 The consultation seeks views on the detail of the proposed scheme, this includes the roles of the Mayor and WMCA, the proposed MFAC and the Chief Fire Officer. The consultation also seeks the views of the communities of the combined authority's area on the stated benefits of the proposed governance change and the transfer of powers to the Combined Authority.
- 3.3 The consultation approach consists of an animation, frequently asked questions list, the scheme, a survey, plain English text of the governance journey and of key roles. Advice and guidance was sought from public relations and public affairs firm the Built Environment Communications Group (BECG) who are members of the Consultation Institute, which promotes best practice within public consultations across UK, as well as constituent council Communications departments.
- 3.4 In order to reach all sections of the society the consultation has been promoted through a comprehensive range of digital and non-digital forums:
- WMCA website,
 - Constituent council websites,
 - WMFS website and social media pages,

- Letters to key stakeholders (see Appendix B for stakeholder list),
- Letters to West Midlands MPs whose constituencies fall within the WMCA area,
- Letters to MEPs,
- WMFS stations are promoting the consultation through contact time with the communities as part of normal prevention based activities and focused command based workshop events,
- 1000 printed copies of the survey have been disseminated by staff to date such as youth engagement activities and places of worship,
- 200 copies to each constituent council for distribution at key location such as council offices and libraries,
- Graphics have also been provided to each constituent council for displaying on plasma screens.
- The survey was available in easy read and large print as well as cd audio formats upon request, a helpline was also set up to enable disabled members of the public to complete the survey with the support of a member of staff. A total of four easy read versions, seven large print versions and four audio versions were requested.

3.5 Overview of responses to the consultation are as follows (see Appendix B for full evaluation report):

3.6 Overview of responses to the consultation are as follows (see Appendix B for full consultation outcomes report):

- Outcomes of question 1: 47% of respondents 'strongly agreed' or 'agreed' that the WMCA should take on the responsibility for the functions of the West Midlands Fire and Rescue Authority. Conversely, 40% of respondents strongly disagreed or disagreed with the proposed governance change.
- Outcomes of question 2: 59% of respondents 'strongly agreed' or 'agreed' that there should be a Fire Advisory Committee, consisting of members from the WMCA constituent councils, the Police and Crime Commissioners Office, Health and Ambulance Trust, that will advise, support and review decisions made by the Mayor. Conversely, 32% of respondents either 'strongly disagreed' or 'disagreed' with this element of the proposed governance changes.
- Outcomes of question 3: 55% of respondents 'strongly agreed' or 'agreed' that the Chief Fire Officer should be accountable to the Mayor for the operational functions of the Fire Service, whereas 35% either 'disagreed' or 'strongly disagreed'.
- Outcomes of question 4: 42% of respondents 'strongly agreed' or 'agreed' that the Mayoral WMCA taking on responsibility for the function of West Midlands Fire and Rescue Authority would achieve those aims outlined within the questions posed. Conversely, 42% of respondents 'strongly disagreed' or 'disagreed' with one or more of the aims listed.
- Outcomes of question 5: 39% of respondents 'strongly agreed' or 'agreed' that the Order to transfer the Fire Service into the Combined Authority is likely to: improve the statutory functions in the Combined Authority area; reflect the local communities; and secure effective and convenient local government. 41% of respondents either 'strongly disagreed' or 'disagreed' with the question. The outcomes for question 5 also show the highest number of 'don't know' responses (5% of respondents), as well as the highest number of 'neither agree nor disagree' (15 % of respondents).
- Questions 6 – 14 enquire about the identity of the respondent to inform the Secretary of State's need to give due regard to views of the communities of the West Midlands. The identities of respondents broadly reflect the communities of the West Midlands, however, numbers for Asian and Black communities is lower than targets.

- Outcomes also show that 46% of respondents stated they work for the public sector, which represents an engaged workforce and indicates a balanced representation across all sectors.

4. Timetable for implementing this decision

- 4.1 As requested by constituent councils, the indicative timeline presented to Cabinet in November 2017, has been extended to allow for councils to note the outcomes of the consultation and provide consent to proceed with this direction:

DETAILS	DATE
WMCA approved a governance review and scheme to be developed	8 September 2017
Development of governance review and scheme, which considered the business case for the change in governance.	September 2017
Constituent Council approval of the content of the governance review and scheme.	October-November 2017
WMCA approval of the content of the governance review and scheme and approval to proceed to public consultation.	8 December 2017
Consultation of proposals set out in the scheme on behalf of the Secretary of State	January- February 2018

Analysis of consultation responses locally	March 2018
Constituent councils consider outcomes of the public consultation. Seek consent of constituent councils to submit proposal to Secretary of State.	April - May 2018
Governance review, scheme and analysis of consultation reviewed by Secretary of State (4-12 weeks).	June 2018
Government development of order required to give effect to the proposed changes.	July - September 2018

- 4.2 Receipt of the draft order from the Home Office is anticipated following Summer recess this year. To allow for effective adherence to the timeline, it is requested that authority is delegated to the Chief Executive following consultation with the Leader, to consider the draft order and provide consent to the order being laid before Parliament to enable the proposed governance changes, on behalf of the Council.
- 4.3 The table below reflects the dates this consultation outcomes report seeking consent of constituent councils is scheduled to be tabled:

CONSTITUENT COUNCIL	CABINET (for consent)
Birmingham	17th April
Coventry	10th April
Dudley	21st March
Sandwell	21st March
Solihull	5th April
Walsall	21st March
Wolverhampton	25th April

5. Comments from Director of Finance and Corporate Services

5.1 Financial implications

The financial implications and process for transfer of functions to the Mayoral WMCA are currently being considered by WMFRA and WMCA to enable effective planning of implementation of the order. On transfer, the WMCA will assume ownership of all properties, rights and liabilities of the current WMFRA.

5.2 Legal implications

The legal implications and process for devolving powers to the WMCA are set out above in this report.

The proposals in this report will meet the government's expectations that all Fire and Rescue Services consider one of the alternative routes leading to reform.

WMFRA have been consulting with the legal heads of service from all seven constituent local authorities for advice and guidance.

All relevant legislation pertaining to this governance route has been detailed in the Governance Review and Scheme.

Clarification on potential impact of any liability and risk that WMCA inherits is being sought.

6. Other implications

6.1 How will this contribute to achievement of the Council's Plan?

No significant impact is identified from the proposals

6.2 How is risk being managed?

The proposal is for WMFS to join the Combined Authority as a statutory organisation and its members would be required to manage the risks associated with its activities.

6.3 What is the impact on the organisation?

The impact on the City Council will include a change in the governance arrangements as outlined in the attached scheme and review that will alter the current committee arrangements.

6.4 Equalities / EIA

As cited in this report, efforts were made to ensure the public consultation reached hard-to-reach and equality groups in the region, to meet the requirements of the Local Democracy, Economic Development and Construction Act 2009 section 113, which stipulates that the consultation must reflect the identities and interests of local communities. As part of the consultation exercise this was also one of the questions asked.

6.5 Implications for (or impact on) the environment

There are no environmental implications currently.

6.6 Implications for partner organisations?

The proposals require partnership working and agreement with the other local authorities

Report author(s):

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Names of approvers for submission: (Officers and Members)				
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Martin Reeves	Chief Executive	-	6.3.18	6.3.18
Councillor G Duggins	Leader of the Council	-	9.3.18	9.3.18

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Appendix A - Scheme

West Midlands Combined Authority Scheme

This scheme is prepared and published following the decision of the West Midlands Combined Authority (WMCA) on 8 September 2017.

The proposals in this scheme will be subject to a further public consultation.

The scheme provides as follows:

- 1.1 It is proposed that the functions exercisable by the West Midlands Fire and Rescue Authority (WMFRA) across the area that the WMCA covers, should become functions of the WMCA pursuant to sections 105 A of the Local Democracy, Economic Development and Construction Act 2009.

These functions are those as set out in the following acts and other relevant identified sections:

- Local Government Act 1985 (including Part IV, schedule 10).
- Local Government in Housing Act 1989.
- Fire and Rescue Service Act 2004.
- Fire and Rescue Order 2007.
- National Framework for Fire and Rescue Services in England 2012.
- Regulatory (Fire) Reform Order 2005.
- Civil Contingencies Act 2014.

The requirements for change are set in 1.16 of this scheme.

- 1.2 It is proposed that the properties, rights and liabilities of the WMFRA would become functions of the WMCA.
- 1.3 It is proposed that the functions relating to fire and rescue referred to in 1.1 should become WMCA functions.
- 1.4 It is proposed that the fire and rescue functions once they become functions of the WMCA are exercisable only by the Mayor (section 107D (1) Cities and Local Government Devolution Act 2009).
- 1.5 For the purposes of the exercise of the fire and rescue functions, the Mayor may do anything that the WMCA may do under section 113A of the LDEDC Act 2009 (general power of EPB or combined authority) (1).
- 1.6 It is proposed that the WMCA has the same borrowing powers in respect to its functions, relating to fire and rescue as are currently exercised by the WMFRA.
- 1.7 It is proposed that the WMCA retain the same core grant and precept funding arrangements in respect to its functions relating to fire and rescue, as currently exercised by the WMFRA.

- 1.8 It is proposed that both the funding and reserves for fire are ring fenced within the Mayoral WMCA.
- 1.9 Any decisions or acts made before abolition of the WMFRA should have effect as if agreed by, or, in relation to the Mayoral WMCA. For example, the setting of the precept for, under section 40 Local Government Finance Act 1988 to the constituent councils in respect of the financial year beginning before transfer in governance, should have effect as if issued by the Mayoral WMCA.
- 1.10 It is proposed that Members of the WMCA may assist the Mayor in the exercise of the fire and rescue functions in line with delegations, provided that the functions may not include:
- Functions relating to the budget and setting of the precept,
 - Functions relating to statutory plans such as the Integrated Risk Management Plan (IRMP) and strategies,
 - Functions relating to all properties, rights and liabilities,
 - The appointment of the Chief Fire Officer and Principal officers.

Mayoral Fire Advisory Committee

- 1.11 It is proposed that the Order should contain provision for the Mayor to arrange for a committee of the WMCA (the Mayoral Fire Advisory Committee), consisting of members appointed by the constituent councils, to advise and support the Mayor in relation to West Midlands Fire Service (WMFS).
- 1.12 It is proposed the committee appointed should consist of a minimum of fifteen elected members from across the constituent councils, the Police and Crime Commissioner (in accordance with the Policing and Crime Act 2017) and two further co-opted members from Health and Ambulance to promote greater challenge, transparency and further collaboration.
- 1.13 The following additional provisions are proposed to apply to the Mayoral Fire Advisory Committee (the Committee):

Governance

- Appointment of elected members from each of the constituent councils will be made so that the members of the committee taken as a whole, reflect as far as reasonably practicable, the overall balance of political parties prevailing amongst the constituent councils.
- The majority of members of the committee must be members of the constituent councils, all of those members have one vote.
- Where a member is not from a constituent council (a co-opted member) they will not have voting powers.
- Two-thirds of members must be present for a meeting to be quorate.
- The Chair of the Committee will be appointed by the Mayor in consultation with constituent council leaders.

Functions

- The Committee will not be a decision-making committee this responsibility will remain with the Mayor and Chief Fire Officer, as appropriate.
- The Committee will advise the Mayor, support the Mayor and review decisions made by the Mayor.
- Where decisions are reviewed, the Committee will submit a report to the WMCA Overview and Scrutiny Committee.
- The Committee will support the Mayor in providing advice around exercising fire functions, to ensure the right level of detail and understanding is provided to inform the Mayor's role as the Authority.
- The Committee will represent the priorities and strategy of the Mayor and WMFS in their respective local authorities and will report on performance in relation to fire functions.
- The Committee will represent the priorities and strategy of the Mayor and West Midlands Fire Service (WMFS) within the seven constituent councils, regionally with other Fire and Rescue Services, and nationally through the National Joint Council and Local Government Association.
- The Committee will seek to influence the Government on behalf of the Mayor in matters related to the delivery of fire and rescue services locally, regionally and nationally.
- The Committee will enable the development of partnerships and services to the community through constituent council engagement.

A member's allowance scheme for the committee will be payable by the WMCA.

