

**Time and Date**

2.00 pm on Tuesday, 12th March 2024

**Place**

Committee Room 3 - Council House, Coventry

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**Public business****1. Apologies****2. Declarations of Interest****3. Minutes (Pages 5 - 26)**

(a) To agree the minutes from the meetings of Cabinet on 13<sup>th</sup> and 20<sup>th</sup> February 2024

(b) Matters arising

**4. Exclusion of Press and Public**

To consider whether to exclude the press and public for the items of private business for the reasons shown in the reports.

**5. Acceptance of Accommodation-based Support Grant 2024 -2025: Part 4 Duties of the Domestic Abuse Act 2021 (Pages 27 - 52)**

Report of the Director of Public Health and Wellbeing

**6. Holiday Activities and Food Programme 2024: Acceptance of Grant (Pages 53 - 64)**

Report of the Director of Partnerships and Performance

**7. Transportation and Highways Maintenance Capital Programme 2024/25 (Pages 65 - 92)**

Report of the Director of Transportation, Highways and Sustainability

**8. City Centre South - Appropriation of Land for Planning Purposes and Use of Section 203 of the Housing and Planning Act 2016 (Pages 93 - 114)**

Report of the Director of Property Services and Development

9. **Public Sector Decarbonisation Scheme - Coventry City Council Public Buildings Phase 2** (Pages 115 - 124)  
Report of the Director of Property Services and Development
10. **Social Housing Decency Fund** (Pages 125 - 132)  
Report of the Director of Adults and Housing
11. **Accelerating Reform Fund** (Pages 133 - 188)  
Report of the Director of Adults and Housing
12. **West Midlands Investment Zone** (Pages 189 - 232)  
Report of the Director of Regeneration and Economy
13. **City Centre Cultural Gateway Project Update** (Pages 233 - 250)  
Report of the Director of Regeneration and Economy
14. **Procurement of a New Contract for the Supply of Electricity and Ancillary Services** (Pages 251 - 266)  
Report of the Director of Regeneration and Economy
15. **Coventry and Warwickshire Religion and Worldviews Agreed Syllabus for Religious Education 2024-2029** (Pages 267 - 280)  
Report of the Director of Partnerships and Performance
16. **Outstanding Issues**  
There are no outstanding issues
17. **Any other items of public business which the Chair decides to take as a matter of urgency because of the special circumstances involved.**

#### **Private business**

18. **City Centre Cultural Gateway Project Update** (Pages 281 - 300)  
Report of the Director of Regeneration and Economy  
  
(Listing Officers: D Nuttall – email: [David.nuttall@coventry.gov.uk](mailto:David.nuttall@coventry.gov.uk) and C Booth – email: [charlotte.booth@coventry.gov.uk](mailto:charlotte.booth@coventry.gov.uk))
19. **Procurement of a New Contract for the Supply of Electricity and Ancillary Services** (Pages 301 - 318)  
Report of the Director of Regeneration and Economy  
  
(Listing Officer: L Lewis – Email: [Lowell.lewis@coventry.gov.uk](mailto:Lowell.lewis@coventry.gov.uk))

20. **Coventry and Warwickshire Religion and Worldviews Agreed Syllabus for Religious Education 2024-2029** (Pages 319 - 406)  
Report of the Director of Partnerships and Performance  
(Listing Officer: M Ledgard – Email: martin.ledgard@coventry.gov.uk)
21. **Any other items of private business which the Chair decides to take as a matter of urgency because of the special circumstances involved.**

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Julie Newman, Director of Law and Governance, Council House, Coventry

Monday, 4 March 2024

Note: The person to contact about the agenda and documents for this meeting is Michelle Salmon, Governance Services, Email: michelle.salmon@coventry.gov.uk

#### Membership

Cabinet Members:

Councillors L Bigham, R Brown, K Caan, G Duggins (Chair), P Hetherton, A S Khan (Deputy Chair), J O'Boyle, K Sandhu, P Seaman, and D Welsh

Non-voting Deputy Cabinet Members:

Councillors P Akhtar, S Agboola, G Hayre, A Jobbar, G Lloyd and S Nazir

By invitation:

Councillors S Gray, P Male and G Ridley (Non-voting Opposition representatives)

#### **Public Access**

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**Michelle Salmon, Governance Services,  
Email: michelle.salmon@coventry.gov.uk**

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# Agenda Item 3

## Coventry City Council

### Minutes of the Meeting of Cabinet held at 2.00 pm on Tuesday, 13 February 2024

Present:

Members: Councillor G Duggins (Chair)  
Councillor L Bigham  
Councillor R Brown  
Councillor K Caan  
Councillor P Hetherton  
Councillor J O'Boyle  
Councillor K Sandhu  
Councillor P Seaman  
Councillor D Welsh

Non-Voting Deputy  
Cabinet Members:

Councillor S Agboola  
Councillor P Akhtar  
Councillor G Hayre  
Councillor A Jobbar  
Councillor G Lloyd  
Councillor S Nazir

Non-Voting Opposition  
Members:

Councillor G Ridley  
Councillor R Simpson (Substitute for Councillor P Male)

Other Non-Voting  
Members:

Councillor R Lakha  
Councillor C Thomas

Employees  
(by service area):

Business, Investment and  
Culture

D Hope, S Weir

Communications  
Education and Skills

K Nelson (Chief Partnerships Officer), C Webb

Finance

B Hastie (Director of Finance and Resources (Section 151 Officer))

Law and Governance

J Newman (Chief Legal Officer), S Chantler, A Chowns,  
M Salmon

Property Services and  
Development

R Moon (Director of Property Services and Development),  
A Hunt

Public Health and Wellbeing                      A Duggal (Director of Public Health and Wellbeing)

Streetscene and Regulatory Services                      C Eggington

Apologies:                      Councillor N Akhtar  
   Councillor A S Khan  
   Councillor P Male  
   Councillor C Miks

## **Public Business**

### **62.      Declarations of Interest**

There were no disclosable pecuniary interests.

### **63.      Minutes**

The minutes of the meeting on 9<sup>th</sup> January 2024 were agreed and signed as a true record. There were no matters arising.

### **64.      Exclusion of Press and Public**

**RESOLVED that the Cabinet agrees to exclude the press and public under Sections 100(A)(4) of the Local Government Act 1972 relating to the private report in Minute 74 below headed ‘City Centre South Additional Grant Funding’ on the grounds that the report involves the likely disclosure of information as defined in Paragraph 3 of Schedule 12A of the Act, as it contains information relating to the financial affairs of a particular person (including the authority holding that information) and in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.**

### **65.      2023/24 Third Quarter Financial Monitoring Report (to December 2023)**

The Cabinet considered a report of the Chief Operating Officer (section 151 Officer), which would also be considered at the meeting of Audit and Procurement Committee on 18th March 2023, that advised Cabinet of the forecast outturn position for revenue and capital expenditure and the Council’s treasury management activity as at the end of December 2023. The net revenue forecast position after management action was a net overspend of £8.5m. At the same point in 2022/23 the projected overspend was £8.5m.

It should be recognised that the position above included several largely one-off actions that had already been taken to reduce the overspend, which meant that the underlying position was significantly higher than had been experienced in recent years. The Council had implemented a range of measures since quarter 1, to manage down the overspend to a less severe level. This included: recruitment controls; discretionary spending controls; and alternative funding opportunities.

The Council continued to face budget pressure within both Adults and Children's Social Care, Housing, and Streetscene Services. Other smaller but still significant overspends were also being reported in Transportation and Highways, and Business Investment and Culture. Financial pressures were being caused by a combination of continuing high levels of inflation, increased service demands, difficult conditions within social care markets and recruitment difficulties in some services.

During the year a number of councils with social care responsibilities had reported large in-year budgetary difficulties and it was clear that there were systemic problems for the whole sector which represented a serious threat to its financial sustainability.

The Council's capital spending was projected to be £127.6m and included major schemes progressing across the city. The size of the programme and the nature of the projects within it continued to be fundamental to the Council's role within the city. Inflationary pressures were also affecting capital projects. The assumption was that stand-alone projects that were already in-progress would be delivered as planned but that future projects that had not yet started may need to be re-evaluated to determine their deliverability within previously defined financial budgets.

The materiality of the emerging financial pressures, both revenue and capital, had renewed the imperative to maintain strict financial discipline and re-evaluate the Council's medium-term financial position. This was reflected in the Pre-Budget report which was currently out for consultation.

**RESOLVED that Cabinet:**

- 1) Approves the Council's Third Quarter revenue monitoring position.**
- 2) Approves the revised forecast capital outturn position for the year of £127.6m incorporating £9.6m net increase in spending relating to approved/technical changes and £11.7m of net rescheduling of expenditure into future years.**

**66. Coventry One Strategic Plan and Education Capital Programme 2023 - 2027**

Cabinet considered a report of the Chief Partnerships Officer on the proposed Coventry One Strategic Plan and Education Capital Programme 2023-2027.

Under Section 14 of the Education Act 1996, Coventry City Council had a statutory duty to ensure sufficient school places and fair, appropriate access to education. It was the Council's role to plan, commission and organise school places in a way that raised standards, managed supply and demand.

The Coventry One Strategic Plan, first presented to Council on 2<sup>nd</sup> October 2018 (minute 46/18 referred), set out pupil forecasts for special, primary, and secondary pupils across education planning areas in response to rising or falling pupil cohorts across the city. It outlined the strategy proposed by the Local Authority and the Coventry Education Partnership to meet the additional places required in secondary provision from 2023-2027. Work had also been undertaken to look at

the Special School provision and the primary estate in line with falling birth rates and new housing, outlining how to mitigate against these factors.

It was proposed that this strategy would be a flexible plan, able to adapt to shifting mechanisms of parental preference, unforeseen changes in supply and demand of school places, and future birth rates. To do this, the One Strategic Plan would be monitored and updated annually with presentation to the Cabinet Member for Education Portfolio, and Cabinet, alongside a wider process of constant review of School Place Planning. In addition, the procuring of places would take place annually so as not to create an unstable number of school places.

This partnership commitment signified a statement of intent to collaborate and work in partnership to achieve the best possible outcomes for children and young people in Coventry, ensure the sustainability of Coventry schools, and to enable the City Council to meet its statutory obligations. As part of this process, numerous options had been discussed at both full Coventry Education Partnership meetings, and the Secondary Headteacher Executive. The preferred option presented below had been approved by the Coventry Education Partnership as being the best valid option keeping in line with statutory requirements as outlined by the DfE to:

- i. Spend capital funding efficiently.
- ii. Safeguard the quality of places in the system.
- iii. Manage down spare capacity in the estate where it exists.

Capital allocations to meet projected shortfalls in provision were provided by the Education Skills Funding Agency (ESFA) to all Local Authorities based on the data provided in the annual School Capacity return (SCAP). Demand for places minus the supply of places was multiplied by a cost per pupil place to inform the final allocation. This return informed the ESFA of the expected change in pupil numbers over the next few years, the current capacity of schools to meet those numbers and the planned changes to that capacity.

Since 2022 there had been a large increase in the number of pupils moving into the city each academic year. The impact of this in-year movement had been that more spaces were required in schools than forecast, using up spare capacity and causing sufficiency pressures in some year groups. In response, a review and update of pupil forecast methodology had taken place, and additional school expansions as set out in the report.

**RESOLVED that Cabinet:**

- 1) Authorises the programme of work outlined within the proposed Coventry One Strategic Plan for Primary, Secondary and Special Educational Needs (SEN) Education.**
- 2) Delegates authority to the Chief Partnerships Officer to agree the most appropriate procurement route for the works to be delivered and awarded.**
- 3) Subject to acting within existing budgets, authorises the acquisition of such land by way of agreement as is required to facilitate sufficiency of school places within Coventry.**

- 4) **Delegates authority to the Director of Property Services and Development and Chief Partnerships Officer, following consultation with the Chief Operating Officer and Chief Legal Officer, to undertake all necessary due diligence including acceptance of terms for such Acquisition and the entering into appropriate legal agreements.**
- 5) **Authorises the funding stream as set out in section 2.4 of the report to be utilised for the delivery of programme of works in relation to primary, secondary and SEND places within the Coventry One Strategic Plan.**
- 6) **Notes the increased fees for academy conversion recoupment charges as set out in section 4 of the report.**

67. **Local Development Scheme (LDS) Update**

Cabinet considered a report of the Director of Streetscene and Regulatory Services that provided an update on the Local Development Scheme and sought approval of the draft Scheme.

Local Plans must be considered for review at least once every five years, as laid out in the National Planning Policy Framework. Further to Cabinet and Councils decision to progress with a full review of the Coventry Local Plan in November 2022 (minute 52/22 referred) and December 2022 (their minute 84/22 referred) respectively, the Local Development Scheme had been updated to indicate the timescales and the ongoing process of the review. The Local Authorities Local Development Scheme should be kept up to date and made publicly available in order to enable the local community and interested parties to be informed of progress.

Further to the initial stage of public consultation held between 18th July and 29th September 2023, the timescales had been reviewed and an updated LDS produced, attached as an Appendix to the report.

**RESOLVED that Cabinet agrees to adopt the draft Local Development Scheme 2023-2025, attached as an Appendix to the report.**

68. **Smokefree Generation 2030 - Local Authority Funding Allocation**

Cabinet considered a report of the Director of Public Health and Wellbeing that sought approval of grant funding for 2024/25 for stop smoking programmes to support the plan for a smokefree generation by 2030.

The Government's new 'Stopping the Start: our new plan to create a Smokefree Generation' plan was published in October 2023. This plan aimed to create a smokefree generation by 2030. Part of this plan was for Local Authorities to increase spend on stop smoking programmes and commissioned services, targeting populations where smoking prevalence was highest.

Key steps of the proposal included:

- Legislating to raise the age of sale one year every year from 2027 onwards.  
The proposed legislation would make it an offence to sell tobacco products to

anyone born on or after 1 January 2009 which would stop children turning 14 or younger this year from ever legally being sold tobacco products.

- Increasing funding for local authority Stop Smoking Services from next year - £520k additional funding allocation for Coventry, recurrent for 5 years from April 2024.
- Increased funding for awareness raising campaigns by £5 million this year and £15 million from next year onwards.
- Increased funding for enforcement on illicit tobacco and e-cigarettes by £30 million from next year.
- Evaluating the findings from the youth vaping consultation on specific measures to tackle the increase in youth vaping.

Coventry City Council had been notified that it would be awarded a grant of £520,304 annually from April 2024 until March 2029. This would be an annual agreement. To be eligible to accept the funding, existing spend on stop smoking services must be ringfenced, continuing to support stop smoking programmes and services.

The Office for Health Inequalities and Disparities (OHID) set the priorities it expected the grant to be used for. A detailed proposal would be developed and submitted for Coventry in line with these priorities, along with data and reporting.

**RESOLVED that Cabinet:**

- 1) Agrees to accept the “Stopping the Start” Grant in the sum of £520,304 for 2024/25 noting that future grants may be the subject of further reports.**
- 2) Delegates authority to the Director of Public Health and Wellbeing to undertake the necessary procurement exercises and/ or enter into grant agreements with external organisations (to a value no higher than the “Stopping the Start” Grant sum of £520,304) to meet the deliverable requirements of the “stopping the Start” Grant.**
- 3) Delegates authority to the Director for Public Health and Wellbeing, following consultation with the Chief Legal Officer, to enter into the necessary legal agreements to give effect to the above recommendations.**

**69. Proposed Statutory Consultation of the Designation of a New HMO Licensing Scheme 2025-2030**

Cabinet considered a report of the Chief Legal Officer on the proposed statutory consultation of the designation of a new Houses in Multiple Occupation Scheme (HMOs).

The provision of good quality housing for Coventry residents was a key priority for the City Council.

HMOs were a major concern in Coventry. It was estimated that Coventry was one of the top 14 authorities having the highest number of HMOs in England and

Wales with around 6,800 HMOs or 26% of the total Private Rented Sector (PRS) stock.

Planning policy had been developed by the Council to create and sustain an appropriate 'mixed and balanced communities', by encouraging the spread of sustainable and viable options for accommodation. Notwithstanding, the city did have large areas where HMOs within the PRS were substantial in number.

It was recognised that there were many good quality landlords operating in the city, but unfortunately there were also those who did not maintain their properties leaving tenants at risk and giving potential problems to neighbouring properties.

Under the Housing Act 2004 the Government had legislated to provide local authorities with powers to tackle poor quality HMOs in the PRS through Mandatory Licensing, however this only related to those HMOs that had 5 or more occupants from two or more households.

HMOs with 3 or 4 occupants from 2 or more households formed an unusually high percentage of houses in the city (approx. 63%) and provided much needed accommodation for residents, particularly students who would typically live in this type of accommodation following their first year at university.

In 2019 the Council approved a report to designate the whole of its area subject to Additional Licensing which provided a mechanism to secure the improvement of all of the HMO stock in the city. When it was first introduced the overall purpose of the licensing scheme was to: 'alleviate the housing situation by setting and maintaining minimum standards across the city in the most vulnerable sector of Coventry's private rental market'.

The scheme ran for a period of 5 years, it commenced on 4th May 2020 and would cease on 4th May 2025 and meant that all HMOs including properties converted into self-contained flats without Building Regulation Approval (sec 257 HMOs); required a licence.

**RESOLVED that Cabinet:**

- 1) Having considered the Additional Licensing Review Report 2023, resolves that there is a need to make a new designation for a citywide Additional Licensing Scheme commencing from 5th May 2025.**
- 2) Authorises a citywide statutory 12-week consultation beginning on 26th of February 2024 and ending on 17th of May 2024.**
- 3) Requests a future report setting out the responses received to the statutory period of public engagement, proposed HMO licensing policy, standards and fees and charges for the new Additional Licensing scheme.**

**70. Business Energy Advice Service (BEAS)**

Cabinet considered a report of the Business, Investment and Culture on the Business Energy Advice Service.

In the first half of 2023, West Midlands Combined Authority (WMCA) and its Constituent Authorities and Universities had worked with government to design a programme of energy efficiency audits and Capital Grants covering the West Midlands International Territorial Level (ITL) 1 region. The scheme was developed in response to concerns that the West Midlands contained a relatively high proportion of energy intensive businesses (notably manufacturers) and that rising energy costs was a major threat to the long-term competitiveness of a significant number of businesses and could put jobs at risk. The West Midlands Industrial Energy Taskforce, which was charged with exploring this issue, concluded that a more in-depth business support and finance programme was required to complement the Decarbonisation Net Zero Programme that was being funded through UK Shared Prosperity Fund (UKSPF), which Coventry City Council was delivering for Coventry businesses, which was agreed by Cabinet in February 2023 (minute 92/22 referred).

In total, government had allocated £24.6m to the West Midlands ITL1 region, with the region needing to deliver energy efficiency audits to 4,000 businesses by March 2025, and awarded Capital Grants of up to £100,000 to support some of these businesses to tackle financial barriers to implementing capital investments to improve energy efficiency. The expectation was that the activities would improve energy consumption by reducing energy bills and therefore improve productivity and reduce carbon emissions and would both protect good quality jobs and create new skilled jobs.

Given the size of the geographical area being targeted, a consortium of Delivery Partners has been developed. Coventry had been included within the WMCA delivery area, and similar to the UKSPF Decarbonisation Net Zero Programme delivery arrangements, Coventry City Council (CCC) had been selected to deliver Energy Audits for Coventry businesses as part of a consortium led by Aston University. In addition, Coventry City Council had been selected to administer the Capital Grants fund for Coventry businesses, as part of a consortium led by Birmingham City Council.

The BEAS programme was initially being delivered in the West Midlands as a national Pilot up to March 2025. It is not clear what government's plans were for the programme beyond that date.

The total BEAS funding currently allocated to Coventry City Council amounted to £1,689,679.00 up to March 2025. It included £346,000.00 to deliver 277 Energy Audits to Coventry businesses, plus £1,343,679.00 to deliver grants of up to £100k to Coventry businesses and associated programme management and grant administration costs. Out of such totals, CCC's revenue for Project Management and Grant Administration staff would be £9,700.00 until March 2024 and then £192,000.00 to fund staff from April 2024-March 2025. It should be noted that the funding for Coventry, which was part of the WMCA area allocation, was indicative and the value could change depending on levels of demand and take-up from the other Constituent Authority areas.



To account for potential high levels of demand from Coventry businesses and the fact that potential underspend at regional level for other LAs, could mean further Grant funds for Coventry, the report also requested authority to accept further grant allocation up to the total sum of £2.5m of BEAS funding to deliver Energy Audits, and for delegated authority to enter into funding agreements. Delegated authority was also sought to contract with Lead Delivery Partners in order to complete this work.

**RESOLVED that the Cabinet:**

- 1) Approves the acceptance of BEAS funding £1,689,679 for delivery and management of Energy Audits and any further allocation up to and including grants up to a maximum of £2.5m.**
- 2) Grants delegated authority to the Director for Business, Investment and Culture, following consultation with the Chief Operating Officer and the Chief Legal Officer and following consultation with the relevant Cabinet Member(s), to undertake all necessary due diligence in relation to the funding allocation, including the authority to establish and implement the grant scheme necessary to deliver the BEAS.**
- 3) Grants delegated authority to the Director for Business, Investment and Culture, following consultation with the Chief Operating Officer and the Chief Legal Officer and following consultation with the relevant Cabinet Member(s), to enter into back-to-back contracts with the Lead Delivery Partners – Aston University for Energy Audits and Birmingham City Council for Capital Grants and any other external providers that may be required to deliver some activities, as deemed necessary.**

**71. City Centre South Additional Grant Funding**

Cabinet considered a report of the Director of Property Services and Development, that would also be considered by Council at its meeting on 19<sup>th</sup> March 2024, which sought approval to accept additional West Midlands Combined Authority (WMCA) Funding of up to £12.24m to facilitate the delivery of the City Centre South project.

A corresponding private report detailing confidential matters was also submitted for consideration (Minute 74 below refers).

City Centre South would deliver transformational improvements to Coventry city centre through the creation of a new residential led community providing new homes, jobs, commercial and leisure opportunities and high-quality public spaces.

The Council's development partner, Shearer Property Regen Ltd (SPRL), led by Hill Developments were continuing to move the scheme forward and have made considerable progress since being appointed as the funding partner under the terms of the Development Agreement between the Council, SPRL and Shearer Property Group (SPG).

This report sought formal approval to the next stage of the project following the previous Council Decisions in December 2022 (their minutes 85/22 and 91/22 referred) which approved the provision of Council funding to the scheme.

Since the recommendations contained in the December 2022 reports were approved, a significant amount of work had been undertaken to progress the scheme, including the Compulsory Purchase Order (CPO) being confirmed by the Secretary of State, the delivery of high-quality new premises for the Shopmobility scheme and a significant amount of ground investigations and surveys being undertaken. However, changes in fire safety regulations proposed earlier this year in the wake of the Grenfell disaster had required changes to the design of, and timescales for, the scheme resulting in viability challenges which needed to be resolved before the scheme could commence further.

These changes announced by Michael Gove, Secretary of State for Levelling Up, Communities & Housing, in July 2023, would require all residential buildings over 18m in height to incorporate dual stair cores and additional fire-fighting lifts to improve means of escape and building safety in the event of fire. This change was not anticipated at the time the previous reports were considered.

This change in regulation has had a significant, adverse effect on scheme viability due to increasing build costs and reduced sales/lettable area, thus depressing overall scheme viability. In order to address this issue and to prevent the scheme from stalling the Council had been able to successfully negotiate an additional grant assistance from the West Midlands Combined Authority (WMCA) of up to £12.24m (“Additional WMCA Funding”) in addition to the £98.8 million pounds already provided. The report therefore requested authority to accept the Additional WMCA Funding and delegated authority to amend the Development Agreement with SPRL and Grant Agreements with WMCA in order to be able to apply this funding towards the delivery of the scheme.

**RESOLVED that Cabinet:**

- 1) Approves the acceptance of the Additional WMCA Funding of up to £12.24m to be added to the £98.8m previously secured which will be utilised to facilitate the delivery of City Centre South.**
- 2) Delegates authority to the Director of Property Services and Development, following consultation with the Chief Operating Officer (Section 151 Officer), the Chief Legal Officer, the Cabinet Member for Jobs, Regeneration and Climate Change, the Cabinet Member for Strategic Finance and Resources and the Cabinet Member for Housing and Communities, to undertake the necessary due diligence and approve and enter into the legal agreements and undertakings necessary to give effect to recommendation 1) above.**
- 3) Agrees to add the additional WMCA Funding to the Council’s 5 Year Capital Programme.**

**72. Outstanding Issues**

There were no outstanding issues.

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

There were no other items of public business.

**74. City Centre South Additional Grant Funding**

Further to Minute 71 above, Cabinet considered a private report of the Director of Property Services and Development, that would also be considered at the meeting of Council on 19<sup>th</sup> March 2024, which set out the commercially confidential matters relating to proposals for City Centre South additional grant funding. An Appendix to the report provided the Deloitte Review of Additional Funding Request Report.

**RESOLVED that Cabinet:**

- 1) Approves the acceptance of the Additional West Midlands Combined Authority funding of up to £12.24m to be added to the £98.8m previously secured which will be utilised to facilitate the delivery of City Centre South.**
- 2) Delegates authority to the Director of Property Services and Development, following consultation with the Chief Operating Officer (Section 151 Officer), the Chief Legal Officer, the Cabinet Member for Jobs, Regeneration and Climate Change, the Cabinet Member for Strategic Finance and Resources and the Cabinet Member for Housing and Communities, to undertake the necessary due diligence and approve and enter into the legal agreements and undertakings necessary to give effect to recommendation 1) above.**
- 3) Add the Additional WMCA Funding to the Council's 5 Year Capital Programme.**

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

There were no other items of private business.

(Meeting closed at 3.05pm)

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**Coventry City Council**  
**Minutes of the Meeting of Cabinet held at 10.00 am on Tuesday, 20 February 2024**

Present:

Cabinet Members: Councillor G Duggins (Chair)  
Councillor R Brown  
Councillor K Caan  
Councillor P Hetherton  
Councillor J O'Boyle  
Councillor K Sandhu  
Councillor P Seaman  
Councillor D Welsh

Non-Voting Deputy  
Cabinet Members: Councillor S Agboola  
Councillor P Akhtar  
Councillor G Lloyd  
Councillor S Nazir

Non-Voting Opposition  
Members: Councillor P Male

Other Non-Voting  
Members: Councillor R Lakha  
Councillor C E Thomas

Employees  
(by Service area):

Finance B Hastie (Director of Finance and Resources), P Baggott,  
P Helm, T Pinks

Law and Governance J Newman (Director of Law and Governance), T Robinson,  
M Salmon

Apologies: Councillor N Akhtar  
Councillor A Jobbar  
Councillor C Miks  
Councillor Ridley

**Public Business**

**76. Declarations of Interest**

There were no disclosable pecuniary interests.

**77. Council Tax Setting Report 2024/25**

Cabinet considered a report of the Director of Finance and Resources (Section 151 Officer), which would also be considered by Council at its meeting on 20<sup>th</sup>

February 2024, that calculated the Council Tax level for 2024/25 and made appropriate recommendations to Council, consistent with the Budget Report 2024/25. The report recommended a 4.9% increase in the City's Council Tax. Some figures and information, shaded grey in the report, were provisional due to precepts not having been confirmed at the time of publication. These figures were confirmed as final at the meeting and confirmed as accurate.

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

The report included a calculation of the Band D Council Tax that would be needed to generate this Council Tax requirement, based on the City's approved Council Tax base. The 2024/25 Band D Council Tax that was calculated through this process had increased by £94.44 from the 2022/23 level.

Each year the Government determined the maximum Council Tax increases that local authorities could set without triggering a referendum. For 2024/25 the Secretary of State had published a report which proposed that the rise in Coventry City Council's Council Tax must be below 5% in 2024/25 to avoid triggering a referendum, comprising a 2% precept for expenditure on adult social care and a maximum of 3% for other expenditure. At the time of writing the Secretary of State's report was subject to parliamentary approval. The recommendations within the Budget Report 2024/25 were based on a proposed increase in Council Tax of 4.9%, incorporating a core Council Tax rise of 2.9% and a 2% Adult Social Care Precept.

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

**RESOLVED that, the Cabinet recommend that Council:**

**(1) Notes the following Council Tax base amounts for the year 2024/25, as approved by Cabinet on 9 January 2024, in accordance with Regulations made under Section 31B of the Local Government Finance Act 1992 ("the Act"):**

**a) 87,734.0 being the amount calculated by the Council as its Council Tax base for the year for the whole Council area;**

**b) Allesley        403.7  
    Finham        1,564.8  
    Keresley       561.8**

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

**(2) That the following amounts be now calculated by the Council for the year 2024/25 in accordance with Sections 31A, 31B and 34 to 36 of the Act:**

**(a) £867,820,927** being the aggregate of the amounts that the Council estimates for the items set out in Section 31A(2) of the Act taking into account all precepts issued to it by Parish Councils (*Gross Expenditure and reserves required to be raised for estimated future expenditure*);

**(b) £691,923,346** being the aggregate of the amounts that the Council estimates for the items set out in Section 31A(3) of the Act. (*Gross Income including reserves to be used to meet the Gross Expenditure but excluding Council Tax income*);

**(c) £175,897,581** being the amount by which the aggregate at (2)(a) above exceeds the aggregate at (2)(b) above, calculated by the Council in accordance with Section 31A(4) of the Act, as its Council Tax requirement for the year;

**(d) £2,004.90** 
$$\frac{(2)(c)}{(1)(a)} = \frac{£175,897,581}{87,734}$$

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

**(e) £51,447** being the aggregate amount of all special items referred to in Section 34(1) of the Act. (*Parish Precepts*);

**(f) £2,004.31** 
$$= (2)(d) - \frac{(2)(e)}{(1)(a)} = £2,004.90 - \frac{£51,447}{87,734.0}$$

being the amount at (2)(d) above, less the result given by dividing the amount at (2)(e) above by the amounts at (1)(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of the area to which no special item relates. (*Council Tax at Band D for the City excluding Parish Precepts*);

**(g)**

<b>Coventry (unparished area)</b>	<b>£2,004.31</b>
<b>Allesley</b>	<b>£2,046.16</b>
<b>Finham</b>	<b>£2,017.93</b>
<b>Keresley</b>	<b>£2,027.86</b>

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

h)

Valuation Band	Parts to which no special item relates	Parish of Allesley	Parish of Finham	Parish of Keresley
	£	£	£	£
A	1,336.21	1,364.11	1,345.29	1,351.91
B	1,558.91	1,591.46	1,569.50	1,577.23
C	1,781.61	1,818.81	1,793.72	1,802.54
D	2,004.31	2,046.16	2,017.93	2,027.86
E	2,449.71	2,500.86	2,466.36	2,478.49
F	2,895.11	2,955.56	2,914.78	2,929.13
G	3,340.52	3,410.27	3,363.22	3,379.77
H	4,008.62	4,092.32	4,035.86	4,055.72

being the amounts given by multiplying the amounts at (2)(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwelling listed in different valuation bands.

(3) To note that for the year 2024/25 the Police and Crime Commissioner for the West Midlands and West Midlands Fire Authority have stated the following amounts in precepts issued to the Council, in accordance with Section 40 of the Act, for each of the categories of dwelling shown below:

Valuation Band	Police and Crime Commissioner for the West Midlands	West Midlands Fire Authority
	£	£
A	143.70	50.13
B	167.65	58.49
C	191.60	66.84
D	215.55	75.20
E	263.45	91.91
F	311.35	108.62
G	359.25	125.33
H	431.10	150.40



**(4) That having calculated the aggregate in each case of the amounts at (2)(h) and (3) above, the Council, in accordance with Sections 30 and 36 of the Act, hereby sets the following amounts as the amounts of Council Tax for the year 2024/25 for each part of its area and for each of the categories of dwellings shown below:**

<b>Valuation Band</b>	<b>Parts to which no special item relates</b>	<b>Parish of Allesley</b>	<b>Parish of Finham</b>	<b>Parish of Keresley</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>A</b>	<b>1,530.04</b>	<b>1,557.94</b>	<b>1,539.12</b>	<b>1,545.74</b>
<b>B</b>	<b>1,785.05</b>	<b>1,817.60</b>	<b>1,795.64</b>	<b>1,803.37</b>
<b>C</b>	<b>2,040.05</b>	<b>2,077.25</b>	<b>2,052.16</b>	<b>2,060.98</b>
<b>D</b>	<b>2,295.06</b>	<b>2,336.91</b>	<b>2,308.68</b>	<b>2,318.61</b>
<b>E</b>	<b>2,805.07</b>	<b>2,856.22</b>	<b>2,821.72</b>	<b>2,833.85</b>
<b>F</b>	<b>3,315.08</b>	<b>3,375.53</b>	<b>3,334.75</b>	<b>3,349.10</b>
<b>G</b>	<b>3,825.10</b>	<b>3,894.85</b>	<b>3,847.80</b>	<b>3,864.35</b>
<b>H</b>	<b>4,590.12</b>	<b>4,673.82</b>	<b>4,617.36</b>	<b>4,637.22</b>

**(5) That the Council determines that its relevant basic amount of Council Tax for 2024/25 is not excessive in accordance with the principles set out in the Secretary of State’s report, under Sections 52ZC and 52ZD of the Act.**

#### **78. Budget Report 2024/25**

The Cabinet considered a report of the Director of Finance and Resources (Section 151 Officer), which would also be considered by Council at its meeting on 20th February 2024, that followed on from the Pre-Budget Report approved by Cabinet on 12th December 2023 (minute 50/23 referred) which had since been subject to a period of public consultation. The proposals within the report would now form the basis of the Council's final revenue and capital budget for 2024/25 incorporating the following details:

- Gross budgeted spend of £867.8m (£55.8m or 7% higher than 2023/24).
- Net budgeted spend of £277.5m (£17.0m or 7% higher than 2023/24) funded from Council Tax and Business Rates less a tariff payment of £22.2m due to the Government.
- A Council Tax Requirement of £175.9m (£11.5m or 7% higher than 2023/24), reflecting a City Council Tax increase of 4.9% detailed in the separate Council Tax Setting report on today’s agenda.
- A number of new expenditure pressures, policy proposals and technical savings proposals.
- A Capital Strategy including a Capital Programme of £157.5m including expenditure funded by Prudential Borrowing of £41m.
- An updated Treasury Management Strategy, Capital Strategy, and a Commercial Investments Strategy.

The financial position in this Budget Report was based on the Final 2024/25 Local Government Finance Settlement published on 5th February 2024. Whilst the Government had provided an additional £3.2m of social care grant for 2024/25, the Settlement represented an ongoing net reduction in resources compared to the

Pre-Budget report of c£2.1m per annum. The position after 2024/25 remained uncertain as the Government's spending plans were effectively the second year of a 2-year settlement, and the final year of the 5-year Comprehensive Spending Review. This therefore provided no certainty or stability for local government finances beyond 2024/25. Reviews in relation to the local government financial allocation model and Business Rates retention would not now happen in this parliament and would therefore need to be a focus of attention for the new government, following the general election expected later in 2024. As a result, it was impossible to provide a robust medium term financial forecast at this stage and the Council had instead made some planning estimates for future years. Initial assumptions indicated a strong likelihood that there would be a substantial gap for the periods following 2024/25. The view of the Director of Finance and Resources (Section 151 Officer) was that the Council should be planning for such a position.

The Pre-Budget Report was based on an increase in Council Tax of 4.9% and this position had been maintained for the final proposals in the report. This incorporated an increase of 2.9%, which was within the Government's limit of 3% above which a referendum would need to be held plus a further 2% Adult Social Care (ASC) Precept in line with Government expectations. The precept was essential to enable councils including Coventry to manage increases in the costs of care. In total, the rise in Council Tax bills would be the equivalent of around £1.60 a week for a typical Coventry household including the expected rises in the precepts for Police and Fire.

The Council had closed the significant financial gap for 2024/25 which it had at the start of the Budget process. Measures to achieving this included the identification of additional Council Tax resources, a range of technical adjustments and newly identified cost savings or income streams. All these proposals were set out in detail in Appendix 2 of the report. Where these were different to the proposals that were included in the Pre-Budget Report, this had been indicated within Appendix 2 and shown in tables 2 and 3 within section 2.2 of the report. There were no new service savings required (over and above those set out in the pre-budget report) as a result of this budget report.

