

**Time and Date**

2.00 pm on Tuesday, 9th April 2019

Place

Committee Room 3 - Council House

Public business

1. **Apologies**
2. **Declarations of Interest**
3. **Minutes** (Pages 5 - 10)
 - (a) To agree the minutes from the meeting of Cabinet on 12th March 2019
 - (b) Matters arising
4. **Exclusion of Press And Public**

To consider whether to exclude the press and public for the item(s) of private business for the reasons shown in the report.
5. **Supported Living and Day Opportunities for Adults with Learning Disabilities and/or Mental Ill Health** (Pages 11 - 20)

Report of the Deputy Chief Executive (People)
6. **Supported Accommodation and Floating Support Services for Young People** (Pages 21 - 48)

Report of the Deputy Chief Executive (People)
7. **Network Lease Agreement Extension - Digital Strategy** (Pages 49 - 54)

Report of the Deputy Chief Executive (People)
8. **Authority for Attendance at Conference** (Pages 55 - 58)

To authorise the attendance of the Deputy Chief Executive (Place) at the Middle East Real Estate Forum: Where East Meets West from 27th April to 2nd May 2019 in United Arab Emirates.

9. **Outstanding Issues** (Pages 59 - 62)
Report of the Deputy Chief Executive (Place)
10. **Any other items of public business which the Chair decides to take as a matter of urgency because of the special circumstances involved.**

Private business

11. **Supported Accommodation and Floating Support Services for Young People** (Pages 63 - 90)
Report of the Deputy Chief Executive (People)
(Listing Officer: Sally Giles, Tel: 024 7683 3669)
12. **Network Lease Agreement Extension - Digital Strategy** (Pages 91 - 100)
Report of the Deputy Chief Executive (People)
(Listing Officer: Paul Ward, Tel: 024 7697 1381)
13. **Any other items of private business which the Chair decides to take as a matter of urgency because of the special circumstances involved.**

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

Monday, 1 April 2019

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

Membership:

Cabinet Members:

Councillors F Abbott, K Caan, G Duggins (Chair), P Hetherington, A Khan (Deputy Chair), K Maton, J Mutton, J O'Boyle, E Ruane and Seaman

Non-voting Deputy Cabinet Members:

Councillors P Akhtar, R Ali, B Kaur, R Lakha, T Skipper and D Welsh

By invitation: Councillors A Andrews and G Ridley (non-voting Opposition representatives)

Please note: a hearing loop is available in the committee rooms

If you require a British Sign Language interpreter for this meeting
OR if you would like this information in another format or
language please contact us.

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Agenda Item 3

Coventry City Council

Minutes of the Meeting of Cabinet held at 2.00 pm on Tuesday, 12 March 2019

Present:

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

Deputy Cabinet Members Councillor P Akhtar
Councillor R Ali
Councillor R Lakha
Councillor D Welsh

Non-Voting Opposition Councillor K Taylor (Substitute for Councillor G Ridley)
Members:

Other Members: Councillor N Akhtar
Councillor R Bailey
Councillor J Clifford
Councillor T Khan
Councillor J McNicholas
Councillor M Mutton
Councillor C Thomas

Employees (by Directorate):

Chief Executive's M Reeves (Chief Executive),
People G Quinton (Deputy Chief Executive (People)), D Ashmore,
N Hart
Place M Andrews, N Cowper, S Elliott, B Hastie, L Knight,
J Newman, A Walster
Apologies: Councillor A Andrews, B Kaur, G Ridley, P Seaman

Public Business

120. Declarations of Interest

There were no disclosable pecuniary interests.

121. **Minutes**

The minutes of the meetings held on 12th and 19th February 2019 were agreed and signed as true records.

There were no matters arising.

122. **Exclusion of Press And Public**

RESOLVED that the Cabinet agrees to exclude the press and public under Sections 100(A)(4) of the Local Government Act 1972 relating to the private report in Minute 128 below headed 'Contract for Materials Recycling Facilities (MRF) and Associated Bulking and Transport' on the grounds that the report involves the likely disclosure of information as defined in Paragraph 3 of Schedule 12A of the Act, as it contains information relating to the financial affairs of a particular person (including the authority holding that information) and in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

123. **Adoption of Housing and Homelessness Strategy**

The Cabinet considered a report of the Deputy Chief Executive (Place), which set out the Housing and Homelessness Strategy for adoption.

The Council is required to have an up to date Strategy to prevent homelessness. The proposed Housing and Homelessness Strategy for adoption covered the period 2019-2024 and would replace the Council's previous strategy which operated between 2013 and 2018.

The Housing Strategy and Homelessness Strategy had been combined into one document, reflecting 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 had been updated following a period of consultation in November and December 2018. The results of the consultation were set out in Appendix 3 of the report submitted.

The Strategy continued 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 developments.

The Cabinet noted that the Strategy would also be supported by an Action Plan that would remain a live document and be monitored and delivered by the City Council and its relevant partners. The Strategy and the Action Plan were both appended to the report submitted.

RESOLVED that the Cabinet:

- 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 the supporting Action Plan (Appendix 2) with effect from 20th March 2019.**

124. 2019/20 Transportation and Highway Maintenance Capital Programme

The Cabinet considered a report of the Deputy Chief Executive (Place), which set out proposals for the 2019/20 Transportation and Highway Maintenance Capital Programme.

The report submitted brought together an £8.4m integrated programme for the maintenance and enhancement of the City's highways and transport infrastructure. The programme was funded through annual government local transport funding, City Council resources and Whitefriars Right to Buy receipts.

The basic principles for the 2019/20 maintenance and integrated transport programme were:

1. Continue the programme of rectifying damage and maintaining the City's roads, through a prioritised programme (worst first) based on the Council's Highways Asset Management plan.
2. Continued investment in preventative / proactive maintenance.
3. Carry out packages of complementary schemes to support the continued growth of the city, such as road safety and traffic management schemes to compliment public realm and connecting Coventry proposals.
4. Provide a programme of footway improvements funded from the Whitefriars Housing Group Investment Fund, as part of a £2.0m investment which would be delivered over the next financial year.

The report set out the individual allocations and sources of funding in Table 4 and set out the specific details of each project in Appendices 1 to 3.

RESOLVED that the Cabinet:

- 1. Approve the 2019/20 programme of schemes marked 'A' in table 4 of the report.**
- 2. Delegate authority to the Cabinet Member for City Services, to approve a programme of scheme development, marked 'B' in table 4.**

125. **Contract for Materials Recycling Facilities (MRF) and Associated Bulking and Transport.**

The Cabinet considered a report of the Deputy Chief Executive (Place), which set out proposals to go out to tender for a new Materials Recycling Facility (MRF) and associated Bulking and Transport contract.

A corresponding private report was also submitted to the meeting setting out the commercially confidential matters of the proposals. (Minute 128 below refers.)

Under the revised Waste Strategy for England 2007, the Council has a statutory obligation to make collections of paper, metal, plastic and glass from the kerbside.

A contract was let in 2009 for an initial period of 4 years, with options to extend for up to a maximum of a further 6 years. All options for extension had been exhausted. The current contract would expire on 6th September 2019 and there were no further provisions to extend the contract beyond that date.

The contract was made up of 2 lots. Lot 1 was for the provision of an MRF, a specialist facility which receives, separates and prepares recyclable materials for marketing to end-user manufacturers. This lot was currently operated by Biffa Waste Services. Lot 2 was for the provision of bulking and transport of the waste to the MRF and was currently operated by Tom White Waste.

The report indicated that for Lot 1, the proposed pricing, rebate and risk sharing would be on a similar basis as the current contract and, assuming the same volumes / quantities, would have an impact on the Waste Disposal budget. It was anticipated that Lot 2 may be subject to a small rise in costs associated with fuel and insurance price increases.

The Cabinet noted that medium term options for processing recyclable waste in Coventry was being considered with neighbouring authorities. The proposed procurement would support this process whilst ensuring that the City Council had a treatment for recycling waste collected in the City.

RESOLVED that the Cabinet:

- 1. Delegate authority to the Deputy Chief Executive (Place) to undertake a tender exercise to let a new Materials Recycling Facility contract which consists of both Lot 1 (Material Recycling Facility Treatment) and Lot 2 (associated bulking and transport) for a period of 2 years with a maximum of a further 3 years extensions up to a 5 year total and to negotiate and agree the terms of the contracts.**
- 2. Delegate authority to the Deputy Chief Executive (Place) to enter into the contracts.**

126. **Outstanding Issues**

The Cabinet considered a report of the Deputy Chief Executive (Place) that contained a list of outstanding issue items that would be submitted to future meetings of the Cabinet and summarised the current position in respect of each item.

RESOLVED that the Cabinet approves the dates for future consideration of matters relating to the outstanding issue items listed in the report.

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

There were no other items of public business.

128. **Contract for Materials Recycling Facilities (MRF) and Associated Bulking and Transport**

Further to Minute 125 above, the Cabinet considered a private report of the Deputy Chief Executive (Place), setting out the commercially confidential matters relating to proposals to go out to tender for a new Materials Recycling Facility (MRF) and associated Bulking and Transport contract.

RESOLVED that the Cabinet:

1. **Delegate authority to the Deputy Chief Executive (Place) to undertake a tender exercise to let a new Material Recycling Facility contract which consists of both Lot 1 (Material Recycling Facility Treatment) and Lot 2 (associated bulking and transport) for a period of 2 years with a maximum of a further 3 years extensions available for up to a 5 year total and to negotiate and agree the terms of the contracts.**
2. **Delegate authority to the Deputy Chief Executive (Place) to enter into the contracts.**

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

(Meeting closed at 2.20 pm)

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Cabinet

9th April 2019

Name of Cabinet Member:

Cabinet Member for Adult Services – Councillor F Abbott

Director Approving Submission of the report:

Deputy Chief Executive (People)

Ward(s) affected:

All

Title: Supported Living and Day Opportunities for Adults with Learning Disabilities and/or Mental Ill Health

Is this a key decision?

Yes – the proposals within the report will incur expenditure in excess of £1m per annum with City wide impact

Executive Summary:

The Council's approach to the delivery of Adult Social Care is to provide support, in the least intrusive manner possible, based on the assets, resources and abilities that are available to people. This entails the development of support options that enable people to be supported in environments akin to the type of independent accommodation that most other adults in the City have the choice of living in, with residential care only being used where other options are either not available or not suitable to meet eligible needs under the Care Act 2014.

This approach to the delivery of Adult Social Care has been in development for many years and complements the local offer in Children's Service's through supporting the four pillars of preparing for adulthood leading to improved outcomes in respect of: independent living, community inclusion, employment and health.

Supported living services provide a cost effective way of meeting needs whilst enabling people to be as independent as possible. Ensuring people are engaged to live as normal a life as possible outside of their home is also a key factor related to living independently and hence the provision of day opportunities is also integrated in this work.