- 1.14 The Chief Fire Officer (CFO) as head of paid service will be accountable to the Mayor in the operation of their duties.
- 1.15 It is proposed that the CFO maintains full accountability for the operational functions of the Fire Service. This will include:
- The management of the Fire and Rescue Service,
 - The appointment and development of staff,
 - The delivery of WMFS Strategy (including matters relating to exercising functions of the Fire and Rescue Services Act 2004 and other relevant legislation),
 - The delivery of staffing structures and models which support current and future Strategy,
 - The deployment of resources to meet risk,
 - The transformation of services and reform of the workforce to meet WMFS and Mayoral/WMCA priorities.
- 1.16 Modification requirements of enactments in their application to the WMCA as a Fire and Rescue Authority.

Primary Legislation

Local Government Act 1972

1. In section 138(5) of the Local Government Act 1972 (powers of principal councils with respect to emergencies or disasters) (a), the reference to “metropolitan county fire and rescue authority” is to apply as if it included “the WMCA as a fire and rescue authority”.

Local Government in Housing Act 1989

2. (1) The Local Government and Housing Act 1989(c) is modified as follows.
 - (2) In section 67 (application of provisions about companies in which local authorities have interests), subsection (3)(k) applies as if the reference to “joint authority established by Part IV of that Act” included a reference to “the WMCA as a fire and rescue authority”.
 - (3) In section 155 (emergency financial assistance to local authorities) subsection (4)(g) applies as if the reference to a “joint authority established by Part IV of the Local Government Act 1985” included a reference to “the WMCA as a fire and rescue authority”.

Crime and Disorder Act 1998

3. (1) The Crime and Disorder Act 1998(d) is modified as follows.
 - (2) In the definition of “fire and rescue authority” in section 5(5) (authorities responsible for strategies), the reference in paragraph (b) to a “metropolitan county fire and rescue authority” is to apply as if it included a reference to “the WMCA as a fire and rescue authority”.
 - (3) In the definition of “relevant authority” in section 115(2), the reference in paragraph (j) to a “metropolitan county fire and rescue authority” is to apply as if it included a reference to “the WMCA as a fire and rescue authority”.

Local Government Act 2003

1. Section 23(1) of the Local Government Act 2003 (meaning of “local authority” for purposes of Part 1) (a) the reference in paragraph (k) to “a joint authority established by Part IV of that Act” is to apply as if it included a reference to “the WMCA as a fire and rescue authority.”

Fire and Rescue Services Act 2004

2. (1) The FRS Act 2004(b) is modified as follows.
 - (2) Section 4A (power to provide for police and crime commissioner to be fire and rescue authority) has effect as if at the end of subsection (3)(b) there were inserted—
“, and (c) outside the Area.”;

(3) Section 4B (1) (changes to existing fire and rescue authorities) has effect as if the reference to fire and rescue authorities in England outside Greater London did not include the WMCA.

Secondary legislation

6. In section 1 of the FRS 2004 Act(1), after subsection (4) insert—

“(5) This section is also subject to an order under Part 6 of the Local Democracy, Economic Development and Construction Act 2009 which transfers the functions of a fire and rescue authority to a combined authority established under section 103 of that Act”.
7. In paragraph (a) of the definition of “local authority” in regulation 2(1) of the Pipelines Safety Regulations 1996 (interpretation)(c) the reference to a “metropolitan county fire and rescue authority” is to apply as if it included a reference to “the WMCA as a fire and rescue authority”.
8. In article 1(2) of the Local Government (Best Value Authorities) (Power to Trade) (England) Order 2009 (application of order to best value authorities) (d) the reference in paragraph (c) to a “metropolitan county fire and rescue authority” is to apply as if it included a reference to “the WMCA as a fire and rescue authority”.
9. In regulation 3 of the Community Right to Challenge (Fire and Rescue Authorities and Rejection of Expressions of Interest) (England) Regulations 2012 (relevant authorities) (e) the reference in paragraph (a) to a “metropolitan county fire and rescue authority established under section 26 of the Local Government Act 1985” is to apply as if it included a reference to “the WMCA as a fire and rescue authority”.
10. (1) The Local Government Pension Scheme Regulations 2013(f) are modified as follows. (2) After regulation 64(8), insert—

“(8A) Paragraph (8B) applies where the exiting employer is the WMFRA and the liabilities of the fund in respect of benefits due to the WMFRA’s current and former employees (or those of any predecessor authority) have been or are to be transferred to the WMCA by virtue of this Order.

(8B) Where this paragraph applies, no exit payment is due under paragraph (1) and paragraph (2) does not apply.”.
11. In regulation 2(1) of the Explosives Regulations 2014 (interpretation)(g) in the definition of “local authority”, the reference in paragraph (c) to “a metropolitan county fire and rescue authority” is to apply as if it included a reference to “the WMCA as a fire and rescue authority”.
12. In regulation 2(1) of the Control of Major Accident Hazards Regulations 2015(a) in paragraph (b) of the definition of “local authority”, sub-paragraph (ii) is to apply as if there were substituted for that sub-paragraph—

“(ii) the Area, the WMCA as a fire and rescue authority;”.

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WEST MIDLANDS
COMBINED AUTHORITY

Summary of Consultation Responses

Future Mayoral West Midlands Combined Authority
Governance of the West Midlands Fire Service

March 2018

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1. Executive Summary

The seven Metropolitan Constituent Councils, led by the West Midlands Combined Authority (WMCA) carried out the public consultation on the 'Scheme' document between 11 January 2018 – 8 March 2018.

The Scheme outlines the functions required for the WMCA to deliver the legislative functions of West Midlands Fire and Rescue Authority (the Service). This had followed a review of the governance arrangements of the Service by the multi stakeholder 'Future Governance Working Group' which recommended a Mayoral WMCA Governance arrangement [WMFRA Report - [Future Governance Working Group \(20 February 2017\)](#)]. The group sought to understand which governance model would deliver increased value to local communities through wider collaborative working. These proposed arrangements were further supported through a public consultation undertaken by West Midlands Fire and Rescue Authority (WMFRA) in 2017 and aligns to the wider Strategy of the Authority.

The consultation survey was hosted on the constituent councils' websites and links also provided from the WMCA website. The Survey was also available in easy read, audio and alternative languages on request from the WMCA Equalities and Diversity Manager. The survey consisted of five key questions, eight profile-based questions and a free text option for Q1 to provide any further feedback. 1005 responses were received through this medium (excluding one duplicate).

Paper copies of the consultation were available in public buildings, such as libraries, in the seven constituent council areas. 158 responses were received through this medium (excluding one spoilt paper copy).

Additionally officers from the West Midlands Fire Service (WMFS) shared the consultation with members of the public and key strategic partners through engaging as part of normal prevention duties. A number of command areas also undertook more focused engagement through 'consultation workshops', inviting members of the public and local community groups to understand the purpose of the proposals, as well as an opportunity to complete the survey itself.

Consultation Questions	Strongly Agree/ Agree		Neither agree or disagree		Strongly Disagree / Disagree		Don't Know	
	Responses	%	Responses	%	Responses	%	Responses	%
1. Proposed Governance Arrangements	543	47	108	9	473	40	35	3
2. Role of Fire Advisory Committee	680	59	79	7	374	32	23	2
3. Chief Fire Officer to be accountable to the Mayor	624	55	98	9	400	35	26	2
4. Lead to a more joined up and focused service	487	42	145	13	483	42	42	4
5. Meets the Secretary of State's Key Tests	452	39	175	15	476	41	55	5

High Level Summary

2. Continued development of the West Midlands Combined Authority

In 2015 the seven metropolitan councils in the West Midlands: Birmingham, Coventry, Dudley, Sandwell, Solihull, Walsall and Wolverhampton committed to establishing the West Midlands Combined Authority (WMCA). During the process of formalising this commitment, a partnership working across the West Midlands of the Black Country LEP, Coventry & Warwickshire LEP and the Greater Birmingham & Solihull LEP was agreed. This included non-constituent areas within the three LEPs and key economically linked authorities across the West Midlands.

The ongoing commitment to developing the government's devolution agenda created the opportunity for the WMFS to become part of the WMCA, therefore transferring governance from WMFRA. The Policing and Crime Act 2017, (PACA 2017), provides for a new duty to collaborate on each of the blue light emergency services, as well as new powers for Mayors and Police and Crime Commissioner (PCC) to become the Fire and Rescue Authority. Governance through a Mayor as part of a Combined Authority or the PCC are the main options being proposed by Government through the PACA 2017.

Governance through a Mayor as part of a Combined Authority is also enabled through the Cities and Devolution Act 2016. This is the legislative route that the proposed transfer of WMFRA to the WMCA and Mayor is following. This proposed change also aligns effectively to the principles of the PACA 2017 through enabling effective collaboration in the delivery of services and outcomes of efficiency, effectiveness, public safety and single accountability.

A Future Governance Working Group was commissioned at the start of 2017 to provide an options appraisal to enable an evidence based decision to be made on the most appropriate future governance for the WMFS and the best approach to achieving this. The options appraisal undertaken by the Group were supported by:

- the outcomes of a WMFRA public consultation focusing in the delivery of services to communities
- the current and future strategic directions of the Service and the WMCA
- the overall direction set by the Government (both policy and legislation) of reform and wider collaboration to enable efficiency, effectiveness and public safety. This reinforces the overall direction sought for the future governance of the Service through the Mayor as part of the WMCA. [WMFRA Report - [Future Governance Working Group \(20 February 2017\)](#)]

The proposal that the WMFS becomes part of the WMCA with the Chief Fire Officer reporting directly to the Mayor was put to the WMCA and the seven constituent councils at their meeting on the 3 March [Route Map to Mayoral WMCA Governance](#). Following this on the 8 September, '[Mayoral WMCA Governance of West Midlands Fire Service](#)', the WMCA agreed that a Governance Review be undertaken and a Scheme prepared.

The Governance Review and Scheme Documents were prepared and agreed with the Constituent Councils prior to their formal agreement and agreement to Consult at the WMCA meeting on the 8 December, '[Mayoral WMCA Governance of West Midlands Fire Service - Governance Review and Scheme](#)'.

In line with the legislative requirements of the Cities and Local Government Devolution Bill 2016, a consultation has been carried out in relation to the Fire Service proposals in the Mayoral WMCA 'Scheme', and associated documents such as the Governance Review.

The Scheme outlines the functions and legislative changes required for the Mayoral WMCA to govern the delivery of Fire Service functions to the West Midlands.

West Midlands Consultation

The seven constituent councils, led by the WMCA, carried out the public consultation from 11 January to the 8 March 2018.

The consultation was aligned to the proposals in the '[Scheme](#)', to inform the Secretary of State for the Home Office, the Home Secretary's decision regarding the transfer of fire functions to WMCA. This report provides the Home Secretary with a summary of consultation responses.

3. Consultation across the West Midlands

Consultation Survey

The consultation survey was hosted on constituent councils' websites and the WMCA website.

The survey consisted of five key questions, eight profile-based questions and a free text option to provide any further feedback on the Scheme. 1005 responses were received through this medium (excluding one duplicate).

Paper copies of the consultation were available in public buildings, such as libraries, in the seven constituent council areas. The consultation poster, attached with the supporting documentation at appendix A, was displayed prominently in these public buildings. 158 responses were received through this medium (excluding one spoilt paper copy).

There was also supporting PR across the seven constituent councils, WMFS and the WMCA signposting people to the website to take part in the consultation. Usual council channels were utilised to engage with the public.

Awareness and engagement building up to and during the consultation

In order to reach all sections of the society the consultation has been promoted through a comprehensive range of digital and non-digital forums:

- WMCA website,
- Constituent council websites,
- WMFS website and social media pages,
- Press releases,
- Letters to key stakeholders (see Appendix C for stakeholder list),
- Letters to West Midlands MPs whose constituencies fall within the WMCA area,
- Letters to MEPs,
- WMFS stations are promoting the consultation through contact time with the communities as part of normal prevention based activities and focused command based workshop events,
- 1000 printed copies of the survey have been disseminated by staff to date such as youth engagement activities and places of worship,
- 200 copies to each constituent council for distribution at key location such as council offices and libraries,
- Graphics have also been provided to each constituent council for displaying on plasma screens.
- The survey was available in easy read and large print as well as cd audio formats upon request, a helpline was also set up to enable disabled members of the public to complete the survey with the support of a member of staff. A total of four easy read versions, seven large print versions and four audio versions were requested.

