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### **Communities and Neighbourhoods Scrutiny Board (4)**

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**Time and Date**

10.00 am on Thursday, 23 January, 2020

**Place**

Committee Room 3, Council House, Coventry

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**Public Business**

1. **Apologies and Substitutions**
2. **Declarations of Interest**
3. **Minutes** (Pages 3 - 8)
  - a) To agree the Minutes of the previous meeting held on 19 December, 2019
  - b) Matters arising
4. **Outcome of Christmas Waste Collection 2019** (Pages 9 - 10)

Briefing Note of the Scrutiny Co-ordinator
5. **Temporary Accommodation Charging Policy** (Pages 11 - 54)

Briefing Note of the Deputy Chief Executive (People)
6. **Communities and Neighbourhoods Scrutiny Board (4) Work Programme and Outstanding Issues** (Pages 55 - 60)

Report of the Scrutiny Co-ordinator
7. **Any Other Items of Public Business**

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

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

Wednesday, 15 January 2020

Note: The person to contact about the agenda and documents for this meeting is Suzanne Bennett Tel: 024 7697 2299 Email: [suzanne.bennett@coventry.gov.uk](mailto:suzanne.bennett@coventry.gov.uk)

Membership: Councillors F Abbott, N Akhtar (Chair), M Ali, R Ali, R Bailey, T Mayer, C Miks, R Thay, S Walsh and L Kelly (Deputy Chair of the Scrutiny Co-ordination Committee)

By invitation Councillors P Hetherton, T Khan, G Lloyd, D Welsh

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.

**Suzanne Bennett**

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**Coventry City Council**  
**Minutes of the Meeting of Communities and Neighbourhoods Scrutiny Board (4)**  
**held at 10.00 am on Thursday, 19 December 2019**

Present:

Members:                                   Councillor N Akhtar (Chair)

Councillor F Abbott  
Councillor M Ali  
Councillor R Ali  
Councillor R Bailey  
Councillor T Mayer  
Councillor R Thay  
Councillor C Thomas (substitute for Councillor C Miks)  
Councillor S Walsh

Other Members:                        Councillor J Mutton (Cabinet Member for Strategic Finance and Resources)

Employees (by Directorate):

Place                                       S Bennett, N Cowper, S Elliott, G Holmes, A Walster

Apologies:                               Councillor C Miks and Councillors P Hetherton and G Lloyd (Cabinet/Deputy Cabinet Members for City Services)

## **Public Business**

### **22.     Declarations of Interest**

There were no declarations of interest.

### **23.     Minutes**

The Minutes of the meeting held on 14 November, 2019 were agreed and signed as a true record.

### **24.     Development of a Regional Materials Recycling Facility with Partnering Authorities**

The Scrutiny Board considered a Briefing Note of the Deputy Chief Executive (Place) which provided an update on the progress on the development of a regional Materials Recycling Facility with partnering authorities. A copy of the report relating to this matter, which was approved by Council on 3 September, 2019, was appended to the Briefing Note.

The Council currently pays c. £1.6million per year to the private sector for the treatment of recyclable material collected in Coventry (including haulage to the treatment facility in London and any recycle value benefit). This cost has increased substantially over the last five years. Evidence from recent procurement exercises in both Coventry and neighbouring authorities shows that this upward

trend of costs is likely to continue with substantial rises as the private sector continues to move the risk of end market prices and legislation more and more to local authorities.

Therefore in 2017/18 a feasibility study was undertaken to consider the technical and economic viability of developing a Material Recycling Facility to serve Coventry, neighbouring authorities and commercial businesses across the region. This study indicated a positive business case, subject to more detailed information.

A detailed business case has concluded that a facility with a capacity of 120,000 – 175,000 tonnes would be commercially viable. Coventry City Council currently collects c.24,000 tonnes of recyclable waste per annum.

The Scrutiny Board questioned the officers on aspects of the Briefing Note and the report, and received answers and assurances on a number of issues including:-

- The partnership arrangements and any potential risk for the Council
- The financial benefits for the Council
- The access arrangements to the site and how the likely impact on traffic flows in the area could be reduced by planning routes and access times (avoiding peak times) with partners
- Consideration being given to using “cleaner” vehicles
- Groundwork being undertaken on the site, including relocating trees of value and interest within the site and additional planting
- The procurement process
- The number of potential new jobs the facility will create
- The Business Case for the facility; issues relating to state aid; the breakdown of shareholders interests; and how the Council will fund the development

In relation to the shareholders interests, it was noted that information relating to this issue would be circulated to the Scrutiny Board Members.

The Scrutiny Board expressed their support for the proposal and welcomed the opportunities it will provide, both financially and environmentally.

**RESOLVED that the Scrutiny Board note and welcome progress on this issue and request a further update in March/April, 2020.**

## 25. **Recycling Performance in Coventry**

The Scrutiny Board considered a Briefing Note of the Deputy Chief Executive (Place), together with a presentation at the meeting, which outlined steps being undertaken to increase the rate of recycling in Coventry.

The presentation covered:-

- Challenges
- Engagement and Communication
- Student/Transient population

- Confusion/disillusion
- Culture
- Contamination

New Team – Education Officers

- In cab computers – data analysis
- Targeted projects
- City wide contamination awareness/reduction project

Government Waste Strategy:-

Sets out the Government proposals to “preserve our stock of material resources by minimising waste, promoting resource efficiency and moving towards a circular economy”

Specification of a core set of dry recyclable materials to be collected from all households and businesses

Weekly separate food waste collections

Toughening penalties for waste criminals

Deposit Return Scheme

Producer Pays

The Scrutiny Board questioned officers on aspects of the Briefing Note and received answers and assurances on a number of issues including:-

- Enforcement powers and penalties available to the City Council
- The Government’s proposals in relation separate and weekly food waste
- Data collected in relation to types of recycling
- Work undertaken to encourage compliance from residents, including financial incentives
- Work undertaken with housing associations
- Best practise from other Local Authorities and European Cities
- Information provided to residents re contamination in bins and the use of social media in this regard
- Targets for recycling
- Work being undertaken to introduce recycling bins in the City Centre

**RESOLVED that progress be noted and that the Cabinet Member for City Services be recommended to consider putting recycling information stickers on all recycling bins.**

26. **Update on Recycled Road Surface Materials in Coventry**

The Scrutiny Board considered a Briefing Note which provided an update on the performance of recently laid road surfacing containing different types of waste recycled materials.

In 2018, the Cabinet Member for City Services supported Highways Officers in looking into using recycled plastic pellets made from waste plastic products in road materials (asphalt mixes). Significant preparatory work was undertaken, including working with Cumbria County Council, who had already laid trials of this material. Working with supply chain partners, Tarmac, trials of different recycled materials were laid in the following roads:-

- Montalt Road – Rubber and plastic
- Birmingham Road – Rubber and Plastic
- Sandy Lane, Cheveral Avenue, Lydgate Road – Rubber and plastic
- Guilsborough Road – Rubber

Inspections of these sites over the last year or so has revealed no noticeable deterioration and the roads are performing in line with expectation of a standard asphalt road over this time period. Tarmac also recommended a trial of asphalt containing rubber from waste tyres as an alternative way of providing road surfaces with environmental benefits. A more in-depth analysis was appended to the report.

Discussions around the use of both plastic waste and rubber waste in asphalts is ongoing across the industry. Highways England have recently started to use the rubber mix on trunk roads and motorways. Current views within the bitumen industry is that waste plastic materials do not bond properly when mixed into bitumen, meaning that the surface might break up sooner than if it did not contain plastic. There are also debates continuing into how much extra heat is required to melt and mix the plastic and hence that the plastic additive is not environmentally friendly. Another concern is how the plastic waste will behave when the surface is finally removed in relation to pollution. At this time, there are no British or European Standards for asphalts containing waste material, so all roads laid using this material are at the Council's risk.

The Scrutiny Board noted Highways England, Tarmac and the City Council were recently shortlisted for the Highways Awards Ceremony (Highways Magazine) in London, for the innovative product of the year for asphalt containing rubber.

The Briefing Note concluded that the trials completed so far in Coventry have been successful and no undue deterioration of surfaces has been noted. There is enough concern within the industry about the use of waste plastic material in asphalt to suspend the use of it until more industry research is carried out. There is sufficient evidence that the use of shredded rubber in asphalt is effective in terms of improvement to the product and environmental benefits.

The Briefing Note recommends that Coventry Highways Team should continue to lay a proportion of rubber mix asphalt as part of the overall surfacing programme and that the Council should further modify its approach to recycled materials in roads as research is carried out and such materials become more widely available.

The Scrutiny Board asked questions and received answers and assurances in relation to a number of issues including the equipment used to lay the recycled

material (which is the same as that used for conventional materials) and any difference in costs (none).

The Scrutiny Board welcomed work undertaken in this regard and asked that they be kept informed of any developments and innovations relating to this matter.

**RESOLVED that the Scrutiny Board support the conclusions of the Head of Highways with respect to the future strategy for the use of recycled materials in asphalt mixes where these will be used in Coventry roads and that this recommendation be forwarded to the Cabinet Member for City Services.**

**27. Communities and Neighbourhoods Scrutiny Board (4) Work Programme and Outstanding Issues 2019/20**

The Scrutiny Board received and noted their Work Programme for 2019/20.

**28. Any Other Items of Urgent Public Business**

There were no other items of urgent public business.

(Meeting closed at 11.30 am)

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Coventry City Council

## Briefing note

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**To: Communities and Neighbourhoods Scrutiny Board (4)**

**Date: 23<sup>rd</sup> January 2020**

**Subject: Outcome of the Christmas Waste Collection 2019**

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### **1 Purpose of the Note**

- 1.1 Communities and Neighbourhoods Scrutiny Board requested an update on the outcome of the Christmas Waste Collection.

### **2 Recommendations**

- 2.1 Communities and Neighbourhood Scrutiny Board note the outcome of the Christmas Waste collection and make recommendations to the Cabinet Member for City Services to improve the Christmas Waste Collection in 2020.

### **3 Background and Information**

- 3.1 Communities and Neighbourhoods Scrutiny Board requested an update the Christmas Waste collection following their meeting on 13<sup>th</sup> February 2019.
- 3.2 A presentation will be delivered at the meeting by the Head of Waste and Fleet Management, which will allow the most to date information to be provided, and will outline the following;
- Performance
  - Challenges
  - Communication
  - Considerations for 2020

**Victoria Castree**  
**Scrutiny Co-Ordinator**  
**Place**  
**02476 971699**

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Coventry City Council

## Briefing note

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**To: Communities and Neighbourhoods Scrutiny Board 4**

**Date: 23 January 2020**

**Subject: Temporary Accommodation Charging Policy**

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### **1 Purpose of the Note**

- 1.1 To inform and update Scrutiny Board 4 on progress made with the Temporary Accommodation Charging Policy Consultation.

### **2 Recommendations**

- 2.1 Consider the information provided within this Briefing Note and its appendices.
- 2.2 Identify any Recommendations for the Cabinet Member for Communities and Housing for the improvement of the draft policy and supporting documents and/or consultation approach.

### **3 Information/Background**

- 3.1 On 5<sup>th</sup> January 2020 there were a total of 689 households living in Temporary Accommodation (TA) provided by Coventry City Council: 390 were families with dependent children (lone and two parent families) and 285 were single people or childless couples. Temporary Accommodation used by the Council includes: B&Bs and hotels, hostels, private rented homes and Housing Association homes.
- 3.2 The majority of households placed into TA do not currently contribute towards the rental and Council Tax costs or the utilities (gas, water and electricity) they use. The Council also meets the full cost of storage of personal belongings.
- 3.3 The Housing and Homelessness service reported an overspend of £3 million in 2018/19, despite an additional £2.7 Million of resource. This overspend is set to increase unless the Council undertakes a range of activities to both reduce spend and increase income.
- 3.4 The Council are currently consulting upon the introduction of a 'Temporary Accommodation Charging Policy'. The proposed policy contains the following elements:
  - **Utilities and Council Tax:** Making households in Temporary Accommodation responsible for the Council Tax and the utilities they use.
  - **Storage:** Households in temporary accommodation will pay to store their belongings.
  - **Licence Fee:** Households who are not entitled to full housing benefit because they work and/or have 'excess income' will be asked to make an affordable contribution towards the rent, through a licence fee.
- 3.5 If the policy, as it currently stands, is approved it is projected that the Council will save £400,000 per year through households paying for the utilities they use; £163,000 per year through households paying for their own storage and between £200,000 and £220,000 through the introduction of a licence fee (this is dependent on the preferred licence fee charge – a question in the consultation survey).