Through the proposals contained in this report a number of developments will be incorporated into supported living including greater use of assistive technology, accommodation designed to meet individual's needs through all stages of their lives, and improved access to community assets to enable people to participate in activities open to all members of the community.

The Council seeks to achieve these aspirations through the proposals contained in this report through aligning a number of contractual arrangements under one open framework approach which will cover the following client groups and service types:

- Supported Living for adults and older people with learning disabilities, autism or physical/sensory impairment or mental ill health some of whom will have multiple disabilities
- Day opportunities for adults with learning disabilities and/or autism

Improving the supported living offer within Coventry will also help the Council to ensure that the housing stock within the City is able to meet the needs of this specialist group of people.

Although a new contractual arrangement will be established, people within existing services will not be required to move en bloc to new providers. Some moves may, however, be necessary dependant on individual circumstances. If this is the case the individuals affected and their families will be fully engaged in this process in order to ensure their outcomes continue to be met.

Recommendations:

Cabinet are requested to:

- 1) Approve the commencement of a procurement process (in line with Public Contract Regulations) to secure delivery of an open framework for Supported Living and Day Opportunities.
- 2) Delegate authority to the Director of Adult Services, following consultation with the Cabinet Member for Adult Services, upon completion of the procurement process to award an open framework for Supported Living and Day Opportunities.

List of Appendices included:

None

Background papers:

None

Other useful documents

None

Has it been or will it be considered by Scrutiny?

No

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

No

Will this report go to Council?

No

Report title: Supported Living and Day Opportunities for Adults with Learning Disabilities and/or Mental Ill Health

1. Context (or background)

- 1.1 The Council's approach to the delivery of Adult Social Care is to provide support, in the least intrusive manner possible, based on the assets, resources and abilities that are available to people. This entails the development of support options that enable people to be supported in environments that are similar to the type of independent accommodation that most other adults in the City have the choice of living in with residential care only being used where other options are either not available or not suitable to meet eligible needs under the Care Act 2014.
- 1.2 This approach to the delivery of Adult Social Care has been in development for many years and complements the local offer in Children's Service's supporting the four pillars of the preparing for adult pathway leading to improved outcomes in respect of: independent living, community inclusion, employment and health. The objective is to work with people to support them to improve their lives with a focus on promoting an individual's independence and wellbeing through supporting them to live in their own homes and on striving to ensure that people's happiness, aspirations and achievements are not limited due to them being disabled.
- 1.3 The delivery of this strategic aim is supported by an approach to commissioning that seeks to develop the market to deliver a range of models; focussing on promoting independence, reducing social isolation, and, improving health and wellbeing to ensure individuals reach their full potential and reducing reliance on paid support by enabling access to mainstream activities.
- 1.4 The numbers of adults with learning disabilities is increasing. As at 2017 population estimates suggest that there were around 5600 people with a learning disability aged 18-64 living in Coventry, a figure expected to rise to approximately 6080 by 2025 (source: PANSI). Of these:
- Approximately 1280 have a moderate to severe learning disability, around 100 have behaviours that challenge and around 540 are predicted to be living with their parents.
 - There are approximately 1000 adults with a learning disability aged 65 or over of whom circa 140 are deemed to have a moderate to severe learning disability.
 - Approximately 2300 people aged 18-64 are predicted to have an Autistic Spectrum Disorder (ASD)
- 1.5 The numbers of adults with a mental health problem is increasing also. As at 2017 population estimates suggest that there were around 55,513 with a mental health issue aged 18-64 living in Coventry, this figure is expected to rise to 59,892 by 2025 (Source PANSI). Of these
- Approximately 36,413 people have a common mental health disorder
 - There are approximately 1,015 who have a borderline personality disorder
 - About 813 people present with an anti-social personality disorder
 - The number of people with a psychotic disorder is predicted to be 904
 - There are predicted to be 16,368 people with two or more psychiatric disorders
- 1.6 There are a number of planned transitions from Children's Social Care to Adulthood of children with disabilities. In 2017/18 there were 59, of which 23 were eligible for social care. This compares to 55 in 2016/17, of which 9 were eligible.

- 1.7 Combining intelligence on both population predictions and transitions, current forecasts suggest that there is a requirement for accommodation for approximately 27 adults with either a learning disability or mental ill health each year.
- 1.8 These indications of future demand are in the context of the Council (as at 10/08/18) supporting 191 people with disabilities and a further 36 people with mental ill health to live in their own homes with individual tenancies through supported living arrangements commissioned from the independent sector and a further 49 people with learning disabilities and 10 people with mental ill health supported through the Council's Promoting Independence Living Service. In respect of day opportunities 78 adults are supported by the independent sector with a further 145 adults supported by Council provision.
- 1.9 Though developing supported living the Council can deliver cost effective services as opposed to more expensive residential alternatives. The provision of day opportunities, is also included in this work as supporting people to have active and meaningful engagement wherever possible, and where support is needed, is an essential element of living as normal a life as possible without relying purely on professional care and support services. In addition, day opportunities can play an important role in supporting family carers in their caring role, which in turn supports carer sustainability and the critical role paid by carers both in supporting family members with care and support needs and avoiding the need for costlier and potentially disruptive social care intervention.
- 1.10 Through the proposals contained in this report a number of developments will be progressed including greater use of assistive technology, accommodation designed to meet individual's needs through all stages of their lives and improved access to community assets thereby leading to a reduction in professional care and support. Through this work we also expect to attract providers with specialist knowledge in supporting people who present with either autism or challenging behaviour or both (which is an emerging characteristic for young people transitioning into adult services) and increase our capacity to provide the required support in City.
- 1.11 Further to the above and as a result of consolidating a number of contracts into a single contractual arrangement the following advantages can be realised:
- Improved contract management
 - Greater economies of scale
 - Streamlined quality assurance
 - Effective sourcing of jointly funded packages of care across all disabilities
- 1.12 As a key stakeholder and joint funder of a number of people in Supported Living the Coventry and Rugby Clinical Commissioning Group (CRCCG) have been involved in the development of the proposals contained within this report. Through this involvement a smoother transition between health and social care is envisaged where individuals are in receipt of these services.
- 1.13 Improving the supported living offer within Coventry will also support the Council in ensuring that the housing stock within the City is able to meet the needs of this specialist group of people.

- 1.14 Although a new contractual arrangement will be established people within existing services will not be required to move en bloc to new providers. Some moves may however be necessary dependant on individual circumstances. If this is the case the individuals affected and their families will be fully engaged in this process in order to ensure their outcomes continue to be met.

2. Options considered and recommended proposal

Preferred Option

- 2.1 In order to meet the needs of people with disabilities more effectively and efficiently, the Council intends to align several contractual frameworks under one open framework which will cover the following client groups and types:

- Supported living for adults and older people with learning disabilities and/or physical/sensory impairment and/or mental ill health
- Day opportunities for adults with learning disabilities and/or autism

The rationale for this is that the same cohort of providers generally operated across both day opportunities and supported living services and it is envisaged that tendering these services under a single open framework would offer economies of scale and enable a provider to support an individual in a more holistic manner. Although current day opportunity volumes are relatively low, the support offered continues to be of value to people supported with the challenge being engaging people in day opportunities beyond attendance at a day centre.

- 2.2 As the new framework is introduced all current providers who register and who are approved will transfer their existing business at current fee rates. This is because continuity of provision is important and we will seek to maintain this wherever possible.

- 2.3 The Council is committed to commissioning and managing high-quality supported living services and building on the existing infrastructure within the City which are safe and deliver good outcomes for people. Through our approach to quality assurance, contract management and our requirement to manage the market effectively, we will ensure the right checks and balances are in place to maximise operational and financial performance, while minimising risks which can impact on providing good quality, safe care. Key performance indicators will include:

- Percentage of service users who report that they are supported to exercise choice and control, and who are self-managing their mental and physical health
- Percentage of service users who report that they have the opportunity to be an active member of their local community and who are accessing a wide range of activities outside the home
- No of safeguarding alerts, safeguarding incidents in the last twelve months
- Care Quality Commission rating including number of statutory notices and non-compliances with essential standards

Future developments will continue to be sourced at providers risk in conjunction with relationships they have with developers and Registered Providers of accommodation.

- 2.4 Under the light touch regime pursuant to the Public Contract Regulations 2015, we are able to design a procurement approach that meets the needs of the service. The intention is to tender under an open framework and allow providers to join at any time during the contract term. Specific requirements for supported accommodation or day opportunities will be

issued to providers on the framework inviting them to submit proposals for consideration by the City Council, service users and their carers and family.

- 2.5 It is intended the open framework will be operational from October 2019 with a longer contract period requested of 7 years (3 + 2 + 2). This is to optimise opportunities for provider sustainability and as this operates under an open framework it will not cause a disadvantage to providers who may apply to join at any time.

Other options considered

- 2.6 No other options are considered as viable. "Do nothing" is not considered an option as this would fail to meet the Council's legal obligations.

3. Results of consultation undertaken

Market engagement was undertaken with Providers during January 2019 at which a number of improvements to current service offers were discussed including service development and further emphasis on promoting independence, key performance indicator's and methods of improved contract management. Engagement has also taken place with carers and parents of people with learning disabilities and/or mental health issues to understand what is important to them. A programme of service user engagement has been scheduled to take place during April 2019. Feedback has and will be used to inform the development of the service specifications and key performance indicators. Further engagement is scheduled to take place with the Council's Adult Social Care Stakeholder Reference Group in March 2019. People with lived experience will be involved in the evaluation of tenders received.

4. Timetable for implementing this decision

Should approval be granted to proceed the tender specification is expected to be issued by the end of June 2019 with initial bids and proposals submitted to the City Council by early July 2019. Contracts will be operational by the end of October 2019.

5. Comments from Director of Finance and Corporate Services

5.1 Financial implications

The framework will be designed to meet the needs of service users which are subject to fluctuation in both numbers of people supported and the level of need these people have.

The table below shows the estimated value of the framework split between service area with annualised impact and the financial impact over the lifetime of the proposed contract.

The contracts will continue to be funded from within existing Adult Social Care / Coventry and Rugby Clinical Commissioning Group resources.

Table A – Existing Contracts/Future Contract

Service	CCC Cost £000	CCG Cost £000	Total Cost £000
Existing Annual Cost			
Supported Living for Adults with a LD / PD	9,312	1,527	10,839
Supported Living for Adults with a mental Health Impairment	554	939	1,493
Day Opportunities	855	Included in above	855
Total Annual Cost	10,721	2,466	13,187
Contract Life Cost			
Contract Cost (excluding extensions) Years 0-4	42,884	9,864	52,748
Contract Cost (including extensions) Years 0-7	75,047	17,262	92,309

5.2 Legal implications

The Care Act 2014 and associated statutory guidance imposes duties on local authorities to shape social care markets so as to ensure sustainability and sufficiency of a range of good quality care provision to enable adults with eligible care and support needs and carers with support needs, to have those needs appropriately met and to offer choice wherever possible. In effect the Act requires local authorities to facilitate the market by using a wide range of approaches to shape it so as to meet the needs of local populations.