Various channels of communication were utilised, including a social media campaign which spanned the consultation period. The campaign was shared and widely supported by regional communications contacts including the seven constituent councils of the WMCA. A toolkit was provided to these contacts alongside a content planner for the final 10 days of the consultation. The social media campaign was further supported by constituent councils hosting a link to the consultation on their websites.

Advertisements were also utilised mostly across the transport network managed by Network West Midlands, in buses, trams and transport shops. During the final ten days of the consultation Facebook advertisements were also in operation set to target 'hard to reach' constituents such as under 25's, Black and Minority Ethnic Groups (BAME) and those from faith backgrounds. Disabled groups were contacted directly by email and were provided with consultations in easy read and audio formats alongside the provision of a support helpline for filling in the survey. Hardcopies of the consultation were also available across the seven constituent council areas in civic suites, libraries and on request from the councils themselves.

Press releases were issued at the beginning and nearing the end of the consultation which resulted in media coverage and increased reach of the consultation.

Online Support:



CoventryCityCouncil @coventrycc · Jan 17

The @WestMids_CA consultation on the governance of @WestMidsFire has begun, find out more and #haveyoursay here [socsi.in/JmwtQ](https://www.socsi.in/JmwtQ)

5 replies, 3 likes

Bham City Council @BhamCityCouncil · Jan 24

Don't miss out on having your say: @WestMids_CA consultation on the proposed governance of @WestMidsFire here [socsi.in/eXRER](https://www.socsi.in/eXRER)

4 replies, 1 like

Sandwell Metropolitan Borough Council

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The Council > Current consultations > Current consultations > Future governance of West Midlands Fire Service

The Council

Current consultations

Current consultations

Future governance of West Midlands Fire Service

Budget Consultation 2018/19

Engagement on the Health and Social Care Commissioning Strategy

The Boundary Commission is conducting a review and needs your help

The Pharmaceutical Needs Assessment (2018) Consultation

Informal Consultation on the Proposed Merger of Whitgreave Infant School with Whitgreave Junior School

Formal Consultation on the Proposed Merger of Springdale Infant School with Whitgreave Junior School

Future governance of West Midlands Fire Service

We are asking for your views on how the West Midlands Fire Service (WMFS) should be run in the future.

There are a number of reasons for proposed changes to this vital emergency service, including central government's public service reform and devolution agendas. Public services across the region have already begun to change and this will continue as West Midlands Combined Authority (WMCA) progresses.

Last year the WMFS commissioned an independent review of its current governance, considering several models, and identified the WMCA as the best possible future option. We are now consulting on the 'Scheme' document which describes the proposed governance structure.

This consultation will run from 11 January to 8 March.

There is a short survey and further information on the West Midlands Combined Authority website and we would welcome your feedback and any additional comments that you would like to make.

#haveyoursay

Please do take the time to **#haveyoursay** by visiting the WMCA website at: www.wmca.org.uk/wmfs

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Consultations insitu:



4. Consulta

tion statistics summary

Overview of consultation format

The consultation was completed by 1163 respondents, this includes 158 paper copies and excludes one duplicated response and one spoilt hard copy.

The survey and supporting documents are appended to this report, in appendix A. A glossary of key terms found within the questions was also provided. This is also located in the appendix to this report.

Questions 1 – 5 of the consultation gave background to the proposed governance changes and posed a question in relation to each function area, with the following options:

- Strongly agree
- Agree
- Neither agree or disagree
- Disagree
- Strongly disagree
- Don't know

A separate open text feedback was available after question 1 of the consultation:

“Are there any other points you would like to make?”

For the purpose of this summary this free text feedback has been grouped into common themes in pages 16-19 of this report.



Top line consultation results*

Consultation Questions	Strongly Agree/ Agree		Neither Agree or Disagree		Strongly Disagree / Disagree		Don't know	
	Responses	%	Responses	%	Responses	%	Responses	%
<p>1. Do you agree or disagree that the Mayoral West Midlands Combined Authority should take on responsibility for the functions of West Midlands Fire and Rescue Authority which includes:</p> <ul style="list-style-type: none"> ➤ Community Safety (Mayor will approve Community Safety Plan on behalf of the Combined Authority) ➤ Budgeting and setting of the Council Tax precept for the Fire Service across the seven constituent Councils ➤ Appointment of the Chief Fire Officer by the Mayor of the Combined Authority 	543	47	108	9	473	40	35	3
<p>2. Do you agree or disagree that there should be a Fire Advisory Committee, consisting of members from the WMCA constituent councils, the Police and Crime Commissioners Office, Health and Ambulance Trust, that will advise, support and review decisions made by the Mayor?</p>	680	59	79	7	374	32	23	2
<p>3. Do you agree or disagree that the Chief Fire Officer should be accountable to the Mayor for the operational functions of the Fire Service which will include:</p> <ul style="list-style-type: none"> ➤ Workforce planning, management, appointment and development of staff ➤ The delivery of West Midlands Fire Service strategy ➤ Management of the West Midlands Fire Service 	624	55	98	9	400	35	26	2
<p>4. Do you agree or disagree that the Mayoral WMCA taking on responsibility for the function of West Midlands Fire and Rescue Authority would:</p> <ul style="list-style-type: none"> ➤ Improve the services which West Midlands Fire Service deliver ➤ Create a stronger strategic focus ➤ Improve collaboration to deliver joined-up services ➤ Widen and strengthen prevention and protection work with businesses and communities to reduce vulnerability to fire risks 	487	42	145	13	483	42	42	4
<p>5. Do you agree or disagree with the following statement: The Order to transfer the Fire Service into the Combined Authority is likely:</p> <ul style="list-style-type: none"> ➤ to improve the statutory functions in the Combined Authority area ➤ to reflect the local communities ➤ to secure effective and convenient local government 	452	39	175	15	476	41	55	5

*Respondents may not have answered all questions and % are rounded and so may not add up to 100%.

5. Response breakdown by question

Question 1

Following an independent review of how your fire service is currently governed, we are proposing that the West Midlands Combined Authority (WMCA) will take on responsibility for West Midlands Fire Service (WMFS). The review examined how a new governance model could impact communities; deliver improved public services across the West Midlands; improve scrutiny, transparency and accountability, while providing value for money. Benefits of changing the WMFS governance include a more joined up way of working with WMCA members - such as local authorities, health providers and the police – contributing to a shared vision for the region, resulting in public services being delivered at a reduced cost in a coordinated, integrated and collaborative way.

Do you agree or disagree that the Mayoral West Midlands Combined Authority should take on responsibility for the functions of West Midlands Fire and Rescue Authority which includes:

- **Community Safety (Mayor will approve Community Safety Plan on behalf of the Combined Authority)**
- **Budgeting and setting of the Council Tax precept for the Fire Service across the seven constituent Councils**
- **Appointment of the Chief Fire Officer by the Mayor of the Combined Authority**

- Strongly agree
- Agree
- Neither agree or disagree
- Disagree
- Strongly disagree
- Don't know

[please tell us why below]

Question 1 Response summary

47% of respondents 'strongly agreed' or 'agreed' that the WMCA should take on the responsibility for the functions of the West Midlands Fire and Rescue Authority. Conversely, 40% of respondents strongly disagreed or disagreed with the proposed governance change.

An option to provide an open text feedback response to Question 1 was provided on the questionnaire. The most frequent comments/responses to this question included:

- *The proposals would represent a decline in the accountability of those in charge of the fire service, as well as local councillors.*
- *Lack of expertise/capacity within the WMCA to run the fire service.*

- *Satisfied with the current arrangements, which do not need changing.*
- *Concern/fear that various aspects of the fire service and other services are becoming increasingly politicised.*
- *Support for fire service to be within a larger regional organisation such as the WMCA to form a more coordinated approach/make more accountable.*

A comprehensive analysis of the literal responses provided as part of question 1 of the questionnaire can be found in Section 6 of this consultation report.

Response	Frequency	%
Strongly Agree	263	23
Agree	280	24
Neither agree or disagree	108	9
Disagree	133	11
Strongly Disagree	340	29
Don't know	35	3

Question 2

If the WMCA ran the fire service, there would be a single point of accountability; the Mayor of the West Midlands. If the changes went ahead, a Fire Advisory Committee made up of 15 councillors, the Police and Crime Commissioner, Health and Ambulance Trust, would be put in place to review decisions taken by the Mayor.

Do you agree or disagree that there should be a Fire Advisory Committee, consisting of members from the WMCA constituent councils, the Police and Crime Commissioners Office, Health and Ambulance Trust, that will advise, support and review decisions made by the Mayor?

- Strongly agree
- Agree
- Neither agree or disagree
- Disagree
- Strongly disagree
- Don't know

Question 2 Response summary

59% of respondents 'strongly agreed' or 'agreed' that there should be a Fire Advisory Committee, consisting of members from the WMCA constituent councils, the Police and Crime Commissioners Office, Health and Ambulance Trust, that will advise, support and review decisions made by the Mayor. Conversely, 32% of respondents either 'strongly disagreed' or 'disagreed' with this element of the proposed governance changes.

Response	Frequency	%
Strongly Agree	349	30

Agree	331	29
Neither agree or disagree	79	7
Disagree	118	10
Strongly Disagree	256	22
Don't know	23	2

Question 3

Do you agree or disagree that the Chief Fire Officer should be accountable to the Mayor for the operational functions of the Fire Service which will include:

- **Workforce planning, management, appointment and development of staff**
- **The delivery of West Midlands Fire Service strategy**
- **Management of the West Midlands Fire Service**

- Strongly agree
- Agree
- Neither agree or disagree
- Disagree
- Strongly disagree
- Don't know

Question 3 Response summary

55% of respondents 'strongly agreed' or 'agreed' that the Chief Fire Officer should be accountable to the Mayor for the operational functions of the Fire Service, whereas 35% either 'disagreed' or 'strongly disagreed'.

Response	Frequency	%
Strongly Agree	308	27
Agree	316	28
Neither agree or disagree	98	9
Disagree	141	12
Strongly Disagree	259	23
Don't know	26	2

Question 4

The Mayor would be responsible for approving the community safety plan, budgeting, setting the fire Council Tax precept and appointing the Chief Fire Officer (CFO). The CFO currently reports to the Fire Authority, but under new arrangements would report directly to the Mayor. The CFO would still lead the day-to-day running of the fire service, including staff development, management of resources and importantly, delivering the fire service's strategic aims.

Do you agree or disagree that the Mayoral WMCA taking on responsibility for the function of West Midlands Fire and Rescue Authority would:

- **Improve the services which West Midlands Fire Service deliver**
- **Create a stronger strategic focus**
- **Improve collaboration to deliver joined-up services**
- **Widen and strengthen prevention and protection work with businesses and communities to reduce vulnerability to fire risks**

- Strongly agree
- Agree
- Neither agree or disagree
- Disagree
- Strongly disagree
- Don't know

Question 4 Response summary

42% of respondents 'strongly agreed' or 'agreed' that the Mayoral WMCA taking on responsibility for the function of West Midlands Fire and Rescue Authority would achieve those aims outlined within the questions posed. Conversely, 42% of respondents 'strongly disagreed' or 'disagreed' with one or more of the aims listed.

Response	Frequency	%
Strongly Agree	234	20
Agree	253	22
Neither agree or disagree	145	13
Disagree	163	14
Strongly Disagree	320	28
Don't know	42	4

Question 5

Do you agree or disagree with the following statement: The Order to transfer the Fire Service into the Combined Authority is likely:

- **to improve the statutory functions in the Combined Authority area**
- **to reflect the local communities**
- **to secure effective and convenient local government**

- Strongly agree
- Agree
- Neither agree or disagree
- Disagree
- Strongly disagree
- Don't know

Question 5 Response summary

39% of respondents 'strongly agreed' or 'agreed' that the Order to transfer the Fire Service into the Combined Authority is likely to: improve the statutory functions in the Combined Authority area; reflect the local communities; and secure effective and convenient local government. 41% of respondents either 'strongly disagreed' or 'disagreed' with the question.

Response	Frequency	%
Strongly Agree	198	17
Agree	254	22
Neither agree or disagree	175	15
Disagree	151	13
Strongly Disagree	325	28
Don't know	55	5

Questions 1 – 5: 'Don't know' responses received

The highest area of 'Don't know' responses received were in relation to Question 5 of questionnaire with 55 respondents choosing this option equating to 5%.

