



**Time and Date**

2.00 pm on Tuesday, 19th March, 2019

**Place**

Council Chamber - Council House

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1. **Apologies**
2. **Minutes of the meeting held on 19 February, 2019** (Pages 5 - 22)
3. **Coventry Good Citizen Award**  
To be presented by the Lord Mayor and Judge Lockhart, Honorary Recorder
4. **Correspondence and Announcements of the Lord Mayor**
5. **Petitions**
6. **Declarations of Interest**

**Matters Left for Determination by the City Council/Recommendations for the City Council**

**It is anticipated that the following matter will be referred as Recommendations from the Cabinet on 12 March 2019. The report is attached. The relevant Recommendations will be circulated separately.**

7. **Adoption of Housing & Homelessness Strategy 2019-24** (Pages 23 - 96)

**Item(s) for Consideration**

8. **Annual Pay Policy 2019/20** (Pages 97 - 112)  
Report of the Deputy Chief Executive (People)
9. **Question Time** (Pages 113 - 122)

- (a) Written Question – Booklet 1
- (b) Oral Questions to Chairs of Scrutiny Boards/Chair of Scrutiny Co-ordination Committee
- (c) Oral Questions to Chairs of other meetings
- (d) Oral Questions to Representatives on Outside Bodies
- (e) Oral Questions to Cabinet Members and Deputy Cabinet Members on any matter

10. **Statements**

11. **Debates** (Pages 123 - 124)

11.1 To be moved by Councillor K Taylor and seconded by Councillor T Sawdon:

“Coventry City Council will not tolerate bullying in any form whatsoever and will instigate a full, independent inquiry into institutionalised bullying allegations.

This Council will also implement a moratorium on the use of Non-Disclosure Agreements, except where commercial confidentiality applies”.

11.2 To be moved by Councillor R Auluck and seconded by Councillor L Bigham:

“This Council agrees to support Unite the Unions Period Poverty Charter which calls for us to:-

1. Ensure sanitary products are accessible.
2. Ensure there is a positive, supportive culture towards periods.
3. Support Unite’s campaign in ensuring VAT is removed from sanitary products. Sanitary products to women are essential. They are not a luxury item.
4. Support Unite’s campaign for places of education to provide sanitary products.
5. Support campaigns so that no women or young girls face period poverty.

Having a period is a completely natural process that should not be a source of awkwardness for anyone in today’s society. Women and girls do not choose to have a period; a period is not a luxury. It comes at an expensive monthly cost. With this in mind, Coventry City Council supports the Charter, especially the call for Government to ensure that they remove VAT from all sanitary products at the earliest opportunity.

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

Monday, 11 March 2019

Note: The person to contact about the agenda and documents for this meeting is Usha Patel/Suzanne Bennett 024 7683 3198/3072

Membership: Councillors F Abbott, N Akhtar, P Akhtar, R Ali, A Andrews, R Auluck, R Bailey, S Bains, L Bigham (Deputy Chair), J Birdi, J Blundell (Chair), R Brown, K Caan, J Clifford, G Crookes, G Duggins, D Gannon, L Harvard, P Hetherington, J Innes, B Kaur, L Kelly, D Kershaw, T Khan, AS Khan, R Lakha, R Lancaster, M Lapsa, J Lepoidevin, A Lucas, P Male, K Maton, T Mayer, J McNicholas, C Miks, J Mutton, M Mutton, J O'Boyle, G Ridley, E Ruane, K Sandhu, T Sawdon, P Seaman, B Singh, R Singh, D Skinner, T Skipper, H Sweet, K Taylor, R Thay, C Thomas, S Walsh, D Welsh and G Williams

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**Usha Patel/Suzanne Bennett**  
**024 7683 3198/3072**

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## Coventry City Council

### Minutes of the Meeting of Council held at 2.00 pm on Tuesday, 19 February 2019

Present:

Members: Councillor J Blundell (Chair)

Councillor N Akhtar	Councillor P Male
Councillor P Akhtar	Councillor K Maton
Councillor R Ali	Councillor T Mayer
Councillor A Andrews	Councillor J McNicholas
Councillor R Auluck	Councillor C Miks
Councillor R Bailey	Councillor J Mutton
Councillor L Bigham	Councillor M Mutton
Councillor J Birdi	Councillor J O'Boyle
Councillor R Brown	Councillor G Ridley
Councillor K Caan	Councillor E Ruane
Councillor J Clifford	Councillor K Sandhu
Councillor G Duggins	Councillor T Sawdon
Councillor L Harvard	Councillor P Seaman
Councillor P Hetherington	Councillor B Singh
Councillor L Kelly	Councillor R Singh
Councillor D Kershaw	Councillor D Skinner
Councillor T Khan	Councillor T Skipper
Councillor AS Khan	Councillor H Sweet
Councillor R Lakha	Councillor K Taylor
Councillor R Lancaster	Councillor R Thay
Councillor M Lapsa	Councillor C Thomas
Councillor J Lepoidevin	Councillor D Welsh
Councillor A Lucas	Councillor G Williams

Honorary Alderman: D Batten, M Hammon, K Mulhall, J Wright,

Apologies: Councillors F Abbott, S Bains, G Crookes, D Gannon, J Innes, B Kaur and S Walsh  
Honorary Alderman S Collins, H Fitzpatrick, A Waugh

### **Public Business**

#### **99. Minutes of the Meeting held on 15 January 2019**

The Minutes of the Meeting held on 15 January, 2019 were signed as a true record.

#### **100. Coventry Good Citizen Award**

On behalf of the City Council, the Lord Mayor presented Neil and Fiona Richardson with the Good Citizen Award. Their citation read:

*"For over 10 years Neil and Fiona have worked tirelessly to raise funds for various charities such as Mercia MS Therapy Centre, Cancer Research, British Heart Foundation, Guide Dogs for the Blind and the Special Care Baby Unit. Over the years Fiona has grown her hair 3 times in order to donate it to make wigs for children with cancer, she also had*

*her head shaved to raise further funds for Multiple Sclerosis which Fiona herself was diagnosed with over 10 years ago.*

*Both Neil and Fiona have worked very hard over the years organising charity events such as concerts headlining local bands and also getting friends and family with musical backgrounds involved. They have both volunteered many hours to ensure that the events run smoothly collecting raffle and auction prizes for the shows and also made DVD's of the events to maximise the charitable contributions. Their main goal is to raise as much as they can and distribute it amongst different charities but they also love getting the community together and involved in the events to promote community cohesion.*

*Alongside the fundraising Fiona is also involved in helping individuals who suffer with mental illness, depression and bipolar, through the power of social media she is able to highlight these issues engaging with people who are suffering to make them aware they are not alone. It is evident to see that both Neil and Fiona are loving and caring individuals willing to volunteer their time helping others however they can, their actions truly reflect their character and it is evident they are both worthy recipients of this Good Citizen Award”.*

## 101. **Correspondence and Announcements of the Lord Mayor**

### Feedback on Civic Visit to Dresden

The Lord Mayor provided feedback on a civic visit to Dresden undertaken earlier this month by himself and Councillor AS Khan to represent the City in a series of events, including a meeting of their City Council to mark the 60<sup>th</sup> Anniversary of the twinning city links between Coventry and Dresden.

The Lord Mayor was asked to address the meeting of Dresden Council and with the endorsement of the Leaders of both groups, delivered the following message:

“In 1959, following the common fate of two cities during World War II and after years of combined efforts for reconciliation and understanding amongst its people, resulted in the official Twinning of two great cities – Coventry and Dresden.

The Community of Cross of Nails, which is still a very important symbol of peace for our city today, has also played a significant part of our histories. There are now four Cross of Nails Centres in Dresden that helps spread our message of unity.

On the 60th Anniversary of Twinning the Council of Coventry extends to the City of Dresden a message of peace and wishes to reaffirm its commitment for the future as we continue to work towards a more peaceful world. Our ties of friendship which bind us have been cultivated and strengthened during this time through education, faith, arts and a shared love of culture. It is inspiring to think that a bond formed through hardship and at a time when friendship was not the first reaction of many, is still so strong 60 years later - and that it enriches so many lives today.

Thank you to the City of Dresden for everything you have done for Coventry over the past 60 years and we look forward to many more years of friendship.”

A framed copy of the message in English and German was presented to the City of Dresden as a gift from the Council.

## 102. **Petitions**

**RESOLVED that the following petitions be referred to the appropriate City Council Bodies/external organisations:**

- (a) Request for traffic calming measures on Broad Lane, between Banner Lane and Coventry Road, including Vehicle Activated Signs (VAS) – 46 signatures, presented by Councillor Male.**
- (b) Request for residents parking scheme in Blondvil Street – 35 signatures, presented by Councillor Bailey.**
- (c) Request the Council to review and modify its '10 minute grace period' policy on the Templars Grange Estate – 53 signatures, presented by Councillor Lapsa.**
- (d) Objection to Planning Application FUL/2018/3439, proposals for 23 Innis Road – 87 signatures, presented by Councillor Taylor.**
- (e) Petition to save Aldi in Bell Green – 450 signatures, presented jointly by Councillor Bigham and Councillor Seaman.**
- (f) Petition to reduce speeding vehicles along Hinckley Road – 10 signatures, presented by Councillor Seaman.**
- (g) Petition requesting the Council to install traffic calming measures and 20mph zone to reduce speeding on Sheriff Avenue – 14 signatures, presented by Councillor Lapsa.**
- (h) Request for residents parking scheme on the Walsgrave Road end of Church Lane – 8 signatures, presented by Councillor McNicholas.**

## 103. **Declarations of Interest**

The Council noted that Councillor Lapsa had a Disclosable Pecuniary Interest in the matter referred to in Minute 107 below relating to “Budget Report 2019/20” in so far as his wife currently works for the library service which was specifically referred to in the Conservative amendment, which was lost. He remained in the meeting for the consideration of this item.

## 104. **Motion Without Notice**

In accordance with the Constitution, a Motion without Notice was moved by Councillor M Mutton, seconded by Councillor D Welsh and adopted that agenda items 7 (Consultation Responses Business Rates Retention Reform and Review

of Local Authorities' Relative Needs and Resources), 8 (2019/20 Council Tax Setting Report) and 9 (Budget Report 2019/20) be considered together.

It was noted that a recorded vote would be taken in respect of all decisions relating to matters the subject of Minutes 106 and 107 below (including any amendments)

**105. Consultation Responses Business Rates Retention Reform and Review of Local Authorities' Relative Needs and Resources**

Further to Minute 109/18 of the Cabinet, the City Council considered a report of the Deputy Chief Executive (Place), which outlined proposed responses to two Government consultations on Local Authorities' Relative Needs and Resources and Business Rates Retention Reform.

**RESOLVED that the City Council approve the attached consultation response, including the recommendation from the Finance and Corporate Services Scrutiny Board (1), to be sent to the Ministry of Housing, Communities and Local Government.**

**106. 2019/20 Council Tax Setting Report**

Further to Minute 116/18 of the Cabinet, the City Council considered a report of the Deputy Chief Executive (Place) which calculated the Council Tax level for 2019/20 and made appropriate recommendations to Council, consistent with the Budget Report 2019/20.

The report indicated that some of the figures and information set out within the report were identified as provisional as the Police and Crime Commissioner and the Fire and Rescue Authority precepts had not been confirmed at the time of publication.

At the meeting, Councillor J Mutton Cabinet Member for Strategic Finance and Resources, indicated that the Fire and Rescue Authority precept had changed marginally to that published in the report. The figures contained within the Minutes would be amended accordingly.

The report incorporated the impact of the Council's gross expenditure and the level of income it will receive through Business Rates, grants, fees and charges. This results in a Council Tax requirement, as the amount that its expenditure exceeds all other sources of income.

The report includes a calculation of the Band D Council Tax that will be needed to generate this Council Tax requirement, based on the City's approved Council Tax base. The 2019/20 Band D Council Tax that is calculated through this process as increased by £46.36 from the 2018/19 level.

The Government has legislated that the rise in Coventry City Council's basic Council Tax must be below 3% in 2019/20 to avoid triggering a referendum. The recommendations within the Budget Report 2019/20 are based on a proposed increase in Council Tax off 2.9%.



It was noted that the recommendations follow the structure of resolutions drawn up by the Chartered Institute of Public Finance and Accountancy, to ensure that legal requirements are fully adhered to in setting the tax. As a consequence the wording of the proposed resolutions is necessarily complex.

**RESOVED that the City Council:**

1. Note the following Council Tax base amounts for the year 2019/20, as approved by Cabinet on 8<sup>th</sup> January 2019, in accordance with Regulations made under Section 31B of the Local Government Finance Act 1992 (“the Act”):

- a) 83,400.1 being the amount calculated by the Council as its Council Tax base for the year for the whole Council area;
- b)
 

Allesley	337.8
Finham	1,548.4
Keresley	239.0

Being the amounts calculated by the Council as its Council Tax base for the year for dwellings in those parts of its area to which one or more special items relate.

2. That the following amounts be now calculated by the Council for the year 2019/20 in accordance with Sections 31A, 31B and 34 to 26 of the Act :

- (a) £744,441,666 being the aggregate of the amounts that the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils (*Gross Expenditure and reserves required to be raised for estimated future expenditure*);
- (b) £609,249,683 being the aggregate of the amounts that the Council estimates for the items set out in Section 31A(3) of the Act. (*Gross Income including reserves to be used to meet the Gross Expenditure but excluding Council Tax income*);
- (c) £135,191,983 being the amount by which the aggregate at 2(a) above exceeds the aggregate at 2(b) above, calculated by the Council in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year;

(d) £1,621.01	<u>2(c)</u>	=	<u>£135,191,983</u>
	1(a)		83,400.1

Being the amount at 2(c) above divided by the amount at 1(a) above, calculated by the Council in accordance with Section 31B of the Act, as the basic amount of its Council Tax for the year. *(Average Council Tax at Band D for the City including Parish Precepts).*

(e) £34,615 being the aggregate amount of all special items referred to in Section 34(1) of the Act. *(Parish Precepts);*

(f) £1,620.59 = 2(d) -  $\frac{2(e)}{1(a)}$  = £1,621.01 -  $\frac{£34,615}{83,400.1}$

(g)

Coventry Unparished Area	£1,620.59
Allesley	£1,639.62
Finham	£1,634.39
Keresley	£1,649.15

being the amounts given by adding to the amount at 2(f) above, the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 1(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate. *(Council Taxes at Band D for the City and Parish)*

(h)

Valuation Band	Parts to which no special item relates	Parish of Allesley	Parish of Finham	Parish of Keresley
	£	£	£	£
A	1,080.39	1,093.08	1,089.59	1,099.43
B	1,260.46	1,275.26	1,271.19	1,282.67
C	1,440.52	1,457.44	1,452.79	1,465.91
D	1,620.59	1,639.62	1,634.39	1,649.15
E	1,980.72	2,003.98	1,997.59	2,015.63
F	2,340.85	2,368.34	2,360.78	2,382.10
G	2,700.98	2,732.70	2,723.98	2,748.58
H	3,241.18	3,279.24	3,268.78	3,298.30

being the amounts given by multiplying the amounts at 2(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation Band D, calculated by the Council, in

accordance with Section 36(1) of the Act as the amounts to be taken into account for the year in respect of categories of dwelling listed in different valuation bands.

3. To note that for the year 2019/20 the Police and Crime Commissioner for the West Midlands and West Midlands Fire Authority have stated the following amounts in precepts issued to the Council in accordance with Section 40 of the Act, for each of the categories of dwelling shown below:

Valuation Band	Police and Crime Commissioner for the West Midlands £	West Midlands Fire Authority £
A	101.70	40.40
B	118.65	47.13
C	135.60	53.87
D	152.55	60.60
E	186.45	74.07
F	220.35	87.53
G	254.25	101.00
H	305.10	121.20

4. That having calculated the aggregate in each case of the amounts as 2(h) and 3 above, the Council, in accordance with Sections 30 and 36 of the Act, hereby sets the following amounts as the amounts of Council Tax for the year 2019/20 for each part of its area and for each of the categories of dwellings shown below:

Valuation Band	Parts to which no special item relates £	Parish of Allesley £	Parish of Finham £	Parish of Keresley £
A	1,222.49	1,235.18	1,231.69	1,241.53
B	1,426.24	1,441.04	1,436.97	1,448.45
C	1,629.99	1,646.91	1,642.26	1,655.38
D	1,833.74	1,852.77	1,847.54	1,862.30
E	2,241.24	2,264.50	2,258.11	2,276.15
F	2,648.73	2,676.22	2,668.66	2,689.98
G	3,056.23	3,087.95	3,079.23	3,103.83
H	3,667.48	3,705.54	3,695.08	3,724.60

5. That the Council determines that its relevant basic amount of Council Tax for 2019/20 is not excessive in accordance with the principles approved under Sections 52ZC and 52ZD of the Act.

Note: In accordance with the Constitution, a recorded vote was taken in respect of the Recommendations.

The Councillors voting for and against the Recommendations were as follows:

For

Councillors:

N Akhtar  
P Akhtar  
R Ali  
A Andrews  
R Auluck  
S Bailey  
L Bigham  
J Birdi  
R Brown  
J Clifford  
G Duggins  
L Harvard  
P Hetherton  
L Kelly  
D Kershaw  
A Khan  
T Khan  
R Lakha  
R Lancaster  
M Lapsa  
J Lepoidevin  
A Lucas  
J McNicholas  
P Male  
K Maton  
T Mayer  
C Miks  
J Mutton  
M Mutton  
J O'Boyle  
G Ridley  
E Ruane  
K Sandhu  
T Sawdon  
P Seaman  
B Singh  
R Singh  
D Skinner  
T Skipper  
H Sweet  
K Taylor  
R Thay  
C Thomas  
D Welsh

Against

Councillors:

G Williams

Abstain

Result: Carried

For: 43

Against: 1  
Abstentions: 0

## 107. **Budget Report 2019/20**

Further to Minute 117/18 of the Cabinet, the City Council considered a report of the Deputy Chief Executive (Place) which set out the proposals for the Council's final revenue and capital budget for 2019/20.

The report followed on from the Pre-Budget report approved by the Cabinet on 27th November, 2018, which had been the subject of a period of public consultation. The proposals within the report now submitted formed the basis of the Council's final revenue and capital budget for 2019/20, incorporating the following details:

- Gross budgeted spend of £744m (£17m and 2% higher than 2018/19).
- Net budgets spend of £232m (£3m lower than 2018/19) funding from Council Tax and Business Rates less a tariff payment of £19.6m due to Government.
- A Council tax Requirement of £135.2m (£7.9m and 6% higher than 2018/19) reflecting a City Council Tax increase of 2.9% detailed in the separate Council Tax Setting report on the Cabinet agenda.
- A number of new expenditure pressures and savings proposals within Council services.
- A Capital Strategy including a Capital Programme of £195.3m, including expenditure funding by Prudential Borrowing of £50.3m.
- An updated Treasury Management Strategy.
- In the response to the new regulatory requirements and for the first time, a Capital Strategy and a Commercial Investments Strategy.

The financial position within the Budget Report was based on the Final 2019/20 Local Government Settlement and incorporated anticipated reductions in funding over the next 3 years. This position contained significant uncertainty for the period after 2019/20 which would be subject to the combination of a new national Spending Review, a revised allocation model within the Local Government sector and a new national 75% Business Rates retention model. As a result it was impossible to provide a robust financial forecast at this stage. Nevertheless, initial assumptions and existing trends were sufficiently firm to indicate that in all likelihood there would be a substantial gap for the period following 2020/21. The view of the Council's Director of Finance and Corporate Services was that the Council should be planning for such a position.

2019/20 would see the Council continue, along with the other 6 West Midlands councils, to participate in a 100% Business Rates Pilot scheme. This would enable the Councils to retain 99% of Business Rates income including any growth against an historic baseline which would otherwise have been returned to the Government. The financial model and assumptions that support the Pilot have been incorporated within the financial position included in this report.

The Pre-Budget Report was based on an increase in Council Tax of 2.9% and this position has been maintained for the final proposals in the report submitted. This was within the Government's limit of 3%, above which a referendum would need to

be held. This proposed increase would be the equivalent of around 70p a week for a typical Coventry household.

The Council's medium term financial position included the impact of reductions in Government funding that had already been anticipated and savings programmes that have been approved previously. However, after taking into account a delay in the likely achievement of some savings and the emergence of new expenditure pressures, the Council had needed to address a significant financial gap. In broad terms, the Budget had been balanced by additional Council Tax resources, lower costs in contingency budgets and a range of savings identified within services, many of them relating to additional income. All these proposals were set out in detail in appendix 1 of the report submitted. Where these were different to the proposals that were included in the Pre-Budget report, this had been indicated within the appendix.

In contrast to recent Budget reports, the proposals did not provide the Council with a balanced medium term position (i.e. beyond 2019/20). The Council would need to take stock through 2019 both of the revised funding position that would arise from the changes to local government finance this year and of the need for an updated approach to identifying ways to address the expected budgetary gap.

Given the forthcoming national proposals for local government finance to be based on a 75% Business model from 2020/21, the vibrancy and growth of the City was vital to ensure a secure level of Business Rates income. Proposals within the recommended Capital Programme were designed to help achieve this and amounted to £195.3m in 2019/20. These continued to represent an ambitious approach to investing in the City and included the near-completion of the Council's new city centre leisure facility, progression of the extensive UK Central and Connectivity, Coventry Station Master Plan, UKBIC and Whitley South Infrastructure projects. Over the next 5 years the Capital Programme was estimated to be £722m as part of the largest recent investment programmed delivered by and through the City Council. The Council was aware that it had not delivered significant amounts of its budgeted programmes in recent years and it would seek to ensure that momentum was maintained on those elements of the schemes over which it was able to control.

The annual Treasury Management Strategy, incorporating the Minimum Revenue Provision policy, and also the Commercial Investment Strategy were set out within the report. These covered the management of the Council's treasury and wider commercial investments, cash balances and borrowing requirements. These strategies and other relevant sections of the report submitted reflected the requirements of the Chartered Institute of Public Finance and Accountancy (CIPFA) Treasury Management Code and Prudential Code for Capital Finance, as well as statutory guidance on Minimum Revenue Provision (MRP) and Investments.

In accordance with the Constitution, Councillor J Mutton moved the Recommendations with the following specified alterations (in italics):

Budget Report 2019/20

The wording of all recommendations still stands.

In respect of Recommendation 1, that a reduced level of income of £60,000 be approved in respect of the Bus Lane Enforcement Budget in 2019/20 and £120,000 in subsequent years, funded by an equivalent contribution of £60,000 from reserves in 2019/20 only.