The proposals did not provide the Council with a balanced budget beyond 2024/25. The Council's current medium term bottom line incorporated a combination of future inflationary and service pressures and the fall-out of uncertain specific grant resources. Some of the future funding assumptions were speculative at this stage and would be revised towards the end of 2024 as any changes to local government finance resulting from the 2025/26 Settlement were made known. The initial approach would however be dictated by an intention to review and update technical information as it became available to the Council and to identify further efficiencies from, or generate further income within, Council services. Through 2024, the Council would continue to refine and implement a programme of activity designed to review how best to deliver its services, improve integration between some of them and optimise the effectiveness of others.

Whatever the future holds for national changes to local government finance in the next parliament, the Council remained committed to maintaining, and where possible strengthening its own financial self-sustainability and the need to support the vibrancy and growth of the city. Over the coming year the Council would continue to consider investment in activities that strengthened its existing financial

interests and those of the city, within the restrictions imposed by Government in relation to access to borrowing from the Public Works Loans Board. The Council's view was that a positive and ambitious strategy was preferable to a more passive approach which would leave the Council more vulnerable to central government policy and the wider pressures on local government services.

The Council's Medium Term Financial Strategy (MTFS), included as Appendix 1 to the report, set out the financial planning foundations that supported the setting of the Council's revenue and capital budgets, including the policy assumptions and financial management framework that underpinned the strategy. The purpose of the MTFS was to describe the environment within which the Council operated and bring together resource and cost projections to explain how the Council planned to address its funding gap, whilst retaining focus on its strategic priorities.

The recommended Capital Programme proposals were a key part of the Council's approach and amounted to £157.5m in 2024/25. The proposals reflected the Council's ambitions for the city and included: extensive highways infrastructure works including specific schemes relating to continued delivery of the City Region Sustainable Transport Settlement (CRSTS) programme that included transport packages for the Foleshill and London Road corridor; moving towards Stage Gate 2 of the Very Light Rail project; the commencement of City Centre Cultural Gateway; progressing the City Centre South redevelopment; and the commencement of the Woodlands School project. Over the next 5 years the Capital Programme was estimated at a total of £405m as part of on-going investment delivered by and through the City Council.

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

Appendix 9 of the report contained details of proposed changes to the Council Tax Support Scheme (CTSS). These had been modified from those included in the Pre-Budget Report following public consultation. The report requested approval for these changes to be implemented from 1st April 2024. The budgetary challenges faced by the Council for 2024/25 required the Council to review all areas of discretionary expenditure including the option to revise the amount of support provided through the CTSS for working age households.

**RESOLVED that Cabinet recommends to Council the approval of recommendations 1) to 11) below:**

- 1) Approve the Medium-Term Financial Strategy in Appendix 1 to this report, as the basis of its medium-term financial planning process.**
- 2) Approve the Budget proposals in Appendix 2, after due consideration of the consultation responses set out in Appendix 3 and the Equality**

**Impact Assessment set out in Appendix 11 to 28 in relation to proposals to revise the Council Tax Support scheme.**

- 3) Approve the total 2024/25 revenue budget of £870m in Table 1 and Appendix 5, established in line with a 4.9% City Council Tax increase and the Council Tax Requirement recommended in the Council Tax Setting Report considered on today's agenda.**
- 4) Note the Director of Finance and Resources (Section 151 Officer) comments confirming the adequacy of reserves and robustness of the budget in Section 5.1.2 and 5.1.3.**
- 5) Approve the Capital Strategy incorporating the Capital Programme of £157.5m for 2024/25 and the forward commitments arising from this programme totalling £405m between 2024/25 to 2028/29 detailed in Section 2.3 and Appendix 6.**
- 6) Authorise in respect of food waste, the introduction of a separate weekly food waste collection to be implemented with effect from 1 April 2025 delivering the savings in Appendix 2 and detailed in Section 2.3.4, including:**
  - the acceptance of the capital grant funding of £1.87m from the Department for Environment Food and Rural Affairs specifically for the delivery of a separate food waste collection, and**
  - the addition of £1.87m grant funding to the capital programme in 24/25 to facilitate the necessary capital investment required to bring this recommendation into effect.**
- 7) Approve the addition to the capital programme of a new capital scheme for Temporary Accommodation acquisition at a total cost of £1.5m funded from prudential borrowing to support the delivery of the saving line Increasing alternative Temporary Accommodation provisions in Appendix 2 - Budget Proposals and Financial Position and detailed in Section 2.3.5.**
- 8) Approve the expansion of the existing Residential Children's Home Strategy scheme at a total cost of £1.4m funded from prudential borrowing to support the delivery of the saving line Expansion of Residential Strategy in Appendix 2 - Budget Proposals and Financial Position and detailed in Section 2.3.6.**
- 9) Approve the Council's Treasury Management Strategy and Minimum Revenue Provision Statement for 2024/25 in Section 2.4 and the Prudential Indicators and limits described and detailed in Appendix 8, the Commercial Investment Strategy for 2024/25 in Section 2.5 and Appendix 7 and the Commercial Investment Indicators detailed in Appendix 8.**
- 10) Consider and note the proposed changes to the Council Tax Support Scheme set out in Appendix 9 to the report, as a result of the consultation (Appendix 10) and the Equality Impact Assessment (Appendix 16).**

**11) Approve the implementation of the revised Council Tax Support scheme as laid out in Appendix 9a of this report with effect from 1st April 2024.**

**79. Outstanding Issues**

There were no outstanding issues.

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

There were no other items of public business.

(Meeting closed at 10.05am)

Chair \_\_\_\_\_

Date \_\_\_\_\_

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Cabinet

12<sup>th</sup> March 2024

**Name of Cabinet Member:**

Cabinet Member for Policing and Equalities – Councillor A S Khan

**Director approving submission of the report:**

Director of Public Health and Wellbeing

**Ward(s) affected:**

All

**Title:**

Acceptance of Accommodation-based Support Grant 2024 -2025: Part 4 Duties of the Domestic Abuse Act 2021

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**Is this a key decision?**

Yes - the proposals are likely to have a significant impact on residents in two or more electoral wards in the city.

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**Executive summary:**

The Domestic Abuse Act 2021 received Royal Assent on 29 April 2021. The Act introduced several new duties and a range of implications for local authorities including safe accommodation strategic planning, safe accommodation provision and support for victims, and the prioritisation of domestic abuse victims within homelessness applications.

In July 2022 Cabinet noted the acceptance of the grant of £852,283 in 2022/2023 from the Ministry of Housing Communities and Local Government to fulfil the functions of the new statutory duty placed on Tier 1 Local Authorities relating to the provision of support to victims of domestic abuse and their children residing within safe accommodation: and delegated authority to the Director of Public Health and Wellbeing, following consultation with the Cabinet Member for Policing and Equalities, to approve further grant due for 2023/24 up to a maximum of £2.5 million pound. Coventry was awarded £869,332 for 2023/2024.

The Secretary of State for Levelling Up, Housing and Communities has now determined under Section 31 of the Local Government Act 2003, that the DA (Domestic Abuse) Grant funding will be provided to local authorities, for the financial year 2024/2025, to fulfil the functions of the new statutory duty on Tier 1 Local Authorities relating to the provision of support to victims of domestic abuse and their children residing within safe accommodation.

## **Recommendations:**

Cabinet is recommended to:

- 1) Approve the acceptance of the grant of £885,733 for 2024/2025 from the Department of Levelling up to fulfil the functions of the new statutory duty on Tier 1 Local Authorities relating to the provision of support to victims of domestic abuse and their children residing within safe accommodation: and
- 2) Delegate authority to the Director of Public Health and Wellbeing, following consultation with the Director of Finance and Resources and the Cabinet Member for Policing and Equalities, to accept any future additional grant funding to fulfil the functions set out in this report in subsequent years 2025 – 2026 and 2026 - 2027 up to a combined total amount of £2.5 million pounds.
- 3) Delegate authority to the Director of Finance and Resources to make the necessary adjustments to the revenue budget to give effect to the recommendations set out in this report.

## **List of Appendices included:**

Appendix 1 - WISH Counselling and emotional support for children

Appendix 2 - Space2Thrive Mental Health Provision

Appendix 3 - Immigration Support

Appendix 4 - Family support Worker

Appendix 5 - Sanctuary Scheme extensions

Appendix 6 - Complex Needs Unit

Appendix 7 - Substance Misuse/Domestic Abuse Support

Appendix 8 - Housing and Homelessness IDVA Provision

## **Background papers:**

None

## **Other useful documents**

Coventry Domestic Abuse Strategy 2018 – 2025

<https://www.coventry.gov.uk/downloads/file/27376/domestic-abuse-strategy-2018-2025>

Domestic Abuse Needs Assessment

Coventry's Domestic Abuse Strategy refresh addendum

[https://www.coventry.gov.uk/downloads/download/5118/domestic\\_abuse\\_strategy](https://www.coventry.gov.uk/downloads/download/5118/domestic_abuse_strategy)

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

Domestic Abuse - A Briefing Note and Presentation was considered by Scrutiny Co-ordination Committee on 30 June 2021

Domestic Abuse – Safe and Supported Accommodation - was considered by Communities and Partnerships Scrutiny Board in March 2022



Domestic Abuse Strategy – An update was considered by Scrutiny Co-ordination Committee on 22 June 2022

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

The Domestic Abuse Local Partnership Board has oversight of the grant award and commissioning plans.

**Will this report go to Council?**

No

**Report title: Approval of Accommodation-based support Grant 2024 -2025: Part 4  
Duties of the Domestic Abuse Act 2021**

**1. Context (or background)**

Following the implementation of the Domestic Abuse Act on 29<sup>th</sup> April 2021, Cabinet has previously:

- 1) Approved the proposal to create the Domestic Abuse Local Partnership Board as a statutory board of the local authority.
- 2) Approved acceptance of the grants for 2021/2022, 2022/2023 and 2023/2024 from the Ministry of Housing, Communities and Local Government to fulfil the functions of the new statutory duty on Tier 1 Local Authorities relating to the provision of support to victims of domestic abuse and their children residing within safe accommodation.
- 3) Noted the Council’s new duties under the Domestic Abuse Act 2021.

Since April 2021, a full needs assessment was undertaken, the Domestic Abuse Strategy and action plan were refreshed and extended to 2025 and additional specialist Domestic Abuse services were commissioned. Cabinet approved the refreshed strategy and action plan in November 2021. The newly commissioned services to support victims and children living in relevant, safe accommodation were in response to needs identified in the needs assessment and were required to ensure the Council complies with its new duties under the Domestic Abuse Act 2021.

The details of the newly commissioned services in response to the needs assessment are below:

<p>Counselling / emotional support for children and young people in safe accommodation:</p> <ul style="list-style-type: none"> <li>• 2 x WISH Practitioners</li> </ul>	<ul style="list-style-type: none"> <li>• 1-2-1 support for children including domestic abuse awareness, equality and respect in relationships and safety.</li> <li>• Delivery of You, Me and Mum and joint sessions between child and parent</li> <li>• Facilitate access for other specialist counselling.</li> <li>• Advocating for children</li> <li>• Aftercare</li> </ul>
<p>Mental health support and counselling for adult victims, specialist provision from Coventry and Warwickshire Mind “Space 2 Thrive”.</p>	<ul style="list-style-type: none"> <li>• trauma informed counselling.</li> <li>• victims supported with lower-level needs via engaging with community assets.</li> <li>• Professional advice around mental health</li> </ul>
<p>Coordination of legal support for victims with insecure migration status or no recourse to public</p>	<p>Supporting victims:</p> <ul style="list-style-type: none"> <li>• To apply for the Destitution Domestic Violence concessions.</li> </ul>

<p>funds (NRPF), specialist provision from Panahghar.</p> <ul style="list-style-type: none"> <li>• 1 x ethnic minority groups immigration specialist practitioner</li> </ul>	<ul style="list-style-type: none"> <li>• To provide direct immigration advice across various visa forms, plus divorce advice</li> <li>• To coordinate network of solicitors who have legal aid contracts or offer pro bono work.</li> </ul> <p>Partnership:</p> <ul style="list-style-type: none"> <li>• To provide advice and training to partners agencies</li> <li>• To hold immigration surgeries</li> </ul>
<p>Family support workers within safe accommodation at Valley House, Coventry Haven Women's aid and Panahghar</p>	<p>Supporting parents (and children) in specialist accommodation:</p> <ul style="list-style-type: none"> <li>• Deliver Positive Parenting Programmes and other parenting support.</li> <li>• Assess child's needs and focus on school attendance, child development and therapeutic issues.</li> <li>• Complete Early Help assessments</li> <li>• Liaison with universal services and facilitate development activities with external agencies where appropriate.</li> <li>• Consult with children to ensure their voices are heard within the Partnership.</li> </ul>
<p>Extend capacity in sanctuary scheme.</p> <ul style="list-style-type: none"> <li>• specific specialist support worker</li> </ul>	<ul style="list-style-type: none"> <li>• Increase sanctuary scheme capacity from 100 – 200 premises secured per year ensuring victims and children can remain safely in their own homes and enabling 100 additional households to access the additional support provided by the WISH service and Coventry and Warwickshire Mind.</li> </ul>
<p>Valley House accommodation</p>	<p>Complex needs unit (7 units of accommodation for people with co-occurring domestic abuse, mental health and / or substance misuse concerns):</p> <ul style="list-style-type: none"> <li>• Supported accommodation.</li> <li>• Case management and intensive day care support</li> </ul> <p>Independent evaluation ongoing</p>
<p>Change Grow Live (substance misuse service)</p>	<p>Contribution to a senior practitioner within the drug and alcohol service to specialise in domestic abuse.</p> <ul style="list-style-type: none"> <li>• Casework for complex cases</li> <li>• Support for MARAC</li> <li>• Advice and support to CGL in supporting victims of domestic abuse</li> </ul>
<p>Housing and Homelessness team</p> <ul style="list-style-type: none"> <li>• 2 x Housing IDVA's</li> </ul>	<p>Supporting survivors fleeing Domestic Abuse</p> <ul style="list-style-type: none"> <li>• Providing specialist support to victims approaching the Housing and Homelessness team due to fleeing domestic abuse</li> </ul>

<p>Discretionary fund held by LA and dispersed via commissioned services from individual applications.</p>	<p>Supporting clients in various ways including</p> <ul style="list-style-type: none"> <li>• Improved re-settlement / move on of victims</li> <li>• Support people with assets to access supported accommodation (e.g., where Housing Benefit cannot be claimed)</li> <li>• Meeting legal fees for immigration cases which where pro-bono / legal aid work cannot be sourced.</li> <li>• Potential to support interpreting costs.</li> </ul>
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The grant also funds a domestic abuse programme manager to co-ordinate delivery of the strategy and action plan across the partnership.

The appendices include more detail on each of the services and brief evaluations of what has been achieved to date.

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

This grant is specifically provided to support the Council's new duties to support victims in safe accommodation as laid out within the Act.

It is proposed that the grant continues to fund the services detailed above. Appropriate contract monitoring and evaluation continues to assess the effectiveness of the new provision.

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

A full needs assessment was undertaken in 2021 by an independent agency and included consultation with victims and partner agencies. This informed the development of the addendum to the strategy and the commissioning of the new services. The needs assessment was published in October 2021 and is under constant review to ensure any gaps in service provision or emerging themes are identified. The Domestic Abuse Local Partnership Board meets regularly and oversees the strategic direction, the local authority's new duties and commissioning intentions and evaluation of services. The ongoing development of data capture will continue to inform commissioning intentions and evaluations of a range of services.

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

The implementation of the refreshed strategy and action plan has already taken effect. This matter currently relates to the New Burdens Grant funding for 2024 – 2025.

## **5. Comments from the Director of Finance and Resources and the Director of Law and Governance**

### **5.1. Financial Implications**

The Council is due to receive £885,733 of new burdens funding in 2024/25 to support the requirements of the Domestic Abuse Act 2021 via s31 grant. Unlike other s31 grants,

prior to receipt, this grant requires sign off via a Memorandum of Understanding (MOU) with Ministry of Housing, Communities and Local Government which whilst not legally binding sets an obligation by all parties to fulfil the requirements.

To ensure the funding is available to fulfil the requirements of the Domestic Abuse Act 2021, approval is sought to approve acceptance via the MOU as well as delegated authority to facilitate the ability for future grant in subsequent years to be accepted and included in the Council's budget.

## **5.2. Legal Implications**

This grant is provided under Section 31 of the Local Government Act 2003. The grant covers revenue expenditure relating to the functions set out in the statutory duty (within the Domestic Abuse Act) on Tier 1 Local Authorities, relating to the provision of support to victims of domestic abuse and their children residing within safe accommodation and other statutory duties.

The proposal in this report ensures that the Council will be able to meet the statutory responsibilities imposed by Part 4 of the Domestic Abuse Act 2021, relating to the provision of support for all victims of domestic abuse and their children.

The Council's constitution requires formal Cabinet approval prior to accepting external grants more than £500,000.

## **6. Other implications**

### **6.1. How will this contribute to the One Coventry Plan?**

<https://www.coventry.gov.uk/strategies-plans-policies/one-coventry-plan>

Acceptance of the grant will support the One Coventry Plan to help to make communities safer, improve the health and wellbeing of residents and protect our most vulnerable people by keeping children and adults safe from harm and improving services for people experiencing domestic abuse.

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

Governance is provided by the statutory Local Domestic Abuse Local Partnership Board, which is responsible for supporting Coventry City Council in meeting its duty under Part 4 of the Domestic Abuse Act.

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

None

### **6.4. Equalities / EIA?**

Duties under section 149 of the Equality Act 2010 were discharged during the re-procurement of safe accommodation services in 2019, including the completion of an Equality Consultation Analysis. An EIA was completed in October 2021 following the completion of the needs assessment and strategy addendum.

**6.5. Implications for (or impact on) climate change and the environment?**

No Implications

**6.6. Implications for partner organisations?**

Most of the funding is dispersed through existing commissioned providers including specialist domestic abuse services who work with a range of partner organisations.

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**Service Area:**

Public Health and Wellbeing

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<b>Contributor/approver name</b>	<b>Title</b>	<b>Service Area</b>	<b>Date doc sent out</b>	<b>Date response received or approved</b>
<b>Contributors:</b>				
Paul Hargrave/ Jo Smith	Commissioners	Public Health and Wellbeing	15.02.24	16.02.24
Rachel Chapman	Consultant in Public Health	Public Health and Wellbeing	15.02.24	16.02.24
Jayne Ross	Public Health Programme Manager	Public Health and Wellbeing	15.02.24	15.02.24
Michelle Salmon	Governance Services Officer	Law and Governance	15.02.24	15.02.24
<b>Names of approvers for submission: (Officers and Members)</b>				
Allison Duggal	Director of Public Health and Wellbeing	-	15.02.24	19.02.24
Ewan Dewar	Head of Finance	Finance and Resources	15.02.24	19.02.24
Oluremi Aremu	Head of Legal and Procurement Services	Law and Governance	15.02.24	19.02.24
Councillor A Khan	Cabinet Member for Policing and Equalities	-	19.02.24	19.02.24

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<p>Counselling / emotional support for children and young people in safe accommodation:</p> <ul style="list-style-type: none"> <li>• 2 x WISH Practitioners</li> </ul>	<ul style="list-style-type: none"> <li>• 1-2-1 support for children including domestic abuse awareness, equality and respect in relationships and safety.</li> <li>• Delivery of You, Me and Mum and joint sessions between child and parent</li> <li>• Facilitate access for other specialist counselling.</li> <li>• Advocating for children</li> <li>• Aftercare</li> </ul>
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Following the implementation of the Domestic Abuse Act 2021 two additional WISH practitioners were commissioned within the WISH programme at Coventry Relate to support children and young people who experienced domestic abuse and were living in safe accommodation and defined by the Act. In Coventry this meant:

- Refuge accommodation with Coventry Haven Women’s Aid and Panahghar.
- Valley House Domestic Abuse dispersed accommodation.
- Households receiving a sanctuary scheme within their own home.
- Families in temporary accommodation having fled domestic abuse.

The WISH service provides:

- Advice and support including advocacy work.
- Group work for children and young people
- Group work for children and parents
- Individual support plans
- One to one counselling
- Family counselling

Since Q4 of 2021 – 2022 there have been 136 referrals made for children and young people living in safe accommodation in the city. This averages at 17 per quarter with the highest number being 27 in Q4 2022/2023.

Over that period 51% of referrals are for females and 49% males although at the beginning of the contract there were far more males (58%) and females (42%) and currently females make up 61% of referrals,

Additional data captured during 2022/2023 indicates that 82 % of CYP (Children & Young People) (Children & Young People) are aged between 3 – 13 years with the 18% being over 13. On average 14% of cases are open to early help with a further 8% open on child protection or child in need plans.

**Quantitative Outcomes:**

- 100% of children having accessed WISH Sanctuary services felt safer, and that they had an improved understanding of DA (Domestic Abuse) and how to manage risks safely having accessed the service.



- 92% of children having accessed WISH services felt their relationship with their non abusive parent had improved following accessing the service.

### **Qualitative Outcomes:**

#### **Child comments**

- Before moving into refuge my mum always told me not to tell anyone about my father, I'm glad I can now talk about what's happened with you, my mum and to our key worker at refuge.
- I struggled to make friends but since working with you I have made 2 good friends which I am grateful for.
- When I feel angry, I use the cookie breathing exercise which really helps me.
- Before I would not tell anyone how I was feeling which made me feel very alone, now I have a support network in place I will tell my mum or my teacher about how I am feeling.
- I feel safer and more confident, especially now I know how to use the silent solution.
- I have learnt that it is never ok to hurt others and not to stand in the middle when mum and dad are arguing I must go to my room or a safe place.
- Me and mum are much closer, before I wouldn't talk to her about how I was feeling as I didn't want her to worry, but now I have told her how I am feeling it makes me feel better.
- Now I feel safe to leave our house me and my mum enjoy going places together, before we didn't go or do anything together.

#### **Comments from parents:**

- Thank you so much for your support, I have noticed a big change in my child since before the programme. They would stay in their room but now they will come and sit with me and tell me how they are feeling or even just talk about their day.
- I have noticed he is much calmer at home before and he would not speak about their father but now he does share how he felt during the incidents.

#### **Comments from Professionals:**

- EH worker: Thank you for supporting CYP. I have seen a boost in her confidence, and she has shared she has enjoyed your work, mum and child are in a much better place and both are feeling much safer. I am closing them to Early help.
- DSL: CYP has really come out of her shell since working with you and she will be receiving an award for all her hard work and positive attitude in lessons.

Name of Service: Coventry and Warwickshire Mind Space2Thrive (Pilot Project)

Mental health support and counselling for adult victims, specialist provision from Coventry and Warwickshire Mind -Space 2 Thrive	Supporting 180 victims: <ul style="list-style-type: none"><li>• 102 victims receiving (trauma informed) counselling.</li><li>• 78 victims supported with lower-level needs via engaging with community assets.</li><li>• Professional advice around mental health</li></ul>
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The aim of the service is to:

- Reduce symptoms of post-traumatic Stress (PTSD), low mood and anxiety
- Improve Psychological, emotional, physical, and social wellbeing.
- Prevent further mental health and emotional wellbeing deterioration.
- Reduce the need for referrals to services for tier 3 and tier 4 Interventions.
- Prevent and reduce the revolving door process (from previously accessed services/interventions
- 

Primary interventions consist of:

**Trauma Focused Cognitive Behavioural Therapy (CBT) one-on-one counselling sessions** - which is an evidence-based therapy recommended by NICE Guidelines for adults with Post Traumatic Stress Disorder (PTSD). Trauma Focused CBT is a therapeutic approach that helps individuals, especially those who have experienced trauma, by addressing and changing negative thought patterns and behaviours related to their trauma.

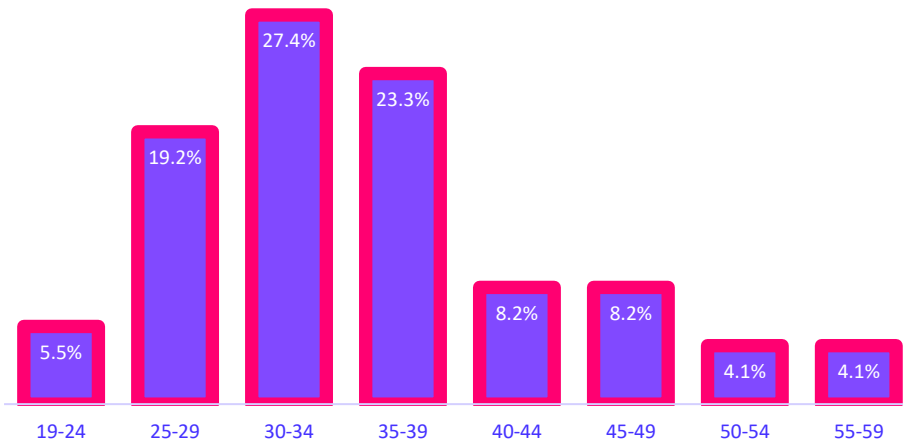
**Pre- and post- therapy support through individual one-to-one well-being sessions** - in these sessions, Wellbeing Practitioners collaborate with users to identify underlying causes and explore avenues for positive change. This includes mutually agreeing on action planning, problem-solving, and self-help coping strategies to enhance resilience. Our support also includes advice, guidance, and appropriate referrals when needed.

A group programme has recently been added "**Learn to Thrive – Moving Forward from Domestic Abuse,**" - which focuses on the connection between mental health and domestic abuse. This program offers a safe and educational space for service users to better understand their responses to their experiences. It comprises four group topics designed to educate about trauma and provide a therapeutic environment that encourages reflection and the potential for peer support.

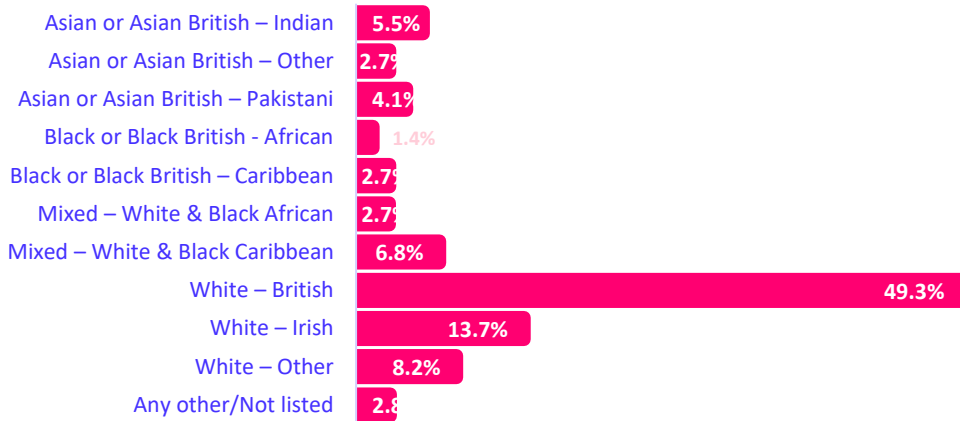
Since July 2022, this service was involved in the development of the Valley House Complex Needs Unit and the ongoing support within the Complex Needs accommodation. Since October 2021, the service has received an average of new 28 referrals per quarter from the specialist Domestic abuse services and accommodation providers. All referrals have been for female service users although one referral has been received for a male survivor in Q2 of 2023/4

**Demographics:**

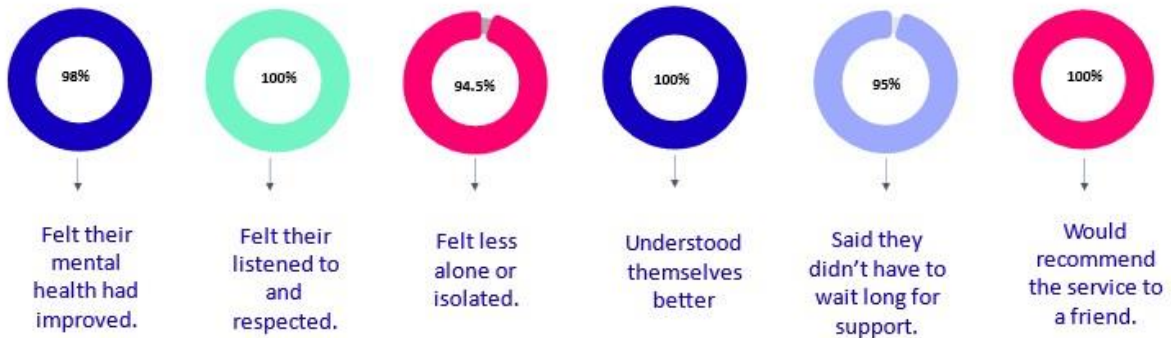
Percentage of Women Accessing S2T by Age Range



Percentage of Women Accessing S2T by Ethnicity



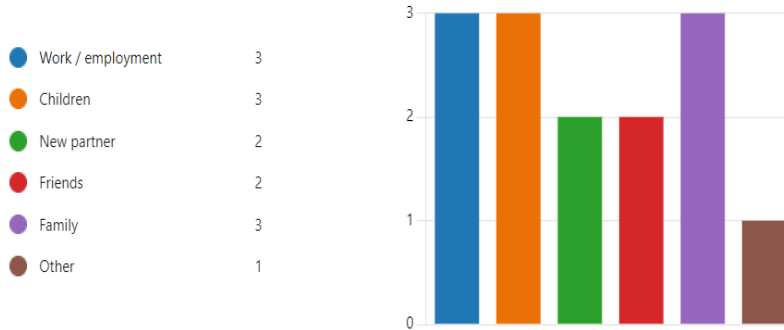
Satisfaction Survey



### 3+ Months post service outcomes (Newly Introduced)

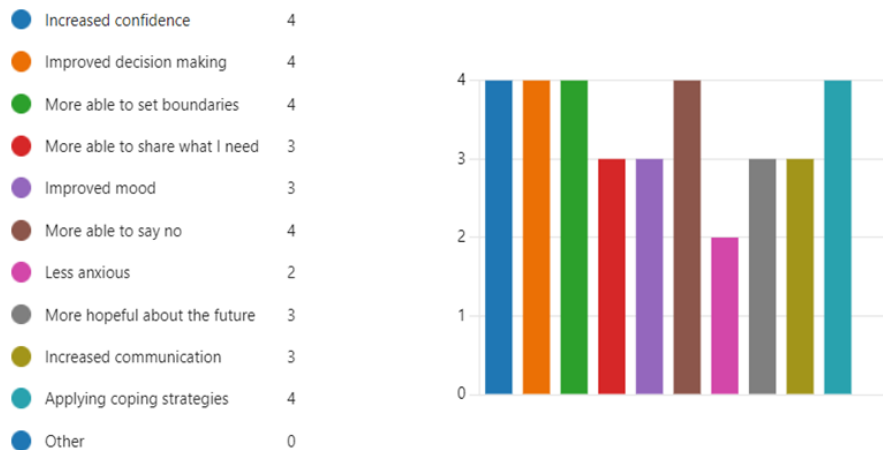
12. If you think S2T has had a positive impact on other relationships, please tell us which ones? (select all that apply)

[More Details](#)



13. Can you please tell us how it positively impacted your relationships (select all that apply)

[More Details](#)



### Qualitative Feedback:

‘It has helped me massively stop questioning myself and trying to put myself first more. Also, with relaxing and not panicking. Helped me understand more as to what is ‘normal’ and what to expect in healthy ways for relationships and has given me courage.’

*‘It was very helpful in helping me through a difficult time, going through court process, many assessments and help with my mental health e.g.: staying positive and grounding techniques.’*

‘(therapist) was very patient, kind and compassionate to hear my side of the long story and able to understand me and talk through.’

**Appendix 3**

Immigration Support Worker

<p>Coordination of legal support for victims with insecure migration status or no recourse to public funds (NRPF), specialist provision from Panahghar.</p> <ul style="list-style-type: none"> <li>• 1 x ethnic minority groups immigration specialist practitioner (regulated immigration adviser – level 2 Office of Immigration Services Commissioner to be able to practice as a Solicitor)</li> </ul>	<p>Supporting victims:</p> <ul style="list-style-type: none"> <li>• To apply for the Destitution Domestic Violence concessions</li> <li>• To provide direct immigration advice across various visa forms, plus divorce advice</li> <li>• To coordinate a network of solicitors who have legal aid contracts or offer pro bona work.</li> </ul> <p>Partnership:</p> <ul style="list-style-type: none"> <li>• To provide advice and training to partners agencies</li> <li>• To Hold immigration surgeries</li> </ul>
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The Domestic Abuse Act 2021 did not incorporate any support for victims and survivors of domestic abuse who cannot access public funds due to an insecure immigration status however this issue was also highlighted in Coventry’s need assessment conducted as part of the requirements of the DA (Domestic Abuse) Act 2021. It was also recognised that our local domestic abuse services were also supporting many survivors within the community and specialist accommodation, supported by charitable donations, whilst navigating the lengthy and complicated immigration processes to ensure the future safety of victims and survivors of domestic abuse; securing the Destitute domestic violence concession; asylum applications and indefinite leave to remain. Coventry consequently commissioned the role of an immigration support worker based within Panahghar to support those in safe accommodation and professionals involved with the applications and processes required.

The Office of the Immigration Services Commissioner requires all immigration advisors to be regulated and demonstrate that they are fit and competent to provide immigration advice and support by undertaking relevant examinations based on the level of support the advisor intends to offer.

The levels include:

- level 1: basic immigration advice within the Immigration Rules
- level 2: more complex casework, including applications outside the Immigration Rules
- level 3: appeals

The process has been lengthy, and the immigration support worker is now qualified to Level 3.

Over the past 12 months there have been 25 direct referrals to the Immigration Support Worker, 4 have been granted DDV (Destitution Domestic Violence) concessions, 6 have been granted ILR (Indefinite Leave to Remain) 5 service users who already had ILR are currently being supported to bring their children to the UK (United Kingdom). Only one

service user was ineligible to make any application and the remaining service users are all pending the ILR decision from the Home Office.

Types of support provided:

- Assistance with getting legal advice.
- DDVC applications
- Legal research and working with other legal organisations like AIRE.
- EU law/treaty rights research and application
- Breaking down legal jargon/advice letters and translating into understandable language for SUs
- Statements for ILR applications
- Witness statements and advice letters, client care letters, closure letters provided to every client.
- ILR applications require evidence which is a lengthy process. Evidence for every case being collected from police, social care, DV (Domestic Violence) orgs, GP, and witnesses.
- Translation and/or interpretation into a range of languages
- Support with helping SUs understand third party support (meeting immigration rules).
- Identified what routes are available for the service user to apply for leave to remain/settlement.
- Supporting EIP Team with advice over the phone and accepting referrals for further support.

Additional Support to professionals:

- DA & Immigration Training
- Support sessions with Valley House who are accepting more referrals with immigration concerns.
- Visits to Refuge accommodation to support service users.
- Support to domestic abuse outreach teams and IDVA (Independent Domestic Violence Advisor) staff

Appendix 4:

Name of service: Family Support Workers (FSW)

Aim/scope of service:

<p>Family Support Worker (FSW)</p> <ul style="list-style-type: none"> <li>• 1.5 x FSW at Valley House and project costs</li> <li>• 2 x FSW at Haven and Panahghar</li> </ul>	<p>Supporting parents (and children) in specialist accommodation:</p> <ul style="list-style-type: none"> <li>• Deliver Positive Parenting Programmes and other parenting support.</li> <li>• Assess child’s needs and focus on school attendance, child development and therapeutic issues.</li> <li>• Complete Early Help assessments</li> <li>• Liaison with universal services and facilitate development activities with external agencies where appropriate.</li> <li>• Consult with children to ensure their voices are heard within the Partnership.</li> </ul>
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Haven/Panahghar FSW

Both services provide support for families with children ranging from unborn – 17years. The average number of children per month that the FSW’s support is 11. Approximately 50 % of the children and young people are on support plans that include Early help, Child in Need, Child Protection and LAC. Parenting support is identified and children’s needs, including communication difficulties, physical or mental health needs, risky behaviours and attitudes or experiencing or exhibiting bullying behaviour are also identified.

- Outcomes

Identifying needs appropriately leads to engagement with early help services, referrals to other commissioned services such as WISH, You and Me, Mum or stay and play. There are a high number of 1-2-1 sessions for individual families and meetings and sessions with professionals. From this, there is evidence of improved school reports, and parents feeling safer and more supported within social care relationship. School attendance is also now being monitored with most children having over 95% attendance rate. There continues to be some challenges for the availability of school places, particularly for families moving into the area.