Questions 1 (Proposed Governance Arrangements), 2 (Role of Fire Advisory Committee), 3 (Chief Fire Officer to be accountable to the Mayor) and 4 (Lead to a more joined up and focused service) received the least 'don't know' responses, with 3%, 2%, 2% and 4% respectively. They were also the questions which received the most 'strongly agree' responses across the consultation.

Responding to feedback

Both positive and negative feedback received will be addressed in various ways, including sharing information/feedback with the appropriate subject area lead/s, adapting frequently asked questions and incorporating feedback into communications plans to ensure continuous development, improvement and engagement.

Tell us about yourself

In addition to the questions relevant to the proposed Fire Service governance changes, additional questions were also asked to analyse the demographics of the consultation respondents.

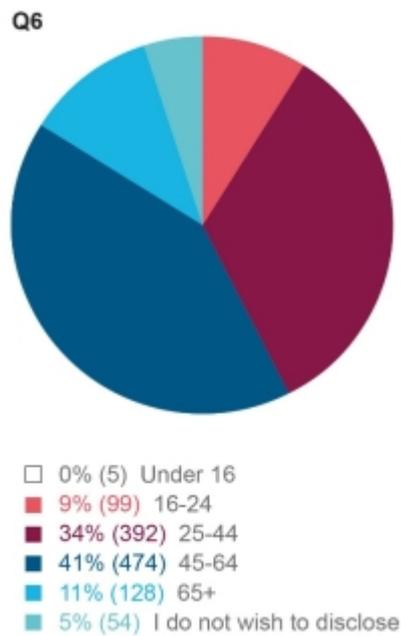
Question 6

Respondents were asked:

Could you please tell us your age?

- Under 16
- 16-24
- 25-44
- 45-64
- 65+
- I do not wish to disclose

Responses are illustrated below:



Question 7

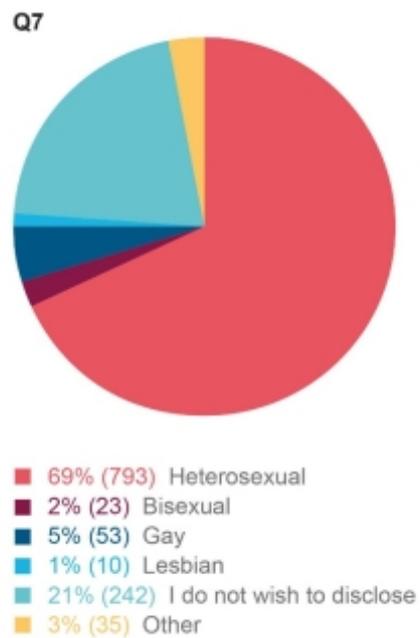
Respondents were asked:

Could you please disclose your sexual orientation?

- Heterosexual
- Bisexual
- Gay
- Lesbian
- I do not wish to disclose

Other (please specify)

Responses are illustrated below:



Question 8

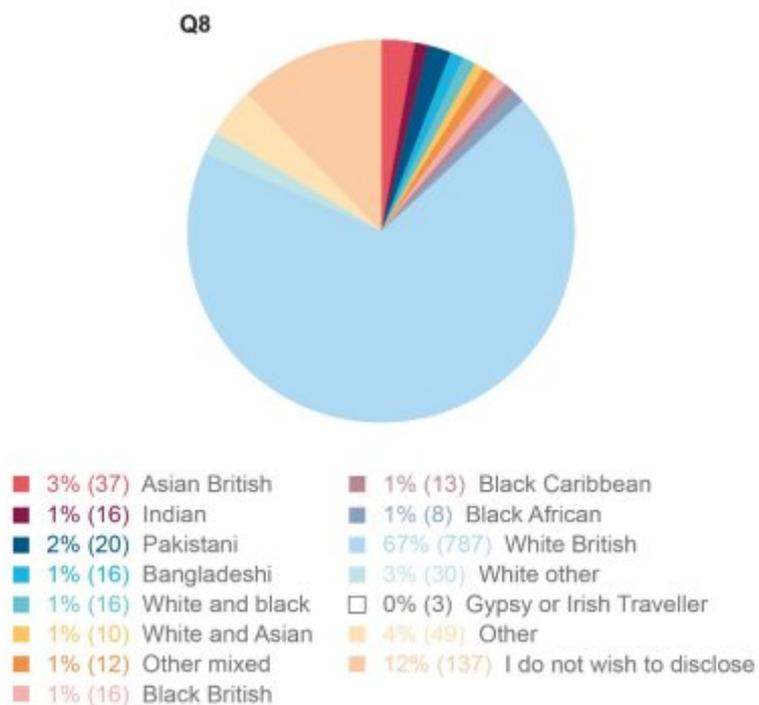
Respondents were asked:

Ethnicity

- Asian British
- Indian
- Pakistani
- Bangladeshi
- White and black
- White and Asian
- Other mixed
- Black British
- Black Caribbean
- Black African
- White British
- White other
- Gypsy or Irish traveller
- I do not wish to disclose

Other (please specify)

Responses are illustrated below:



Question 9

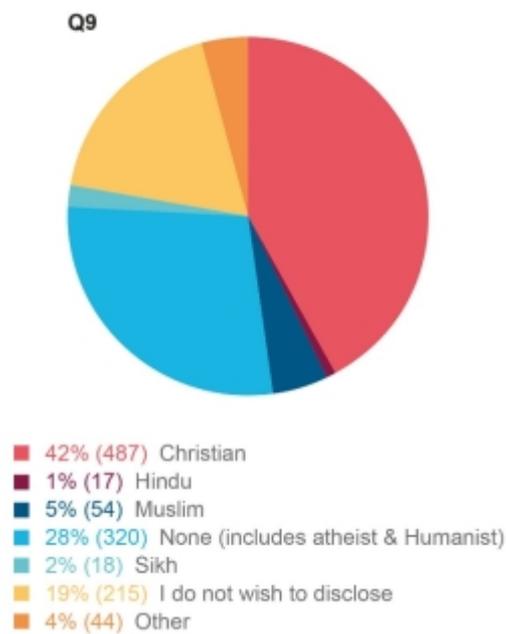
Respondents were asked:

Religion

- Christian (all denominations)
- Hindu
- Muslim
- None (includes atheist & Humanist)
- Sikh
- I do not wish to disclose

Other (please specify)

Responses are illustrated below:



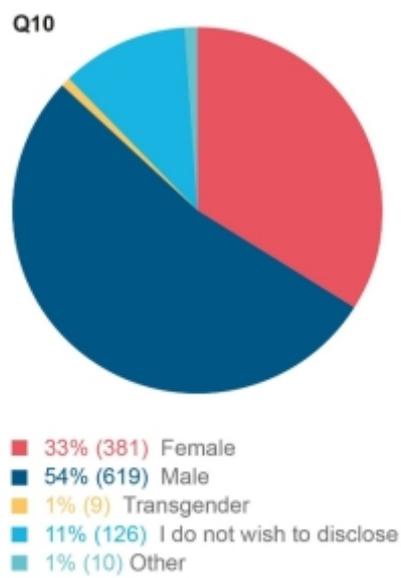
Question 10

Respondents were asked:

Could you please disclose your gender

- Female
- Male
- Transgender
- I do not wish to disclose

Responses are illustrated below:



Question 11

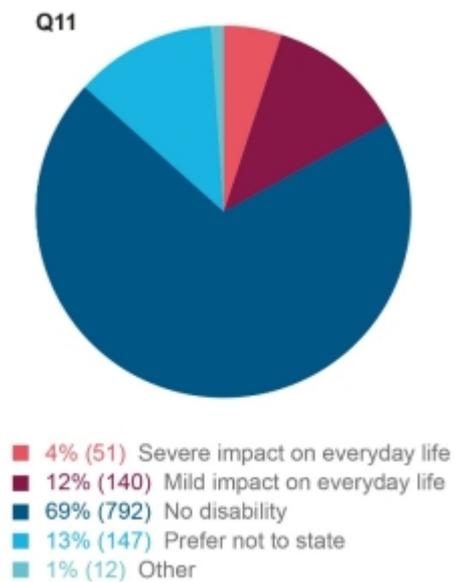
Respondents were asked:

Do you consider yourself to have a disability which has:

- Severe impact on everyday life
- Mild impact on everyday life
- No disability
- Prefer not to state

Other (please specify)

Responses are illustrated below:



Question 12

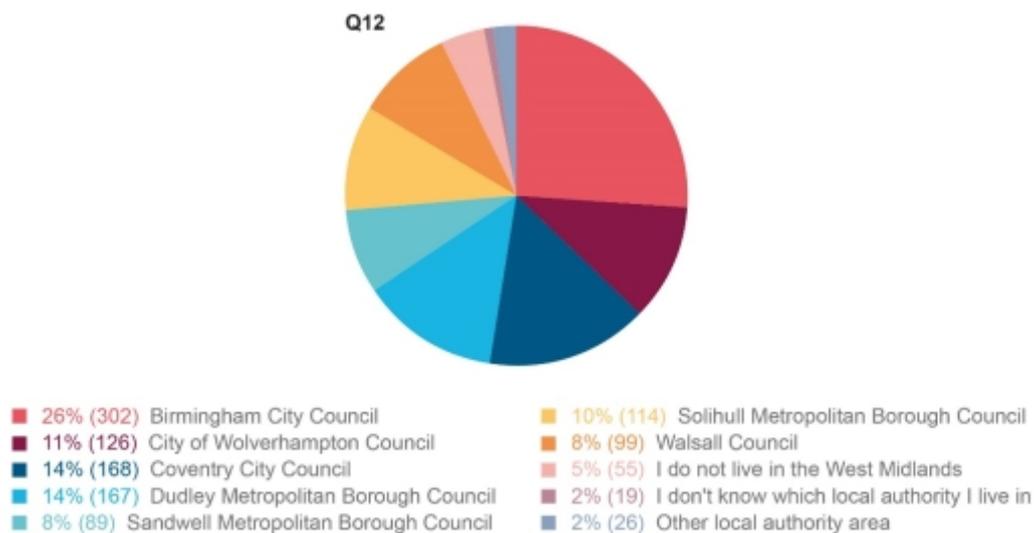
Respondents were asked:

Which constituent council area do you live in?

- Birmingham City Council
- City of Wolverhampton Council
- Coventry City Council
- Dudley Metropolitan Borough Council
- Sandwell Metropolitan Borough Council
- Solihull Metropolitan Borough Council
- Walsall Council
- I don't live in the West Midlands
- I don't know which local authority area I live in

Other local authority area (please specify)

Responses are illustrated below:



As required, the consultation was carried out by the constituent councils across the seven metropolitan council areas of the WMCA.

Additionally, several respondents from areas outside of the WMCA area have provided feedback in relation to proposals in the Scheme, which are included in the table below:

Local Authority	Number of respondents
Warwickshire	8
Staffordshire	5
Worcestershire	5
Gloucestershire	1
Shropshire	1
Telford and Wrekin	1
Unspecified	3

Question 13

Respondents were asked:

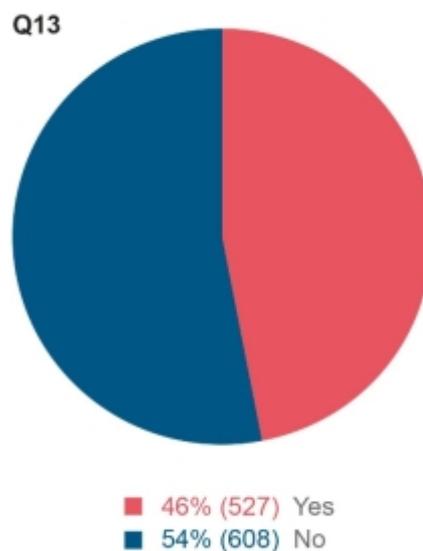
Do you work for the public sector?

Yes

No

If so, could you please tell us which organisation you work for.