That the amendments be made to line 43 [page 75] and an additional line 43a [page 75] be inserted into Appendix 1 as follows:

43	<i>Additional Bus Lane Enforcement</i>	<i>Install additional cameras to enable enforcement of existing bus lanes.</i>	(60)	(120)	(120)
43a	<i>Contribution from Reserves</i>	<i>Contribution from reserves to replace previous proposal on Bus Lane Enforcement income.</i>	(60)	0	0

That the reduced income and the contribution from reserves be reflected in a revised Appendix 3 [page 85] shown below:

2018/19 Restated *	CABINET MEMBER PORTFOLIOS	Budget Decisions Brought Forward	Pre-Budget and Final Budget Changes	2019/20 Final Budget
£'000		£'000	£'000	£'000
2,074	Policy and Leadership	1,677	7	1,684
8,719	Policing and Equalities	8,710	238	8,948
8,819	Strategic Finance and Resources	5,113	1,474	6,587
74,079	Children and Young People	72,467	1,695	74,162
15,220	Education and Skills	15,338	598	15,936
(4,372)	Jobs and Regeneration	(4,329)	187	(4,142)
28,173	City Services	29,913	994	30,907
75,934	Adult Services	82,215	(1,942)	80,273
1,153	Public Health and Sport	1,967	(52)	1,915
7,216	Housing and Communities	10,214	3,695	13,909
<b>217,015</b>	<b>TOTAL CABINET MEMBER PORTFOLIOS</b>	<b>223,285</b>	<b>6,894</b>	<b>230,179</b>
24,815	Borrowing and Investments	24,815	0	24,815
(19,765)	Contingencies & Corporate Budgets	(18,189)	(9,681)	(27,870)
14,573	Levies From Other Bodies	14,658	417	15,075
30	Parish Precepts	30	5	35
3,369	Revenue Contribution to Capital Spend	2,366	0	2,366
(5,247)	Contributions to / (from) Reserves	(14,669)	1,919	(12,750)
<b>234,790</b>	<b>NET BUDGET AFTER SPECIFIC GRANTS, FEES &amp; CHARGES</b>	<b>232,296</b>	<b>(446)</b>	<b>231,850</b>
Financed by:				
(127,253)	Council Tax	(133,182)	(2,010)	(135,192)
(107,537)	Business Rates	(99,116)	2,458	(96,658)
<b>(234,790)</b>	<b>TOTAL RESOURCES</b>	<b>(232,298)</b>	<b>448</b>	<b>(231,850)</b>

\* Restated to reflect changes in portfolios between years

2018/19 Restated *	CABINET MEMBER PORTFOLIOS	Gross Expenditure	Gross Income	2019/20 Final Budget
£'000		£'000	£'000	£'000
2,074	Policy and Leadership	1,817	(133)	1,684
8,719	Policing and Equalities	16,439	(7,491)	8,948
8,819	Strategic Finance and Resources	126,530	(119,943)	6,587
74,079	Children and Young People	82,631	(8,469)	74,162
15,220	Education and Skills	214,906	(198,970)	15,936
(4,372)	Jobs and Regeneration	18,513	(22,655)	(4,142)
28,173	City Services	59,140	(28,233)	30,907
75,934	Adult Services	133,431	(53,158)	80,273
1,153	Public Health and Sport	23,510	(21,595)	1,915
7,216	Housing and Communities	22,810	(8,901)	13,909
<b>217,015</b>	<b>TOTAL CABINET MEMBER PORTFOLIOS</b>	<b>699,727</b>	<b>(469,548)</b>	<b>230,179</b>
24,815	Borrowing and Investments	26,143	(1,328)	24,815
(19,765)	Contingencies & Corporate Budgets	814	(28,684)	(27,870)
14,573	Levies From Other Bodies	15,075	0	15,075
30	Parish Precepts	35	0	35
3,369	Revenue Contribution to Capital Spend	2,366	0	2,366
(5,247)	Contributions to / (from) Reserves	282	(13,032)	(12,750)
<b>234,790</b>	<b>NET BUDGET AFTER SPECIFIC GRANTS, FEES &amp; CHARGES</b>	<b>744,442</b>	<b>(512,592)</b>	<b>231,850</b>
Financed by:				
0	Revenue Support Grant	0	0	0
(127,253)	Council Tax	0	(135,192)	(135,192)
(107,537)	Retained Business Rates	0	(96,658)	(96,658)
<b>(234,790)</b>	<b>TOTAL RESOURCES</b>	<b>0</b>	<b>(231,850)</b>	<b>(231,850)</b>

\* Restated to reflect changes in portfolios between years



An amendment, as detailed in the Appendix to these minutes, was moved by Councillor Taylor, seconded by Councillor Ridley and lost.

**RESOLVED that the City Council:**

1. Approves the spending and savings proposals in Appendix 1 with the specified alteration as outlined above.
2. Approves the total 2019/20 revenue budget of £744m in Table 1 and Appendix 3 of the report with the specified alteration as outlined above, established in line with a 2.9% City Council Tax increase and the Council Tax Requirement recommended in the Council Tax Setting Report considered on today's agenda.
3. Notes the Director of Finance and Corporate Services' comments confirming the adequacy of reserves and robustness of the budget in Sections 5.1.2 and 5.1.3.
4. Approves the Capital Strategy incorporating the Capital Programme of £195.3m for 2019/20 and the future years' commitments arising from this programme of £526.3m between 2020/21 to 2023/24 detailed in Section 2.3 and Appendix 4.
5. Approves the proposed Treasury Management Strategy for 2019/20 and Minimum Revenue Provision Statement in Section 2.4, the Treasury Investment Strategy in Appendix 5 and the Prudential Indicators and limits described in Section 2.4.9 and detailed in Appendix 7a.
6. Approves the Commercial Investment Strategy for 2019/20 in Section 2.5 and Appendix 6 and the Commercial Investment Indicators detailed in Appendix 7b.

Note: (1) In accordance with the Constitution, a recorded vote was taken in respect of the amendment, moved by Councillor Taylor and seconded by Councillor Ridley.

The Councillors voting for and against **the amendment** were as follows:

<b>For</b>	<b>Against</b>	<b>Abstain</b>
Councillors:	Councillors:	
A Andrews	N Akhtar	
R Bailey	P Akhtar	
J Birdi	R Ali	
M Lapsa	R Auluck	
J Lepoidevin	L Bigham	
P Male	R Brown	
T Mayer	K Caan	
G Ridley	J Clifford	
T Sawdon	G Duggins	
D Skinner	L Harvard	
K Taylor	P Hetheron	
G Williams	L Kelly	

D Kershaw  
AS Khan  
T Khan  
R Lakha  
R Lancaster  
A Lucas  
J McNicholas  
K Maton  
C Miks  
J Mutton  
M Mutton  
J O'Boyle  
E Ruane  
K Sandhu  
P Seaman  
B Singh  
R Singh  
T Skipper  
H Sweet  
R Thay  
C Thomas  
D Welsh

Result: Lost

For: 12

Against: 34

Abstain: 0

(2) In accordance with the Constitution, a recorded vote was taken in respect of the Recommendations including the specified alteration.

The Councillor voting for and against **the Recommendations** were as follows:

For

Councillors:

N Akhtar  
P Akhtar  
R Ali  
R Auluck  
L Bigham  
R Brown  
J Clifford  
G Duggins  
L Harvard  
P Hetherton  
L Kelly  
D Kershaw  
A Khan  
T Khan  
R Lakha

Against

Councillors:

A Andrews  
R Bailey  
J Birdi  
M Lapsa  
J Lepoidevin  
P Male  
G Ridley  
T Sawdon  
D Skinner  
K Taylor  
G Williams

Abstain

R Lancaster  
A Lucas  
J McNicholas  
K Maton  
C Miks  
J Mutton  
M Mutton  
J O'Boyle  
E Ruane  
K Sandhu  
P Seaman  
B Singh  
R Singh  
T Skipper  
H Sweet  
R Thay  
C Thomas  
D Welsh

Result: Carried

For: 33

Against: 11

Abstain: 0

108. **Statements**

There were no Statements.

(Meeting closed at 5.50 pm)

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Council meeting on 19<sup>th</sup> February 2019

**AMENDMENT**

**Budget Report 2019/20 - Amendment**

---

	£000
<hr/>	
<u>New Spending Proposals</u>	
Support for Libraries	60
Highways Resurfacing & Potholes	100
Fly Tipping	100
Road Safety Schemes	150
Traffic Enforcement - Additional ANPR Car	50
Reduction by 50% of foster carers Council Tax	127
Local Community Fund	62
Ward Forums	20
	<hr/>
	669
<hr/>	
<u>Additional Savings</u>	
Trades Union Facilities Time	(400)
Removal of Deputy Cabinet Members & Cabinet Reduced to 8 members	(44)
Citivision	(50)
Remove Policy Contingency	(75)
All Out Elections	(100)
	<hr/>
	(669)
<hr/>	

Proposed by: Cllr Ken Taylor

Seconded by: Cllr Gary Ridley





## Public report Cabinet Report

Cabinet  
Council

12<sup>th</sup> March 2019  
19<sup>th</sup> March 2019

---

**Name of Cabinet Member:**

Cabinet Member for Housing and Communities - Councillor Ruane

**Director Approving Submission of the report:**

Deputy Chief Executive, People

**Ward(s) affected:**

All

**Title:**

Adoption of Housing & Homelessness Strategy 2019-24

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**Is this a key decision?**

**No**

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**Executive Summary:**

The Council is required to have an up to date Strategy to prevent homelessness. This report presents a new Housing and Homelessness Strategy for adoption covering the period 2019-2024. This will replace the Council's previous strategy which operated between 2013 and 2018.

The Housing Strategy and Homelessness Strategy have been combined into one document, which reflects the fact that activities to prevent homelessness are dependent on the availability of additional housing, an improvement in the management and quality of existing housing, and the advice and support available to people who need it to successfully maintain their home. This ensures the Council takes a comprehensive and joined up approach to all matters relating to housing and homelessness.

The final Strategy has been updated to reflect a period of consultation in November and December 2018. The results of this consultation are summarised in section 3 of this report and Appendix 3.

The Strategy does however continue to focus on four main themes: Preventing homelessness and supporting homeless households; Support for people and communities; Improving the use of existing homes; and New housing development.

The Strategy will also be supported by an Action Plan that will remain a live document and be monitored and delivered by the City Council and its relevant partners.

**Recommendations:**

The Cabinet is requested to:

1. Note the consultation responses received to the draft Housing and Homelessness Strategy and the summary report provided at Appendix 3.
2. Recommend that council adopt the new Housing and Homelessness Strategy (Appendix 1) and supporting Action Plan (Appendix 2) with effect from 20<sup>th</sup> March 2019.

The Council is recommended to:

1. Adopt the new Housing and Homelessness Strategy (Appendix 1) and supporting Action Plan (Appendix 2) with effect from 20<sup>th</sup> March 2019.

**List of Appendices included:**

*Appendix 1: Housing & Homelessness Strategy 2019-24*

*Appendix 2: Draft Action Plan*

*Appendix 3: Consultation Statement*

**Background papers:**

Coventry Homelessness Review 2018

**Other useful documents**

Homelessness Code of Guidance for Local Authorities (2018) Ministry of Housing, Communities and Local Government – Available here: <https://www.gov.uk/guidance/homelessness-code-of-guidance-for-local-authorities>

**Has it been or will it be considered by Scrutiny?**

Yes, the draft Strategy was considered by Scrutiny Coordination Board at its meeting on the 12<sup>th</sup> December 2018. Comments from the meeting have fed into the final version of the Strategy and are summarised as part of Appendix 3 to this report.

**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 – 19<sup>th</sup> March 2019



## Report title: Housing & Homelessness Strategy 2019-24

### 1. Context (or background)

- 1.1 The Council is required to develop and publish a Strategy to prevent homelessness in the district every five years, under Section 1 of the Homelessness Act 2002. A Housing & Homelessness Strategy for 2019-24 has been developed (and is attached as Appendix 1).
- 1.2 The Housing Strategy and Homelessness Strategy have been combined into one document. Activities to prevent homelessness are dependent on the availability of additional housing, an improvement in the management and quality of existing housing, and the advice and support available to people who need it to successfully maintain their home. This approach means that the Homelessness Strategy can be read as 'part of the bigger picture' within Coventry's wider Housing Strategy and is not seen in isolation from the range of other housing factors that influence homelessness.
- 1.3 The Housing & Homelessness Strategy 2019-24 focusses on four main themes: Preventing homelessness and supporting homeless households; Support for people and communities; Improving the use of existing homes; and New housing development.
- 1.4 *Preventing homelessness and supporting homeless households* - This theme will be the Homelessness Strategy for the city and will embed the principles of preventing homelessness and providing effective support if people do become homeless, through adoption of the pathways model. To achieve this, actions will be put in place to increase effective partnership working both within the Council and with relevant partners, improve the information and advice available, and include support for people to sustain tenancies and build resilience to avoid the future risk of homelessness. This will include a review of the Coventry Homefinder policy and the re-commissioning of homeless and ex-offender accommodation and floating support services.
- 1.5 *Support for people and communities* – this theme will focus on ensuring that the city's housing is suitable for people with specific requirements as a result of age or disability or other protected characteristics, and support for communities to influence housing in their area through Neighbourhood Plans and regeneration. To achieve this, actions will be put in place to complete a needs assessment for older people housing, develop specialist housing where required, and support communities that want to prepare a neighbourhood plan.
- 1.6 *Improving the use of existing homes* – this theme will focus on the city's existing housing and ensure it is used in the most effective and efficient way to meet the needs of local people. To achieve this, actions will be put in place to reduce the number of empty homes, improve the standard and management of rented housing, including exploring options for discretionary licensing, and improve the quality of existing homes through energy efficiency measures etc.
- 1.7 *New Housing Development* – this theme will focus on ensuring that the growth needs of the city are met with an appropriate mix of housing types and tenures. To achieve this, actions will be put in place to develop the relevant supplementary planning documents (SPDs), to work collaboratively with developers, Registered Providers (housing associations) and Homes England to ensure that affordable housing needs are met, and improve the design and diversity of new housing development.
- 1.8 The Action Plan is published alongside the Housing & Homelessness Strategy at Appendix 2 to this report. Upon adoption the Action Plan will remain a live document and will be

regularly reviewed and updated to ensure that actions are being progressed and respond to any changes in trends or issues that emerge during the lifetime of the Strategy.

- 1.9 This report presents the Housing and Homelessness Strategy and its supporting Action Plan for adoption. This follows a period of public consultation that took place between 6<sup>th</sup> November and 18<sup>th</sup> December 2018. The results of this consultation are summarised in the Consultation Statement at Appendix 3 and are referenced within section 3 of this report.

## **2. Options considered and recommended proposal**

- 2.1 Option 1 reflects the recommendations of this report and is the preferred option. This would see the report adopted by the city council and provide the basis for managing matters of housing and homelessness across Coventry for the next 5 years.
- 2.2 Option 2 is to not publish a new Housing & Homelessness Strategy. This is not recommended, as it is a legislative requirement under Section 1 of the Homelessness Act 2002 for the Local Authority to carry out a review of homelessness and publish a homelessness strategy every five years.

## **3. Results of consultation undertaken**

- 3.1 During the development of the Draft Housing & Homelessness Strategy, discussions were held with a number of relevant stakeholders and partners around formulating the themes, priorities and actions that were identified and included in the Draft. This included relevant internal and external stakeholders and ensured the initial strategy was founded on a cross-directorate basis and with input from the Councils key partners. Discussions were also held at a range of existing forums and workshops including the city's Homelessness Forum.
- 3.2 Following approval by Cabinet in October 2018, a six week period of consultation was held between 6<sup>th</sup> November to 18<sup>th</sup> December 2018. During this period further engagement was undertaken through the Homelessness Forum, Front Line Network and Multiple Complex Needs Group. The consultation was also promoted through a range of media including the Councils social media outlets. This included the publication of a survey monkey questionnaire.
- 3.3 The questionnaire attracted approximately 108 responses. A further 16 responses were received from other sources via email and in writing. These later responses included detailed responses from a number of Registered Housing Providers, Coventry Citizens Advice, Coventry Cyrenians and the Coventry Frontline Network. It also incorporated feedback from the Coventry Homelessness Forum.
- 3.4 During the consultation period a report was also presented to Scrutiny Coordination Board. This was coupled with a presentation and commentary from an 'Experts By Experience' Group, who are actively working with homeless households in Coventry.
- 3.5 The key points raised through the consultation process included:
- 3.5.1 **Theme 1: Preventing Homelessness and Supporting Homeless Households**
- Registered Providers should stop evicting households.
  - Challenge national LHA rates.
  - Make better use of Discretionary Housing Payment (DHP).
  - Importance of successfully delivering the Housing First programme.
  - Do more to combat rough sleeping.

- Prioritise homelessness prevention.
- Create more links between rough sleeping and drug/alcohol addiction, mental health, unemployment and access to jobs and services.
- Ensure wider accessibility to information and support and awareness of how to get it.
- Do more to support those with multiple complex needs.
- Highlight the importance of tenancy support training to ensure tenancy sustainment.
- There are insufficient resources to deliver the aims and objectives of the strategy.
- Need to make sure the duty to refer is functioning effectively.
- Need a single data collection point and a process for sharing information between partner organisations – prevent repeated cases of rough sleepers providing the same info multiple times.
- Target the root cause of homelessness.
- Ensure those with experience of rough sleeping and homelessness are involved in the commissioning of new services and how they are delivered.
- There is a need for a ‘wet facility’.
- Would be good for the strategy to be endorsed by more than just the council.
- Strategy overly focused on prevention – not enough on relief.

### 3.5.2 **Theme 2: Housing Development**

- Need for new genuinely affordable housing targeted at those with low incomes.
- Establish clear empty homes policy.
- Ensure new homes are supported by appropriate infrastructure.
- Prevent development of Green Belt land.
- Prioritise development on brownfield sites.
- Restrict the delivery and concentration of HMOs.
- Promote council investment in housing stock – build or buy.
- Plan/Strategy should go further and build more homes.
- Explore options for the council to invest/support mortgage lending.
- More promotion of self-build/custom build homes.

### 3.5.3 **Theme 3: Improving the use of existing homes**

- Reduce empty homes.
- Provide more support and advice for private landlords.
- Combat rogue landlords.
- Ensure first priority relates to all homes not just rented homes.
- Combat over/under occupancy.
- Review opportunities for fixed term tenancies.
- Expand landlord licencing.
- Plan more for health communities and combatting deprivation.

### 3.5.4 **Theme 4: Support for people and communities**

- Provide newly placed households with community info packs.
- Improve links to health and deprivation.
- Ensure access to amenity space as part of new developments and temporary accommodation.
- Need to support and facilitate downsizing where appropriate.
- Need to support people to improve their existing homes and future proof them to help people stay in their homes and local communities longer.
- Promote more variety of house types including bungalows and accessible homes.
- Stronger outreach policy to support Neighbourhood Planning.

- 3.6 A number of technical and typographical comments were also received which have been addressed accordingly. Themes 2 and 4 have also been switched to ensure the strategy is more reflective of the 'pathways' model.
- 3.7 In general the majority of comments reflected issues and actions that are already covered by the Strategy and Action Plan. As such, only minor changes have been made to both documents since it was initially issued in draft form with some other adjustments being made to strengthen certain aspects including most notably matters of joint and partnership working to help combat rough sleeping and improve the process for those presenting as homeless.
- 3.8 In addition to the consultation already undertaken the Strategy will continue to be monitored and updated as appropriate through the necessary processes. The Action Plan in particular will also remain a live document to be progressed by the Council and its partners. This will provide a clear platform from which to monitor and deliver the Strategy. Both the Strategy and Action Plan will also continue to be shared with the Council's key partnership groups including the Adult's and Children's Safeguarding Boards, Health and Wellbeing Board and Police and Crime Board.
- 3.9 A full summary of responses and initial officer responses is included in Appendix 3 of this report.

#### **4. Timetable for implementing this decision**

- 4.1 If the recommendations of this report are approved, the Housing and Homelessness Strategy would be adopted and come into effect from the 20<sup>th</sup> March 2019

#### **5. Comments from Director of Finance and Corporate Services**

##### **5.1 Financial implications**

The recommendations in this report will not incur any additional financial implications and will be managed within existing resources.

Elements of the Housing & Homelessness Strategy and the Action Plan may have financial implications. These will be subject to further Cabinet and Council reports as appropriate or subject to individual business case reports as necessary.

##### **5.2 Legal implications**

The Homelessness Act 2002 introduced the requirement for Local Authorities to carry out a Homelessness Review and develop and publish a Homelessness Strategy. Paragraph 2.24 of the Homelessness Code of Guidance for Local Authorities (2018) clarifies that this means a strategy for:

- a) Preventing homelessness in the district
- b) Securing that sufficient accommodation is and will be available for people in the district who are or may become homeless
- c) Securing the satisfactory provision of support for people in the district who are or may become homeless or who have been homeless and need support to prevent them becoming homeless again.

The Homelessness Code of Guidance for Local Authorities (2018) clarifies that this should now include the additional duties introduced through the Homelessness Reduction Act 2017.

The Code also states that “Housing authorities must consult public or local authorities, voluntary organisations or other persons as they consider appropriate before adopting or modifying a homelessness strategy. Housing authorities will also wish to consult with service users and specialist agencies that provide support to homeless people in the district.” (Para 2.10)

Coventry City Council has decided to combine the Housing Strategy and Homelessness Strategy into one document, which is permissible under paragraph 2.9 of the Code.

Failure to have an updated Homelessness Strategy may impact the Council’s ability to defend challenges to decision made under the Housing Act 1996 as amended by the Homelessness Reduction Act 2017. In accordance with s1(4) of the 2002 Act the Council must ensure that the new homelessness strategy is published within the period of five years beginning with the day on which the last homelessness strategy was published; failure to do so would mean that the council has not complied with its legal obligation.

## **6. Other implications**

### **6.1 How will this contribute to the Council Plan ([www.coventry.gov.uk/councilplan/](http://www.coventry.gov.uk/councilplan/))?**

The Housing & Homelessness Strategy 2019-24 will contribute to meeting the priorities in the Corporate Plan, specifically:

- Globally Connected – increasing the supply choice and quality of housing
- Globally Connected – reducing the impact of poverty
- Locally Committed – Protecting our most vulnerable people (including preventing homelessness and helping people who do become homeless)
- Locally Connected – Improve health and wellbeing
- Locally Connected – Reducing health inequalities.

### **6.2 How is risk being managed?**

There are no specific risks from the decision to adopt the Housing & Homelessness Strategy 2019-24.

### **6.3 What is the impact on the organisation?**

The adoption of the new Housing and Homelessness Strategy will ensure the council meets its statutory housing duties. It will also provide a formal platform to work with partners to help combat matters of housing and homelessness across Coventry.

### **6.4 Equalities / EIA**

In the development of this strategy the Council have had due regard to the public sector equality duty under s149 of the Equality Act 2010. An Equalities and Consultation Analysis (ECA) Part 1 was carried out during the development of the Draft Housing & Homelessness Strategy 2019-24. This has now been updated for the Final Housing & Homelessness Strategy following the public consultation (Part 2).

In 2017/18 there were 557 households accepted as statutorily homeless. The majority (69%) of statutory homeless households had a dependent child or children and 50% were

female lone parents. 63% of statutory homeless households were White, 17% were Black and 7% were Asian. 26% were under 25, 72% were aged between 25 and 64, and only 2% were aged 65 or over.

The implementation of the Homelessness Reduction Act 2017 in April 2018 means that the Council now has additional duties to prevent homelessness and to help to secure accommodation for all eligible households, regardless of whether they are in a 'priority need' category. This will increase the help given to single people and those without dependent children, especially single men, who have previously not been in a 'priority need' category.

The results of the formal round of consultation did flag a number of key points in relation to equalities, including:

- It will be important to ensure monitoring of key household characteristics to ensure trends and issues can be tracked and monitored through the Homefinder system and housing decisions.
- The strategy will provide more support to vulnerable citizens and help provide better quality accommodation.
- There are national issues that the council cannot influence that may continue to have negative impacts on vulnerable households – e.g. benefit reform and universal credit.
- The need to make information available in other languages.
- Need to do more to help homeless households into work.