Valley House FSW

There was currently an average of 65 children supported in the project each quarter during 2023, ranging from unborn to 17 years. This has increased from 2022 when the average number was approximately 52 per quarter. A significant portion were children under 5 – around 47% and approximately 43% of children are on additional support plans including early help, CIN, CP plans.

- Outcomes

Only 1 child was removed from the care of a parent since April 2022, with 16 MASH (Multi Agency Safeguarding Hub) referrals made. There is an average of 7 children each quarter with SEND (Special Educational Needs and Disabilities). Approximately 6 WISH referrals are made each quarter. FSW's provide support to encourage children to attend school or return to school. Performance indicators from Q4 22-23 show that 95% of children and young people feel that the relationship between the non-abusing parent and themselves has improved; there is a 97% school attendance for the children in supported accommodation.

### **Feedback from Children**

Valuable feedback has been received from 8–12-year-olds attending the bi-weekly group at Valley House. They enjoy the sessions and being part of the decision making around the content of the group and future workshops.

### **Name of service: You and me, Mum (Delivered by Haven, Panahghar, Valley house FSW's and Relate)**

Aim/scope of service: Ten-week (plus celebration) parenting programme delivered across the consortium by all Agencies for mothers living in safe accommodation. The aim of which to understand how Domestic Abuse affects the child and parenting. The programme is based upon self-empowerment and self-efficacy, recognising the mother's vital role in the protection and positive development of their child. It has been delivered across several languages including English, Polish and South Asian languages.

Service users – capacity and what is uptake. Sessions delivered.

- Delivered in 10-week blocks; 2-3 blocks started each quarter.
- Approximately 20 service users being referred each quarter with slightly fewer completing the course. Particularly clashes with school terms etc cited as reasons for non-completion.
- Excellent feedback from service users as below

### **Feedback from service users**

*"Meeting women in similar situations, knowing I am not alone or the only one."*

*"Everything about this course so far, great bunch of ladies always make me laugh."*

*"Child not sleeping in his own bed, Mum feels better able to support him and reports him seeming less scared; I have enjoyed meeting other women in my situation knowing I am not alone; I didn't realise the abuse I was going through was affecting my child. I thought they were too young to understand what was happening"?*

*"I will teach my sons to treat a woman with love and respect," not how their father treated me."*



“I understand how to talk and explain what has happened to my children in an age-appropriate way.”

*“I have gained a better relationship with my children, and it has made a positive difference; In front of my child, I pretended the abuse never happened, until after attending a few sessions, I plucked up the courage to speak to my child and realised he was able to recall all the events of abuse I had suffered”.*

“I have understood more about DA, I have been able to use the things I have learnt in group to help support with my son’s challenging behaviour; At first, I struggled was scared to discuss the past with my daughter, now, attending this programme, I am able to communicate better with her.”

Appendix 5

**Sanctuary Scheme extension**

Domestic abuse Safe accommodation Duty Grant:

<p>Extended capacity for additional 100 clients per annum.</p> <ul style="list-style-type: none"> <li>• 2 x specific support workers worker</li> </ul>	<ul style="list-style-type: none"> <li>• Increase sanctuary scheme capacity from 100 to 200 premises secured per year enabling 100 additional households to access the additional support provided by the WISH service and Coventry and Warwickshire Mind.</li> </ul>
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Aim/scope of service.

- The aim of the Service is to provide a target hardening service to victims of domestic abuse and violence to enable them to remain in their own homes should they wish to, and it is appropriate for them to do so.
- The Safe Partnership works with Coventry Haven to achieve target hardening in relation to the target referral group within the confines of the administrative centre and metropolitan borough of Coventry. The assigned security installer surveys the property; fits the necessary security measures; undertakes the necessary repairs, gives prevention advice.
- The aim is to secure all referral properties within 48 hours of referral. The client is contacted by the Project Co-ordinator as soon as the referral is received to establish tenure and to get permission to speak to the landlord on their behalf if it is a registered social landlord or private tenant. When permission is received from the landlord the co-ordinator will contact the client to make an appointment for the security installer to call and subject to being convenient to the client this will be within 48 hours. The security installer surveys the property, fits the necessary security measures; gives prevention advice and gives feedback to the co-ordinator where necessary. Safe project manages, inspects, monitors, evaluates and reports as required in performance indicators.
- The Sanctuary workers provide specialist additional support for survivors of domestic abuse, including any children, who are living in the community and have received a sanctuary scheme on their accommodation.

**Referrals received:**

At the commencement of this programme on Q4 of 2021/2022 40 referrals were received resulting in 5 children being referred into the Wish Programme and 20 survivors of domestic abuse being referred into Space2Thrive.

Since this time, the average number of referrals per quarter into the Sanctuary Scheme has increased by 95% to 78, peaking at 98 in Q4 2022/2023.

Approximately 16% of sanctuary scheme referrals are cancelled by the survivor with 14% pending awaiting landlord approval. Occasionally landlords do not allow a sanctuary scheme to be fitted although this number has been reducing since the sanctuary workers have been in place.

Additional work is also ongoing with the Housing and Homelessness Team to ensure that this option is also explored when someone approaches them fleeing domestic abuse as an alternative to being placed in temporary accommodation, providing it is safe to do so.

Further extensions to the sanctuary scheme are also being considered including the use of Ring doorbells and dashcams for victims of stalking behaviours.

Once a sanctuary scheme has been installed on a property the adults and children within these properties become eligible for further support from Space2Thrive, delivered by Coventry and Warwickshire MIND and the WISH programme delivered by Relate Coventry.

Appendix 6

Complex Needs Unit at Valley House

Valley House accommodation	<p>Complex needs unit (7 units of accommodation for people with co-occurring domestic abuse, mental health and / or substance misuse concerns):</p> <ul style="list-style-type: none"> <li>• Supported accommodation.</li> <li>• Case management and intensive day care support</li> </ul> <p>Independent evaluation ongoing</p>
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Valley House was originally commissioned in 2019 to provide 54 units of safe and supported accommodation for individuals and families escaping domestic abuse. Based on lessons learnt through delivery of the service; identifying gaps in service provision and potential solutions; and reflecting on the findings of the Domestic Abuse Needs Assessment undertaken in 2021, it was agreed that a 7- bed complex needs unit would be piloted at Valley House to support female and male victims, with or without children, experiencing domestic abuse, and assessed as having complex needs – ‘mental health in combination with alcohol and/or drug misuse.’

This service provision has been developed in collaboration with Coventry and Warwickshire Mind; Change, Grow, Live (CGL); Coventry and Warwickshire Partnership Trist (CWPT) and Coventry ICB.

There is an enhanced level of support for these service users with staff in site between 08:00hrs and 22:00hrs daily and an on-call service between 22:00hrs and 08:00hrs every day. Specialist support is provided for mental health, drugs and alcohol together with daily theme based and therapeutic sessions including counselling, family support where required. All accommodation is self-contained and there is a dedicated groupwork space for the unit.

The aim of the service is to improve access to health services – including GP’s, crisis team, emergency services, provide long term stability and interventions to reduce the ‘revolving door’ process often associated with complex needs and to improve partnership working with the service users.

The complex needs unit is a novel approach and is currently being externally evaluated by EAP Research Consultancy in order to understand the impact and ‘what works’ with this type of service delivery.

## Appendix 7

### Substance misuse/domestic abuse support

Change Grow Live (substance misuse service)	Contribution to a senior practitioner within the drug and alcohol service to specialise in domestic abuse. <ul style="list-style-type: none"><li>• Casework for complex cases</li><li>• Support for MARAC</li><li>• Advice and support to CGL in supporting victims of domestic abuse</li></ul>
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Victims of domestic abuse, who also have problematic substance use, are faced with complexities in their support needs including being denied access to refuge accommodation or other specialist safe accommodation. There is evidence that where domestic abuse exists then alcohol misuse is often present, and victims may also resort to alcohol and drugs as a way of escaping the abuse. This post is designed to support those who are receiving support for problematic alcohol or drug use and are experiencing domestic abuse, many of whom are at significant risk of harm due to domestic abuse.

This role with CGL also participates in MARAC (Multi-Agency Risk Assessment Conference), and shared information on 54 service users at MARAC this is a mixture of victims and perpetrators who are either open to CGL or have previously been open, dating from the 01/04/2023 to the 30/06/2023.

- Victims open to CGL = 15
- Victims closed to CGL = 13
- Perpetrators open to CGL = 5
- Perpetrators closed to CGL = 21

The number of service users that are open and engaging in treatment with CGL following MARAC discussions averages at 20 per quarter.

### Case Study

Kate self-referred to CGL for support with alcohol and cocaine addiction in November 2022. She had separated from her perpetrator after being in a relationship from the age of 19.

From the start of the relationship, she says he encouraged her to sniff cocaine, smoke cannabis and drink vast quantities of alcohol with him. He was always controlling and verbally abusive but states he became physically violent when she was pregnant with their first child. At this point Kate had all 3 children living with her. Kate was granted a non-molestation order against her preparator for 12 months. Her perpetrator then reported her to social care, who undertook a full risk assessment on the family.

The senior practitioner in CGL supported Kate with harm reduction interventions, coping strategies around alcohol and cocaine recovery and held meetings with refuge staff and children's services and FDAC resulting in Kate's attending an alcohol assessment and receiving medication for alcohol cravings and trauma therapy.

Following a relapse Kate was asked to leave refuge but the CGL worker secured her alternative temporary accommodation, but Kate later returned to her own tenancy but had by this time accumulated a significant amount of rent arrears. Kate continued to engage with CGL and remains absent from cocaine and alcohol use and attends regular intervention groups. CGL have supported Kate to report any incidents to the police and engage with mental health services as well as liaising with housing benefits to reduce rent arrears to enable a housing exchange to happen. Kate has been supported to obtain another non-molestation order and has had a referral to the sanctuary scheme and continues to receive emotional and practical support regarding her experiences of domestic abuse.

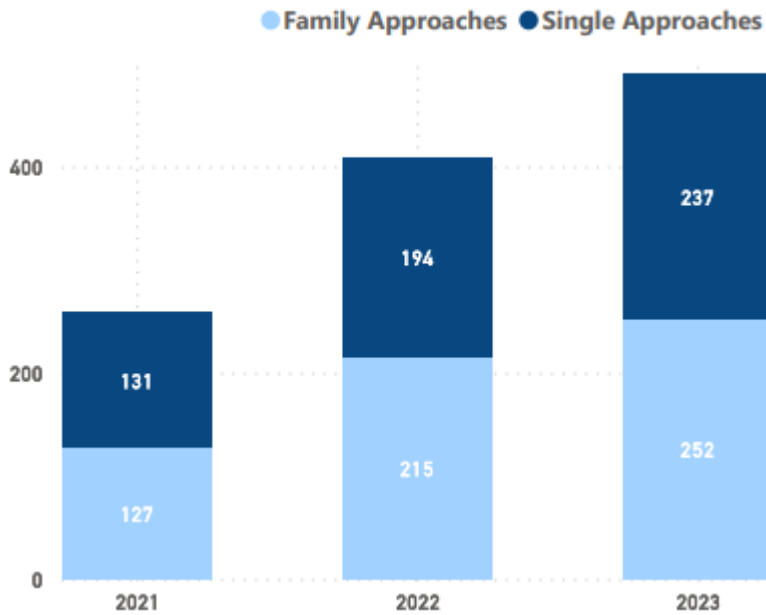
The role of the senior practitioner also involves organising professionals' meetings when no other safeguarding services are involved such as child services and are designed to be a professional coordinated solution led approach to safeguarding the service user. The number of professionals meeting is averaging at 5 per quarter.

This CGL senior practitioner is also attending Valley House and working alongside staff and service users in the complex needs unit and continues to support these service users when they move on from this accommodation.

Appendix 8: Housing and homelessness IDVA provision

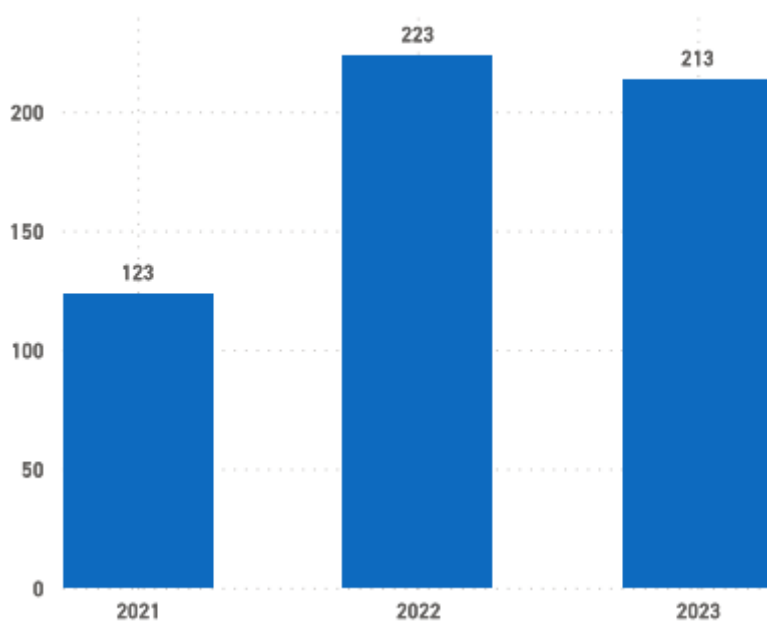
<p>Housing and Homelessness team</p> <ul style="list-style-type: none"> <li>• 2 x Housing IDVA's</li> </ul>	<p>Supporting survivors fleeing Domestic Abuse</p> <ul style="list-style-type: none"> <li>• Providing specialist support to victims approaching the Housing and Homelessness team due to fleeing domestic abuse</li> </ul>
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**Breakdown of Approaches Due to Domestic Abuse**



Since April 2021, the number of households approaching the Housing and Homelessness team due to fleeing domestic abuse has increased significantly as detailed above with increased numbers being accommodated in TA.

**Number of Households Accommodated into TA**



The role of the Housing IDVA within the Housing and homelessness team is to work with people who present themselves as homeless or at risk of homelessness due to domestic abuse.

Both members of staff are qualified IDVA's (Independent Domestic Abuse Advisors) and a referral to them is triggered automatically when someone contacts Housing and Homelessness at CCC and gives domestic abuse as a reason for their homelessness.

The IDVA's have been fully operational since March 2023, and by October 2023 had received a total of 265 referrals, 233 directly from the Housing and Homelessness team and the remainder from MARAC and already receiving housing assistance for another reason. Of the 265 referrals, 90 are currently open receiving support from the IDVA service.

Additionally, the Housing IDVA's are also playing a key role in the Housing & Homeless service gaining DAHA (Domestic Abuse Housing Alliance) accreditation. To date they have created and delivered a service wide training package and chair the Housing & Homelessness DA Champions Network and play a lead role in the delivery of a new case management system as required by DAHA.

### **Qualitative feedback**

['Special thanks to \(IDVA\) who has saved my life by helping me'](#)

'I just wanted to say a massive thank you for going above and beyond to speak to a parent I am working with to try and resolve and support her with her current housing issues. I heard about ..... thought I would give you a call, unexpecting you to be able to support given it was not one of your open families. But I really appreciate your support with this. (Service user) has a lot of mental health issues and .....you made her feel at ease immediately.'





Cabinet

12 March 2024

**Name of Cabinet Member:**

Cabinet Member for Education and Skills – Councillor Dr K Sandhu

**Director Approving Submission of the report:**

Director of Partnerships and Performance

**Ward(s) affected:**

All

**Title:**

Holiday Activities and Food Programme 2024: Acceptance of Grant

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**Is this a key decision?**

Yes - the proposals involve financial implications in excess of £1m per annum and are likely to have a significant impact on residents or businesses in two or more electoral wards in the City.

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**Executive Summary:**

The Government's Holiday Activity and Food programme (HAF) is an enrichment programme for disadvantaged children which includes the provision of healthy food. The programme is primarily for pupils of statutory school age, who are eligible for benefits-related free school meals. Initially the programme was funded for the 2021/22 financial year only; and operated through the Easter, Summer and Christmas school holidays. The delivery details were set out in the Cabinet report of 9 March 2021, the Council report of 16 March 2021 and the Cabinet reports of 15 March 2022 and 14 March 2023.

The Government have made a commitment for this next phase of the programme through to the end of March 2025. Coventry has received an allocation of £1,587,840 for the financial year 2024/25 (compared to an allocation of £1,553,530 for the financial year 2023/24), subject to meeting the conditions of the grant determination letter. This report sets out the intended approach for delivering HAF in 2024/25 and reports on 2023/24 activity.

**Recommendations:**

Cabinet is recommended to:

- 1) Approve the acceptance of the Department for Education HAF grant allocation, of up to £1,587,840 for the 2024/25 financial year.
- 2) Delegate authority for decisions about the planning and delivery of the HAF to the Director of Partnerships and Performance, following consultation with the Cabinet Member for Education and Skill, including but not limited to:

- a) Co-ordinating and awarding monies to relevant organisations in order to ensure the delivery of the programme to a high standard; and
- b) Acceptance of any future opportunities for additional in-year grant funding up to a total amount in the sum of £2.5 million pounds, in 2024/25.

**List of Appendices included:**

Appendix 1: Summary of Coventry Holiday Activities and Food Programme 2023 Delivery

**Background papers:**

None

**Other useful documents**

Department of Education Holiday Activities and Food Programme – Grant Determination (20<sup>th</sup> December 2022) [HAF 2023 Grant Determination](#)

Department of Education Holiday Activities and Food Programme - information  
[DfE HAF Guidance - updated 22 December 2022](#)

The Special Schools Initiative Summer 2023 video:  
<https://vimeo.com/869583006/d3e2bb74c4?share=copy>

HAF Summer of Fun 2021 video:  
<https://www.youtube.com/watch?v=Z5sk7bSC5ag>

Coventry HAF webpages: <https://www.coventry.gov.uk/haf>

Cabinet report of 9 March 2021; Council report of 16 March 2021 - Holiday Activities and Food Programme 2021: Acceptance of Grant and Proposed Distribution

Cabinet report of 15 March 2022 - Holiday Activities and Food Programme 2022: Acceptance of Grant and Proposed Distribution

Cabinet report of 14 March 2023 - Holiday Activities and Food Programme 2023: Acceptance of Grant

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

No

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

No

**Will this report go to Council?**

No

## Report title: Holiday Activities and Food Programme 2024: Acceptance of Grant

### 1. Context (or background)

- 1.1 Following the success of the national Holiday Activity and Food Programme (HAF) during the financial year 2021/22, the Government announced the extension of the programme to March 2025. 2022/23 was the first year of this extended phase of the programme. Details of the programme remain as set out in the Cabinet report of 9 March 2021 and the Council report of 16 March 2021 and the Cabinet reports of 14 March 2022 and 14 March 2023.
- 1.2 The programme will continue to target statutory school age pupils (reception to year 11 inclusive), who are eligible for benefits-related free school meals. Coventry has also included children with a social worker, children assessed (through an early help assessment) to be in financial hardship and children part of the Ukrainian Family Scheme in our eligible criteria. This means that approximately 16,000 Coventry children will be entitled to access free enrichment activities and healthy food during the Easter, Summer and Christmas school holidays of the 2024/25 financial year.
- 1.3 Coventry has been awarded an allocation of £1,587,840 for 2024/25. The programme allows for 15% discretionary spend on children who are not within the category of benefits-related free school meals (as noted above).
- 1.4 The grant determination letter states that all provision funded by the local authority through the HAF programme must meet the framework of standards and meet the following core aims and objectives:
  - **Healthy meals:** holiday clubs must provide at least one healthy meal a day which must meet the School Food Standards.
  - **Enrichment activities:** holiday clubs must provide fun and enriching activities that provide children with opportunities to develop or consolidate skills or knowledge. Clubs must also provide physical activities which meet the Physical Activity Guidelines on a daily basis.
  - **Increasing understanding and awareness of healthy eating:** holiday clubs must work to improve children's knowledge and awareness of healthy eating.
  - **Signposting and referrals:** clubs must be able to provide information, signposting or referrals to other services and support that would benefit the children who attend their provision and their families. This can include advice on how to source, prepare and cook nutritious and low-cost food alongside increasing awareness of healthy eating.
  - **Policies and procedures:** clubs must be able to demonstrate and explain their safeguarding arrangements and have relevant and appropriate policies and procedures in place in relation to safeguarding, health and safety, insurance, accessibility and inclusiveness. Where appropriate, clubs must also be compliant with the Ofsted requirements for working with children.
- 1.5 Local Authorities are encouraged to work with a wide range of providers in the delivery of the programme, recognising the important role that community and voluntary organisations have played in its success so far.
- 1.6 Attendance on the programme is voluntary. Each eligible school-age child is entitled to access the provision for one week during the Easter and Christmas holiday period and four weeks during the summer. One HAF week is defined as being a total of four, four hourly sessions per week.

- 1.7 Coventry City Council can evidence the success and positive impact of its programme delivery during the 2023/24 financial year, as set out in Appendix 1: Summary of Coventry Holiday Activities and Food programme 2023 delivery. The Special Schools Initiative Summer 2023 <https://vimeo.com/869583006/d3e2bb74c4?share=copy> and Coventry HAF Summer of Fun 2021 video <https://www.youtube.com/watch?v=Z5sk7bSC5ag> illustrates how the grant conditions were met through both the wide range of activities delivered across the City summary, and the impact shown from a parent and child perspective.

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

### Decline the Award of the Grant Funding

- 2.1 Coventry City Council could decide not to accept the grant. The consequence would be that without the financial resources, the programme would cease. This is not the recommended option.

### Acceptance of the Grant Funding

- 2.2 The City Council accept the grant and continue to co-ordinate the programme centrally. Funding would continue to be awarded via the grant agreement to organisations who are able to deliver the required specification of provision, building on the existing local partnership. This is the recommended option.

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

- 3.1 No consultation is required or necessary for the programme. There is strong engagement and collaboration with a wide range of partners across Coventry and there has been significant feedback from families that influences programme delivery.

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

- 4.1 The acceptance of grant monies will be implemented immediately, and plans are already in place for delivery for the Easter 2024 holidays, building on the foundation of 2023 delivery.

## **5. Comments from the Director of Finance and Resources and the Director of Law and Governance**

### **5.1 Financial implications**

The indicative maximum allocation available is £1,587,840 for 2024/25 financial year (a slightly increased level to financial year 2023/24). The payments will be made by the DfE at various milestones throughout the year including receipt of delivery plans and reports back on actual activity and expenditure.

The funding is for the provision of free holiday club places (90% of the funding) in the Easter, Summer and Christmas holidays, and for Local Authority coordination costs (10% of the funding). A small team supports the delivery of the programme within the allowed 10% of the grant allocation.

Based on the latest grant determination information, a payment of up to 80% of Coventry City Council's total 2024/2025 allocation will be made in April 2024 following satisfactory receipt by 1st March 2024 of a report to the DfE setting out how the 2024/2025 programme will work and how many children Coventry City Council expects to work with in 2024/25. A payment of up to the remaining 20% of the total 2024/25 allocation will be made in April 2025 following satisfactory submission to the DfE by 12 February 2025 of a report setting

out the actual number of children Coventry City Council have worked with during delivery of the programme at Easter, Summer and Christmas in 2024.

There is a small risk that funds would be withheld if the programme is not delivered. However, this risk is mitigated because Coventry's delivery plans are based on the scheme guidance and robust risk management arrangements are in place (see section 6.2).

An annual report must be submitted, and this must include:

- the overall number of unique children who participated in programme.
- the overall number of unique children in receipt of FSM who participated in the programme.
- the number and proportion of children who are in the: primary school age range, the secondary school age range and any children outside of those age ranges who attended the programme.
- the proportion of primary age and secondary age children who have participated in the programme.
- the number of children with SEND or additional needs who have participated in the programme.

## 5.2 Legal implications

5.2.1 The Council has no specific statutory duty to deliver holiday-based food and activity for families.

5.2.2 By section 31(3) and 31(4) of the Local Government Act 2003 (Power to pay grant) the Department for Education has made grant provision available to enable local authorities to provide to school age children who are eligible for free school meals, healthy meals and enrichment activities during the Easter, Summer and Christmas holiday periods free of charge. The Grant Determination sets out the conditions upon which the grant has been made available and to which the local authority must comply.

5.2.3 Law and Governance support the recommendations outlined in this report and will support the process, ensuring the interest of the Council are protected.

## 6. Other implications

### 6.1 How will this contribute to the One Coventry Plan?

<https://www.coventry.gov.uk/strategies-plans-policies/one-coventry-plan>

This programme aligns with the One Coventry Plan, and can contribute towards the following aims:

- Improving educational outcomes by working with schools to continue to improve standards, and
- Improving health and wellbeing by supporting children and young people to lead healthier lifestyles including better mental health; keeping children and young people safe from harm by providing activities; providing early intervention for families who need it; enabling people to exercise choice and control in their daily lives; reducing health inequalities and giving our children the best start in life.

### 6.2 How is risk being managed?

A robust risk management approach is in place for the programme.

To ensure that participating children and young people are safeguarded, only holiday provision that is approved (for example, registered as a provider with Ofsted) is grant

funded. Organisations funded by HAF have developed a strong track record of working positively with children, families and schools across Coventry building a positive reputation based on trust. Checks are in place to ensure that staff have appropriate qualifications, and that employment and safe recruitment checks are in place (e.g. DBS).

The grant monies awarded is not sufficient to fully support all eligible children and young people in the city with the provision of food throughout the holidays. In order to manage this expectation, the scope of the HAF programme is clearly communicated to parents and carers.

The HAF Steering Group has established a risk and issue management approach. If a risk exceeds the threshold of tolerance and threatens the delivery of the project or signals a significant change of approach is required, it is escalated to the HAF Steering Group for consideration and options for mitigation/response determined. Risks and issues of a lower impact are mitigated and responded to within the day-to-day activity of the project team and are recorded in the project risk log.

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

The programme is co-ordinated by a small team within Education and Skills (4 Full Time Equivalent).

### **6.4 Equality Impact Assessment (EIA)**

As an intrinsic part of the programme, consideration is given to ensuring provision is accessible and engaging for all eligible children and young people (including those with a special educational need and disability, and older children). The programme has due regard to the requirements of the Equality Act in both the coordination and delivery of the programme. A detailed assessment and analysis of equality impacts of the programme will be conducted in the Spring of 2024 looking back to programme delivery in 2023/24. This will be built into the evaluation of the programme in 2024 and will also contribute to the case for further HAF funding.

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

None

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

The Council will continue to work with a wide range of partner organisations in the delivery of this programme, ensuring partners are proportionately represented on the HAF steering group to oversee the implementation. In forming the HAF steering group, the Council has taken full account of the DfE recommendations on composition by including the following partners: local police and other uniform services; public health; school leaders; youth services; social services; charities and the voluntary sector. Membership of the steering groups is reviewed annually.

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Kirston Nelson	Director of Partnerships and Performance	-	13.02.24	19.02.24
Councillor Dr K Sandhu	Cabinet Member for Education and Skills	-	13.02.24	16.02.24

This report is published on the council's website: [www.coventry.gov.uk/councilmeetings](http://www.coventry.gov.uk/councilmeetings)

## **Appendix 1 – Summary of Holiday Activities and Food 2023 Delivery**

### **Purpose**

The primary purpose of this Cabinet report relates to acceptance of the HAF grant. This appendix provides a summary of 2023 delivery. Please watch the Special Schools Initiative Summer 2023 <https://vimeo.com/869583006/d3e2bb74c4?share=copy> and the Summer of Fun 2021 (<https://www.youtube.com/watch?v=Z5sk7bSC5ag>) for a broader understanding of the Coventry HAF programme.

### **Principles**

The HAF multi-agency steering group agreed the following principles for the Coventry HAF programme, linking with the DfE objectives. These are:

- Positive, memorable and happy holiday experiences that demonstrate the value of every person
- Impacts that last beyond the holidays and experiences that reach parents and families through children and young people
- Building on, and enabling, trusted relationships and Coventry strengths
- Collaboration and partnership across a wide range of organisations and engaging with children, young people and families throughout
- Joined-up locality offer - particularly in areas of higher deprivation
- Tailored approaches for primary and secondary ages with a key focus on children with Special Educational Needs and Disabilities
- Joining-up with school summer and education recovery programmes
- Continuous learning and improvement, including learning across Coventry, West Midlands and nationally
- Coventry HAF as a part of a joined-up offer for Coventry lower-income families

### **2023 delivery overview**

Coventry's 2023 delivery has built on the foundations of previous years and continues to deliver an effective Holiday Activities and Food programme. HAF delivers a comprehensive and diverse range of holiday activities, experiences and clubs, to lower-income families in Coventry. The offer is more focussed in areas that have higher numbers of HAF-eligible children and young people. Below is a summary of 2023 delivery.

### **Participation**

The 2023 school summer holidays were the largest, Coventry HAF holiday programme with c.4,000 unique eligible children attending plus family members, c.18,000 sessions attended, and c.20,000 meals provided. The programme included approximately 125 different types of clubs and inspiring activities. The 2023 Easter holidays had c.2,200 unique eligible children attend activities, and the 2023 Christmas school holidays had c.2,000 unique eligible attend activities. Clubs, activities and experiences are delivered by a range of organisations (e.g. community organisations, schools, universities, creative and cultural organisations). The additional information section at the end of this appendix lists the providers directly funded, locations and a sample of the activities delivered.

### **Impact**

There are an increasing number of stories and examples of the impact that clubs, activities and experiences have made on children and young people in terms of confidence and reduced levels of anxiety. Children and young people report that they have made new friends and tried things they would never have had the opportunity to do before. When they return to school from a school holiday they are able to share with their peers and teachers the positive activities they have participated in. They receive healthy meals and are cook and eat food that they may not have tried before and learn new skills. Providers report that many children and young people



now continue to engage with their weekly activities as a result of an initial engagement through HAF.

### ***Focus on inclusion and activities for children with additional needs***

Approximately 30% of children who attended summer HAF activities were identified as children with Special Educational Needs and Disabilities. The following areas were considered when focusing on Inclusion and activities for children with additional needs:

- Up-skilling activity providers in SEND awareness through training provided by the SEND specialist service;
- Supporting parents/carers to find activities that best fitted their child's interests and needs;
- Additional funding for providers to accommodate the needs of individual children; and
- Contributing to Our Special School pilot programme (see below).

### ***Special School Pilot programme – Summer 2023***

As part of our focus on activities for children with additional needs, there was a partnership approach between the HAF programme and Coventry's special schools which was funded through Coventry Building Society investment. This resulted in 6 out of the 8 Coventry special schools hosting or partnering with other organisations to deliver a wide range of activities including: swimming, crafts, outdoor games, horse riding, cooking, sensory play, sports, trips (e.g. Cadbury World, Lego Discovery etc.)

Key points of feedback on this pilot from parents/carers, children/young people and staff:

- the opportunities students had to forge new friendships;
- the unique experiences pupils were able to have;
- the comfort families and students felt being in a familiar 'safe space' with staff members with whom they had established and trusting relationships;
- the complexity of needs that were able to be catered for with 1:1 or 2:1 staff to student ratios and inclusive school venues which are not typically available through mainstream holiday clubs;
- parents and carers valued the experiences their children had during the holidays.

In the Christmas school holidays, family experiences for eligible children with additional needs was piloted. This enabled families to visit local attractions and leisure centres and this received positive feedback from parents.

### ***One Coventry HAF Partnership approach***

Providers increasingly see themselves as part of a One Coventry HAF Partnership where they can collaborate and share ideas. Providers are not only implementing new ideas but are developing new relationships with each other. The HAF programme hosts a provider celebration event, bringing together all the providers following each holiday programme. This creates a context for providers to meet with others and share ideas that they can embed into their own delivery.

### ***Food***

Hot nutritional meals are provided at the vast majority of activities (trips may be an exception to this) and breakfast is increasingly being provided by clubs that start earlier – both as an important meal to start a day, and as settling in time. Nutritional education takes place in all clubs and there is the opportunity at some clubs for the children to participate in cooking meals. The number of family cooking sessions has increased with many providers buying a standard set of cooking equipment that they can use with families. Links with the Coventry Food Network also continue to strengthen.

### ***Digital access***

Activities are booked digitally. Where families do not have digital access to book they can be booked on by providers and other professionals. Letters are also translated into 6 other languages.

### ***Feedback from parents/carers***

There has been extensive feedback from parents/carers, children and young people on the programme. For example, following our summer programme, we received circa 700 responses with 96% saying they would recommend the activities. The average rating of food provided was “very good” (i.e. rating 4, based on a scale of 1 (very poor) through to 5 (excellent)).

Coventry has also received positive feedback on its programme from Childcare Works who are working with the DfE on the national HAF programme. Continuous improvement is also being enabled with our partnership with Positive Youth Foundation, hearing the voice of young people about HAF and through Coventry HAF’s involvement in a HAF evaluation (with four our local authority area) by the universities of Birmingham and Bristol. This includes hearing the feedback from children about HAF.

### ***Quality framework***

A quality framework has been developed focussing on the following key elements through our “HAFF” quality framework. Every provider/activity is assessed against the following:

- **Hospitable** - safe and have an inclusive, friendly and welcoming environment
- **Activities** - enriching, engaging, developmental and diverse
- **Food** – provision of nutritional food, nutritional education for children and families
- **Families** - activities signpost and engage families with support (e.g. cost of living information).

### ***Partnerships***

HAF providers within the overall programme have development individual partnerships with a range of companies and organisations. In addition, across the HAF programme there is partnership with the Coventry Building Society (£100k investment in 2023/24) and with Stellantis (a global car company with UK headquarters in Coventry). Stellantis staff were involved in volunteering to pack and deliver home activity boxes in the Christmas school holidays for children who were unable to access face-to-face HAF provision.

### ***Maximising attendance***

The percentage of those booking and attendance has increased in 2023. This has been through Coventry implemented the following actions to mitigate this against parents/carers booking children onto activities and not attending. These have included:

- Setting the bookable capacity of an activity to be higher (e.g. 125%, based on an expected 25% no-show);
- Being clear in all communications with parents/carers of the impact on other Coventry children if their own child is booked on and does not attend;
- Providers contacting parents/carers prior to activities in a positive way to remind them of the sessions (including phone calls, texts, messages, emails, social media etc.);
- Providers contacting parents/carers who have booked on an activity but not attended;
- Where 3 attempts have been made to contact a family, following a “no-show”, the booking being cancelled; and
- A stronger relational aspect (e.g. consultation with the children and young people on activities delivered, building on existing relationships with the school or organisation delivering the activities).

### ***Areas of focus for Coventry HAF in 2024***

The key areas of development and focus for 2024 include:

- Further development of our offer to children and young people with additional needs;
- Further development of our secondary school and skills-based offer in partnership with secondary schools, the Coventry Youth Partnership, Coventry and Warwick universities and others;

- A continued increase in attendance at HAF activities; and
- Continuing to build the case for continued funding for HAF post-2025 through recording and analysing the impact of HAF.

### **Additional information**

#### ***The following providers were directly funded in 2023 (there other providers/organisations who were also involved, but not directly funded):***

All Saints C of E Primary School, Aptitude, Arts a Riot, Ascension Dance Company, Baginton Fields School, Barr's Hill School, Cardinal Newman Catholic School, Canley Community Centre, Coventry Boys and Girls Club, Coventry Outdoors, Coventry Rugby, Coventry SDA, Cre8fun, Creative Optimistic Visions, CV Life/Culture Coventry, Edgewick Primary, Empowr-U/Energise, Epic Academy/SCCU, Feeding Coventry, Go-Go Makers, Guardian Ballers, Guiding Young Minds, Highly Sprung, Holbrooks Community Care Association, Holy Family Primary School, Kingsbury School, My Activities, Onside Coaching, PlayPals (St Christophers), Rising Stars, Riverbank School, SDH Academy, St John the Divine Church, Sky Blues in the Community, SportWorks, Staffordshire Winter Sports Club (Planet Ice), Tiverton School, University of Warwick Holiday Scheme, Vanny Radio, WATCH/Hillz FM, Willenhall Community Forum and Woodfield School.