Responses are illustrated below:

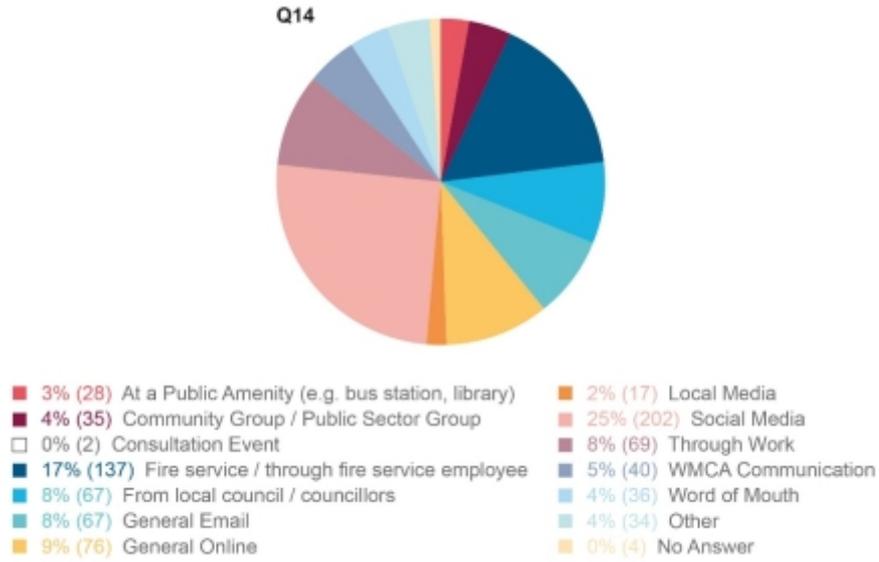


Question 14

Respondents were asked:

Where did you hear about this consultation?

Responses are illustrated below:



6. Open text feedback by theme

The consultation contained an open text feedback option as part of Question 1, as below:

Do you agree or disagree that the Mayoral West Midlands Combined Authority should take on responsibility for the functions of West Midlands Fire and Rescue Authority which includes:

- ***Community Safety (Mayor will approve Community Safety Plan on behalf of the Combined Authority)***
- ***Budgeting and setting of the Council Tax precept for the Fire Service across the seven constituent Councils***
- ***Appointment of the Chief Fire Officer by the Mayor of the Combined Authority***

Are there any other points you would like to make?

171 comments were submitted under this free text option. The comments varied in tone, theme and relevance. Some of the responses may not be directly related to the proposals in the Scheme itself but are still relevant to consider as part of the overall consultation.

The free text responses which had a frequency of two or more are summarised by theme below (those with a frequency of one are detailed in a table after the summary):

- 18 of the comments received (11%) stated that the proposals would represent a decline in the accountability of those in charge of the fire service, as well as local councillors.
- 18 of the comments received (11%) raised fears over a lack of expertise/capacity within the WMCA to run the Fire Service.
- 17 of the comments received (10%) expressed satisfaction with the current arrangements while suggesting the current governance scheme does not need changing.
- 16 of the comments received (9%) raised concerns that various aspects of the fire service and other services are becoming increasingly politicised.
- 12 of the comments received (8%) expressed support for fire service to be within a larger regional organisation such as the WMCA to form a more coordinated approach/make more accountable.
- Nine of the comments received (5%) referred to a lack of faith that enough money will be spent to support the Fire Service across the region.
- Nine of the comments received (5%) raised concern over perceived additional expenditure and/or bureaucracy changes would bring.

- Seven of the comments received (4%) said that the running of the fire service should stay with the Chief Fire Officer.
- Five of the comments received (3%) stated their general opposition to the WMCA/Mayor, but did not comment on the proposals specifically.
- Four of the comments received (3%) said that the WMCA is taking on too many responsibilities too quickly since its inception.
- Four of the comments received (3%) said local councils/councillors should decide whether the proposals go ahead.
- Three of the comments received (2%) suggested the Council Tax income should be apportioned to reflect the needs of each individual local authority.
- Three of the comments received (2%) said there should be safeguards to protect the WMFS budget and specialist decision making.
- Three of the comments received (2%) felt the new proposals suggested as part of the consultation are already a foregone conclusion.
- Three of the comments received (2%) said that the WMCA running the Fire Service would be preferable to the Fire Service being run under the Police and Crime Commissioner instead.
- Three of the comments received (2%) raised concern that the quality of the Fire Service would decrease.
- Three of the comments received (2%) said the proposed changes were too difficult for the average person to understand.
- Three of the comments received (2%) said they would like to see a decent level of savings made as part of the proposals.
- Two of the comments received (1%) raised general opposition to the proposals.
- Two of the comments received (1%) argued the current fire authority isn't working as WMFS has too much middle/senior management.
- Two of the comments received (1%) were concerned that the new governance structure could hamper current partnerships with the NHS and third sector.
- Two of the comments received (1%) said the Fire Service is unable to budget properly under the current arrangement.
- Two of the comments received (1%) from respondents were not worried how the Fire Service is managed as long as it is done well and the relevant staff are happy.

- Two of the comments received (1%) stated that the Fire Unions should have been involved at an earlier stage.
- Two of the comments (1%) said the Fire Authority is currently democratic with a mix of views.

Further comments which were received during the consultation are listed in the table below:

Response by theme	Frequency
Police should be governed by WMCA and Mayor to be PCC as in London & Manchester.	1
Birmingham City Council cannot be trusted to utilise taxpayers' money.	1
Communications need to be improved.	1
Current staff should be protected and be given opportunities for transfer to new authority or voluntary redundancy.	1
The Fire Service should be run and funded by central government.	1
The Fire Service should be privatised to allow choice for tax payers.	1
'Yet another American system'.	1
Only the benefits of WMCA taking control of WMFS have been presented, you do not show the other side.	1
I would expect the Community Safety Plan to be subject to public consultation.	1
More fire engines and rescue boats are needed.	1
Open Walsall Fire Station.	1
Hand Coventry area to Warwickshire Fire & Rescue - better value for money for all parties.	1
Would like to see the Mayor engage regularly with firefighters.	1
There is also scope for closer collaboration with WMAS perhaps with some shared stations.	1
What are the thoughts of the PCC?	1
The appointment of the Chief Fire Officer should not be by the Mayor.	1
Would describe the proposals as 'micromanaging'.	1
Expressed wish not to alter firefighters contracts.	1
The WMFS are not being updated when residents have already had their free Safe and Well Check.	1
Insufficient room provided to submit response.	1
Making the WMCA larger doesn't necessarily mean the service will be better.	1
Fire station in West Bromwich is a vital part of the town.	1
The number of councillors should be reduced	1
Lack of trust for local councils	1

Segregation of budget decisions and safety decisions are limited.	1
The mayor was not voted in to take on this role	1
Perception the proposals would mean the closure of local facilities for emergency services.	1
Would like to see other options available	1
The firefighters should have their say first	1
Please bring back the West Midlands county boundary	1
The Mayor is governed by the Councils	1
There is not enough information to make an informed decision	1
Preference for more than one person to be in charge	1
Preference for Aldridge Fire Station to remain open	1
No one but Phil Loach will have any idea how a fire service runs	1

7. Stakeholder Representations

As well as formal consultation responses via online or paper methods, stakeholder representations were made regarding the proposals in connection with the Mayoral West Midlands Combined Authority Scheme Appendix B.

Stakeholder representations were received from:

Fire Brigades Union FBU

Anthea McIntyre MEP

Full details are provided in Appendix C

Appendix A – Consultation Documentation

Consultation Poster



Consultation Survey

Appendix B - Stakeholder List

<u>Title</u>	<u>Saluation</u>	<u>Constituency</u>
MPs		
Wendy Morton MP	Ms Morton	Aldridge-Brownhills
Preet Gill MP	Ms Gill	Birmingham Edgbaston
Jack Dromey MP	Mr Dromey	Birmingham Erdington
Roger Godsiff MP	Mr Godsiff	Birmingham Hall Green
Rt Hon Liam Byrne MP	Mr Byrne	Birmingham Hodge Hill
Shabana Mahmood MP	Ms Mahmood	Birmingham Ladywood
Richard Burden MP	Mr Burden	Birmingham Northfield
Khalid Mahmood MP	Mr Mahmood	Birmingham Perry Barr
Steve McCabe MP	Mr McCabe	Birmingham Selly Oak
Jess Phillips MP	Ms Phillips	Birmingham Yardley
Colleen Fletcher MP	Ms Fletcher	Coventry North East
Geoffrey Robinson MP	Mr Robinson	Coventry North West
Jim Cunningham MP	Mr Cunningham	Coventry South
Ian Austin MP	Mr Austin	Dudley North
Mike Wood MP	Mr Wood	Dudley South
James Morris MP	Mr Morris	Halesowen and Rowley Regis
Rt Hon Dame Caroline Spelman	Dame Caroline	Meriden
Julian Knight MP	Mr Knight	Solihull
Rt Hon Andrew Mitchell MP	Mr Mitchell	Sutton Coldfield
Rt Hon Eddie Hughes MP	Mr Hughes	Walsall North
Valerie Vaz MP	Ms Vaz	Walsall South
Rt Hon John Spellar MP	Mr Spellar	Warley
Tom Watson MP	Mr Watson	West Bromwich East
Adrian Bailey MP	Mr Bailey	West Bromwich West
Emma Reynolds MP	Ms Reynolds	Wolverhampton North East
Rt Hon Pat McFadden MP	Mr McFadden	Wolverhampton South East
Eleanor Smith MP	Ms Smith	Wolverhampton South West
Margot James MP	Ms James	Stourbridge
Rt Honourable Sajid Javid MP		
Rt Honourable Nick Hurd MP		
Ms Chloe Dunnett		Home Office
Mr Stephen Polly		Home Office

MEPs

Jill Seymour MEP	Ms Seymour	UKIP
Neena Gill MEP CBE	Ms Gill	Labour
Dan Dalton MEP	Mr Dalton	Conservative
James Carver MEP	Mr Carver	UKIP
Siôn Simon MEP	Mr Simon	Labour
Anthea McIntyre MEP	Ms McIntyre	Conservative
Bill Etheridge MEP	Mr Etheridge	UKIP
Black and Ethnic Minorities		
The Manager	Sir/Madam	Birmingham Muslim Foundation Islamic Society of Britain (Birmingham branch) Jami Masjid and Islamic Centre Birmingham
Ms Mehmooda Qureshi	Ms Qureshi	Arrahma Islamic Centre Birmingham Central Mosque
The Manager	Sir/Madam	Nishkam Centre Guru Nanah Gurdwara Sahib Walsall
To whom it may concern	Sir/Madam	Sikh Community and Youth Service UK
To whom it may concern	Sir/Madam	West Midlands Police Sikh Association
Bhai Sahib Bhai (Dr) Mohinder Singh OBE KSG	Dr Singh	Shree Hindu Community Centre Bengali Association Midlands Shree Geeta Bhawan Temple & Hindu Priest Services Hindu Cultural Resource Centre
To whom it may concern	Sir/Madam	Durga Bhawan The Polish Centre
The Manager	Sir/Madam	Emerging Communities Network
The Manager	Sir/Madam	Emerging Communities Network
To whom it may concern	Sir/Madam	Afro Caribbean Millennium Centre
To whom it may concern	Sir/Madam	African Community Council For the Regions

Future Governance Working Group

Brian Nash

Jonathon Jardine

Paul Faulkner

Keith Ireland

Nick Page

Tony Yeaman

Barbara Watt

Simon Brake

Richard Bacon

Home Office

WM PCC Office

Birmingham Chamber of
Commerce

MD City of Wolverhampton
Council

CEx Solihull Council

Weightmans

Walsall Council

Coventry Council

PwC

Appendix C – Stakeholder Representation





Cabinet

10th April 2018

Name of Cabinet Member:

Cabinet Member for Policy and Leadership – Councillor G Duggins

Director Approving Submission of the report:

Chief Executive

Ward(s) affected:

All

Title:

Implementation of Devolution Agreement – Adult Education Budget (AEB)

Is this a key decision?

Yes – Approval is being sought to transfer powers to the West Midlands Combined Authority.

Executive Summary:

A report outlining the process to be followed and seeking consent to the making of an order required to enable full devolution of the Adult Education Budget (AEB) to the West Midlands Combined Authority (WMCA).

Recommendations:

Cabinet is recommended to:

- (1) Approve the transfer of functions to WMCA as set out in the report to ensure the successful devolution of the Adult Education Budget in 2019.
- (2) Consent on behalf of the City Council to the making of an Order giving effect to this transfer.
- (3) Delegate authority to the Chief Executive, following consultation with the Leader of the Council, to approve the final draft Devolution Order in order to meet the timetable for agreement as set out in the 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?

No

Will this report go to Council?

No

Report title: Implementation of Devolution Agreement - Adult Education Budget (AEB)

1. Context (or background)

1.1 To seek approval for consent to an order being made to transfer functions from central government to the WMCA enabling the devolution of the Adult Education Budget (AEB).