- 3.6 In addition to the economic case for change, a key policy outcome is that single people and families are tenancy ready by the time they move out of Temporary Accommodation and into Permanent Accommodation. To do this the Council will look to:
- Focus on independent living – single people and families will be able to manage their money effectively by the time they leave Temporary Accommodation
  - Provide Appropriate Support - Where single people and families experience financial budgeting difficulties support will be provided through the recommissioned homeless support service
  - Only charge proportionately - charging will be based upon what people can pay; the Council will not charge indiscriminately.
- 3.7 The Draft Temporary Accommodation Charging Policy can be found in **Appendix 1: TA Charging Policy: Pre-Consultation Draft** and the Key Changes Document can be found in **Appendix 2: Temporary Accommodation Charging Policy – Key Changes**.
- 3.8 **Reasons for Homelessness**
- 3.9 The main reason for homelessness for households owed a duty in Coventry is “Family no longer willing or able to accommodate” (18%), “Ending of an Assured Shorthold Tenancy by a private landlord” (15%) and “domestic abuse” (11%).
- 3.10 Rent arrears as a contributory factor to homelessness is not recorded in every case; it is only recorded as a sub-category in some reason for homelessness categories (e.g. end of Private Rented Tenancy). In these circumstances and where the field has been completed 17% have disclosed rent arrears.
- 3.11 Given the lack of reliable data around rent arrears as a contributory factor to homelessness, and any financial difficulties faced by households more widely, the full extent to which the introduction of a Temporary Accommodation Charging Policy may impact those in financial hardship cannot be easily identified using data sets, alone.
- 3.12 An initial equalities impact assessment has been carried out which explored the potential financial hardship that some individuals or groups may experience in detail and is contained in **Appendix 2: TA Charging Policy ECA – Part 1**.
- 3.13 Pre-consultation listening sessions took place in November 2019 with a wide range of third sector service providers who work with homeless households to help understand any potential impact but also to help in the development of the draft policy and the consultation approach.
- 3.14 The consultation has been designed to provide the Council with a richer picture around the impact and benefits the policy may have, which includes how it could exacerbate the financial difficulties some households may be experiencing.
- 3.15 The feedback received will be considered throughout analysis and solutions explored, such as the use of Discretionary Housing Payments and advice services.
- 3.16 **Consultation Approach and Responses**
- 3.17 Consultation started on 13th December 2019 with the publication of an online survey on the Let’s Talk engagement platform – a copy of the survey can be found in **Appendix 4 – Temporary Accommodation Charging Policy Consultation Survey**. Consultation will end on 7th February 2020.
- 3.18 Households in Temporary Accommodation were informed of the consultation on this date through letter and email (in cases where email addresses have been disclosed). Households in TA were given the option to have their say via an online survey on the ‘Let’s Talk’ website and/or through a focus group.

- 3.19 On 7<sup>th</sup> January 2020 there were total of 75 responses to the online survey - the majority came from Coventry Residents (44%) and Coventry City Council Employees (36%).
- 3.20 People living in Temporary Accommodation made up 13.3% of respondents which is only 1.45% of all households living in Temporary Accommodation. In addition, no one living in Temporary Accommodation has expressed an interest in attending a focus Group.
- 3.21 In order to increase the number of responses, the following activities will take place over the coming weeks:
- Visiting Officers working with homeless people will take out flyers and surveys with them to spread awareness of the consultation and respond to any queries.
  - Many of the families who work with an 'excess income' (and therefore most likely to be impacted) are being temporarily accommodated in Caradoc Hall. Flyers are being placed in Caradoc Hall and Officers will discuss the consultation with all new residents at the point of letting.
  - A focus group is being organised with survivors of domestic abuse, in partnership with Coventry Haven, to enable survivors to ask questions and have their say in a safe environment.

**Name: Jim Crawshaw**

**Job Title: Head of Housing and Homelessness**

**Contact Details: [Jim.Crawshaw@coventry.gov.uk](mailto:Jim.Crawshaw@coventry.gov.uk)**

**Appendix 1: TA Charging Policy: Pre-Consultation Draft**

**Appendix 2: Temporary Accommodation Charging Policy – Key Changes.**

**Appendix 3: TA Charging Policy ECA – Part 1.**

**Appendix 4: Temporary Accommodation Charging Policy Consultation.**

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## APPENDIX 1

### Temporary Accommodation Charging Policy

#### 1. Scope

- 1.1 The Policy details the framework Coventry City Council proposes to use to charge a licence fee to homeless households living in Temporary Accommodation where they are not entitled to full housing benefit or have failed to make an application for housing benefit.
- 1.2 The Policy also details the framework Coventry City Council will use to charge for Council Tax, Utilities and any furniture the tenant has in storage.
- 1.3 An abbreviations and jargon buster can be located in Appendix 1

#### 2. Introduction & Aims

- 2.1 The Council has the power to require the payment of reasonable charges in accordance with s206(2) Housing Act 1996. The charges are for the use and occupation of the accommodation and it is anticipated the majority of households will be entitled to either full or partial housing benefit.
- 2.2 In all housing tenures, housing providers set a standard expectation that rental payments are the responsibility of residents; either through direct payments from their salary/income and/or (where entitled) through the application and receipt of housing benefit. It is therefore imperative that the Council supports the development of the financial skills of those living in temporary accommodation, so they are not only able to secure more permanent accommodation but also sustain that accommodation.
- 2.3 The Council is committed to ensuring Temporary Accommodation charges are affordable for everyone and therefore any licence fee that households will be expected to pay will be capped at Coventry's Local Housing Allowance (LHA) rates or median rent rates (dependent on consultation) detailed in section 6.1 below.
- 2.4 The licence fee a household may be required to pay will not be the full rental cost of the property but is a reasonable charge to the household for use and occupation. The difference between the rental cost from the landlord and the household contribution (licence fee) will be met, at a cost, by the Council.
- 2.5 The Council also has a duty to provide storage for homeless households to place their furniture in if they become homeless and there would be a risk that their furniture would need to be disposed of. Local Authorities are legally allowed to charge households for this service at a level at which would be affordable for an individual household. Coventry City Council have not historically charged households any amount towards this cost but will do so in line with this policy, as outlined in section 10.

### 3. Objective of the Policy

3.1 The objective of the Policy is to ensure that the licence fee charged for temporary accommodation is affordable to all, meets the operational costs of temporary accommodation provision or as much as it reasonably can, does not act as a disincentive for households to work while ensuring a fair charge to those who can afford to pay.

### 4. Guiding Principles

4.1 The Council are proposing the following guiding principles:

- **Focus on independent living** – single people and families will be able to manage their money effectively by the time they leave Temporary Accommodation
- **Provide Appropriate Support** - Where single people and families experience financial budgeting difficulties support will be provided through the recommissioned homeless support service
- **Only charge proportionately** - charging will be based upon what people can pay; the Council will not charge indiscriminately.

### 5. Legislative framework

5.1 The principles of the policy are in line with the City's Housing and Homelessness Strategy (2019-24) and is compliant with;

- Housing Act 1996 Part VII (as amended)
- Homelessness Reduction Act 2017.
- Homelessness Code of Guidance for Local Authorities (2018)
- Equality Act 2010

### 6. Housing Benefit and the recovery of Licence Fee

6.1 All households entering Temporary Accommodation will be expected to complete a Housing Benefit application as some customers will be eligible for assistance towards the licence fee through housing benefit. The Council will provide support to households to ensure that a housing benefit claim is made.

6.2 Housing Benefit will be assessed on the full rental charge of the temporary accommodation.

6.3 The outcome of the housing benefit claim will determine what charges will apply as follows:

- Where the household is entitled to full housing benefit no licence fee will apply.
- If the household is not eligible for full housing benefit due to the amount of income they receive, the Council will apply a maximum licence fee equivalent to their reduction in housing benefit due to excess income up to a capped amount. The capped amount will be in line with either the current Local Housing Allowance (LHA) rates or median rent rate (to be determined following consultation – detailed in section 6.1 below) which will be determined by the size of the property.
- Where households cannot reasonably afford the licence fee the Council will carry out a financial assessment to determine an affordable charge.
- If a household fails to apply for housing benefit the Council will expect them to pay the full licence fee however, where the household cannot afford this a financial assessment can be carried out to determine a reasonable charge. If a tenant is eligible for housing benefit or other welfare assistance such as Discretionary



Housing Payments but does not apply or provide follow up information required for the claim they will be expected to pay the full charges for the temporary accommodation.

6.4 Coventry City Council recognises some people may be unable to pay the full amounts (for example they are subject to the Benefit Cap) and therefore an affordability assessment will be completed where appropriate.

6 Licence Fee Charges - Charges passed on to the Household (where applicable)

6.1 The licence fees for temporary accommodation are set to ensure every household has the same fee level regardless of income, or the location of the accommodation. **The fee will be determined following public consultation.** The two fee options the Council are choosing to consult on are:

- Option 1 – The Local Housing Allowance (LHA) rate
- Option 2 – The Median Rent rate

6.2 The Local Housing Allowance (LHA) levels are set nationally and are the maximum housing costs a household would receive through Housing Benefit/Universal Credit.

6.3 The Median Rent Rate has been based upon the Valuation Office Median Rent Rate – this is the average of the two middlemost rent rates for the City.

6.4 The levels of Local Housing Allowance (LHA) and Median Rent Rates in Coventry as of the 01/07/19 are set out below:

Property size	Licence fee (per week)	
	LHA Rate	Median Rate
Shared accommodation:	£69.65	£81.92
1-bedroom accommodation:	£92.05	£126.92
2-bedroom accommodation:	£114.82	£150.00
3-bedroom accommodation:	£132.04	£173.08
4-bedroom accommodation:	£175.79	£230.77

6.5 The Council will review the fee levels annually and any variation will be based on property size, location, LHA or Median Rent rates and any potential impacts from welfare reform. All licences will receive a minimum 28 days written notification of any variation.

7 Other Charges

7.1 In addition to the licence fee, households living in temporary accommodation will be expected to pay other household bills, including Council Tax, Utilities (Gas, Water and Electricity) and where applicable the cost of storing furniture and other personal belongings.

8 Council Tax Charges

8.1 Council Tax Charges will vary, and it will be dependent on the size and location of the property. The amount of Council Tax charged will be based on the current council tax banding scheme.

[www.coventry.gov.uk/info/55/council\\_tax/2285/council\\_tax\\_bands\\_and\\_charges](http://www.coventry.gov.uk/info/55/council_tax/2285/council_tax_bands_and_charges)

## 9 Utility Charges

- 9.1 Gas, electricity and water charges will be the responsibility of the licensee, it is the intention of the Housing and Homelessness Service to move to pre-payment meters, where pre-payment is not an option the licensee will remain responsible through monthly or quarterly billing.

## 10. Storage Charges

- 10.1 The Council has a duty to take reasonable steps to prevent loss or prevent/mitigate damage to the personal property of the applicant and their household if the Council have reason to believe that there is a danger of loss or damage to the property and that there are no other suitable arrangements for the property. This duty applies whilst there is a risk of loss or damage.
- 10.2 All households will be expected wherever possible to make their own arrangements for the storage of their furniture and personal items.
- 10.3 Where the household has not been able to arrange this independently, the Council will arrange for furniture and personal items to be collected and stored by their preferred contractors. The Act makes provision for reasonable charges to be made for this under s211 (4) Housing Act 1996.
- 10.4 Households will be expected to pay the full storage costs including collection of the items, storage and delivery from storage to the follow-on destination. If the household cannot afford to pay upfront, they will be able to pay in instalments. They will be asked to sign an agreement which requires them to pay instalments on a regular basis. This will be a condition of the storage contract.
- 10.5 If the cost is not met or the instalments not maintained the items in storage may be disposed of. Where the household is unable to meet the cost of furniture storage they may be eligible for help from the Discretionary Housing Payment Scheme (DHP). Applications for DHP will be subject to a financial assessment (See section 12).
- 10.6 If items in storage (arranged by the Council on behalf of the applicant) are not removed within the requisite notice period of 28 days (Section 41 of the Local Government Act 1982), the items will be disposed of (following relevant regulations) and the full cost of the storage and disposal will be charged to the owner.
- 10.7 When storage is arranged by the Council, but the items to be stored are refused by the storage provider (for example, where there is evidence of infestation which may affect other storage areas or items), the household will have to arrange alternative storage as it would require the Council to take unreasonable steps in seeking alternative arrangements.

## 11 Responsibilities of the Licensee

- 11.1 All licensees will be provided with and be required to sign a condition of occupancy agreement (licence). The licence fee is part of the licence agreement and conditions of occupancy.
- 11.2 The licensee is responsible for applying and pursuing their housing benefit claim, including providing any relevant documentation to support their claim.

11.3 The licensee is responsible for applying and pursuing any other relevant welfare benefit, such as but not limited to Discretionary Housing Payment including providing any relevant documentation to support their claim.

11.4 The licensee must pay the licence fee on time.

11.5 The licensee must inform the Council's Housing and Homelessness Service of any changes that will affect either their ability to pay the licence fee and/or the amount of housing benefit they receive.

11.6 The licensee will also be responsible for the payment of Council Tax, Utility charges (gas, water and electricity) and furniture storage (where this is has been provided).