#### ***Activities took place in the following locations in 2023:***

- **Primary schools:** Aldermans Green, Aldermoor Farm, All Saints, Allesley Hall, Charter, Edgewick, Good Shepherd, Gosford Park, Grangehurst, Henley Green, Holy Family, John Gulson, Little Heath, Longford Park, Manor Park, Our Lady, St Christophers, St Johns, Stoke Heath, Templars, Walsgrave C of E
- **Secondary schools:** Barrs Hill, Cardinal Newman, Cardinal Wiseman, Grace Academy, President Kennedy, Sidney Stringer
- **Special schools:** Bagington Fields, Kingsbury, Riverbank, Tiverton, Woodfield
- **Community Centres/facilities:** Broad Horizon Enterprise Centre, Canley Community Centre, Coventry Boys and Girls Club, Coventry Central SDA church, Eastern Green Village Hall, Foleshill Community Centre, Foleshill Community Centre, Hagard Community Space (Willenhall Community Forum), Holbrooks Community Centre, Holbrooks Community Care Association, St James church, St John the Divine, Stoke Aldermoor Community Centre, Stoke Heath Community Centre, Stoke Park Youth Centre, The Crez (Jubilee Crescent Community Centre), WATCH, Wood End Community Centre
- **Leisure Centres/sports Facilities:** The Wave, Alan Higgs, AT7 Centre, Coventry Rugby (Butts Park Arena), Moat House Neighbourhood and Leisure Centre, Planet Ice, XCEL Leisure Centre, Coombe Abbey Go-Ape!
- **Arts:** The Albany Theatre, Coventry Transport Museum, Daimler Powerhouse, Herbert Art Gallery and Museum, Warwick Arts Centre, Warwick Castle
- **Parks:** Coombe Abbey Country Park, Edgewick Park, Gosford Green
- **University:** University of Warwick
- **Other locations:** Aztec Adventure, Barry Island, Brewers Fayre, Cadbury World, Cardiff Met University/Archers Basketball club, Conkers, Drayton Manor, Moor Farm stables, National Space Centre, Skegness, Ten-pin bowling, Western-Super-Mare

#### ***A wide range of activities took place, including:***

Activities across the summer programme included the following: animation, archery, art master classes (creative journaling, floral watercolours, illustration skills, oil painting, street art murals) Aztec adventure, BBQ, badminton, basketball, bouncy castles, breakfasts, broadcasting, bushcraft and survival, chef academy, coding, circus skills, climbing, combat archery, cooking, crafts (tie dye, quilling, origami, gemtastic jewellery and fabric), creative journaling, cricket, dancing, drama, drawing, DJ-ing, fitness, football, forest school, fun days, giant board games, go-karting, Go-Ape, gadgets, gaming, gardening, gym, horse riding lessons, ice-skating lessons, inflatable air track, inflatable bungee, karaoke, lacrosse, laser tag, lego building, lava lamp

making, MicLab (sustainable stations, stop motion animation, stitch in time, connections and innovations), movies, movie making, multi-activity clubs (crafts, sports, arts etc.), music workshops, netball, pantomime, performance (parkour, free running and contemporary dance), performing arts, photography, physical theatre, podcasting, pool, pottery, radio, rap, robotics, roller skating, rounders, rugby, singing, science, skateboarding lessons, stable management, sports day, stop-motion animation, swimming lessons, team building, tennis, trampolining, tree-top adventure, tug-of-war, The Wave, trips (Western Super Mare, Drayton Manor, Go-Ape, Cadbury World, Cardiff Met University, Conkers, Space Centre, Warwick Arts Centre etc.), ultimate frisbee, videography, water sports, watercolour/ink painting, zip wire and other activities.



Cabinet

12 March 2024

**Name of Cabinet Member:**

Cabinet Member for City Services – Councillor P Hetherton

**Director approving the report:**

Director of Transportation, Highways and Sustainability

**Ward(s) affected:**

All

**Title:**

2024/25 Transportation and Highway Maintenance Capital Programme

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**Is this a key decision?**

Yes - the proposals are likely to have a significant impact on residents or businesses in two or more electoral wards in the City.

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**Executive summary:**

This report brings together a £19.249m capital programme for the maintenance and improvement of the city's roads, pavements and transport infrastructure. The programme is funded through City Region Sustainable Transport Settlement (CRSTS), external funding and Citizen Housing Right to Buy receipts.

In addition, the report highlights the ambitious range of major projects to be delivered in the city. With increased funding as a result of additional grants and CRSTS re-profiling, we are able to further extend our successful Average Speed Enforcement programme and provide additional funding to better protect homes and communities in response to the January floods, as well as deliver an expanded programme of pavement works.

These projects support the aims of the recently adopted Transport Strategy and the One Coventry Plan to promote continued growth and investment, tackle the causes and consequences of climate change and inequalities by widening travel choice and promoting active travel.

With our continued success in attracting external funding, we are able to develop and deliver schemes and infrastructure that enable transformation and progression.

**Recommendations:**

Cabinet is requested to:

- 1) Approve the 2024/25 programme of Transportation and Highway schemes marked 'A' in Table 2 of the report.
- 2) Delegate authority to the Cabinet Member for City Services, to approve a programme of scheme development and externally funded schemes, marked 'B' in Table 2 of the report.

**List of Appendices included:**

Appendix 1 - Description of all Maintenance and Local Network Improvement Plan Schemes

Appendix 2 - Breakdown of the Road Maintenance Programme including verges

Appendix 3 – Breakdown of the Local Network Improvement Plan Programme

**Background papers:**

None

**Other Useful Documents:**

Budget Report 2024/25 - Council 20th February 2024

Movement for Growth: The West Midlands Strategic Transport Plan

[https://www.wmca.org.uk/media/1372/2016-06-01-mfg-full-document\\_wmca.pdf](https://www.wmca.org.uk/media/1372/2016-06-01-mfg-full-document_wmca.pdf)

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

No

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

No

The Council's five-year capital programme (CRSTS funding) was approved by Full Council on 22nd February 2022.

**Will this report go to Council?**

No

## **Report title: 2024/25 Transportation and Highway Maintenance Capital Programme**

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

- 1.1 This report sets out a detailed capital programme of all highway maintenance and transport schemes which are due to be carried out during 2024/25. The report sets out individual allocations and the various sources of funding in Table 2 and sets out the specific details of each project in Appendices 1 to 3.

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

#### Funding Sources

- 2.1 As part of the original West Midlands Devolution Deal, HM Government agreed to devolve a consolidated local transport budget and provide a multi-year transport funding settlement, which came under the control of the West Midlands Combined Authority.
- 2.2 The devolved transport element of the settlement was made up of three main parts - the Integrated Transport Block (ITB) Highways Maintenance Block and Highways Maintenance Incentive Funding, with the later addition of the Transforming Cities fund.
- 2.3 In July 2021, West Midlands Combined Authority (WMCA) and other Mayoral Combined Authorities received notification from the Department for Transport (DfT) of the creation of a new approach to funding – the City Region Sustainable Transport Settlement (CRSTS)
- 2.4 CRSTS is a five-year capital funding settlement covering 2022 to 2027. The principal objectives are to support decarbonisation of the transport system to tackle climate change along with promoting growth and tackling inequalities. It brings together previously separate elements of funding into one package, subsuming the ITB, Highways Maintenance Block (and associated Incentive Funding) and the final year of the Transforming Cities Fund. The CRSTS fund is overseen by the DfT and provides the opportunity to plan transport investment over a longer time period than has previously been possible.
- 2.5 Following guidance from the DfT, the WMCA invited its constituent authorities to provide a programme of transport schemes to be included in its overall bid on behalf of the region. In order to be considered, schemes needed to show alignment with the objectives set out in section 2.4. There is a requirement for regular monitoring by Transport for West Midlands (TfWM) and DfT
- 2.6 In November 2021 the DfT confirmed that the provisional settlement awarded for the WMCA region would be £1.050bn for the five-year period. The WMCA Board approved a programme of schemes on 14<sup>th</sup> January for submission to Government, with funding approval for the full £1.050 billion received from DfT on 4<sup>th</sup> April 2022.

- 2.7 For Coventry, the following specific schemes were included in the WMCA's CRSTS funding programme:
- Coventry Very Light Rail
  - Tile Hill Park and Ride
  - Foleshill Transport Package
  - Coventry South Sustainable Transport
- 2.8 In addition to the above schemes, funding is also allocated within the CRSTS programme for Highways Maintenance and Local Network Improvement Plan (previously ITB). As in previous years, this funding will be distributed via TfWM in proportion to the population of each Local Authority. For Coventry, the 2024/25 allocation for Highways Maintenance is £4.086 million and the Local Network Improvement Plan is £2.034 million.
- 2.9 Government has confirmed that there will be a second round of the City Region Sustainable Transport Settlement, covering the period 2027 to 2032. This provides a degree of certainty that assists with the forward planning of the investment programme for transport infrastructure, albeit the processes associated with developing that programme at a regional level are yet to be confirmed. For the West Midlands Combined Authority the CRSTS allocation for 2022-27 was £1.050 billion, and whilst the figure for the CRSTS2 period is yet to be confirmed, it is anticipated that a greater amount of funding will be made available following Government decisions about the re-allocation of HS2 budget. The continued work on scheme development is therefore important to provide a list of contingency schemes that could be brought forward as part of the CRSTS1 programme should there be slippage of other schemes, and also to provide a core programme of schemes for consideration as part of the CRSTS2 programme.
- 2.10 Scheme development has continued on the Keresley Link Road scheme, and it is anticipated that proposals will be brought forward for consultation during 2024/25. Some sections of the scheme are already being constructed as part of the Keresley Sustainable Urban Extension (SUE) residential developments that have secured planning approval. The link road will be partially funded through direct developer contribution, in line with Local Plan policy, whilst additional funding from Active Travel Fund 4 has been secured to advance delivery of cycle route connections between Keresley and the city centre by extending the completed Coundon Cycleway to Keresley (details in Appendix 1). Scheme development work is also continuing on the options for improving M6 Junction 3, in partnership with National Highways and Warwickshire County Council, and this study will be completed during 2024.
- 2.11 Work continues with National Highways, Warwickshire County Council and Warwick District Council on developing transport strategy options for the Coventry South area, in conjunction with the South Warwickshire Local Plan review
- 2.12 Table 1 sets out the available capital resources for Transport and Highways schemes.



**Table 1 – Coventry Capital Resources**

<b>Funding Source</b>	<b>2024/25 (£m's)</b>
Local Network Improvement Plan (LNIP)	2.034
Highways Maintenance (HMB)	3.836
CRSTS Re-profiling	4.000
Citizen Housing Group contribution	1.200
Network North (DfT)	0.439
Green Light Fund (DfT)	0.500
Active Travel Fund 4 (DfT)	7.240
<b>Total</b>	<b>19.249</b>

### Highway Maintenance Schemes

- 2.13 As with previous programmes, there is an emphasis on making the best use of existing infrastructure. The maintenance programme will focus on ensuring that the worst affected roads and pavements across the City are properly repaired and preventative maintenance is carried out. This is a key theme in the West Midlands Strategic Transport Plan and is driven by the City Council's Highways Infrastructure Asset Management Policy and Strategy (January 2016).
- 2.14 Right to buy receipts (RTB) of £1.2m from the Citizen Housing Group will be used to provide a further programme of highway improvements in and around Citizen estates across the City. This will be the eleventh year of improvements funded from right to buy receipts. The fund has now contributed to a significant investment, which equates to 83km of treated pavements and roads.
- 2.15 Significant price increases due to inflation, coupled with accelerated deterioration across parts of the network, created a £2.5m pressure on the 2022/23 programme, with some schemes deferred to 2023/24. Cabinet Member for City Services agreed to bring forward £1m from future years CRSTS funding, to be paid back over the following 4 years at £250k per year, this takes the available allocation for highways maintenance in 2024/2025 to £3.836m
- 2.16 High inflation and the impact of climate change have resulted in a challenging 12 months for our road network. To address this, officers have looked at re-profiling CRSTS expenditure and have identified an additional £4m which will be added to this year's programme. A significant element of this funding will be used to improve the condition of pavements and cycleways; this is essential for promoting active travel and providing safer facilities for more vulnerable people.
- 2.17 This additional amount will be further enhanced by £0.439m from a 'pothole fund' created as part of 'Network North', a fund created by the cancellation of HS2 North and redistributed to local authorities.
- 2.18 In compiling the programmes contained within this report, an underlying principle has been to maximize value for money by looking for opportunities to integrate projects wherever possible. As well as saving money, this minimizes disruption to the travelling public, businesses and residents.

- 2.19 Table 2 sets out the proposed capital programme for Local Network Improvement Plan and Highway Maintenance schemes for 2024/25. Each line represents either a programme of works or an individual scheme. Specific details of these programmes and schemes are provided in Appendices 1 to 3 to the report.
- 2.20 In addition to making the best use of existing infrastructure, wherever possible we will seek to reduce ongoing revenue expenditure through the removal of unnecessary infrastructure. This achieves two objectives: decluttering to improve the look of the city and reducing the ongoing maintenance.

### Traffic Schemes

- 2.21 The Local Network Improvement Plan comprises schemes to improve road safety, help support vulnerable road users and to improve traffic management to ensure we comply with statutory 'network management duties' as set out within the Traffic Management Act 2004. The programmes selected for delivery in 2024/25 as part of the LNIP are intended to support Council priorities such as tackling inequality (economic and health), supporting economic growth, and tackling the causes and consequences of climate change in line with the recently adopted Coventry Transport Strategy.
- 2.22 Improving road safety is a priority for the City Council: more reliable roads contribute toward the priorities listed above whilst also helping to promote active travel (walking and cycling). Our data shows that the Council's programme of introducing Average Speed Enforcement (ASE) has had a successful effect on the accident rate on roads with ASE, showing a significant fall in the number of people who have been killed or seriously injured and a corresponding decrease in average speed.
- 2.23 The team analyse injury collision data (as collated by the police) and produce a prioritised list where further road safety investigation and interventions, such as ASE schemes, may be considered. This evidence led approach ensures that our available resources are targeted to those locations where there is the potential to achieve the most positive outcomes. These schemes form part of the Local Safety Scheme element of the annual LNIP programme and form a mixture of site investigation, physical measures, and ASE type interventions.
- 2.24 It should be noted that West Midlands Police (WMP) is the only body that can issue and collect speeding fines. As such they are an integral partner of the city's ASE programme, with any proposed ASE requiring approval from WMP as the enforcement agency.
- 2.25 Speeding continues to be a major source of concern across our network and as such as part of the 2024/25 programme it is again intended to prioritise, with the support of WMP, the rollout of ASE schemes on major traffic routes across the city, with up to four sites being proposed in 2024/25.

- 2.26 Moving forward, in 2024 WMP is leading on a regional review of the use and provision of ASE with the intention of driving efficiencies, ensuring consistency, and establishing a sustainable operating model which enables further growth and expansion in the future. Whilst this work is ongoing it is intended to continue with an interim joint working agreement with the Police which mirrors and continues the current service level that has been in place since the inception of the scheme.
- 2.27 There will also be a further expansion of the vehicle actuated sign programme in 2024/25, including both fixed and mobile signs. This will form part of a suite of community focused interventions delivered through the Traffic Management portion of the LNIP.
- 2.28 The Urban Traffic Management and Control (UTMC) system operating in the city comprises signal-controlled junctions, pedestrian and cycle crossings, CCTV cameras monitoring traffic conditions, and variable message signs. These tools are used to help manage traffic on the city's network as efficiently as possible, and continual investment is required to ensure these facilities are fit for purpose and support the authorities network management responsibilities.
- 2.29 The UTMC investment programme for 2024/25 is set out in further detail in Appendix 3. The suite of measures proposed to be funded include measures to improve network reliability through enhanced communications systems and adoption of intelligent transport solutions as well as physical improvements such as introducing pedestrian facilities at junctions where none currently exist to make it easier and safer for people to walk around their neighbourhood. Several of the proposals set out in the programme are intended as multi-year programmes and as such have been carried forward from 2023/24 when enabling and design work commenced.
- 2.30 The proposed UTMC 2024/25 programme will be further expanded if a recent grant application to the Department for Transport as part of their Green Light Fund is successful. This £500,000 grant seeks to upgrade all remaining pelican crossings on the network with new intelligent LED based puffin crossings which will not only bring operational and road safety benefits but also provide financial and environmental benefits through reduced energy consumption, lowering operating costs and reducing carbon emissions, as well as improving reliability.
- 2.31 Approval is sought for those schemes and scheme programmes (as detailed in the appendices) marked with an A in Table 2 below, and approval to delegate to Cabinet Member for schemes marked B.

Transportation & Maintenance Capital Programme 2024/25

Table 2

	<b>Highways Maintenance</b>	£000s	£000s	£000s	£000s	£000s	£000s	£000s	£000s	Approval
		<b>CRSTS Re-Profile</b>	<b>LNIP</b>	<b>HMB</b>	<b>Citizen RTB</b>	<b>Network North</b>	<b>AT4</b>	<b>Green Light Fund</b>	<b>TOTAL</b>	
1	Planing and Patching	0	0	750	0	0	0	0	750	A
2	Resurfacing	0	0	1600	0	200	0	0	1800	A
3	Surface Treatments	0	0	861	0	139	0	0	1000	A
4	Pavement Improvement Schemes	1250	0	625	1200	100	0	0	3175	A
5	Retread	800	0	0	0	0	0	0	800	A
6	Verges	100	0	0	0	0	0	0	100	A
7	Vehicle Safety Fence	150	0	0	0	0	0	0	150	A
8	Structures	600	0	0	0	0	0	0	600	A
9	Drainage Surveys / Maintenance	1100	0	0	0	0	0	0	1100	A
	<b>Sub Total</b>	<b>4000</b>	<b>0</b>	<b>3836</b>	<b>1200</b>	<b>439</b>	<b>0</b>	<b>0</b>	<b>9475</b>	
	<b>Local Network Improvement Plan</b>									
10	Local Safety Schemes	0	550	0	0	0	0	0	550	A
11	Vulnerable Users	0	304	0	0	0	0	0	304	A
12	Scheme Development	0	290	0	0	0	0	0	290	B
13	Traffic Management	0	530	0	0	0	0	0	530	A
14	UTMC	0	360	0	0	0	0	500	860	A
15	Active Travel 4	0	0	0	0	0	7240	0	7240	B
	<b>Sub Total</b>	<b>0</b>	<b>2034</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>7240</b>	<b>500</b>	<b>9774</b>	
	<b>Grand Total</b>	<b>4000</b>	<b>2034</b>	<b>3836</b>	<b>1200</b>	<b>439</b>	<b>7240</b>	<b>500</b>	<b>19249</b>	

## Externally Funded Projects

- 2.32 The Binley Cycleway is substantially completed, with usage representing a fourfold increase on parts of the route. The remaining section of the route, along Clifford Bridge Road, is programmed for construction in 2024/25 following extended consultation. The additional section of the Binley Cycleway, along Allard Way to the New Century Park development, is under construction with completion in Spring 2024. Construction of the cycleway linking to the University of Warwick campus at Lynchgate has also commenced, with completion due in Spring 2024, and feeder routes to this new route are being developed for delivery during 2024/25 funded through S106 developer contribution.
- 2.33 Scheme development work is progressing on further cycle routes in the University of Warwick area, a route linking Eastern Green with the city centre along Holyhead Road, and routes linking Keresley with the city centre, Coundon and Allesley. The Council is also working with National Highways and Warwickshire County Council on potential extensions of the Binley Cycle Route across the A46 Eastern Bypass to Binley Woods and Coombe Abbey.
- 2.34 The Local Air Quality Action Plan (LAQAP) schemes at Spon End and Ring Road Junction 7 have been completed. The latest air quality monitoring assessment shows that the eastern end of Holyhead Road remains above the legal limit in terms of nitrogen dioxide levels, with a substantial reduction, and scheme development is underway for the traffic management measures required to reduce traffic levels on that section of Holyhead Road. The monitoring figures also indicate that Foleshill Road is now compliant with NO<sub>2</sub> thresholds, with the introduction of the fully electric buses on that corridor undoubtedly a factor in reducing the NO<sub>2</sub> levels. Further consultation on the proposals for Holyhead Road will take place later in 2024.
- 2.35 The roll-out of fully electric buses on the Coventry network continues to progress well, with 140 all electric buses now operating. National Express and Stagecoach are progressing the next stage of procurement and are on course for achieving 100% electric bus fleet by the end of 2025. The new buses are likely to be a factor in the strong performance of buses in Coventry, with bus patronage in the city being at 107% of pre-covid levels, which represents the strongest recovery across the West Midlands.
- 2.36 The On-street residential charge point programme continues with Phase 8 currently underway and potential for a further phase to be delivered in Spring 2024. These will take the number of EV charging units in the city to 1407, with 2163 EV charging spaces. Coventry remains the city with the greatest number of publicly accessible charge points outside London.
- 2.37 Transport innovation remains a key work area, with two ongoing projects relating to the use of drones, and a third project related to connected and autonomous vehicles. In addition, the Coventry Very Light Rail programme is progressing well, with the prototype vehicle undergoing full testing and the innovative trackform also undergoing testing at three sites. It is planned to deliver 800m of the first CVLR route between the railway station and the former IKEA store later in 2024; this section will initially be used as a demonstrator.

- 2.38 Part of the demonstrator proposal includes the implementation of the 'City Centre Traffic Management Plan' (this has been the subject of a recent consultation exercise) and the completion of the 'western link road' at Central 6. This will extend the new link road from Westminster Rd into Central 6 and will help alleviate traffic congestion on Warwick Road and around the station. These measures will facilitate the construction and operation of the CVLR demonstrator. This will be a significant showcase for the city, and for the regional VLR programme, and whilst the initial operations of the demonstrator will be under controlled test conditions, it is intended that this section of track will form part of the first VLR route within the city
- 2.39 With regard to the CRSTS programme of schemes, the Foleshill Transport Package is progressing through the scheme development phase, with planned construction of the A444 Blue Ribbon Roundabout improvement in 2024. This will improve traffic flow through this key junction, as well as providing better and safer pedestrian and cycle crossings for people travelling between Foleshill and Longford. Further consultation on options to create a cycle route to Foleshill will take place during 2024.
- 2.40 Delivery of the Coventry South package has commenced with the construction of the Abbey Road / London Road junction improvement, which will facilitate a new residential development as well as providing improved pedestrian and cycle crossings. That scheme will be completed in Summer 2024, whilst scheme development continues on the segregated cycle route along London Road, which will be consulted upon during 2024. Proposals to improve the pedestrian and cycle crossings at the Asda Roundabout are also being brought forward and will be consulted on during 2024/25.
- 2.41 Scheme development work is progressing for the Tile Hill Station Interchange in partnership with TfWM.
- 2.42 The Council is continuing to work with Warwickshire County Council and National Highways on the delivery of junction improvements on the A46. WCC is responsible for delivering the Stoneleigh Junction scheme, and delays have occurred due to difficulties in sourcing appropriate materials for the approach embankments to the new bridge. Nevertheless, the improved junction should be fully open during 2024. National Highways have, meanwhile, completed consultation on the proposed new Walsgrave Junction, with the next stage being the submission of a Development Consent Order application during 2024/25. This scheme will improve traffic flow on the A46, will help relieve traffic congestion on the local Coventry network, and will facilitate improved access to the University Hospital campus.
- 2.43 The Earlsdon Liveable Neighbourhood project has been subject to extensive community engagement and co-design during 2023/24, with the resulting scheme receiving Cabinet Member approval in January 2024 and the scheme moving into the delivery phase during Spring 2024.

- 2.44 The new Eastern Green junction on the A45, being funded by the developer and by Homes England, is due to open in Spring 2024, providing the primary access to the Eastern Green Sustainable Urban Extension (SUE). Scheme development work is also progressing on the active travel links between the SUE and the city centre, along Holyhead Road, as well as the proposed bus links into the site to provide direct public transport connectivity.
- 2.45 The Council continues to work with the Environment Agency (EA) and the Regional Flood and Coastal Committee (RFCC), using secured Local Levy and Grant in Aid (GiA) funding to deliver flood alleviation schemes in Allesley, in the vicinity of Butts Lane and Washbrook Road and Eastern Green, and in the vicinity of Broad Lane / Banner Lane. Council funding was made available in drainage programme budgets from 2018/19 to 2020/21. The funding is being used to provide improvements including Natural Flood Management and Property Level Resilience. More work is due for delivery during the current financial year.
- 2.46 In response to the January 2024 flooding, additional funding is being made available through Highways Maintenance Capital funding to better protect communities that experienced internal flooding and those communities that are at future risk citywide going forward. This funding will be used to help secure additional local levy and grant in aid (GIA) funding to further bolster our programme and ensure the One Coventry objectives to tackle the impact of climate change are being met.

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

- 3.1 The West Midlands Strategic Transport Plan 'Movement for Growth' replaced the Local Transport Plan (LTP 3). The then WM ITA consulted with the public and key stakeholders and adopted the plan in July 2015, it was approved by the WMCA in June 2016. In addition, many of the specific larger schemes within the programme have or will be consulted on widely as individual schemes.
- 3.2 In all cases, no scheme will be implemented without appropriate consultation being undertaken to ensure that all interested parties are involved in the process and that anticipated funding is secure.

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

- 4.1 The programme of schemes will be implemented throughout the 2024/25 financial year. The exact timing of individual schemes will depend on how well developed they are, and feedback from consultation. It is anticipated that all budgets described in the programme will be spent by the end of March 2025.

## **5. Comments from the Director of Finance and Resources and the Director of Law and Governance**

### **5.1 Financial implications**

The capital funding for the Transportation and Maintenance Capital Programme totalling £19.249m is set out in Table 1 and this was approved by Council on 20 February 2024. This programme is supplemented by funding from Citizen Right to Buy receipts, Active Travel Fund 4 and other external funding. This report sets out a strategic highways and transportation programme that explicitly recognises all sources of funding and implements a strong emphasis on robust project and programme management.

### **5.2 Legal implications**

The Council is under various statutory duties relevant to this report which include:

- (a) Maintaining the City's adopted highway network and associated structures;
- (b) Maintaining the City's traffic management infrastructure;
- (c) Managing the City's road network to secure the expeditious movement of traffic;
- (d) Promoting/encouraging safe, integrated, efficient and economic transport facilities and services in conjunction with TfWM;
- (e) Investigating road accidents and introducing measures to reduce their recurrence;
- (f) Producing a definitive map recording all public rights of way in the City;
- (g) Acting as a 'risk management authority' in respect of highway drainage for the purposes of the Flood and Water Management Act 2010

The Council also has various statutory powers which allow it to improve or add to the existing highway/traffic management infrastructure.

Any major contracts will be procured and awarded to comply with all relevant UK procurement rules and the Council's own Rules for Contracts.

The capital funding for the Transportation and Maintenance Capital Programme is set out in Table 1 above and totals £19.249m.

## **6. Other implications**

### **6.1 How will this contribute to achievement of the One Coventry Plan? (<https://www.coventry.gov.uk/strategies-plans-policies/one-coventry-plan>)**

The programme will help to address Council Plan objectives such as poor air quality and climate change by encouraging more sustainable forms of transport such as walking, cycling and public transport, promoting the Councils 'Age Friendly' aspirations and helping to improve the health and wellbeing of residents.

The schemes included in this report and the significant maintenance programme will help to address the plan priority of making streets and open spaces more



attractive and enjoyable places to be, as well as improving the transport network and connectivity, encouraging investment in the City to promote jobs and growth, which in turn helps to tackle inequalities.

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

For each programme/scheme, there are nominated project sponsors and managers who will be held accountable for delivery. The governance arrangement will be for the capital programme to be overseen by a board comprising the Director, service manager (project sponsor) and finance officers. The project managers collectively form the capital programme team which will ensure that the programme is delivered on time, to budget and to an appropriate standard. The findings and recommendations of the board will be reported to the responsible cabinet member/s via established briefing and reporting mechanisms as appropriate. In addition, summary updates are provided to Cabinet as part of the quarterly budgetary control process.

To manage physical risks, the Construction and Design Management (CDM) process is also used for all appropriate schemes (larger schemes which meet certain criteria) to ensure that risks are designed out and that construction takes place by an approved contractor in a safe way.

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

The programme will be delivered using existing resources where possible.

## **6.4 Equalities / EIA**

An equality impact assessment was carried out during the formulation of the West Midlands Strategic Transport Plan.

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

The programme will have a beneficial impact on the environment as many schemes are designed to encourage sustainable forms of travel such as walking, cycling and public transport, as well as schemes to reduce congestion and improve the public realm.

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

The implementation of the programme will have a positive impact on businesses and the general population of the City through improvements to road maintenance and the wider transport network.

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### Highways Maintenance

The maintenance treatment programmes, as shown in Appendix 2, are aimed at providing the most appropriate treatments to the classified and unclassified road network. The opportunity will also be taken to link the implementation of road maintenance, integrated transport projects and public realm projects together to lower costs and minimise disruption.

It is important to note that exact limits for the extended pavement programme are not provided in this report, due to volume of extra preparation work.

As shown in the report there is also an extra £1.2m provided by Citizen Housing Group for pavements and highway network improvements this year, which is provided from the Right to Buy Infrastructure Fund.

### Pavement Treatments

**Pavement Reconstruction:** A scheme of work which will often include excavation of kerb lines, relaying or renewing of kerbs, replacement of slabs or tarmac and supporting layers. This restores the treated area to 'as new' condition. Some tarmac pavements can be 'overlaid', this is where a further layer of tarmac is laid over the top of the existing surface, adding strength to the pavement.

**Pavement Slurry Seal (tarmac pavements):** A process where a 'slurry' containing bitumen is spread across the existing tarmac. The process is thin, up to 10mm, so there are no problems meeting existing levels. This process is used on sites where early signs of deterioration are evident and hence is an excellent preventative maintenance treatment.

Pavement treatments vary in cost from around £12 per square metre for slurry seal up to £130 per square metre for full reconstruction. Reconstruction is very labour intensive which results in higher costs relative to road resurfacing work.

### Road Treatments

**Road Planing and Patching:** This method of repair is best suited to those roads where there are larger (greater than 10 square metres) areas of deterioration, often at junctions and turning heads or where there are problems with old utility reinstatements. The process entails removing the top 40mm (or whatever is appropriate) and inlaying new material. Typical cost is £50 per square metre. This treatment has the added advantage of forming part of the preparation process for future preventative maintenance surface treatment schemes. Roads which have been planed and patched are very suitable for surface dressing or micro asphalt the following year. The Plane and Patch operation offers the flexibility to carry out large permanent repairs to roads which deteriorate quickly for any reason.

**Road Resurfacing:** This treatment is split into two types, inlay and overlay. Best value is achieved with overlay and, where possible, this is the preferred approach.

**Inlay:** This is an inherently expensive approach and will be used only where absolutely necessary, usually where there has been a structural failure in the base layers. It is recognised that there are a few locations where a deeper repair is essential. The costs of this approach can be over £72 per square metre.

**Overlay:** For roads where the deterioration is confined to the upper layers of the carriageway, a good solution is to overlay. Similarly to pavement overlay, an extra layer of tarmac is laid over the existing surface. To maintain kerb height, it is usually necessary to plane out adjacent to the carriageway edges. The advantage of this approach is that it increases the thickness of tarmac, thereby strengthening the carriageway and reducing the amount of material that has to be taken away. For roads in poor repair, pre-patching is necessary. Typical costs are £54 per square metre.

**Surface Treatments:** All of the above processes extend the life of a road by a number of years and this life can be extended further by the application of surface dressing or other surface layer systems such as a Micro Asphalt. The importance of surface treatments is that they provide waterproofing to the road surface and prevent the ingress of water. In winter, water significantly contributes to deterioration and can cause weaker surfaces to break up. Surface treatments help to prevent this process occurring.

This year continues the successful programme of preventative maintenance. The value of this approach can be seen from the fact that surface dressing costs around £14 per square metre and Micro Asphalt is typically £19 per square metre, compared to over £54 per square metre for resurfacing.

#### Drainage Surveys/Maintenance

Capital maintenance schemes for drainage includes the repair, renewal of piped systems, new gullies and connections to the main sewer and often can involve the laying of new highway drains. These works address capacity or damage issues which are usually evidenced by flooding on or adjacent to the Highway. The Council's annual CCTV programme surveys the Highway drainage network and highway culverts and helps to build the asset register.

#### Flood Relief Schemes

The purpose of these schemes is to reduce the risk of flooding in known high risk areas. Such works are usually carried out in conjunction with the Environmental Agency (EA). To reduce risk at source, flood reduction measures can entail construction of storage areas on the Highway or private land, e.g. ponds, swales and ditches for slow release. Other measures include naturally slowing flows using a technique known as Natural Flood Management (NFM), using tree and hedge planting together with other natural obstacles. Other measures such as Property Flood Resilience (PFR) planned for rollout provide resilience to internal flooding during extreme events.

## Verges

This programme allows for the protection of verges, typically through the use of bollards in accordance with the adopted verge policy. It may also include provision of lay-bys or simply re-soiling existing verges, where new protective measures are in place. Use of grass-grid type materials continues to be successful. These systems allow vehicle over-run whilst maintaining a green verge like appearance to the street scene.

## Vehicle Safety Fences

This allocation is used to maintain existing safety fences (Vehicle Restraint Systems) on the network and can include bridge parapets. The budget allows for the testing and replacement of lengths of fencing to meet modern standards.

## Structures

We continue to provide a programme of capital maintenance across the City's 308 structures which comprise road bridges, culverts, footbridges, retaining walls, sign gantries and subways. Schemes cover a wide range of maintenance works, including strengthening, waterproofing, repair of structural elements, and replacement of movement joints. The programme also includes detailed structural inspections and assessments of substandard structures. It should be noted that all locations are subject to detailed investigation and possible delays caused by engineering difficulties/consultation issues.

## Cycleway Maintenance

Cycleway maintenance will ensure routes remain optimised for users.

Maintenance of key cycle routes will be implemented in 2024 /25 and will comprise: sweeping, gully cleansing, trimming of hedges, vegetation clearance, rain garden maintenance and winter treatment.

The frequency and service type will be determined on a route by route basis and need, ensuring an efficient and effective treatment type is selected.

## **Local Network Improvement Plan**

### Local Safety Schemes

This allocation will be used in the development and implementation of road safety schemes and will be informed by the results of the annual three-year collisions review which identifies areas where there is a high incidence of recorded personal injury collisions (at least six in three years). A range of measures are proposed including:

- Expansion of the city's Average Speed Enforcement programme at a further 4 sites.
- A red light camera trial at 1 site.
- Implementation of the deferred 2023/24 LSS schemes at Eburne Rd/Dutton Road and Primrose Hill St/King William St Area.
- Route-based road safety studies/schemes at 4 locations to identify possible interventions for future funding 2025/26 onwards.

## Vulnerable Users

This allocation complements the safety schemes programme, and will be used to carry out improvements for our most vulnerable road users including cyclists and pedestrians. Through this funding the following initiatives will be implemented in 2024/25:

- The trial deployment of static enforcement cameras at 3 school sites to aid and encourage the compliance of school keep clear and bus stop clearway restrictions.
- Review and refresh the city's 20mph speed limit policy recognising the good work that taken place in recent years to implement speed restrictions across the city and to determine future deployment priorities across the city.
- A 12-month review of the Knights Templar Schools Streets initiative and recommendations associated with its operation. The results of this review will inform and influence the planned implementation of the deferred School Streets Programme at a further 4 sites across the city which are now scheduled to go live in 2024/25.
- The provision of blue badge parking spaces and dropped kerbs to support local communities and aid access.

## Traffic Management

This budget is intended to be community led and will be utilised to respond to emerging issues associated with network operation highlighted by local residents and other stakeholders. The intention being to reduce congestion, make more efficient use of existing road space and improving road safety. In doing so it will seek to make links, tie together and work with other schemes and initiatives taking place across the city, such as Active Travel Fund or S38/278 funded works to add value and ensure that a strategic approach, with a local focus to interventions is taken. Recognising that typically the number of service requests against this budget significantly exceeds available resources, it is intended to develop a prioritisation programme in 2024/25 to aid the management of such requests and ensure that resources are directed appropriately.

Examples of priority work programmes for 2024/25 include:

- Development of a prioritisation criteria to aid resource allocation. The proposed criteria and prioritisation of schemes will be presented to the June 2024 cabinet member (City Services) decision session.
- Establishment of a Speed Visor Mass action programme of Vehicle Actuated Signs which will enhance our ability to respond to service requests associated with speed management.
- Start of a new 2 year TRO Digitisation project which will see a transition of all TRO records and management processes to a fully digital system to aid service efficiency and improve customer engagement.
- Progression of 2 city wide reviews of parking restriction orders in response to resident and stakeholder requests.