1.2 Background

1.2.1 The West Midlands Combined Authority's first Devolution Deal was formally agreed by the Combined Authority Shadow Board on 17th November, 2015. The agreement included the transfer of adult skills funding (Adult Education Budget - AEB) to the WMCA and the subsequent Order establishing the Combined Authority contained details of a number of Adult Education powers although it did not deal with the devolution of funding. In order to prepare for devolution, the Combined Authority is required to meet a series of readiness conditions including the transfer of the Secretary of State for Education's statutory duties in relation to the provision of further education for adults.

1.2.2 The principal purpose of AEB is to engage adults in learning that supports wider economic and social priorities. Devolution of AEB will only be applied within constituent member areas, and the indicative budget will be approximately £112m for 2019/20 based on current spend on residents.

1.2.3 The Order, to be received in draft by 19th March 2018, will set out the details of AEB functions that will be transferred to the WMCA with the agreement to devolve the budget. DfE have been clear that the Order will not cover apprenticeships, adult offender learning or provision for people aged 16 -18. Subject to these exceptions, it is proposed that the following functions contained in the Apprenticeships, Skills, Children and Learning Act (ASCAL) 2009 will transfer to the WMCA in relation to constituent member areas:

1. S86 – Duty to provide appropriate 19+ Further Education (not to include apprenticeships, prisoner education or traineeships).
2. S87 – Duty to provide appropriate FE to 19+ learners who do not have certain specified qualifications
3. S88 – Duty to ensure that provision is free for relevant learners who do not have certain specified qualifications

1.2.4 The following powers will be exercised concurrently with the Secretary of State:

1. S90 – Duty to encourage learner and employer participation in education and training of people aged 19+ (except those in adult detention) (to be exercised concurrently with the Secretary of State)
2. S115 – Duty to consider/have regard to the needs of 19+ learners with Special Education Needs (other than those aged 19-25 with Educational Health Care plans, who will remain the responsibility of the LAs as they are treated as 16-18 year old learners).
3. S122 – Power to exchange information with providers to enable provision of 19+ FE (to be exercised concurrently with the Secretary of State).

2. Options considered and recommended proposal

2.1 The City Council could not approve the transfer of functions and refer the matter back to WMCA for consideration; this is not recommended as it will impact upon the timeline as outlined below.

2.2 The recommendations proposed allow final approval of the draft order by the Chief Executive following consultation with the Leader of the Council.

3. Results of consultation undertaken

3.1 A formal consultation was undertaken when the original scheme for the creation of the West Midlands Combined Authority was being considered. The Devolution deal at this stage included the transfer of adult skills funding.

4. Timetable for implementing this decision

4.1 Mayoral Combined Authorities (MCAs) are required to provide the Department for Education (DfE) with consent to the draft Order by the end of April 2018 to meet the necessary timescales to enable full devolution in 2019/20. The Order will need to be laid before Parliament by the end of June 2018 and made in November 2018 to meet the timescales to commission for the 2019/20 academic year

5. Comments from Director of Finance and Corporate Services

5.1 Financial implications

5.1.1 The Adult Education Service is budgeted to receive Adult Skills income of £5.4M in 2017/18 financial year, which relates to the duties set out in 1.2.3. This includes the duty and budget for delivery of the government's commitment to statutory entitlements for fully funded qualifications at Levels 2 and 3, English and Maths, and the future digital entitlements for learners. The statutory entitlements are not time-bound, and the WMCA's AEB Funding Policy where it will be clearly stated that if demand exceeds availability some learners may have to wait to the following academic year.

5.1.2 The original Devolution Agreement (November 2015) set out a 3 stage Devolution process which began with Outcome Agreements in the first year to the implementation of a funding formula in the 3rd year. Without seeing further detail on the funding factors that would be included in a formula it is not clear whether a formula would deliver more or less funding for Coventry. Benchmarking information, however, indicates that Coventry is a well-funded Adult Education Service, so there is a risk that the budget could reduce under a Combined Authority Funding formula. It will also be key to understand whether there will be any topslicing of the budget to fund running costs of WMCA before allocation to Local Authorities.

5.1.3 Funding changes will obviously have an impact on the level and types of provision, and course charging arrangements where appropriate. In addition, as part of the City Council the Adult Education Services makes a contribution towards the infrastructure costs of the council (e.g. centralised charges and overheads). The level of this contribution may be at risk if funding levels change.

5.2 Legal implications

5.2.1 Section 105(b) of the 2016 Cities and Local Government Devolution Act states that to allow Secretary of State to make an order for the devolution of functions, consent also has to have been given by each appropriate authority which for these purposes are the Combined Authority and the constituent authorities of that Combined Authority.

6. Other implications

6.1 How will this contribute to achievement of the Council's Plan?

No significant impact is identified from the proposals

6.2 How is risk being managed?

The Combined Authority as a statutory organisation and its members would be required to manage the risks associated with its activities.

6.3 What is the impact on the organisation?

The impact on the City Council will include a transfer of functions to the WMCA in relation to the Adult Education Budget.

6.4 Equalities / EIA

These aspects of the Devolution Agreement are reflected in the WMCA Equalities Scheme.

6.5 Implications for (or impact on) the environment

There are no environmental implications currently.

6.6 Implications for partner organisations?

The proposals require partnership working and agreement with the other local authorities.

Report author(s):

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Rachel Sugars	Finance Manager	Place	6.3.18	16.3.18
Kirston Nelson	Director of Education	People	6.3.18	15.3.18
Names of approvers for submission: (Officers and Members)				
Barry Hastie	Director of Finance and Corporate Services	Place	6.3.18	20.3.18
Julie Newman	Legal Services Manager	Place	6.3.18	6.3.18
Martin Reeves	Chief Executive	-	6.3.18	7.3.18
Councillor G Duggins	Leader of the Council	-	9.3.18	9.3.18

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Cabinet

10 April 2018

Name of Cabinet Member:

Cabinet Member for City Services - Councillor J Innes

Director Approving Submission of the report:

Deputy Chief Executive (Place)

Ward(s) affected:

All

Title: Salt Lane Multi-storey Car Park Development

Is this a key decision?

No

Executive Summary:

Coventry City Council adopted the City Centre Parking Strategy in August 2016. Subsequently in January 2017, Council and Cabinet approved recommendations to construct a new 600 space multi-storey car park in Salt Lane on the site occupied by the existing surface level car park at an estimated cost of £10.7m.

Officers have recently undertaken the competitive tendering exercise for the construction of the Salt Lane multi-storey car park and the preferred bidder has been identified. Based on the most economically advantageous tender submission, together with the anticipated project management and design costs, it is anticipated that the out turn costs are likely to be approximately £1m higher than those anticipated in the 2017 report. These costs are affordable within the original approved business case as the cost of financing is now lower than was originally assumed.

Accordingly this report seeks approval for an additional £1million from the Capital Programme for 2018/19, offset by reduced borrowing costs, to allow the procurement to proceed to contract award and thereafter construction to start on site.

Recommendation:

Cabinet is requested to approve the addition of £1million to the capital budget, funded from corporate capital resources, for the delivery of the Salt Lane car park as approved in the Business Case Report of January 2017.

List of Appendices included:

None

Background Papers

None

Other useful documents

City Centre Parking Strategy

<http://democraticservices.coventry.gov.uk/documents/g11039/Public%20reports%20pack%2030th-Aug-2016%2014.00%20Cabinet.pdf?T=10>

Business Case for the construction of multi-storey car parks in the city centre

<http://democraticservices.coventry.gov.uk/documents/s32568/Business%20Case%20for%20the%20construction%20of%20multi-storey%20car%20parks%20in%20Coventry%20City%20Centre.pdf>

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?

No

Will this report go to Council?

No

Report title: Salt Lane Multi-storey Car Park Development

1. Context (or background)

- 1.1 Coventry City Council adopted the City Centre Parking Strategy in August 2016. The strategy recognised that demand for off-street car park would increase during the next decade in line with the growth of the local economy and the transformation of the city centre. It was recognised that ultimately demand would out-weigh the number of spaces available and that investment was needed in order to ensure a sufficient amount of parking spaces are available in the right locations.
- 1.2 On 24 January 2017, Council and Cabinet considered a linked business case for the development of new multi-storey car parks at Salt Lane and New Union Street in the city centre.
- 1.3 Council and Cabinet approved the business case and the recommendation for the addition of £10.7million to the capital programme funded from the corporate capital resources for 2017/18 and 2018/19 for the development of a new 600 space multi-storey car park at Salt Lane on the site of the existing surface car park.
- 1.4 During 2017, officers appointed consultants to progress the detailed designs of the proposed scheme and have subsequently secured planning permission. Design works have been undertaken in conjunction with stakeholders and Cabinet Member (City Services).
- 1.5 The Salt Lane site is constrained by a large underground BT duct carrying multiple fibre cables which run across the site from the BT exchange. It has been necessary to work with BT to agree a strategy to enable the car park construction works while ensuring continuity of the BT services. This has culminated in BT requiring an assurance duct, at an additional cost to the project of £682k, to be installed prior to the commencement on site by the preferred contractor. These costs were not known at the time of the previous report.
- 1.6 To facilitate the additional works required by BT, it will be necessary to remove two redundant underground fuel tanks at an estimated additional cost to the project of £50 - 100k. There is an associated risk that the removal of the tanks may identify that the surrounding ground is contaminated.
- 1.7 Associated with the building of the multi storey car park are highway and public realm works. The public realm element of the scheme is included within the public realm phase 5 programme which was approved by Cabinet on 6 March 2018. Together with fees, contingency, and the additional BT costs noted above it is expected therefore, that the revised budget required to deliver the scheme will be £11.7million which represents an increase of £1million compared to the approved budget.
- 1.8 Prior to the award of the contract to the preferred contractor, approval is required for the additional capital funding that is required to deliver the scheme.

2. Options considered and recommended proposal

2.1 In light of the above, two options have been considered:

Option 1 - Do nothing

Retain the existing car park facilities at Salt Lane and do not progress with the award of contract or the development of the new multi-storey car park. This will result in the water park and leisure centre opening without adequate, easily accessible car parking provision **(Not recommended)**

Option 2

Approve the addition of a further £1million to the capital programme funded from corporate capital resources for 2018/19 and 2019/20 and continue with the development of the Salt Lane multi-storey car park in line with the detailed designs that have already been submitted. **(Recommended)**

2.2 The preferred way forward is Option 2 above, i.e. to approve the additional funding required to deliver the Salt Lane scheme and thereafter, consider the implications to the business case for the New Union Street and Cheylesmore development.

3. Results of consultation undertaken

3.1 A detailed consultation with stakeholders on the proposed development of the Salt Lane multi-storey car park was undertaken in line with the requirements of the planning application.

4. Timetable for implementing this decision

4.1 Subject to the approval of the recommendations contained within this report, the aim is to award the contract for the construction of the new multi-storey car park at Salt Lane to the preferred contractor during week commencing 30 April 2018. This will result in minimal impact to the construction phase of the project programme and will ensure that the scheme is completed in time for the planned opening of the Waterpark and Leisure Centre during April 2019.

5. Comments from Director of Finance and Corporate Services

5.1 Financial implications

The report seeks approval for a further £1m of corporate capital resources. The previous report to members in January 2017 indicated that the Salt Lane development alone would yield a net cash benefit of £8.172m. This was based on a cost of £10.7m, and borrowing cost interest rate of 3.76%.

Officers have reviewed the financial business case to take account of the higher projected cost of £11.7m, reflecting also a reduced borrowing cost consistent with the latest market rates of 3.04%.

The updated financial model indicates that the Salt Lane multi-storey car park development would still yield an estimated cash benefit to the Council of £8.244m over the same 45 year period. This effectively demonstrates that the additional £1m cost would be broadly offset by the slightly lower assumed cost of borrowing to fund the investment.

Although the required development for the second phase of the scheme at New Union Street is not the same as Salt Lane proposal, it will nonetheless be informed by the tender prices received for the first phase. Officers need to review the car parking strategy over the

coming weeks to update the supply and demand assumptions, which together with cost data, will inform an updated view of the solution required for New Union Street. This will be reported back to members in the new municipal year.

5.2 Legal implications

Under sections 32 to 35 of The Road Traffic Regulation Act 1984 the Council has powers enable enabling it to provide off-street parking places and to charge for use of those spaces. The Council can choose to use its land as an off-street car park.