## 12. Discretionary Housing Payments

12.1 Households who are in temporary accommodation, in receipt of partial housing benefit and are not able to pay the remaining licence fee due to financial difficulties, can apply for help through the Discretionary Housing Payment scheme. If eligible, payments can be awarded up to the licence fee. Individuals will need to make an on-line application to the Benefit Service and meet the requirements of the scheme to qualify.

## 13. Arrears

13.1 The Council intends for Licensees to be informed of any arrears in a prompt and timely manner with a view that early intervention can help tenants with arrears.

13.2 Arrears will be recovered following the Council's Housing and Homelessness Service arrears escalation procedure, the ethos is for early intervention and will involve officers making contact with customers, assisting with benefit claims, sending arrears reminder letters and setting up payment plans as customers with high arrears will be given the option to pay in instalments.

13.3 Eviction proceedings through legal action will be the final option available to the Council and will only be used once the Council is satisfied no further routes for recovery exist. This process will involve customers being issued a Notice to Quit giving 28 days to vacate the property, the Council will seek to recover costs incurred because of legal proceedings.

13.4 Any potential notice will be subject to a case review and sign off from an officer who is senior to the officer intending to serve notice.

## 14. Former Arrears

14.1 If a Licensee leaves temporary accommodation owing a debt, these outstanding charges are called former arrears and will follow a separate recovery process. Action will be taken to recover these arrears and households will be pursued for outstanding debts.

## 15. Complaints

15.1 Coventry Council operates a complaints procedure that is open to all residents including tenants in temporary accommodation. A copy of the complaint procedure can be accessed at:  
[www.coventry.gov.uk/info/5/contact\\_the\\_council/545/comments\\_compliments\\_and\\_complaints/3](http://www.coventry.gov.uk/info/5/contact_the_council/545/comments_compliments_and_complaints/3)

## 16. Performance

16.1 The service intends to monitor;

- Total income due
- Total income collected
- Total arrears current
- Total arrears former debt

16.2 Other performance reports and statistics will be collected for management purposes.

## Appendix 1

### Abbreviations / Jargon

Tenants – Licence holders within temporary accommodation, assured shorthold tenancies are never used for temporary accommodation.

Licence / Occupancy agreement – An agreement signed by the tenant, it will clearly set out responsibilities for the tenant and Council.

Licence fee – A fee charged for the use and occupation of the property. The licence fee is equivalent to the household's reduction in housing benefit due to excess income up to a capped amount. The capped amount will be in line with either the current Local Housing Allowance (LHA) rates or median rent rate (to be determined following consultation – detailed in section 6.1)

LHA / Local Housing Allowance – This is used to work out how much Housing Benefit that can be paid as rent.

TA – Temporary Accommodation, Accommodation used to house customers who are homeless and owed a statutory duty under s188 or s193 of the Housing Act 1996.

Subsidy gap – the limit the Government will pay through Housing benefit towards the cost of Temporary Accommodation, any difference or gap is covered by the Council.

DHP – a discretionary housing payment is subject to eligibility criteria and can be awarded to help with housing costs. You can only get DHP if you are eligible to claim either Housing Benefit or the housing element of Universal Credit.

Section 41 - S41 Local Government Act 1982 entitles the authority to give notice in writing requiring the collection of property, if this is not done the property will vest in the Local Authority.

Provider charge – The cost the Council pays to private sector providers of temporary accommodation.

# Temporary Accommodation Charging Policy

## Key Changes



# Temporary Accommodation Charging Policy - Key Changes

Proposed Change	What does the current policy say?	Why change?
<p><b>Households in Temporary Accommodation (TA) will pay for their Utilities and Council Tax.</b></p> <p>To make all homeless households that live in temporary accommodation (other than B&amp;Bs and hotels) responsible for the payment of council tax and for the utilities (gas, electricity and water) they use.</p> <p>The Council will continue to pay the utility costs for households living in hotels and bed and breakfast (B&amp;Bs). This is because utilities are included in the 'nightly let' rates and not easily separated out.</p> <p>The Council will work with Temporary Accommodation providers to set up pre-payment gas and electricity meters. The cost to the household will depend on how much they use.</p> <p>Prepayments meters will help households manage their budgets and prevent them getting into debt during their time in Temporary Accommodation.</p>	<p>The Council does not have a consistent approach to who pays for utilities and Council Tax. People living in hostel accommodation, housing association and <b>some</b> private rented TA currently pay their utility costs.</p> <p><b>Most</b> households in private rented TA and all households in hotels and B&amp;Bs do not pay for their utilities - Coventry City Council currently covers these costs. People in Hotels and B&amp;Bs are not liable for Council Tax.</p> <p>The Council currently spends over £800,000 per year on utilities for people in temporary accommodation.</p>	<p>Most local authorities in Britain ask homeless households to pay for the utilities they use, and Council Tax.</p> <p>The policy will increase consistency between households living in private rented temporary accommodation, hostels and housing association properties.</p> <p>By asking households in temporary accommodation to pay for the utilities they use it is expected that the Council will save at least £400,000 per year.</p> <p>Households need to be able to demonstrate they are tenancy ready before securing permanent accommodation. With support from the Council's newly recommissioned support services households will develop the budgeting skills and experience needed to hold down a permanent tenancy.</p>



## Temporary Accommodation Charging Policy - Key Changes

Proposed Change	What does the current policy say?	Why change?
<p><b>Households in temporary accommodation will pay to store their belongings.</b></p> <p>Households with items in storage will have to pay the full cost of removals and storage. The Council will continue to arrange for the removal and storage of the furniture.</p> <p>The amount a household will have to pay will be dependent on the amount they put into storage. Prices for storage currently range from £24 per week to £72 per week. The average cost of removals is £347.</p> <p>The Council accepts that some households will struggle to pay the full weekly costs so there will be a repayment scheme to help spread the costs of storage. An affordability assessment will be carried out for all households to help determine the weekly payment amounts.</p> <p>Some households will be able to apply for help through the Discretionary Housing Payment scheme.</p>	<p>The Council currently stores homeless households' furniture, and other items, free of charge with a private storage company.</p> <p>Furniture removals and storage currently costs the Council over £163,000 each year. There is no limit set on how many items a household can put into storage. This means the Council pays no storage costs for some households and a considerable amount for others.</p>	<p>Most local authorities in Britain ask homeless households to pay for furniture removals and storage. Coventry City Council are one of the few who do not.</p> <p>If homeless households paid the full cost of removals and storage themselves it would save the Council around £163,000 each year. Charging for storage may encourage households to organise and prioritise the items they place into storage - reducing the costs to themselves.</p>



# Temporary Accommodation Charging Policy - Key Changes

Proposed Change	What does the current policy say?	Why change?
<p><b>Households who are not entitled to full housing benefit because they work and/or have 'excess income' will be asked to make an affordable contribution towards the rent.</b></p> <p>There would be no change for households on full Housing Benefit - they would not be required to make <b>any contribution to the rent on the property.</b></p> <p>The Council is consulting on how much the affordable contribution should be - the two options are:</p> <p><b>Option 1 - UP TO the Local Housing Allowance</b>  <b>Option 2 - UP TO the median rent for the City</b></p> <p>The rent rates under each option is contained in <b>table 1.</b></p>	<p>Households in temporary accommodation and not in receipt of full housing benefit because they have 'excess income' (around 20% of households) do not make any contribution towards the rent.</p> <p>An unintended consequence appears to be that people get used to having extra money - some households have turned down permanent homes because they will have to pay rent.</p> <p>The Council currently pays the full cost of the rent that is not covered by housing benefit and this costs the City more than £400,000 per year.</p>	<p>Most local authorities in Britain ask for a contribution from homeless households, alongside leading charities like Womensaid.</p> <p>The Council and partners working with homeless households are concerned that people are not learning the budgeting skills needed to make them tenancy ready. The Council has recommissioned new support services to support households to develop the skills needed to ensure tenancy readiness.</p> <p><b>Option 1</b> could save the Council around £200,000 per year.</p> <p><b>Option 2</b> could save the Council around £220,000 per year.</p>





## Temporary Accommodation Charging Policy - Key Changes

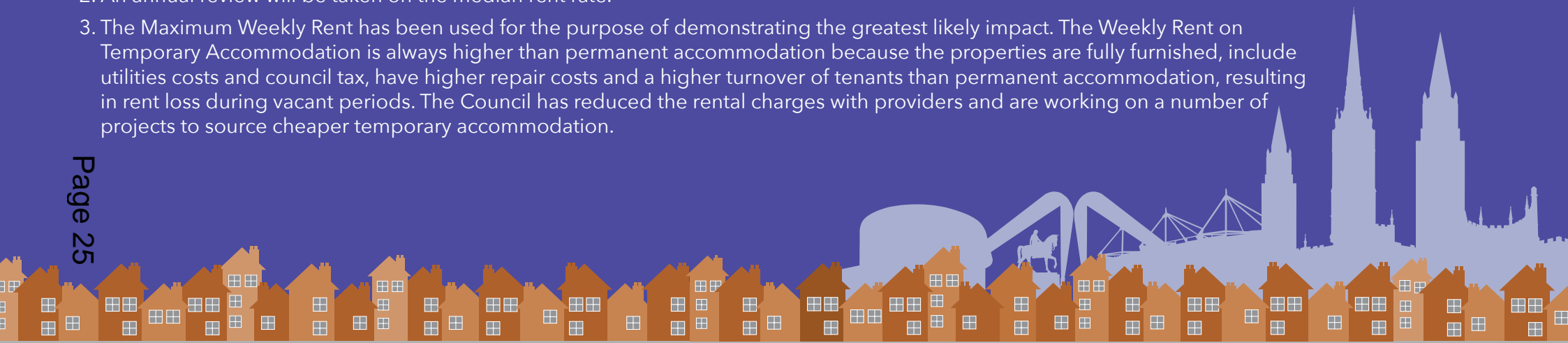
**Option 1: The Local Housing Allowance (LHA) rate** - levels are set nationally and are the maximum housing costs a household would receive through Housing Benefit/Universal Credit.

**Option 2: The Median Rent rate** - The Median Rent Rate has been based upon the Valuation Office Median Rent Rate - this is the average of the two middlemost rent rates for the City.

The levels of Local Housing Allowance (LHA) and Median Rent Rates in Coventry as of the 01/07/19 are set out below:

<b>Table 1</b>	<b>Council Currently Pays (Maximum Weekly Rent<sup>3</sup>)</b>	<b>Option 1 - Local Housing Allowance (LHA) Rate<sup>1</sup> Households Pays (Maximum Weekly Charge)</b>	<b>Option 2 - Median Rate<sup>2</sup> Households Pays (Maximum Weekly Charge)</b>
<b>Shared Accommodation</b>	<b>£385.00</b>	<b>£69.95</b>	<b>£81.92</b>
<b>1 Bedroom Accommodation</b>	<b>£420.00</b>	<b>£92.05</b>	<b>£126.92</b>
<b>2 Bedroom Accommodation</b>	<b>£455.00</b>	<b>£114.82</b>	<b>£150.00</b>
<b>3 Bedroom Accommodation</b>	<b>£525.00</b>	<b>£132.04</b>	<b>£173.08</b>
<b>4 Bedroom Accommodation</b>	<b>£595.00</b>	<b>£175.79</b>	<b>£230.77</b>

1. The Local Housing Allowance Rate will be subject to change in line with housing benefit legislation
2. An annual review will be taken on the median rent rate.
3. The Maximum Weekly Rent has been used for the purpose of demonstrating the greatest likely impact. The Weekly Rent on Temporary Accommodation is always higher than permanent accommodation because the properties are fully furnished, include utilities costs and council tax, have higher repair costs and a higher turnover of tenants than permanent accommodation, resulting in rent loss during vacant periods. The Council has reduced the rental charges with providers and are working on a number of projects to source cheaper temporary accommodation.



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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.*

## Form 1

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

**Author of this document: Samantha Richardson**

**Name of ECA and Service: Temporary Accommodation Charging Policy: Housing and Homelessness Service**

**Head of Service: Jim Crawshaw**

**Date of completion: 14<sup>th</sup> November 2019**

### *Background to the planned changes*

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#### **1. What is the background to the planned changes? Why is this change being considered?**

At the end of October 2019 there were a total of 619 households living in temporary accommodation (TA) provided by CCC; 383 were families and 236 were single people. Temporary accommodation used includes:

- Bed and Breakfast and Hotels
- Hostels, some of which provide specialist support services
- Private rented accommodation
- A small number of properties provided by a Housing Association

The service reported an overspend of £3M in 2018/19, despite an additional £2.7M of resource. In 19/20 the additional resource rises to £6.1M, which reduces in 2020/21 by £1M. It is imperative that the service undertakes a range of activities to both reduce spend and increase income.