When commissioning services, local authorities should be assured that contract terms, conditions and fee levels for care and support packages are appropriate to support the delivery of good quality care.

The procurement exercise will be completed in accordance with the Public Contract Regulations 2015, using the Light Touch Regime and the Council's internal Rules for Contract.

6. Other implications

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

This proposal would contribute to the Council's key objectives through a contribution to protecting our most vulnerable people and will contribute to meeting the priorities in the Corporate Plan, specifically:

- Globally Connected – supply, choice & quality of housing
- Globally Connected – arts, sports and cultural opportunities
- Locally Committed – Improving educational outcomes
- Locally Committed – protecting our most vulnerable people
- Locally Committed – Improve health and wellbeing
- Locally Committed – reducing health inequalities
- Delivering of priorities – active communities and empowered citizens

6.2 How is risk being managed?

Any risks that do arise during this procurement exercise will be formally recorded on the risk log, assessed and mitigation measures put in place.

6.3 What is the impact on the organisation?

None

6.4 Equalities / EIA

At present we procure a range of statutory services for people with learning disabilities, mental health, physical and sensory impairment via a list approved under Public Contract Regulations (2015).

The intention is to tender under an open framework and allow additional providers to join the approved list, at any time during the contract term. The services will not change and will continue as today, however, the aim is to bring all the provision under one list and thereby encourage more providers to register. The service specification for day opportunities will be further enhanced in a positive way as it will promote greater independence through improved individual outcomes.

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

As a joint commissioner of the services described in this report the Coventry and Rugby Clinical Commissioning Group (CRCCG) will be impacted by the proposals. The CRCCG have, however, been engaged in the proposals and support the recommendations contained within this report.

Report author(s):

Name and job title:
Paul McConnell
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Directorate:
People

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Enquiries should be directed to the above person

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Lara Knight	Governance Services Co-ordinator	People	01/02/19	08/03/19
Pete Fahy	Director of Adult Services	People	05/02/19	13/02/19
Sandra Walton	General Manager – All Age Disability Team	People	05/02/19	08/02/19
Jon Reading	Head of Commissioning and Provision	People	05/02/19	08/03/19
Rob Parkes	Legal Team Leader (Place Team)	Place	05/02/19	08/03/19
Adrian Coles	Programme Delivery Manager – Education and Skills	People	05/02/19	08/03/19
Richard Nailor	Business Partner Accountant	People	05/02/19	08/03/19
Names of approvers for submission: (Officers and Members)				
Ewan Dewar	Finance Manager (People)	Place	05/02/19	08/03/19
Janice White	Team Leader (People Team), Legal Services	Place	05/02/19	07/02/19
Gail Quinton	Deputy Chief Executive (People)	People	05/02/19	26/02/19
Councillor F Abbott	Cabinet Member for Adult services	-	05/02/19	05/02/19

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A separate report is submitted in the private part of the agenda in respect of this item, as it contains details of financial information required to be kept private in accordance with Schedule 12A of the Local Government Act 1972. The grounds for privacy are that it refers to the financial and business affairs of any particular person (including the authority holding that information)

Cabinet

9th April 2019

Name of Cabinet Member:

Cabinet Member for Children and Young People – Councillor P Seaman

Director Approving Submission of the report:

Deputy Chief Executive (People)

Ward(s) affected:

All

Title: Supported Accommodation and Floating Support Services for Young People

Is this a key decision?

Yes – the proposals within the report will incur expenditure in excess of £1m per annum with City wide impact

Executive Summary:

Supported accommodation provides accommodation and support to young people aged 16-24 who have a range of needs and are the responsibility of Children's Services. This cohort includes young people who are homeless or at risk of homelessness, children in need (CIN), looked after children (LAC), and young parents who are pregnant or have children who are on child in need or child protection plans and care leavers where care leavers are now defined as: (a) Eligible child under s19B Sch 2 Children Act 1989 (b) Relevant child under s23A(2) CA 1989 or (c) Former Relevant Child under s23C(1) CA 1989.

The Children and Social Work Act 2017 introduced 3 new provisions extending the statutory duties of a Local Authority under the Children Act 1989:

This act places a duty on the Local Authority to financially support and meet the housing needs/costs of care leavers until their eighteenth birthday, and to maintain contact with them until they reach their twenty fifth birthday. This responsibility includes the provision of suitable accommodation. The City Council manages this responsibility primarily through the Through Care Service, and where accommodation is required for care leavers, this is provided through the supported accommodation contracts. In summary:

- Where children leave care aged 16 or 17: the Local Authority is responsible for their accommodation as a 'corporate parent'.

- Where children leave care at 18: there is no responsibility for Children's Services to provide accommodation unless it is assessed that their welfare requires it. If their welfare does not require it then the responsibility for housing care leavers aged 18 plus falls to the Housing Authority.

A very small number of young adults will move on to supported living, which is for adults with learning disabilities and/or mental ill health. The re-commissioning of this service is the subject of a separate Cabinet report.

Supported accommodation is currently delivered by a number of externally commissioned providers, who are commissioned via block contracts, the West Midlands Supported Accommodation Framework or spot arrangements. The current block contracts are due to end in December 2019, and the Council is recommissioning the service with a planned start date of November 2019.

The purpose of the service will be to accommodate young people and prepare them for independent living by building their skills and resilience in areas such as payment of bills, cooking, accessing services, attending appointments emotional resilience, education and employment or training. Providers will deliver a range of accommodation options to enable young people to move between different types of accommodation as their needs increase or decrease, before moving on to independence with floating support. The support provided should enable young people to move to independent accommodation and sustain independence at age 18 and 3 months.

A needs analysis has been completed to determine the number of and type of units that will be required, and these will be commissioned via block contracts. The level of block provision will be reviewed regularly, with the option of increasing or decreasing it as necessary, with an agreed period of notice being given to providers.

The commissioning process has two key aims:

- To provide a service which enables young people to move into independent accommodation at age 18 and 3 months. The Children's Transformation Strategy has a project in place to monitor young people in the service aged over 18 and 3 months.
- To reduce the use of expensive Supported Accommodation Framework and spot provision which is on average 35% more expensive than the forecasted block provision.

A small number of additional units will continue to be purchased via the West Midlands Supported Accommodation Framework or spot arrangements for young people with high support needs who are eligible for adult services and young people who require an out of city placement.

The new contracts will be for three years, with the option of extending them for two years, followed by a further period of two years (ie 3 plus 2 plus 2).

The recommissioning of the service is being overseen by a project group which reports monthly into the Children's Transformation Board. This enables risks and interdependencies to be identified and managed at a strategic level.

The procurement process will be an Open procedure under the Public Contract Regulations 2015. The opportunity will be advertised in OJEU and potential providers will be given a minimum of 30 days to respond.

The tender process will accept individual, consortia and sub-contracting applications.

Recommendations:

Cabinet is requested to:

- 1) Approve the proposal to commission a block of 92 supported accommodation beds and 30 floating support units.
- 2) Grant permission to issue a tender to procure in line with the proposed model and timescale.
- 3) Delegate authority to the Director of Children’s Services, following consultation with the Director of Finance and Corporate Services, to award and implement the contracts for supported accommodation services.

List of Appendices included:

Appendices A - Equalities Consultation Assessment (ECA)

Appendices B - Legal Framework

Background papers

None

Other useful documents

None

Has it been or will it be considered by Scrutiny?

No

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

No

Will this report go to Council?

No

Report title: Supported Accommodation and Floating Support Services for Young People

1. Context (or background)

1.1. Coventry City Council is recommissioning its supported accommodation services with a planned start date for the new service of November 2019. The service will meet the needs of those young people who are the responsibility of Children’s Services including care leavers, homeless 16/17 year olds and 16 /17 year old young parents who are pregnant, or young parents (16-24 years) who have children who are on child in need or child protection plans.

1.2. The Children and Social Work Act 2017 places a duty on the Local Authority to financially support and meet the housing needs/costs of care leavers until their eighteenth birthday, and to maintain contact with them until they reach their twenty fifth birthday. This responsibility includes the provision of suitable accommodation. The City Council manages this responsibility primarily through the Through Care Service, and where accommodation is required for care leavers, this is provided through the supported accommodation contracts. In summary:

- Where children leave care aged 16 or 17: the Local Authority is responsible for their accommodation as a ‘corporate parent’
- Where children leave care at 18: there is no responsibility for Children’s Services to provide accommodation unless it is assessed that their welfare requires it. If their welfare does not require it then the responsibility for housing care leavers aged 18 plus falls to the Housing Authority.

1.3. Existing Services

1.3.1. On average, the Council currently commissions the following number and type of supported accommodation and floating support services for young people and young parents:

1	<p>Single flats with floating support - 65</p> <p>This service provides self-contained accommodation with support from a key worker for 5 – 10 hours per week dependent on need.</p>
2	<p>Shared houses with floating support day and night - 24</p> <p>This service offers accommodation in shared houses up to 6 beds with shared facilities, with a key worker for 5-10 hours per week dependent on need.</p>
3	<p>Single flats and small shared houses with 24/7 Support - 7</p> <p>This service provides self-contained and shared accommodation with staff on site 24/7.</p>
4	<p>Supported lodgings - 5</p> <p>This service provides accommodation in a host’s home. The young person has their own bedroom and a key to the front door.</p>
5	<p>Young parents accommodation - 16</p> <p>This service provides self-contained and shared accommodation with support from a key worker for 5 – 10 hours per week dependent on need.</p>
6	<p>General needs and young parent floating support - 55</p> <p>The service provides:</p>

<ul style="list-style-type: none"> • One to one support for young parents to develop parenting skills, support to develop support networks and live independent safely. • One to one support for young people to maintain own tenancy, develop independence skills, emotional resilience and support with accessing education, training and employment.

1.3.1. The current accommodation is commissioned through a variety of block contracts and spot arrangements with Coventry providers. Over the course of the current contracts, an increasing number of spot arrangements have been put in place to meet a variety of young people’s needs. The re-commissioning process provides the opportunity to reduce the number of contracts, to work with a smaller number of providers and thereby improve quality and maintain value for money.

1.3.2. Supported accommodation placements are also sourced through the West Midlands Supported Accommodation Framework, and national spot providers, particularly where a young person requires a placement outside Coventry. This will continue to be the case for a small cohort of young people when the new services are in place.