6. Other implications

6.1 How will this contribute to achievement of the Council's Plan?

A prosperous Coventry – The parking strategy committed to ensuring that the demand for parking within Coventry is met with a sustainable supply to support and develop the local economy and regenerate Coventry city centre. The development of the proposed multi-storey car park will contribute to achieving the aim.

Making Coventry an attractive and enjoyable place to be – The development of a multi-storey car park will help to ensure that parking, together with other attractions, amenities and activities within the city centre, are more accessible which in turn will contribute to the regeneration and growth of Coventry.

Making places and services easily accessible to Coventry People – The development of a multi-storey car park will help to ensure that there is a sustainable provision of parking within the city centre which will help to make facilities, services and places within the city more accessible for residents, commuters and visitors.

6.2 How is risk being managed?

6.2.1 The management of car parks including the enforcement of restrictions in car parks contribute to the expeditious movement of traffic on the city's road network which improves the accessibility and reliability to the city centre.

6.3 What is the impact on the organisation?

None

6.4 Equalities / EIA

The proposed new multi-storey car park will be designed and constructed in line with National 'new build car park' guidelines and National Planning Practice Guidance and a full equalities impact assessment will be developed at the design phase and as part of the associated transport assessment. It will incorporate feedback from the consultation with stakeholders and the likely impacts on protected groups.

The traffic impact of the proposed development is one of the key considerations given the increase in traffic movements in and out of the site and within the surrounding areas.

It is expected that the number of spaces is required to help ease the pressures on the current and future demands for parking within the city centre.

It is expected that the new multi-storey car park at Salt Lane will increase the provision at that location by 428 spaces from 172 to circa 600 spaces. Consequently, the increase in

provision is likely to have a positive impact on access arrangements as a proportion of the proposed spaces will be dedicated for Blue Badge parking for those with limited mobility.

6.5 Implications for (or impact on) the environment

The construction of the proposed new multi-storey car park will be undertaken in accordance with Secured by Design principles. Modern construction materials will be used and would present a significantly lesser impact on the environment than others that are still available that have been used historically.

The operation of modern energy efficient mechanical, electrical and lighting installations would be incorporated into the scheme to provide improved energy use.

It is not expected that the proposed development of the multi-storey car park at Salt Lane will have a significant effect on the environment or air quality given that the principle use of the existing site will not change and the new facility will remain within the site of the existing car park.

6.6 Implications for partner organisations?

The development of the new multi-storey car park is expected to be a contributory factor to the potential success of the new Waterpark and Leisure Centre and other major attractors within the vicinity, including local businesses, shops and restaurants.

It is also expected that the regeneration of the surrounding area will encourage confidence that might attract other new investment within the city centre.

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Place

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Martin Yardley	Deputy Chief Executive (Place)	Place	13/03/2018	14/03/2018
Councillor J Innes	Cabinet Member for City Services	-	14/03/2018	14/03/2018

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Cabinet
Council

10th April 2018
Date to be Confirmed

Name of Cabinet Member:

Cabinet Member for Business Enterprise & Employment (Cllr O'Boyle)
Cabinet Member for Strategic Finance and Resources (Cllr. Mutton)

Director Approving Submission of the report:

Deputy Chief Executive (Place)

Ward(s) affected:

Cheylesmore and Holbrooks

Title:

Replacement of Administration Building at Whitley Depot & ICT Data Centre at Jackson Road

Is this a key decision?

Yes - The decision involves expenditure in excess of £1m and affects 2 electoral Wards.

Executive Summary:

The Place Directorate continues to review the use and effectiveness of the City Council's operational property. It is clear that the current arrangement of two separate satellite sites for an operational depot and CCTV / data centre are tired, unfit for purpose. Including periodic repairs, they are also expensive to operate, averaging in excess of £0.5m per year.

This report proposes the replacement of six separate buildings on two sites with a new purpose built building at Whitley Depot to house both employee welfare facilities and office accommodation. As part of the de-commissioning of Jackson Road, it is proposed to re-provide an unmanned ICT Data Centre and improve ICT infrastructure resilience to de-risk against future ICT network outages. Planned works are estimated to cost c£5m in total. The annual cost borrowing, together with the significantly lower running costs of the new build are estimated to save the Council between £0.2m to £0.25m per year against current costs.

Additionally, following the demolition of Jackson Road it is proposed to re-instate this land as additional burial space for St Paul's cemetery subject to planning permission.

Recommendations:

Cabinet is recommended to:

1. Approve the replacement of all office buildings at Whitley Depot with a smaller, open plan and more efficient administration and deployment facility, and delegate authority to the Deputy Chief Executive (Place) to submit any necessary applications for permission or consents to deliver this facility.
2. Approve the replacement of facilities at Jackson Road and the demolition of the existing building to allow land to be brought back into use as additional burial ground at St Paul's cemetery and delegate authority to the Deputy Chief Executive (Place) to submit any necessary applications for consents required to demolish and appropriate the use as additional burial space.
3. Approve the overall affordability strategy for the Projects as set out in this report and subject to final scheme proposals being in line with the costs identified within this report.
4. Approves the allocation of £0.5m existing ICT capital resources against the ICT Data Centre scheme
5. Delegates authority to the Deputy Chief Executive (Place), Deputy Chief Executive (People), and the Legal Services Manager as appropriate, to negotiate, finalise and award contracts required to deliver the Projects within the affordability parameters detailed in this report.
6. Consult with the Cabinet Member for City Services prior to the finalising of the design of the building and submission of any planning application.

Cabinet is asked to recommend to Council to:

7. Approve the addition of the replacement administration depot scheme at a cost of £4.6m to the Council's capital programme for 2018/19 onwards and uses its prudential borrowing powers under the Local Government Act 2003 to fund the project as required.

Council is recommended to:

8. Approves the addition of the replacement administration depot scheme at a cost of £4.6m to the Council's capital programme for 2018/19 onwards and uses its prudential borrowing powers under the Local Government Act 2003 to fund the project as required.

List of Appendices included:

Appendix A – proposed indicative new site layout

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?

No

Will this report go to Council?

Yes – Date to be confirmed.

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Report title: Redevelopment of Whitley Depot

1. Context (or background)

- 1.1 As part of the Place Directorate's on-going programme to identify savings that do not affect the delivery of frontline services a review of major operational property has been undertaken. The operational properties considered were:
- Whitley Depot – the City Council's main operational depot, including waste operation, street cleaning, grounds maintenance, fleet / workshops, passenger transport, repairs and maintenance, highways and drainage.
 - Jackson Road – Coventry Communication Centre, office space and kennels.
 - Austin Drive – operational skip store.
 - Fullwood close – neighbourhood depot for street cleaning operations.
- 1.2 The viability of Fullwood Close as a satellite depot has already been considered in the Streetpride review of 2015/16. It is considered that the fuel savings and operational efficiencies demonstrated in this review remain valid and whilst Fullwood will remain under operational review it does not form part of this project.
- 1.3 Whitley Depot dates back to the 1960's and currently comprises 14 different buildings; 2 submerged fuelling stations; a weigh bridge and a concealed pond on a sloping site immediately adjacent to the River Sowe on the Western boundary.
- 1.4 Jackson Road, whilst newer than Whitley, comprises a secure CCTV and alarm monitoring area, ICT hub, a collection of small offices, a poison store and kennelling for stray dogs. The site has constrained access from Holbrook Lane and very limited operational parking. Originally this site formed part of the adjacent St Paul's cemetery, and has limited commercial appeal. Should this project proceed it is proposed to release this site back to burial space (subject to planning permission), providing up to c.300 graves at this very popular site.
- 1.5 Austin Drive is the site of the former Park and Ride North site situated between Centre AT7 and Sainsbury's. The site is currently used to store skips and commercial waste bins between jobs. The remodelling of Whitley Depot will allow the amount of land used at Austin Drive to be rationalised considerably and will potentially allow the future development or sale of this valuable industrial site.
- 1.6 The proposed scheme involves the relocation of the Jackson Road services to Whitley Depot. The co-location of these teams with the services based at Whitley Depot will create significant opportunities to improve service delivery and drive out further efficiencies moving forward, as well as reducing cost and building footprint.
- 1.7 The proposal also provides an opportunity to rehouse the ICT hub function at Jackson Road into a purpose built data centre on the Jackson Road site, thus improving ICT infrastructure resilience to de-risk against future ICT network outages as experienced in May 2017. This enables the majority of the Jackson Road site to be freed up through the demolition of the existing building and brought back into the Bereavement services area.

2. Options considered and recommended proposal

Option 1 - Continue to maintain and use the existing buildings on site

- 2.1 We currently spend on average c.£200k per year on planned and reactive maintenance and capital/repairs with the potential for this figure to rise year on year as the current buildings held will require more cost to maintain due to their age and condition.
- 2.2 The mechanical and electrical installations within the main administration building are expensive to run / repair and fall well short of Facilities Management best practice by way of carbon efficiency. It is not possible to upgrade these systems without a substantial remodelling project which is unlikely to be financially viable. These and other running costs will only continue to rise in excess of inflation and budget provision over time without investment.
- 2.3 Feedback from ongoing consultations about the designs and working environments within our new offices at Friargate; the democratic centre at the Council House and our new customer service centre at Broadgate House have been regularly and well attended by staff from services based at Jackson Road and Whitley Depot. A degree of frustration and disappointment has been expressed that their working environments and conditions won't change. There is a clear desire from the majority of staff at Whitley Depot to see their working environments and conditions improve.
- 2.4 The ongoing service improvement projects that are taking place at Whitley Depot would benefit greatly from a new, fit for purpose office environment and the bringing together of staff in to one space affords an opportunity to look at further efficiencies. It is difficult to realise maximum benefits in this regard if teams and services continue to be split across different buildings and sites.
- 2.5 There would be no scope to improve pedestrian and vehicle movement and cope with the increased numbers of transport and commercial vehicles stored and deployed from site. This is due to the location and quantity of buildings on site that make it difficult for a properly considered site management strategy.
- 2.6 The increase in space as a result of mass demolition (as per the proposed solution) allows further future opportunities to maximise income and reduce external spend. For example, there may be the potential to process domestic waste sorting and compacting on site rather than outsourcing it. If we do nothing with the existing layout of the site these opportunities will not be possible.

Option 2 – Refurbish existing administration building

- 2.7 This could house the majority of staff currently on site and allow the demolition of the modular buildings that are at the end of their economic life. This would free up a small area of space to the north of the site but would not allow such a dramatic and beneficial improvement as the recommended option, neither would it yield any significant savings.
- 2.8 Given the type and form of construction, together with the structural make-up of the building, it would be difficult and costly to create open-plan office spaces sufficient in size to accommodate all proposed services. It would not be possible to relocate the services from Jackson Road and create alternative use opportunities, or therefore make efficiencies around external security costs.

- 2.9 Any extensive refurbishment of the administration building would require temporary office accommodation either on site or elsewhere for staff to operate from for the duration of the works as the building would need to be empty. This double decant would bring significant operational disruption and would add significant sacrificial costs to the project (whereas the proposed new building can be completed in isolation and without causing disruption).
- 2.10 The administration building contains a large amount of asbestos that would be costly to encapsulate and/or remove to permit a refurbishment scheme to be completed.

Option 3 – New Build Open Plan Office - Recommended option

- 2.11 This report seeks approval to effect the required design and construction works to redevelop the Whitley Depot site to replace the increasingly expensive & aged administration building and failing modular buildings with a new and modern fit for purpose office facility.
- 2.12 This would involve constructing a new open plan office; welfare and deployment building on a greatly reduced footprint towards the south of the site close to the London Road entrance. The new office building will house all back-office staff currently based on site, and will create one purpose-built deployment space for Streetscene & Greenspace, Building Services and our Highways teams. The office will be created to mirror the Council's new accommodation standards that are in place at our new Customer Service Centre at Broadgate, in the Democratic Centre within the Council House and our new office facility at Friargate.
- 2.13 The main entrance from London Road would be redesigned to create a more fluid movement of staff and commercial vehicles in and out of the site. It will also look to contain visitor parking in a safer and more controlled environment. A neighbouring property has been acquired to make way for the entrance redesign and an area of land to the front of the site cleared. An indicative masterplan sketch of what the site could look like is included in Appendix A. In addition the scheme would look to provide space for basic parking provision for the remaining neighbouring residents.
- 2.14 All other buildings on site would be demolished with the exception of the grit store and vehicle workshop. The scheme would also de-clutter the site and vastly improve general movement of staff, visitors and commercial traffic.
- 2.15 The existing waste transfer station could potentially be relocated within the confines of the site in the future. It is not part of this project and would be subject to additional funding.
- 2.16 Perimeter security will need to be improved (CCTV, fencing, gates etc.) so that the externally contracted security that currently patrols the site can be cancelled. Instead, we will utilise the security staff in our Monitoring & Response Service that will by default be based on site 24/7 to carry out deterrent patrols and provide an on-site security presence. Our Insurance team have confirmed that this is acceptable from a liability perspective.
- 2.17 We will use the co-location of staff in to one building to improve efficiencies; introduce agile and flexible working arrangements; re-engineer business process and drive out further operational efficiencies moving forward. (Please note that the financial impact as per section 5 does not include any requirement or assumptions on staff savings / headcount reduction).