#### **Current Position**

Coventry does not currently charge households placed in Temporary Accommodation (TA), this means:

- **Council Tax;** The majority of households living in TA do not pay for council tax, it is included in the cost met by CCC
- **Utilities;** The majority of households living in TA do not pay for utilities, it is included in the cost met by CCC
- **Furniture storage;** No households in TA meet any of the costs of storing their furniture this is all paid for by CCC

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

- **Rental Charges:** No household makes a contribution to the rent on the property, including those in receipt of partial housing benefit, and those not eligible for housing benefit, due to excess income

### Temporary Accommodation Charging Policy

The Council has the power to require the payment of reasonable charges for accommodation in accordance with s206(2) Housing Act 1996. In order to address the financial pressures the Council are looking to consult on the implementation of a Temporary Accommodation Charging Policy. The policy will have four elements – rent, utilities, storage and council tax.

The current costs and potential savings from each element are as follows:

#### Rent - Excess income:

Households with excess income living in TA cost in excess of £400k per annum, and CCC will meet this cost for all households from April 2020 when the responsibility for TA for single people will transfer to the Council. This charging policy, if implemented, would allow a proportion of these costs to be recovered. The Council expect to make £200k savings through rental income.

#### Ineligibles (Utilities):

Utility costs for most households living in TA cost in excess of £800K per annum\*, and as above CCC will meet for all households from April 2020. By allowing these charges to be passed onto households in TA, and negotiation with landlords, it is expected that a large proportion of these costs could be saved. The Council expect to make an annual saving of £400k through households paying for the utilities they use.

#### Storage:

The Council's forecast spend on storage charges is £163k for the 2019/20 financial year. This cost would expect to reduce to near zero following the implementation of the policy. Households may still be entitled to DHP support, however. The Council expect to make an annual saving of £163k.

#### Council tax:

By making tenants, instead of landlords, liable for Council Tax it is expected that nightly TA rates would be reduced. However, many households will be entitled to Council Tax support which would offset a large proportion of the benefits. Further work is currently being undertaken to establish the overall financial impact to the Council.

In addition to the economic case for change, a key policy outcome is that single people and families are tenancy ready by the time they move out of Temporary Accommodation and into Permanent Accommodation to ensure tenancy sustainability. To do this the Council will look to:

- **Focus on independent living** – single people and families will be able to manage their money effectively by the time they leave Temporary Accommodation
- **Provide Appropriate Support** - Where single people and families experience financial budgeting difficulties support will be provided through the recommissioned homeless support service

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

- **Only charge proportionately** - charging will be based upon what people can pay; the Council will not charge indiscriminately.

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

- People currently living in temporary accommodation, who have lived in temporary accommodation or are at risk of homelessness
- Coventry's Homelessness Forum
- Third Sector Organisations, in particular:
  - Specialists in housing and benefits advice
  - Agencies who support women who have experienced domestic violence or abuse
  - Agencies who support the BAMER community
  - LGBTQ+ organisations
  - Agencies who support children impacted by homelessness
  - Agencies who support and advice people with disabilities

### *Pre-Consultation Engagement*

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*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 (if any) was received in relation to equality issues?

#### *Analysis of Impact*

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

Age  
Disability  
Gender reassignment  
Marriage/Civil Partnership  
Pregnancy/Maternity  
Race  
Religion/Belief  
Sex  
Sexual Orientation

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:

- Eliminate discrimination, harassment and victimisation

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

- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it

#### **4. Outline below how this proposal/review could impact on protected groups positively or negatively, and what steps/mitigations (if any) could be taken to reduce any negative impact that has been identified.**

An Equalities Impact assessment has been completed using housing and homelessness and housing benefits data for the period April – October 2019. The data set includes equalities information on the 930 main applicants temporarily accommodated during this time. In addition, data on the sex (gender) and age of all people in the households was also obtainable – a total of 1925 people, including children.

The Council's housing and homelessness service does not currently capture data on gender recognition therefore it is not possible to capture potential impact at this time. The impact will be explored during consultation.

#### **Utilities, Council Tax and Storage**

The range and variety of temporary accommodation currently utilised by the Council has resulted in inconsistent approaches to payment of utilities – some households already pay for their utilities and council tax whilst the majority do not. This is particularly true for people living in supported accommodation, and in receipt of full housing benefit of which will not cover utilities.

Similarly, the vast majority of adults regardless of housing tenure are required to pay for their utility usage including those in receipt of welfare benefits because the cost of utilities is included as part of payments for daily living expenses.

It is currently assumed therefore that there will be no negative equalities impact, based on any protected characteristic. Nonetheless, the impact of these elements will be explored during consultation.

The equalities impact of the rental element of the policy is explored, in detail, below.

## AGE

The proportions of each age group have stayed relatively stable over the past five years. Younger adults make up 24% of main homelessness applicants whilst 57% are aged 26-45. Adults over the age of 45 are far less likely to approach the Council for support for homelessness and be awarded main homelessness duty.

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

Table 1 - Age of Main Applicant	Sum of Count	% of Grand Total
<16 or (blank)	2	0%
16-25	222	24%
26-35	314	34%
36-45	218	23%
46-55	120	13%
56-65	42	5%
66-75	11	1%
76-85	1	0%
<b>Grand Total</b>	<b>930</b>	<b>100%</b>

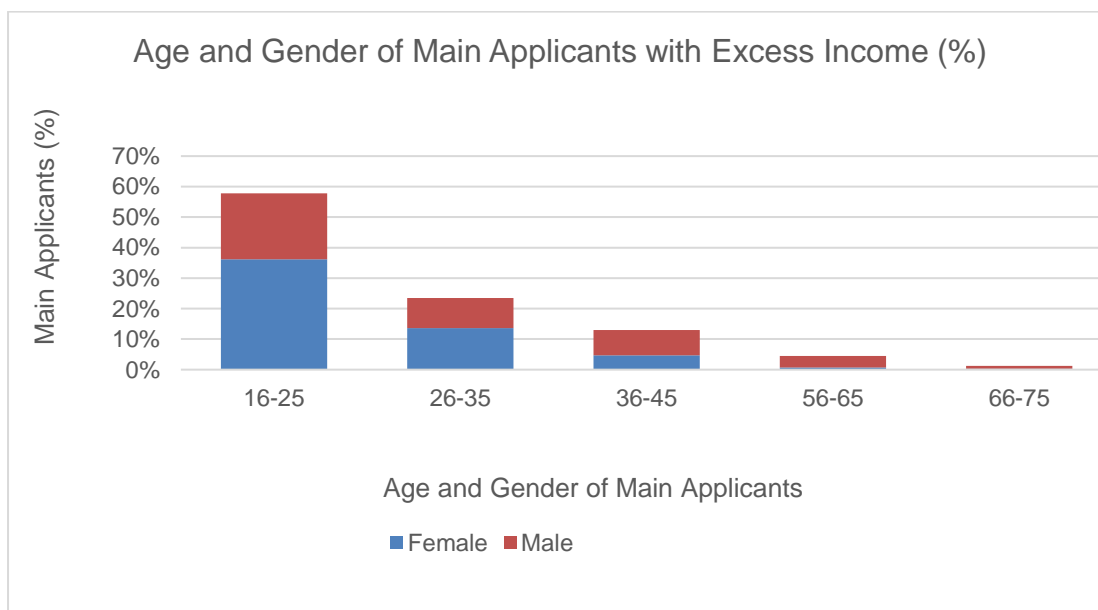
Table 2 – Age of all Household Members	Count of Case Id	% of Grand Total
<18	793	41%
18-27	383	20%
28-37	366	20%
38-47	244	12%
48-57	92	5%
58-67	36	2%
68-77	10	1%
78-87	1	0%
<b>Grand Total</b>	<b>1925</b>	<b>100%</b>

### All family members

Exploring impact on the wider family unit reveals 41% of those living in temporary accommodation are children under the age of 18. This accords with national data in that the majority of statutory homeless households are families/parents with dependent children.

### Adults – Rental Element

Younger adults (16-25) make up just over half (56%) of the lead housing benefit applications for those households deemed to have an excess income whilst those aged 26-35 make up a further 25% of those in receipt of partial housing benefit.



Housing is less affordable for young people because they earn less than older age groups. In addition, single people under 35-years old without children can only claim housing benefit on the cost of one room in shared accommodation. The impact of the rental element on young single adults has been explored – 48% of households in receipt of partial housing benefits are aged 18-35 years olds and the lead applicant of a family unit; 34% of main applicants are recorded as being a single person 35 and under.

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

Whilst there is the potential for nearly a third of those who would be required to make a contribution towards their rent being impacted by the one-room rent rate it is not usual practice to place a homeless single person in under-occupied temporary accommodation. Therefore, in circumstances where a young person is deemed to be earning excess income it is extremely unlikely that they will be asked to make a contribution towards the licence fee/rent on any other room in the property. The impact of the rental element of the policy is therefore likely to be minimal.

### Children – Rental Element

Exploring the impact of the rental element of the policy on children reveals 50% of households who will be expected to make a contribution towards their rent have one or more children. The data also reveals:

- 23% of those who will be expected to make a contribution are young lone parents (aged 16-25)
- 7% are members of a two-adult household with children where the main applicant is a young person

Research into the social development and educational attainment of homeless children has demonstrated negative impact; the causes can range from practical challenges including keeping track of their school uniform and having no quiet place to do homework, to severe emotional trauma, distress and aggression in older children. Research by Shelter found *“Children housed in temporary accommodation outside their school’s borough, arrived at school late and/or extremely tired and often missed out on school activities as a result.”* They also state; *“Peer relations can be undermined by parents’ inability to pay for activities such as discos due to financial struggles and as a result of children feeling ashamed or uncomfortable to invite friends home after school”<sup>1</sup>.*

### Equalities Impact

Young people and young people with children living in temporary accommodation may be disproportionately impacted through the implementation of the Temporary Accommodation Charging Policy due to their over-representation in temporary accommodation.

Children make up 41% of the people living in temporary accommodation. Research into the social development and educational attainment of homeless children has demonstrated negative impact, in part due to their families’ financial struggle.

During consultation the Council will explore any equalities impact on young people and children and seek out solutions and mitigations to any impact found.

### DISABILITY

In 2017/18 the ‘reason for priority need’ found 8% of households had a priority need due to a mental illness or disability, and 9% due to a physical disability. Similarly, between April and October 2019 18.2% of main applicants had disclosed a disability.

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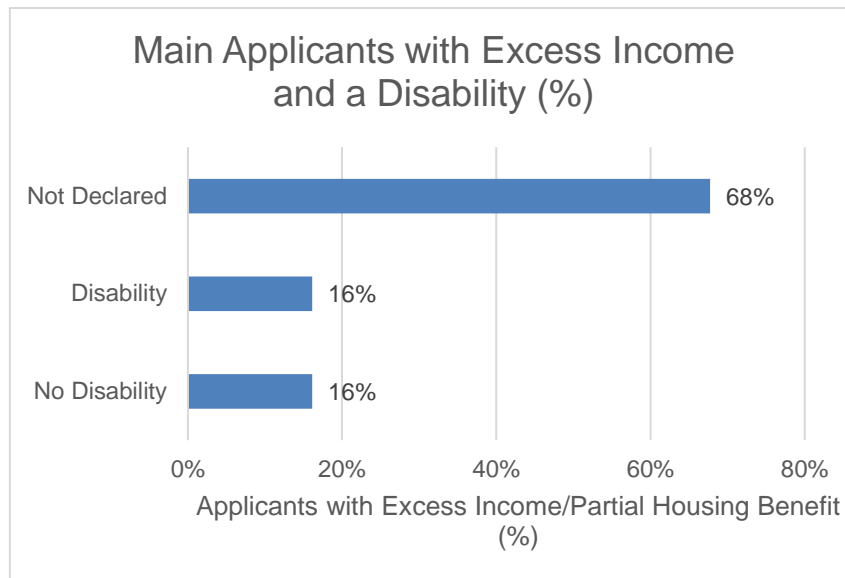
<sup>1</sup> Shelter (2017) Impacts of homelessness on children – research with teachers  
([https://england.shelter.org.uk/data/assets/pdf/file/0011/1474652/2017\\_12\\_20\\_Homelessness\\_and\\_School\\_Children.pdf](https://england.shelter.org.uk/data/assets/pdf/file/0011/1474652/2017_12_20_Homelessness_and_School_Children.pdf))



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

### Disability – Rental element

In 16% of the cases where the household is deemed to have excess income the main applicant has declared a disability. However, disability status has not been recorded in 68% of cases therefore prevalence could be higher.



There is a severe shortage of accessible housing across all tenures: in England only 7% of homes have accessibility features – people with physical disabilities face added challenges when looking for suitable accommodation that will fit their right to independent living. Whilst disabled people are considered 'priority need' in homelessness applications, it can be difficult to find accessible social housing to move them into. This may mean that people with physical disabilities will spend longer in temporary accommodation and will therefore be impacted above and beyond others in Temporary Accommodation.

This impact has been explored and the current data suggests that there will be no impact on people with physical disabilities waiting for properties with suitable adaptations, albeit this may change. There does, however, appear to be an over-representation of people with mental health conditions who have an excess income when compared with all households in temporary accommodation. This will require further exploration during consultation.