## **6.5 Implications for (or impact on) the environment**

There are no direct impacts on the environment from the adoption of the Housing & Homelessness Strategy 2019-24.

The Strategy document itself does however include priorities to improve the energy efficiency of existing and new dwellings and promotion of sustainable development principles. It also includes support for the delivery of new housing across the city, which in some cases, may have an impact on the environment. This has however already been considered through the adoption of the Local Plan (2016).

## **6.6 Implications for partner organisations?**

The importance of collaborative working with relevant partners and key stakeholders is highlighted throughout the Housing and Homelessness Strategy and supporting action plan.

### **Report author(s):**

#### **Name and job title:**

Mark Andrews, Planning & Housing Policy Manager

#### **Directorate:**

Place

#### **Tel and email contact:**

024 7683 4295, [mark.andrews@coventry.gov.uk](mailto:mark.andrews@coventry.gov.uk)

Enquiries should be directed to the above person.

<b>Contributor/approver name</b>	<b>Title</b>	<b>Directorate or organisation</b>	<b>Date doc sent out</b>	<b>Date response received or approved</b>
<b>Contributors:</b>				
Alan Quinlan	Planning & Housing Policy Officer	Place	5.2.19	18.2.19
David Ashmore	Director Housing and Transformation	People	5.2.19	7.2.19
Pete Fahy	Director Adult Social Services	People	5.2.19	6.2.19
Liz Gaulton	Director Public Health	People	5.2.19	6.2.19
James Harrison	Programme Manager – Transformation	People	5.2.19	14.2.19
Other members				
<b>Names of approvers for submission: (officers and members)</b>				
Finance: Rachael Sugars	Finance Manager	Place	5.2.19	19.2.19
Legal: Julie Newman	City Solicitor and Monitoring Officer	Place	5.2.19	15.2.19
Deputy Chief Executive - People: Gail Quinton	Deputy Chief Executive: People	People	5.2.19	18.2.19
Members: Councillor Ed Ruane	Cabinet Member for Housing & Communities	Coventry City Council	7.2.19	11.2.19

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## Appendices

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# **Housing & Homelessness Strategy 2019-24**

## **Foreword**

(to be completed by Martin Reeves)

### **Introduction**

Housing is fundamental to the wellbeing of people, their families and their communities. Decent housing provides a stable base on which people can build their lives and build successful communities. Poor or unsuitable housing, however, can have negative impacts on many other areas of personal and community life as well as physical and mental health and wellbeing. If you do not have decent housing, everything else becomes much more difficult. Improving housing options, conditions and neighbourhoods within the City via delivery of this strategy is essential for economic growth, improving outcomes for children including their educational attainment, health and wellbeing, and community cohesion.

Coventry City Council no longer owns any council housing, having transferred its stock to Whitefriars Housing Group in 2000. However, we still have strategic housing responsibilities and a duty to carry out a periodic review of homelessness and to publish a Homelessness Strategy.

This Housing & Homelessness Strategy aims to provide a high-level plan to set out the main priorities for the Council and its partners for the next five years, to guide the allocation of resources and investment, and provide a framework to inform project development, in order to achieve the vision that:

***Coventry Citizens will be able to access a suitable, affordable and decent home, with the support they need to sustain their housing.***

The Homelessness Strategy and the Housing Strategy have been combined into this one document. Activities to prevent homelessness are dependent on the availability of additional housing, an improvement in the management and quality of existing housing, and the advice and support available to people who need it to successfully maintain their home.

This approach means that the Homelessness Strategy can be read as 'part of the bigger picture' within Coventry's wider Housing Strategy and is not seen in isolation from the range of other housing factors that influence homelessness. It also allows the aims and priorities to be aligned with other key plans and strategies that influence both the Housing Strategy and the Homelessness Strategy. This recognises that homelessness is not an isolated issue but is often the result of an intersection of external influences and personal circumstances.

This Strategy has been informed by the Coventry Homelessness Review 2018 which provides a comprehensive review of statistics relating to housing and homelessness. It has also been prepared to reflect both targeted and broad periods of consultation during 2018 and early 2019.

## **Key Facts and Figures**

### **Homelessness**

- From 2013/14 to 2017/18 (inclusive), just over 5,000 households approached the council because they were homeless or threatened with homelessness, and an assessment was made of the duties owed to them by the Council under Part 7 of the Housing Act 1996.
- 2,940 of these households were found to be 'statutory homeless' and owed the main housing duty – the Council had a duty to offer them suitable accommodation.
- The main reasons for homelessness for those that were owed the main duty were: end of an Assured Shorthold (private rented) tenancy (28% in 2017/18); Parents, relatives or friends no longer willing or able to accommodate (29% in 2017/18); and the violent breakdown of a relationship (13% in 2017/18).
- The majority of 'statutory homeless' households in 2017/18 had dependent children (69%), and were aged 16-24 (26%) or 25-44 (56%).
- Over 1,300 people accessed the commissioned services for homeless and ex-offender accommodation and support services in 2017/18.

### **Housing supply, market and affordability**

- The Coventry Homefinder register for social housing has approximately 14,000 applicants at any one time. Approx 2000 of these at any one time are in a priority band, meaning that they have a specific housing need (such as overcrowding, homelessness, etc).
- During 2017/18, 1,551 social homes became available through Coventry Homefinder. This is lower than previous years. Each property received an average of 166 'bids'.
- There is a particular shortage of large family homes – only 14% of properties available through Homefinder in 2017/18 had three or more bedrooms.
- The Strategic Housing Market Assessment calculated a need for an additional 42,000 homes by 2031 to meet the growth needs of Coventry, including 12,000 additional affordable homes.
- The proportion of properties in Coventry that are in the private rental market has increased. The 2011 census showed that 20% of properties were privately rented, up from 11% in 2001. The Office for National Statistics estimates that by 2015, 25% of properties in Coventry were privately rented.
- Average rents for private rented properties in the city have risen by 18% between 2013 (when the average was £520 per month) and 2017 (average £613 per month).

- Affordability of home ownership has worsened – the ratio of lower quartile (entry level) house prices to lower quartile earnings was 5.48 in 2013 but had risen to 6.78 in 2017.
- Property prices have continued to rise after the housing market downturn in 2008. The average property price in Coventry in 2017 was £187,785 and the lower quartile (entry level) property price was £133,500.

## Theme 1 – Preventing Homelessness and Supporting Homeless Households

### What are the issues?

*"The best way to tackle homelessness is to stop it happening in the first place. To do so is both cost effective and humane" [Crisis – 'Everybody In' Report<sup>1</sup>]*

Everyone should have a safe, stable place to live. Unfortunately, this is not currently the case. During 2017/18, over 2300 people approached the council for some form of assistance with homelessness and over 1300 people accessed homelessness services commissioned by the council. Many more sought advice and help from other organisations. The main recorded reasons for homelessness in Coventry are the ending of a private sector tenancy (with the applicant unable to find an alternative property which is suitable and affordable), as well as parents/family/friends no longer able to accommodate, and domestic abuse. Outside of these recorded groups are those that are 'hidden homeless', for example, people staying temporarily with friends or family ('sofa surfing'), rough sleepers and squatters, who may not have approached the Council or others for assistance.

There are many different factors which may lead to someone being at risk of homelessness, both personal (such as relationship breakdown, addictions, health or loss of employment) and structural (relating to the housing market, or welfare reform, for example). The homelessness charity, Crisis, has used the image of a dam to describe how poverty and complex social issues cause constant pressure like water behind a dam, until an increase in pressure from a life event causes the dam to break and people are pushed into homelessness<sup>2</sup>.

Tackling homelessness is often about more than simply providing access to a property to live in. In order to maintain stable housing, some people require assistance – this may be through health and social care, adaptations to existing homes, or support to attain the skills required to manage a household. Help with accessing training and employment to prevent people becoming homeless is required by some whilst others require intensive support to address the underlying issues which have led to entrenched homelessness.

To be able to provide this support and assistance effectively, the Council needs to work in partnership with other organisations such as health services (including mental health and drug

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<sup>1</sup> Crisis (2018) 'Everybody In: How to end homelessness in Great Britain'. Available to download: <https://www.crisis.org.uk/ending-homelessness/the-plan-to-end-homelessness-full-version/executive-summary/> (accessed July 2018)

<sup>2</sup> *'Poverty puts pressure on people, like water pushing against a dam – it's constant and strong. If the pressure builds up, the dam can break and people can be pushed into homelessness – sleeping on friends' sofas and floors, living in crowded or unsafe places, sleeping on buses or in cars, or even being out on the street. The pressure comes from high housing costs, low wages, and inadequate government support, building up, until it's close to a breaking point. A sudden increase in pressure from a life event – like losing a job, a relationship breakdown, or a health crisis – can quickly become a rushing flood that pushes people into homelessness.'* (Crisis Everybody In report – ref above)

and alcohol services); advice agencies; money advice; voluntary and community sector groups; the Police and other emergency services; and domestic abuse services.

Achieving the vision that everyone has a safe, stable place to live will require an ambitious programme of change to aim to 'design out' homelessness – ensuring that local services provide the support and assistance necessary to prevent homelessness wherever possible, help those that do become homeless, and enable people to build the resilience that helps them deal with events or structural issues outside of their control.

With the introduction of the Homelessness Reduction Act 2017 and the changing nature of homelessness in the city, there has been a shift in Council services towards providing more prevention advice and support, to help people stay in their home where it is safe to do so; or make a planned move, rather than end up in a crisis situation. There is also more emphasis on addressing the wider range of issues that contribute to a person's homelessness, not just their immediate housing situation.

This Strategy recognises that whilst some improvements have been made, we need to be much more ambitious about providing early help and intervention to prevent people becoming homeless, but also provide better support after the immediate crisis of homelessness has been resolved, to ensure that people can sustain their housing going forward and avoid repeat homelessness.

With this ambition in mind, we are proposing to use the Pathways model (originally developed by the homelessness charity, St Basils) which has also been adopted by the West Midlands Combined Authority Homelessness Task Force in their vision of 'designing out' homelessness. This provides much greater emphasis on universal and targeted prevention, and on recovery, move-on and sustainment, in addition to crisis relief for those that require it. The pathways model is described in more detail below.

## **Our Priorities**

In order to prevent homelessness and support homeless households, our main priorities will be:

- The Council will meet the duties placed upon it by the Homelessness Reduction Act 2017 and the Housing Act 1996 (as amended).
- Preventing Homelessness will be a corporate priority across all sections of the Council, and the Council will work in partnership with partners, providers and other stakeholders to prevent homelessness and support households that do become homeless.
- We will develop a clear partnership approach to street homelessness.
- We will adopt the Pathways model to prevent homelessness wherever possible, and support people that do become homeless. The aim of the model is to change systems where necessary in order to 'design out homelessness'

- Universal prevention - People will be able to access good, early advice about their housing options, rights and responsibilities, to prevent issues which may lead to homelessness
- Targeted prevention – Identify and enable specific groups and households who are at risk of homelessness to avoid homelessness through early intervention and effective prevention measures
- Crisis prevention and relief – provide advice and assistance to people who do become homeless or are at imminent threat of homelessness, to secure suitable accommodation and support. Help given in an emergency or crisis situation.
- Recovery and move-on support – advice and assistance for people who have experienced homelessness, supporting people to recover from the effects of homelessness, find alternative housing and support to set up their home.
- Sustain Housing - to support people who have experienced homelessness to build resilience, sustain long term accommodation and avoid repeat homelessness.

**How we will achieve this:**

We will ensure that we have the correct structure and services in place to:

- Continue developing and improving the Council's Homelessness Prevention Service to provide advice and assistance and meet our duties under the Homelessness Reduction Act (2017).
- Allocate funding for homelessness prevention and relief measures and pursue additional funding as it becomes available - ensuring that funding which is intended to prevent or relieve homelessness is used in the most effective way.
- Work collaboratively in partnership with partners, providers and other stakeholders to prevent homelessness and support households that do become homeless.
- Improve early information and advice making sure that it is available through appropriate and accessible channels.
- Strategically review how we receive store and process information from homeless households and share that information with partner organisations in a safe and secure way to ensure data only has to be provided by the client once as part of the homeless presentation and engagement process.
- Identify ways to improve the early identification of people who may be at risk of homelessness, including engaging with public bodies that have the Duty to Refer, in order that appropriate advice and support can be put in place to prevent homelessness.
- Develop and continuously review a package of support and securities for Private Sector Landlords to enable homeless and vulnerably housed applicants to access the private rented sector.

- Develop appropriate partnerships, links and referral pathways for people to access support services where necessary to maintain housing and avoid repeat homelessness – including homeless 16 and 17 year olds, care leavers and young adults, victims of domestic abuse, prison leavers and others.
- Re-commission the homelessness and ex-offender accommodation and support services.
- Strategically plan to improve the provision of suitable emergency and temporary accommodation.
- Review the Coventry Homefinder Policy to ensure that it contributes positively to homelessness prevention and relief, enabling access to social housing for households that require it to prevent or relieve their homelessness.
- Develop the Homelessness Forum to bring together representatives from statutory and voluntary agencies that have an interest in enhancing housing provision and support, and preventing and resolving homelessness across Coventry in a cohesive and co-ordinated approach.
- Commit to working with the Multiple Complex Needs Board and embed the Making Every Adult Matter (MEAM) approach to removing barriers and effecting systems change and allocating resources in order to improve services to the most marginalised people affected by homelessness, including rough sleepers.
- Develop further measures to tackle rough sleeping and support vulnerable people who are (or are at risk of) rough sleeping, understanding the reasons for non-engagement and developing appropriate 'challenge and support' policies
- Include people with lived experience in future service design and improvement (Experts by Experience).
- Maximise opportunities arising from the West Midlands Combined Authority Homelessness Task Force – with the aim of designing out homelessness.
- Develop, implement and monitor a Housing First service in Coventry (under the West Midlands Combined Authority Homelessness Task Force project which has received funding from the Ministry for Housing, Communities and Local Government).
- Increase the range of housing options available for people who are homeless or at risk of homelessness - see the wider housing development themes below.

## Theme 2 – Support for people and communities

### What are the issues?

Although Coventry has a relatively young population profile compared to the rest of England, the number of older people in the city is expected to grow from approx 46,600 people aged 65+ in 2016 (the latest population estimates) to approx 54,200 people aged 65+ by 2024 and approx 60,300 by 2030<sup>3</sup>. These population changes will present an increasing challenge in relation to additional pressure on health and social care services, helping people to remain independent, and the need for more specialist accommodation.

There continues to be a strong preference for older people and those requiring care or support to remain independent in their own home for longer, where this is safe and appropriate. This requires homes that are flexible enough to take account of changing needs as people's needs change, with a range of adaptations and assistive technologies available where they are needed.

There is also a need for more choice in relation to supported housing options, for a wider range of support services and improved housing information and advice services to enable people requiring care or support to make an informed choice about their housing options.

Traditional sheltered housing with single rooms and shared bathrooms is increasingly unpopular and not suitable to meet the current needs of older people. Many schemes of this nature have been closed or remodelled, with an increase in more suitable models such as self-contained accommodation and Extra Care models.

The Care Act 2014 includes housing as a fundamental component. The Act looks at the suitability of accommodation for those at home receiving care and support. The Act and the accompanying regulations and guidance outline how housing can support a more integrated approach.

Some communities are experiencing the impact of an increasing proportion of housing that is converted to multiple occupation, especially (but not exclusively) for student housing. Where HMO's are well managed and maintained, they provide an important housing option. However, where there is poor management and poor standards, this can have a detrimental effect on the occupiers and adversely impact on the local community. The Local Plan contains policies to provide student accommodation in the most sustainable locations and the suitable management of HMOs. This is with a view to 'freeing up' family housing for purchase or private rent and helping to maintain and build stronger, more stable communities. It will be important to monitor how the development of purpose built accommodation impacts on the market for

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<sup>3</sup> Office for National Statistics (2018) Population projections for local authorities: 2016 based. Available: <https://www.ons.gov.uk/peoplepopulationandcommunity/populationandmigration/populationprojections/datasets/localauthoritiesinenglandtable2> [accessed June 2018].



student housing in traditionally 'family' type housing, and whether any further measures are required in the future.

Where there are areas of poor quality housing, poor public spaces or just the wrong type of housing for today's needs, estate regeneration can transform neighbourhoods and people's lives through the delivery of high quality, well designed housing and improved public space. It provides an opportunity both to improve housing for existing residents and to provide much needed new homes.

Neighbourhood planning gives communities direct power to develop a shared vision for their neighbourhood and shape the development and growth of their local area. Neighbourhood Plans allow local people to ensure that they get the right types of development for their community, where the ambition of the neighbourhood is aligned with the strategic needs and priorities of the wider local area. They can put in place planning policies that will help deliver that vision alongside the Local Plan. Decisions on planning applications will be made using both the Local Plan and the neighbourhood plan, and any other material considerations.

Neighbourhood plans can be developed by a Parish Council or a Neighbourhood Forum, with advice and assistance from the local Planning Authority. There is currently a Neighbourhood Plan for Willenhall, which was adopted in 2018 following a local referendum.

#### **Our Priorities:**

- Ensure that housing in the city is fit for an aging population
- People will be able to access and sustain suitable housing, including support for vulnerable people.
- People will be able to access advice and information about their housing rights and responsibilities, and how to sustain their tenancies.
- Support communities that want to develop a Neighbourhood Plan.
- Support estate regeneration in appropriate locations.

#### **How we will achieve this:**

We will:

- Carry out a Housing Needs Assessment for Older People, including an exploration of the barriers to downsizing, and develop an Older Persons Housing Strategy to ensure that the housing in the city is fit for an aging population.
- Encourage the development of new housing which is suitable for disabled people by encouraging higher accessibility standards from Part M of building regulations – with adaptability 'designed in'.

- Encourage housing providers to develop supported accommodation and floating support for people who require it to maintain independent living.
- Ensure that information and advice regarding supported accommodation and floating support services is easily available and accessible.
- In response to needs, to commission/develop additional specialist housing where required (such as specialist housing for people with learning disabilities or dementia).
- Support regeneration and redevelopment schemes in areas that require improvement, including opportunities arising from the 'Inclusive Growth Corridor' which seeks to maximise the benefits to local communities of the HS2 development.
- Revisit options for the redevelopment of the permanent Gypsy & Traveller site at Siskin Drive and explore options regarding a suitable transit site, to ensure that the needs of Gypsy & Traveller communities are met.
- Support and assist communities that want to develop a neighbourhood plan.
- Commission research into the HMO (Houses in multiple occupation) sector, including assessing the impact of HMOs on local communities, and the effect that additional purpose-built student accommodation is having on the student housing market.
- Update the Tenancy Strategy for the period 2019-24.

## Theme 3 – Improving the use of existing homes

### What are the issues?

It is important to increase the number of homes to meet the city's growth needs, but the majority of housing available in the city is already in existence. There are approximately 142,000 existing homes in the city, compared to 24,600 additional homes to be provided over the life of the Local Plan (to 2031).

25% of properties in the city are now Private Rented properties, with 17% social rented and 57% owner-occupied<sup>4</sup>.

The condition of the existing housing stock is important to ensure that residents are living in decent, safe accommodation which is suited to their needs. Rented homes must be well managed by landlords who meet their responsibilities, and tenants should understand their rights and their own responsibilities too.

Living in poor condition, cold, damp homes that are not suitable for a household's needs has a detrimental effect on the health and wellbeing of the occupiers. When accidents and illness occur because homes are not fit, it has an impact on a person's wellbeing and ability to participate in work, education, social and other activities and consequently impacts on other services such as social care services and the NHS.

The Government has introduced new powers for Local Authorities to tackle 'rogue landlords' who leave their tenants at risk through poor maintenance, poor standards and poor management of homes. These include civil penalties, rent repayment orders and banning orders, and a database of landlords who have been prosecuted for breaching the law. Private rented properties must also meet minimum energy efficiency standards. The Council's approach places emphasis on advice and assistance to help landlords bring their properties up to standard, but enforcement action will be taken where this is not successful.

It is mandatory for some Houses in Multiple Occupation (HMOs) that meet certain criteria to be licensed and from October 2018 the criteria will be expanded to include all HMOs where 5 or more people are living in 2 or more households.

The Council also has powers, where evidence shows it is necessary, to introduce discretionary licensing schemes to improve standards in the private rented sector. This can include selective licensing (where all privately rented properties in a designated area are required to be licensed) and additional licensing (where HMOs in a designated area that would not require a mandatory license, are required to be licensed as well under the additional licensing scheme).

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<sup>4</sup> Office for National Statistics, 'Subnational Dwelling Stock by Tenure Estimates'. Released 4<sup>th</sup> December 2017, available: <https://www.ons.gov.uk/peoplepopulationandcommunity/housing/datasets/subnationaldwellingstockbytenureestimates> (accessed June 2018)

There are around 1,350 homes in Coventry that have been empty for over 6 months<sup>5</sup>. Most of these homes are empty because they are going through a particular process – either being marketed, in the conveyancing process, being repaired ready for occupation or going through probate. Some are empty for more complex reasons, for example long term disrepair that the owner is struggling to address. Long term empty properties often have a negative impact on a neighbourhood, with a higher risk of associated vandalism, anti-social behaviour, or potential damage to adjoining property (through damp etc). Ultimately, a home which is empty long term is a housing resource that is not being used to its best advantage.

People also need access to housing that is suitable for their household – one of the most common reasons for an applicant being awarded priority for social housing on the Homefinder Register is overcrowding (approx. 36% of those in priority bands 1A to 2C - over 750 families), and there are smaller households or single people in large homes that they may be struggling to maintain that may need assistance to downsize.

Fuel poverty is associated with low income and vulnerable households. Studies have shown that households living in fuel poverty are more likely to suffer adverse health impacts than those who can afford to heat their home to an adequate temperature. The physical and mental health consequences of cold homes can affect children, young people, adults and older persons. Householders whose health is already compromised, such as those with certain cardiovascular, respiratory, neurological and musculoskeletal conditions, can be particularly affected by living in a home that isn't warm enough for them. There is also a linkage between cold homes and excess winter deaths.

A household is considered to be in fuel poverty if *‘they have required fuel costs that are above average (the national median level) and were they to spend that amount they would be left with a residual income below the official poverty line’*<sup>6</sup>.

The latest Government fuel poverty statistics for England, released in June 2018<sup>7</sup>, show that 15.3% of all households in Coventry (20,479) are fuel poor, compared to 11.1% in England.

The Council's Affordable Warmth Team and Public Health Department collaborate closely to develop and deliver a range of affordable warmth projects that provide help to low income and vulnerable householders within the resources available. The help provided falls into three categories; i) insulation and heating measures to improve home energy efficiency, and ii) lower fuel bills through the Council's Switch and Save scheme, and iii) affordable warmth advice and information to deal with things like fuel debt, accessing funding such as the Warm Home Discount, and registering for the Priority Services Register.

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<sup>5</sup> Ministry of Housing, Communities and Local Government, 'Live Table 615: Vacant dwellings by Local Authority district: England, since 2004'. Available: <https://www.gov.uk/government/statistical-data-sets/live-tables-on-dwelling-stock-including-vacants> [accessed June 2018]

<sup>6</sup> <https://www.gov.uk/government/collections/fuel-poverty-statistics>

<sup>7</sup> <https://www.gov.uk/government/statistics/sub-regional-fuel-poverty-data-2018>

### **Our Priorities:**

- Support and advise landlords and private homeowners to improve the management and maintenance of all properties, with a focus on health and wellbeing impacts.
- Improve energy efficiency and affordable warmth across all tenures, focusing on those who are vulnerable or on a low income.
- Make the best use of the existing housing stock in the city, including bringing empty homes back into use.