## Urban Traffic Management Control (UTMC)

This allocation will be used to improve traffic control across the city. The intention being to improve network performance and reliability through the introduction of intelligent connected systems which enhance our ability to monitor, understand and influence how the network operates and therefore is utilised. Priorities for 2024/25 include:

- Close out of the 2-year Sky Blue Network Fibre Connection Project which will see UTMC assets transferred to high performance, reliable fibre connectivity.
- Communications upgrade of the council's ring road variable message signs to enhance performance and reliability and transition to STRATOS management system to aid and enable the implementation of dynamic traffic management strategies.
- Upgrade/introduction of pedestrian facilities at three signal junctions, Beake Avenue at Links Road (deferred from 2023/24), Holbrook Lane at Lythalls Lane and Holbrook Lane at Hen Lane.
- Network performance upgrades, including LED and Mova validation works to aid network operation and reliability.

### Scheme Development

Funding is allocated within the capital programme for scheme development, supplementing the scheme development funding secured from the WMCA via the CRSTS Fund programme. This funding will be used to support the development of a segregated cycle network for the city, including routes to the Eastern Green, Keresley and South Coventry areas, to develop corridor proposals for the A444 and London Road corridors, develop a junction strategy for the ring road, and update transport modelling tools that are essential to support the development of business cases.

### Active Travel Funded Schemes

#### **Coundon Park Cycleway Scheme**

The Coundon Park Cycleway scheme will provide a high-quality segregated pavement and cycleway through Coundon Hall Park and connecting to the existing Coundon Cycleway. The scheme aims to improve cycling connectivity between the city centre and the Keresley Sustainable Urban Extension between Tamworth Road / Bennetts Road South. In addition, it will enhance links to the North-western side of Coventry. This scheme involves improvements to cycling and walking facilities within Coundon Park and along the existing road network. The works include the installation of three new toucan crossings, one on Tamworth Road, one on Long Lane and the other on Brownhill Green Lane to aid with safety and connectivity.

Funding amount is £2,209,000 and is through Active Travel Fund 4 (ATF4).

#### **Coventry City Centre Cycleway Scheme**

The scheme will provide a high-quality segregated cycleway in Coventry City Centre. The proposed cycleway is 1,100m long, and runs between Queen Victoria Road and Fairfax Street, via Corporation Street. A further 265m of cycleway is also being provided to facilitate access to it via Hill Street, Upper Wells Street and Spon Street. The scheme will complement the Council's wider plans to redevelop the city centre, including the proposed City Centre South regeneration scheme and will also provide access to destinations such as Coventry Railway Station, the Friargate business district (both located close to Queen Victoria Road and accessible to cyclists via Grey Friars Green) and Pool Meadow Bus Station. In addition, it will also connect several further cycle schemes on key radial routes in and out of the city centre, with access being provided to the existing Coundon Cycleway

via Hill Street and to the proposed Foleshill Road Cycleway via Upper Wells Street. The scheme is being implemented as part of a wider strategy to reduce current volumes of traffic in Coventry Centre and to prioritise walking, cycling and public transport. At a similar time as the cycleway is installed, the Council will also deliver the City Centre Traffic Management Plan (CCTMP) and the Coventry Very Light Rail (CVLR) system city centre demonstrator project.

Funding amount is £2,301,000 and is through ATF4.

### **New Century Park (Allard Way) Cycleway Scheme**

Once complete, Binley Cycleway will provide a segregated cycleway that will run for approximately 6,400m along the Binley Road/Brinklow Road/Clifford Bridge Road corridor, connecting Coventry City Centre with University Hospital Coventry and Warwickshire, via Binley Business Park. The additional extended link along Allard Way to the New Century Park Estate, currently under construction with completion due in Spring 2024, will increase the scope of the approved scheme by approximately 320 metres providing a feeder route from a large residential area.

Funding amount is £550,000 and is through ATF4.

### **Foleshill Road Cycleway – Canal Basin to Shortridge Drive**

Additional funding has been secured from the Active Travel Fund 4 extension (ATF4e) for the improvement of facilities for cyclists and pedestrians on Foleshill Road. This investment will complement the CRSTS funding already secured for the Foleshill Transport Package. Consultation has recently been undertaken into an element of the package to provide a segregated cycle route along the southern section of the ring road, and feedback from this is currently being reviewed. During 2024/25, the proposals will be reviewed and refined, with further consultation likely. The Foleshill area is in one of the most deprived parts of the city and is subject to significant public health inequalities, poor air quality, high traffic volumes and very low rates of walking and cycling, so the Foleshill Transport Package is aimed at tackling these issues by encouraging active travel and reducing the volume and speed of traffic.



**Road Plane and Patch**

<b>Road Name</b>	<b>From</b>	<b>To</b>	<b>Ward</b>
Holyhead Road	Various	-	Sherbourne
Hotchkiss Way	Various	-	Binley and Willenhall
Purefoy Road	Various	-	Cheylesmore
Fletchamstead Highway	Various	-	Earlsdon
The Stampings	Various	-	Foleshill
Francis Street	Various	-	Foleshill
Holbrook Way	Various	-	Holbrook
John Wigley Way	Various	-	Foleshill
Jardine Crescent	Various	-	Woodlands
Cash's Lane	Various	-	Radford/Foleshill
Woodcraft Close	Various	-	Woodlands
Orton Road	Various	-	Holbrook
Davenport Road	Various	-	Earlsdon
Light Lane	Various	-	Radford
Middlemarch Road	Various	-	Radford
Dunsmore Avenue	Various	-	Binley and Willenhall
Jimmy Hill Way	Various	-	Upper Stoke/ Foleshill/Longford/ Holbrooks
Upper Eastern Green Lane	Various	-	Woodlands
Lower Eastern Green Lane	Various	-	Woodlands
Yarningale Road	Various	-	Binley and Willenhall
Wyken Croft	Various	-	Wyken
Pleydell Close	Various	-	Binley and Willenhall
Longfellow Road/Hipswell Highway	Various	-	Lower Stoke/Wyken
Roughknowles Estate	Various	-	Westwood
Middle Ride	Various	-	Binley and Willenhall
Hinckley Road	Various	-	Henley
The Scotchill	Various	-	Bablake
Tonbridge Road	Various	-	Cheylesmore
Foleshill Road	Various	-	Foleshill

**Road Retread**

<b>Road Name</b>	<b>From</b>	<b>To</b>	<b>Ward</b>
Eastlands Grove	Full Length	-	Sherbourne
Modbury Close	Full Length	-	Cheylesmore
Frankton Avenue	Full Length	-	Earlsdon
Potters Green Road	Woodway Lane	School	Henley
Cannon Park Road	A45	No. 1	Wainbody
North Brook Road	Full Length	-	Bablake
Southbank Road	Evenlode Crescent	Cedars Avenue	Sherbourne
Langnor Road	Full Length	-	Upper Stoke

## Road Resurfacing

Road Name	From	To	Ward
Four Pounds Avenue	Full Length	-	Sherbourne/ Whoberley
Mantilla Drive	Leamington Road	Peveril Drive	Wainbody
Sullivan Road	Full Length	-	Upper Stoke/ Longford
Classic Drive/Tesco Access	Tesco Access	-	Longford
Ringroad	Tbc	-	St. Michael's
Radford Road	Four Way Junction With Lydgate/Lawrence Saunders	-	Radford
A444 Slip	Slip Onto Stonebridge Highway	-	Cheylesmore
Abbey Road	The Avenue	-	Cheylesmore
Halford Lane	Full Length	-	Bablake/Holbrook
New Union Street	Warwick Road	-	St. Michael's

## Road Surface Treatment – Surface Dressing

Road Name	From	To	Ward
Heathcote Street	Full Length	-	Radford
Bevington Crescent	Full Length	-	Sherbourne
Copthorne Road	Full Length	-	Bablake
Roman Road	Full Length	-	Upper Stoke
Postbridge Road	Full Length	-	Cheylesmore/ Earlsdon
Holyhead Road	Ringroad	Railway Bridge	Sherbourne
Station Avenue	Tile Hill Lane	Duggins Lane	Westwood
Gayer Street	Full Length		Longford
Stivichall Bypass (A444)	Boundary To	Whitley Interchange (Inbound)	Cheylesmore
Radford Road	Ringroad	Lydgate Road	Radford
Queens Isabel's Avenue	Full Length	-	Cheylesmore
Windsor Street	Full Length	-	Sherbourne
Barras Lane	Windsor Street	Holyhead Road	Sherbourne
Hawkes Mill Lane	Browns Lane	Wall Hill Road	Bablake

## Road Surface Treatment – Micro Asphalt

Road Name	From	To	Ward
Aston Road	Full Length	-	Whoberley
Hartridge Walk	Full Length	-	Whoberley
Camden Street	Full Length	-	Upper Stoke
Chandos Street	Full Length	-	Upper Stoke
Delage Close	Full Length	-	Longford
Franciscan Road	Full Length	-	Cheylesmore
Gospel Oak Road	Full Length	-	Holbrook
Pembrook Road	Full Length	-	Holbrook
Station Street West	Full Length	-	Foleshill
Sunbury Road	Full Length	-	Cheylesmore

Vinecote Road	Full Length	-	Longford
Broadlands Close	Full Length	-	Earlsdon

#### Pavement Improvement Schemes - Reconstruction Schemes

Road Name			Ward
George Marston Road			Binley and Willenhall
The Avenue			Cheylesmore
Foxtan Road			Binley and Willenhall
Brownhill Green Road			Bablake
Scots Lane			Bablake
Wyken Avenue			Wyken
Deedmore Road			Henley
Macaulay Road			Lower Stoke
Frankton Avenue			Earlsdon
Dane Road			Upper Stoke
Pandora Road			Henley
Rosslyn Avenue			Sherbourne
Gaydon Close			Longford
Over Street			Longford
Parkland Close			Holbrook
Jenkins Avenue			Woodlands
Cromwell Lane			Westwood
Charter Avenue			Westwood
Midland Road			Foleshill
Edgwick Road			Foleshill
Corporation Street			St. Michael's
Kelvin Avenue			Wyken
Oldfield Road			Whoberley
Edmund Road			Foleshill
Sadler Road			Radford
Cramper's Field			Radford
Cannon Hill Road			Wainbody
Tiber Close			Woodlands

#### Pavement Improvement Schemes – Slurry Seal Schemes

Road Name			Ward
John McGuire Crescent			Binley and Willenhall
Broad Lane			Woodlands
Coundon Street			Sherbourne
Squires Way			Wainbody
Buckhold Drive			Whoberley
Church Lane			Woodlands
Wareham Green			Wyken
Silver Street			St. Michael's
Anderton Road			Longford
Broad Lane			Earlsdon
Clay Lane			Upper Stoke
Humber Avenue			St. Michael's
Radford Road			Radford
Albany Road			Sherbourne
Cromwell Lane			Westwood

Fairlands Park			Wainbody
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### Highway Structure Schemes

Road Name	Structure		Ward
A4053, Ringway Swanswell	Swanswell Viaduct		St. Michael's
A4053, Ringway Hill Cross	Hill Cross Flyover		St. Michael's Radford/ Sherbourne
A4053, Ringway Whitefriars	Gantry 4b		St. Michael's
A4053, Ringway Queens	Friargate Bridge		St. Michael's
Carey Street	Carey St Bridge		Longford
A45, Fletchamstead Highway	Sir Henry Parkes Culvert		Earlsdon/ Westwood
A4053, Ringway Rudge/ Hill Cross	Holyhead Rd Overbridges		St. Michael's/ Sherbourne
A4114, Pickford Way	Allesley By-Pass Footbridge		Bablake/ Whoberley
A45, Kenpas Highway	Green Lane Rail Bridge		Wainbody/ Earlsdon
A45, Fletchamstead Highway	Fletchamstead Rail Bridge		Earlsdon/ Westwood
Various City Wide	Various		Citywide

### Verge Schemes

Road Name			Ward
Penny Park Lane			Holbrook
Sewall Highway			Upper Stoke

### Drainage Schemes

Road Name	Description	Ward
Oak Lane Slip Road Into A45.	Improve drainage efficiency in this area by introducing more gullies to reduce flood risk to the a45.	Bablake
Tamworth Road.	Installation of new gullies, carrier drainage and new connection to Severn Trent Water sewer in order to increase drainage efficiency.	Bablake
Staircase Lane	Improve drainage efficiency, introducing a new drainage and works to the River Sherbourne bank / highway boundary.	Bablake
Wall Hill Road	Installation of new gullies	Bablake
Canley Road – Trash Screen.	Removing the screen and replacing it with a new trash screen to improve flood protection.	Whoberley
Celilo Walk	Investigation and potential delivery of property flood resilience measures due to report of internal flooding.	Holbrook
Broad Lane.	Investigation and potential delivery of property flood resilience measures due to report of internal flooding.	Woodlands
Fairburn Way.	Investigation and potential delivery of property flood resilience measures due to report of	Bablake

	internal flooding.	
Heybrook Close.	Investigation and potential delivery of property flood resilience measures due report of to internal flooding.	Upper Stoke
Honeysuckle Drive.	Investigation and potential delivery of property flood resilience measures due report of to internal flooding.	Longford
Verbena Close.	Investigation and potential delivery of property flood resilience measures due report of to internal flooding.	Longford
Duggins Lane	Investigation and potential delivery of property flood resilience measures due report of to internal flooding.	Westwood
Citywide Flood Investigations	Citywide programme of investigations following the January 2024 flooding, business case preparation for partnership funding bids to better protect homes.	Citywide
Citywide Gully Repairs	Citywide programme of localised drainage maintenance and repairs.	Citywide
Citywide culvert asset surveys and repairs	Camera surveys of the citywide culverted watercourses to inform a programme of repairs.	Citywide

**Safety Schemes**

List of Schemes	Description
Average Speed Enforcement (ASE) <ul style="list-style-type: none"> <li>• Moseley Avenue/Engleton Road</li> <li>• Wheelwright Lane/Holbrook Lane</li> <li>• Tile Hill Lane</li> <li>• Aldermans Green Road</li> </ul>	Provision of ASE* on four corridors across city.  (*Subject to final scheme agreement from WMP)
Red Light Camera	Deployment of trial red light camera at one location across the city
Local Safety Interventions <ul style="list-style-type: none"> <li>• Eburne Rd &amp; Dutton Rd</li> <li>• Primrose Hill St – Victoria St - King William St - Berry St - Paynes Lane</li> <li>• Heath Rd - Barras Green – Mercer Avenue</li> </ul>	
Investigation and Scheme Development <ul style="list-style-type: none"> <li>• Sewall Highway</li> <li>• A45/Tile Hill La/Herald Ave Gyratory</li> <li>• Lawrence Saunders Road</li> <li>• Bennetts South Rd - Keresley Green Rd</li> </ul>	Investigation and development of schemes as part of the establishment of priorities for 2025 onwards.

**Traffic Management Schemes**

Heading	Description
General low cost action, including minor traffic management schemes	Development of prioritisation process to aid the work load management of request for General low cost traffic management measures, including road markings, traffic signs, bollards and other minor remedial measures to improve safety/ease congestion.  Report proposed to be presented to June 2024 Cabinet Member (City Services) setting programme for 2024/25.  Small scale schemes to address traffic management issues e.g. refuges and modal filters.
Traffic Regulation Orders	Delivery of city wide parking restriction update order, revision 13 (May 2024) and revision 14 (January 2025). Commencement of 2 year digital TRO Project.
Resident Parking Schemes	Programme of new and amendments to existing resident parking schemes
Vehicle Activated Sign (VAS) programme	Provision of permanent or semi-permanent VAS to be deployed to address speed concerns and to collect network operational data

Speed Visor Programme	Mass action deployment of mobile temporary VAS in response to speeding concerns.
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### Vulnerable Users

Heading	Description
School gate issues	Trial deployment of static enforcement cameras at 3 school sites on Winsford Avenue to aid and encourage the compliance of school keep clear and bus stop clearway restrictions.
School Streets	Knights Templar Schools Streets review and next steps. Roll out of phase 2 of the School Streets initiative at Cardinal Wiseman School, Ravensdale Primary School, Stanton Bridge Primary School and Southfields Primary School.
20 mph zones	Review and refresh of programme in light of emerging priorities
Access Management	Provision of blue badge parking spaces and dropped kerbs to support local communities and aid access.

### Urban Traffic Management Control

Heading	Description
Beake Avenue at Links Road	Signal upgrade and provision of pedestrian phases
Holbrook Lane at Lythalls Lane	Additional pedestrian phases
Leamington Road/Daventry Road	T Junction and LED upgrade
Holbrook Lane at Hen Lane	New ped facilities at existing junction
Radford Road/J9	Wig Wag install to support Coventry Fire Station Operation
Burnaby Road at Catesby Road	Upgrade of ped facilities at existing junction
Network Performance Upgrades	A45 Broad Lane MOVA Validation and Scoot Validation of 4 x KRN Corridors
IMTRAK Asset Management Review and Update	Signal Asset review and future planning
VMS Comms Upgrade	Upgrade of Mesh to 4G connectivity to aid resilience
Fibre Upgrade programme	Close out of Sky Blue Network Project to aid comms resilience

**Note:** None of the schemes included in the appendices are in priority order.  
All locations could be subject to change or possible delays due to engineering difficulties

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Cabinet

12 March 2024

**Name of Cabinet Member:**

Cabinet Member for Jobs, Regeneration and Climate Change - Councillor J O'Boyle

**Director approving submission of the report:**

Director of Property Services and Development

**Ward(s) affected:**

St. Michael's

**Title: City Centre South – Appropriation of Land for Planning Purposes and Use of Section 203 of the Housing and Planning Act 2016**

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**Is this a key decision?**

No

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**Executive summary:**

City Centre South (CCS) will deliver transformational improvements to Coventry city centre through the creation of a new residential led community providing new homes, jobs, commercial and leisure opportunities and high-quality public spaces.

In January 2022, as part of a wider report authorising the making of a Compulsory Purchase Order (CPO) to support scheme delivery, Cabinet approved the appropriation of the land needed for the development for planning purposes and the application of Section 203 of the Housing and Planning Act 2016 in order for certain third party rights over the land to be overridden and enabling anyone who suffers loss in terms of a reduction in value of their land to be able to claim statutory compensation.

Since Cabinet considered these matters in January 2022, the CCS scheme now has a Planning Consent (Ref: PL/2023/0002218/RVC) establishing current development parameters for the scheme and it is appropriate for the appropriation of the scheme land and application of Section 203 to be considered within this context.

## **Recommendations:**

Cabinet is recommended to:

- 1) Resolve to appropriate for planning purposes the land owned by the Council within the proposed redevelopment site shown on the plan at Appendix 1 to the report pursuant to section 122 Local Government Act 1972 in order to facilitate the CCS scheme.
- 2) Authorise the Director of Property Services and Development, following consultation with the Director of Law and Governance, the Director of Finance and Resources and the Cabinet Member for Jobs, Regeneration and Climate Change, to settle claims for compensation under s204 Housing and Planning Act 2016 in respect of rights, interests or restrictions which are overridden and/or to reach agreement for the release of any such rights etc. by affected third parties
- 3) Delegate authority to the Director of Property Services and Development, following consultation with the Director of Law and Governance, the Director of Finance and Resources and the Cabinet Member for Jobs, Regeneration and Climate Change, to:
  - (a) Place statutory advertisements as required by section 122(2A) Local Government Act 1972 of the Council's intention to appropriate for planning purposes the open space land in the Council's freehold ownership shown on the plan at Appendix 2 to the report; and
  - (b) Consider any representations received in response to the statutory advertisements referred to in paragraph (a) above and to decide whether any such land should be appropriated for planning purposes and dispose of to facilitate the CCS scheme; and
  - (c) Take all necessary, incidental or ancillary steps for the carrying into effect any of the recommendations set out in this report.

## **List of Appendices included:**

The following appendices are attached to the report:

Appendix 1: Land within the Council's freehold ownership proposed for appropriation for planning purposes excluding open space

Appendix 2: Open space land within the redevelopment site in respect of which public notice of intention to appropriate for planning purposes is proposed to be given

Appendix 3: Land within the Council's freehold ownership previously appropriated for planning purposes pursuant to a Cabinet decision dated 11 January 2022 (excluding open space)

Appendix 4: Open space land within the redevelopment site previously appropriated for planning purposes following a statutory advertisement process undertaken during 2022

**Background papers:**

Copy of The Council of the City of Coventry (City Centre South, Coventry) Compulsory Purchase Order 2022 (<https://www.coventry.gov.uk/viewcpo> )

Statement of Case for the CPO ( <https://www.coventry.gov.uk/viewcpo> )

**Other useful documents**

Report to Cabinet 11<sup>th</sup> January 2022 “City Centre South Land Acquisition and Compulsory Purchase Order”

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

No

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

No

**Will this report go to Council?**

No

**Report title:** City Centre South – Appropriation of land for Planning purposes and use of Section 203 of the Housing and Planning Act 2016

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

- 1.1. On 11<sup>th</sup> January 2022, Cabinet approved the making of the Compulsory Purchase Order (CPO) for the City Centre South (CCS) scheme as well as approving the appropriation of the relevant land for Planning purposes and the application of Section 203 of the Housing and Planning Act 2016 in relation to third party rights. The land shown on Appendix 3 to this report was appropriated for planning purposes pursuant to the Cabinet decision taken on 11 January 2022. The land shown on Appendix 4 to this report fell into the category of “open space” and was accordingly first subject to a statutory advertisement process pursuant to Section 122(2A) Local Government Act 1972. No representations were received in response to the statutory advertisements. Consequently, the land was appropriated for planning purposes pursuant to the delegated decision of the Director of Property Services and Development, following consultation with the Director of Law and Governance, the Chief Operating Officer and the Cabinet Member for Jobs, Regeneration and Climate Change taken on 10 May 2023.
- 1.2. Following a Public Inquiry in January 2023, the CPO was confirmed by the Secretary of State on 18 April 2023.
- 1.3. Since Cabinet considered these matters in January 2022, the CCS scheme has progressed significantly with the Hill Group becoming funding and development partners for the scheme and a S73 Planning Consent (Ref: PL/2023/0002218/RVC) establishing key development parameters for the scheme, including up to 1575 new homes. As the Planning Consent establishes the proposed development parameters for the CCS scheme, it is timely for Cabinet to reconfirm the appropriation of scheme land within this updated context.

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

- 2.1. Option 1. To not update the decision regarding the appropriation of scheme land for Planning purposes
- 2.2. The appropriation of land in the context of the current Planning Consent is a technical matter to enable the scheme’s delivery and not doing so would present risk to the delivery of the scheme. This option is therefore not recommended.
- 2.3. Option 2. To approve the Recommendations set out above
- 2.4. Private third-party rights, interests and restrictive covenants
- 2.5. To the extent any rights to light, or other private rights, interests or restrictions on use of land, are interfered with or breached as a consequence of the development of the Scheme, appropriate mechanisms for overriding those rights and compensating those affected would be available as described below.

- 2.6. Given the complexity of the title to the redevelopment site, which has been assembled by the Council over a number of years from a number of different parties and is surrounded by built development, it is possible that there are third party rights and interests which burden the site, and which could restrict its development for the Scheme. The types of third-party rights potentially affected by the proposed redevelopment include rights of access and rights of way, potential unknown rights reserved in ancient deeds, rights to air and light (including prescriptive rights) and any restrictive covenants which may benefit neighbouring land. Those potential adverse private rights which have been identified are listed in Table 2 in the Schedule to the CPO (available as a Background Paper to this report), although the extent to which any individual rights will be affected by the CCS scheme and / or remain enforceable cannot be ascertained at this stage.
- 2.7. As explained below, subject to satisfaction of certain other conditions, private rights may be overridden in the case of (a) land which is acquired compulsorily or by agreement for the purposes of the CCS scheme; and (b) land which is already in the Council's ownership which has been appropriated "for planning purposes".
- 2.8. It is intended that all the land interests with the redevelopment site will either be acquired by agreement or compulsorily under planning powers (if not currently owned by the Council) or appropriated for planning purposes (if currently in the Council's ownership).
- 2.9. As explained below, there are special requirements which must be complied with in respect of any proposed appropriation of open space land before any decision on this land can be reached.
- 2.10. The following paragraphs 2.11 to 2.14 set out the powers available to the Council for the acquisition and appropriation of land for planning purposes together with the consequential powers to override existing third-party rights and restrictions over such land and the availability of compensation to affected parties.
- 2.11. Power to acquire land for planning purposes
- 2.12. The expression "planning purposes" is defined in s246(1) of the T&CPA 1990 as including land which has either been acquired under s226 or s227 of the T&CPA 1990 or has been appropriated for purposes for which land could be acquired under those sections.
- 2.13. The Council has power to acquire land under s226 (compulsorily) or s227 (by agreement):
- if the authority thinks that the acquisition will facilitate the carrying out of development, re-development or improvement on or in relation to the land, or
  - which is required for a purpose which it is necessary to achieve in the interests of the proper planning of an area in which the land is situated.
- 2.14. Where land is proposed to be acquired to facilitate development, redevelopment or improvement in line with the above, the authority must also think that that the development etc. is likely to contribute to the promotion or improvement of the

economic, social and/or environmental well-being of its area. The considerable well-being benefits of the CCS scheme proceeding are set out in further detail in the Statement of Case which was submitted to the Secretary of State in support of the CPO (available as a Background Paper to this report). It is clear that the Council has power to acquire land by agreement for the scheme under s227 of the T&CPA 1990 as evidenced by the confirmed CPO.

2.15 Power to appropriate land for planning purposes

- 2.16 The land in the Council's ownership within the redevelopment site predominantly comprises tired and out-dated buildings that are in use for retail, food and drink and other commercial purposes, together with a small number of community uses, car parking and public roads and walkways and open space. It also includes, a ramp connecting the grade two listed Coventry Market roof top car park with the Market Way car park and a grade two listed mural. The land shown on Appendix 1 which is proposed for appropriation includes all the land in the Council's ownership which is to be redeveloped with the exception of the open space land (which is referred to be below). It includes the subsoil of the public highway land within the land shown on Appendix 1 only to the extent that it is proposed that the highway be stopped up.
- 2.17 The land proposed for appropriation for planning purposes shown on Appendix 1 was acquired by the Council from various parties over a number of years dating back to 1898, but with the majority of the land having been acquired by the Council in the 1930s and 1960s. So far as can be ascertained, the various parcels of land were originally acquired for a range of statutory purposes including general land holding powers, street works and redevelopment. At the date of the 11 January 2022 Cabinet report, the statutory powers under which all the land is currently could not be fully identified. However, none of the land was known to be held for housing, school or other purposes to which special or additional powers of appropriation would apply. (As noted, the open space land to which special provisions apply is excluded from the land shown on Appendix 1, as are areas of land which will continue to form part of the public highway.)
- 2.18 Following the Cabinet's decision on 11 January 2022, the land shown on the plan at Appendix 3 is held by the Council for planning purposes. The effect of the appropriation decision recommended in this report would be to re-affirm the appropriation for planning purposes in respect of the current redevelopment proposals in respect of the land shown shaded grey on the plan at Appendix 1. Practice and case law indicate that there is nothing to prevent a local authority "re-appropriating" its land for a different planning purpose. It is considered that the general power of appropriation under s122 LGA 1972 applies to the Council land within the redevelopment site shown on Appendix 1.
- 2.19 In relation to the power to appropriate land under s122 of the LGA 1972 there are two basic statutory requirements:
- the land is no longer required for the purpose for which it is held immediately before the appropriation; and
  - the Council would (in principle) have power to acquire land by agreement for the "new" purpose.

- 2.20 In respect of the first of the above requirements, the Council must give specific consideration to the question of whether the land proposed for appropriation (as shown in Appendix 1 to the report) continues to be required for its existing purposes and in doing so, it must consider the comparative needs in the public interest for the existing use and the proposed new use. If the Council is satisfied that there is a greater need in the local public interest for the scheme as opposed to the current uses of the land that condition would be satisfied.
- 2.21 In respect of the second requirement, as explained above, it is clear that the Council would (if it did not already own the land) have power to acquire the land shown in Appendix 1 for planning purposes by agreement under s227 of the T&CPA 1990 in order to facilitate the CCS scheme. Both requirements are considered to be satisfied with respect to the Council's interests in that part of the site shown on the plan at Appendix 1.
- 2.22 In addition to the specific requirements of section 122, case law indicates that where third parties are known to have rights which may be affected by the appropriation, a local authority should not use its powers unless it has good reason to believe that the interference with their rights is necessary. The Human Rights implications of the proposals are referred to in section 6.4 below.
- 2.23 Power to override easements and other rights
- 2.24 Section 203 of the H&PA 2016 authorises development even if it involves infringing certain third-party rights, subject to payment of compensation. The kinds of rights that can be overridden under s203 comprise:
- a "relevant right or interest" i.e., "any easement, liberty, privilege, right or advantage annexed to land and adversely affecting other land (including any natural right to support)"; and
  - a restriction as to the user of land arising by virtue of a contract.
- 2.25 The first category above would include easements and other rights which burden the development site and benefit other land. The second category would include restrictive covenants.
- 2.26 In the case of a site of the size and complexity of that needed for the CCS scheme which has been in various ownerships and developed over a number of years it is possible that such third-party rights may exist, albeit that there may be doubts as to the enforceability of certain ancient rights and covenants.
- 2.27 Certain third-party rights cannot be overridden under s203, in particular "protected rights" of statutory undertakers and electronic communication code operators. In addition, rights and interests which benefit the Crown and its land, or rights enjoyed by the public, could not be overridden under s203.
- 2.28 The application of section 203 is dependent on satisfaction of certain conditions (the amendments made to the conditions by the Environment Act 2021 are not relevant for present purposes and are not referred to below.) The four conditions for the application of s203 as they apply to the Council are, in summary:

- 2.29 Planning permission: there must be planning permission for the building or maintenance works and/or the use that causes the interference with or breach of the third-party rights.
- 2.30 Subject land: the building or maintenance works and/or the use that causes the infringement/breach must be undertaken on land that at any time:
- before 13 July 2016 was acquired or has been appropriated by the Council for planning purposes (as defined in s246 T&CPA 1990);
  - on or after 13 July 2016 has been:
    - appropriated by the Council for planning purposes or
    - acquired by the Council for a purpose for which a power to acquire land compulsorily exists.
- 2.31 Compulsory acquisition: the Council could (in theory) have acquired the land compulsorily for the purposes of the building or maintenance work and/or use. The explanatory notes to the H&PA 2016 refer to this requirement as involving the need for the authority to have an appropriate compulsory purchase enabling power.
- 2.32 Purpose of acquisition or appropriation: the purpose of the building or maintenance work and/or use must be related to the purpose for which the land was acquired or appropriated.
- 2.33 Provided the four criteria for the application of s203 are met, it is irrelevant who carries out the development.
- 2.34 Consequently, if land needed for the CCS scheme is acquired under planning powers and the Council resolves to appropriate the land already in its ownership for planning purposes all the conditions for the application of s203 will be satisfied:
- a) planning permission – planning permission for the CCS scheme has been granted;
  - b) subject land – the development would be undertaken on land acquired by the Council after 13 July 2016 or appropriated by it for planning purposes;
  - c) compulsory purchase enabling power – the Council has the power to acquire land compulsorily for the scheme (under s226 T&CPA 1990); and
  - d) purpose of acquisition or appropriation – it is clear that the CCS scheme development is related to the purposes for which land for that scheme is proposed to be acquired or appropriated as recommended in this report.
- 2.35 Appropriation of Open Space Land Held by the Council
- 2.36 In relation to land identified as potential open space (Appendix 2 to the report), the requirements of s122(2A) of the LGA 1972 and s233(4) T&CPA 1990 apply. Those provisions require notice to be given of any intended appropriation of open space land in two consecutive weeks of a local newspaper and any representations must be



considered before any decision is reached. It is proposed that officers be given delegated authority to advertise the Council's intention to appropriate the open space land it owns within the redevelopment site for planning purposes and to dispose of it and to consider any objections before deciding whether or not to appropriate and dispose of this land.

### 2.37 Compensation for affected third parties

2.38 Where s203 applies, when development is carried out, any person who suffers loss in terms of a reduction in the value of their land on account of an infringement of their rights would be entitled to claim statutory compensation under s204 of the H&PA 2016 from the person who carries out the development. If the developer does not pay the compensation, the Council must do so, but has a statutory right to recover any payment from the developer.

2.39 Compensation under s204 is calculated on the same basis as compensation payable under s7 and s10 of the Compulsory Purchase Act 1965. It is generally based on the reduction in the value of the claimant's land (rather than any "ransom value") and is sometimes calculated on a "before and after" assessment of what their land was worth before and after the infringement.

2.40 At this stage it is not possible to assess whether any valid claims under s204 will be made or the extent of any liability for compensation, but a reasonable allowance has been included within the overall budget to cover this potential liability.

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

3.1 The CCS scheme has been the subject of a number of different public consultation processes throughout its evolution. More recently these include:

(a) public consultation undertaken between 2020 and 2022 ahead of, and as part of, the determination of the 2022 outline planning permission for the CCS scheme (reference OUT/2020/2876)

(b) publicity undertaken in 2022 regarding the making and confirmation of the CPO including statutory notices served on those directly affected by the CPO together with press and site notices

(c) public consultation undertaken between 2022 and 2023 ahead of, and as part of determining, the application made pursuant to section 73 of the Town and Country Planning Act 1990 to amend conditions attached to planning permission OUT/2020/2876 (resulting in the grant of a fresh hybrid planning permission for the CCS scheme under reference S73/2022/2876)

(d) public consultation undertaken as part of the most recent application pursuant to section 73 of the 1990 Act to amend conditions attached to planning permission S73/2022/2876 together with proposals for the detailed design of Phase 1 of the scheme. This most recent consultation on the CCS scheme has included a consultation event in the Coventry Telegraph which was widely publicised via postal invitations, social media and posters in the City centre. The most recent exhibition of

the CCS Phase 1 proposals took place on Wednesday 29 March and Saturday 01 April 2023 and was attended by 448 people with 93 respondents providing feedback on the emerging CCS Phase 1 RMA design. The main topics raised during public consultation related to the principle of redeveloping the area and the designs shown. The majority of consultation respondents felt positively about the concept for the proposals and were supportive of the redevelopment of the site. Supportive comments were also made about the proposed landscaping approach and new green spaces as well as the site layout.

- 3.2 There has been, and will be, further engagement in relation to the Scheme refinements as part of the evolution of the scheme in planning terms, including the reserved matters applications.

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

- 4.1. If the Recommendations that are the subject of this report are approved, then they will be implemented straightaway.

#### **5. Comments from the Director of Finance and Resources and the Director of Law and Governance**

##### **5.1. Financial Implications**

5.1.1 Land that is appropriated could give rise to compensation if a person suffers a loss as a result of the process set out in paragraphs 2.37 - 2.40 above. Any compensation due is calculated on the same basis as compensation payable under the Compulsory Purchase Act 1965 and an allowance for these costs has been built into the Land Acquisitions budget of the existing WMCA capital grant. The element of this grant associated with Land Assembly is capped at £28m. This spend was added to the Capital programme following appointment of Shearer Property Group as developer in 2016.

5.1.2 To date, the Council has acquired assets to the value of £12.8m by way of negotiation and private treaty, funded by the £28m grant referred to in 5.1.1. Deloitte, the Council's CPO advisors, has estimated that the cost of acquiring the remainder of the land and property interests, including any relocation or compensation costs such as those associated with the recommendations of this report will be around £9.5m, giving a total estimated cost of land acquisition of £22.3m.

##### **5.2. Legal Implications**

5.2.1 The Council has power under section 122 of the Local Government Act 1972 (LGA 1972) to appropriate land belonging to the Council that is no longer required for the purpose for which it was held immediately before the appropriation (section 122(1)), provided that the new purpose is one for which the Council would be authorised to acquire land by agreement.