### MARRIAGE/CIVIL PARTNERSHIP

Single people are significantly over represented in Temporary Accommodation when compared with Coventry's 2011 Census Data of 55%. Single people (not married or in a civil partnership) make up 85% of main applicants in Temporary Accommodation in Coventry.

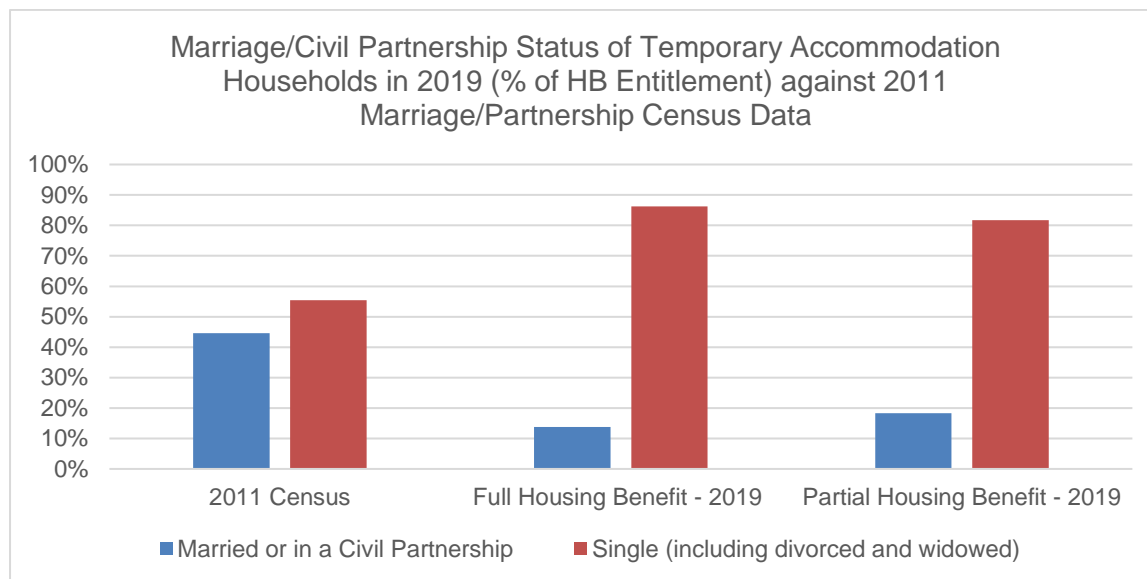
The data does not account for people who are cohabiting; in 20% of cases there are two adults or more in the household.

Between April and October 2019, 14% of the people living in temporary accommodation

Number of Adults in Household	HB Entitlement		Grand Total
	Full	Partial	
<b>1</b>	<b>64.7%</b>	<b>15.6%</b>	<b>80.4%</b>
Female	37.9%	9.2%	47.1%
Male	26.8%	6.5%	33.3%
<b>2</b>	<b>13.4%</b>	<b>5.1%</b>	<b>18.5%</b>
Female	7.4%	3.1%	10.5%
Male	6.0%	2.0%	8.0%
<b>3</b>	<b>1.1%</b>	<b>0.0%</b>	<b>1.1%</b>
Female	0.7%	0.0%	0.7%
Male	0.4%	0.0%	0.4%
<b>Grand Total</b>	<b>79.2%</b>	<b>20.8%</b>	<b>100.0%</b>

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

and claiming full housing benefit were recorded as married or in a civil partnership this rose to 18% for households with excess income, and therefore in receipt of partial housing benefits.



Whilst this demonstrates an over representation, when compared with the marital status of all households in TA, increased household earnings are to be expected in dual-income families. It therefore follows that people who are married or in a civil partnership will be more likely to meet the excess income threshold.

In addition, homeless people living in hostel accommodation (who are usually single people) are required to pay their ineligible costs (utilities and council tax) - the vast majority of people in temporary accommodation do not pay these charges. It could be argued therefore that the introduction of this policy will decrease inequalities between single people in TA and families in TA.

It is assumed that there will be no equalities impact based on marriage/civil partnership as a protected characteristic in itself however, it should not be assumed that a couple with excess income will not be impacted or face financial hardship if the policy is implemented.

### **PREGNANCY/MATERNITY**

Pregnant women make up 2% of main applicants temporarily accommodated by the Council with the main reasons for homelessness amongst pregnant women being families no longer or willing to accommodate (28% of cases), domestic abuse and end of social rented tenancy (22% respectively). Pregnant women are under-represented when compared with ONS data on conception rates for 2016 7.7%. None of the pregnant women between April 2019 and November 2019 would have had to make a contribution towards their rent through excess income therefore it is assumed that there will be minimal to no equalities impact through pregnancy or maternity.

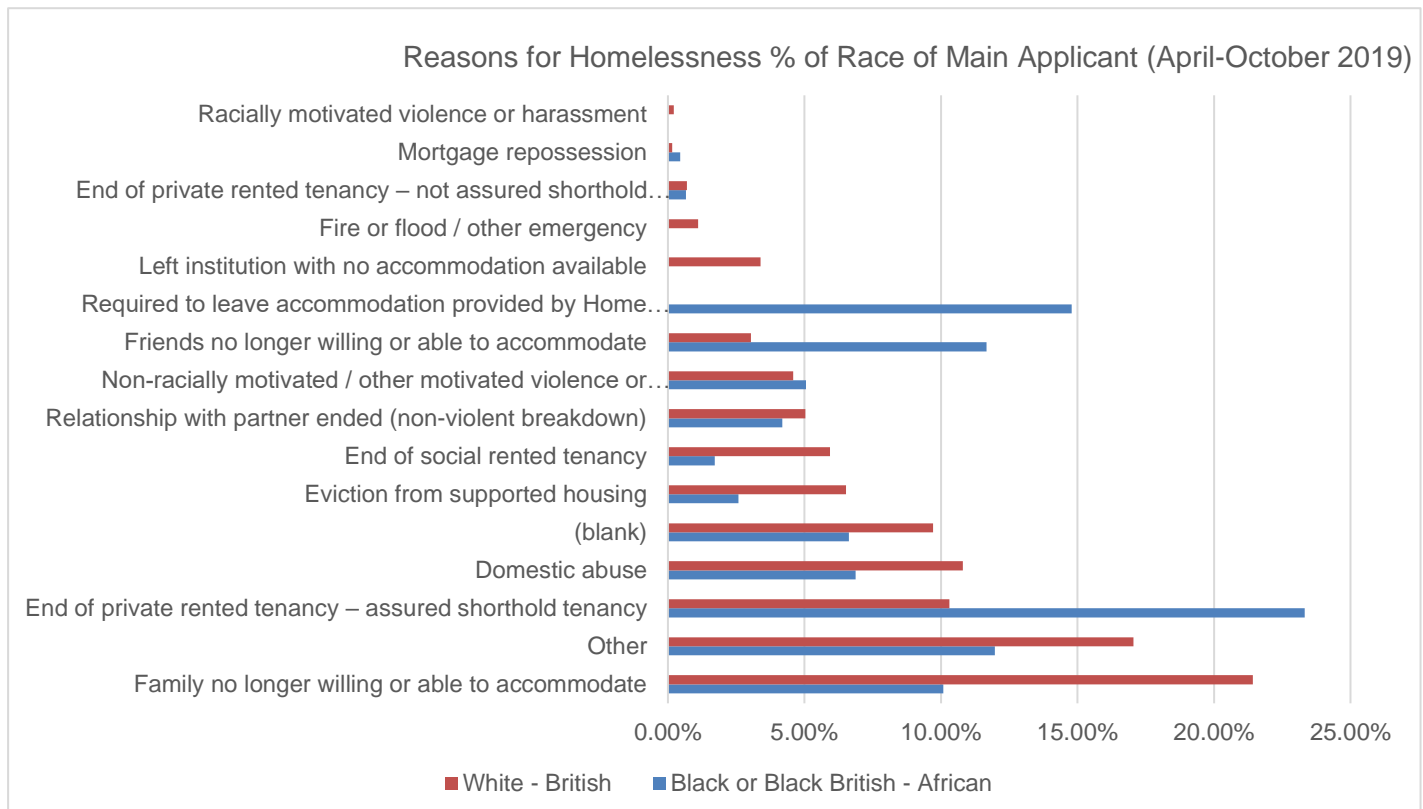
### **RACE**

The proportion of statutory homeless households recorded as 'White' has varied slightly between 62% and 67% over the past five years. Between April and October 2019, 60.7% of homeless people in TA were recorded as White British; a further 5.7% were recorded as White 'other', which includes 'White Other Kurdish' (0.2%), 'White Other Irish traveller' (0.3%) and 'White Other Gypsy/Roma' (0.1%).

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

The proportion of Asian applicants, 7.0% between April and October 2019 is consistently lower than the proportion of the overall population who are Asian (15.1% in the 2011 Census). This is a long-term trend.

Conversely, the proportion of applicants recorded as Black (15%-23% over the last 5 years) is consistently higher than the proportion of the overall Coventry population who are Black (5.5% in the 2011 Census). Between April and October 2019, 16.3% of homeless households living in TA were recorded as Black, the vast majority of which (13.6%) were recorded as 'Black or Black British – African'.

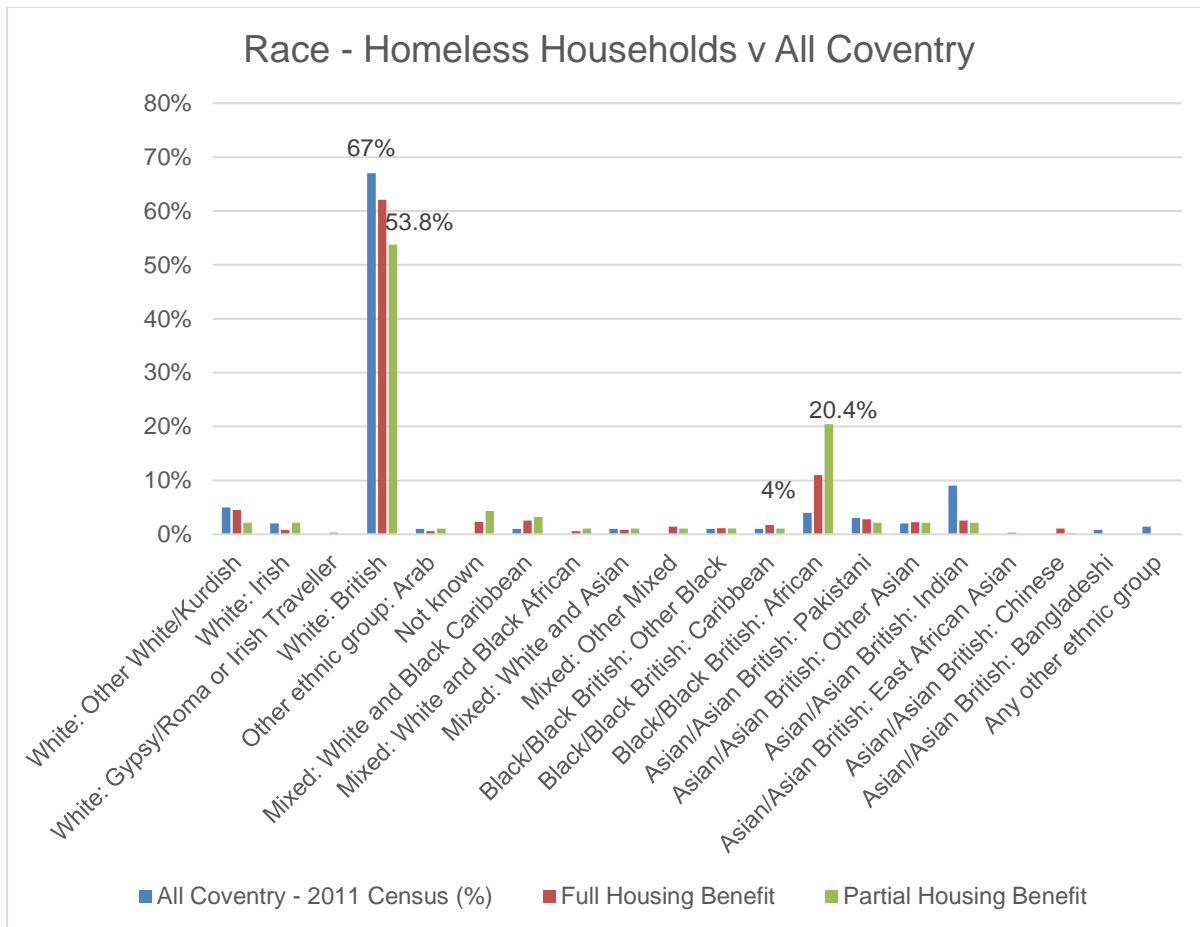


End of Private Rented Tenancy appears to be largest cause of homelessness (23%) in Black African families alongside being required to leave accommodation provided by the Home Office (15%) and friends no longer willing or able to accommodate (12%).