### **How we will achieve this:**

- We will carry out (or commission) research into the current housing conditions in the private sector (both private rented and owner-occupied homes) to understand the scale and the nature of poor housing conditions in this sector.
- We will commission research into the Houses in Multiple Occupation (HMO) sector, including assessing the impacts of HMOs and student accommodation and the effect that additional purpose-built student accommodation is having on the student housing market.
- We will proactively identify HMOs and license those that require licenses, embedding the new national mandatory HMO licensing criteria which applies from October 2018.
- We will investigate the opportunity to introduce discretionary property licensing schemes in the City and monitor outcomes as a result.
- In association with this work on property licensing, we will explore opportunities to develop a Coventry City Council Landlord Accreditation Scheme for Private Sector Landlords
- We will proactively identify poorly maintained properties or dangerous conditions, as well as responding promptly when properties are reported to us, and provide advice and assistance to landlords to improve their homes (including taking enforcement measures where necessary).
- We will take formal enforcement action on landlords who continue to compromise tenants' safety, including using new powers to issue Civil Penalties, Rent Repayment Orders and Banning Orders.
- We will explore reasons for long term empty homes, review the existing Empty Homes Policy and develop effective actions to bring them back into use. This will include advice and assistance for owners to sell or bring their properties back into use, but will include enforcement measures where necessary.
- We will continue to work with partner organisations and play a leading role in the development and implementation of projects to improve home insulation and heating efficiency, and to provide help to reduce fuel costs and maximise incomes.

- We will pursue new funding opportunities as and when these arise, and continue to provide affordable warmth services across all tenures. We will focus our help on those households who are vulnerable or on a low income.
- We will work with partner agencies to ensure effective information sharing and referral processes where any agency identifies that a vulnerable person is living in poor housing conditions (for example, advice agencies, or the Fire Service when they carry out Safe and Well Checks), to ensure that appropriate assistance can be provided.
- We will review the Coventry Homefinder Policy to ensure that it continues to meet the aims of providing applicants with an informed choice and encouraging sustainable communities, whilst also prioritising the available social housing for those that need it most, including addressing issues such as overcrowding.

## Theme 4 – Housing Development

### What are the issues?

Coventry City Council adopted its Local Plan in December 2017. This is a statutory planning document which plans positively for the growth needs of the city (including homes, employment, retail and infrastructure), by identifying land available to meet these needs, and policies to direct the form of development. Whilst the lifetime of this overall strategy is five years, the priorities in this theme are much longer-term and align with the Local Plan which has a lifespan up to 2031. Reviews of this Theme will be carried out on the same timetable as for the Local Plan.

The Strategic Housing Market Assessment (SHMA) for the sub-region (Coventry and Warwickshire) is a key housing evidence document underpinning the Local Plan. The SHMA looks at the level of future household growth and housing supply, to identify how many additional homes will be needed to meet market and affordable housing needs.

Coventry's population has grown over recent years and will continue to grow. The SHMA showed a need for an additional 42,400 homes up to 2031 to meet needs arising from the population growth of Coventry. This includes an additional 12,000 affordable homes.

However, Coventry has identified land available to provide an additional 24,600 homes (the equivalent of 1,230 per year, including 348 new affordable homes per year), with the neighbouring Warwickshire Authorities agreeing to identify land for the remaining 17,800 homes.

It is important that any new housing development is of the right type and tenure, and in the right location, to meet the housing needs and aspirations of Coventry households. This includes diversifying the range of properties available and the range of providers to include more small to medium sized developers, community build, self-build and custom build.

Currently, approximately 70% of properties in the city are in Council Tax Bands A and B, indicating smaller properties at the lower end of the market (compared to 56% in the West Midlands and 44% for England).

There is a shortage of larger family homes in the social housing sector, and also a shortage of desirable smaller homes (such as bungalows) for existing tenants in large homes to downsize to. Affordable housing in Coventry is mainly developed by Registered Providers (Housing Associations) and through developer's contributions on larger sites (known as Section 106 contributions) according to the policies in the Local Plan. The Council has also entered into a Joint Venture with Whitefriars Housing Group, jointly contributing land and funding, to enable development on small sites across the city.

In addition to affordable housing for people who cannot access the market, we need to develop a range of sizes and property types, including 'aspirational' housing to capitalise on economic growth and employment opportunities in the city.

New homes that are developed will have a life span many times longer than this strategy, and it is important to ensure that they are well designed and sustainably built. This may include using modern methods of construction, and we would encourage all developments to demonstrate high levels of energy efficiency, space standards and accessibility. In addition, we would encourage all planning applications to demonstrate how the development will promote the health and wellbeing of new and existing communities.

### **Our Priorities:**

We will:

- Enable new high-quality housing development to meet the existing and future growth needs of the city.
- Diversify the housing offer to meet a range of needs and aspirations
- Ensure that affordable housing is developed of the right type and tenure to meet the needs of the city's households.

### **How we will achieve this:**

We will:

- Make the most of opportunities in the Local Plan to increase the development of market, affordable and specialist housing.
- Ensure that development provides a range of housing types, tenures and sizes to meet identified housing needs and demands.
- Ensure a pipeline of developable land through the Strategic Housing Land Availability Assessment (SHLAA) and the Brownfield Register, and identify Council-owned land that can positively contribute to meeting housing needs.
- Develop and adopt a Developer Contributions Supplementary Planning Document (to include the required developer contributions for affordable housing), to maximise contributions by developers to provide new affordable homes
- Develop and adopt a policy regarding the allocation and spend of financial contributions, where a financial contribution is provided in lieu of on-site affordable housing through developer contributions.
- Work creatively in partnership with Registered Providers and Homes England to enable additional affordable housing development.
- Continue to work closely with Whitefriars on the New Build Housing Partnership Joint Venture, to maximise opportunities to develop the most strategically important types of affordable housing that may not otherwise be delivered through the market or other programmes. Explore opportunities to expand this approach to other projects or providers.



- Support Build to Rent development on appropriate sites.
- Develop and adopt a Design Guide SPD (Supplementary Planning Document) for the Strategic Urban Extensions to ensure good quality design of properties and the urban realm in these large developments and Residential Design Guidance for all new housing development across the city. We will implement the principles of the Health Impact Assessment SPD and work with the West Midlands Combined Authority on design standards for healthy new communities.
- Monitor and respond to demand for self/custom build opportunities through the self-build register.
- Encourage development of purpose-built student accommodation in suitable locations to reduce pressure on family housing.
- Identify opportunities to intervene in the market where the market is not meeting the evidenced need for additional homes, especially affordable homes and strategically important housing types (large family homes, wheelchair accessibility etc).
- Explore options for a Local Housing Company (or other suitable model) for the Council to directly acquire and/or develop property.

## **Monitoring and Updating the Strategy and the Action Plan**

This strategy will cover the five-year period 2019 to 2024, and Theme 4 in particular will align long-term (to 2031) with the Local Plan.

However, it is important that this Housing & Homelessness Strategy is regularly reviewed and kept up to date, to respond to changes in guidance and legislation, and any changes in trends relating to need and demand for housing and services. A check will be carried out on an annual basis, or in the event of major new legislation or guidance or a major change in services, to determine if a wider review of the Strategy is required.

The Action Plan will be a live document, to be updated when necessary as actions are completed and new actions arise, but in any case will be reviewed at least on an annual basis.

The Council's Strategic Housing Board will be responsible for overseeing the delivery of the strategy and the action plan and ensuring that these are kept up to date as described above.

The Homelessness Forum will act as a critical friend to hold the Council to account on the delivery of the Homelessness element of the overall strategy, as well as facilitating partnership working and a joined up approach to services.

The Homelessness Review (the evidence document detailing homelessness in the city) will be updated when 12 months' worth of data is available to consider the impact of the new duties under the Homelessness Reduction Act (2017) and identify any changes in trends, need or demand as a result. The Action Plan will be updated as necessary.

## **How the Strategy relates to other local strategies and plans**

This Housing & Homelessness Strategy has strong links to many other Strategies and Plans that the Council and other partnerships have produced. These include:

- The Corporate Plan
- Local Plan and Supplementary Planning Documents
- City Centre Area Action Plan
- Health & Wellbeing Strategy
- Domestic Abuse Strategy
- Drug & Alcohol Strategy
- Children and Young People Plan
- Parenting Strategy
- Climate Change Strategy

## QDRAFT Coventry Housing & Homelessness Strategy 2019-24

### Action Plan

<b>Theme 1: Preventing homelessness and supporting homeless households</b>				
<b>Priority</b>	<b>Action</b>	<b>Lead responsibility</b>	<b>Date</b>	<b>Comments/Progress</b>
The Council will meet the duties placed upon it by the Homelessness Reduction Act 2017 and the Housing Act 1996 (as amended)	Monitor the impacts of the new duties under the Homelessness Reduction Act on the demand for homelessness services.	Housing Options Team	Ongoing	
	Monitor the success rates of various types of prevention activities to inform future service development and resource allocation.	Housing Options Team	Ongoing	
	Modify the services provided if necessary to respond to changes in demand and trends in presenting issues etc.	Housing Options Team	Ongoing	
	Review the resources and structure available to deliver the plan and make changes when necessary.	Housing Options Team Planning & Housing Policy	Ongoing	
Preventing Homelessness will be a Corporate priority across all sections of the Council, and we will work in partnership with other providers and stakeholders to prevent	Provide training and awareness raising across all relevant council services on early identification, homelessness prevention, and the services available.	Housing Options Team	From April 2019	
	Provide training and awareness raising to relevant partner organisations on early identification, homelessness prevention, and the services available.	Housing Options Team	From April 2019	

<b>Theme 1: Preventing homelessness and supporting homeless households</b>				
<b>Priority</b>	<b>Action</b>	<b>Lead responsibility</b>	<b>Date</b>	<b>Comments/Progress</b>
and deal with homelessness.	Work with the Coventry Homelessness Forum to improve partnership working and information sharing.	Planning & Housing Policy Housing Options Team	Ongoing	
	The Homelessness Forum to be a 'critical friend' to challenge the Council in the implementation of this strategy and action plan.	Chair of the Homelessness Forum.	Ongoing	
	Continue to work in partnership with neighbouring and regional councils through the WMCA Homelessness Task Force and the West Midlands Housing Officers Group.	Planning & Housing Policy	Ongoing	And any other relevant partnerships as opportunities arise.
	Regular examination of homelessness statistics in order to identify changes and emerging trends etc.	Strategic Housing Board	Quarterly	
	Ensure that homelessness and housing issues are included in any relevant strategies and plans developed by the Council.	Planning & Housing Policy	Ongoing	
	Involve Experts by Experience in future service development and improvement.	Housing Options Team	Ongoing	
	Work in partnership with the Multiple Complex Needs Board and Operational Group, and embed the MEAM (Making Every Adult Matter) approach to remove barriers and improve services to the most vulnerable people affected by homelessness.	Housing Options Team, Multiple Complex Needs Board	Ongoing	

**Theme 1: Preventing homelessness and supporting homeless households**

Priority	Action	Lead responsibility	Date	Comments/Progress
	Strategically review how we receive store and process information from homeless households and share that information with partner organisations in a safe and secure way to ensure data only has to be provided by the client once as part of the homeless presentation and engagement process.	Housing Options Team and partner organisations	ongoing	Will require joint working and GDPR data sharing agreements
Positive Pathways – Universal Prevention	Review and Improve the general housing advice and housing options information on the Council’s website.	Housing Options Team	April 2019	Review at regular intervals to ensure it is kept up to date after April 2019
	Improve the general advice and education available on tenants’ rights and responsibilities and landlords’ rights and responsibilities.	Housing Options Team and Regulatory Services	December 2019	General information on website and details of where people can go for independent advice
	Introduce drop-in housing advice/housing options sessions in suitable locations around the city (for example, in family hubs).	Housing Options Team	April 2020	
	Scope opportunities for a Housing advice phone line and/or live online chat for general housing advice and signposting.	Housing Options Team	April 2021	
	Use data and intelligence available to develop an early identification method for early targeting of support and advice.	Planning & Housing Policy	April 2021	Work with the Insight Team

<b>Theme 1: Preventing homelessness and supporting homeless households</b>				
<b>Priority</b>	<b>Action</b>	<b>Lead responsibility</b>	<b>Date</b>	<b>Comments/Progress</b>
	Work with partners to monitor the range and cumulative impact of welfare reforms on people's housing options and risk of homelessness and develop effective responses.	Housing Options Team	Ongoing	Join existing 'Welfare Reform working Group' partnership
	Develop a Communications plan to raise awareness of the services available whilst also managing expectations of realistic housing options available.	Housing Options Team & Communications	December 2019	
	Review and revise our approach to homelessness prevention with key partners.	Housing Options Team	Ongoing	
	Improve our understanding of the housing issues for young people and lesbian, gay, bi-sexual and transgender people.	Planning & Housing Policy	April 2019	
Positive Pathways – Targeted Prevention	Monitor, review and where necessary make improvements to the methods of contact and processes around how customers can access the Council's homelessness services.	Housing Options Team	Ongoing	
	Develop links and referral pathways with the social care 'Early Intervention Team' (for families) – to ensure early identification of families at risk and ensure a joint approach to prevention.	Housing Options Team Childrens Social Care	Ongoing	
	Review and improve housing pathways with adult social care and mental health.	Housing Options Team Adult Social Care/ Public Health	December 2019	

**Theme 1: Preventing homelessness and supporting homeless households**

Priority	Action	Lead responsibility	Date	Comments/Progress
	Review and improve housing pathways for young adults (18-24) including Care Leavers.	Housing Options Team Children's Social Care	December 2019	
	Review and improve housing pathways for victims and survivors of domestic abuse.	Housing Options Team	August 2019	The new contract for DA services will commence in August 2019
	Review and improve housing pathways for prison leavers and those in the criminal justice system.	Housing Options Team	December 2019	
	Develop an effective referral process for public bodies that have the 'Duty to Refer' if they are working with someone who is homeless or at risk of homelessness (with consent).	Housing Options Team	April 2019	Duty to Refer applies from Oct 18 – review process after 6 months
	Ensure that appropriate and timely advice and assistance is given to Asylum Seekers that receive Refugee status, as they are required to move out of accommodation provided by the Home Office.	Migration Team	Ongoing	
	Develop a package of support for landlords who are considering evicting their tenants, to enable the tenancy to continue (where safe and appropriate to do so).	Housing Options Team	April 2019	Review process regularly
	Review housing enforcement actions and response to reports of illegal eviction, harassment, retaliatory evictions etc.	Regulatory Services	December 2019	

<b>Theme 1: Preventing homelessness and supporting homeless households</b>				
<b>Priority</b>	<b>Action</b>	<b>Lead responsibility</b>	<b>Date</b>	<b>Comments/Progress</b>
Positive Pathways – Crisis prevention and relief	Re-commission homelessness and ex-offender supported accommodation and floating support services (including rough sleeper services, direct access hostels etc.).	Strategic Housing Board	April 2019	Current contract runs to 31 <sup>st</sup> March 2019.
	Reduce the use of temporary accommodation and bed and breakfast and minimise the use of expensive bed and breakfast accommodation.	Housing Options Team	Ongoing	
	Ensure that all existing accommodation used by the Council is effectively managed and that clients are given the necessary support they need.	Housing Options Team	Ongoing	
	Investigate options to expand the Council's portfolio of suitable temporary accommodation (to avoid the use of B&B).	Strategic Housing Board	July 2019	
	Develop further measures to tackle rough sleeping and support vulnerable people who are (or are at risk of) rough sleeping, understanding the reasons for non-engagement and developing appropriate 'challenge and support' policies.	Planning & Housing Policy, Community Safety	September 2019	To include operational policies and procedures
	Develop a package of support and securities for private rented sector landlords to enable people to access private rented accommodation.	Housing Options Team	April 2019	
Positive Pathways – Recovery and move-on	Work with partner agencies to develop a common standard for a person to be 'tenancy ready' and a programme to deliver training to future tenants.	Housing Options Team	December 2019	



**Theme 1: Preventing homelessness and supporting homeless households**

Priority	Action	Lead responsibility	Date	Comments/Progress
	Develop a package of support and securities for private rented sector landlords to improve access to private rented accommodation, and positively engage with landlords in promoting the scheme.	Housing Options Team	April 2019	
	Explore and put in place suitable measures to support households to sustain tenancies in the private rented sector.	Housing Options Team		As part of the re-commissioned contract for homelessness floating support
	Ensure that personal housing plans include effective referrals to partner organisations and other services to address long term support needs that have contributed to homelessness.	Housing Options Service	Ongoing	
	Provide information on sources for basic furniture packages, home set-up kits etc. and where appropriate, assist people to access crisis grants and other available funding.	Housing Options Service	Ongoing	
	Work with the West Midlands Combined Authority to deliver the Housing First pilot scheme (Coventry to deliver 40 units per year).	Strategic Housing Board	2018/19 to 2020/21	WMCA awarded £9.6m government funding
	Review the Coventry Homefinder Policy to ensure it contributes positively to homelessness prevention and relief.	Strategic Housing Board	April 2019	
Positive Pathways – Sustain Housing	Include in the contract specification for the re-commissioned Homelessness contract - floating	Strategic Housing Board	April 2019	

<b>Theme 1: Preventing homelessness and supporting homeless households</b>				
<b>Priority</b>	<b>Action</b>	<b>Lead responsibility</b>	<b>Date</b>	<b>Comments/Progress</b>
	support for people who have accessed a new tenancy after accessing homelessness services.			
	Develop better joint working practice and information sharing with Registered Providers' tenancy sustainment officers.	Housing Options Team	Ongoing	
	Develop access and availability of information and/or prepare information packs for households when moving into temporary and emergency accommodation and also at point of duty being discharged. This will help settle the household within a local community and provide information to help them establish and sustain the tenancy.	Housing Options team in partnership with RPs and PRS Landlords and Homelessness Support service provider(s)	ongoing	

<b>Theme 2: Housing Development</b>				
<b>Priority</b>	<b>Action</b>	<b>Lead responsibility</b>	<b>Date</b>	<b>Comments</b>
Enable new high-quality housing development to meet the existing and future growth needs of the city	Increase delivery to an additional 1,300 homes per year (the level of annual need identified in the Local Plan from 2016 to 2031).	Planning & Housing Policy	Ongoing	
	Commission an updated Strategic Housing Market Assessment (SHMA) in partnership with Warwickshire authorities.	Planning & Housing Policy	Summer 2019	

**Theme 2: Housing Development**

Priority	Action	Lead responsibility	Date	Comments
	Update the Strategic Housing Land Availability Assessment (SHLAA) to identify sites suitable for housing development.	Planning & Housing Policy	April 2019	
	Maintain a five year land supply of land which is suitable and available for housing development.	Planning & Housing Policy	Annually	
	Complete annual monitoring of the Housing delivery test and produce delivery action plans as appropriate.	Planning & Housing Policy	Annually	Reflects introduction of new monitoring requirement in new NPPF (2018).
	Ensure our approach to Community Infrastructure Levy (when introduced) is used effectively to enable housing growth.	Planning & Housing Policy	December 2019	
	Maintain and update the Brownfield Land Register.	Planning & Housing Policy	Ongoing	Brownfield land register established in 2017, to be reviewed at least annually.
	Support bids and explore potential sources of external funding for housing and infrastructure where opportunities exist, for example from Homes England.	Planning & Housing Policy	Ongoing	As funding opportunities arise
	Develop and adopt a Strategic Urban Extension (SUE) Design Guide Supplementary Planning Document to ensure high quality, sustainable design	Planning & Housing Policy	By April 2019	

Theme 2: Housing Development				
Priority	Action	Lead responsibility	Date	Comments
	of large new urban development areas allocated in the Local Plan.			
	Develop and adopt a general Residential Design Guidance Supplementary Planning Document, promoting good design and high standards of materials, space, safety and accessibility in all new housing development.	Planning & Housing Policy	By Summer 2019	To include: Nationally Prescribed space standards Part M (2) and (3) Secured by Design Build for Life
	Work collaboratively with the WMCA to develop regional design guidance for 'healthy new communities' and promote through the planning process as appropriate.	Public Health	By Summer 2019	
	Maximise funding opportunities to help accelerate construction - On-going partnership working with Homes England and the Coventry & Warwickshire LEP to ensure we have an awareness of different models, funding streams and how they can be used.	The Councils Planning & Housing Policy, Economic Development and Inward Investment teams working in partnership with the WMCA and C&W LEP.	Ongoing	
	Embracing modern methods of construction – give strategic support to developers who are considering the use of such methods in appropriate developments.	Planning & Housing Policy	Ongoing	

**Theme 2: Housing Development**

Priority	Action	Lead responsibility	Date	Comments
Diversifying the housing offer to meet a range of needs and aspirations	Grow the supply of homes attractive to professionals and entrepreneurs.	Planning & Housing Policy	Ongoing	
	Continue to work with Coventry and Warwick Universities to understand student accommodation needs, and expand the supply of purpose built student housing in suitable locations.	Planning & Housing Policy	Ongoing	
	Support appropriate proposals for housing developers and accredited private landlords to expand the number of homes available for rent (Build to Rent) on suitable sites.	Planning & Housing Policy	Ongoing	As proposals arise
	Improve advice available to people interested in low cost home ownership.	Housing Options Team	April 2019	Part of improvements in general housing options advice available
	Maintain the self-build register and promote opportunities for self/custom build for interested individuals and communities.	Planning & Housing Policy	Ongoing	To be reviewed annually
	Explore options to work with local mortgage lenders to support and facilitate improved accessibility to the local housing market through savings and mortgage opportunities.	Strategic Housing Board	ongoing	To be reviewed annually
Ensure that affordable housing is developed of the right type and tenure to meet the needs of the	Increase delivery to an additional 348 affordable homes per year (level of need identified in the Local Plan), achieving at least 25% affordable homes on sites that meet the criteria.	Planning & Housing Policy	Annual	Criteria as defined in Policy H6 of the Coventry Local Plan.