- 5.2.2 In respect of land which is acquired by the Council by agreement for the purposes of the Scheme, the Council has power under section 227 of the Town and Country Planning Act 1990 for equivalent purposes to those referred to above in connection with section 226 of the 1990 Act and subject to the same proviso regarding well-being objectives.
- 5.2.3 Other relevant statutory provisions, including ss 203 and 204 of the Housing and Planning Act (authorising certain private third-party rights to be overridden) and the powers to appropriate land for planning purposes, are referred to in the body of this report.
- 5.2.4 The Council must act in accordance with the rights under the European Convention on Human Rights, and this includes Article 1 of the First Protocol (right to peaceful enjoyment of possessions) and Article 8 (right to respect for private life, family and home). The Council must strike a fair balance between the public interest and the individual's rights and consider whether the interference is "proportionate". In view of the factors described in this report it is considered that it is necessary to appropriate the land for planning purposes and that there is a compelling case in the public interest to support the decision to do so.
- 5.2.5 Appropriation will allow the Council to commence development works, notwithstanding the interference with the rights of third parties affected by the development. Therefore, if appropriation has not taken place when the Council commences works it would potentially be infringing those affected parties' rights to light. The remedy for such an infringement is an injunction. It is an equitable remedy and is within the court's discretion to grant. The court can award damages where it considers this an adequate remedy. If the adjoining owners choose to institute proceedings for an actionable injury the court might also grant an injunction pending the court's decision on whether there has been an infringement of their rights or not. The consequences of this for the Council will be to set back commencement of the development and delivery of the scheme.
- 5.2.6 Further to the above and specifically with regards to 'special categories of land', a local authority can appropriate and thereafter dispose of land consisting or forming part of land considered 'open space' under section 122(2A) of the LGA 1972. 'Open space' is defined in section 336(1) of the TCPA 1990 as any land laid out as a public garden, or used for the purposes of public recreation, or land which is a disused burial ground.
- 5.2.7 However, before appropriating or disposing of open space land, a local authority must (in accordance with (Section 122(2A), LGA 1972):
- a) Advertise its intention to appropriate and thereafter dispose of open space land for two consecutive weeks in a newspaper circulating in the local area.
  - b) Consider any representations to the proposed appropriation or disposals – such representations must be considered, but it does not mean that they will prevent the scheme from proceeding.

## **6. Other implications**

### **6.1. How will this contribute to the One Coventry Plan?**

(<https://www.coventry.gov.uk/strategies-plans-policies/one-coventry-plan>)

6.1.1 The delivery of the proposal outlined in this report will help deliver a range of housing, economic development, regeneration and wellbeing objectives that will help to realise the Council's strategic ambitions for a more vibrant and economically prosperous city.

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

6.2.1 The Council is being supported by an expert professional team to support the land assembly, CPO and Appropriation processes for CCS. This includes: Land Referencing Services (LRS), who are undertaking the necessary land referencing work to ensure a fully accurate position regarding property ownership; Deloitte, who are undertaking the role of CPO surveyors and are negotiating with key strategic property owners to secure their interest through negotiation; and Pinsent Masons, who are providing expert legal advice on all aspects of the CPO process.

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

6.3.1 N/A.

### **6.4. Equalities / EIA?**

6.4.1 Section 149 of the Equality Act 2010 requires the Council in the exercise of its functions to have due regard to the need to:

- eliminate discrimination, harassment, victimisation and other form of conduct prohibited under the act; and
- advance equality of opportunity and to foster good relations between persons who share a relevant protected characteristic (age, disability, gender re-assignment, pregnancy and maternity, race, religion and belief, sex, and sexual orientation) and persons who do not share it.

6.4.2 Having regard to the need to advance equality of opportunity between persons who share relevant protected characteristics and persons who do not share it involves having due regard in particular, to the need to:

- remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
- take steps to meet the needs of the persons who share that characteristic that are different from the needs of persons who do not share it;
- encourage persons of the relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

6.4.3 An EqlA in relation to the land assembly and CPO elements of the Scheme was prepared and considered by Cabinet on 11th January 2022 and updated in March 2022. Equalities impacts were reviewed again at the time of grant of planning permission PL/2023/0002218/RVC (December 2023). The EqlA is an iterative and live document and is reviewed on a regular basis. No new impacts to those set out above have been identified.

## **6.5 Human Rights**

6.5.1 Section 6 of the Human Rights Act 1998 prohibits a public authority from acting in a way which is incompatible with the rights and fundamental freedoms set out in specified provisions of the European Convention on Human Rights ("Convention Rights").

6.5.2 Convention Rights likely to be engaged as a result of the appropriation of land pursuant to section 122 of the Local Government Act 1972 and the resulting application of section 203 and 204 of the Housing and Planning Act 2016 include those under Article 6 (right to a fair and public hearing to determine a person's civil rights), Article 1 of the First Protocol (right to peaceful enjoyment of possessions) and Article 8 (right to respect for private and family life including a person's home. In addition, in effect, Article 14 prohibits discrimination, on any grounds, in the way public authorities secure enjoyment of the rights protected by the European Convention on Human Rights.

6.5.3 Any interference with a Convention Right must be necessary and proportionate. Overriding private rights must be justified by sufficiently compelling reasons in the public interest and must be a proportionate means of achieving the Council's objectives. As set out in this report, third parties whose rights may be overridden by s203 of the Housing and Planning Act 2016 include owners and tenants, including occupational tenants, of the CCS site and owners of neighbouring properties with the benefit of rights over the site.

6.5.4 It is considered that the principles of case law and the CPO Guidance in relation to the need to demonstrate a compelling case in the public interest which were required to justify the confirmation of the CPO satisfy the requirements of proportionality and fair balance in relation to interference with human rights. For the reasons set out in the Statement of Case for the CPO (available as a Background Paper to this report) it is considered that there is a compelling case for the appropriation of land required to facilitate the Scheme.

## **6.6 Implications for (or impact on) climate change and the environment?**

6.6.1 The overall development will be in accordance with the Council's planning policies for sustainable development.

## **6.7 Implications for partner organisations?**

6.7.1 There are implications for the Council's development partner for the Scheme, SPRL, that will result from the Decisions that are the subject of this report.

**Report author:**

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Property Services and Development

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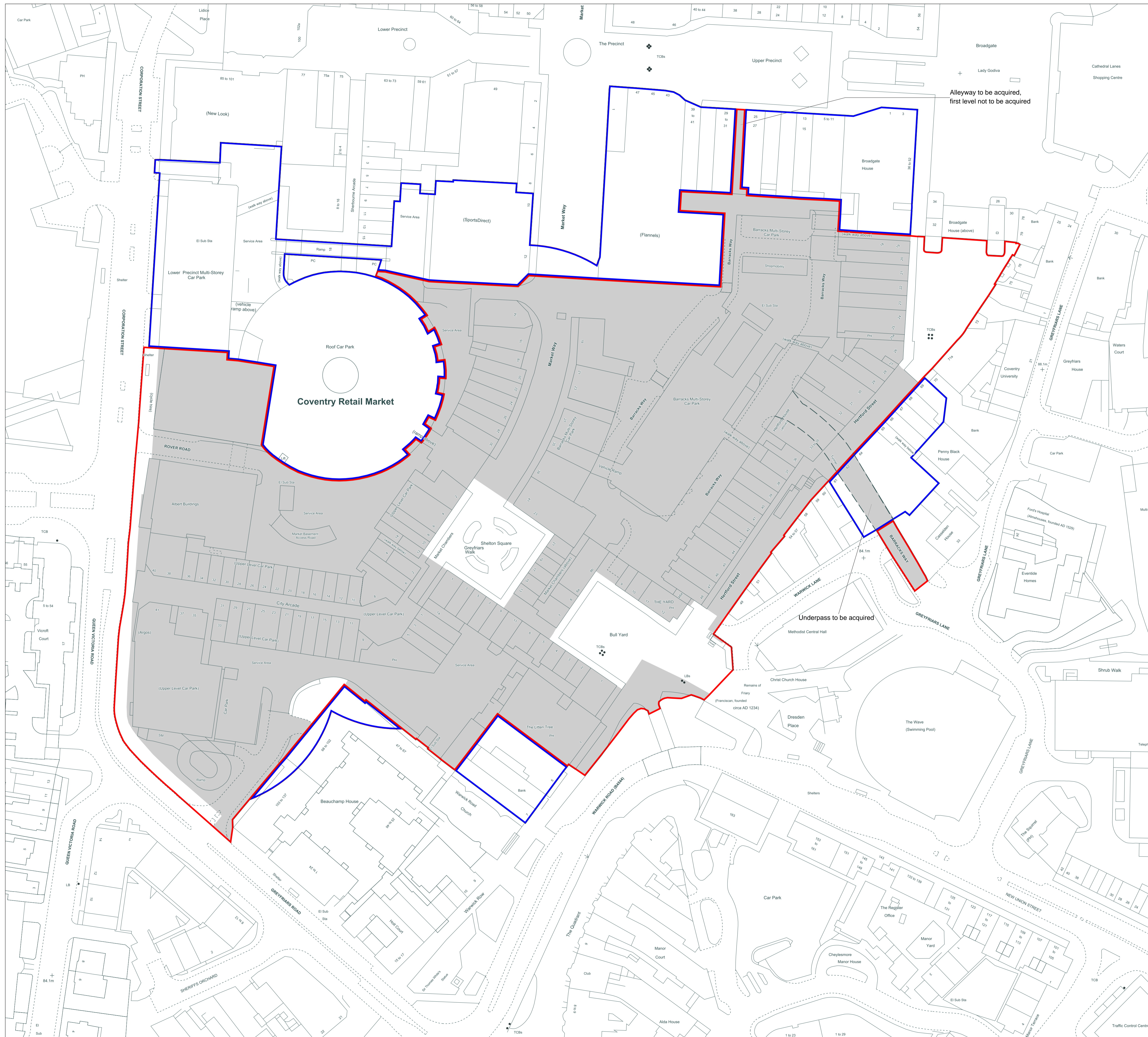
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<b>Contributor/approver name</b>	<b>Title</b>	<b>Service Area</b>	<b>Date doc sent out</b>	<b>Date response received or approved</b>
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Michelle Salmon	Governance Services Officer	Law and Governance	15/02/2024	15/02/2024
Aimee Proctor	Finance Manager – Projects and Commercialisation	Finance and Resources	09/02/2024	14/02/2024
<b>Names of approvers for submission: (officers and members)</b>				
Oluremi Aremu	Head of Legal and Procurement Services	Law and Governance	09/02/2024	15/02/2024
Richard Moon	Director of Property Services and Development	-	15/02/2024	16/02/2024
Barry Hastie	Director of Finance and Resources	-	15/02/2024	16/02/2024
Councillor J O’Boyle	Cabinet Member for Jobs, Regeneration and Climate Change	-	16/02/2024	21/02/2024

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# THE COVENTRY CITY COUNCIL - COUNCIL OWNED LAND PROPOSED FOR APPROPRIATION (EXCLUDING OPEN SPACE LAND)

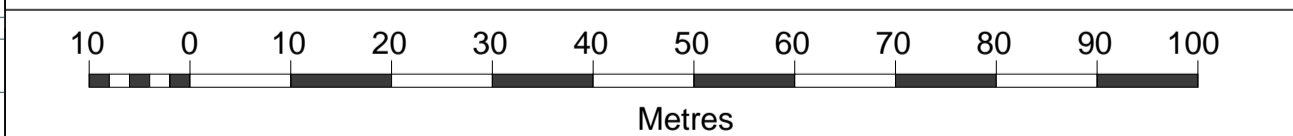


## Key:

 Land Interests Proposed for Appropriation

 Land to be Acquired

 Rights to be Acquired

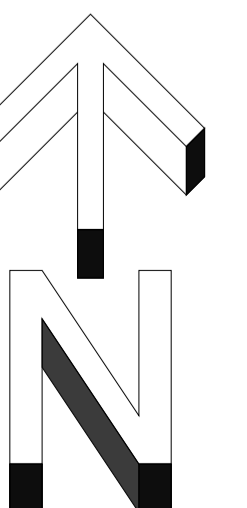


Date: March 2024  
Version Number: v1.3

Sheet number: 1 of 1  
Scale: 1:750 @A1

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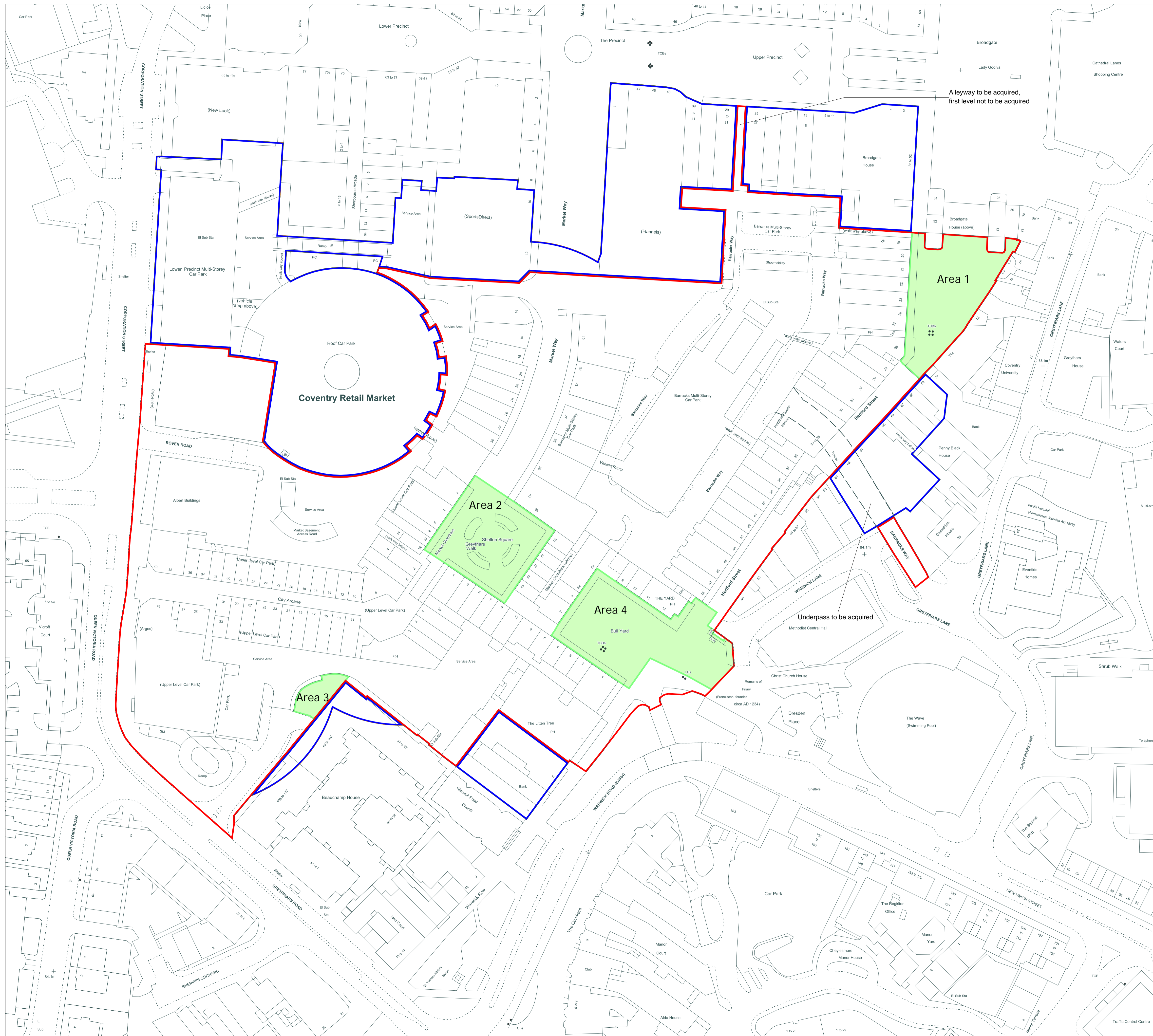
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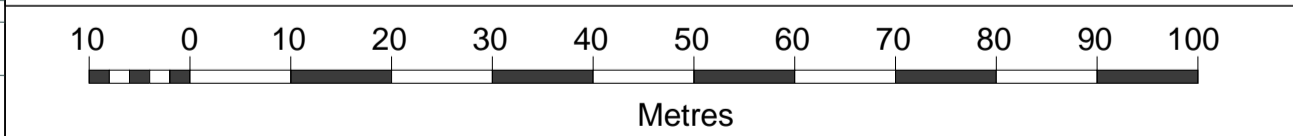


# THE COVENTRY CITY COUNCIL - OPEN SPACE TO BE ADVERTISED FOR APPROPRIATION/DISPOSAL



## Key:

- Open Space
- Land to be Acquired
- Rights to be Acquired

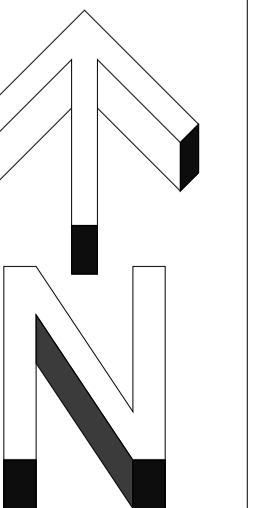


Date: March 2024  
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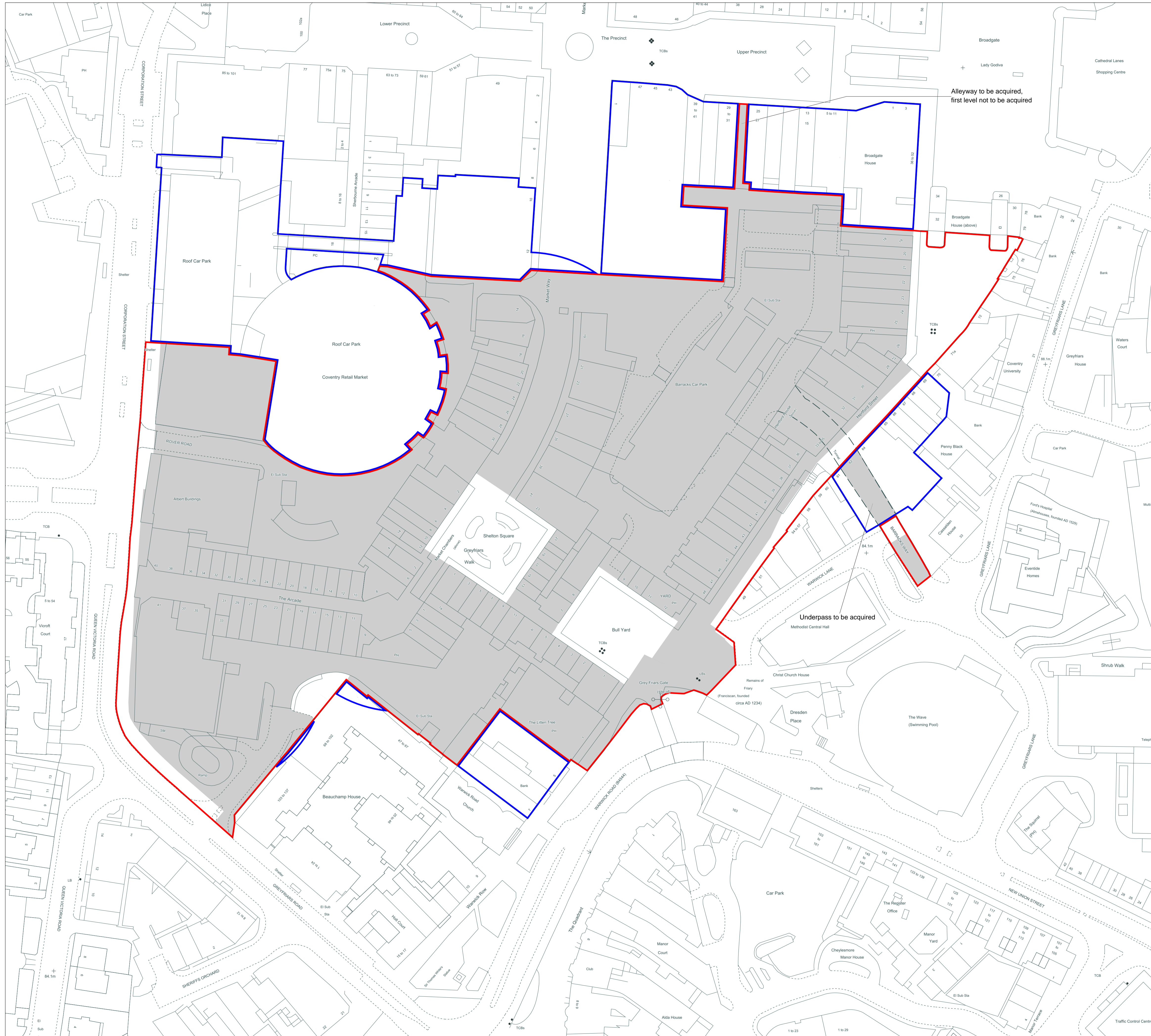
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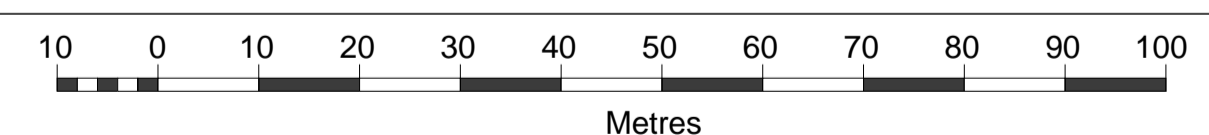


THE COVENTRY CITY COUNCIL - COUNCIL OWNED LAND PROPOSED FOR APPROPRIATION (EXCLUDING OPEN LAND)



Key:

- Land Interests Proposed for Appropriation
- Land to be Acquired
- Rights to be Acquired

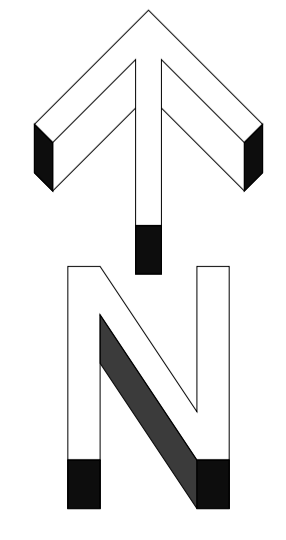


**DRAFT**

Date: 26/11/2021  
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Sheet Number: Sheet 1 of 1  
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Scrutiny Co-ordination Committee  
Cabinet  
Council

11<sup>th</sup> March 2024  
12<sup>th</sup> March 2024  
19<sup>th</sup> March 2024

**Name of Cabinet Member:**

Cabinet Member for Jobs, Regeneration and Climate Change – Councillor J O’Boyle

**Director approving submission of the report:**

Director of Property Services and Development

**Ward(s) affected:**

Foleshill, Henley and Sherborne

**Title:**

Public Sector Decarbonisation Scheme – Coventry City Council Public Buildings Phase 2

**Is this a key decision?**

Yes - the proposals involve financial implications in excess of £1m per annum.

**Executive summary:**

The UK has committed to reduce the carbon emissions associated with its public buildings compared to 2017 levels by 50% by 2032 and 75% by 2037. To support this, the Department for Energy Security and Net Zero (DESNZ) has continued offering the Public Sector Decarbonisation Scheme (PSDS), but now requires a local match contribution. The PSDS grant scheme provides grants of up to £325 per tonne of carbon emissions saved by capital energy efficiency and heat decarbonisation projects that directly reduce fossil fuel use.

Coventry City Council has previously been successful in Phase 1 of the grant scheme which has helped the Council reduce emissions from its buildings and schools by over 1000 tonnes of carbon per year.

Coventry City Council submitted a bid to the Phase 3c grant scheme to support the delivery of a second phase of building decarbonisation projects. Due to the change in criteria for the PSDS grant, a smaller pipeline of buildings than in Phase 1 has been identified as suitable candidates for Phase 2. The proposed scope of works has a combined project value of up to £1.85m with a maximum grant contribution of £786k available via the PSDS grant scheme. It is proposed that match funding for the project is provided by the Council on an “invest to save” basis. Any investment would look to be recovered through revenue savings

achieved from reductions in the buildings' energy bills. Overall, the project is targeting carbon savings of up to 174 tonnes of carbon per year and estimated net savings of £40k per year after repayment of financing costs.

### **Recommendations:**

Scrutiny Co-ordination Committee is requested to:

- 1) Consider the report and submit any comments and/or recommendations to Cabinet for consideration at their meeting on 12<sup>th</sup> March 2024.

Cabinet is requested to:

- 1) Approve the acceptance of a PSDS grant of up to the sum of £786k from the Public Sector Decarbonisation Scheme, if successful, to be utilised on the delivery of the Project as set out in the report.
- 2) Delegate authority to the Director of Finance and Resources, following consultation with the Director of Property Services and Development, the Director of Law and Governance, Cabinet Member for Jobs, Regeneration and Climate Change and the Cabinet Member for Strategic Finance and Resources, to undertake all necessary due diligence and actions required to enter into a grant funding agreement with Department for Energy Security and Net Zero (or nominee).

Cabinet is requested to recommend that Council:

- 3) Approve the proposal to allocate up to £1m of corporate capital funding, funded from prudential borrowing towards Public Building Decarbonisation Phase 2 works with a total capital value of up to £1.85m as set out in the report ("the Project"), subject to successful award of the PSDS grant.
- 4) Delegate authority to the Director of Finance and Resources, following consultation with the Director of Property Services and Development, the Director of Law and Governance, Cabinet Member for Jobs, Regeneration and Climate Change and the Cabinet Member for Strategic Finance and Resources, to approve the final scope and finances allocated to the Project, including in the event that grant funding is not successful.
- 5) Delegate authority to the Director of Finance and Resources, following consultation with the Director of Property Services and Development, the Director of Law and Governance, Cabinet Member for Jobs, Regeneration and Climate Change and the Cabinet Member for Strategic Finance and Resources, to commence any necessary procurement activities and finalise the terms and conditions of the required contracts to facilitate delivery of the Project.
- 6) Approve the addition of up to £1.85m to the Capital Programme to reflect the delivery of the works recommended as part of this report.



Council is requested to:

- 1) Approve the proposal to allocate up to £1m of corporate capital funding, funded from prudential borrowing towards Public Building Decarbonisation Phase 2 works with a total capital value of up to £1.85m as set out in the report ("the Project"), subject to successful award of the PSDS grant.
- 2) Delegate authority to the Director of Finance and Resources, following consultation with the Director of Property Services and Development, the Director of Law and Governance, Cabinet Member for Jobs, Regeneration and Climate Change and the Cabinet Member for Strategic Finance and Resources, to approve the final scope and finances allocated to the Project, including in the event that grant funding is not successful.
- 3) Delegate authority to the Director of Finance and Resources, Director of Property Services and Development, Director of Law and Governance, Cabinet Member for Jobs, Regeneration and Climate Change and the Cabinet Member for Strategic Finance and Resources, to commence any necessary procurement activities and finalise the terms and conditions of the required contracts to facilitate delivery of the Project.
- 4) Approve the addition of up to £1.85m to the Capital Programme to reflect the delivery of the works recommended as part of this report.

**List of Appendices included:**

None

**Background papers:**

None

**Other useful documents**

Coventry City Council Climate Change Strategy 2023-2030 (Draft)  
HM Government Net Zero Strategy

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

Yes – Scrutiny Co-ordination Committee 11<sup>th</sup> March 2024

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

No

**Will this report go to Council?**

Yes – 19<sup>th</sup> March 2024

**Report title:**

Public Sector Decarbonisation Scheme – Coventry City Council Public Buildings Phase 2

**1. Context (or background)**

- 1.1. The UK has committed to reduce the carbon emissions associated with its public buildings compared to 2017 levels by 50% by 2032 and 75% by 2037. To support this, the Department for Energy Security and Net Zero (DESNZ) has continued offering the Public Sector Decarbonisation Scheme (PSDS). The PSDS grant scheme provides grants of up to £325 per tonne of carbon emissions saved by capital energy efficiency and heat decarbonisation projects that directly reduce fossil fuel use. Coventry City Council has previously been successful in Phase 1 of the grant scheme which has helped the Council reduce emissions from its buildings and schools by over 1000 tonnes of carbon per year. Previous PSDS grant required no local match contribution.
- 1.2. Following the significant works delivered in the Phase 1 decarbonisation project and other associated improvements, Coventry City Council has to date achieved a 44% reduction in building-related emissions compared to 2017. To achieve the remaining 6% reduction by 2032 the Council will need to begin to tackle the harder to remove emissions associated with buildings that utilise fossil fuels for heating.
- 1.3. To form the scope of works for Phase 2, Council buildings with fossil fuel heating systems were ranked in order of current energy efficiency. Due to the relative high cost of low carbon heating systems, only buildings that were eligible for PSDS grant support were considered. The main requirement being that the buildings have end-of-life fossil fuel heating systems. Initial feasibility and impact assessments were used to identify a scope of works that maximised carbon savings, PSDS grant contribution and lifetime benefit to the Council. A final business case evaluation will be carried out once project costs are finalised to ensure the project remains financially viable.

**2. Options considered and recommended proposal**

- 2.1. Do Nothing would result in undertaking Like-For-Like Replacements Only (**Not Recommended**)

This option involves replacing the end-of-life gas heating systems with like-for-like heating systems only. This is the current approach allowed for in the Council's budgets.

As modern gas boiler systems have a typical 15-year life, choosing this option would result in the buildings still using gas for heating in 2039. Therefore, the buildings would not be contributing towards the Council's requirement to reduce public sector building emissions by 75% by 2037. The Council would also have the risk of having to fund the full cost of replacing the gas system at this future date.

The Council would also lose the opportunity to deliver financial savings associated with energy efficiency improvements and the ability to leverage grant funding towards other efficiency measures as PSDS grants require the removal of gas boilers to be taking place. Therefore, this option is not recommended as it conflicts with the Council's key priority of tackling the causes of climate change and makes no financial savings.

2.2. Deliver Carbon Saving and Cost Saving Measures and Accept Grant  
**(Recommended)**

During the building selection process, the following energy improvement opportunities were identified. By delivering all of these measures together, the Council will be achieving both reduced carbon emissions associated with these buildings and will deliver financial savings estimated at £40k per year, net of financing costs. The buildings proposed for improvement and the measures proposed are:

To secure the grant we have included lighting and solar on the buildings proposed to have new heating systems installed as this helps us to demonstrate a whole building approach.

Even when fully funded from borrowing, lighting and solar projects deliver a good financial return, boost the overall business case and help to make the proposed borrowing viable. Additional LED lighting and solar PV measures to additional buildings are therefore also included as shown on the table below:

<b>Building</b>	<b>Energy Saving Measure</b>
Moat House Leisure Centre	LED Lighting
	Solar PV
	Low Carbon Heating
Families For All Family Hub	LED Lighting
	Solar PV
Wilfred Spencer Centre	LED Lighting
Foleshill Library	LED Lighting
	Solar PV
	Building Fabric Measures
	Low Carbon Heating
Coundon Family Centre	Solar PV
	LED Lighting

The combined measures set out above are estimated to cost £1.85m and deliver up to 118 tonnes of direct carbon savings and 56 tonnes of indirect carbon savings per year. Despite the higher cost of electric based heating, the project is anticipated to deliver gross energy bill savings of up to £117k per year.

Funding is allocated based on the direct carbon savings achieved, however it no longer fully funds projects and does not fund measures that reduce electricity usage such as LED lighting and Solar PV. Accepting the grant, if offered, would enable 68% of the cost for the low carbon heating and building fabric measures within the project to be funded by the PSDS grant contribution. This would reduce the Council's contribution to deliver the project by up to £786k.

The cost to the Council of providing the remaining match funding would reduce the Council's net costs by c£40k per year after interest payments, as well as making 2 buildings compatible with Net Zero targets. Final investment decision will be subject to final business case approval once the required procurement exercise has been completed.

This option is recommended as it aligns with the key Council priorities of tackling the causes of climate change and the inequalities in our communities as well as the enabling priorities of supporting financial sustainability of the Council and demonstrating the Council's role as a leader in these key priority areas.

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

- 3.1 Consultation with the Head of Facilities Management was undertaken in relation to potential changes to the property estate. This was to ensure the risk of property disposal or redevelopment was understood and included during the evaluation of which schemes could be brought forward.
- 3.2 The building occupants have also been consulted in the initial preparation of the project as key stakeholders and have indicated their ability to facilitate the delivery of these projects. Further engagement will be undertaken in the final stages of project development to ensure any impacts on service provision are mitigated during the delivery of the project.

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

- 4.1. On grant award, obtain revised prices and confirm that the business case for the preferred option remains viable. Should viability be confirmed the Council will accept the grant.
- 4.2. Following approval to proceed with the project, officers will need to complete the remaining procurement activities and enter into delivery contracts for the project. For the projects receiving PSDS grant support, eligible spend can commence from the earlier of the date of grant acceptance or 1<sup>st</sup> April 2024.
- 4.3. The current proposed timeline for the delivery of the project is from April 2024 to March 2025 however contingency has been allowed to enable completion of the project up to March 2026. The exact program of works will be dependent on any statutory approvals and additional grant conditions imposed.

### **5. Comments from the Director of Finance and Resources and the Director of Law and Governance**

#### **5.1. Financial Implications**

The recommendations of this report would result in the Council incurring capital spend of up to £1.85m, funded partly by up to £0.786m of PSDS grant funding. The grant funding will only partially fund the works required and commits the Council to provide the match funding to fund the remainder of the works. The amount of grant is based on

the carbon savings achieved by switching from gas to electricity. This means that, should the scope of the works reduce, the amount of grant funding will also reduce. It is proposed that the local match contribution would be funded from prudential borrowing over a 20-year period to reflect the expected lifetime of the assets.

The capital cost of the project is based on current market expectations. The project team will continue to evaluate opportunities to further reduce the capital cost of the project in order to optimise the financial business case. A maximum of £1.013m of additional funding would be required with the project delivering c£40k of net annual benefit by reducing property running costs.

While the recommended option remains to accept the full grant and install solar, lighting and heat pumps into the recommended buildings (Full scope), this report seeks approval to do so only on the basis of achieving project costs that deliver a final business case that meets the target return on investment.

## 5.2. Legal Implications

Under Section 12 of the Local Government Act 2003 the Council has a specific power to invest. The power states "a local authority may invest for any purpose relevant to its functions under any enactment or for the purposes of the prudent management of its financial affairs". This provides the Council with a power to invest, and match fund the Works, for any purpose relevant to its functions (this function would have to be identified) or if the Council can show it is for the prudent management of its financial affairs. Under section 1 of the Localism Act 2011, the Council also has a power "to do anything that individuals generally may do" (the "General Power of Competence"). "Individual" means an individual with full capacity. The General Power of Competence gives the Council:

- i. power to do a thing anywhere in the United Kingdom or elsewhere,
- ii. power to do it for a commercial purpose or otherwise for a charge, or without charge, and
- iii. power to do it for, or otherwise than for, the benefit of the authority, its area or persons resident or present in its area.

The primary purpose of the match funding is to deliver towards the One Coventry Plan, this helps to discharge the Council's existing Climate Change Strategy commitments. This will reduce the Council's impact on Climate Change as a result of its activities and support one of the key priorities of tackling the causes and consequences of climate change.

The Council will need to comply with the Public Contract Regulations 2015 and/or Contract Procedure Rules (as applicable) when awarding any contracts to deliver the Project.

## **6. Other implications**

### **6.1. How will this contribute to the One Coventry Plan?**

**(<https://www.coventry.gov.uk/strategies-plans-policies/one-coventry-plan>)**

The project directly contributes to two of the Council's priorities. The project will directly reduce the operating costs and contribution to climate change associated with the operation of the buildings in scope. Further to this, by targeting community focused assets in Foleshill and Henley wards it will support the Council's priority of tackling inequalities with our communities.

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

Building stakeholders have been engaged early in the process and will continue to be throughout the project lifecycle to ensure risk of impact to service operation is minimised. The project is being delivered by the Facilities Management service who have significant experience of delivering complex building service upgrades in active buildings. A live risk register will be managed by the project manager appointed to lead the project.

The Energy Management Service within Facilities Management is overseeing the grant management and the monitoring and verification of the project to ensure the grant conditions are met and the energy savings are realised. They have significant experience in doing this on previous energy efficiency projects.

Legal services have been engaged to support in the contract design for externally contracted elements of the project to ensure project risk is minimised. Capped value contracts are being proposed to protect the Council against cost overruns.

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

The project has been designed to minimise the disruption to the building users during its delivery. Due to the major nature of these works it may not be possible to mitigate all disruption entirely. The project team will work closely with all stakeholders to find appropriate solutions to any potential disruption.

This will be a relatively resource intensive project however the vast majority of resource will be fulfilled from the project supply chain. The Council's current resourcing is therefore sufficient to deliver this project.

The outcomes of the project will deliver both immediate carbon emission and energy bill savings as well as reduce future liabilities relating to the UK's 2050 Net Zero commitment.