### Race – Rental Element

Exploring the equality impact of the rental element of the policy reveals a disproportionate impact on Black families. The 2011 Coventry population census recorded 5.5% of people living in Coventry as black however the housing benefit and housing data found that 23% of those families deemed as having excess income and therefore able to contribute to the rent/lease on the property as Black or Black British – African (20%), Caribbean (1%) or 'Other Black (1%)'.

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



This is a much wider problem and a natural consequence of structural barriers for black households to access good quality rented housing and to be in the financial position to be homeowners. Home ownership in black families has fallen quite significantly over the last decade, and national figures also show that 48% live in social housing and 21% in the private rented sector. It may be reasonable to assume that there is a substantial number of black households who are earning but on lower incomes and therefore able to make a contribution to their TA costs under the proposed charging policy.

Asian people make up 15% of Coventry's population according to the 2011 census whilst 6.7% of those households who are deemed as being able to afford to pay are recorded as Asian, which would indicate no equality impact. However, when compared with the proportion of all Asian households living in temporary accommodation (7%) it appears that a disproportionate number of Asian households will be required to contribute to the rent/lease than their non-Asian homeless counterparts.

Whilst national research points to structural barriers as a reason for the disproportionate representation of non-white households in temporary accommodation, during consultation the Council will seek to explore:

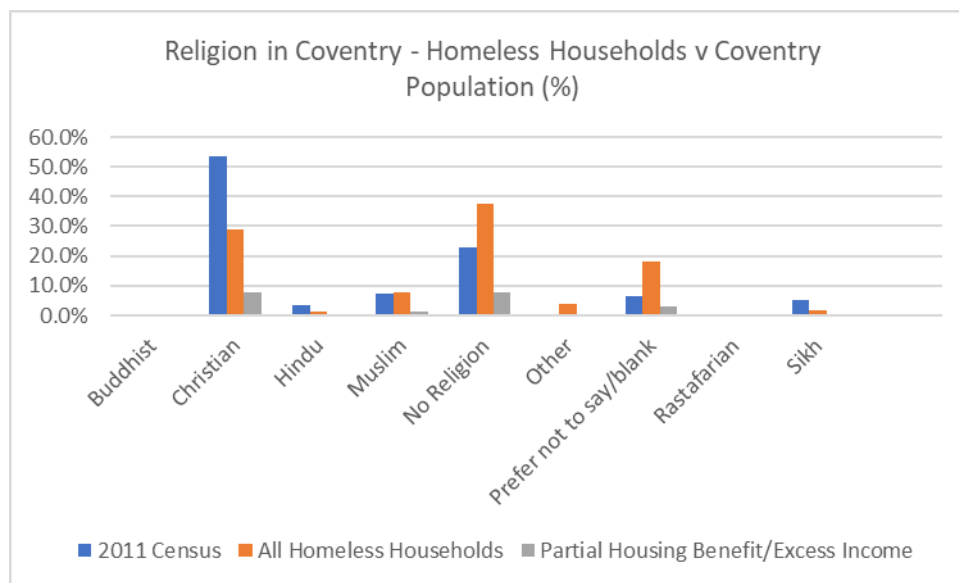
- Whether BAMER households may experience an equality impact as a direct result of the implementation of a TA Charging Policy
- The cause of impact (would the impact occur through the application of one element of the policy, or as cumulation of all elements)
- Potential mitigations where an impact is identified

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

### RELIGION

Temporary accommodation data for the period April-October 2019 shows an over-representation of people with no religion (37.6% of the proportion of people in TA) when compared with the 2011 Census data for Coventry (23% of Coventry residents identify as having no religion). There is also an over representation of people who prefer not to disclose their religion (18.3%) when compared with the 2011 census (6.4%).

Christian households are far less represented within homelessness figures with 29% of people living in temporary accommodation recorded as Christian despite 53.7% of Coventry's residents identifying as Christian in the 2011 census.



### Religion – Rental Element

Households of Christian faith are more likely to be expected to contribute towards the rent in the property because they have excess income (36.6% of people in receipt of partial housing benefit are Christian) when compared with all homeless households who do not need to contribute (27% of those claiming full housing benefit are Christian).

However, when compared with Coventry's Population data (2011 census data reports 53.7% of people are Christian) this does not suggest an equality impact upon Christian people as a result of them being asked to contribute towards their rent. The council will nonetheless explore any equality impact on individuals or groups, because of their religion, should the policy be implemented.

### SEX

In Coventry 55% of main applicants (and 54% of all people including children) living in temporary accommodation are women; 55% of main applicants (and 56% of all People in TA) and men.

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

### Rental Element

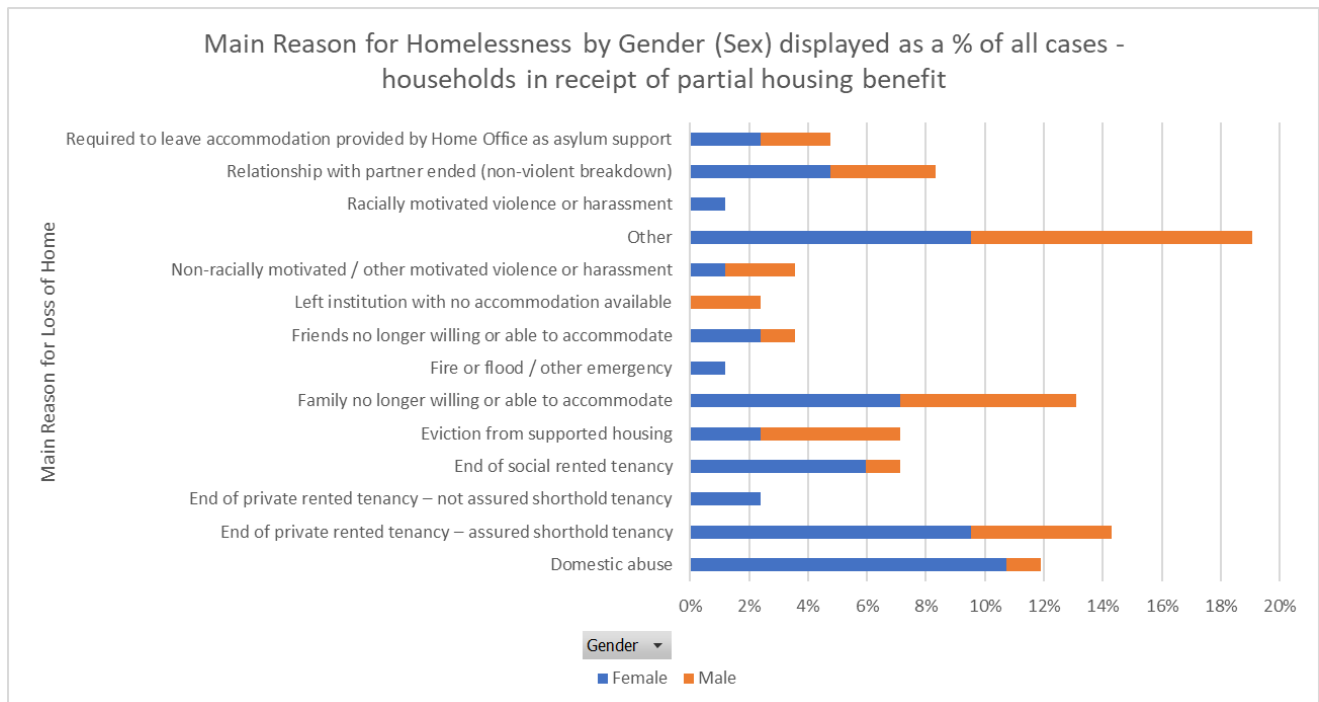
The impact of the rental element on households in receipt of partial housing benefit, due to having an 'excess income' based on the main applicant's sex (gender) has been explored. It has been found:

- 41% of lead applicants are male (76% of male lead applicants are single or in a couple without children - 24% are part of a household with Children)
- 59% are female (33% are single or in a relationship with no children and 68% are part of a household with children).
- Single women with children are disproportionately impacted – 68% of single women are lone parents compared with 3% of single men

Women fleeing DVA may be particularly impacted by the policy change due to the financial element of DVA. Banks, mortgage providers and estate agents are often not familiar with financial abuse, how it manifests and how to prevent it. Joint mortgages can be used for financial abuse, as the perpetrator refuses to contribute leading to repossession - they are difficult to break. Similarly, a woman may have rent arrears as a result of financial abuse which she may be forced to pay off before securing another social housing property. These debts may not be picked up during the initial homelessness application, or they may materialise after the application has been made.

Exploring Coventry's homelessness data for those in receipt of partial housing benefit demonstrates domestic violence is the leading cause of homelessness in women in receipt of partial housing benefit (11% of all households), closely followed by 'other' and 'end of private rented - assured shorthold tenancy' (at 10% each).

The leading cause of homelessness in men in receipt of housing benefit is 'other' (10% of all households) followed by 'family no longer willing or able to accommodate' (6%).



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

Coventry's homelessness data backs national research therefore it will be important during consultation to understand how the financial aspect of domestic violence may impact a survivor's ability to meet the charges set out in the policy alongside what mitigations can be applied.

### Equalities Impact

Women living in temporary accommodation may be disproportionately impacted through the implementation of the Temporary Accommodation Charging Policy due to:

- women's over-representation in temporary accommodation
- the higher proportion of women as lone parents
- the financial element of domestic violence and abuse

The Council will explore this potential impact during consultation and engage partner organisations working with homeless women including Valley House, Panaghar and Relate to understand the impact of the policy (if any) and possible mitigations.

## SEXUAL ORIENTATION AND GENDER REASSIGNMENT

The proportion of people in TA recorded as 'LGBO - Lesbian, Gay, Bisexual or other' (5%) is more than double the proportion of the overall West Midlands area (2.2%) and UK population (2.0%), as recorded in the 2017 annual population survey<sup>2</sup>. The Council does not currently collect data on Gender Reassignment.

The Albert Kennedy Trust carried out research into LGBT youth Homelessness and found that young LGBT people are overrepresented in the young homelessness population (24%) and in the vast majority of cases (69%) abuse and estrangement from family is expressed as being the biggest cause.<sup>3</sup>

These findings are not reproduced, to the same extent, in Coventry's homelessness data – 5% of young homeless people (16-25) identify as being LGBO. However, the data does reveal 78% of homeless LGBO people in Coventry are aged 16-25, 9% are in the 26-35 age bracket and the remaining 12% are aged between 36 and 75.

Similarly, Coventry's data neither confirms or opposes the Albert Kennedy Trust's findings on the causes of homelessness in young LGBT people. The reason for homelessness in LGBO young people (16-25) in Coventry has been left blank in 36% of cases, 'other' was the reason stated in 25% of cases followed by 'Family no longer willing or able to accommodate' (12%) and 'Relationship with partner ended (non-violent)' at 12%.

Given the high number of 'blank' and 'other' responses on Homelessness Applications and in light of the findings of the Albert Kennedy Trust, the impact of all elements of the policy on LGBT people, and younger people in particular, will require exploration during consultation.

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<sup>2</sup> ONS (2019) Sexual Orientation, UK:2017 (<https://www.ons.gov.uk/peoplepopulationandcommunity/culturalidentity/sexuality/bulletins/sexualidentityuk/2017>)

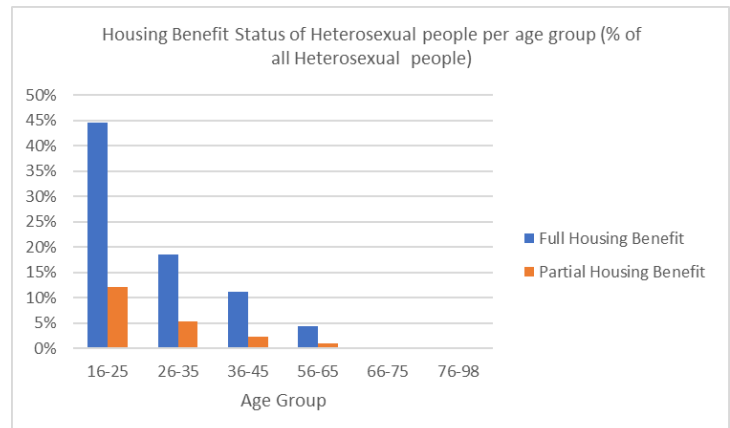
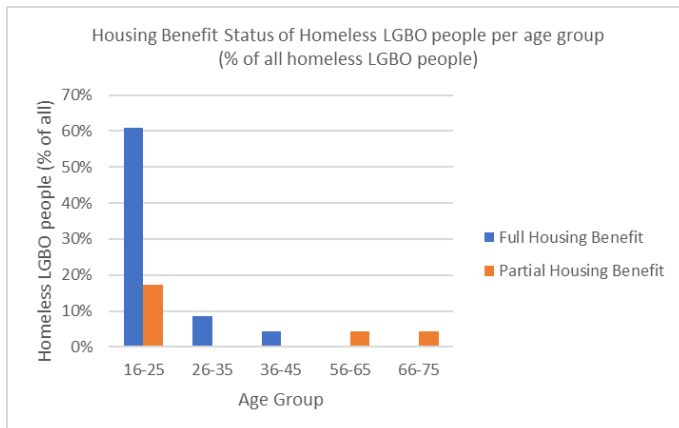
<sup>3</sup> Albert Kennedy Trust (2015) *LGBT Youth Homelessness: A UK National Scoping of Cause, Prevalence, Response & Outcome* (<http://bit.ly/2IXFuhR>)



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

## Rental Element

The impact of the rental element of the policy on homeless LGBT people has been explored and it demonstrates that nearly two thirds (74%) of homeless people will not be impacted because they will be in receipt of housing benefit; 26% of LGBT people will be asked to make a contribution towards their rent. Young LGBT will be making the largest contribution - 17% are in the 16-25 age bracket.