Theme 2: Housing Development				
Priority	Action	Lead responsibility	Date	Comments
city	Develop and adopt a Developer Contributions Supplementary Planning Document (SPD) including detailed affordable housing requirements, building on Policy H6 and IM1 in the Local Plan.	Planning & Housing Policy	By Summer 2019	
	Work with planners on viability assessments for S106 sites and advise on ways to maximise affordable housing provision on S106 sites.	Planning & Housing Policy	Ongoing	
	Support RPs on S106 schemes and negotiate with developers, RPs and Planners on affordable housing mix.	Planning & Housing Policy	Ongoing	
	Develop and adopt a policy on the use of Commuted Sums to support additional affordable housing delivery, with funds to be targeted where they bring most added value and enable the development of strategically important housing types (eg accessible bungalows, large family homes).	Planning & Housing Policy	By Summer 2019	
	Set up a Development Forum with Registered Providers to enable partnership working and maximise opportunities for affordable housing development.	Planning & Housing Policy	April 2019	
	Work with registered providers to achieve an appropriate balance between traditional social rented properties and new business which enables them to develop other types of homes, such as Affordable Rent, Market Rent, homes for sale.	Planning & Housing Policy	Ongoing	

Theme 2: Housing Development				
Priority	Action	Lead responsibility	Date	Comments
	Continue to work in partnership with Whitefriars Housing Group to ensure that the Joint Venture delivers decent new affordable housing which meets the strategic needs of the city.	New Build Housing Partnership Joint Venture	Ongoing	
	Explore new vehicles for affordable housing delivery, including joint venture and Local Housing Company models, to facilitate the delivery of affordable housing.	Planning & Housing Policy, Housing Options and Corporate Property Teams	Ongoing	
	Support communities exploring the potential for increasing the provision of affordable housing in their communities through the creation of initiatives such as Neighbourhood/ Community Plans, Community Land Trusts and Community Right to Build.	Planning & Housing Policy	Ongoing	As opportunities arise or proposals are put forward
	Through developer contributions, collaboration with Registered Providers and funding opportunities, deliver housing types that the market will not provide e.g. mobility standard housing, learning and disability housing, etc.	Planning & Housing Policy	Ongoing	
	Develop a common sub-regional approach to allocation of affordable homes apportioned to the Warwickshire authorities to meet the need arising in Coventry.	Planning & Housing Policy	2020	

Theme 3: Improving existing housing				
Priority	Action	Lead responsibility	Date	Comments
Improve the management and maintenance of rented properties	Commission a Private Sector Stock Condition Survey (PSSCS) or similar study to update the current 2013 report and better understand the housing conditions in Coventry, and to ensure that health related data is identified in the house condition survey.	Planning and Regulatory Services	Summer 2020	
	Undertake housing-related activity in line with health priorities for the city such as achieving “safe and healthy” homes, as informed by the above survey results.	Regulatory Services, Public Health	Dependent on above	
	Investigate opportunities to introduce discretionary licensing, such as selective or additional licensing.	Regulatory Services	December 2019	
	Monitor outcomes and outputs of any discretionary licensing that is adopted.	Regulatory Services	Dependent on above	
	Explore options for introducing a landlord accreditation scheme.	Regulatory Services	December 2019	
	Promote good housing management standards and information sharing through a Private Landlord Forum.	Housing Options Team Regulatory Services	Ongoing	
	Continue to deliver the HMO mandatory licensing scheme, embedding the change in criteria and ensuring a proactive approach to identifying and inspecting relevant properties.	Regulatory Services	Ongoing – change to criteria from Oct 18	



Theme 3: Improving existing housing				
Priority	Action	Lead responsibility	Date	Comments
	Carry out compliance visits of properties subject to Mandatory or Discretionary licensing schemes.	Regulatory Services	Ongoing	
	Proactively target the poorest condition private rented sector housing outside of licensing schemes.	Regulatory Services	Ongoing	
	Improve data sharing and co-operation between various Council teams that may come into contact with rogue landlords, to identify where intervention or enforcement may be required. Include joint visits where necessary.	Regulatory Services	Ongoing	
	Improve private rented sector housing conditions through advice and information where possible, and the use of enforcement powers where necessary, including civil penalties, rent repayment orders and banning orders, targeted on the poorest condition housing.	Regulatory Services	Ongoing	
	Contribute to the nationwide database of rogue landlords introduced by the Housing and Planning Act 2016, where appropriate.	Regulatory Services	Ongoing	
	Review the way services rapidly respond to reports of illegal/retaliatory eviction and harassment, especially where these involve vulnerable tenants or may result in homelessness.	Regulatory Services, Housing Options Service	December 2019	Review process as appropriate

Theme 3: Improving existing housing				
Priority	Action	Lead responsibility	Date	Comments
	Increase joint working and intelligence sharing between the Prevention Team and Housing Enforcement to assist households threatened with homelessness due to the condition of their property, or facing harassment or illegal eviction.	Regulatory Services, Housing Options Service	Ongoing	
	Commission research into the Houses in Multiple Occupation (HMO) sector, including assessing the impacts of HMOs and student accommodation and the effect that additional purpose-built student accommodation is having on the student housing market.	Regulatory Services, Planning & Housing Policy	Complete by summer 2019	
	Work with partner agencies to ensure effective information sharing and referral processes where any agency identifies that a vulnerable person is living in poor housing conditions to ensure that appropriate assistance can be provided.	Regulatory Services, Public Health	Ongoing	
Improve the energy efficiency of existing housing, provide affordable warmth assistance and reduce fuel poverty	Continue to provide affordable warmth advice and information for vulnerable and low income households, by phone, home visits, surgeries, events and the Council website.	Affordable Warmth Team	Ongoing	
	Continue to make Energy Company Obligation funded insulation and heating measures available through a partnership arrangement with an energy supplier or contractor, using the Flexible Eligibility provisions to target vulnerable and low income households.	Affordable Warmth Team	Until end of ECO3 in 2022	

Theme 3: Improving existing housing				
Priority	Action	Lead responsibility	Date	Comments
	Continue to pursue opportunities through the Better Care Fund and other programmes to deliver projects to improve home insulation and heating efficiency, and to provide help to reduce fuel costs and maximise incomes.	Affordable Warmth Team, Public Health	Ongoing	Note Better Care Fund is a temporary funding source expiring on 31 March 2020
	Continue to manage the Council's Switch and Save scheme to offer households the opportunity to switch to cheaper energy tariffs.	Affordable Warmth Team	Ongoing	
	Submit a report to the Secretary of State for Business, Energy and Industrial Strategy as required by the Home Energy Conservation Act 1995, detailing measures that will lead to significant domestic energy efficiency improvements.	Affordable Warmth Team	By end March 2019	
	Take action to enforce regulations regarding minimum energy efficiency standards in the private rented sector.	Regulatory Services	Ongoing	
Make the best use of existing housing stock in the city, including bringing empty homes back into use.	Review the Homefinder Policy to ensure it provides applicants with an informed choice about their housing options and encourages sustainable communities, whilst also prioritising social housing for those that need it most.	Planning & Housing Policy, Housing Options Team	April 2019	
	Review and agree a master nominations agreement with Registered Providers.	Planning & Housing Policy, Housing Options Team	April 2019	

<b>Theme 3: Improving existing housing</b>				
Priority	Action	Lead responsibility	Date	Comments
	Reduce under-occupation of housing through partnership working and support for people wanting to downsize in all sectors, including supporting Registered Providers to develop initiatives to reduce under-occupation.	Housing Options Team	Ongoing	
	Review the empty homes policy to ensure continuing effectiveness in bringing homes back into use.	Environmental Services	December 2019	Current policy was adopted in 2014
	Develop a proactive plan to identify and bring empty homes back into use, including advice and assistance for owners and use of enforcement powers (including compulsory purchase orders) where necessary.	Environmental Services, Regulatory Services	July 2020	
	Engage with Registered Providers to map the current social housing provision (size, type, location).	Planning & Housing Policy	December 2020	
	Work with the City Fibre project to enable roll-out of high speed broadband to all areas of the city.	City Fibre Partnership	Ongoing	

<b>Theme 4: Support for people and communities</b>				
Priority	Action	Lead responsibility	Date	Comments
Ensure that housing in the city is fit for an ageing	Carry out a Housing Needs Assessment for Older People, including an exploration of the barriers to	Planning & Housing Policy	April 2020	

Theme 4: Support for people and communities				
Priority	Action	Lead responsibility	Date	Comments
population	downsizing and future levels of need for affordable and specialist housing for older people.			
	Develop an Older Persons Housing Strategy to ensure that the housing in the city is fit for an aging population.	Planning & Housing Policy	April 2021	
	Support the development of new older persons housing that meets identified needs and demand.	Planning & Housing Policy	Ongoing	
	Work with Registered Providers and Homes England on increasing development of new older persons housing for older persons in need including for rent and affordable home ownership.	Planning & Housing Policy	Ongoing	
	Work with current care home operators and providers of housing for older people that wish to improve the physical and environmental conditions in their homes by remodelling or re-provision.	Adult Social Care	Ongoing	
	Ensure that extra care and older persons housing is incorporated into Strategic Urban Extensions in accordance with the master-planning principles in the Local Plan.	Planning & Housing Policy	Ongoing	As plans come forward
People will have the tools to access and sustain suitable housing, including support for people with specific housing needs resulting from a physical	Identify future housing need for transitional, supported and specialist housing, including for people with learning disabilities, people with mental health needs, older people and disabled people. Link in with the update of the Strategic Housing Market Assessment.	Adult Social Care Planning & Housing Policy	Ongoing	Cabinet report scheduled for March 2019 regarding supporting living for adults with learning disabilities and mental health

Theme 4: Support for people and communities				
Priority	Action	Lead responsibility	Date	Comments
or mental impairment	Work in partnership with Registered Providers, care providers and Homes England to deliver additional/remodelled supported housing schemes in response to needs and demand, so there is choice for people who to continue to live independently	Adult Social Care, Planning & Housing Policy	Ongoing	
	Develop and maintain a register of affordable homes that are adapted or accessible properties (both existing and planned) to make it easier for people with disabilities to find a home that meets their needs.	Housing Options Team	Ongoing	
	Work with partners to encourage the provision of floating support, in response to needs and demand, for people to continue to live independently in their own homes	Adult Social Care Planning & Housing Policy	Ongoing	
	Strongly encourage the development of new housing which is suitable for disabled people using higher accessibility standards from Part M – with adaptability 'designed in'.	Planning & Housing Policy	Ongoing	(Building Control Part M, to include M4 (2) Category 2: Accessible and adaptable dwellings and M4 (3) Category 3: Wheelchair user dwellings)
	Update the Gypsy & Traveller Accommodation Assessment to ensure plans and policies continue to meet identified needs.	Planning & Housing Policy	By December 2020	

Theme 4: Support for people and communities				
Priority	Action	Lead responsibility	Date	Comments
	Revisit options for the redevelopment of the permanent Gypsy & Traveller Site at Siskin Drive.	Planning & Housing Policy and Corporate Property.	By summer 2020	
	Ensure we maintain a 5 year supply of Gypsy and Traveller sites to meet identified need.	Planning & Housing Policy	Ongoing	
	Explore options regarding a suitable transit site for Gypsies & Travellers.	Environmental Services	Nov 2019	A report will be prepared for Cabinet Member (Policing & Equalities) on the practicalities of creating a transit site within the city boundaries.
People will be able to access advice and information about their housing rights and responsibilities, and how to sustain their tenancies	Liaise with Coventry University and the University of Warwick to ensure that students are aware of their rights and responsibilities when renting, including reducing ASB.	Environmental Services	Ongoing	ASB procedure developed in 2016/17 - monitor success and review if necessary.
	(See also actions under Theme 1 – preventing homelessness and supporting homeless households).			
Support communities that want to develop a Neighbourhood Plan	Ensure that general information is available for communities thinking about neighbourhood planning (including information on the Council website).	Planning & Housing Policy	Ongoing	
	Provide support, advice and assistance to communities that want to develop a Neighbourhood Plan.	Planning & Housing Policy	Ongoing	As proposals are put forward

<b>Theme 4: Support for people and communities</b>				
Priority	Action	Lead responsibility	Date	Comments
	Arrange the necessary procedural activities such as designation of a neighbourhood plan area, inspection of the plan, and a referendum to approve the plan.	Planning & Housing Policy	Ongoing	As proposals are put forward
Support estate regeneration in appropriate locations.	Support regeneration and redevelopment schemes in areas that require improvement, including opportunities arising from the 'Inclusive Growth Corridor' which seeks to maximise the benefits to local communities of the HS2 development.	Planning & Housing Policy	Ongoing	As proposals are put forward

<b>Monitoring and updating</b>			
Action	Lead responsibility	Date	Comments
Update the Homelessness Review using information from the 2018/19 year, to understand the early impacts of the HRA implementation and identify any changes in trends, needs or demands as a result of the new legislation and new service.	Planning & Housing Policy	July 2019	Analysis of information from April 2018-March 2019
Determine whether the results of the above require any changes to be made to the Housing & Homelessness Strategy and/or the Action Plan.	Strategic Housing Board	October 2019	
Review whether the Housing & Homelessness Strategy or Action Plan need to be updated when changes occur in relevant legislation or statutory guidance.	Strategic Housing Board	When required	



**Monitoring and updating**

Action	Lead responsibility	Date	Comments
Prepare an annual report for the Cabinet Member of the main statistics relating to housing and homelessness and provide regular informal briefings throughout the year.	Strategic Housing Board	Annually	
Regularly review and publish an update of the Housing & Homelessness Strategy Action Plan.	Strategic Housing Board	Annually	

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## Consultation Statement – Housing and Homelessness Strategy.

The draft Housing and Homelessness Strategy (and supporting Action Plan) was published for consultation between 6<sup>th</sup> November and 18<sup>th</sup> December 2018. As part of the consultation process it was presented to Scrutiny Coordination Board for consideration on the 12<sup>th</sup> December. Feedback from that meeting have been utilised in reviewing and updating the Strategy ready for adoption.

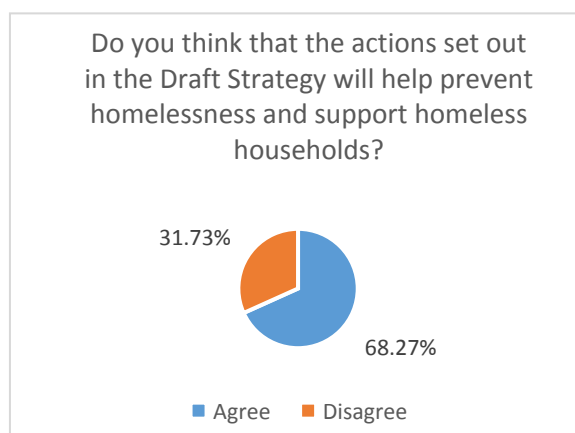
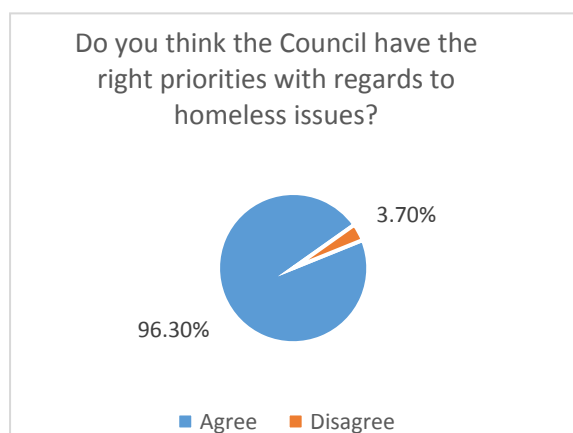
This briefing note provides a summary of the consultation responses received and how they have affected the review of the draft Strategy and Action Plan.

For ease of reference, consultation responses have been summarised by Theme.

### THEME 1: Preventing Homelessness and Supporting Homeless Households

The most responded to area of the strategy was theme 1 which related directly to homelessness and homelessness prevention. This theme forms the Homelessness Strategy element of the report.

In total 108 responses were received to this theme through the survey monkey questionnaire. The majority of responses were received from members of the public. The majority of responses were supportive of the priorities and agreed that the actions set out in the Draft Strategy would help prevent homelessness and support homeless households. This is shown in the graphs below:



In addition a further 16 responses were received via email and letter, with the majority being from partner organisations and voluntary sector.

In summary the following principle issues were raised in response to Theme 1:

- Registered Providers should stop evicting households.
- Challenge national LHA rates.
- Make better use of Discretionary Housing Payment (DHP).
- Importance of successfully delivering the Housing First programme.
- Do more to combat rough sleeping.
- Prioritise homelessness prevention.
- Create more links between rough sleeping and drug/alcohol addiction, mental health, unemployment and access to jobs and services.
- Ensure wider accessibility to information and support and awareness of how to get it.
- Do more to support those with multiple complex needs.
- Highlight the importance of tenancy support training to ensure tenancy sustainment.
- There are insufficient resources to deliver the aims and objectives of the strategy.

- Need to make sure the duty to refer is functioning effectively.
- Need a single data collection point and a process for sharing information between partner organisations – prevent repeated cases of rough sleepers providing the same info multiple times.
- Target the root cause of homelessness.
- Ensure those with experience of rough sleeping and homelessness are involved in the commissioning of new services and how they are delivered.
- There is a need for a ‘wet facility’.
- Would be good for the strategy to be endorsed by more than just the council.
- Strategy overly focused on prevention – not enough on relief.

The tables below further summarise the responses received and officer comments made in response.

Summary of comment(s)	Officer response and proposed change (if relevant)
<b>THEME 1 - Preventing Homelessness and Supporting Homeless Households</b>	
consider changing references to Service User to "client"	Comment noted, change has been made in both strategy and action plan where appropriate.
Introduce methods to assess individuals for drug dependency and provide them with necessary tools such as mentoring and clinics if affected.	This already happens as part of understanding an individuals needs when they present as homeless. As part of PHPs specific opportunities and referrals can be agreed between the Council/Partner organisation and the individual to help combat dependency. This also links in with the Councils drug and alcohol services.
Yes speak to those with lived experience and/or those currently on our streets especially around town and get a real insight into life on the street and the issues faced with putting all the drug addicts alcoholics and those with mental health issues in one place to try and sort their lives out we constantly set them up to fail by doing this.	Comment noted. The Strategy has been developed and consulted on with an experts by experience group and other agencies including Crisis and the Coventry ARC - their views and opinions have fed into the strategy.
Personal housing plans need to be developed for those presenting as homeless and need to have effective referrals to partner organisations with long term support provided - assisting people to be ‘tenancy ready’, gaining access to crisis grants, funding and support in home set up and furniture packages to commence living independently	Agreed, this is already delivered through the Councils Homeless Reduction Act responsibilities and as part of how we manage support homelessness applications.

Need to promote greater education about homelessness	Agreed, this is expected to form part of the councils approach to the homelessness reduction act and sharing relevant information.
Prioritise accommodation for street homelessness including those with NRPF	Comment noted however there is already a range of hostel accommodation that is accessible to street homeless across the city that means no-one has to sleep rough. The council recognises however that more needs to be done to diversify this accommodation and increase the opportunities available to those sleeping rough. We are also exploring opportunities to bid for grant funding related to those with NRPF.
Use the proposed Pathway model to link homelessness support to employability support via the Job Shop and other employment support services.	Comment noted, this already forms a key part of how we work with and support those presenting as homeless. It's also a key part of homeless referral pathways and the work our partners do with homeless households e.g. The Salvation Army.
There needs to be a greater emphasis on Homelessness prevention	Agreed. The council have restructured its services to deliver a greater emphasis on prevention work in accordance with national legislation. This is reflected in the Strategy. We will also continue to review and reshape service processes as we learn what 'works' in prevention.
Increased democratic oversight of RPs and meaningful penalties when service failures	No action - HE has this role. Local Authorities have no direct control or sanctions that can be applied to Housing Associations as they are private organisations. Homes England does however have an oversight role through the management of grants etc.
Promote rapid rehousing for homeless households (Inc. those in unsuitable TA) to ensure they are found suitable housing.	Comment noted. This is already a priority through the assessment and management of homeless households through the councils housing options service and the work we do with the Salvation army. This is not always possible though due to the time it can take to find a suitable property, the need to ensure adequate support programmes are in place and the need to ensure the household is able to maintain the tenancy going forward. This is reflected in the homeless review and the strategy.
Need to embed the Housing First programme as part of the pathway for rough sleepers	Agreed. The council has access to funds as part of a national pilot scheme to roll out a housing first project during 2019. this is reflected in the strategy and action plan
Lobby and petition government for rent controls on PRS - long term tenancies	I'm afraid this is a political matter subject to central government policy and not one we can influence through the strategy.
Promote awareness of how to access support and information	Agreed, the strategy already includes priorities for maximising accessibility to information and support for those who are homeless or at risk of becoming homeless. This is being driven forward by the Councils Housing Options and Customer Service sections
More needs to be done to help house every homeless person irrespective of need or statutory duty.	Although accommodation is limited, opportunities do exist for those who are not owed a statutory duty, especially through the winter months.

<p>Need to do more to address the complex issues that lead to individuals becoming homeless. This includes drug/alcohol addiction, mental health and homelessness.</p>	<p>Agreed, the city council have linked service provisions around drug and alcohol abuse, domestic violence, mental health and homelessness to help link such issues together and ensure that households receive the most appropriate advice and support. This is also supported by the Salvation army as part of our contracted services. As such this is already reflected within the strategy and action plan.</p>
<p>more needs to be done to remove rough sleepers from the town centre permanently as this currently creates a health hazard and poor image for city</p>	<p>Comment noted. The city council continues to work with its partners to combat rough sleeping across the city and the region as a whole. The key to this will be the provision of suitable accommodation alongside the necessary support programmes. The housing first programme will help with this and is already covered by the strategy.</p>
<p>Need to ensure appropriate standards of temporary and emergency accommodation for families etc. At present, they are poor which requires proactive enforcement action as tenants are often too scared to complain for fear of eviction.</p>	<p>Comment noted, however options for temporary and emergency accommodation can often be limited, especially when faced with a growing demand. This can often limit opportunities and have a negative effect on the quality and suitability of accommodation. The city council does continue however to work with the Salvation Army and other partners to support all those who are homeless or risk becoming homeless to ensure they have access to accommodation that is both safe and secure. The city council also have responsibilities under the Children's Act where this involves families. The council are also working with partners to secure better quality accommodation, especially for families. This is already covered by the Strategy.</p>
<p>Need to do more to help people become tenancy ready.</p>	<p>Comment noted. Our work in response to the Homelessness Reduction act already includes a significant work stream on helping households become tenancy ready. This also forms a key part of the work we do with Housing Associations and the Salvation army. This is already captured within the Strategy and action Plan.</p>
<p>The Council should develop an area in the city Centre which homeless households can use. This would allow the issues to be monitored on a regular basis.</p>	<p>The City Council work with partners to deliver the steps for change project which provides hub type facility in the city centre. The Salvation Army also operate a hub facility on the edge of the city centre, whilst other partners such as the Jesus Centre, Coventry Cyrenians have central premises. Individuals do have a freedom of movement though and unless they are committing a legal offence it is difficult, and not necessarily appropriate, to force people to move away from city centre.</p>
<p>There needs to be more emergency accommodation for rough sleepers, especially during the Winter and freezing cold weather.</p>	<p>Comment noted, the city council already works with The Salvation army, Coventry Winter Night Shelter and the Coventry Emergency Shelter (amongst others) to provide accommodation options for rough sleepers, especially during winter periods. This is already reflected in the strategy and action plan.</p>
<p>Where does temporary accommodation fit in? Recovery and move-on support?</p>	<p>Temporary accommodation is provided for a short period of time to prevent households from sleeping rough whilst they apply for more permanent accommodation.</p>
<p>Look at why people become homeless, look at the paths people take and possibly</p>	<p>Comment noted, this research has bene undertaken and will continue to be reviewed. It is covered by the homelessness review and the strategy/Action Plan already.</p>

introduce some philosophies at schools in Coventry to get youngsters to look differently at their world.	
Lots of monitoring of impacts and not a lot of action. Can the City work with other LAs in WMCA to ensure people don't get left isolated?	Yes, the city can and does work with other authorities to ensure a joined up approach is taken. This is already reflected in the strategy.
The council should not use the intentionality element of the legislation unless absolutely necessary. Instead use 56 days prevention duty to resolve issues.	This already happens through the council's response to the homelessness reduction act.
There are insufficient resources available to deliver the priorities and aims of this strategy.	Comment noted. The council does have committed funds to help deliver the strategies aims and objectives and is committed to working with partners to deliver projects in an efficient and cost effective way. There is also further funding options available through government, charities and the WMCA. This strategy is a 5 year plan though and will take time to be fully realised.
Needs a greater emphasis on partnership working, agreed commitments that are realistic and in the interest of those affected (i.e. at risk of/or homeless Housing options that are viable, sustainable and ongoing support provided beyond being housed).	Agree but partnership working is already a key element of the strategy. We will also be looking to update the strategy going forward with partners to create a Partnership Strategy in future.
It also needs to be accommodation for people who do have a drug and alcohol issues that should not be excluded from this	Agreed. The city council are looking at opportunities for expanding the offer of complex needs accommodation and working with partners around how best to deliver this. The Housing First programme will help deal with this for entrenched rough sleepers.
Single people with children/families afraid to approach the homelessness sector because they will be put in or allocated inappropriate accommodation where they are at personal risk of sexual and physical assault and robbery	Comment noted. The council works proactively with the Salvation Army when placing families to ensure they are placed in safe and secure accommodation. We also work closely with Children's services including joint case conferences where appropriate to help manage case specific issues. This is already reflected within the strategy and is a key consideration from a safeguarding perspective.
Empowering people to resolve conflicts through mediation to prevent homelessness and improve relationships in families and in neighbourhoods. (use organisations like	Comment noted. This is already happening as part of the councils work to respond to the Homelessness Prevention Act. This is also covered in the strategy and forms a key part of the work we already do with our partners (e.g. st basils).