### **6.4. Equalities / EIA?**

The project does not present any significant impacts requiring a formal EIA to be undertaken, however, the project team is aware of the potential diverse nature of stakeholders that relate to the buildings within the scope of the project. This includes staff that operate out of the building and members of the public that come to use the

buildings. Appropriate safeguarding and temporary mitigations will be developed during the final project design in collaboration with key stakeholders to ensure the project mitigates against potential conflicts.

Building user representatives have been engaged during the initial design of the schemes to ensure the delivered projects meet the requirements of the occupying services. A comprehensive construction phase plan will be developed to ensure access and working environment is considered during the delivery of the project.

#### **6.5. Implications for (or impact on) climate change and the environment?**

The recommended project is anticipated to reduce the Council's annual carbon emissions by up to 174 tCO<sub>2</sub>. The project will result in the removal of fossil fuel heating in 2 public buildings and replacement with low carbon alternatives that make the buildings "Net Zero Ready". The inclusion of additional Solar PV will also ensure the Council continues to expand its use of renewable energy sources.

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

The recommended project includes delivery of measures at buildings that host 3<sup>rd</sup> party partner organisations such as CV Life. These organisations will be engaged during the project initiation phase and throughout delivery to ensure impact on their service operation is considered alongside the Council's own operations.

The output of the project will be an improved building environment for all stakeholders that use the building.

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## Public report

Cabinet Report

Cabinet

12th March 2024

**Name of Cabinet Member:**

Cabinet Member for Housing and Communities – Councillor D Welsh

**Director Approving Submission of the report:**

Director of Adults and Housing

**Ward(s) affected:**

All

**Title:**

Social Housing Decency Funding

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**Is this a key decision?**

No

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**Executive Summary:**

Coventry City Council has been awarded £2.1m as a capital grant as a share of £15m being made available to the WMCA through a grant from DLUHC. The funding is being distributed to the seven Local Authorities to support the physical standards of social housing within the region. The funding is made available to Coventry City Council as a Section 31 Local Authority grant with the Council being responsible for allocating the funds to Registered Housing Providers in the city to tackle disrepair issues specifically with regards to damp and mould. The Council is not a Registered Housing Provider and therefore in order to discharge its obligations under the grant, will pass such funding (via a grant agreement) to Citizen Housing.

The Council's Constitution requires Cabinet approval prior to signature of a grant agreement where such grant is between £500,000 and £2,500,000. Where time does not allow this to happen approval can be sought by the relevant Director following consultation with the relevant Cabinet Member and Scrutiny Chair with a requirement to then report retrospectively to Cabinet. As time was not available to report in advance of signature for this grant, approval was gained by the Director of Adults and Housing, following consultation with the Cabinet Member for Housing and Communities and the Chair of the Housing and Communities Scrutiny Board (4). This report therefore acts as the retrospective report for the grant received and also seeks delegated authority to enter into a grant agreement with Citizen Housing in order to discharge the Council's obligations.

**Recommendations:**

Cabinet is recommended to:

- 1) Note the approval of the acceptance of the grant of £2.1m from the West Midlands Combined Authority (already received via the Constitutional mechanism set out in the Executive Summary above).
- 2) Delegate authority to the Director of Adults and Housing to enter into the necessary grant agreement with Citizen Housing to deliver upon the requirements of the grant funding.

**List of Appendices included:**

None

**Background papers:**

None

**Other useful documents**

None

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

No

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

No

**Will this report go to Council?**

No

## **Report title: Social Housing Decency Fund**

### **1. Background**

- 1.1 On 25<sup>th</sup> of January 2023, the Secretary of State for Levelling Up, Housing and Communities announced that the Government were making £15M of new funding available for the West Midlands Combined Authority (WMCA) to support the improvement of physical standards of social housing within the region. It was announced that the funding was being made available as a Section 31 (S31) Local Authority grant.
- 1.2 The capital grant is available to support local authorities and Registered Social Housing Providers in the WMCA area for expenditure in relation to the physical decency of their social housing properties. The grant has a specific focus on serious issues such as category 1 hazards, including damp and mould.
- 1.3 Meetings were held with the WMCA and member local authorities to determine the level of allocation and this resulted in the recommendation that the grant be split equally between all seven member authorities. In October 2023, the WMCA confirmed that Coventry City Council would receive £2.1m funding to distribute to registered housing providers within the city as the funding is to improve social housing.
- 1.4 Registered Providers in Coventry were formally notified of their opportunity to apply for the funding in November 2023 and were encouraged to submit a bid in line with timescales provided by the WMCA.
- 1.5 Citizen Housing Group were the only Registered Provider to submit a bid for the funding and provided a detailed application which set out their intention to apply for the full £2.1m of available funding.
- 1.6 Following a selection process to ensure that the bid complied with the relevant grant conditions, Citizen have been awarded the full amount of the grant funding available for Coventry. This has been confirmed and supported by the WMCA and work has commenced, due to the fact that the funding must be allocated by 31<sup>st</sup> March 2024.
- 1.7 The works planned to be carried out by Citizen include improvement works to 1045 properties in Coventry which will benefit from the installation of mechanical ventilation systems and Switchee Home Monitoring technology to help combat issues relating to damp and mould and alleviate category 1 or 2 hazards from homes. These homes had previously been identified by Citizen as requiring improvements however were not included in the current work programme.
- 1.8 In addition to the above-mentioned works, Citizen will also be contributing funding which will cover remedial works and chemical treatments to up to 1045 properties that have been identified to undergo works as part of this programme. The exact number of properties that are improved as a result of this work will be reliant on any additional works/costs identified as part of the surveys undertaken.

- 1.9 Citizen Housing have provided an ambitious works schedule and project plan which demonstrates how they intend to complete works on all homes prior to the given deadline of 31<sup>st</sup> of March 2024. Although the grant delivery timescale is very short, Citizen were able to mobilise existing contractors who were working on similar projects to scale up delivery of works and ensure all works are delivered prior to the deadline. They have commenced work on over 500 properties and completed them on 149 by 27<sup>th</sup> February. They are confident they will have commenced work on all of the properties by the deadline date.
- 1.10 The overall project plan and works schedule is monitored by officers in the Housing & Homelessness service and fortnightly meetings have been convened to review progress and ensure delivery.
- 1.11 Although the original announcement stated that the funding would be paid direct to Local Authorities, this was changed to allow payment to be made direct to any Registered Providers who had been successful in securing funding through a council. However, as the monitoring requirements and liability for the money and the deliverables would remain with Coventry City Council following discussions with Legal Services it is now proposed to accept the funding as a S31 payment and for the Council to then distribute the funding to Citizen (thus retaining greater control for the Council).
- 1.12 A grant funding agreement was produced by the WMCA in January 2024 which has been agreed by both parties. Due to the fact that the funding was over £500,000 and below £2,500,000 Cabinet approval would usually be required prior to the signing of the grant agreement. The timescales of the programme have not allowed for formal Cabinet approval, so approval has been sought in line with the Constitution with Cabinet receiving this report retrospectively.

## **2 Recommended proposal**

- 2.1 The value of the Social Housing Decency Fund is such that the Constitution requires formal approval by Cabinet prior to acceptance.
- 2.2 As time did not allow Cabinet approval in advance of signing the grant agreement, approval was sought from the Director of Adults and Housing, following consultation with the Cabinet Member for Housing and Communities and the Chair of Housing and Communities Scrutiny Board (4); with agreement for a retrospective report to be presented to Cabinet.

## **3 Results of consultation undertaken**

- 3.1 Due to the timescales associated with this project, further consultation has not been possible.

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

- 4.1 The Social Housing Decency Funding agreement was received and agreed in January 2024. The deadline for spending funds is 31<sup>st</sup> of March 2024.

## **5 Comments from the Director of Finance and Resources and the Director of Law and Governance**

### **5.1 Financial implications**

The Social Housing Decency Fund Grant offer is valued at £2.1m for spend prior to 31<sup>st</sup> March 2024.

The Council will be paying Citizen a maximum of £2.05m, with £50k being retained by the City Council to meet the internal costs of delivering the programme requirements.

### **5.2 Legal implications**

Section 1 of the Localism Act 2011 gives the Council a general power of competence and as such the Council has the power to receive grant funding and enter into a grant agreement.

Prior to entering into the grant agreement with West Midlands Combined Authority to accept the grant Legal Services provided advice on the terms of the grant and prior to entering into the grant agreement with Citizen Housing to administer the grant Legal Services will review and provide the necessary advice on the grant terms and conditions.

## **6 Other implications**

### **6.1 How will this contribute to the One Coventry Plan?**

<https://www.coventry.gov.uk/strategies-plans-policies/one-coventry-plan>

The Social Housing Decency Fund contributes towards the Council's plan of improving outcomes and tackling inequalities within our communities. The fund will be used specifically to improve standards of living for those who are resident in social homes in Coventry and this supports the Council's objective to address the needs of those on low incomes with affordable access to quality housing, heating, and insulation. The improvements will eliminate any current damp and mould issues in properties and will significantly reduce the potential of future damp and mould issues.

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

The Housing and Homelessness Service will work closely with colleagues in Legal Services, Finance, and the West Midlands Combined Authority to manage and mitigate any risks associated with the project.

Citizen Housing will be responsible for periodic reporting back to the local authority and monitoring meetings have been put in place to review progress and the overall project plan.

Citizen will also be subject to quality assurance checks to ensure that works are completed in line with the funding agreement and will be required to evidence that works are completed prior to funds being released.

Citizen have provided assurance that the work programme is in progress and will be delivered in full within the required timeframes. A risk plan has also been developed to mitigate any risk to delivering the objectives of the programme, including utilising additional capacity with contractors if required.

If any elements of the programme cannot be delivered within required timeframes, there will be scope within funding agreement between Coventry City Council and Citizen to reclaim any unspent grant so that it can be repaid to the WMCA.

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

The grant provides additional funding to Citizen to improve the standards of social housing and alleviate hazards relating to damp and mould. The funding will have a positive impact on the standards of those homes within the city and improve living standards for the residents living in those homes.

### **6.4 Equality Impact Assessment (EIA)**

The works within the programme will improve standards in social housing for those who are living in homes impacted by damp and mould related hazards. The work carried out will have a positive impact on the households who are living in properties that have been selected for improvement.

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

There are no implications.

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

Citizen Housing will be required to carry out the works within the programme within the required timeframe. This will also have a positive impact on Citizen as they will be able to improve their existing housing stock through external funding.

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## Public report Cabinet

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**Cabinet**

12 March 2024

**Name of Cabinet Member:**

Cabinet Member for Adult Services - Councillor L Bigham

**Director approving submission of the report:**

Director of Adults and Housing

**Ward(s) affected:**

All

**Title: Accelerating Reform Fund**

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**Is this a key decision?**

No - although the proposals affect more than two electoral wards, the impact is not expected to be significant.

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**Executive summary:**

The Accelerating Reform Fund (ARF) is a grant program available from the Department of Health and Social Care (DHSC) to accelerate the process of reform of adult social care in England. The sum of £42.6m has been made available nationally, with a minimum £25m earmarked for support to informal carers.

Monies are to be spent on projects that meet at least one of twelve priorities outlined by DHSC. Coventry and Warwickshire Integrated Care System has been awarded the sum of £779,604.

Expressions of Interest (EOIs) for ARF were based on Integrated Care System footprints and Coventry City Council is accepting the grant on behalf of both Coventry City Council and Warwickshire County Council and will disburse the grant as per the Memorandum of Understanding (MOU) in line with receipt of grant monies from DHSC in March and October 2024.

Coventry and Warwickshire councils have identified six projects for funding.

The Memorandum of Understanding (Appendix 1 to the report) outlines the responsibilities of the Council and DHSC in the administration of the grant including requirements to disburse allocations to Warwickshire County Council.

There is a requirement for mid and end point grant reports to DHSC and for co-operation with evaluation partners.

The Council's Constitution requires Cabinet approval prior to signature of a grant agreement where such grant is over £500,000 and up to £2,500,000. Where time does not allow this to happen, approval can be sought by the relevant Director following consultation with the relevant Cabinet Member and Scrutiny Chair with a requirement to then report retrospectively to Cabinet. As time was not available to gain approval of Cabinet in advance of signature, approval was gained by the Director of Adults and Housing, following consultation with the Cabinet Member for Housing and Communities and the Chair of the Housing and Communities Scrutiny Board. This report therefore acts as the retrospective report for the grant received and also seeks delegated authority to enter into further grants and/ or procurement exercise/s (and resulting contract/s) necessary in order to discharge the Council's obligations.

**Recommendations:**

Cabinet is requested to:

- 1) Note the approval of the acceptance of the grant of £779, 600 from the Department of Health and Social Care (already received via the constitutional mechanism set out in the Executive Summary above).
- 2) Delegate authority to the Director of Adults and Housing to enter into the necessary grant agreement/s (including the grant to Warwickshire County Council for their element of the grant as described in the Executive Summary) and/ or procurement exercise/s (and resulting contract/s) to deliver upon the requirements of the grant funding.

**List of Appendices included:**

Appendix 1 – Memorandum of Understanding

**Background papers:**

None

**Other useful documents**

None

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

No

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

No

**Will this report go to Council?**

No

## **Report title:** Accelerating Reform Fund

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

1.1. The Accelerating Reform Fund (ARF) is a grant program available from the Department of Health and Social Care (DHSC) to accelerate the process of reform of adult social care in England. The sum of £42.6m has been made available nationally, with a minimum £25m earmarked for support to informal carers. Expressions of Interest (EOIs) were invited based on Integrated Care System geography, and EOIs had to be led by local authorities. Coventry has led the EOI for the Coventry and Warwickshire footprint which was submitted by the given deadline of 12<sup>th</sup> January 2024. EOIs were permitted to contain between one and six projects, at least one of which must be directly related to informal carers. Our local bid covered six projects, four of which are intended to support carers and service users with one focussed solely on carers and the remaining project supporting service users. Four projects benefit both Coventry and Warwickshire with the remaining two currently being Warwickshire only projects.

1.2. Projects must deliver against one or more of twelve key priority areas i.e.

- Priority 1: community-based care models such as shared living arrangements
- Priority 2: supporting people to have greater control over their care options, such as by using digital tools to self-direct support or communicate needs and preferences.
- Priority 3: investment in local area networks or communities to support prevention and promote wellbeing, enabling people to age well in their communities.
- Priority 4 (focusses on unpaid carers): ways to support unpaid carers to have breaks which are tailored to their needs.
- Priority 5: digital tools to support workforce recruitment and retention, for example through referral schemes.
- Priority 6: develop and expand the impact of local volunteer-supported pathways for people drawing on care and support.
- Priority 7 (focusses on unpaid carers): ways to conduct effective carer's assessments with a focus on measuring outcomes and collaboration.
- Priority 8 (focusses on unpaid carers): services that reach out to, and involve, unpaid carers through the discharge process.
- Priority 9: digital workforce development and market shaping tools with capability to map, strengthen and grow local workforce capacity relative to system demand.
- Priority 10: social prescribing to connect people with information, advice, activities, and services in the community.
- Priority 11 (focusses on unpaid carers): ways to better identify unpaid carers in local areas.
- Priority 12 (focusses on unpaid carers): ways to encourage people to recognise themselves as carers and promote access to carer services.

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

2.1. Option 1 (Recommended Option)

Whilst the funding will be received in two tranches one in March 2024 and the second payment in October 2024 the Accelerating Reform Fund will be deployed over the 2 years 2024/25 and 2025/26 which has been agreed by DHSC and will support the Coventry and Warwickshire Integrated Care System (ICS).

The ICS partnership led by the City Council has agreed the following projects which were embodied into the EOI approved by DHSC in February 2024.

Project	Target Group	Authority	2024/25 cost 000's	2025/26 cost £000's	Total Cost 000's
Early Identification and Support	Carers	CCC	67.50	60.00	127.50
		WCC	67.50	60.00	127.50
Respite Care	Service users and Carers	CCC	67.00	62.00	129.00
		WCC		62.00	62.00
Market Shaping and Capacity	Service Users	CCC	25.00	25.00	50.00
		WCC	25.00	25.00	50.00
Shared Lives	Service users and Carers	CCC	6.50	6.50	13.00
		WCC	6.50	6.50	13.00
Personalised Phone APP with and professional support	Service users and Carers	WCC only	85.68		85.68
Hospital carers support service	Service users and Carers	WCC only	100.00		100.00
<b>Subtotal CCC</b>		<b>CCC</b>	<b>166.00</b>	<b>153.50</b>	<b>319.50</b>
<b>Subtotal WCC</b>		<b>WCC</b>	<b>284.68</b>	<b>153.50</b>	<b>438.18</b>
Project Management & Contingency			21.92		21.92
<b>Grand total</b>			<b>472.60</b>	<b>307.00</b>	<b>779.60</b>

A brief description of each project follows.

2.1.2 **Early Identification and Support for informal carers:** This project aims to improve early identification and intervention for informal carers, reduce carer burnout and enhance support infrastructure; scale up services provided through Carers Trust Heart of England through AI automation and support tools and improve access to and utilisation of local place-based services. The project is designed to meet the following key objects as set out by DHSC.

**7** - Effective carer's assessments focusing on outcomes and collaboration.

**8** - Inclusive services involving unpaid carers in the discharge process.

**10** - Social prescribing to link individuals to community resources

**11** - Improved identification of unpaid carers in communities.

**12**- Encouraging self-identification among carers and promoting service access.

2.1.3 **Enhancing Respite stays for family carers and their loved ones:** this would offer carers opportunities to access free overnight stays or activities to allow carers time to themselves or have a break from the caring role. This may include afternoon teas, overnight hotel stays, spa treatments and meals out, donated free of charge by local businesses. This initiative would meet the following priorities:

Priority 4 (focusses on unpaid carers): ways to support unpaid carers to have breaks which are tailored to their needs.

Priority 12 (focusses on unpaid carers): ways to encourage people to recognise themselves as carers and promote access to carer services.

2.1.4 **Market Shaping and Capacity.** This project would be a digitally led artificial intelligence (AI) innovation for market shaping that map and predicts future patterns in demand for care and support, and helps to generate new capacity, connecting and growing diverse community provision to meet projected demand. The initiative would expand choice and control by helping to grow, diversify and map local community capacity and by allowing people to find and stitch together various sources of support and opportunities around their unique needs and goals.

2.1.5 **Shared Lives:** This is an already established service across Coventry and Warwickshire, currently rated by the Care Quality Commission as 'Outstanding.' The scheme offers adults the opportunity to live with approved carers in ordinary family homes, experiencing all the joys and sometimes difficulties of family life and be an active member of the local community. Shared Lives is a key alternative to residential or supported living placements, offering increased outcomes for individuals at a comparatively lower cost for the local authority. Shared Lives also offers respite opportunities for individuals supported by unpaid carers in the community. The project would deploy ARF resources to help ensure a new stream of Shared Lives carers can be onboarded to both replace carers who are retiring and supplement numbers including those from communities that are currently under-represented so that more people can benefit from support in a homely environment and in a cost-effective way. This project would particularly align to DHSC outcomes of:

Priority 1: community-based care models such as shared living arrangements

Priority 4: (focusses on unpaid carers); ways to support unpaid carers to have breaks which are tailored to their needs.

Priority 5: digital tools to support workforce recruitment and retention, for example, through referral schemes.

2.1.6 **Personalised App and Professional Support: Warwickshire Only** A personalised phone app that combines the use of technology and live professional support to enable people to access help whenever and wherever they need it. The app can help with making decisions, remembering, or planning for events, or developing personalised strategies to manage anxiety or access to the local community independently. For example, the app users can use the traffic lights system to record how they feel:

Green – I am ok.

Amber – Things are a bit difficult, but I do not need help.

Red – Things are difficult, and I need help.

If individuals press the red traffic light, or press amber three times, the app provider contact them to follow up. The app is available 24 hours a day, 365 days a year including the 24/7 Responder Service linked to the traffic lights system.

- 2.1.7 **Hospital Carers Support Service: Warwickshire Only.** Hospital Carers Support Service is a new service to offer, the unpaid carer and family, additional support in coping with an admission into hospital and subsequent discharge. This service looks to address concerns arising from the possible increase in caring responsibilities for the carer following the discharge to home of the person that they look after. The service will aim to provide support for the carer due to an admission to hospital that would result in a new caring role, significantly increased level of caring or a meaningful change in how caring can be delivered.
- 2.1.8 **Memorandum of Understanding:** As lead authority, the City Council has entered into a memorandum of understanding that confirmed the final allocation of funding and set out expectations of how the Coventry and Warwickshire consortium will work with DHSC whose expectations include mid and end grant reporting reports by the City Council and cooperation with an evaluation partner to be appointed by DHSC and also the Social Care Institute of Excellence (SCIE) who DHSC have selected as a support partner.
- 2.1.9 Funding will be paid to the City Council in two instalments, March, and October 2024 with disbursement to Warwickshire County Council for their elements of the funding paid shortly afterwards.

## 2.2 Option 2

Withdraw interest in receiving the Grant. This is not recommended as it would disadvantage service users and carers in Coventry and Warwickshire who would not benefit from the additional monies.

## 3. Results of consultation undertaken

- 3.1. Due to the short timescales for pulling together the EOI, time has not permitted extensive engagement with service users/informal carers, however, involvement will commence prior to implementation and significant engagement of family carers has already informed the carers plans of both Coventry and Warwickshire. For the City Council this plan was endorsed by Cabinet Member for Adults on 4<sup>th</sup> December 2023. The proposed service solutions have themselves been developed through extensive consultation with service users and carers in the areas in which they were developed.

## 4. Timetable for implementing this decision.

- 4.1. Should Cabinet endorse the recommendation within this report, implementation would be phased over the two fiscal years 2024/25 and 2025/26 with provider selection commencing in April 2024. Monitoring and sustainability planning will be undertaken via

Adult Social Care Management Teams in Coventry and Warwickshire, via Coventry's and Warwickshire's Adult Joint Commissioning Group /Group and through each project's own management arrangements.

## **5. Comments from the Director of Finance and Resources and the Director of Law and Governance**

### **5.1. Financial Implications**

ARF brings a total of £779,600 to the ICS footprint made up of £319,500 for Coventry City Council schemes, £438,180 for Warwickshire County Council schemes as well as project management and contingency resources of £21,920 with Coventry City Council acting as lead authority.

### **5.2. Legal Implications**

Section 1 of the Localism Act 2011 gives the Council a general power of competence and as such the Council has the power to receive grant funding and enter into a grant agreement.

The Secretary of State for Health and Social Care has determined under Section 31 of the Local Government Act 2003 that a Grant should be paid to Coventry City Council for the fiscal years 2023-24 and 2024-25.

The Council will ensure that where it requires third party organisations to perform delivery of the grant obligations the Council will identify such organisations by either running a transparent grant application process/s and/ or procurement exercise/s in compliance with the Subsidy Control Act 2022, the Public Contract Regulations 2015 and the Council's Contract Procedure Rules.

Prior to entering into the grant agreement with the Department of Health and Social Care to accept the grant Legal Services provided advice on the terms of the grant. Prior to entering into further grant agreement/s and/ or contract/s in order for the Council to discharge its obligations under the grant Legal Services will review and provide the necessary advice on the relevant terms and conditions.

## **6. Other implications**

### **6.1. How will this contribute to the One Coventry Plan?**

<https://www.coventry.gov.uk/strategies-plans-policies/one-coventry-plan>

The deployment of Accelerating Reform Fund monies will support One Coventry priorities particularly in relation to improving outcomes and tackling inequality in particular by supporting informal carers through the various initiatives outlined and by bolstering voluntary sector provision to help support service users, informal carers and support a healthy community and voluntary sector. It is anticipated that this additional funding will assist in supporting the financial sustainability of the Council though drawing down monies from Central Government to support adult Social Care Reform.



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

The main risk to this programme of work is sustainability beyond the lifetime of the funding. Mitigation of this risk will be managed through having clear expectations on providers around the requirement to demonstrate a clear “invest to save” case or to seek ongoing funding through non-Council means. The Council’s representative will meet with a DHSC representative on a quarterly basis as per the Memorandum of Understanding (Appendix 1) to review progress and address any issues that might arise.

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

There are no direct impacts on the Council’s human resources or other assets.

## **6.4. Equalities / EIA?**

There is no specific requirement for an EIA associated with this activity, however, there are expected to be positive equality impacts which will be considered and evidenced within each project.

## **6.5. Implications for (or impact on) climate change and the environment?**

There are not expected to be any noteworthy impacts on environment/climate change, carbon footprint.

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

The projects funded through ARF have been developed in partnership with Warwickshire County Council and Coventry and Warwickshire Integrated Care Board both of which will benefit from the outcomes for their citizens/patients. The Council’s main commissioned voluntary sector provider for informal carers – Carer’s Trust Heart of England – will benefit through being enabled to enhance their offer to carers through working with carers identification and support platform.

**Report author:**

Jon Reading  
Head of Commissioning and Quality

**Service Area:**

Adult Social Care, Adult Services and Housing

**Tel and email contact:**

Tel: 02476 972739

Email: [jon.reading@coventry.gov.uk](mailto:jon.reading@coventry.gov.uk)

Enquiries should be directed to the above person.

<b>Contributor/approver name</b>	<b>Title</b>	<b>Service Area</b>	<b>Date doc sent out</b>	<b>Date response received or approved</b>
<b>Contributors:</b>				
Michelle Salmon	Governance Services Officer	Law and Governance	15.02.24	15.02.24
Sally Caren	Head of Adult Social Care and Support	Adults and Housing	15.02.24	20.02.24
Tracey Denny	Head of Service Localities and Social Care Operations	Adults and Housing	15.02.24	20.02.24
Aideen Staunton	Acting Head of Service Partnerships and Social Care Operations	Adults and Housing	15.02.24	20.02.24
Neil Byrne	Service Manager Commissioning	Adults and Housing	15.02.24	19.02.24
Gaby Borro	Joint Carers and Engagement Lead	Adults and Housing	15.02.24	19.02.24
Chloe Elliott	Commissioning Officer	Adults and Housing	15.02.24	16.02.24
<b>Names of approvers for submission: (officers and members)</b>				
Ewan Dewar	Head of Finance	Finance and Resources	15.02.24	16.02.24
John Redfern	Corporate and Commercial Lawyer	Law and Governance	15.02.24	19.02.24
Pete Fahy	Director of Adults and Housing	-	15.02.24	20.02.24
Councillor L Bigham	Cabinet Member for Adult Services	-	19.02.24	20.02.24

This report is published on the council's website:  
<https://www.coventry.gov.uk/council-meetings>



**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**THE SECRETARY OF STATE FOR HEALTH AND SOCIAL CARE**

**And**

**THE COUNCIL OF THE CITY OF COVENTRY**

**FOR THE PROVISION OF ADULT SOCIAL CARE ACCELERATING  
REFORM FUND  
FOR THE FINANCIAL YEARS 2023-24 AND 2024-25**



# Department of Health & Social Care

This Memorandum of Understanding (which expression shall include the Annexes) (“MoU”) is dated

## Between

- (1) **Secretary of State for Health and Social Care acting through the Department of Health and Social Care of 39 Victoria Street, London, SW1H 0EU (“DHSC”); and**
- (2) **The Council of the City of Coventry of Floor 8, 1 Friargate, Coventry CV1 2GN (the “Recipient”).**

together the “Parties” and each a “Party”.

## Background and Policy Context

The Secretary of State for Health and Social Care has determined under Section 31 of the Local Government Act 2003 that a Grant of £418,302 should be paid to Coventry City Council for the financial year 2023-24. A following payment of £361,302 will be made for the financial year 2024-25 following the completion of satisfactory mid-grant reporting.

The Treasury has consented to payment of this Grant.

### 1. Purpose of the MOU

1.1. The purpose of the Memorandum of Understanding (“MOU”) is to formalise the working relationship and expectations relating to the Grant of £418,302 (2023-24) and £361,302 (2024-25) from DHSC to the Recipient for the Projects.

### 2. Legal Status

2.1. This MOU establishes the responsibilities of the Parties and the general principles for their cooperation.

2.2. This MOU is not intended to be legally binding and no legal obligations or legal rights shall arise between the Parties from the provisions of this MOU. The Parties enter into this MOU intending to honour their obligations.

2.3. Neither Party will be authorised to act in the name of, or on behalf of, or otherwise bind the other Party, save as expressly permitted by the provisions of this MOU.

2.4 For the avoidance of doubt, the Recipient shall not be held responsible for other members of Consortium that fail to comply with the terms of this MOU and nor shall it



accept any financial liability that would adversely impact on other Consortium members without their prior approval (not to be unreasonably withheld or delayed).

**NOW THEREFORE** the Parties have agreed to cooperate under this MoU as follows:

### 3. Definitions

In this MOU the following terms shall have the following meanings:

**“Activities”** means agreed activities set out in Annex A and “Activity” shall be construed accordingly.

**“Branding Manual”** means the HM Government of the United Kingdom of Great Britain and Northern Ireland ‘Funded by UK Government branding manual’ first published by the Cabinet Office in November 2022 and is available at

<https://gcs.civilservice.gov.uk/guidance/marketing/branding-guidelines/> including any subsequent updates from time to time.

**“Commencement Date”**: the date on which the Grant is awarded to the Recipient.

**“Confidential Information”**: means any information which has been designated as confidential by either Party in writing or that ought to be considered as confidential (howsoever it is conveyed or on whatever media it is stored) including information the disclosure of which would, or would be likely to, prejudice the commercial interests of any person or trade secrets and all personal data and sensitive personal data within the meaning of applicable legislation. Confidential Information shall not include information which:

- a) was public knowledge at the time of disclosure (otherwise than by breach of a duty of confidence by either Party);
- b) was in the possession of the receiving Party, without restriction as to its disclosure, before receiving it from the disclosing Party;
- c) is received from a third party (who lawfully acquired it) without restriction as to its disclosure; or
- d) is independently developed without access to the Confidential Information.

**“Consortium”**: Consortium consist of local authorities within the geographical area of an Integrated Care Partnership who wish to take forward Projects under the scope of this Grant. Each local authority can only join one consortium, and the Recipient has been nominated from the relevant Integrated Care Partnership Geography.



**“Data Protection Legislation”**: the UK GDPR as amended from time to time; (ii) the Data Protection Act 2018 as amended from time to time; (iii) regulations made under the Data Protection Act 2018; (iv) all applicable law about the processing of personal data.

**“Eligible Expenditure”**: subject to paragraph [13], Eligible Expenditure means the expenditure incurred by the Recipient or any person acting on behalf of the Recipient during the Funded Period in carrying out the Projects.

**“Expression of Interest”**: the submission made by the Recipient in application for the Grant to deliver the Projects.

**“Funded Period”**: the period for which the Grant is awarded starting on the Commencement Date and ending on 31<sup>st</sup> March 2025.

**“Grant”**: the sum of £418,302 (2023-24) and £361,302 (2024-25) to be paid to the Recipient in accordance with this MOU.

**“Integrated Care Partnership”**: a statutory committee jointly formed between the NHS integrated care board and all upper-tier (county) local authorities that fall within the Integrated Care System area.

**“Intellectual Property Rights or IPRs”**: copyright, rights related to or affording protection similar to copyright, rights in databases, patents and rights in inventions semi-conductor topography rights, trade marks, rights in internet domain names and website addresses and other rights in trade names, designs, know-how, trade secrets and any modifications, amendments, updates and new releases of the same and all similar or equivalent rights or forms of protection which subsist or will subsist now or in the future in any part of the world.

**“Projects”**: the projects described in Annex A.

**“Proposal”**: the Recipient’s delivery plan for the Projects which has been submitted to DHSC through the Expression of Interest.

#### **4. Parties’ Responsibilities**

4.1. DHSC shall provide the Grant to the Recipient in accordance with Annex B.

4.2. DHSC expects the Accelerating Reform Fund (ARF) to fund new, or scale existing, activity. The ARF should not be used to fund (without scaling) existing activity.

4.3. The Recipient shall not use the Grant to fund activities that do not contribute towards delivery of the Projects the Consortium outlined at EOI, as set out in Annex A, without the prior written approval of DHSC.



4.4. The Recipient will ensure it complies with the terms of all applicable laws in carrying out the Projects including (but not limited to) compliance with the subsidy control regime pursuant to the Subsidy Control Act 2022.

## 5. Principles of collaboration and the Parties' responsibilities

5.1. The Parties will adopt the following principles ("Principles") at all times in respect of this MoU:

- i. be accountable to each other for performance of their respective roles and responsibilities as set out in this MoU;
- ii. share information, experience, materials and skills to learn from each other and develop effective working practices, work collaboratively to identify solutions, eliminate duplication of effort, mitigate risk and reduce cost;
- iii. comply with the law and best practice, including any relevant Governmental protocols and guidance;
- iv. act in a timely manner;
- v. ensure sufficient and appropriately qualified employees and other necessary resources are available and (in the case of employees) authorised to fulfil the responsibilities set out in this MoU.

## 6. Liaison between the Parties

6.1. Formal contact between the Parties will be through the MoU Representatives. The MoU Representatives are:

**DHSC:** Linsey Craike and Megan Bradish, Deputy Directors for Adult Social Care Charging, Commissioning and Markets

**The Recipient:** Jon Reading, Head of Commissioning and Quality

6.2. Either Party may change their MoU Representative at any time by notifying the other in writing.

6.3. The MoU Representatives shall:



- i. meet no more than quarterly (unless DHSC has significant concerns around delivery of this MOU's objectives) at a time and place to be mutually agreed to review the Activities carried out under, and the operation of, this MoU and to address any issues arising from this MoU;
- ii. provide assurance to the Parties that the Activities agreed between the Parties are being undertaken and that work is proceeding in accordance with the Principles; and
- iii. document key decisions in writing.

## **7. Charges and liabilities**

7.1. Except as otherwise provided in this MoU, each Party shall bear its own costs and expenses incurred in complying with its obligations under this MoU.

7.2. Both Parties shall remain liable for any losses or liabilities incurred due to their own or their employees' actions and neither Party intends that the other Party shall be liable for any loss it suffers as a result of this MoU.

## **8. Intellectual Property**

8.1. Any Intellectual Property Rights that arise from or are developed by either Party in carrying out the requirements of this MOU ("Foreground IPR") shall be vested in and owned by the Crown.

8.2. Both Parties will work together to ensure that in the performance of the Activities the use of any Foreground IPR does not infringe any Intellectual Property Rights belonging to a third party. Where use of Intellectual Property Rights belonging to a third party is required to perform the Activities or to use any Foreground IPR, the Recipient will use reasonable efforts to secure licences for both Parties to use any such Intellectual Property Rights on an irrevocable, royalty-free, non-exclusive basis. Where this is not possible, the Recipient will agree with the Authority such other means to procure the performance of the Activities and use of Foreground IPR without infringing such rights, which may include modification of the Activities to avoid infringement.

8.3. Other than as expressly set out in this MOU, neither Party will have any right to use any of the other Party's names, logos or trademarks on any of its products or services without the other Party's prior written consent.

## **9. Freedom of Information and Communications to the Public**





- 9.1. Each Party will provide to the other Party any information in its possession that may be reasonably requested by the other Party, subject to any confidentiality constraints, safeguards and statutory rules on disclosure. Each Party will consult the other Party before making to any third party any significant disclosures of information under the Freedom of Information Act 2000 and/or the Environmental Information Regulations 2004 in relation to this MoU.
- 9.2. The requirements in this paragraph [9] and paragraph [10] (Confidential Information) below are subject to any Government requirements as to transparency which may apply to either or both Parties from time to time.
- 9.3. DHSC will be responsible for handling media inquiries relating to the Activities under this MoU. Each Party will seek the other Party's approval before publishing any information resulting from the use of exchanged data received from the other Party.

## **10. Confidential Information**

- 10.1. Each Party understands and acknowledges that it may receive or become aware of Confidential Information of the other Party (which may include information where the other Party owes a duty of confidence to a third party) whether in the course of performance of the Projects or otherwise.
- 10.2. Except to the extent set out in this paragraph 10 or where disclosure is expressly permitted elsewhere in this MoU (such as disclosure to other Consortium members in the delivery of this MOU), each Party shall treat the other Party's Confidential Information as confidential and safeguard it accordingly (which shall include complying with any protective markings on documents and instructions supplied by the other Party). In particular, neither Party will do anything that may place the other Party in breach of a duty of confidence owed to a third party. A Party receiving Confidential information shall not disclose Confidential Information to any non-Crown bodies without the prior consent of the other Party.
- 10.3. The obligations of confidentiality in this paragraph [10] shall continue in force notwithstanding termination of this MoU.
- 10.4. Nothing in this paragraph [10] shall prevent DHSC disclosing any Confidential Information obtained from the Recipient:
- 10.4.1. for the purpose of the examination and certification of the DHSC's accounts and/or pursuant to section 6(1) of the National Audit Act 1983;
- 10.4.2. to any government department, consultant, contractor or other person engaged by DHSC, provided that DHSC only discloses information which is necessary for the purpose concerned and obtains appropriate confidentiality



undertakings in relation to such information; and/or where disclosure is required by Law, including as described in paragraph 9.