1.3 Accommodation Needs Analysis

1.3.3. A needs analysis was completed for young people aged 16 – 18 and 3 months in order to inform the proposed supported accommodation model. The analysis reviewed the actual number of bed nights and types of accommodation utilised between January – December 2018. The results are set out in the table below:

Type of accommodation	Average number of young people per night
Single flats with support	51
Shared houses with support	23
Self-contained/shared 24/7 support	7
Supported Lodgings	3
Young Parent Accommodation	8
Total	92

1.3.4. The needs analysis has shown that:

- The average number of units required is 92.
- Young people do not always move on from supported accommodation at 18 years and 3 months, which leads to an increase in the number of young people requiring accommodation. This has therefore formed part of a project under the Childrens Transformation Programme, with work being undertaken by Through Care to move on young people in in a timely fashion. This is ongoing and targets are measured monthly. It is recognised that there are some young people who have longer term needs (e.g. they are in education or are too vulnerable to live independently), who will not be able to move on at 18 and 3 months.
- There are a number of high cost placements, which are also being reviewed as part of the Children’s Transformation Programme.

1.4 Needs Analysis for Floating Support Services

1.3.5. Analysis has been completed on the highest and average number of floating support units utilised (Jan – Dec 2018) for all young people as shown in the table below:

Type of Floating Support	Highest number of units	Average number of units
General Needs	25	18
Young Parents	25	21
Total	50	39

1.3.6. The analysis has shown:

- General needs floating support has not been fully utilised and it is therefore proposed to decrease the number of units in the new service.
- There are number of young parents in the young parents floating support service who do not have children known to social care and are therefore not eligible for a service from Children’s Services. The number of units for the young parents floating support service will be reduced to 12.

1.5 Commissioning Proposal

1.3.7. The proposal is to commission block contracts of 92 supported accommodation beds and 30 floating support units.

1.3.8. The risk with this option is that voids may arise if the level of need reduces below the level of the block. To mitigate this, the level of block provision will be reviewed regularly and the level of block increased or decreased as required, with an agreed period of notice given to providers.

1.3.9. During the tender process, providers will be invited to tender for one or more lots as set out below. Lot 1 will specify mixed provision, where young people can easily step up/step down between different types of accommodation with the same provider as their needs change. Providers may choose to form consortiums or partnerships to deliver the lots.

Lot	Type of Provision
Mixed Lot	<ul style="list-style-type: none"> • 21 units of single flats with 10 hours support reducing to 5 hours support after 4 weeks • 10 units of shared housing with 10 hours support reducing to 5 hours support after 4 weeks • 3 units of self-contained 24/7 support • 11 units of floating support
Single Flats	<ul style="list-style-type: none"> • 30 units of single flats with 10 hours support reducing to 5 hours support after 4 weeks • 5 units of floating support
Shared Housing	<ul style="list-style-type: none"> • 13 units of shared accommodation with 10 hours support reducing to 5 hours support after 4 weeks • 2 units of floating support

24/7 small shared and self-contained accommodation	<ul style="list-style-type: none"> • 2 units of self-contained 24/7 support • 2 units of small shared 24/7 support
Supported Lodgings	<ul style="list-style-type: none"> • 3 units of supported lodgings
Young Parents Service	<ul style="list-style-type: none"> • 8 units of accommodation • 12 units of floating support

2. Options considered and recommended proposal

1.4. A number of other options were considered for the procurement of these services:

- i. **Source all placements through the West Midlands Regional Supported Accommodation Framework and Spot providers.** This option is not viable as the current West Midlands Regional Supported Accommodation Framework does not provide sufficient good quality local placements to meet Coventry's needs. Spot purchased placements are more expensive than framework or block placements, so this option would lead to an increase in costs. As such, this option is not preferred
- ii. **Development of a Coventry Supported Accommodation Framework.** This is unlikely to encourage providers to establish accommodation in the city as a framework would not provide them with a guaranteed revenue. As such, this option is not preferred.

3. Results of consultation undertaken

- 1.5. In August 2018, a young people's consultation survey was undertaken. 51 young people who lived in supported accommodation completed a questionnaire on the proposed model. The majority of young people were aged 17 and 18 and living in single accommodation with floating support, shared housing with floating support and young parent accommodation. The consultation showed that young people were on the whole satisfied with current models of provision. 92% of young people said their accommodation encouraged them to live healthy lifestyles and 94% said they felt safe in the accommodation. 88% said there were supported with independent living skills and maintaining their accommodation
- 1.6. In October 2018, consultation was undertaken with stakeholders and national and local providers through an on-line survey and in depth telephone interviews. Providers were asked about the best accommodation model for young people with high support needs. Findings from the consultation did not give any clear steer on this, and providers felt that a range of provision was the important factor, including solo placements with 1-1 support, group settings with therapeutic support and small units of 2 or 3 young people with 24/7 support. All providers stated that support hours should reduce as the young person progressed to independence. The preferred option for young people with low support needs was shared accommodation followed by single accommodation and supported lodgings.
- 1.7. In December 2018, a provider event was held to consult in further detail on the proposed supported accommodation model. Invitations were sent to all Coventry supported accommodation providers, all providers on the West Midlands supported accommodation framework and the event was advertised nationally on In Tend. 32 delegates attended the event from 19 organisations.
- 1.8. As a result of the provider event, the lots were amended to include one lot of mixed provision and five lots of separate types of provision. An additional month was added to the implementation phase to allow providers more time to source accommodation.

4. Timetable for implementing this decision

- 1.9. Subject to approval, the tender process will start in April 2019 with new provision in place by November 2019 as detailed in the table below:

Action	Date
Advert	9 April 2019
Return of Tender	14 May 2019
Intention to award	19 June 2019
Award	2 July 2019
Contract Start Date	4 November 2019

5. Comments from Director of Finance and Corporate Services

1.10. Financial implications

1.10.1. Benchmarking for services in the market show that current fees are very competitive. The West Midlands Framework rates are higher than the current rates paid by Coventry City Council and there is no indication that these rates will reduce. The costs for the block contract rates below have been based on an anticipated increase in the block rates currently paid by Coventry City Council and the West Midlands Framework rates. This means that individual unit costs could rise as a result of new contracts.

1.10.2. If the Children's Transformation Project does not succeed in reducing the backlog of care leavers aged above 18 and 3 months, or reducing the number of high cost placements then there is a risk of continued overspend against this budget. The Children's Transformation Board meets on a monthly basis and reports into CLT Change Board, and is reporting that this is deliverable by March 2020. The tender will be flexible so that if some additional places are required they can be purchased at the same price as the block to minimise cost.

5.1 Legal implications

The Legal Implications are set out in Appendix B to the report

6. Other implications

6.1 Links to key local services such as the Horizon team (which focusses on child exploitation), health services such as substance misuse and mental health services, community safety and police are key to the successful implementation of supported accommodation services, and will need to be maintained and developed.

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

A key Council objective is to place more young people in or close to the city. This allows for more effective family contact and for both education and healthcare to continue seamlessly. It should also allow for a smoother transition to independence for those young people over the school leaving age who will most likely be looking to assume adulthood

and settle within the city. They will be close to any work experience, training and/or employment opportunities that may become available and will have ready access to their Social Worker or Personal Adviser situated within localities. Important links with local services such as the Horizon team, health services, CAMHS, community safety and local police can also be sustained more effectively when young people are placed in Coventry.

6.3 How is risk being managed?

Supported accommodation project team comprising strategic commissioners, procurement, and finance and service representation reports monthly to the Transformation Programme Delivery Board. The Board is chaired by the Director of Childrens Services. The monthly highlight reports give updates on progress, identified risks and mitigation. Risks will continue to be identified through the implementation phase of the project, and managed through this process.

6.4 What is the impact on the organisation?

As corporate parents the City Council has a responsibility for the accommodation of children leaving care aged 16 or 17. This service will ensure these young people have access to local suitable accommodation provision which will provide them with continuity in relation to education, training and employment and accessibility to health services.

6.5 Equalities / EIA

An Equalities Consultation Assessment (ECA) is attached in Appendix A.

The new commissioned service will meet the needs of those young people who are the responsibility of Childrens Services including care leavers, homeless 16/17 year olds and young parents. The specification will ensure that provision meets the needs of young people irrespective of gender, ethnicity, religious beliefs, sexual orientation or immigration status

The needs of young people with low level physical and learning disabilities will be met through the commissioning of these block contracts.

6.6 Implications for (or impact on) the environment

Providers will be requested via the specification to access accommodation that is energy efficient in order to reduce impacts on the environment. For example accommodation should use energy saving light bulbs and recycle a percentage of the home waste. Providers will educate young people to use energy responsibly and to promote this when they move to independent accommodation.

6.7 Implications for partner organisations?

The proposals will ensure more young people who are the responsibility of Childrens Services including care leavers, homeless 16/17 year olds and young parents in care are placed locally and therefore there may be more demand on local support services such as Child and Adolescent Mental Health Services (CAMHS) and the new Integrated Mental Health Service for LAC. The community safety team may see an increase in Providers requesting information in relation to safe location reports and may be required to visit new provision.

Recent years have seen an increase in small providers setting up within the city. Coventry City Council are currently placing young people with 15 of these supported

accommodation providers. The impact of the procurement model will be that young people are placed with fewer providers and this may impact on the sustainability of current providers.

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Councillor P Seaman	Children and Young People	-	18.03.19	18.03.19

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

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Coventry City Council Equality and Consultation Analysis (ECA) Form

In line with the principles of decision making outlined in the City Council Constitution, the Council will ensure that its decision making is open and transparent, and that due regard is given to the Council's obligations and desire to promote equality of opportunity and equal treatment.

Part 1

This part must be completed and before formal consultation is undertaken and must be available during the consultation stage.

Author of this document: Julie Kendall

Name of Service Area/Proposal: Supported Accommodation

Head of Service: Sally Giles

Date of completion: 28.11.18

Reviewed 4 March 2019

Background to the planned changes

1. What is the background to the planned changes? Why is this change being considered? *If further information is available on the different scenarios that have been considered as part of this work, provide a link to the public document which contains this information.*

Supported accommodation services provide accommodation and support to young people aged 16 – 24 years who are homeless, vulnerable and unable to live independently. The young people in these services are amongst some of the most vulnerable in the city and may have a range of needs relating to substance misuse, mental health, unemployment and low skills, sexual exploitation, or youth offending. Some of them will have been through the care system, or they or their families may have been in receipt of preventative or other council services. Some do not reach the threshold for adult services, yet require significant help and support in order to be able to live independently and access employment or training.

The City Council has a statutory duty to provide accommodation to persons under 18 who have been assessed as requiring accommodation under the Children Act 1989, or because they are owed a duty under the Children (Leaving Care) Act 2000 and duties towards homeless young people under the Housing Act 1996. Current services were commissioned in December 2013. One of the services that was tendered in 2013 was not appointed and subsequently some short term contracts were put in to place. In 2015 one contract that was delivering a significant number of accommodation units ended.

Current services include a range of accommodation including single flats, self-contained 24/7, shared accommodation 3-6 beds with high support, supported lodgings, accommodation for teenage parents and floating support services. Accommodation is offered for approximately 130 vulnerable young people a year and floating support in general needs to 75 young people and 25 teenage parents.