Mediation and Community Support)	
Needs to be an improved referral process from Customer Services teams such as Council Tax or Housing Benefits	Comment noted. The duty to refer became fully operational in late 2018 and the city council are working with it partners to ensure appropriate referral pathways are in place and functioning properly.
Greater emphasis of system design/planning from those with lived experience needed	Agreed. This has already formed a key component of evidence gathering to inform the strategy and action plan. It also continues to be a key theme within the homelessness forum and will support the evolving housing first programme. This is already recognised within the strategy.
Increase emergency accommodation to avoid use of hotels and B&B - adapt existing empty council community buildings and then encourage community groups/charities to take this on-board and actively manage the accommodation.	Comment noted. This is already something that the council is actively pursuing to reduce the financial burden but also improve the quality of temporary accommodation offer available. This is reflected within the strategy and action plan already and was subject to cabinet approval in November 2018.
Acknowledge that welfare reform /UC implementation is having an impact on homelessness?	Comment noted but this is a national policy that we cannot really influence it in principle as a city council. We are working locally in partnership with DWP though to see if there are aspects we can influence in Coventry. We acknowledge that this is causing issues and is a key reasons for arrears and eviction etc. We are continuing to work with housing associations and private landlords thought to help mediate and maintain tenancies wherever possible. This is covered already in the strategy.
Assisting with 'tenancy readiness', crisis grants, furniture packages etc.	HP (HRA) officers will assist where necessary to source funding
Need to ensure references to domestic violence and abuse. Refugees and migrants	Such references are already included in the strategy and action plan. The Council also already has a separate strategy for domestic violence and abuse. Domestic violence and abuse are contained in the Pathways Model the Council is looking to adopt.
Coventry Homefinder should include property options outside of the city boundaries	Comment noted and this is something currently being discussed with neighbouring authorities as part of delivering the city's housing needs on a cross boundary basis. This will form part of the review of the Homefinder policy which is a key priority of the strategy and action plan.
Homeless numbers should be published, monitored and reported regularly, at the moment it seems to be a black hole without ownership or reporting.	Figures are already recorded and reported to central government on a quarterly basis. Central Government make this available through Open Data portal and press releases regularly. It is not possible to record any more frequently at this time due to capacity and the relevance of changes in data. The importance of data gathering and monitoring as part of good quality IT systems is already referenced in the strategy and action plan.



Vital that the different departments work together and communicate.	Comment noted, this already happens and is overseen by the council's strategic housing board.
RPs need to stop evicting households for spurious reasons and therefore contribute towards creating homelessness - in line with WMCA aspirations.	Comment noted. The council works very closely with its RP partners to minimise the need for evictions. Wherever possible the council will work to mediate between parties and support tenancy sustainment. Sometimes though this does not prove possible or acceptable.
Council should challenge LHA levels in the City - these are currently too low.	Comment noted, however this is national policy that Local authorities cannot control.
Council should use DHP more readily to prevent homelessness.	Comment noted. The council does have a safeguarded DHP pot which it utilises to its full potential every year. In addition we have a Homelessness Prevention fund which also supports combating homelessness.
Need better local drug and alcohol support services	Comment noted. The council has recently retendered its drug and alcohol support services (to CGL). These services will be monitored and assessed on an ongoing basis. They are reflected already within the strategy and action plan.
One of the actions in the Action Plan under theme 1 is 'review and improve housing pathways for prison leavers'. It would be beneficial if 'and those in the criminal justice system' were to be added on to this action.	Comment noted - change has been made as suggested.
What is asked of individuals claiming homelessness is a barrier – far too much information is required which leads to people rough sleeping. This information should also only have to be provided once, and not required to be repeated to various organisations. This could include the production of a central directory or database of support services would benefit this aim (agencies often unsure who or how to refer to other agencies) (iCAT suggested). Moreover, the qualification rules are far too sensitive so many are being turned away	The city Council has already made amendments to the way it processes application to help speed them up and make them more efficient. We are also working with partners to explore data sharing protocols and shared databases to combat the issues raised here. PHPs include referrals and signposting taken from a central database of support agencies and are included in discussion with the client. To aid clarity however an additional bullet point has been added to the 'how we will achieve this' section and the 'Preventing Homelessness will be a corporate priority' section of the Action Plan. This states: <ul style="list-style-type: none"> <li>• Strategically review how we receive store and process information from homeless households and share that information with partner organisations in a safe and secure way to ensure data only has to be provided by the client once as part of the homeless presentation and engagement process.</li> </ul>
Commitment to ensure that there is improved data collection in any case from statutory and voluntary organisations so that patterns	Comment noted, the improvements already being made and planned moving forward will continue to help improve data collection and modelling. Further improvements will be made in relation to the above process so will be supported by the above

of homelessness can be identified at the earliest opportunity.	referenced change. The update of the Homelessness Review will also support this aspect of monitoring.
Support (and housing) needs to be consistent and provided for as long as it is required by the client and not worked to an artificial deadline for move-on. It should also be provided whenever people are ready to accept it, not two weeks down the line.	Comment noted, however the council do have to operate within the guidelines laid down through the homelessness reduction act. In general though the Council is keen to move households into permanent and settled accommodation as quickly as possible once their support needs are met and the chances of tenancy sustainment are maximised.
Support needs to target the root cause of individual issues and be more flexible (if people can evidence their previous behaviour has changed they should not be excluded again)	Comment noted. This forms a key part of the support packages provided to homeless households and is something the Council does actively look to influence through allocation policy and creation of tenancies where appropriate. It is not necessarily something we can achieve directly through the strategy though.
commission a single provider to manage all homelessness matters across the city	Comment noted. The city council will be tendering for services during the course of 2019. At this stage we cannot comment on whether this will result in one or a multiple number of service providers.
Commission multiple providers to manage different aspects of homelessness across Coventry - this will allow more bespoke approaches to issues and ensure specialist services can be delivered and supported.	Comment noted. The city council will be tendering for services during the course of 2019. At this stage we cannot comment on whether this will result in one or a multiple number of service providers.
Needs to be a long term strategy to support households to sustain tenancies (possibly tapered: pre-load support at commencement of tenancy – tenancy ready/transitional support- and reduce support as time goes-on ensuring that it is always available though) – beyond simply accessing to housing	Agreed. This will form part of the training and support packages that will be commissioned as part of the new homelessness contract(s). The Council agrees that helping promote and maintain tenancy sustainment is a key aspect of preventing homelessness.

<p>When individuals are ready, an information pack should be provided upon move-in so that they can quickly start to feel a part of the local community</p>	<p>Comment noted. It is our understanding that this already happens in part when homeless households move into different accommodation. We appreciate though that this could be more ad-hoc rather than the norm and will explore opportunities through the review of service delivery to introduce this sort of approach. An additional point as been added within the action plan under the Positive Pathways - sustain housing section which will require us to "Develop access and availability of information and/or prepare information packs for households when moving into temporary and emergency accommodation and also at point of duty being discharged. This will help settle the household within a local community and provide information to help them establish and sustain the tenancy".</p>
<p>Lack of, or gaps in, services and options for people with; no recourse to public funds, mental health services, (young) women, individuals with multiple, complex needs, refugees/migrants (no connection to local area so can't establish community), ex-offenders, and those who have experienced trauma.</p>	<p>Comment noted. Some of these gaps have been identified through the homelessness review and are already referenced within the action plan and strategy. They will be addressed and mitigated through the commissioning of new services.</p>
<p>The strategy should place an emphasis on designing and delivering trauma informed services in partnership with other agencies as this is often the underlying reason for homelessness. By increasing the awareness of how to work with individuals who went through traumatic experience(s), and incorporating it at the centre of the strategy.</p>	<p>Comment noted. Such an approach is captured as part of our commitment to the pathways model, especially in mental health pathways (included PTSD and recurrent trauma) and working with ex-armed forces personnel.</p>
<p>Provision of a 'wet shelter' should be considered, or a 'homeless hub' that is independent from the contract and compulsorily works with all relevant external agencies.</p>	<p>This is highlighted in the strategy and action plan as something that needs to be explored and developed in partnership with other agencies and organisations.</p>

<p>Need to better define what is meant by a wet facility or wet shelter</p>	<p>Comment noted - the provision of a wet facility or shelter is not referenced explicitly by name as such a facility is only perceived as one option for helping support street homeless who may utilise such a facility. Instead the Action Plan highlights important process steps to be taken around support and accommodation that already reflects key priorities of the Strategy e.g. "Develop further measures to tackle rough sleeping and support vulnerable people who are (or are at risk of) rough sleeping, understanding the reasons for non-engagement and developing appropriate 'challenge and support' policies". As such the Action Plan remains fairly high level in this respect in order to support the recommissioning and tendering process that will follow for the city's new homelessness services. This allows partner organisations and voluntary sector to work jointly with the council to provide the most effective approach to combatting these issues.</p>
<p>The current homelessness contract doesn't offer alternatives for people who can't access Salvation Army (SA) services (e.g. due to previous eviction). Although SA have been noted to be a barrier to rough sleepers and other vulnerable people for their inflexibility.</p>	<p>As previously indicated the homelessness review has identified a need to deliver more flexible and varied services to fill identified gaps in current provisions. This will be considered further through the recommissioning of services during 2019 which is already identified as a key aspect of the new strategy.</p>
<p>More proactive at identifying people at risk because some individuals don't ask for help. Partner organisation such as the police, fire service and NHS (local GPs) could have a system to help identify these.</p>	<p>The Duty to Refer came into effect in late 2018. The city council are working with these partners (and others) to help provide information on homelessness and what to look for and who to refer to. This will be a learning curve for all concerned though and will take time to fully implement.</p>
<p>Must engage with the wider community to challenge myths and misconceptions surround homelessness.</p>	<p>Agreed. The city council is already working to develop an appropriate communications strategy for homelessness issues. This is reflected within the strategy and Action Plan already.</p>
<p>Families who leave after receiving Section 1 notice should not be found intentionally homeless.</p>	<p>Comment noted, however this does relate to national statutory duties. We will consider this further through the review of the Homefinder policy, which forms a key part of the Strategy and action plan already.</p>
<p>Need to establish a definition of what 'tenancy ready' means, as it holds a different perception for different people.</p>	<p>Comment noted and accepted, this will be considered further as part of the training programmes developed and the recommission/tendering of homelessness contracts.</p>

<p>An important consideration regarding the location of services and accommodation near the city centre is that it is close to other services but also easy access to drugs etc. and other poor environment/influences.</p>	<p>Comment noted. The key benefit of focusing services in or near to the city centre is that they are easily accessible to those that need them and accessible from all parts of the city by a range of transport options if necessary. Access to other negative services will, unfortunately, inevitably follow this however it is our view that access to the appropriate support, information and accommodation services outweighs this risk.</p>
<p>Critical to acknowledge that living on the street is a community in itself and sometimes people want to return to that 'lifestyle'.</p>	<p>Comment noted. The Council is committed to working with its partners to making support and accommodation available to all those who need it and ask for it. We appreciate that some people may choose to opt out of those services, but in partnership with voluntary organisations we will continue to work with those people to help them as best we can.</p>
<p>Commitment to design out homelessness should be made a city wide priority</p>	<p>This is already a priority under Theme 1 of the Strategy.</p>
<p>The strategy could be expanded to include the general public and other agencies in the strategy, making the reduction of Coventry homeless population everyone's priority.</p>	<p>Comment noted. The strategy is due to be reviewed in 12 months' time to take account of an updated homelessness review and the first years' work programme following the inaction of the Homelessness Reduction act. The Council also need to complete a rough sleeper strategy by winter 2019. It is envisaged that as part of this work the main strategy could be updated and be endorsed by a range of partners - not just the council. Notwithstanding this version of the strategy has been developed in partnership and the action plan includes a range of objectives that will be delivered by others - not just the council.</p>
<p>The strategy could be more radical by using a single site, such as a multi-storey car park, where those who sleep on the street could come at night (for example between 19:00 and 07:00) where homeless/rough sleepers could attend for food, portable shower, clothing, support workers, medical staff etc.</p>	<p>Such options will be explored as part of delivering the strategy. However to include such approaches within the strategy itself would serve to limit the strategy and result in it being overly prescriptive, hence limiting flexibility and opportunity for new and innovative opportunities for combatting rough sleeping and homelessness etc.</p>
<p>It should be acknowledged that a small number of groups are unintentionally facilitating rough sleeping by feeding people on the street but not offering more extensive professional services which is counterproductive</p>	<p>Comment noted. This reflects work undertaken by voluntary organisations though. It is not something the Council can necessarily influence or prevent and we would not want to comment on effectiveness of other agencies.</p>

<p>The Homelessness Reduction Act focuses on two themes - prevention and relief. Concerns that the strategy talks almost exclusively about homelessness prevention and says very little about relief. This gap is driven by evidence which overwhelmingly focuses on data gathered on why individuals and families find themselves homeless, with little or no data presented as to why they remain homeless and find difficulty exiting temporary accommodation quickly (beyond describing housing supply issues). There seems to be an implicit assumption that those in temporary accommodation face the same issues as those who are threatened with homelessness.</p>	<p>Comment noted. We have developed the strategy though very much with the HRA and the drive towards a preventative approach at the forefront of our minds. As such we often talk about 'prevention' as shorthand for prevention and relief. This does not mean that our responsibilities under the relief duty are ignored within the strategy or the action plan though. There are, in our view, a number of references to relief and how this aspect of the HRA will be administered, managed and monitored. We will look at ways to make this clearer within the strategy document though. It is also important to note that through the strategy we will be collecting data that clearly separates the two stages to understand what works for different households in the most effective way.</p>
<p>Action plan Theme 1 - "Improve the general advice..."- lead responsibility shown as Housing Options Team but should be Regulatory Services Team.</p>	<p>Comment noted. The action has been assigned to both teams to reflect the support and advisory role that will be retained and delivered by the Housing Options service.</p>

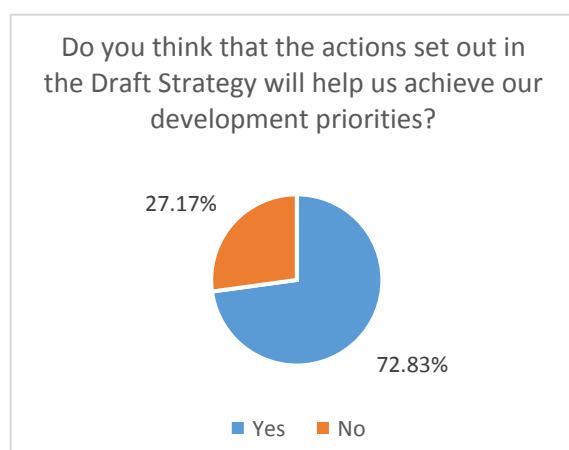
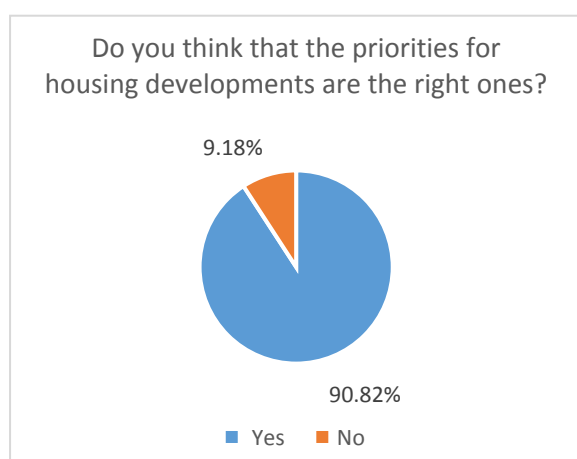
### Key Changes made to the Strategy and Action Plan

Other than a number of technical and typographical changes, the most notable amendments to this part of the strategy include:

1. An additional bullet point has been added to the 'how we will achieve this' section of the Strategy and the 'Preventing Homelessness will be a corporate priority' section of the Action Plan. This states:
  - Strategically review how we receive store and process information from homeless households and share that information with partner organisations in a safe and secure way to ensure data only has to be provided by the client once as part of the homeless presentation and engagement process.
2. An additional point as been added within the Action Plan under the 'Positive Pathways - Sustain Housing' section, which will require us to "Develop access and availability of information and/or prepare information packs for households when moving into temporary and emergency accommodation and also at point of duty being discharged. This will help settle the household within a local community and provide information to help them establish and sustain the tenancy".

## THEME 2: Housing Development

The second most responded to section of the survey related directly to Housing Developments in the city. In total 98 responses were received to this theme through the survey monkey questionnaire. The majority of these responses were again in favour of the priorities the council has set out with regards to housing development. They also generally agree that the actions set out in the Draft Strategy would help the council achieve its own goals. This is shown in the graphs below:



In addition a further 16 responses were received via email and letter, with the majority being from partner organisations and voluntary sector.

In summary the following principle issues were raised in response to Theme 2:

- Need for new genuinely affordable housing targeted at those with low incomes.
- Establish clear empty homes policy.
- Ensure new homes are supported by appropriate infrastructure.
- Prevent development of Green Belt land.
- Prioritise development on brownfield sites.
- Restrict the delivery and concentration of HMOs.
- Promote council investment in housing stock – build or buy.
- Plan/Strategy should go further and build more homes.
- Explore options for the council to invest/support mortgage lending.
- More promotion of self-build/custom build homes.

The tables below further summarise the responses received and officer comments made in response.

Summary of comment(s)	Officer response and proposed change (if relevant)
<b>THEME 2 - Housing Development</b>	
Need to have more genuinely affordable housing accessible to those on low incomes and available to large families and those with specific accessibility needs	Comment noted. The strategy reflects the policies of the local plan which seek to increase and accelerate the delivery of new affordable housing. The types and tenures of affordable homes are however governed by national policy. However the Council is looking at ways to get involved within the housing market to help deliver more genuinely affordable homes. This is again captured within the strategy and action plan.
Council needs a new Empty homes policy.	comment noted
Appropriate infrastructure needs to be in place in new developments.	Comment noted, the Local Plan promotes the delivery of appropriate infrastructure to support new development. This will be managed through the planning process.
Increasing house numbers is fine as long as the infrastructure can cope, - schools, transport, local shops, and doctor's surgeries.	Comment noted, please see response above.
New homes should be focused on brownfield sites. Land within the greenbelt should be protected. New homes should not be built where they will destroy the local wildlife.	Comment noted, the local plan was developed on the basis of protecting the city's most sensitive and highest value green spaces. It was also developed on the basis of national guidance which requires the Council to plan positively for the housing needs of the city. As explained within the Local Plan this produced a need to release land from the green belt to support house building and meet local needs.
need to provide suitable accommodation for those with health conditions	Comment noted, the Action Plan and Strategy commits the council to working with its partners to help deliver specialist housing across the city.
HMOs to be limited in the outer areas of the city.	Comment noted. The local plan contains policies on HMO's and student accommodation. Small HMOs are covered by national permitted development right. The local plan can however consider large HMOs and ensure they are delivered in areas that are appropriate and suitable within specific areas. This has regard to issues of parking and amenity space amongst others.
Warden/staff assisted accommodation to help those coming from the street - some people have been on the streets a long time and find the concept of "normal day to day housing" challenging and overwhelming.	Comment noted, Housing First will provide a prime opportunity to support those households in this situation. This is outlined in the strategy and the action plan and will be rolled out wider afield during 2019.
There is a need for more disabled accessible housing and adapted houses.	Comment noted. This will be captured within our review of housing needs assessments. It is therefore already captured within the strategy and action plan for theme 4.



There is a need for affordable housing for the students.	Comment noted. Unfortunately national guidance prevents the council from imposing an affordable housing policy on purpose built student accommodation. As such this is not a policy approach we are able to take.
Council should buy and manage empty properties	The council are looking at ways it can invest and support the local housing market. This includes looking at options to purchase, secure long term leases and develop its own housing stock again. This is outlined in the strategy and the action plan, but will require detailed assessment and proposals.
Plan not radical enough at 348 properties per annum.	Comment noted. The figure is based on an initial assessment of need and is classed as a minimum figure that can be exceeded.
Investigate cheaper ways of building property	The council is already working with stakeholders and housing associations to look at promoting and supporting different ways of building homes. This is set out in the strategy and action plan already.
Council to explore opportunities to facilitate mortgages to renters/first time buyers. For example a partnership scheme with Coventry Building Society could be a positive approach.	The provision of mortgages for homeowners or prospective homeowners is the responsibility of banks and building societies, it is not something the Council can deliver. Notwithstanding the Council have previously worked with the Coventry Building Society (in non-financial terms) as part of the Wood End/Henley Green New Deal for Communities programme to support the offer of a dedicated lending and saving product. A new action point has been added to the Action Plan within the 'Diversifying the housing offer' section which states "explore options to work with local mortgage lenders to support and facilitate improved accessibility to the local housing market through savings and mortgage opportunities".
Hostels are a good solution to help providing affordable accommodation	Comment noted. The city does already have a number of hostel facilities across the city, which are well used. Such facilities are better suited to single or couple households as opposed to families. We will continue to work with housing association partners to explore the need and demand for further hostel provisions.
More needs to be done for individuals that have special educational needs.	Comment noted. This will be captured within our review of housing needs assessments. It is therefore already captured within the strategy and action plan for theme 4.
Provide something like converted containers for street sleepers then there is no need to sleep in shop doors etc.	Comment noted. This has been explored as an option and we are aware of other examples around the city where this has been operated. We retain concerns about the suitability of shipping containers as homes. We are working with partners to deliver alternative options for accommodation. At this moment in time however there is no reason why someone should be sleeping rough on the city's streets as there are accommodation options available to them.