Homelessness data reveals that not only are LGBO people disproportionately represented within Temporary Accommodation data but a higher percentage will be expected to make a contribution towards their rent. Nearly four fifths (79%) of heterosexual people are in receipt of housing benefits. Similar to their LGBO counterparts, young people will be making the largest contribution (when compared with all heterosexual people) - 12% are in the 16-25 age bracket.

## Equalities Impact

The Council's homelessness data reveals LGBO people are disproportionately represented within Temporary Accommodation and the vast majority of those people are in the 16-25 age bracket. Housing affordability can be a particular issue for younger people therefore there could be a cumulative impact on young homeless LGBO people. The Council will reach out to the LGBT+ community; service users and LGBT groups such as 'Prism LGBTQ+' and Coventry Pride throughout consultation.

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

Also include any information about the health inequalities/Marmot implications of this proposal. Contact Caroline Ryder ([caroline.ryder@coventry.gov.uk](mailto:caroline.ryder@coventry.gov.uk)) or Hannah Watts ([hannah.watts@coventry.gov.uk](mailto:hannah.watts@coventry.gov.uk)) in Public Health for more information.

The policy will inevitably impact the most vulnerable who are already at a severe disadvantage suffering multiple disadvantage and is therefore likely to increase the health inequalities gap in the City.



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

There may also be a risk that this could exacerbate child poverty as the largest group of affected individuals are lone parents with dependent children. Over 70% of households which are statutory homeless have children which would be affected.

### **5. What are the gaps in evidence? Can this be addressed during the consultation stage?**

The Council's housing and housing benefit systems do not appear to capture information on gender reassignment and therefore it is not currently possible to identify the impact on this group.

The Council will reach out to the LGBT+ community; service users and LGBT groups such as 'Prism LGBTQ+' and Coventry Pride throughout consultation to understand more about any potential impact and mitigations.

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

This policy should impact customers/tenants only.

Coventry City Council  
Equality and Consultation Analysis (ECA) Form

## Form 2

*This section should be completed AFTER any consultation has been concluded.*

Author of this document:

Date of completion:

### *Potential Impacts – further information*

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

### *Outcome of equality impact*

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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

### *Summary of ECA*

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**Write a paragraph below which summarises the key aspects of this ECA.**

*This paragraph should be included in the Equalities/EIA section of any Cabinet/Cabinet Member Report.*

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

## Approvals from Director and Cabinet Member

Name of ECA Author

Date

Director:

Cabinet Member:

Please detail below any committees, boards or panels that have considered this analysis.

Name

Date

Chair

Decision taken

### *Next steps*

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

Wendy Ohandjanian ([wendy.ohandjanian@coventry.gov.uk](mailto:wendy.ohandjanian@coventry.gov.uk) tel. 7683 2939)

Jaspal Mann ([jaspal.mann@coventry.gov.uk](mailto:jaspal.mann@coventry.gov.uk) tel. 7683 3112)

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## Temporary Accommodation Charging Policy Consultation Survey

1) Which one of these categories best describes you? (Choose any one option)

- Coventry Resident - currently Living in Temporary Accommodation Coventry Resident Member of the Public (not a Coventry Resident)
- Local Housing Association (Registered Provider) - Please state name of your organisation

If you are responding as a Local Housing Association please state the name of your organisation

- Voluntary or community sector organisation – Please state name of your organisation

If you are responding as a community sector organisation please state the name of your organisation

- Private Landlord – Please state name of your organisation

If you are responding as a Private Landlord please state the name of your organisation

- Coventry City Council - Employee
- Coventry City Council - Elected Member
- Other - please state

If you have chosen 'other' please state how you are responding.

### Utilities and Council Tax

The Council are proposing to start charging homeless households that live in Temporary Accommodation for their council tax and for the utilities they use.

Currently, depending on the type of accommodation, only some households in private rented accommodation pay their utility costs (gas, water and electricity) and only a limited number of households pay Council Tax. Charging for Council tax, and asking households to pay for the utilities they use, will save the Council approximately £400,000 per year.

Support will be provided to households to help them with budgeting skills needed to secure and maintain permanent accommodation. This is sometimes called being 'tenancy ready'

## Temporary Accommodation Charging Policy Consultation Survey

2) Please tell us whether you agree or disagree that people living in Temporary Accommodation should be responsible for the utilities they use. (Choose any one option)

- Strongly Agree
- Agree
- Neither Agree nor Disagree
- Disagree Strongly
- Disagree
- Don't Know

**Note:** This proposal only affects households who are provided temporary accommodation by the Council within private rented sector or housing association accommodation.

3) Please tell us whether you agree or disagree that people living in Temporary Accommodation should be responsible for their Council Tax. (Choose any one option)

- Strongly Agree
- Agree
- Neither Agree nor Disagree
- Disagree Strongly
- Disagree
- Don't Know

**Note:** People in Hotels and B&Bs are not liable for Council Tax.

If you have any comments about utilities and council tax please state below.

### Belongings in Storage

Currently the Council stores homeless households' furniture, and other items, free of charge with a private storage company. Under the proposed Temporary Accommodation Charging Policy, households with items in storage will have to pay the full cost of removals and storage. The Council will continue to arrange for the removal and storage of the furniture. The amount a household will have to pay will be dependent on the amount they put into storage. Prices for storage currently range from £24.00 per week to £72.00 per week and the average cost of removals is £347. Some households do not have items in storage - they will not need to pay anything under the proposed policy. The Council will put in place a repayment scheme to help spread the costs of storage. An affordability assessment will be carried out, where appropriate, to help determine the weekly payment amounts.

4) Please tell us whether you agree or disagree that people living in Temporary Accommodation should pay to keep their belongings in storage. (Choose any one option)

- Strongly Agree
- Agree
- Neither Agree nor Disagree
- Disagree
- Strongly Disagree
- Don't Know

If you have any comments about storage costs and charging please state below

## Licence Fee

All households who are provided with temporary accommodation complete a housing benefit application. Housing Benefit is a Government scheme designed to help people on low incomes pay their rent and is a means tested benefit. This means some households in temporary accommodation receive full housing benefit and others do not (currently 20% of households in temporary accommodation receive partial housing benefit or none). Working households are normally only entitled to full housing benefit if they earn the same or less than what the government says they need to live on. This is because they are deemed to have 'excess income' - this is money above what the government states a household needs to live on (minus any disregarded income, such as child benefit). Under the proposed policy, households who are not entitled to full housing benefit because they work and/or have 'excess income' will be asked to make an affordable contribution towards the rent, through a licence fee. Only 20% of all households in Temporary Accommodation are likely to fall into the category of having excess income. How the Council will calculate the amount a household needs to pay will be explained through case studies on the next two pages.

5) Please tell us whether you agree or disagree, in principle, that people in Temporary Accommodation, who are not in receipt of full housing benefit because they have 'excess income', should make an affordable contribution to the rent, through a licence fee? (Choose any one option)

- Strongly Agree
- Agree
- Neither Agree nor Disagree
- Disagree
- Strongly Disagree
- Don't know

If you have any comments about the Council's proposal for households not entitled to full housing benefit because they work and/or have 'excess income' to make an affordable contribution towards the rent, please state below.

Licence Fee - The Affordable Contribution. Approximately, 20% of all households in Temporary Accommodation are likely to be asked to make a rent contribution through a licence fee (because they have 'excess income'). The licence fee will be the capped (maximum) amount the household will be asked to contribute towards the rent. The Council has developed two options for how much the licence fee could be. The licence fee will be capped at the option chosen following consultation OR 65% of the household's excess income (whichever is the lower). The two options are: Option 1 - UP TO the Local Housing Allowance (LHA) - levels are set nationally and are the maximum housing costs a household would receive through Housing Benefit/Universal Credit. Option 2 - UP TO the

## Temporary Accommodation Charging Policy Consultation Survey

median rent for the City - The Median Rent Rate has been based upon the Valuation Office Median Rent Rate for the City.

Property Size – Number of Bedrooms	Council Currently Pays (Average Weekly Rent)	Licence Fee under each Option (Maximum Weekly Contribution)	
		Option 1 - LHA Rate Households Pays	Option 2 - Median Rate Households Pays
Shared Accommodation	£385.00	£69.95	£81.92
1 Bedroom Accommodation	£420.00	£92.05	£126.92
2 Bedroom Accommodation	£455.00	£114.82	£150.00
3 Bedroom Accommodation	£525.00	£132.04	£173.08
4 Bedroom Accommodation	£595.00	£175.79	£230.77

### Important Note!

The Maximum Weekly Rent has been used for the purpose of demonstrating the greatest likely impact. The Weekly Rent on Temporary Accommodation is always higher than permanent accommodation because the properties are fully furnished, include utilities costs and council tax, have higher repair costs and a higher turnover of tenants than permanent accommodation, resulting in rent loss during vacant periods. The Council has reduced the rental charges with providers and are working on a number of projects to source cheaper temporary accommodation.

### Licence Fee (affordable contribution) - Case Studies

The Council would like to consult on how much the licence fee should be - the LHA Rate or Median Rent Rate. The case studies on the next page will help you work through the impact of each option on families in different circumstances.

### Case Study 1

Michael and Sarah Due to the landlord deciding to sell their previous home, Michael (aged 33) and Sarah (aged 26) live in Temporary Accommodation with their two children aged four and one. Michael works 37 hours a week and takes home £1155 per month (after tax and national insurance) and the family receives a total of £315.59 in benefits per week. Their total weekly household income is £582.13 (broken down below).



## Temporary Accommodation Charging Policy Consultation Survey

### Michael and Sarah's Weekly Income

Salary	Maternity Allowance	Working Tax Credit	Child Tax Credit	Child Benefit	TOTAL WEEKLY INCOME
£266.54	£139.58	£24.78	£116.83	£34.40	<b>£582.13</b>

### Current Costs

The cost of their accommodation (how much the Council pay) is £455.00 per week (this includes a £42.90 charge for utilities and £23.38 per week for Council Tax). They have some furniture and belongings in storage which costs £46.92 per week to store and the removal costs were £326.96. The Council currently cover all of these costs. Applying housing benefit regulations Michael and Sarah are deemed to have an excess income of £271.97 per week. Under the proposed policy Michael and Sarah will be asked to pay their utilities, licence fee, council tax and removal and storage costs.

### Michael and Sarah's Outgoings under each Option

POLICY ELEMENT	WEEKLY CHARGES		WHAT MICHAEL AND SARAH WOULD PAY UNDER EACH OPTION	
	What the Council currently pays	What Michael and Sarah Currently Pay	OPTION 1 – Local Housing Allowance at £114.82 per week.	OPTION 2 – Median Rent Rate at £150.00 per week.
<b>Rent contribution</b>	£388.72	£0.00	<b>£114.82</b>	<b>£150.00</b>
<b>Utilities</b>	£42.90	£0.00	£42.90	£42.90
<b>Council Tax</b>	£23.38	£0.00	£23.38	£23.38
<b>Storage</b>	£46.92	£0.00	£46.92	£46.92
<b>Removals*</b>	£12.58	£0.00	£12.58	£12.58
<b>TOTAL</b>	<b>£479.00</b>	<b>£0.00</b>	<b>£240.60</b>	<b>£275.78</b>
Money Michael and Sarah would have left after charges have been paid (per week):		<b>£582.13</b>	<b>£341.53</b>	<b>£306.35</b>
*Total cost of £326.96 spread over 26 weekly payments. Removal charges would end at week 27.				

### Case Study 2 - Emma

Emma is a lone parent aged 40 with three children, aged 9, 12 and 14. After fleeing domestic abuse the family live in temporary accommodation. Emma works 30 hours a week and takes home £782.00 per month (after tax and national insurance). The family receives a total of £341.42 in benefits per week - her total household weekly income is £521.88 (as broken down below).