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Supply of accommodation through commissioned contracts has not met demand for the service, and demand has been met by spot purchasing accommodation to avoid homelessness. A tender process will be undertaken in 2019 to commission a new model of supported accommodation.

A decision was made in 2018 to transfer the responsibility of providing supported accommodation for homeless 18 – 25 year olds (including Care Leavers who return to supported housing after a failed tenancy) to Housing who have legal responsibility for them. Provision for these young people will be commissioned as part of the Homelessness Services recommissioning exercise.

A new model of supported accommodation for 16 – 17 year olds, and a low number of care leavers who have high support needs and are unable to move to their own tenancy, has been developed based on the findings from a number of consultation exercises. The proposed model is detailed in the below table:

Accommodation Type	Number of Units	Young People's Needs	Level of Support per Young Person
Single flats with floating support	51	Low to medium support needs	Minimum of 10 hours for first 4 weeks then 5 hours a week
Shared houses (no larger than 4 beds) with floating support available 24/7	23	Low to medium support needs	Minimum of 10 hours for first 4 weeks then 5 hours a week. Support must be provided to fit around young person e.g. evenings/weekends. Outside support for individual young person, staff on call with an immediate response if required.
Self-contained and small shared 24/7	7	High support needs	1 member of staff on site with each young person 24/7 including day support 8am – 10pm and a sleeping night
Supported Lodgings	3	Low support needs	Low level support to develop independence provided by host family
Young Parent (shared or self-contained)	8	Low to medium support needs	Minimum of 10 hours for first 4 weeks then 5 hours a week
Floating support	18	Low support needs and living in own tenancy	3 hours a week for up to 3 months
Teenage parents floating support	12	Low support needs and living in own tenancy	3 hours a week for up to 3 months

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The benefits of the new model include:

- A greater degree of control of placement supply through block contracts which will reduce the use of spot provision.
- Floating support services delivered by the accommodation provider to ensure the young person can continue to be supported by the same worker.
- Providers delivering a range of accommodation types so young people can easily step up and down within provision.
- An increase in local provision which will ensure continuity of employment, education and training as well as support from other support agencies.

2. Who do you need to consider as part of this ECA? **stakeholder analysis*

- Potential Supported Accommodation users in Residential and foster placements
- External Agencies
- The public
- Staff
- Trade Unions
- Current Supported Accommodation providers
- Current Supported Accommodation users 16-24 Year olds

Pre-Consultation Engagement

This section refers to any activities that took place (such as briefings, meetings, workshops, scoping exercises etc) with stakeholders before the formal consultation period.

3. What engagement activities took place prior to formal consultation and what feedback was received in relation to equality issues?

A number of initial engagement activities were conducted in 2015 to inform the proposed model.

A range of research, consultation and engagement and analysis has been undertaken, in order to more precisely identify the services which are required for an effective supported accommodation system. Learning from best practice in other local authorities includes the need to organise services along a positive pathway for young people

Consideration has been given to the preferred size of accommodation with smaller bed 4-6 bedded units preferred.

Feedback from young people identified the ideal model for most young people was independent living in flats with support when they needed it. However, young people commented on the need for rigorous assessment prior to living alone in an independent flat in the community and that this was not suitable for the most vulnerable young people. Provision of 24 hour support for those that need it the most was suggested, but the size of the unit should not be too large: one example was self-contained flats for up to 10 young people.

Feedback from professionals and providers confirmed that the Council should develop a pathway approach to delivering supported accommodation services, with assessment, progress (including

Coventry City Council Equality and Consultation Analysis (ECA) Form

specialist), and move on accommodation and support services. It also confirmed the findings from other local authorities who, on the whole, use shared accommodation service models.

The intention is to re-commission the current supported accommodation service. The proposed model is to provide small units of self-contained and shared accommodation with a range of support for 16-18 years olds and a small number of care leavers, in addition to provide floating support for vulnerable 16-18 year olds and care leavers, floating support and accommodation for teenage parents and specialised accommodation and support for teenage parents.

Provision for homeless 18 – 24 year olds previously sat together with provision for young people; this was returned to Housing in 2017. A new model for 18 – 24 year olds adults will be developed by Housing as part of the Homelessness Re-commissioning and a separate consultation process and ECA will be completed for this.

Analysis of Impact

In this section please ensure that you consider the three aims of the general duty as they affect **protected groups**. These groups are:

Age of young people who entered service during April 2016 to March 2017

35 (7%) young people were age 16 years compared to the Coventry 2011 Census of 7%.
121 (25%) young people were aged 17 years compared to the Coventry 2011 Census of 8%.

97 (20%) young people were aged 19 years compared to the Coventry 2011 Census of 14%.

136 (28%) young people were aged 18 years compared to the Coventry 2011 Census of 10%.

35 (7%) young people were age 16 years compared to the Coventry 2011 Census of 7%.
In total, 156 (32%) young people were aged 16/17 years.

Age of young people in the service during January 2019

40 (32%) young people were age 16 years compared to the Coventry 2011 Census of 7%.

73 (53%) young people were aged 17 years compared to the Coventry 2011 Census of 8%.

14 (9%) young people were aged 18 years compared to the Coventry 2011 Census of 14%.

6 (4%) young people were aged 19 years compared to the Coventry 2011 Census of 10%.

3(2%) young people were aged 20 years and above

In total, 113 (82%) young people were aged 16/17 years.

A significant number of young people were previously accessing homelessness services that were "all age" services; this service has allowed young people to access services more appropriate to their age. The impact of this has been a higher than expected number of 16 and 17 year olds accessing the service. One service provider exited the contract in January 2015, and consequently, availability of suitable shared accommodation was reduced, other services were spot purchased including small shared and single accommodation. The use of the single alternative accommodation can have a negative impact on some young people, as it can lead to isolation, anti-social behaviour (ASB) and additional placement moves for young people. The new commissioning model will have a positive impact by providing:

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- a) a greater range of accommodation services for clients who have been assessed as requiring supported accommodation.
- b) a focus on delivery specific accommodation for 16 and 17 year olds

Disability data of young people who entered service during April 2016 to March 2017

44 (47%) young people had Challenging behaviour (ADHD/Tourettes).

18 (19%) young people had Autistic spectrum condition.

13 (14%) young people had a Learning disability.

6 (6%) young people had Seizures or altered states of consciousness.

5 (5%) young people had a Physical (mobility) impairment.

4 (4%) young people had a Life-limiting illness.

2 (2%) young people had a Sensory (hearing) impairment.

0 (0%) Other disability

In total, 94 young people had a disability, however only 1 young person was identified by providers as being registered disabled.

Disability data of 138 young people in the service during January 2019

8 (6%) young people had Challenging behaviour (ADHD/Tourettes).

8 (6%) young people had Autistic spectrum condition.

3 (2%) young people had a Learning disability.

0 (0%) young people had Seizures or altered states of consciousness.

2 (1.5%) young people had a Physical (mobility) impairment.

0 (0%) young people had a Life-limiting illness.

0 (0%) young people had a Sensory (hearing) impairment.

1 (0.5%) Other disability

In total, 22 (16%) young people had a disability, this is significantly different to the data collected for the period April 2016 to March 2017 this is due to providers reporting those who were not formally registered with a disability.

There is not anticipated to be any negative or positive impact on this characteristic. A small number of units will be commissioned for young people with high support needs where the disability impacts on the support needs of the young person, this will be assessed via a needs and risk assessment.

Gender young people who entered service during April 2016 to March 2017

271 (58%) were male compared to the Coventry 2011 Census of 52%.

193 (41%) were female compared to the Coventry 2011 Census of 48%.

Gender young people in the service during January 2019

76 (55%) were male compared to the Coventry 2011 Census of 52%.

62 (45%) were female compared to the Coventry 2011 Census of 48%.

There is not anticipated to be any negative or positive impact on this characteristic. During the consultation process no issues were raised regarding mixed accommodation by service users or other stakeholders.

Gender reassignment young people who entered service during April 2016 to March 2017

3 (1%) young people are identified as transgender. 2 were transgender male to female and 1 was transgender female to male.

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Gender reassignment young people who were in the service during January 2019

0 (0%) young people are identified as transgender.

The data for this characteristic shows 0% of the young people identify with this characteristic.

Marriage/Civil Partnership young people who entered service during April 2016 to March 2017

106 young people were identified as never being married or being in a civil partnership.

Marriage/Civil Partnership young people who entered service during April 2016 to March 2017

138 young people were identified as never being married or being in a civil partnership.

Pregnancy/Maternity young people who were in the service during during April 2016 to March 2017

21 young people were identified as being pregnant, with a further 14 identified as giving birth during the past 6 months.

A number of young Fathers have wanted single accommodation which is currently offered by Valley House and accommodation for couples.

Pregnancy/Maternity young people who were in the service in January 2019

1 young person identified as being pregnant, with a further 11 identified as giving birth during the past 6 months.

A number of young parents have been supported in the floating support and accommodation services who were not eligible for support from Children's Services and were homeless with no social care involvement and the responsibility of Housing. This will lead to a reduction in the number of floating support and accommodation units required. Support for 18 – 24 year old parents who are vulnerable but whose baby is not known to social care will be considered as part of the recommissioning of adult homelessness services.

Ethnicity young people who entered service during April 2016 to March 2017

347 (76%) young people were White British compared to the Coventry Census of 69%.

5 (1%) young people were any other mixed background compared to the Coventry Census of 0.5%.

30 (7%) young people were African compared to the Coventry Census of 4%.

16 (3%) were White & Black Caribbean, 9 (2%) were any other white background.

5 (1%) were Caribbean, 2 (0%) were White & Asian, 5 (1%) were any other Black background. 2 (0%) were White Irish.

Ethnicity young people who were in the service during January 2019

83 (60%) young people were White British compared to the Coventry Census of 69%.

4 (3%) young people were any other mixed background compared to the Coventry Census of 0.5%.

11 (8%) young people were African compared to the Coventry Census of 4%.

2 (1%) were black Caribbean, 12 (9%) were any other white background.

2 (1%) were white and black Caribbean, 16 (12%) were White & Asian, 7 (5%) were any other Black background. 1 (1%) were White Irish.

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No issues regarding ethnicity were raised by stakeholders or service users during consultation, therefore it anticipated that this group will not be affected and no negative or positive impact is anticipated from the re-commissioning of services.

Religion/Belief young people who entered service during April 2016 to March 2017

The majority of young people were Christian, 50 (12%) compared to Coventry Census of 54%. However 322 (77%) young people said they had no religion or religion wasn't completed.

Religion/Belief young people who were in the service during January 2019

The majority of young people were Christian, 31 (22%) compared to Coventry Census of 54%. However 107 (77%) young people said they had no religion or religion wasn't completed.