<p>the council should do more to support the delivery of more self-build projects</p>	<p>Comment noted. The Local Plan contains policy to promote this, but it is dependent upon market demand and availability of plots. The Strategy also supports the delivery self-build and custom build properties and the council will look to promote site options through its land supply database.</p>
<p>Support the development of large scale regeneration projects and initiatives in the city through influencing WMCA investment and leveraging in other potential long-term funding relating to the City of Culture and Commonwealth Games.</p>	<p>This is something the city council are already involved in. regeneration projects in areas such as Wood End and Canley are delivering a large number of new affordable homes and delivering improvements to the city's built and natural environment. We are also working closely with the WMCA and Homes England to lever in additional funds to help drive forward other regeneration programmes and opportunities across Coventry. This is already referenced within the Action Plan under themes 2 and 4.</p>

### Key Changes made to the Strategy and Action Plan

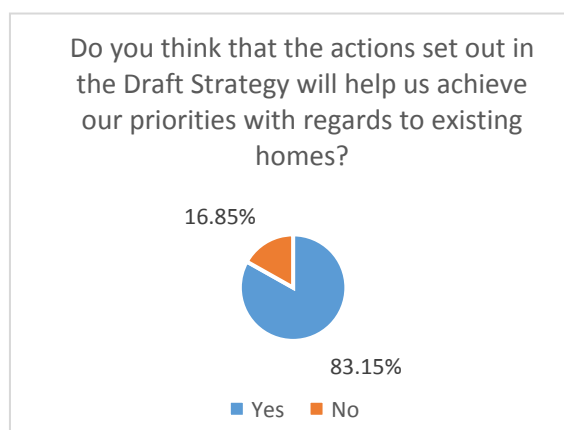
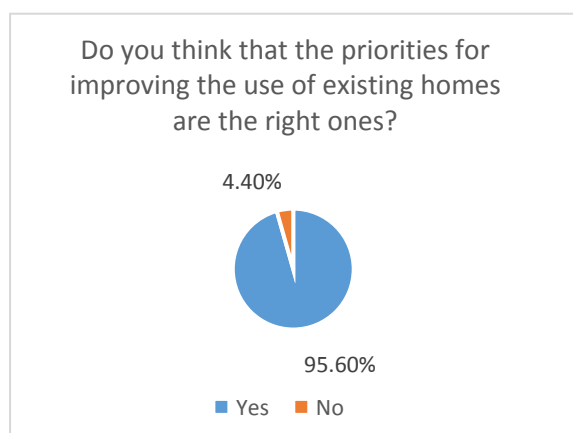
Other than a number of technical and typographical changes, the most notable amendments to this part of the strategy include:

1. A new action point has been added to the Action Plan within the 'Diversifying the housing offer' section which states: "explore options to work with local mortgage lenders to support and facilitate improved accessibility to the local housing market through savings and mortgage opportunities".

### THEME 3: Improving the Use of Existing Homes

The third most responded to section of the survey related directly to the council’s plans regarding Existing Homes in the city.

In total 91 responses were received to this theme through the survey monkey questionnaire. The vast majority of these responses were in favour of the council’s plans regarding existing homes, alongside being largely in favour of the actions set out in this section of the Draft Strategy. This is shown in the graphs below:



In addition a further 16 responses were received via email and letter, with the majority being from partner organisations and voluntary sector.

In summary the following principle issues were raised in response to Theme 3:

- Reduce empty homes.
- Provide more support and advice for private landlords.
- Combat rogue landlords.
- Ensure first priority relates to all homes not just rented homes.
- Combat over/under occupancy.
- Review opportunities for fixed term tenancies.
- Expand landlord licencing.
- Plan more for health communities and combatting deprivation.

The tables below further summarise the responses received and officer comments made in response.

Summary of comment(s)	Officer response and proposed change (if relevant)
<b>THEME 3 - Improving the use of existing homes</b>	
Accommodation providers like private landlords, need to have a package of support in place to help ensure they are aware of their responsibilities to tenants etc. This should be supported by the council and regularly reviewed.	Comment noted. The council are actively reviewing how it works with private sector landlords to help improve joint working and how households can access the private rented sector in a more secure and efficient way.

Stopping rogue landlords from operating in the city.	The Council continues to develop its relationship with landlords and is actively developing new licencing arrangements to help combat rogue landlords. It is not possible to stop all such landlords from operating though.
Make more efficient use of empty homes -including opportunities to renovate and use for Housing First?	The level of empty homes in the city remains relatively low, however data does suggest it is growing again after a sustained period of decline. The Council is continuing to work to reduce the level of empty homes across Coventry - working with landlords and agents etc. Notwithstanding empty properties are privately owned and there remains a degree of choice associated with such properties. Empty homes that are smaller in nature e.g. 1 bed flats and bedsits may be suitable for Housing First as the programme will support mainly single people.
Options for improving existing homes should apply to ALL housing stock, not just rented accommodation. There are many households in owner occupied houses, in poor quality housing that they cannot afford to improve or move into better accommodation which might be better suited to their needs.	Comment noted. The overarching theme is intended to apply to all types of property, not just rented accommodation. As such the principle is proposed to be edited to say "Support and advice landlords and private homeowners to improve the management and maintenance of all properties, with a focus on health and wellbeing impacts".
Unused factories/office building should be turned into apartments for homeless/difficult to place individuals.	Comment noted, this I supported by the planning system in principle where the loss of employment land is appropriate.
Make sure that occupancy is correct for the property size - i.e. combat over and under occupancy	We agree that combatting under and over occupancy could release additional property into the market and make more efficient use of stock, however we cannot force people to downsize or move house - this reflects people's right to choice.
Support the development of lifetime homes.	Comment noted. This approach has been removed from recent planning guidance and was removed from the local plan during examination. This will remain an area of design we will continue to review however and continue to promote high quality new homes.
Privately owned properties that have been standing empty for 6 months should be actioned. If within 3 months of contact, the owner still hasn't responded, it should be taken by the council to house local people.	Comment noted but this is not something the council can action in practice. We will continue to work proactively with owners of empty homes to help bring them back into beneficial use.

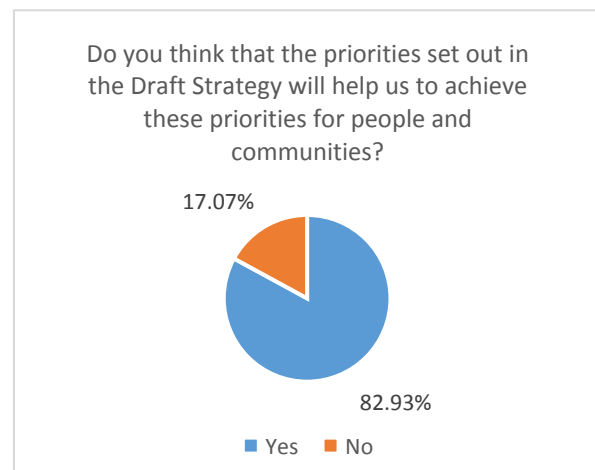
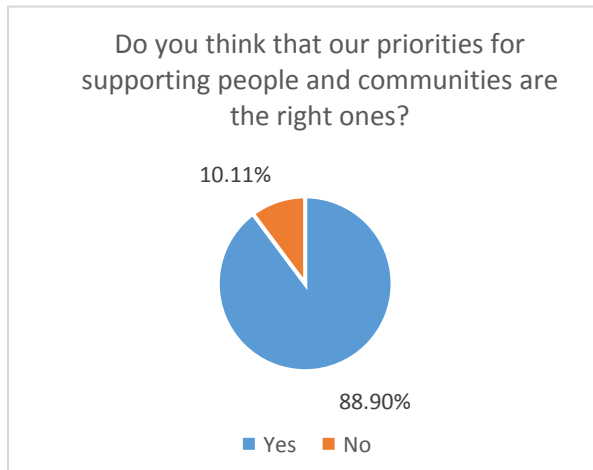
<p>Enable people to get a loan or grant to buy rundown / uninhabitable houses</p>	<p>The council are committed to helping combat empty homes and return them to functional use. We are exploring a range of options associated with this including matters of council tax, planning powers and compulsory purchase. The Strategy and action plan includes a commitment to a specific Empty Homes Strategy already which can explore this issue further.</p>
<p>Impose Landlord Licencing / Accreditation on all private landlords within the city as a means of achieving the above.</p>	<p>Comment noted - the council are currently moving forward with a new approach to property licencing linked to changes in national regulations. This is already captured within the strategy and action plan.</p>
<p>Social housing should be let on fixed term tenancy, for example 5 years. This means parents would work towards a clear goal and not become reliant on their social housing tenancy. This would help to take pressure off stock in the long term.</p>	<p>Housing Associations already have discretionary powers to operate fixed term or flexible tenancies. Nationally however there has been a very low uptake of this opportunity. Government have also acknowledged that it cannot force Housing Associations to operate in this way. This is therefore not something that the Council can influence or deliver.</p>
<p>The council should create partnerships with benefits agencies such as housing benefit and universal credit to: 1. Ensure benefits meet housing costs; and 2. Consider increases in benefit for private sector tenants where homelessness would incur expensive temporary accommodation.</p>	<p>LHA levels are intended to support benefit payments meet housing costs, but are set at centrally determined levels and often fall short of total housing costs. Unfortunately this is something the city council cannot influence, however we are able to use funds such DHP to support costs where appropriate.</p>
<p>Maybe a combined maintenance group managed by the Council and all housing associations would help improve existing housing stock and cut down on costs</p>	<p>Comment noted, however the city council does not own or hold any housing stock, so would not have need for a maintenance fund in this respect. Housing associations are also private organisations that manage and maintain their own respective housing stock.</p>
<p>There needs to be more support for people with Health Issues to stay in their own homes</p>	<p>Comment noted. This will in part, be captured within our review of housing needs assessment in so far as it will include the need for specialist housing options compared to more flexible use of existing housing stock. Where possible though the benefit of helping people stay in their own homes longer is recognised in so far as it can help maintain community cohesion and be positive for mental health. It is therefore already captured within the strategy and action plan for theme 4.</p>

Other than a number of technical and typographical changes no notable adjustments have been made to Theme 3.

#### THEME 4: Support for People and Communities

The least most responded to section of the survey related directly to the council's plans regarding People and Communities in the city.

In total 89 responses were received to this theme through the survey monkey questionnaire. The vast majority of these responses were in favour of the council's plans regarding people and communities, alongside being largely in favour of the actions set out in this section of the Draft Strategy. This is shown in the graphs below:



In addition a further 16 responses were received via email and letter, with the majority being from partner organisations and voluntary sector.

In summary the following principle issues were raised in response to Theme 4:

- Provide newly placed households with community info packs.
- Improve links to health and deprivation.
- Ensure access to amenity space as part of new developments and temporary accommodation.
- Need to support and facilitate downsizing where appropriate.
- Need to support people to improve their existing homes and future proof them to help people stay in their homes and local communities longer.
- Promote more variety of house types including bungalows and accessible homes.
- Stronger outreach policy to support Neighbourhood Planning.

The tables below further summarise the responses received and officer comments made in response.

Summary of comment(s)	Officer response and proposed change (if relevant)
<b>THEME 4 - Support for people and communities</b>	
Need to understand the linkages between the Health effects of deprivation and development proposals	Comment noted. The City Council have adopted policy and technical guidance around Health Impact Assessments, these help understand and plan positively for health impacts and benefits as part of new developments. The local plan also has a strategic focus on planning for healthy developments and designing in opportunities to create health benefits and combat deprivation. This is all achieved through joint working with public health officers and is reflected within the strategy.
Families need to have access to outside space where children can play safely. This applies to temporary, emergency and permanent housing.	Comment noted. The city council completely agrees with this view and do all it can to ensure temporary and emergency accommodation is appropriate in terms of amenity space either within the site or in close proximity to it. All new homes need to provide amenity space or good accessibility to suitable parks and open spaces. This is covered by the Local Plan as well as the strategy.
Placing a duty upon new housing developers to ensure inclusion of bungalow/single storey accessible accommodation to allow move on opportunities for older people with deteriorating health to downsize/future proof their homes.	Comment noted. The strategy does reflect local plan policy in so far as it promotes the delivery of a range of types and tenures of new homes. This includes opportunities for bungalows and accessible ground floor flats. This is especially reflective of the affordable housing policy and opportunity to negotiate this through the planning system. This will also be part of pre-planning advice where appropriate. We do however have to be mindful of development viability and the cost implications of bungalows, which sometimes mean they are resisted by developers.
The plan could benefit from a policy of outreach to communities to encourage neighbourhood planning in addition to supporting existing communities who are already developing their plans.	Comment noted. Both the Housing and Homelessness Strategy and the Local Plan support and promote Neighbourhood Planning. The council have already adopted a Neighbourhood Plan for Willenhall and have work on going for other such plans in other parts of the city. The delivery of neighbourhood plans is however primarily a planning function as opposed to a housing one.
remove points 7,8,10 and 12 from the How we will achieve this section as these duplicate other actions either already in theme 4 or elsewhere in the strategy	Comment noted - points deleted as suggested.
Supported Housing Needs Assessment across all services is a positive move, but consideration needs to be given to the cost for key providers who currently receive no local funding.	Comment noted. We are currently developing tender specifications and proposals for new services to be delivered later this year. The principle of retendering for homelessness services is already captured within the strategy and action plan. This detail will feed into that process.

undertake a housing market needs assessment to understand the true capacity of the PRS sector in the city	Comment noted. This will be captured within our review of housing needs assessments. It is therefore already captured within the strategy and action plan for theme 4.
Adult Services should read Adult Social Care - predominantly Theme 4 but also Theme 1?	comment noted - change has been made

### Key Changes made to the Strategy and Action Plan

Other than a number of technical and typographical changes, the most notable amendments to this part of the strategy include:

1. Points 7, 8, 10 and 12 from the 'How we will achieve this' section of Theme 4 have been deleted as they are deemed to duplicate other actions either already in Theme 4 or elsewhere in the strategy. This has been reflected within the Action Plan also.

In addition to the comments above, a further recommendation was received to re-order the themes to ensure the strategy as a whole provides a closer relationship to the pathways model. In effect this has seen Themes 2 and 4 switched around for the purposes of the final strategy. For reference and clarity back to the original draft they have remained unchanged for this Consultation Statement.





## Public report Cabinet Report

Council

19 March, 2019

**Name of Cabinet Member:**

Cabinet Member for Strategic Finance and Resources – Councillor J Mutton

**Director Approving Submission of the report:**

Deputy Chief Executive (People)

**Ward(s) affected:**

None

**Title:**

Annual Pay Policy Statement 2019/20

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**Is this a key decision?**

No

**Executive Summary:**

Local Authorities are required by sections 38 and 39 of the Localism Act 2011 to produce an annual Pay Policy Statement. The statement must articulate the City Council's policies towards a range of issues relating to the pay of the workforce, particularly the most senior staff (or "chief officers") and the relationship of their pay to the lowest paid employees. The proposed annual Pay Policy Statement for 2019/20 is attached as appendix 1.

**Recommendations:**

1. Council is recommended to approve the Annual Pay Policy Statement 2019/20 attached at Appendix 1.

**List of Appendices included:**

Appendix 1 Annual Pay Policy Statement 2019/20  
Appendix 2 Local Government Pension Regulations Statement

**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 – 19 March, 2019

## **Report title: Annual Pay Policy Statement 2019/20**

### **1. Context (or background)**

- 1.1 The purpose of the Pay Policy Statement is to ensure transparency and accountability with regard to the Council's approach to setting pay. The Pay Policy Statement when approved by Council, is publicised on the Council's website in accordance with the requirements of the Localism Act 2011. The Policy Statement is particularly required to highlight the relationship between the pay and remuneration of the most senior staff (chief officers) and the general workforce.
- 1.2 Guidance on the development of Pay Policy Statements states that authorities should explain their policy in respect of chief officers who have been made redundant and later re-employed or engaged under a contract of service, and also their approach to any shared arrangements in place. The City Council has a policy not to re-employ or re-engage chief officers and this will continue in the future.

### **2 Options considered and recommended proposal**

- 2.1 Council is recommended to approve the annual Pay Policy Statement for 2019/20 to ensure compliance with the Localism Act 2011.

### **3 Results of consultation undertaken**

- 3.1 There is no requirement to consult on the Pay Policy Statement

### **4. Timetable for implementing this decision**

- 4.1 The proposed Pay Policy Statement will be effective for the financial year 2019/20. Where actual earnings levels are referred to, these represent the latest figures available i.e. 2018/19

### **5. Comments from Director of Finance and Corporate Services**

#### **5.1 Financial Implications**

The costs associated with the implementation of the Pay Policy are built into the City Council's budget planning process. One-off costs arising from the termination of employment are met from specific reserves set aside for this purpose.

#### **5.2 Legal implications**

The agreement to and the publication of an Annual Pay Policy Statement is a requirement of sections 38 and 39 of the Localism Act, 2011.

### **6. Other implications**

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

To assist the effective delivery of key objectives and corporate priorities the City Council must ensure key principles provide the foundation for the determination of the pay and grading of employees.

#### **6.2 How is risk being managed?**

By adopting a Pay Policy Statement as attached at Appendix 1 the City Council is compliant with the Localism Act 2011.

**6.3 What is the impact on the organisation?**

This document outlines the key principles for Coventry City Council's pay policy for 2019/20

**6.4 Equalities / EIA**

As a consequence of the Equality Act and the National Joint Council (NJC) conditions of Service the City Council is committed to publishing equal pay information at regular intervals. The Council also publishes its Gender Pay Gap in accordance with the public sector reporting requirements

**6.5 Implications for (or impact on) the environment**

None

**6.6 Implications for partner organisations?**

None

**Report author(s):**

**Name and job title: Grace Haynes – Interim Head of HR & OD**

**Tel and email contact: [grace.haynes@coventry.gov.uk](mailto:grace.haynes@coventry.gov.uk)**

Enquiries should be directed to the above person.

### **Table of Contributors and Approvers**

<b>Contributor/approver name</b>	<b>Title</b>	<b>Directorate or organisation</b>	<b>Date doc sent out</b>	<b>Date response received or approved</b>
<b>Contributors:</b>				
Sandeep Dhadday	Management Information	People	21/1/2019	11/2/19
Nicole Firth	Human Resources	People	21/1/19	26/2/19
Robert Perks	Human Resources	People	12/2/19	14/2/19
Philip Johnson	Human Resources	People	11/02/2019	12/2/19
Liz Read	Manager – Electoral Services	Place	28/1/19	11/2/19
<b>Names of approvers for submission: (officers and members)</b>				
Deputy Chief Executive: Gail Quinton	Deputy Chief Executive	People	21/2/19	22/2/19
Director of Finance and Corporate Services: Barry Hastie	Director	Place	21/2/19	22/2/19
Julie Newman	Legal Services	Place	21/2/19	22/2/19
Members: Councillor J Mutton	Cabinet Member for Strategic Finance and Resources		22/2/19	22/2/19

## **Appendix 1**

### **Coventry City Council – Annual Pay Policy Statement 2019/20**

#### **1. Introduction and Purpose**

1.1 Under section 112 of the Local Government Act 1972, the Council has the “power to appoint officers on such reasonable terms and conditions as [the] authority thinks fit”. This Pay Policy Statement sets out the Council’s approach to setting the pay of its employees as required.

1.2 Coventry City Council is committed to operating consistent and equitable pay arrangements for all employees. The Pay Policy Statement is required to set out the Authority’s policies for the financial year relating to:

- The remuneration of its key chief officers (this includes Chief Executive, Deputy Chief Executives, Directors and other senior Managers)
- The remuneration of its lowest paid employees
- And the relationship between them

1.3 The Pay Policy Statement is required to state:

- The definition of ‘lowest paid employees’ for the purposes of this statement
- The Authority’s reasons for adopting this definition

1.4 The Statement is also required to state the level and elements for each chief officer on the following:

- Remuneration on recruitment
- Increases and additions to remuneration
- The use of bonuses
- The approach to payment on their ceasing to hold office under the authority or being employed by the authority
- The publication of and access to information relating to their remuneration

1.5 It should be noted that the Pay Policy Statement does not include information relating to the pay of Teachers or Support Staff in schools who are outside the scope of the Localism Act.

#### **2. Current Pay Structure**

2.1 The Council uses the NJC Job Evaluation scheme and the national pay spine as the basis for its local grading structure to determine the salaries of the vast majority of the non-school based workforce.

2.2 Progression within the grading structure is based on the payment of increments until the top of the grade is reached.

2.3 The NJC national pay spine for 2019/20 has been amended and there has been a consequential change to parts of our grading structure. However, there has not been any change to the NJC Job Evaluation scheme nor has there been any change to individual pay other than the National pay increase agreed by the NJC.

2.4 A similar incremental approach is also applied to other groups of employees who are governed by relevant national negotiating bodies. These groups include Soulbury Committee and JNC for Youth and Community schemes.

- 2.5 Increments for those centrally employed on teachers' terms and conditions are based on performance in accordance with their national agreement.
- 2.6 Chief Officers and other senior managers' posts are evaluated in accordance with the Local Government Job Evaluation Scheme for Chief officers. Performance is reviewed on an annual basis and may result in the award of an increment within the respective grade.
- 2.7 The above policies apply except where the operation of the Transfer of Undertakings (Protection of Employment) Regulations, or other statutory provision, dictates otherwise.
- 2.8 Where a Chief Officer is appointed under a 'contract for service' rather than as an employee, the Council's 'contracts for services' arrangements are in place to ensure that maximum value for money is secured. Currently, Coventry City Council does not employ any Chief Officers under a contract for service but this was the case, we would apply the 'contracts for services' arrangements.

**3. Legal Context**

- 3.1 This policy is in operation to ensure that Coventry City Council meets its obligations under relevant legislation including the Localism Act 2011.
- 3.2 With regard to the equal pay requirements contained within the Equality Act, the Council ensures there is no pay discrimination in its pay structures and that all pay differentials are objectively justified through the use of an equality-proofed job evaluation mechanism, which directly relates salaries to the requirements, demands and responsibilities of the role.
- 3.3 The Council publishes its Gender Pay Gap in accordance with the public sector reporting requirements

**4. Chief Officers Remuneration**

- 4.1 For the purposes of this statement, Chief Officers' are defined within S43 of the Localism Act and by Section 2 of the Local Government and Housing Act 1989 as the Chief Executive, Strategic Directors, Directors, Assistant Directors and Heads of Service.

**4.2 Chief Officers' Salaries**

<b><u>Salary Grade</u></b>	<b><u>Salary Range</u></b>
<u>CX1</u>	£182,088 – £187,290
<u>DCEO</u>	£143,898 - £148,000
<u>D1/ D2</u>	£105,889 - £129,329
<u>AD1/AD2</u>	£80,147 - £104,049
<u>SM1/2/3</u>	£47,491 - £74,693

- 4.3 The Chief Executive's salary is £187,290

- 4.4 An additional payment is made for Returning Officer duties. The role of Returning Officer and its fees are independent and are determined and paid by the Cabinet Office for all National and European elections, rather than the Council. The Council covers the costs of any local elections. The payment made to the Chief Executive for this role in (financial year) 2018 was:

Local Returning Officer Local Elections = **£7,500**. This, added to the salary payment, totals £194,790. There was no national election in 2018/19.

- 4.5 Chief Officer remuneration currently falls within the range determined by the Council. These salary scales will be increased for 2019/20 in line with the relevant national pay award, which is 2%.

## **5. Recruitment of Chief Officers**

- 5.1 The determination of the remuneration offered to any newly appointed Chief Officer will be in accordance with the pay structure and relevant policies in place at the time of recruitment. The Council's policy and procedures with regard to the recruitment of Chief Officers are set out within the Council's Constitution.
- 5.2 The determination of the remuneration to be offered to any newly appointed Chief Officer will be in accordance with the Council's pay structure. Chief Officers jobs are allocated to a salary range in accordance with the job evaluation scheme.
- 5.3 Where the Council is unable to recruit to a post, it will consider the use of temporary market force supplements. Where the Council remains unable to recruit chief officers under an employment contract, or there is a need for interim cover for a Chief Officer post, the Council will consider engaging individuals under 'contracts for service'.
- 5.4 The Council considers that decisions on annual salaries (£100,000 and above) should be subject to accountability and scrutiny. The Council considers that it would be preferable for scrutiny of these decisions to take place in committee rather than by full Council, and that the Audit and Procurement Committee is the appropriate forum.