2.18 The transfer of facilities from Jackson Road to Whitley Depot will allow the Jackson Road site to be brought into use for burials as an extension to St Paul's cemetery, thus deferring capital spend on provision of burial space in the area.

3. Results of consultation undertaken

3.1 Council staff at the Depot will be fully engaged in the project in order to deliver the working-practice changes and formal consultation processes with staff and Trades Unions will take place as required during the project. Initial conversations with Trades Unions have already taken place.

3.2 A detailed and comprehensive communications strategy will be developed, aimed at ensuring all stakeholders are aware of the changes and informed throughout the project as it progresses. This will include focussed workshops for staff and other stakeholders.

3.3 There will be ongoing dialogue with access groups and staff to ensure that the project reflects the needs of people with disabilities

4. Timetable for implementing this decision

4.1 The anticipated completion date for the programme of works, i.e. fully operational and Council staff occupying the new building, and the necessary changes in the way that we work, is April 2020.

5. Comments from Director of Finance and Corporate Services

5.1 Financial implications

5.1.1 The total cost of the proposed scheme is £5.1m, £4.6m of which is additional spend which will drive revenue savings. £0.5m relates to existing approved resources within the ICT capital programme for 18/19.

5.1.2 The redevelopment of Whitley Depot and the co-location of services currently based at Jackson Road will produce a net revenue saving from operating one building on one site instead of several buildings on two sites. Future capital expenditure will also be deferred as a result of the creation of additional burial space by incorporating the Jackson Road site as an extension to St Paul's cemetery.

5.1.3 Alternative security measures in the form of the internal Monitoring & Response service will allow the cancellation of the external contract for security guards. Together with the much reduced costs to run the building (heating, cooling, maintenance etc.), these savings will free up revenue budget to afford the cost of financing the proposed building investment cost, and make a significant contribution toward existing MTFS savings targets in the process.

5.1.4 Re-provision of an ICT hub on a small part of the existing Jackson Road Site will incur a one off capital cost of £0.75m. This will provide the ICT service with the opportunity to review resilience of the ICT infrastructure in light of the recent network outage on 23rd May 2017. This is part of a wider ICT network re-development programme. £0.5m of the costs are funded from the existing ICT capital programme with the additional £0.25m being funded from within the £4.6m scheme cost.

5.1.5 The affordability model for the remodelled Depot shows that an ongoing revenue saving of £227k could be achieved to contribute towards the Place Directorates existing MTFS savings targets. This can be summarised as follows:

	Annual average	Total (45 years)
	£k	£m
New Running costs	139	6.2
Debt Servicing costs	188	8.5
Existing attributable budgets (incl repairs and capital)	(554)	(24.9)
Projected saving	(227)	(10.2)

5.1.6 We will endeavour to optimise this saving through further scrutiny of building scope and costs and other efficiencies in order to maximise the transformational savings that can help further deliver against future saving targets

5.1.7 The financial assumptions underpinning this are as follows:

- Build costs of £4.6m (incl. £0.25m contribution towards ICT data centre) financed over 45 years
- Re-provision of ICT hub at Jackson Road at a cost of £0.75m, funded £0.5m from existing ICT capital resources and £0.25m from this scheme.
- Build cost includes cost of ICT equipment relocation from Jackson Road.
- No sale receipt assumed for Jackson Road.
- New Running costs of £139k per year (£6.2m over the life) against existing costs of £554k per year (c.£25m over the life).
- Lifetime Debt repayment costs of £8.5m, including £4.6m principal and interest at 3.04%.
- Net saving expected over the life averaging £227k per year.
- No service staff savings are assumed in the business case (other than security).

5.1.8 The Council will use its Treasury Management arrangements to minimise the costs of borrowing where possible to benefit the affordability position of the project. This includes only borrowing at a point in time when this is required in line with the timing of capital costs being incurred and the wider cashflow position of the Council.

5.2 Legal implications

5.2.1 The Council can use its powers under the Local Government Act 2003 for prudential borrowing.

5.2.2 Contracts to deliver the different elements of the project will need to be let in accordance with the Council's Rules for Contracts and the Public Contracts Regulations 2015.

5.2.3 Changes to the final proposed site layout will be subject to an application for planning permission which will need to be considered by Planning Committee in the usual way.

6. Other implications

6.1 How will this contribute to achievement of the Council's Plan?

6.1.1 The council is committed to the regeneration and growth of the city in general. In addition to this, the existing council estate is continuing to deteriorate and requires investment. The redevelopment of Whitley Depot is part of a plan to rationalise the number of office buildings the Council currently operates from. It will deliver significant benefits both in terms of an improved working environment for employees, provide a more flexible working environment and enable agile working environments. Working from fewer buildings in a more efficient way means that the Council will save money.

6.2 What is the impact on the organisation?

6.2.1 Working environment; the workspace will be open plan and there will be an improved physical working environment with properly regulated environmental conditions, optimum temperatures, humidity, lighting and acoustics. The provision of a safe attractive and stimulating working environment should result in improved motivation and productivity and should contribute positively towards recruitment and retention issues.

6.2.2 Office facilities will be shared and the workspace will be predominantly open plan with no partitions thereby removing many physical barriers and promoting a culture of openness.

6.2.3 In addition, combining the canteen / deployment facilities will help encourage the culture change already begun on site whilst maintaining dedicated Trade Union facility space.

6.2.4 Agile / individual ways of working will mean that there will be fewer dedicated desks, workstations will no longer be regarded as a single individuals' personal domain and space will be allocated according to function not grade. Employees will no longer have a fixed desk or office and less personal storage and associated office furniture. It will be possible to work anywhere anytime from a range of locations according to the needs of the job. Location independent agile working practices such as desk sharing, mobile and working from home where appropriate will be adopted and encouraged. .

6.2.5 This proposal supports the further expansion of traded services: fleet management have recently taken over the maintenance of Nuneaton and Bedworth's HGV fleet, and are looking at a possible extension to North Warwickshire as well. This will double the number of HGVs maintained on site, the reorganisation of the site will support the creation of space for this further service expansion.

6.2.6 Terms and conditions; no specific staff terms and conditions have been identified as requiring change to enable this project to be implemented.

6.3 Implications for (or impact on) the environment

6.3.1 The new building will look to maximise the use of natural light and ventilation and will incorporate a state-of-the-art building management system to carefully monitor the working environment which will control lighting levels and heating outputs – all of which will actively look to minimise energy consumption.

6.3.2 This project is not just physical. There needs to be a culture change across the Depot to a) reduce the reliance of private cars as a means by which to travel to and from work, b) empower and educate staff to use the office more efficiently and c) encourage agile, flexible and home-working practices. To assist this process, and to comply with planning

conditions, a Green Travel Plan will need to be prepared which will capture staff travelling habits and will actively look to improve the impact of travel by staff and visitors to and from the new building.

- 6.3.3 Finally, the designs will also incorporate proper cycle storage, showering and changing facilities to encourage staff to cycle to and from the building.

6.4 **Equalities / EIA**

- 6.4.1 A full Equalities Impact Assessment has not been undertaken at this stage, but will be as individual elements proceed.
- 6.4.2 The construction of the new building will primarily impact on staff. The new building will be fully compliant with the provisions of the Equalities Act 2010 (in terms of access to persons who are have a physical disability or other relevant protected characteristics) and include dedicated disabled parking on site.

6.5 **Implications for partner organisations?**

- 6.5.1 None envisaged as partners will not be using the space.

6.6 **How is risk being managed?**

- 6.6.1 Risk will be managed in accordance with the Council's risk management arrangements. The Governance arrangements will include regular review of risks associated with the project and this has been actively managed to date through the Project Team and Project Board.

Report author(s):**Name and job title:**

Andrew Walster

Director of Streetscene and Regulatory Services

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Lucy Hobbs	Head of Project Delivery	Place	8 th Feb 18	8 th Feb 18
Paul Ward	Head of ICT & Digital	People	11 th Jan 18	11 th Jan 18
Lara Knight	Governance Services Co-ordinator	Place	15 th Feb 18	15 th Feb 18
Names of approvers for submission: (officers and members)				
Martin Yardley	Deputy Chief Executive (Place)	Place	8 th Feb 18	9 th Feb 18
Andrew Walster	Director Streetscene & Regulatory Services	Place	6 th Feb 18	7 th Feb 18
Phil Helm	Finance Manager	Place	6 th Feb 18	6 th Feb 18
Cllr. Mutton	Cabinet Member for Strategic Finance and Resources		15 th Feb 18	
Cllr. O'Boyle	Cabinet Member for Jobs and Regeneration		15 th Feb 18	16 th Feb 18
Oluremi Aremu & Julie Newman	Legal Services	Place	7 th Feb 18	8 th Feb

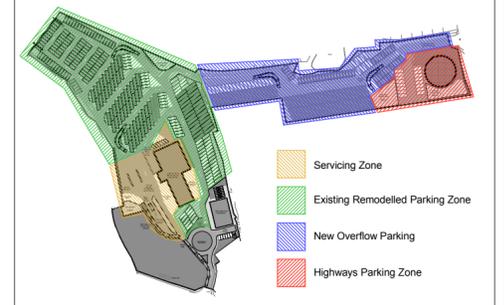
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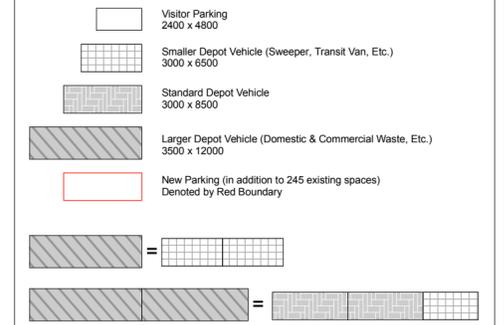
all dimensions to be checked on site and architect notified of any discrepancies prior to commencement. do not scale.

notes:

Depot Vehicle Zones



Parking Zone Key



Parking Space Schedule (excludes visitor and highways)

	Existing No. of Spaces	Phase 1 No. of Spaces	Phase 1 & 2 No. of Spaces
Larger Vehicle Spaces	85 (35%)	89 (35%)	153 (37.5%)
Standard Vehicle Spaces	55 (22.5%)	75 (22.5%)	102 (22.5%)
Smaller Vehicle Spaces	105 (42.5%)	110 (42.5%)	161 (40%)
Total (Depot) Vehicle Spaces	245	274	416 (+171 spaces)

Layouts based on drawings provided by Coventry City Council, and review required subject to detailed site investigations and topographic survey.

Opportunity to link depot site to waste disposal site.

Highways and grit services to remain operational throughout works.

Retained maintenance building to retain existing access / egress and surrounding roadway, thus operation unaffected by works.

New build provides presence close to London Road access.

Removal of buildings and relocation of external storage to maximise opportunity to increase usable vehicle parking spaces.

Parking strategy for overflow area to maintain existing proportions of vehicle sizes, and based on worst case scenario (greater number of large spaces).

New entrance design to London Road subject to input from Highways Department.

Location of new office block subject to topographical, subtronic and geotechnical survey to the area.

rev: date: comment(s): name: check:



status: **FEASIBILITY** RIBA Stage: **2**

client: **COVENTRY CITY COUNCIL**

job: **WHITLEY DEPOT RECONFIGURATION**

title: **Site Layout Option 3**

drawn: **AJS** date: **07/12/16**

checked: **JJH** scale @ a2: **1:1000**

job no: **C2434** drg no: **016**

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