No issues regarding religion/belief were raised by service users or stakeholders during consultation, therefore it anticipated that this group will not be affected and no negative or positive impact is anticipated from this re-commissioning of services, it is noted that some Muslim females may want single sex accommodation which is currently available.

Sexual orientation young people who were in the service during January 2019

79 (57%) young people were Heterosexual. 55(40%) were unknown, 2 (1.5%) were Bi-sexual, 2 (1.5%) were Gay and 0 (0%) were Lesbian. Sexual orientation data is not available from the Census.

Sexual orientation young people who entered service during April 2016 to March 2017

396(85%) young people were Heterosexual. 59(13%) were unknown, 5 (1%) were Bi-sexual, 6 (1%) were Gay and 1(0%) were Lesbian. Sexual orientation data is not available from the Census.

No issues regarding sexual orientation were raised by service users or stakeholders during in consultation, therefore it anticipated that this group will not be affected by commissioning of services.

The **three aims of the general duty** require that a public authority, in the exercise of its functions, must have due regard to the need to:

1. Eliminate discrimination, harassment and victimisation
2. Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
3. Foster good relations between persons who share a relevant protected characteristic and persons who do not share it

Note – when identifying potential impacts below, please only include impacts that may exist over and above general impacts that may affect the wider community/population. For example, a reduction in grant to Coventry Citizens Advice would affect all service users through a

Coventry City Council Equality and Consultation Analysis (ECA) Form

reduced level of first line advice being available to all – but it would affect the following groups more; age, disability, gender and race as they represent a larger proportion of the clients who use the advice service.

4. Outline below how this proposal/review could impact on protected groups positively or negatively, and what steps (if any) could be taken to reduce any negative impact that has been identified. *NB. only include realistic mitigating actions that could be delivered.*

This proposal is aimed at improving the supported accommodation provided for Children Services young people in Coventry. The recommended proposal will have the largest impact on LAC and CIN young people in a positive way.

To assess the equality impact of the project it is helpful to understand the characteristics of the whole LAC population and current supported accommodation population. The data below has been gathered as part of the project to re - commission supported accommodation in Coventry.

Protected characteristic	Coventry's Looked After Children (LAC) and Supported Accommodation Population.
Age	<ul style="list-style-type: none"> • The total population of Coventry in 2015 was 345,385 • The % of usual residents children in Coventry aged 0–15 years old is 19.6% 6.6% are 16-19 years old and 10.8% are 20-24 years old • This is higher than the rest of England which is 6.6% • In August 2016, Coventry had 2054 children who were on a Child in Need plan and 504 on a Child Protection plan. • The number of Looked after Children (LAC) has remained at around 580 since March 2016.
	<ul style="list-style-type: none"> • Coventry currently has 75 children placed in children's homes. • This number is relatively stable, but is higher than the national average. Coventry currently has 192 internal fostering and 252 placed with IFAs Fostering. • Coventry currently has 138 young people placed in Supported accommodation.
	<ul style="list-style-type: none"> • The age range of the young people in supported accommodation services in January 2019 was 16-24 years. • In total, 113 (82%) young people were aged 16/17 years.
Disability	<ul style="list-style-type: none"> • In total, 22 young people had a disability.
Gender	<ul style="list-style-type: none"> • During the data collection there were a total of 55% females and 45% males placed in supported accommodation provision aged 16-24 yrs.
Gender reassignment	<ul style="list-style-type: none"> • 0 (0%) young people are identified as transgender.
Sexual Orientation	<ul style="list-style-type: none"> • 79 (57%) young people were Heterosexual • 55(40%) were unknown • 2 (1.5%) were Bi-sexual • 2 (1.5%) were Gay and • 0 (0%) were Lesbian.

**Coventry City Council
Equality and Consultation Analysis (ECA) Form**

Ethnicity	<ul style="list-style-type: none"> • During the data collection the most dominant ethnic group were white British. • Other ethnic groups were significantly smaller e.g. white and Asian were 12%.
Religion/Belief	<ul style="list-style-type: none"> • The majority of young people were Christian, 31 (22%) compared to Coventry Census of 54%. • However 107 (77%) young people said they had no religion or religion wasn't completed.

5. Are there any other vulnerable groups that could be affected? i.e. deprivation, looked after children, carers.

As detailed above, this proposal will affect Looked after Children, but the aim is for this to be a positive change. The model for 18 – 24 Year olds adults will be developed by Housing as part of the Homelessness Recommissioning and a separate consultation process and ECA will be completed for this.

There is specific data on deprivation evidence shows users who currently access this service are from deprived areas of city.

6. What are the gaps in evidence? Can this be addressed during the consultation stage? If so, how?

There is a need to gather children's, stakeholder and staff feedback on the proposal. This consultation has taken place since 2015 running concurrently with the development of the ECA, and will be fed into section 2.

7. What are the likely impacts of this project/review on staff from protected groups?

The re-commissioning of supported accommodation services is likely to have a positive impact on 16/17 year olds and care leavers as a better range of services will be available. Specific beneficiaries will be those young people that are currently accommodated in single flats in the community, who would benefit from a provision that has support staff on site. Service specifications for the new services will require providers to deliver accessible, non-discriminatory services that meet the needs of all young people from protected groups, who are assessed as being eligible for supported accommodation.

Coventry City Council Equality and Consultation Analysis (ECA) Form

Part 2

This section should be completed AFTER the consultation stage has been concluded.

Author of this document: Penny Kay

Date of completion: 28.11.2018

Reviewed 4 March 2019

Post-Consultation

8. Referring to the information detailed in question 4 of Part 1 of the ECA Form, state if the consultation has confirmed the potential impacts identified that were identified. Also detail below any additional information about potential impacts that has been highlighted during the consultation.

A range of consultation activities were carried out to capture stakeholders' views on the proposal

These included:

1. Young People's Survey Consultation

In August 2018 a young people's consultation survey was undertaken. 51 young people who lived in supported accommodation completed a questionnaire on the proposed model.

The majority of young people were age 17 and 18 and living in single accommodation with floating support, shared housing with floating support and teenage parent accommodation.

92% of young people said their accommodation encouraged them to live healthy lifestyles and 94% said they felt safe in the accommodation. 88% said there were supported with independent living skills and maintaining their accommodation

47% of young people said they would prefer single gender accommodation and 43% mixed accommodation.

Key comments made by young people included

- More supported accommodation is needed
- Accommodation should be modern and homely
- There should be easy access to childcare, housing, financial support and employment
- There is insufficient supported accommodation for housing parents
- Supported accommodation is often not in a suitable area
- More single room supported accommodation is required.

Coventry City Council Equality and Consultation Analysis (ECA) Form

2. Provider and stakeholder telephone interviews and surveys

In October 2018 consultation on the proposed model was undertaken with stakeholders and providers. The consultation process comprised on-line surveys on Survey Monkey, InTend and a detailed telephone interview with key providers.

A table summarising the number of responses is detailed below:

Area	Number Completed
Social Care Teams – Through Care, LAC & Permanency, YOS, Area Teams & Health Services	10
Stakeholders - Current Providers	21
Stakeholders - National Providers	14
Total	text-align: center;">45

Key findings from the consultation were:

- 87% of providers and stakeholders said that floating support should be delivered by the accommodation provider.
- 95% of providers and stakeholders said that a crisis bed/crash pad was required.
- 89% of providers and stakeholders said that a training flat was required but identified that the length of stay would need to be sufficient to develop independence skills.
- 77% of providers and stakeholders preferred the option of commissioning lots that have a range of accommodation types delivered by the same provider. 9% of providers and stakeholders had no preference.

Additional comments included:

What is working well?

- Mix of accommodation types
- Floating support
- 24/7 support on site
- Outcome focused model

Improvements/challenges?

- Availability of accommodation
- Transition to adults
- Improved communication with social care and placements
- Regular forums to share good practice
- Move young people to Supported Accommodation earlier so providers have longer to achieve outcomes.
- Affordability for young people who work but also require support

Coventry City Council Equality and Consultation Analysis (ECA) Form

- Local Authority decisions can be led by cost not need
- Turnover of social care staff
- Lack of emergency accommodation
- Need for block contracts to allow providers to plan provision and enable better value for money

Other issues

- The tender should state the outcomes model that should be used by all providers e.g. outcomes star
- Need for additional mental health services
- Providers need support to source accommodation - new providers from outside Coventry may not enter the market unless accommodation is provided as part of the bid.

3. Provider event

In December 2018 a provider event was held to consult in further detail on the proposed supported accommodation model. Invitations were sent to all Coventry supported accommodation providers, all providers on the West Midlands Supported Accommodation Framework and advertised nationally on In Tend.

32 delegates attended the event from 19 organisations.

Feedback from providers included:

Crisis Bed

- Providers asked for clarification about how a crisis bed would operate if the support is provided by Coventry City Council Edge of Care services, as there are often difficulties when two organisations deliver services. It was clarified that Edge of Care will deliver all support to the young person and their family, and the provider will be responsible for providing the accommodation and any out of hour's emergencies.
- Some providers reported that matching may be difficult if the crisis bed is attached to shared provision. Consideration should be given to delivering the crisis bed in self-contained accommodation.

Support Hours

- Providers reported that they sometimes experience delays in the approval for additional support hours. The process for approving an increase in support hours via authorisation from the Operational Lead and Resource Panel was clarified.
- The support hours for low/medium support young people will reduce from 10 hours to 5 hours after the first four weeks. This will be automatic and will not require approval.
- All increases in support hours are tracked and a review date agreed to assess whether the hours could be stepped down.
- Providers commented that referral information is sometimes limited, particularly in relation to emergency placements. Placements confirmed that work is currently taking place to review and improve referral information.

Coventry City Council Equality and Consultation Analysis (ECA) Form

Tender Process

- The tender process will accept individual, consortia and sub-contracting applications.
- Some providers expressed concern that establishing a consortium arrangement takes a significant amount of time and requires on-going management support to ensure that the partnership is working effectively.

Commissioning Lots

- Some providers commented that the scale of the Lots was too large for a number of smaller providers and the Lots needed to be more flexible. If they remain at 3 Lots of mixed accommodation/support then providers that offer a targeted service may be unable to tender unless they join a consortium or sub-contract.
- Consideration should be given to amending the Lots from the number of units based on the type of accommodation to the number of units based on the needs of young people (low need, high need etc). Providers would then be responsible for determining the accommodation type.
- Confirmation is needed to clarify whether a provider will be able to tender for more than one Lot. This will be detailed in the tender documents.
- Consideration should be given as to whether there could be a flex around the age of the service for Teenage Parents. It is currently 16-18 but could support be offered up to 24?
- Providers raised the issue of the availability of suitable accommodation in Coventry which may prevent new providers from tendering. The timescale in the tender from award to contract commencement may not give new providers adequate time to source accommodation. Consideration will be given to staggering the start date and/or the contract not commencing until accommodation has been purchased or leased. Commissioning and Procurement will notify providers with information on the availability of accommodation if they are advised of any vacant premises by landlords.