## Temporary Accommodation Charging Policy Consultation Survey

Salary	Working Tax Credit	Child Tax Credit	Child Benefit	TOTAL WEEKLY INCOME
£180.46	£72.99	£220.33	£48.10	£521.88

### Current Costs

The cost of her accommodation (the rent the Council pay) is £420.00 per week (this includes £42.90 for utilities and £23.38 for Council tax per week). Emma has some furniture and belongings in storage which costs £46.92 per week to store and the removal costs were £326.96. Applying housing benefit regulations Emma and her family are deemed to have an excess income of £157.93 per week. Under the proposed policy Emma will be asked to pay her utilities and contribute an affordable amount towards the rent (through the licence fee), council tax and removal and storage costs.

POLICY ELEMENT	WEEKLY CHARGES		WHAT EMMA WOULD PAY UNDER EACH OPTION	
	What the Council currently pays	What Emma currently pays	OPTION 1 – Local Housing Allowance at £114.82 per week.	OPTION 2 – Median Rent Rate at £150.00 per week.
<b>Rent contribution</b>	£353.72	£0.00	£102.65	£102.65
<b>Utilities</b>	£42.90	£0.00	£42.90	£42.90
<b>Council Tax</b>	£23.38	£0.00	£23.38	£23.38
<b>Storage</b>	£46.92	£0.00	£46.92	£46.92
<b>Removals*</b>	£12.58	£0.00	£12.58	£12.58
<b>TOTAL</b>	£432.00	£0.00	£228.43	£228.43
Money Emma would have left after charges have been paid (per week):		£521.88	£293.45	£293.45
*Total cost of £326.96 spread over 26 weekly payments. Removal charges would end at week 27.				

Outgoings under each option compared. In Case Study 1 Michael and Sarah would have to pay £114.82 under the LHA rate and £150.00 under the median rent rate. In Case Study 2 Emma will have to contribute £107.84 under BOTH the LHA and Median Rent Rates. This is because the household contribution will be capped at the option chosen following consultation OR 65% of the

## Temporary Accommodation Charging Policy Consultation Survey

household's excess income (whichever is the lower). In Emma's case 65% of her excess income (£102.65) is less than the capped contribution amounts.

6) Having considered both families circumstances which rate do you think the Council should use as the licence fee? (Choose any one option)

- The Local Housing Allowance Rate
- The Median Rent Rate

**Note:** People on Full Housing Benefit will not be expected to pay anything towards the rent (through a licence fee).

Please explain your answer...

If there is anything else you would like to tell us regarding the proposed Temporary Accommodation Charging Policy please state below.

### Equalities Questions

These optional questions help us understand how different people are affected by the proposals.

7) How would you describe yourself? (Choose any one option)

- Male
- Female
- In another way
- Prefer not to say

8) Is your gender different from the gender you were assigned at birth, or are you in the process of reassigning it? (Choose any one option)

- Yes
- No
- Prefer not to say

9) Which of the following best describes your ethnic background? (Choose any one option)

- White British
- White Irish
- White Gypsy or Irish Traveller
- Other White Background
- Mixed White and Black African
- Mixed White and Black Caribbean
- Mixed White and Asian
- Other Mixed or Multiple Ethnic Background
- Asian or Asian British Indian
- Asian or Asian British Pakistani
- Asian or Asian British Bangladeshi
- Asian or Asian British Chinese
- Other Asian Background
- Black or Black British African
- Black or Black British Caribbean
- Other/Black/African/Caribbean Background
- Arab

## Temporary Accommodation Charging Policy Consultation Survey

- Other
- Prefer not to say

10) What is your sexual orientation? (Choose any one option)

- Asexual
- Bisexual
- Gay Man
- Gay Woman/Lesbian
- Heterosexual/Straight
- Queer
- Other
- Prefer not to say

11) What age group are you in? (Choose any one option)

- Under 16
- 16-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65-74
- 75-84
- 85 or over

12) Do you consider yourself to be? (Choose any one option)

- Buddhist
- Christian
- Hindu
- Jewish
- Muslim
- Sikh
- No Religion
- Atheist
- Prefer not to say
- Other

13) Do you consider yourself to be a disabled person? (Choose any one option)

- Yes
- No

Answer this question only if you have chosen Yes for Do you consider yourself to be a disabled person?

14) How would you describe your impairment? (Please choose as many as apply) (Choose all that apply)

- Hearing Impairment

## Temporary Accommodation Charging Policy Consultation Survey

- Mobility Impairment
- Reduced Physical Capacity
- Visual Impairment not corrected by spectacles or contact lenses
- Learning Disability
- Neurological condition
- Sensory Impairment
- Learning Difficulties
- Speech Impairment
- Mental Health Condition
- Physical Co-ordination Difficulties
- Mental Illness
- Physical Impairment
- Long-standing Illness or Health Condition
- Prefer not to say
- Other (please specify)

15) What is your legal marital or civil partnership status? (Choose any one option)

- Never married and never registered a civil partnership
- Married
- Separated, but still legally married
- Divorced
- Widowed In a registered civil partnership
- Separated, but still legally in a civil partnership
- Formerly in a civil partnership which is now legally dissolved
- Surviving partner from a civil partnership
- Prefer not to say

16) Are you, or have you recently been, pregnant? (Choose all that apply)

- Pregnant
- Had a baby in the last six months
- Breastfeeding
- No
- Not Applicable

17) Are you, or will you soon be, a care leaver? (Choose any one option)

- Yes
- No

18) Do you, or a member of your immediate family, currently serve, or have previously served, in the armed forces? (Choose any one option)

- Yes
- No
- Prefer not to say

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# Agenda Item 6

Communities and Neighbourhoods Work Programme 2019-20

Last updated 15/01/20

Please see page 2 onwards for background to items

<b>11<sup>th</sup> July 2019</b>
- Highways Infrastructure Asset Management Plan - Housing and Homelessness Update
<b>19<sup>th</sup> September 2019</b>
- Flood risk management and drainage update report - Preparations for Christmas Waste collections 2019 - Fly-tipping
<b>14<sup>th</sup> November 2019 (moved from 21<sup>st</sup>)</b>
- Social Housing Allocations (Coventry Homefinder Review) - Rough Sleeping Strategy
<b>19<sup>th</sup> December 2019</b>
- Recycling Update - Improving Recycling rates in Coventry - Recycled Road Surface Materials
<b>23<sup>rd</sup> January 2020</b>
- Temporary Accommodation Charging Policy - Outcome of the Christmas Waste Collection
<b>20<sup>th</sup> February 2020</b>
- Rough Sleeping update (including Housing First) - Implementation of the Homelessness Reduction Act (HRA) - Outcome of the recommissioning of Homelessness Services - Update on building new Social Housing
<b>26<sup>th</sup> March 2020</b>
- Average Speed Enforcement Cameras in the City Progress Update. - Safer Speed City
<b>Date to be decided</b>
Housing Development Infrastructure City Centre Parking Street Cleansing Social Housing Supply Public Realm work Residents Parking Zones Electric Vehicle Charging Homelessness Strategy progress Planning in Coventry Temporary Accommodation Charging Policy Flytipping Surveillance Project – Autumn 2020
<b>2020-21</b>
- Traffic Lights in the City - Ignite Programme

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
<b>11<sup>th</sup> July 2019</b>	- Highways Infrastructure Asset Management Plan	That the Highway Infrastructure Asset Management Plan be considered by Scrutiny prior to its formal consideration and adoption by Cabinet. To include the risk management policy and an update on maintenance of the Ring Road.	Neil Cowper Danny Rawle Cllr Hetherton
	- Housing and Homelessness Update	To include update on the Housing and Homelessness Strategy and the Homelessness Reduction Act and Housing First.	David Ashmore Jim Crawshaw Cllr T Khan
<b>19<sup>th</sup> September 2019</b>	- Flood risk management and drainage update report	An annual update on the flood risk management programme	Tracey Cowley Cllr Hetherton
	- Preparations for Christmas Waste collections 2019	To scrutinise plans for the Christmas Waste Collection.	Andrew Walster Sarah Elliot Cllr Hetherton
	- Fly-tipping	To receive an update on fly-tipping rates in the city and measures being taken to dissuade fly-tipping.	Craig Hickin Cllr AS Khan
<b>14<sup>th</sup> November 2019 (moved from 21<sup>st</sup>)</b>	- Social Housing Allocations (Coventry Homefinder Review)	To consider the supply and allocation of social housing, including supporting potential foster carers to provide extra bedrooms for LAC, an issue referred from SB2.	Jim Crawshaw Adrienne Bellingeri Cllr T Khan
	- Rough Sleeping Strategy	Scrutiny to comment as part of the consultation process with a Cabinet report due on 10 <sup>th</sup> December	Jim Crawshaw Cllr T Khan
<b>19<sup>th</sup> December 2019</b>	- Recycling Update	To look at proposals for a new recycling plant	Andrew Walster Cllr Hetherton
	- Improving Recycling rates in Coventry	To look at what is being done to improve recycling rates in Coventry	Andrew Walster Cllr Hetherton
	- Recycled Road Surface Materials	To find out progress on the current trial following from the item on the 19 <sup>th</sup> December 2018	Neil Cowper Cllr Hetherton



Communities and Neighbourhoods Work Programme 2019-20

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
<b>23<sup>rd</sup> January 2020</b>	- Temporary Accommodation Charging Policy	To enable SB4 to input into the consultation on TAC Policy and feedback on the themes of the consultation documents received to date.	David Ashmore Jim Crawshaw Cllr T Khan
	- Outcome of the Christmas Waste Collection	To update on the outcomes of the Christmas Waste Collection.	Andrew Walster Sarah Elliot Cllr Hetherton
<b>20<sup>th</sup> February 2020</b>	- Rough Sleeping update (including Housing First)	Following the HRA report in July 2019, Member requested an update on rough sleeping, including the impact which additional staffing has made to reducing Rough Sleeping and the outcome of the 2019 Rough Sleeper Count.	Jim Crawshaw Cllr T Khan
	- Implementation of the Homelessness Reduction Act (HRA)	Following an item in July 2019, Members requested a further 6 months progress update – to include information on how much money has been paid for deposits for Landlords. Could include a general update on the Homelessness Strategy	Jim Crawshaw Cllr T Khan
	- Outcome of the recommissioning of Homelessness Services	To inform Members of the outcome of the recommissioning of homelessness services including mobilisation timescales.	Jim Crawshaw Cllr T Khan
	- Update on building new Social Housing	To invite Citizen and to include who is building what, where and when properties are will be be available.	Jim Crawshaw Cllr T Khan
<b>26<sup>th</sup> March 2020</b>			
	- Average Speed Enforcement Cameras in the City Progress Update.	To look at the effectiveness of ASE Cameras following a 12-months after implementation on Ansty Road and London Road. To include a representative from WMP	Joel Logue
	- Safer Speed City	Following consideration of the draft criteria for a policy the Board requested to receive the Cabinet Member report with the final policy	Joel Logue

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
<b>Date to be decided</b>	Housing Development Infrastructure	To look at proposals for planned housing developments and infrastructure. Specifically, to look at the timetabling of these developments and associated roads and infrastructure which will be required to support population growth and movement. To seek assurances that infrastructure will be in place before homes are occupied.	Colin Knight/ Mark Andrews
	City Centre Parking	To look at city centre parking at an appropriate time including the Restricted Parking Zones.	Colin Knight
	Street Cleansing	To look at street cleansing in the City in preparation for City of Culture 2021.	
	Social Housing Supply	To look at how the Council can support social landlords to build social housing. Also to cover progress on a social landlords forum	
	Public Realm work	To consider plans for work to improve the public realm, including budgets	Andrew Walster Cllr Hetherton
	Residents Parking Zones		
	Electric Vehicle Charging	A review of the installation and usage of electric vehicle charging points across the city	Colin Knight Cllr O'Boyle/ Hetherton
	Homelessness Strategy progress	Temporary Accommodation Charging Policy, Discharge into the Private Rented Sector, Rough Sleeping Strategy	
	Planning in Coventry	To look at the planning process in Coventry	
	Temporary Accommodation Charging Policy		Jim Crawshaw Cllr T Khan
	Flytipping Surveillance Project – Autumn 2020	At their meeting on 19 <sup>th</sup> September, the Board received a report on a pilot project for surveillance of flytipping hot spots. Members requested evaluation information when available	Craig Hickin Martin McHugh
<b>2020-21</b>	- Traffic Lights in the City	To receive an update on the traffic light replacement programme, with a particular focus on the use of sensors to improve traffic flow.	Ben Gray

Communities and Neighbourhoods Work Programme 2019-20

<b>Date</b>	<b>Title</b>	<b>Detail</b>	<b>Cabinet Member/ Lead Officer</b>
	- Ignite Programme	This is a 5-year programme which is coming to a close – Members have requested an update on the work and the outcomes from the programme. The project has appointed an evaluator so they will report	Jane Moffett, Sue Frossell Emma Bates/ Sue Bent, Coventry Law Centre, Grapevine

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