## **6. Increases and additions to Remuneration of Chief Officers**

- 6.1 The Council does not award any bonuses to its Chief Officers.
- 6.2 Incremental progression within salary scales for Chief Officers and senior managers is based upon an annual performance based assessment.
- 6.3 It is the Council's policy to pay temporary and reviewable 'market supplement' to Chief Officer salary levels within the JNC framework where there is clear and demonstrable evidence that the salary level otherwise attached to the post creates substantial recruitment or retention difficulties. In 2018, ten Chief Officers were receiving market supplements in addition to their basic salary, ranging from £5,000 to £13,000.
- 6.4 The gross fees paid to senior officers (other than the Returning Officer) covered in the pay policy for elections and referendums in 2018 totalled £3,695. Payments for Combined Authority are recoverable from the Combined Authority, Police and Crime Commissioner and national elections are recoverable from central government and the City Council meets the costs of local elections. Where more than one type of election takes place at the same time, costs are shared proportionately.



## **7. Payments on Termination**

- 7.1 The Council's approach to discretionary payments on termination of employment of Chief Officers in a redundancy situation is set out within its Security of Employment Agreement. In accordance with the Local Government (Early Termination of Employment) (Discretionary Compensation) Regulations 2006, the Council has used its discretion to calculate redundancy payments in accordance with the Security of Employment Agreement .
- 7.2 The Council does not exercise the discretion available to grant 'added years' of service under the Local Government Pension Scheme.
- 7.3 The Council considers that severance payments, of £100,000 (or above) should be subject to accountability and scrutiny. The Council considers that it would be preferable for scrutiny of these decisions to take place in committee rather than by full Council, and that the Audit and Procurement Committee is the appropriate forum
- 7.4 The City Council will not re-employ or re-engage previous employees within five years, if they have left as part of any voluntary redundancy/early retirement programme. It is not envisaged that any Chief Officer who leaves the Council with a severance or redundancy payment will be considered for further employment with Coventry or for the hiring of their services in another capacity save in exceptional circumstances

## **8. Publication**

- 8.1 Upon approval by the full Council, this statement will be published on the Council's Website.

## **9. Lowest Paid Employees**

- 9.1 At present, the lowest paid employees of Coventry City Council are paid £8.50 per hour. This figure will be reviewed following announcement of the national pay award for 2019/20.
- 9.2 The City Council employs a number of modern apprentices who are not included within the definition of "lowest paid employees" as they are employed under specific trainee contract terms. We also do not include trainees and interns within this definition.
- 9.3 The Code of Recommended Practice on Data Transparency recommends the publication of the ratio between the highest paid salary, the median average salary of the whole of the Council's workforce and the lowest salary level paid.
- 9.4 The current Council pay levels define the following rates of pay:-
- Chief Executive = £187,290
  - Median employee = £24,730
  - Lowest paid employee = £16,394
- 9.5 The current Council pay levels define the following pay ratios:-
- Chief Executive to lowest paid employee = **1:11.42**
  - Chief Executive to median employee = **1:7.57**
- 9.6 This pay ratio figure between the highest and the lowest paid employee is within the recommended upper limit of 1:20, which was suggested by Lord Hutton in his 'Review of Fair Pay in the Public Sector'.

## **10. Monitoring and Review**

- 10.1 Once approved by Full Council, the Pay Policy statement will come into effect and will be reviewed annually in accordance with the relevant legislation at the time.



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## **3. The Local Government Pension Scheme Regulations Statement of Policy**

• February 2019

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Under Regulation 60 of the Local Government Pension Scheme (LGPS) Regulations 2013 each employer must formulate, keep under review and publish their policies on certain discretions contained within the LGPS Regulations.

This Statement is applicable to all employees of Coventry City Council who are eligible to be members of the LGPS and, where applicable, deferred or pensioner members.

### **1. Regulation 30 – Members request for early payment of benefits**

#### **2. Explanation**

From age 55, members who leave or have left local government employment have the right to apply for early payment of their retirement benefits subject to the consent of their employer. However, members aged 60 and over do not need their employer's consent.

The pension benefits must be reduced in accordance with guidance provided by the Government actuary. Employers may determine on compassionate grounds that the benefits are not reduced.

#### **• Coventry City Council's Policy**

- **Active Members (current employees) - The City Council will allow early retirements on the grounds of redundancy/efficiency of the service. This discretion will otherwise only be used in rare and exceptional circumstances.**

**It would need to be funded by a lump-sum contribution into the Pensions Fund by the City Council. Each specific request raised under this Regulation will be judged equally and fairly on its own merits.**

- **This discretion will be exercised by those officers nominated to approve existing severance packages.**
- **Deferred Members (Pre April 2014) – Early release of retirement benefits may be allowed in exceptional circumstances. The former employee must make an application in writing to the City Council. Each specific case will be judged equally and fairly on its own merits and where appropriate approved by the appropriate Cabinet Member.**
- **Waiver or reduction – Each specific case will be judged equally and fairly on its own merits and where appropriate approved by the appropriate Cabinet Member. Any cost would need to be funded by a lump-sum contribution into the Pension Fund by the City Council.**

- **2 TP Regs 1(1)© of Schedule 2 - The rule of 85 for members drawing benefits between age 55-59.**

**Explanation**

The rule of 85 applies to those members who joined the LGPS before 2006 and allows them to retire earlier than their normal pension age, taking their pension benefits in full. Under the LGPS 2014 Regulations members may lose some of the rule of 85 protections if they wish to access their benefits and they are aged 55-59. An employer may resolve to reinstate the protection which would have cost implications.

- **Coventry City Council Policy**

Each specific case will be considered on the grounds of efficiency of the service, having fully considered service delivery and financial costs.

**4. Regulation 31 – Award of Additional Pension of an active member**

**Explanation**

An employer may resolve to award a member additional pension of not more than £6,500 per year (as at 1<sup>st</sup> April 2014). An employer may make decisions on awarding additional pension for up to six months after termination of employment in cases of redundancy, in the interests of efficiency of the employing authority's functions or at the ending of a joint appointment because the other appointment holder has left.

- **Coventry City Council's Policy**

**This discretion will not be exercised by the City Council in any circumstances.**

**5. Regulation 16(2)e & Regulation 16(4)d – Additional Pension Contribution (APC)**

**Explanation**

An employer may make either a regular or lump sum Additional Pension Contribution (APC) to a member's account. This may be part or whole funded.

- **Coventry City Council's Policy**

**This discretion will not be exercised by the City Council in any circumstances.**

**6. Regulation 30(6) and Regulation 30 (8) – Flexible Retirement**

**Explanation**

A member who is aged 55 or over and with their employer's consent reduces their hours and/or grade can then, but only with the agreement of their employer, make a written application to the administering authority (West Midlands Pension Fund) for payment of all or part of their accrued benefits without having retired from that employment.

If payment of benefits occurs before normal retirement age the benefits can be actuarially reduced in accordance with guidance issued by the Government actuary.

The employer may choose to waive the reduction in whole or in part. If the employer chooses to do so, then the cost of waiving the reduction in whole or in part has to be paid to the Fund.

- **Coventry City Council's Policy**

**Each specific case will be judged equally and fairly on its own merits, having fully considered service delivery and financial costs. The Council will normally only approve the payment of benefits where there is no additional cost to the Council.**

## 7. Regulation 17 – Shared Cost AVC

### Explanation

Employers may resolve to establish and maintain a Shared Cost Additional Voluntary Contribution Scheme (SCAVC). Who can join, how much the employer and employee will jointly contribute and the type of benefits provided must be considered.

- Coventry City Council's Policy

**Coventry City Council will allow a Shared Cost Additional Voluntary Contribution Scheme.**

## 8. Regulation 16 – Optional contributions during absence

### 3. Explanation

Employing authorities have the discretion to extend beyond 30 days the period where a member can make a written request to make contributions. These contributions will cover a period of absence where pension contributions would otherwise not have been made.

- Coventry City Council's Policy

**Coventry City Council will extend the period of 30 days in rare and exceptional circumstances or where it was beyond the member's control.**

## 9. Regulation 22 – Re-employed and rejoining deferred members

### 4. Explanation

Where a deferred member becomes an active member again, before becoming entitled to the immediate payment of retirement benefits in respect of former membership(s), he/she may elect to have former membership(s) aggregated with their current active membership. An election must be made in writing to the member's appropriate administering authority (West Midlands Pension Fund) before the expiry of the period of 12 months, beginning with the date that the employee again became an active member (or any such longer period as the employer may allow).

- Coventry City Council's Policy

**Coventry City Council will extend the period of 12 months in rare and exceptional circumstances or where it was beyond the member's control.**

## 10. Regulation 100 – Inward transfers of pension rights

### 5. Explanation

A person who becomes an active member who has relevant pension rights may request their fund authority to accept a transfer value for some or all of their former rights. An election must be made in writing before the expiry of the period of 12 months beginning with the date that he/she became an active member (or any such longer period as his employer may allow).

- Coventry City Council's Policy

**Coventry City Council will extend the period of 12 months in rare and exceptional circumstances or where it was beyond the member's control.**

## **11. Regulation 9 (3) - Contributions payable by active members**

### **6. Explanation**

Employing Authorities must review the contribution band to which they assign members each April, employers can also review band levels during the year

- **Coventry City Council Policy**

An employee's contribution percentage will be determined each pay period (e.g. each month's pay) based on the following:

- a) The pensionable pay to be paid in the pay period will be multiplied by 12 to give an annual equivalent and the contribution rate for that pay period determined according to the relevant tables.
- b) Any lump sums or retrospective arrears payments covering more than one pay period would be excluded from the calculation.

Employees will be notified of their pension contribution percentage on their payslip each month.

Details of the contribution rates can be found on the West Midlands Pension Fund's website by following the link <http://www.wmpfonline.com/activemember>

Members of the pension scheme have the right to appeal the pension banding decision within 6 months of the change of contribution rate; in the first instance they should contact Employment Services so that the matter can be reconsidered.

If they are still dissatisfied with this decision they can make a written application to the specified person, appointed by Coventry City Council, to give a decision under dispute.

## **12. Regulation 91-95 Forfeiture of pension rights**

### **Explanation**

If a member is convicted of a relevant offence committed in connection with their employment the former Scheme employer may apply for a forfeiture certificate. A forfeiture certificate certifies that the offence was 'gravely injurious to the state' or is liable to lead to a 'serious loss of confidence in the public service'. Where issued the former Scheme employer may direct that the member's rights under the regulations are forfeited.

- **Coventry City Council Policy**

Coventry City Council will apply the provisions of regulations 91 to 95.

## **13. Regulation 7 – The Internal Dispute Resolution Procedure**

### **7. Explanation**

An Internal Dispute Resolution Procedure applies to active members of the LGPS and to others such as deferred and pensioner members, whose position may be affected by decisions taken by their former employer or LGPS administering authority.

Responsibility for determinations under the first stage of the procedure rests with a "specified person" appointed by the employer. The employer must specify the job title and address of the

person to whom applications should be directed.

- **Coventry City Council's Policy**

**The specified person is:**

**Head of HR & OD  
Coventry City Council  
PO Box 15  
Earl Street  
COVENTRY  
CV1 5RR**

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## **Council Meeting**

19 March, 2019

**Booklet 1**

Written Questions

<b>1.</b>	<p><b>QUESTION SUBMITTED BY: Councillor M Lapsa</b></p> <p><b>TO BE ANSWERED BY: Councillor AS Khan, Cabinet Member for Policing &amp; Equalities</b></p>
<p><b>TEXT OF QUESTION:</b></p> <p>“I understand that there have been suggestions that, at the next Godiva Festival, Coventry residents could be allowed free entry, but others asked to pay. Can the Cabinet Member please confirm if that proposal is indeed being considered? If so, how will Coventrians be asked to prove their address?”</p>	

<b>2.</b>	<p><b>QUESTION SUBMITTED BY: Councillor J Lepoidevin</b></p> <p><b>TO BE ANSWERED BY: Councillor E Ruane, Cabinet Member for Housing and Communities</b></p>
<p><b>TEXT OF QUESTION:</b></p> <p>Can the Cabinet Member advise on what impact the additional 1000 houses at Eastern Green will have on health and air quality?</p>	

<b>3.</b>	<p><b>QUESTION SUBMITTED BY: Councillor G Williams</b></p> <p><b>TO BE ANSWERED BY: Councillor J O’Boyle, Cabinet Member for Jobs and Regeneration</b></p>
<p><b>TEXT OF QUESTION:</b></p> <p>“Would the Cabinet Member provide me with a clear diagram of what he believes to be the boundary of Coundon Wedge?”</p>	

4.

**QUESTION SUBMITTED BY: Councillor G Williams**

**TO BE ANSWERED BY: Councillor E Ruane, Cabinet Member for Housing and Communities**

**TEXT OF QUESTION:**

“Is the Cabinet Member aware of new material evidence which shows that the population forecasts in our Local Plan are grossly overstated; and will he now agree to review the Local Plan as a matter of urgency?”

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# **Council Meeting**

19 March, 2019

**Booklet 1**

Answers to Written Questions

<b>1.</b>	<p><b>QUESTION SUBMITTED BY: Councillor M Lapsa</b></p> <p><b>TO BE ANSWERED BY: Councillor AS Khan, Cabinet Member for Policing &amp; Equalities</b></p>
<p><b>TEXT OF QUESTION:</b></p> <p>“I understand that there have been suggestions that, at the next Godiva Festival, Coventry residents could be allowed free entry, but others asked to pay. Can the Cabinet Member please confirm if that proposal is indeed being considered? If so, how will Coventrians be asked to prove their address?”</p> <p><b>ANSWER:</b></p> <p>“Charging non-residents is not being considered.”</p>	

<b>2.</b>	<p><b>QUESTION SUBMITTED BY: Councillor J Lepoidevin</b></p> <p><b>TO BE ANSWERED BY: Councillor E Ruane, Cabinet Member for Housing and Communities</b></p>
<p><b>TEXT OF QUESTION:</b></p> <p>Can the Cabinet Member advise on what impact the additional 1000 houses at Eastern Green will have on health and air quality?</p> <p><b>ANSWER:</b></p> <p>“Such matters are currently under consideration as part of a live planning application. As such the Council remain in discussions with the applicant with a view to potential further consultation on the development proposals. The application is also due to be considered by the Councils planning committee at a date to be confirmed. As such it is premature to respond to this question”.</p>	

3.

**QUESTION SUBMITTED BY: Councillor G Williams**

**TO BE ANSWERED BY: Councillor J O'Boyle, Cabinet Member for Jobs and Regeneration**

**TEXT OF QUESTION:**

“Would the Cabinet Member provide me with a clear diagram of what he believes to be the boundary of Coundon Wedge?”

**ANSWER:**

“No. For Planning consideration, all planning boundaries can be found in the Local Plan”

4.

**QUESTION SUBMITTED BY: Councillor G Williams**

**TO BE ANSWERED BY: Councillor E Ruane, Cabinet Member for Housing and Communities**

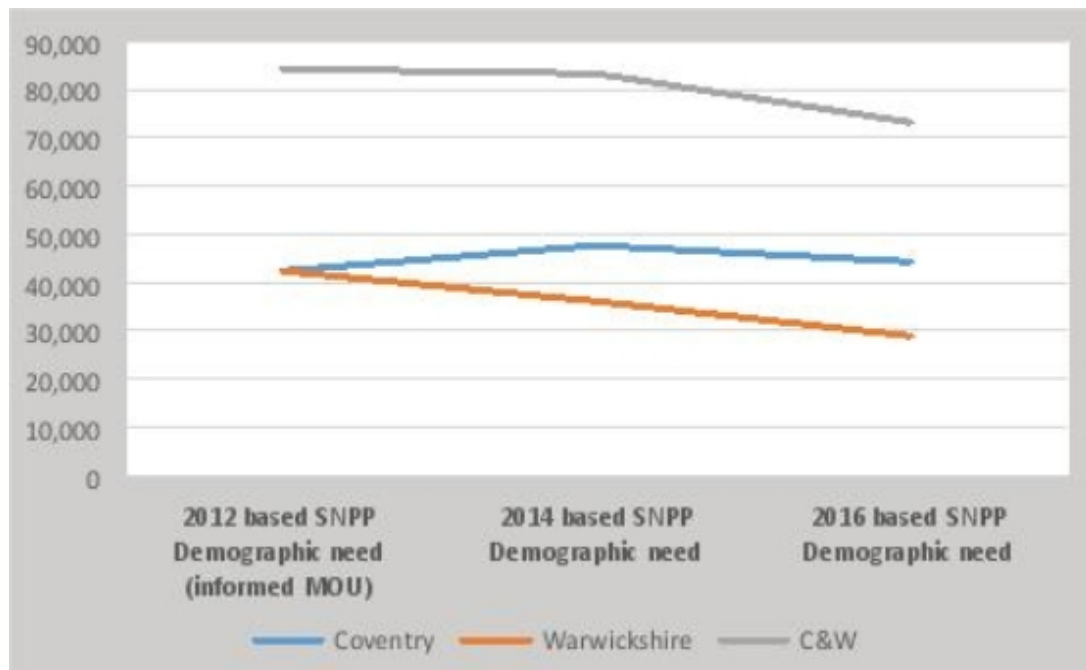
**TEXT OF QUESTION:**

“Is the Cabinet Member aware of new material evidence which shows that the population forecasts in our Local Plan are grossly overstated; and will he now agree to review the Local Plan as a matter of urgency?”

**ANSWER:**

“In May 2018 the Office for National Statistics (ONS) issued their new Sub National Population Projections (2016 based SNPP). These were followed by ONS Household Projections in September 2018. This was the first time the ONS had issued household projections having previously been issued by Government directly.

When both sets of projections are considered together they do show a lower rate of growth than previously projected which equates to 159,000 additional households each year compared with the 210,000 previously projected nationally (for the period 2011-2031) This pattern is also seen across the Coventry and Warwickshire sub-region although to a slightly lesser extent on average (approx. 12% reduction instead of 24%). The graph below shows the slight decline in housing need across the sub-region based on the demographic projections issued by government to ensure a consistent set of data for comparative purposes.



This shows that housing need in Coventry has increased slightly since the 2012 based SNPP (which informed the C&W Housing MOU), increasing from approx. 42k to 44,500 homes over the 20 year period. There is however a very slight drop compared to the 2014 based SNPP.

Housing needs in Warwickshire have declined however from approx. 42k (2012 based SNPP) to 29k (2016 based SNPP). This generates the overall decline sub-regionally from approx. 84k (2012 based SNPP) to 73k (2016 based SNPP) between 2011 and 2031.

It is important to note however that such projections represent the starting point of identifying housing needs and have no regard to economic growth pressures, affordability of housing or standard allowances for vacant or second homes. The figures also need to be set in the context of the national housing target of 300k homes a year and the WMCA target of 215k homes across the region by 2031.

In support of the national target, government issued a revised standardised housing methodology for consultation between October and December 2018. This updates the previous methodology issued in September 2017 and continues to focus on increasing levels of demographic based housing needs in response to affordability pressures. This continues to be set in the context of achieving the national housing target of 300,000 homes per year being built across England by the mid-2020s.

Having regard to the information above, it is clear that housing need dynamics across Coventry and Warwickshire are continuing in a similar way to other recent projections, in so far as needs originating from Coventry remain increasing and high whilst needs originating across Warwickshire are decreasing. In terms of overall need, although there is a reported decline based on current demographic projections, we know that ongoing changes with national standardised methodology and overall government housing targets means actual housing need is likely to increase above initial demographic projections. Projections also continue to show a significant increase in housing needs in all areas beyond 2031.



Following the consultation period the government have issued their responses to the consultation comments raised (in February 2019). One of the key issues identified during the consultation was the robustness of the 2016 based projections due largely to their reduced figures compared to the 2014 based projections.

The governments response to this issue is helpful and states:

“Having taken the responses into account, the Government considers that its proposed approach to providing the demographic baseline for the standard method is the most appropriate approach for providing stability and certainty to the planning system in the short-term. This decision has been taken in the context that the standard method does not represent a mandatory target for local authorities to plan for, but the starting point for the planning process. Local planning authorities may decide that exceptional circumstances justify the use of an alternative method, but they will need to identify these reasons and can expect them to be tested by the Planning Inspectorate during the examination of their plans. Local authorities may also not be able to meet their identified housing need in full, for example because of land constraints (such as Green Belt) in their area and it may be that need is better met elsewhere. The proposed approach does not change this.

Over the next 18 months we will review the formula and the way it is set using National Statistics data with a view to establish a new approach that balances the need for clarity, simplicity and transparency for local communities with the Government’s aspirations for the housing market.

A key consideration of the standard method is to provide a degree of continuity between assessments of housing need over time. The changes to underlying assumptions in the population projections and methodological improvements to the household projections had led to significant variations in housing need at a local level, something that needs addressing in the short term. For the avoidance of doubt, the Government is clear that this does not mean that it doubts the methodological basis of the 2016-based household projections. It welcomes the work of the Office for National Statistics (ONS) following the transfer of the projections from the Ministry of Housing, Communities and Local Government and the steps they have taken to explain the projections, for example in their recent blog. The Government looks forward to the further work programme of the ONS to develop even greater confidence in the projections and is committed as the key customer to supporting the ONS ahead of the publication of the next projections.”

The consultation response also goes on to suggest “taking into account these responses, the Government continues to think that the 2016- based household projections should not be used as a reason to justify lower housing need.”

In the context of these responses it is important to note the intentions to continue reviewing methodology with a view to continuing to improve the robustness of projections but setting this in the context of achieving the government’s aspirations for the housing market – namely increasing housing delivery and working towards the target of 300,000 homes a year. This implies that although these baseline projections are the “starting point” they are to be perceived very much as a minimum baseline with opportunities being taken to increase housing requirements where possible and appropriate

through local plan making.

Having regard to the above information it is therefore clear that the city's housing needs remain high as do those of the sub region as a whole. The Local Plan for Coventry as well as the Memorandum of Understanding and neighbouring Plans therefore remain a valid and justified platform from which to deliver the homes local people need and demand, including much needed affordable homes.

Members will be aware that the Coventry Local Plan contains a commitment (policy DS1) to review the need to review the Local Plan by March 2021. This will be set out in a report to Council at that time and will feed into the national requirement to consider reviewing local plans 5 years after the date of adoption”.

## **Council Meeting 19 March, 2019**

### **Labour Group amendment to Debate set out on Council agenda as item 11.1**

That the Debate as set out as item 11.1 be amended as follows:-

At the beginning of the Motion insert (1). After the word “whatsoever” delete the rest of the sentence and add the following words:-

“and will ensure any allegation is dealt with in a full and proper manner”

At the beginning of the next paragraph insert (2), then after the words This Council, delete the rest of the sentence and insert the following words:-

“will only endorse the use of Non Disclosure Agreements in cases where it is appropriate to do so”

The amended Motion now to read:-

- “1 Coventry City Council will not tolerate bullying in any form whatsoever and will ensure any allegation is dealt with in a full and proper manner.
  
2. This Council will only endorse the use of Non Disclosure Agreements in cases where it is appropriate to do so”

Proposer:

Councillor J Mutton

Seconder:

Councillor P Seaman

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