As a result of the provider event the Lots were amended to include one Lot of mixed provision and five Lots of separate types of provision. An additional month was also added to the implementation phase to allow providers more time to source accommodation.

Outcome of equality impact

9. Indicate which of the following best describes the equality impact of this project/review:

There will be **no** equality impact if the proposed option is implemented

There will be **positive** equality impact if the proposed option is implemented

There will be **negative** equality impact if the proposed option is implemented but this can be objectively justified

There will be both **positive and negative** impacts if the proposed option is implemented

**Coventry City Council
Equality and Consultation Analysis (ECA) Form**

Summary of ECA

Next steps

Please send this completed ECA to the Insight Team as follows:

Wendy Ohandjanian (wendy.ohandjanian@coventry.gov.uk tel. 7683 2939)

Jaspal Mann (jaspal.mann@coventry.gov.uk tel. 7683 3112)

Version Control

Version	Date	Summary of changes (Author)
1.0.0	26.05.16	Initial release (Jaspal Mann)

Appendix B - Legal Framework

Supported accommodation is the term given to the support the City Council provides to children aged 16-18, who are the responsibility of Childrens Services, including a small number of care leavers, children who are homeless or at risk of homelessness, including children in Need (CIN), Looked After Children (LAC), children at risk of or involved in offending behaviour, and teenage parents aged 16-24 years who are pregnant or have children. The City Council has a statutory duty to provide accommodation to persons under 18 who have been assessed as requiring accommodation under the Children Act 1989, or because they are owed a continuing duty under the Children and Social Work Act 2017 and duties towards homeless children under the Housing Act 1996

The local authority has a range of statutory responsibilities that are dealt with, in part, through the provision of the current supported accommodation contracts. These are outlined below:

Care Leavers

Care leavers in England have a range of entitlements set out in legislation to ensure that they are properly housed.

Under the Children and Social Work Act 2017 the City Council is responsible for Care Leavers up to the age of 25. This act supplements the Children Act 1989 and places a duty on the Local Authority to financially support and meet the housing needs/costs of care leavers until their eighteenth birthday, and to maintain contact with them until they reach their twenty fifth birthday. This responsibility includes the provision of suitable accommodation. The City Council manages this responsibility primarily through the 'Through Care Services' team and where accommodation is required for Care Leavers this is provided through the Supported Accommodation contracts where:

- Children leave care aged 16 or 17; the Local Authority is responsible for their accommodation as a 'corporate parent'
- Children leave care at 18, there is no responsibility for Children's Services to provide accommodation, except where it is assessed that their welfare requires it. If their welfare does not require it then the responsibility for housing care leavers aged 18 plus falls to the Housing Authority.

16-17 Year Olds

Once they have approached the local authority for help, 16 or 17 year olds may be provided with interim accommodation under the homelessness legislation whilst a 'child in need' assessment is carried out. This means that some homeless 16 – 17 year olds may become looked after under s20 Children Act 1989 and therefore the responsibility of Children's Services.

Under the Children Act 1989 the City Council is required to provide accommodation for people who are 1) under the age of 18 who have been subject to a care order and 2) aged 16 or 17 whether or not they have previously been in care, if their welfare is likely to be 'seriously prejudiced'. Additionally, and as a result of the Southwark judgement, any 16 or 17 year old is considered to be a Child in Need if homeless. As such the City Council is required to provide appropriate accommodation and support for this group. The Children and Social Work Act 2017 extends the definition of a Care Leaver to include a Former Relevant Child under the age of 25 and therefore the Local Authority will continue to have responsibilities beyond the age of 18 whether in full-time Education or not.

Homeless adults aged 18+

The City Council also has a general Housing duty for homeless adults, a 'main homelessness duty' which is owed where the authority is satisfied that the applicant is eligible for assistance, unintentionally homeless and falls within a specified priority need group. Priority needs groups include those with dependent children or a pregnant woman and people who are vulnerable in some way e.g. because of a mental illness or physical disability, including care leavers under the age of 25 years.



A separate report is submitted in the private part of the agenda in respect of this item in accordance with Schedule 12A of the Local Government Act 1972 as amended. The grounds for privacy are that it contains information relating to the financial and business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption under Schedule 12A outweighs the public interest in disclosing the information.

Cabinet

09 April 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:

All

Title:

Network Lease Agreement Extension – Digital Strategy

Is this a key decision?

Yes - This decision has financial implications exceeding £0.5m.

Executive Summary:

Prior to 2014 the Council had developed and installed a 140km Metropolitan Area Network (MAN) of fibre across the city. This was to connect council sites and schools to the council's core network and provide services such as internet connectivity. In 2014 the MAN was sold to City Fibre following approval at Council on 10th April 2014 (minute 162/13 refers). The Council received a capital receipt for the sale as well as retaining a right of use ("the Network Lease Agreement") over the network for the term of agreement ending in June 2029.

In 2018 City Fibre announced an investment of £60m into the City to provide Fibre to the Home in a partnership with Vodafone – providing internet connectivity for residents.

Due to the economy of scale derived from the Fibre to the Home partnership with Vodafone, City Fibre have also submitted a proposal to the Council for an expansion and extension of the council's existing lease agreement for the network.

A fibre network is important to the council for many reasons. As an organisation it is a fundamental part of our computer network, connecting all our buildings to the relevant systems, files and the internet. Having a high speed, resilient fibre network for the organisation is a building block for the digital transformation of the council which directly supports the aims and objectives of the One Coventry programme.

As stated in the council's Digital Coventry strategy - having access to high speed internet is now often described as the fourth utility – and is an important consideration for residents and businesses when considering living, working or investing in a city. In supporting the City Fibre Fibre to the Home programme residents will have the potential to access very high quality and speed internet connections. This has onwards benefit to us as an organisation as it opens up more possibilities for greater digital engagement with our citizens.

Recommendations:

Cabinet are requested to:

- 1) Approve that the terms of the current Network Lease Agreement with City Fibre are amended as detailed in the private report.
- 2) Delegate authority to the Deputy Chief Executive (People), following consultation with the Director of Finance and Corporate Services, to undertake the necessary due diligence and to enter into the necessary legal agreement to secure the amendments to the Network Lease Agreement with City Fibre.

List of Appendices included:

None

Background papers:

None

Other useful documents

Cabinet and Full Council report dated 10th April 2014 – Metropolitan Area Network (MAN) Disposal

Has it been or will it be considered by Scrutiny?

No

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

No

Will this report go to Council?

No

Report title: Network Lease Agreement Extension – Digital Strategy

1. Context (or background)

- 1.1 Prior to 2014 the Council had developed and installed a 140km Metropolitan Area Network (MAN) of fibre across the city. This was to connect council sites and schools to the council's core network and provide services such as internet connectivity. In 2014 the MAN was sold to City Fibre following approval at Council on 10th April 2014 (minute 162/13 refers). The Council received a capital receipt for the sale as well as retaining a right of use ("the Network Lease Agreement") over the network for the term of agreement ending in June 2029.
- 1.2 When the network was sold, City Fibre's business model was focused on business connections. The aspiration was for City Fibre to expand the network further to businesses. The terms of the current lease are set out in the private section of the report.
- 1.3 In 2018, City Fibre announced an investment of £60m into the City to provide Fibre to the Home in a partnership with Vodafone – providing internet connectivity for residents.
- 1.4 Details regarding the financial aspects of the current lease agreement are contained in the associated private report due to its commercial sensitivity.
- 1.5 The council's current lease includes a right of use of 330 connections (largely these are the connections that were sold to City Fibre but does include new sites like One Friargate).
- 1.6 At the end of the current lease agreement, the council's network connections with City Fibre will be charged at the commercial/market rate at that time. At present this is £350 per month per connection. Therefore, for the council's current 330 connections, the authority would need to pay circa £1.4m a year to use the network at its current size.
- 1.7 Due to the economy of scale derived from the Fibre to Home partnership with Vodafone, City Fibre have also submitted a proposal to the Council for an expansion and extension of the council's existing lease agreement for the network.

2. Options considered and recommended proposal

2.1 Option 1: Do nothing (Not recommended)

- 2.2 The council could consider the option of not proceeding with the proposed extension and expansion. At the end of the current lease agreement, the council's network connections with City Fibre will be charged at £350 per month per connection. Therefore, for the council's current 330 connections, the authority would need to pay circa £1.4m a year to use the network at its current size.

2.3 Option 2: Proceed with proposed extension and expansion (This is the recommended option)

- 2.4 The council could consider the network lease extension and expansion proposal that has been presented by City Fibre.
- 2.5 Full details regarding the proposal are contained in the associated private report due to its commercial sensitivity however a summary of the proposal includes:
 - The council's lease will be extended for an additional 16 years to run until 2045.

- The council currently pay a surcharge of between 25% - 50% for any moves, adds or changes to any connections on the network – this was part of the original lease agreement. As part of this new proposal the surcharge is reduced to a flat rate of 10% for any moves add or changes. This means that any changes or moves required to fibre as part of any of the ongoing development of the city will attract a lower cost.

2.6 The resourcing for this can be met from currently approved resources. Further details of the financial aspect relating to the lease extension are set out in the private section of this report.

3. Results of consultation undertaken

3.1 Not required

4. Timetable for implementing this decision

4.1 If approved by Cabinet, the current City Fibre network lease agreement will be amended to include the details of the extension and expansion by the end of April 2019.

4.2 The work to provide all of the additional connections to the City Council will be complete by the end of the City Fibre Fibre to the Home programme which is currently scheduled for completion Quarter 3 of 2021.

5. Comments from the Director of Finance and Corporate Services

5.1 Financial implications

The resourcing for this proposal can be met from currently approved resources. The detailed financial implications are included in the private section of the report.

5.2 Legal implications

State Aid

- 5.2.1 Article 107 (1) of the Treaty on the Functioning of the European Union ("Treaty") states "...any aid granted by a Member State or through State resources in any form whatsoever which distorts or threatens to distort competition by favouring certain undertakings or the production of certain goods shall, in so far as it affects trade between Member States, be incompatible with the internal market."
- 5.2.2 The Treaty does not define in any more detail what constitutes state aid. However, the term has been interpreted to include the provision of grants, loans on favourable terms, the transfer of assets at less than the market rate, and tax advantages. Not all state aid is unlawful, and it is possible to justify some types of financial assistance under pre - approved mechanisms.
- 5.2.3 It is possible that a third party (and/or European Commission) who has not received state aid could bring legal proceedings in the UK courts for damages. Such a claim could, for example, be brought by a competitor who feels it has suffered loss because it has not been given aid.
- 5.2.4 A recipient can be ordered to repay all aid received over a ten-year period if the European Commission finds it has been provided unlawfully. It is no defence that repayment may force the recipient into insolvency.

- 5.2.5 Market Economy Investor Principle ("MEIP") can provide an appropriate mechanism to potentially justify aid to any third party following the Council's investment into the proposal by City Fibre. The investment does not automatically constitute state aid if the Council carries out prior due diligence that demonstrates that investments are likely to generate sufficiently high returns and that a private prudent investor would have made the same investment. i.e. the Council can invest in the proposal in return for an appropriate commercial return which would satisfy the expectations of a private prudent investor.
- 5.2.6 The risk of state aid is not dependent upon whether the financial return is actually ever achieved by the Council, as whether state aid exists or not is assessed at the time of the funding advanced, but there must be a realistic prospect of the financial return being achieved by the Council.
- 5.2.7 The Council has undertaken external specialist state aid advice which in summary concludes that the commercial transaction proposed by City Fibre does satisfy the MEIP test as the proposal shows an appropriate commercial return which would satisfy the expectations of a private prudent investor.

Procurement

- 5.2.8 As this is relation to fibre there are specific exclusions under Regulation (8) of the Public Contracts Regulations 2015 and Regulation (11) of the Concession Contracts Regulations 2016 which states it does not apply to public contracts, or design contests, for the principal purpose of permitting contracting authorities to provide or exploit public communications networks or to provide to the public one or more electronic communications services.
- 5.2.9 In addition, the City Fibre proposal is a property transaction as it only relates to the extension of the current Network Lease Agreement. The procurement rules do not apply to grant of a lease where building obligations do not arise, since nothing is being procured.

6. Other implications

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

Expanding and extending the lease of a full fibre network supports the Council Plan, in particular the "Globally Connected" and "Making the most of our assets" themes.

6.2 How is risk being managed?

The Council has incorporated a risk management strategy in its governance procedures. The Council will follow this strategy in order to identify and manage the risks associated with this proposal.

6.3 What is the impact on the organisation?

This proposal provides longer term certainty with regards to the organisations core ICT network. This network enables all of the council building to access the essential and relevant digital resources such as systems, computer files and the internet.

6.4 Equalities / EIA

No equality impact assessment has been carried out as the recommendations do not constitute a change in service or policy.

6.5 Implications for (or impact on) the environment

None

6.6 Implications for partner organisations?

None

Report author(s):

Name and job title:

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Head of ICT and Digital

Directorate:

People

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Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
David Ashmore	Director of Housing and Transformation	People	15/03/19	15/03/19
Lara Knight	Governance Services Co-ordinator	Place	15/03/19	15/03/19
Ewan Dewar	Finance manager	Place	15/03/19	15/03/19
Paul Jennings	Finance manager	Place	15/03/19	15/03/19
Gurbinder Singh Sangha	Corporate and Commercial Lead Lawyer	Place	15/03/19	15/03/19
Names of approvers for submission: (officers and members)				
Barry Hastie	Director of Finance and Corporate Services	Place	18/03/19	18/03/19
Oluremi Aremu	Major Projects Lead Lawyer, Legal Services	Place	15/03/19	15/03/19
Gail Quinton	Deputy Chief Executive (People)	People	15/03/19	15/03/19
Councillor J Mutton	Cabinet Member for Strategic Finance and Resources	-	18/03/19	18/03/19

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

Agenda Item 8

<p>CONFERENCES/SEMINARS</p> <p>AUTHORITY FOR ATTENDANCE</p>

THIS FORM TO BE USED FOR COUNCILLORS (FOR ATTENDANCE BOTH IN AND OUTSIDE THE U.K.) AND FOR EMPLOYEES (OUTSIDE THE U.K. ONLY OR, IF ACCOMPANYING A COUNCILLOR, INSIDE THE UK)

1. Title of Conference	The Middle East Real Estate Forum: Where East meets West	
2. Organising Body	Birmingham City Council / Estates Gazette	
3. Location	United Arab Emirates	
4. Date(s)	Sat 27 th April to Thu 2 nd May 2019	
5. Councillor(s) recommended to attend	None	
6. Employee(s) recommended to attend	Martin Yardley – Deputy Chief Executive (Place)	
7. Cost per person, including travel, etc (Note: If total cost is less than £100, formal Cabinet/Cabinet Member approval is not required)	Accommodation	£600
	Travel	£3,500
	Total per person(A)	£4,100
	Visit support costs	£200
	Subsistence	£200
	Insurance	N/A
	Visa	N/A
	Sub-total expense (B)	£400
	Total cost(A+B)	£4,500
	8. Is participation at this event as part of a group	Yes
9. If so, how many people IN TOTAL will be attending the event as part of that group	<p>The West Midlands delegation will consist of six:</p> <ul style="list-style-type: none"> • Birmingham City Council <ul style="list-style-type: none"> ○ Leader ○ Corporate Director of Inclusive Growth ○ Principal Capital Investment Officer • Coventry City Council, Deputy Chief Executive • City of Wolverhampton, Chief Executive • West Midlands Growth Company, Chief Executive 	
10. Is there anyone travelling with the Member, officer or group in relation to	No	

December 2018

<p>whom any of the costs of travel, accommodation or any other expense will be paid for by a Member or officer. If "YES" please state number.</p>	
<p>11. Source of Funding (Cost Code)</p>	<p>10952 (international Development)</p>
<p>12. What are the reasons for attendance and what benefits to the City Council are expected from attendance</p>	<p>A visit to the United Arab Emirates for the purposes of capital investment promotion activity including 1:1 investor meetings and destination promotional activity.</p> <p>Attending provides the opportunity to meet with key individuals / investment funds who are looking for investment opportunities in cities in the West Midlands.</p> <p>Key objectives of the visit:</p> <ul style="list-style-type: none"> • Meet with some of the world's largest Sovereign Wealth Funds to promote key investment opportunities in Coventry. • Facilitate new networks and connections with active investors and real estate professionals in the UAE. • Raise awareness in the key Gulf capital markets of the City and region and the benefits of investing over other locations in UK and Europe. • Highlight the existence and benefits of major assets such as UKBIC, NAIC and Friargate, including related economic growth opportunities and delivery timescales. • Contribute in inbound capital investment to underpin real estate development that will be home to business rate raising businesses. • Demonstrate Coventry and the region's openness as an investment location and economy to an already interested investor base. <p>Completed By/Signed:</p> <p>Date:</p>
<p>13. Is this conference part of an overall project involving further visits in the future?</p>	<p>Not at this stage.</p> <p>Repeat visits may be required following any investment successes.</p>
<p>14. Recommendation of Cabinet Member/ Cabinet/Chair of any other City Council Committee</p> <p>(a) Are you satisfied that there is a genuine reason for attendance and genuine benefit for the Council?</p>	<p>YES/NO</p> <p>YES/NO</p>

December 2018

(b) Will Councillor attendance affect the decision-making processes of the Council?	YES/NO
(c) Is attendance recommended?	YES/NO Signed: Date:
15. Cabinet Member's recommendation	<input checked="" type="radio"/> YES/ <input type="radio"/> NO Signed: <i>Jim O'Neil</i> Date: 28.3.19
16. Leader's recommendation	YES/NO Signed: <i>Jepp Ryan</i> Date: 28/3/2019
17. Person responsible for booking conference following approval of attendance	Name: Audrey Cowell Department: Place Directorate Telephone No: 024 7697 2481

THIS FORM SHOULD NOW BE RETURNED TO
THE DIRECTOR OF RESOURCES (Room CH 59)

FOR RESOURCES DIRECTORATE'S USE ONLY

Decision	Cabinet Member/Cabinet
APPROVED / NOT APPROVED	Date:

Notification to:	<u>YES/NO</u>	<u>DATE</u>
(a) Officer responsible for booking conference		
(b) Councillor attending		
(c) Member of Management Board		
(d) Members' Services		
(e) Committee Officer		

Date report back obtained	
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Date of meeting of Scrutiny to receive report back	
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Cabinet

9th April 2019

Name of Cabinet Member:

Cabinet Member for Policy and Leadership – Councillor G Duggins

Director approving submission of the report:

Deputy Chief Executive (Place)

Ward(s) affected:

N/A

Title:

Outstanding Issues

Is this a key decision?

No

Executive summary:

This report is to identify those issues on which further reports have been requested or are outstanding so that Members are aware of them and can monitor their progress.

Recommendations:

The Cabinet are recommended to consider the list of outstanding items as set out below, and to ask the Member of the Management Board concerned to explain the current position on those which should have been discharged at this meeting or an earlier meeting.

List of Appendices included:

Table of outstanding issues

Other useful background papers:

None

Has it or will it be considered by scrutiny?

N/A

Has it, or will it be considered by any other council committee, advisory panel or other body?

No

Will this report go to Council?

No

**Report title:
Outstanding Issues**

1. Context (or background)

- 1.1 In May 2004, the City Council adopted an Outstanding Minutes system, linked to the Forward Plan, to ensure that follow-up reports can be monitored and reported to Members.
- 1.2 The Table appended to the report outlines items where a report back has been requested to a future Cabinet meeting, along with the anticipated date for further consideration of the issue.
- 1.3 Where a request has been made to delay the consideration of the report back, the proposed revised date is identified, along with the reason for the request.

2. Options considered and recommended proposal

- 2.1 N/A

3. Results of consultation undertaken

- 3.1 N/A

4. Timetable for implementing this decision

- 4.1 N/A

5. Comments from Director of Finance and Corporate Services

- 5.1 Financial implications

N/A

- 5.2 Legal implications

N/A

6. Other implications

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

N/A

- 6.2 How is risk being managed?**

This report will be considered and monitored at each meeting of the Cabinet

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

N/A

- 6.4 Equalities / EIA**

N/A

6.5 Implications for (or impact on) the environment

N/A

6.6 Implications for partner organisations?

N/A

Report author(s):

Name and job title:

Lara Knight
Governance Services Co-ordinator

Directorate:

Place

Tel and email contact:

E-mail: Lara.knight@coventry.gov.uk
Tel: 024 7683 3237

Enquiries should be directed to the above person.

Contributor/approver name	Title	Directorate or organisation	Date doc sent out	Date response received or approved
Contributors:				
Names of approvers: (officers and Members)				

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

Appendix 1

	Subject	Minute Reference and Date Originally Considered	Date For Further Consideration	Responsible Officer	Proposed Amendment to Date For Consideration	Reason for Request To Delay Submission Of Report
1.	<p>Creation of a Public Spaces Protection Order for St Michaels and Surrounding Area – Public Consultation</p> <p>Report on the outcome of the public consultation and final proposals in respect of the Order</p>	<p>Minute 111/18</p> <p>12th February 2019</p>	To be confirmed	<p>Deputy Chief Executive (Place)</p> <p>Craig Hickin / Liam Nagle</p>		

* identifies items where a report is on the agenda for your meeting.

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A of the Local Government Act 1972.

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