## **11. Protection of Personal Data**

- 11.1. The Parties will comply with their responsibilities under the Data Protection Legislation and will not use any Personal Data exchanged under this MoU for any purposes which are incompatible with the Data Protection Legislation. No data or information collated and/or exchanged under this MoU should be used for commercial purposes without the prior written agreement of the supplying Party (which use may be conditioned as the supplying Party sees fit)
- 11.2. Each Party must ensure that Personal Data collated or exchanged under this MoU is not transferred outside the UK without the prior agreement of the other Party.

## **12. Reporting and Evaluation**

- 12.1. The Recipient will work with DHSC and any other third parties (including an evaluation partner/the Social Care Institute for Excellence and/or any other party as may be identified and notified in due course by DHSC) to provide the necessary information and data to enable monitoring and evaluation of progress against the aims and outcomes of the Projects.
- 12.2. The Recipient will report to DHSC and/or any other third party (as may be identified and notified in due course by DHSC) through mid (July 2024) and end (April 2025) grant reports, or at such other intervals the Parties shall agree (acting reasonably and without delay), on delivery of the projects included in the EOI. This will include an update on delivery and a summary of the impact of implementation. Further detail will be set out in due course by DHSC and/or the evaluation partner (as shall be identified and notified in due course).
- 12.3. The Recipient will be expected to cooperate with DHSC and/or any other third parties (as may be identified and notified in due course by DHSC) to share necessary information, data and/or learnings with other Consortia regarding the delivery of the Projects and lessons learned.
- 12.4. DHSC will monitor Grant expenditure through mid and end grant reports or at such other intervals as DHSC may deem necessary (acting reasonably) if there are significant concerns around delivery of the Projects.



- 12.5. By the 21 April 2025, the Recipient will submit a final statement of Grant usage to DHSC (ASCIInnovationImprovementUnit@dhsc.gov.uk) relating to all Eligible Expenditure linked to the Projects undertaken by 31/03/2025. The final statement of the Grant usage must be certified by the Recipient's Chief Executive (or equivalent) in format set out in Annex C.
- 12.6. The Recipient will report as soon as reasonably practicable any instances of fraud they detect to DHSC.
- 12.7. DHSC acknowledges that the delivery of some parts of the Projects may continue beyond 31 March 2025. DHSC will work with the Recipient beyond 31 March 2025 to capture outstanding benefits realised and evidence generated through the Grant.

### **13. Eligible Expenditure**

- 13.1. Costs which do not meet the definition of Eligible Expenditure include, but are not limited to, the following:
- i. contributions in kind
  - ii. payments for activities of a political or exclusively religious nature
  - iii. depreciation, amortisation or impairment of fixed assets owned by DHSC
  - iv. input VAT reclaimable by DHSC from HM Revenue & Customs
  - v. interest payments or service charge payments for finance leases
  - vi. gifts, other than promotional items with a value of no more than £10 in a year to any one person
  - vii. entertaining (Entertaining for this purpose means anything that would be a taxable benefit to the person being entertained, according to current UK tax regulations)
  - viii. statutory fines, criminal fines or penalties
  - ix. expenditure not related to adult social care services.
- 13.2. The Recipient must not deliberately incur liabilities for Eligible Expenditure before there is an operational need for it to do so.



13.3. For the purpose of defining the time of payments, a payment is made by the Recipient when money passes out of its control (or out of the control of any person acting on behalf of the Recipient). Money will be assumed to have passed out of such control at the moment when legal tender (or equivalent contracting arrangement) is passed to a supplier (or, if wages, to an employee), when a letter is posted to a supplier or employee containing a cheque, or an electronic instruction is sent to a bank to make a payment to a supplier or employee by direct credit or bank transfer.

#### **14. Breach of Expectations and Recovery of Grant funding**

14.1. If the Recipient fails to comply with any of the MOU criteria, or if any of the events set out in paragraph 14.2 occurs, DHSC may reduce, suspend or withhold funding payments.

14.2. The events referred to in paragraph 14.1 are:

- i. the Recipient purports to transfer or assign any rights, interests or obligations arising under this MOU without the prior agreement of DHSC;
- ii. any information provided in the Expression of Interest submitted by the Recipient for Grant payable under this MOU, or in any subsequent supporting correspondence is found to be significantly incorrect or incomplete in the opinion of DHSC;
- iii. it appears to DHSC that other circumstances have arisen or events have occurred that are likely to significantly affect the Recipient's ability to achieve the outputs, activities, milestones and targets set out in the expression of interest;
- iv. the Recipient's Chief Internal Auditor is unable to provide reasonable assurance that the statement of Grant usage, in all material respects, fairly presents the eligible expenditure in the funded Period in accordance with the definitions and expectations in this MOU; or
- v. The Recipient fails to deliver the Projects in line with the Proposal at Annex A.

14.3. If any overpayment is made under this Grant or any amount is paid in error, DHSC may reduce, suspend or withhold funding payments or require the repayment of the whole or any part of the monies paid, as may be determined by DHSC and notified in writing to the Recipient.

14.4. Such sum as has been notified will immediately become repayable to DHSC.



## **15. Resolution of disputes**

15.1. Any dispute between the Parties arising out of or in connection with this MOU shall in the first instance be resolved amicably between the Parties through the MOU Representatives and, if no resolution is reached, referred to the following senior personnel (at Director level):

For DHSC: Tabitha Jay, Director, Social Care Strategy and Reform

For the Recipient: Pete Fahy Director of Adults and Housing

## **16. Term and Termination**

16.1. This MOU shall commence on the Commencement Date and (subject to earlier termination on the terms of this MOU) shall continue for the duration of the Funded Period which may be extended by the written agreement of the Parties.

16.2. This MoU may be terminated by either Party at any time by giving at least three months written notice to the other Party.

16.3. A Party terminating this MoU will give as much notice as reasonably possible and will offer all reasonable assistance to ensure an effective handover of Activities, if required, and to mitigate the effects of termination on the other. In particular, a Party terminating this MoU shall take reasonable steps to ensure the other Party is not put at risk of action for breach of any statutory or other legal obligations as a result of terminating this MoU. This will include compliance with the further specific handover requirements set out below.

16.4. The Recipient shall co-operate fully with DHSC during any handover arising from the expiry or termination of this MoU. Such co-operation shall extend to allowing full access to, and providing copies of, all documents, reports, summaries and any other information necessary, within legal constraints, to DHSC or such other third party (or parties) authorised to take over all or part of the Activities in order to achieve an effective transition without disruption to routine operational requirements.

## **17. Financial Consequences of exit from the MoU by an individual Party**

17.1. On termination of this MoU, a financial adjustment will be agreed according to the principle that DHSC will only be obliged to pay for Eligible Expenditure performed in accordance with the provisions of this MOU up to the date of termination (and upon termination the Recipient shall provide a final report detailing the Grant expenditure).



17.2. Where DHSC has paid any sums in advance, the Recipient will promptly arrange for repayment of amounts it has received in respect of the Projects and not yet expended (such amounts to be agreed with DHSC based on the final report provided further to the above paragraph 1717.1).

**18. Amendment of this Memorandum of Understanding**

Amendments to this MOU may only be made with the written consent of both Parties.

**19. Details for correspondence**

**Local authority (the Recipient) to complete this section**

Name:	Jon Reading
Position:	Head of Commissioning and Quality
Address:	Adult Commissioning Team 1 Friargate Coventry CV1 2GN
Email:	Jon.reading@coventry.gov.uk

**Department of Health & Social Care**

Name:	Linsey Craike and Megan Bradish
Position:	Deputy Directors for Adult Social Care Charging, Commissioning and Markets
Address:	Department of Health & Social Care Victoria Street London SW1H 0EU
Email:	ASCIInnovationImprovementUnit@dhsc.gov.uk

**20. UK Government Branding**

20.1. If the Funding Recipient wishes to use the ‘Funded by the UK Government’ branding they shall at all times during and following the end of the Funded Period:

- i. comply with requirements of the Branding Manual in relation to the Projects; and
- ii. cease use of the Funded by UK Government logo on demand if directed to do so by DHSC.

**21. Miscellaneous**



21.1. This MOU does not confer any rights on any third party. Nothing in this MOU shall be interpreted as limiting, superseding, or otherwise affecting any Party's normal operations in carrying out its statutory, regulatory, or other duties. This MOU does not limit or restrict either Party from participating in similar activities or arrangements with other entities.

**22. SIGNATORIES**

The duly authorised representatives of the Parties affix their signatures below.

Signed for and on behalf of the Secretary of State for Health and Social Care

Signature: .....  
Name:  
Position:  
Date:

Signed for and on behalf of Coventry City Council

Signature:  .....

Name: Jon Reading  
Position: Head of Commissioning and Quality

Date: 14<sup>th</sup> February 2024



**ANNEX A – PROJECT PROPOSAL SUBMITTED AT EOI**

Name of lead local authority submitting the application	Coventry City Council
Name of the responsible officer	Jon Reading
Job title or position in lead local authority	Head of Commissioning and Quality
Telephone number	Tel: 02476 972739 Mob: 07940551599
Address and postcode	Floor 8 1 Friargate Coventry CV1 2GN
Email address	<a href="mailto:Jon.Reading@coventry.gov.uk">Jon.Reading@coventry.gov.uk</a>
Please specify which ICS area the consortium represents	Coventry and Warwickshire ICS
List of local authorities taking part in the consortium	Coventry City Council, Warwickshire County Council
Enter the number and title of the priority you have chosen.	Shared Lives - Priority 1: community-based care models such as shared living arrangements Priority 4 (focusses on unpaid carers): ways to support unpaid carers to have breaks which are tailored to their needs Priority 5: digital tools to support workforce recruitment and retention, for example through referral schemes
Your proposal: Describe the new or additional work you will deliver under this option to address local need?	<p>Shared Lives has an established service across Coventry and Warwickshire, currently rated as CQC 'Outstanding'. The scheme offers adults the opportunity to live with approved carers in family homes, experiencing all the joys and sometimes difficulties of family life and be an active member of the local community. Shared Lives is a key alternative to residential or supported living placements, offering increased outcomes for individuals at a comparatively lower cost for the local authority. Shared Lives also offers respite opportunities for individuals supported by unpaid carers in the community.</p> <p>Recruitment of new carers or families into the scheme is essential to creating additional capacity and enabling a variety of placements to be offered to individuals, however numbers of new families willing to provide the Shared Lives support are reducing year on year. This is particularly visible in the lack of families from diverse ethnic communities providing this support across Coventry and Warwickshire.</p> <p>The Shared Lives scheme has an ongoing recruitment campaign and initiatives to encourage new carers to join, however this is currently undertaken within existing resources meaning some</p>





	<p>capacity related limitations have been experienced. Likewise, dedicated knowledge and time is required to expand awareness of the scheme to underserved communities to encourage a wider demographic profile of carers recruited. Funding available through the ARF will therefore support Shared Lives recruit carers through:</p> <ul style="list-style-type: none"> <li>- Dedicated marketing and communications support from an experienced recruitment / marketing provider;</li> <li>- Development of a promotional video highlighting experience and benefits to people living in a Shared Lives home, and to families hosting them;</li> <li>- Offer a sign-up incentive to new Shared Lives carers;</li> <li>- Offer a Refer a Friend incentive to existing Shared Lives carers to encourage recruits.</li> </ul>
<p>Please outline your project governance, including listing the Senior Responsible Owner, Project Manager, Project Support, project workstream leads, and any other points to note (such as an advisor...</p>	<p>Senior Responsible Officer: Head of Service, Commissioning and Quality, Coventry City Council          Project Manager: Unit Head Shared Lives, Coventry City Council          Project Workstream Leads: Commissioning Officer CCC, Commissioner WCC (x2)          Co-Production Group: Shared Lives carers and service users</p>
<p>Delivery of your proposal</p>	<p>ARF will look to specifically support a dedicated two-year recruitment campaign and use of payment-based incentives to becoming a Shared Lives carer. Through this the Council hope to increase the capacity of the scheme by up to 10 carers or homes and increase the number of both male carers and people or families from diverse ethnic backgrounds, where possible, as currently only two Shared Lives families are from a diverse ethnic community despite only 55% of the Coventry population reporting themselves as White-British in the 2021 Census.</p> <p>Funding available through the ARF will therefore support Shared Lives recruit carers through:</p> <ul style="list-style-type: none"> <li>- Dedicated marketing and communications support. Specifically, this will have a professional and dedicated recruitment campaign. Year one will look to focus on the creation of promotional tools and materials (e.g. recruitment video) and year two will focus on marketing and targeting a diverse audience. Approximate cost £10,000 p.a.</li> <li>- Offer a sign-up incentive to new Shared Lives Carers of up to £200 per referral (target 10 new carers/homes, £2000 total)</li> <li>- Offer a Refer a Friend incentive of up to £200 per</li> </ul>



	<p>successful referral (target 5 carers, £1000 total) Note payment for sign up incentive / referral only payable upon the passing of the carers 6-month probation period by Unit Manager.</p>
<p>Which care providers, NHS and voluntary and community groups and ICS partners, have been involved in developing this proposal?</p>	<p>This proposal has been developed jointly by Coventry and Warwickshire commissioners with the Shared Lives lead and will be further developed through engagement undertaken with existing Shared Lives carers and individuals in receipt of support. This engagement will work to understand the reasons carers joined (and stay with) the scheme and service users perspective on how they view support. This engagement will feed into the recruitment and marketing approaches undertaken, specifically producing a video of lived experience to depict the life and benefits of a Shared Lives carer and the difference they can make to people's lives to encourage new shared lives carers.</p>
<p>What are the biggest challenges you foresee in delivering your proposal and why? (approx. 200 words)</p>	<p>Shared Lives have been working to recruit new carers for some time, however, limitations have been experienced in respect of the time and budget available to undertake more targeted work. Work to date has included production of a brochure, a physical presence at town centres and local events by the Shared Lives team to speak to potential recruits and spread awareness, and attendance at adult social care open days and recruitment days. Possible challenge in undertaking this work is the potential for a lack of interest in becoming a Shared Lives carer resulting in minimal or no further carers recruited. Likewise, a key focus of this work is to increase the number of carers recruited who are male or from diverse ethnic background using evidence-based methods. Despite targeted work to attract these demographics, efforts may result in no further uptake or interest. The Council will however look to work with community and faith leaders and utilise the expertise of marketing / recruitment professionals to expand awareness and reach to encourage people to become a shared lives carer.</p> <p>A further challenge may be that, whilst capacity in the scheme is increased through new recruits, carers or families recruited may not be best placed to meet the needs of individuals requiring support. In all instances, individuals are 'matched' to carers or families prior to placement with families undergoing extensive suitability checks and training to ensure compatibility. An increase in carers, families or overall capacity does not necessarily equate to supporting more individuals as this is dependent on compatibility and suitability factors of all involved. More capacity will however increase the variety of placements and homes</p>



	available to perspective service users, increasing the likelihood of a successful placement.
What kind of support would help overcome these challenges? (approx. 200 words)	<p>The Council anticipate the support of a dedicated and experienced recruitment agency undertaking a specific campaign for the Shared Lives scheme will make a significant difference in targeting and engaging a wider audience, directly resulting in an increase of shared lives carers. Likewise, we anticipate this will increase knowledge and interest in the scheme to new and more diverse communities, in turn supporting individuals from a minority ethnic background to come forward and express an interest in becoming a shared lives carer.</p> <p>An exercise to map potential needs and requirements of individuals who would like to benefit from Shared Lives to better understand what the right home or carer consists of may support in targeting recruitment towards individuals or communities with these desired or needed traits, e.g. areas of the city / county, faith groups etc.</p>
What are the key outputs of your work and how will you know that your work has been successful? (approx. 200 words)	<p>Key outputs will include:</p> <ul style="list-style-type: none"><li>- Targeted recruitment campaign including a promotional video. As part of this we will ensure messaging and campaigns are inclusive as to encourage growth in the demographics of carers recruited.</li><li>- Increase of people expressing an interest in becoming a Shared Lives carer. Of this, we aim to see up to 10 individuals / families onboarded as a Shared Lives carer that could offer placements for up to 20 people. Additional capacity will support both long term placements and opportunities for respite for individuals supported by unpaid carers.</li><li>- Increase in individuals accessing Shared Lives support</li><li>- Increase the number of male shared lives carers registered.</li><li>- Increase the number of shared lives carers from a minority ethnic background registered.</li></ul>
Post-grant sustainability: What lasting impact will this project achieve?	<p>Commissioners anticipate this project will create an increased capacity and lasting connections with underrepresented communities, allowing individuals from diverse backgrounds increased opportunities to become Shared Lives carers through improved knowledge of the scheme and its requirements. Likewise with an increased number of individuals aware of the scheme, we anticipate word of mouth will support ongoing</p>



	<p>interest and therefore registrations in becoming a Shared Lives carer.</p> <p>As a result of the above, we aim to create a lasting impact in respect of the following:</p> <ul style="list-style-type: none"> <li>- Increase capacity in the Shared Lives scheme;</li> <li>- Increase the number of male carers and carers from a ethnic minority background. In turn this will assist the Council in supporting the diverse needs of individuals requiring support in Coventry and Warwickshire;</li> <li>- Increase the number of people supported by Shared Lives, including the number of unpaid carers utilising the service for respite;</li> <li>- Offer another option of support to residential or supported living placements. In turn this will increase outcomes for individuals whilst providing a cost-effective placement option for local authorities.</li> </ul> <p>Service uptake and performance monitoring will be undertaken through the duration of the project to understand which elements of the campaign are successful in attracting new recruits. The project will also provide valuable training and insight on successful recruitment practices for the Shared Lives team to take forward following commencement of the project and negate the need for external recruitment support in the future.</p>
<p>Enter the number and title of the priority you have chosen.2</p>	<p>Carers digital self help tool: • 7 - Effective carer’s assessments focusing on outcomes and collaboration. • 8 - Inclusive services involving unpaid carers in the discharge process. • 10 - Social prescribing to link individuals to community resources • 11 - Improved identification of unpaid carers in communities. • 12 - Encouraging self-identification among carers and promoting service access.</p>
<p>Your proposal: Describe the new or additional work you will deliver under this option to address local need?2</p>	<p>In developing the Coventry Carers Action Plan 2024/26 and Warwickshire Carers Action Plan 2023/25, engagement with local carers was undertaken to inform the priorities to be achieved in these plans. From this engagement a strong theme was the requirement for clear, easy to access information and support, available at any time and personalised to the carers needs. An online digital support tool utilising AI technology has been identified and aims to meets this need to ensure carers are equipped with the ability to self-serve, identify local support and access bespoke information to support their own well-being.</p> <p>Coventry City Council and Warwickshire County Council are</p>



	<p>participating in a pilot commissioned by West Midlands ADASS of this digital carers self-help tool from December 2023 - March 2024, with usage of the tool monitored throughout this time to understand effectiveness and reach.</p> <p>To expand on the pilot and success of this tool in neighbouring authorities, both Warwickshire and Coventry are looking to formally commission the tool for a further two years. This initiative, although an extension of existing frameworks, introduces novel elements that align closely with local strategic priorities and evidence-based needs.</p> <p>Additional work supplementary to the existing pilot will involve formal commissioning and procurement of the tool, its ongoing promotion and monitoring and engagement with local carers to tailor the tool in line with place and organisational requirements and the integration of statutory carers assessments with Council systems. Further new elements of the offer include:</p> <ol style="list-style-type: none"> <li>1. GP SMS Outreach: In collaboration with our Primary Care Networks Bridgit will send identification &amp; support SMS messages to all patients to enhance the number of carers identified and linked to support within primary care.</li> <li>2. Referral Networks Enhancement: Equip all key VCSE organisations with unique links and promotional materials for carer support to conduct targeted promotional activities at the community level, ensuring a more localised and effective outreach.</li> <li>3. Charity Advertising Partnerships: We plan to collaborate with charities to help them access free Google Ads credits and train and assist these charities in effectively running their advertising campaigns moving forward.</li> </ol>
<p>Please outline your project governance, including listing the Senior Responsible Owner, Project Manager, Project Support, project workstream leads, and any other points to note (such as an advisor...2</p>	<p>Preliminary project team as follows:          Senior Responsible Officer: WCC/CCC Commissioner Manager          Project Manager: CCC Carers Lead / WCC Commissioning Manager          Project Workstream Leads: Commissioner WCC / CCC Commissioning Officer / Commissioning Support Officer WCC          Co-Production Group: Carers Trust and Caring Together Warwickshire, Adult Social Care</p>
<p>Delivery of your proposal2</p>	<p>ARF funding will specifically fund the annual cost of the tool itself to ensure ongoing access for local carers. Promotion, engagement and procurement activity will be undertaken within existing</p>



	<p>resource. Key activities include:</p> <ul style="list-style-type: none"><li>- Formal commissioning of carers digital support tool for initial 24-month</li><li>- Ongoing monitoring of delivery in respect of usage, trends etc.</li><li>- Communication and promotion of the digital platform.</li><li>- Integration with local authority systems</li></ul> <p>Funding breakdown: The proposed allocation of funding for this project is £127,500 per local authority to cover two years of service. This includes a one-time implementation charge of £7,500 will be levied on each Local Authority to cover initial setup, integration, and customisation of the services to align with local needs and data sources.</p> <p>Key Activities:</p> <ol style="list-style-type: none"><li>1. AI Technology Integration and Training: Implementing and customising the platform using local data sources for accurate and relevant support.</li><li>2. Development of SMS Campaigns: Crafting and disseminating SMS campaigns for carer identification in partnership with Primary Care Networks.</li><li>3. Charity Partner Training and Google Ads Setup: Enabling charities with digital advertising tools and techniques for sustainable carer identification, as well as increasing their capacity through the use of the platform.</li><li>4. Self-Help Portal: deploying the platforms services and online self-help portal for carers, providing resources, advice, and a personalised carer coaches.</li></ol> <p>High-Level Delivery Milestones:</p> <ol style="list-style-type: none"><li>1. AI Solution Training with Local Data: Completing the training of the AI solution using local authority, NHS, and charity data within within 1 month of Purchase Order.</li><li>2. Self-Help Portal Launch: Going live with the carers' self-help portal within 1 month of Purchase Order.</li><li>3. Launch of SMS Campaigns: Initiating the first SMS campaign with GPs within 2 months Self-Help Portal Launch</li><li>4. Charity Partner Empowerment: Completing training and setup for Google Ads campaigns within 2 months Self-Help Portal Launch</li><li>5. Mid-Term Evaluation and Adjustment: Conducting an evaluation at the 12-month mark to assess initial impact and adapt strategies as necessary.</li></ol>
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	<p>6. Final Reporting: Providing a comprehensive report on the project's progress and outcomes at the end of the funding period.</p> <p>These milestones ensure a structured and effective rollout of the project, with a focus on integrating innovative AI solutions, empowering carers through digital platforms, and establishing sustainable practices for ongoing carer support.</p>
<p>Which care providers, NHS and voluntary and community groups and ICS partners, have been involved in developing this proposal?2</p>	<p>Regional: the pilot for this scheme was developed following review of the tool at the West Midlands Regional Carers Group, comprising of carers leads and commissioners across 14 local authorities. Through this group we share learning, findings from engagement and best practice, all of which informed the pilot approach.</p> <p>Coventry: As part of the pilot Coventry will be engaging with local carers and carer support organisations to gain feedback on how useful they find the platform, any improvements to consider and accessibility. We will then use this feedback to adapt the platform through the formal commissioning process. This will include feedback obtained through our two adult social care reference groups, and face to face engagement at carers support groups, community hubs and libraries to gain qualitative feedback alongside the quantitative feedback obtained via the tool.</p> <p>Warwickshire: Will take a similar approach to Coventry engaging will carers and key stakeholders to build on learning from the current Midlands wide pilot. Local adaptations will be discussed with the platform provider to include functionality such as online carers assessment and support planning which will interface with and support our commissioned provider support for carers. We will engage our carers reference group, local carers groups our community, our carers forum members and our primary care networks to support this offer.</p> <p>Both Coventry and Warwickshire will deploy the tool in close collaboration with our local commissioned carer charities and services, Carers Trust Heart of England (Coventry) and Caring Together Warwickshire (Warwickshire).</p>
<p>What are the biggest challenges you foresee in delivering your proposal and why? (approx. 200 words)2</p>	<p>Stakeholder Engagement and Adoption: The primary challenge lies in ensuring effective stakeholder engagement and adoption. This involves aligning the diverse</p>



	<p>interests and expectations of healthcare providers, carers, and charity organisations with the project’s goals. Despite the technical ease of integration, the human element of embracing new technology and changing established workflows remains a significant hurdle. Overcoming resistance to change and fostering a culture of innovation and collaboration among all stakeholders is crucial.</p> <p>Measuring Impact and Continuous Improvement: Another challenge is establishing robust mechanisms for measuring the impact of the project and using these insights for continuous improvement. This includes tracking key performance indicators, gathering feedback from users, and adapting the service to better meet the needs of carers and each local authority.</p> <p>Digital exclusion: We are conscious this is a digital tool, and this may exclude individuals who do not have tools or means to access the internet.</p> <p>Carer self-identification: From engagement with local Coventry carers undertaken in 2023 and in Warwickshire in 2022, a significant barrier to carers accessing support is the acknowledgement and self-identification of being a carer. Without carers recognising they are carers and that they may require support.</p> <p>Identification of unmet need: A key feature of the tool is signposting to other local services, resulting in a possible increase in demand for these services.</p> <p>By addressing these challenges with a strategic approach, focusing on stakeholder engagement, effective training, data quality, and continuous improvement, the project can navigate potential obstacles and achieve its objectives of enhancing support for unpaid carers.</p>
<p>What kind of support would help overcome these challenges? (approx. 200 words)2</p>	<p>Stakeholder Engagement Initiatives: Regular engagement activities like workshops, feedback sessions, and collaborative forums can help align stakeholders' interests with the project’s goals. These initiatives will foster a sense of ownership and participation among all parties, thereby reducing resistance to change.</p> <p>Impact Assessment and Feedback Mechanisms: Implementing robust mechanisms for measuring the project's impact and gathering user feedback is key. This includes setting up clear performance metrics, conducting regular evaluations, and adapting the service based on the findings.</p> <p>Digital exclusion: Coventry will work jointly with the Coventry</p>





	<p>Device Bank to link carers with both equipment and training to access the online platform. We are also aware there is a demand for paper-based, non-digital information offer. Coventry will be meeting the requirements of such individuals through a refresh of paper-based information available and increased community presence. The information included in the non-digital offer will be shaped in line with trends in information accessed through the tool to ensure this remains fit for purpose.</p> <p>Caring Together Warwickshire the commissioned support in Warwickshire will support those carers who are digitally excluded to access support via face to face and phone appointments depending on carer preferences. Training can also be provided to support those carers who wish to use digital means to access support. The service also uses sessional workers and volunteers to support carers in their local areas. The service will also link carers with community partners.</p> <p>Carer self-identification: Work is underway to break down this potential barrier through improved information sharing and awareness. Ensuring carers recognise themselves as carers and are aware of the benefits of using this tool will be key to its success.</p> <p>Identification of unmet need: A usage dashboard is available through the Bridgit platform enabling the authorities to understand how carers have accessed the tool, onward referrals made, and trends in need. This, alongside usage of third sector organisations, will be monitored closely and targeted information or support produced to alleviate pressures where identified. The tool also offers a level of control in the information presented to the carer, meaning the local authority can prioritise information and services to manage onward demand if required.</p>
<p>What are the key outputs of your work and how will you know that your work has been successful? (approx. 200 words)2</p>	<ol style="list-style-type: none"><li>1. Increased Identification of Unpaid Carers: Through effective SMS campaigns and referral networks, a significant increase in the identification of unpaid carers is expected.</li><li>2. Successful Deployment of AI Support Systems: The integration and active use of Bridgit Care's AI technology within Local Authority and charity systems.</li><li>3. Operational Self-Help Portal for Carers: A fully functional self-help portal providing personalized support and resources to carers.</li><li>4. Enhanced Support Infrastructure for Carers: This includes training charity partners and implementing digital tools to improve the support available to carers.</li><li>5. Connection – Reducing isolation and increasing</li></ol>



	<p>opportunities for social contact.</p> <ol style="list-style-type: none"><li>6. Support – Reducing the risk of carer breakdown, improving carers access to support at the point they need it.</li><li>7. Reporting &amp; Benefits – Improving intelligence on how carers are supported to inform future delivery.</li><li>8. Improve access to, and utilisation of, local placed based services.</li></ol> <p>The success of the work will be measured by:</p> <ul style="list-style-type: none"><li>• Quantitative Metrics: This includes tracking the number of carers identified, the usage statistics of the self-help portal, and the engagement levels with AI support systems. Increases in these numbers will indicate successful outreach and adoption.</li><li>• Qualitative Feedback: Gathering feedback from carers, Local Authorities, and charity partners on the effectiveness and impact of the support provided. Positive responses and constructive feedback will be key indicators of success.</li><li>• Operational Metrics: Assessment of the smooth integration and functionality of the AI systems, as well as the accessibility and utility of the self-help portal.</li><li>• Sustainability Indicators: Evaluating the long-term sustainability of the project, such as the continued use and benefit of the AI systems and self-help portal beyond the initial funding period.</li></ul> <p>Impact on wider priorities:</p> <ul style="list-style-type: none"><li>• Linked to priorities identified in Coventry Carers Action Plan 2024-26 and Warwickshire’s All Age Carers Action Plan 2023-2025.</li><li>• Improvements to national data and surveys regarding reported carer satisfaction</li><li>• Increase in registrations with and usage of Carers Trust e.g. CRESS registrations &amp; usage</li><li>• Increase in Carers Assessments</li></ul>
<p>Post-grant sustainability: What lasting impact will this project achieve?2</p>	<p>The innovations introduced will continue to support unpaid carers and the wider community beyond the grant funding period. Key aspects contributing to post-grant sustainability include:</p> <ol style="list-style-type: none"><li>1. Integration with Existing Structures: By aligning closely with current healthcare and local authority systems, the project ensures that its innovations, such as the AI support systems and self-help portal, become embedded within existing structures. This integration facilitates long-term usage and sustainability.</li><li>2. Capacity Building and Training: The project's focus on</li></ol>



	<p>training charity partners and stakeholders in utilizing digital tools and AI technologies ensures that these skills and knowledge persist beyond the grant period. This capacity building empowers local organizations to continue supporting carers independently.</p> <p>3. Self-Sustaining AI Technologies: The AI systems, trained on a rich dataset, are designed to improve over time, becoming more efficient and effective in providing support. Their self-learning capabilities support them remain relevant and useful.</p> <p>4. Sustainability through Cost-Effectiveness: By demonstrating cost-effectiveness in terms of resource savings and improved care outcomes, the project positions itself as a viable option for continued funding or investment from various sources, including government bodies, or non-profit organizations.</p> <p>Due to current financial positions of local authorities, funding available post project cannot be guaranteed. To mitigate any potential risk to individuals or the local authorities involved, an exit strategy will be developed to manage any cessation of service or support in event no further funding can be identified. A light touch version of the tool will remain available to existing users of the service in event ongoing funding cannot be identified.</p>
Enter the number and title of the priority you have chosen.3	<p>Carer breaks - Priority 3: investment in local area networks or communities to support prevention and promote wellbeing, enabling people to age well in their communities Priority 4 (focusses on unpaid carers): ways to support unpaid carers to have breaks which are tailored to their needs Priority 11 (focusses on unpaid carers): ways to better identify unpaid carers in local areas</p>
Your proposal: Describe the new or additional work you will deliver under this option to address local need?3	<p>In line with the Coventry Carers Action Plan 2024-26 and Warwickshire Carers Action Plan 2023 - 2025, a key priority is the delivery of a varied carers breaks offer, ensuring carers have time away from the caring role to improve their overall health and wellbeing. According to Census 2021 data, over 27,391 residents identified themselves as a carer, with over 52,000 in Warwickshire, however it is likely actual number of carers are much higher.</p> <p>As part of local engagement undertaken with Coventry carers in 2023 and in Warwickshire pre-tender of the commissioned service in 2022, we surveyed carers better understand their needs, what a good break looked like to them and any potential barriers they experience in accessing breaks, respite or services. The overwhelming response from carers was the need to have access</p>



	<p>to suitable break and respite provision, with more tailored and flexible offers required to enable them to do so. Other feedback also noted carers do not feel valued, can experience isolation and would like more opportunities to maintain their own health and wellbeing. Examples of breaks ranged from a chance to go for a coffee or a few hours to themselves, an overnight break, or extended time or holidays away from the caring role. In respect of barriers, some carers reported unease in using commissioned support, unsuitable provision and guilt in taking a break.</p> <p>To enhance the carers breaks offer available across both Coventry and Warwickshire area, new initiatives and options are being investigated to better support carers. Following investigations with other local authorities, an established provider (Provider 'X') was identified to work with local businesses and organisations to seek donations to allow carers to take time away from their caring role, for example meals out, hotel stays, theatre tickets. Businesses benefit from making donations through positive publicity, demonstration of improved corporate and social responsibility and ability to connect to a new demographic and can also utilise carer awareness training available through Provider X.</p>
Please outline your project governance, including listing the Senior Responsible Owner, Project Manager, Project Support, project workstream leads, and any other points to note (such as an advisor...3	Preliminary project team as follows: Senior Responsible Officer: WCC Head of Older People Commissioning / CCC Head of Service Project Manager: CCC Carers Lead / WCC Carers Commissioner Project Workstream Leads: CCC Commissioning Officer and Change Manager / Commissioning Support Officer WCC Co-Production Group: Carers Trust and Caring Together Warwickshire
Delivery of your proposal3	<p>The scheme has had great success in Liverpool, Milton Keynes, and Wigan, with Coventry and Warwickshire keen to learn from this success and create this opportunity locally and offer alternative breaks for carers in a cost-effective manner.</p> <p>Provider X will lead on this work in making links with local businesses and organisations, building the offer locally, communicating this and matching eligible carers to break opportunity. This will include the establishment of an online referral system allowing carers to apply for breaks, a stringent screening process and the matching of carers to potential breaks. Priority is given to carers who have not previously accessed the</p>



	<p>service and those identified at screening as who would benefit from a break. The service aims to deliver two breaks per year to each carer registered. Carers do not need to be registered with the local authority to access the service however as part of screening will be required to evidence they have caring responsibility.</p> <p>Costs of this service will be met through the ARF grant to fund the service at £60,000 p.a. This cost meets the staff running costs of Provider X in its entirety.</p> <p>Through the offer we aim to see:</p> <ul style="list-style-type: none"><li>- Development of sustainable and ongoing business relationships with organisations across the city / county.</li><li>- Promotional campaign to showcase offer</li><li>- A diverse range of carers accessing opportunities for carers breaks</li><li>- Improvement in awareness of carers support services, resulting in increased usage of third sector support e.g. Carers Trust</li><li>- Reduction in carer breakdown resulting in commissioned care for the cared-for individual</li><li>- Improvements to the carers overall health and wellbeing, enabling them to continue their caring role successfully.</li></ul>
<p>Which care providers, NHS and voluntary and community groups and ICS partners, have been involved in developing this proposal?3</p>	<p>Engagement is planned to take place with carers at phase one (January -March) to better understand what break provision they would like to access through this service to shape the offer. Initial engagement with also begin with local businesses and organisations to understand appetite for donations and offers of support.</p>
<p>What are the biggest challenges you foresee in delivering your proposal and why? (approx. 200 words)3</p>	<ul style="list-style-type: none"><li>• Ongoing sustainability post ARF Grant: Coventry City Council's and Warwickshire County Council's budgets and financial position post use of ARF grant monies cannot be confirmed due to the overall financial pressures faced by each local authority. It is likely there will be limited or no funding available to sustain this initiative post grant, unless an alternative funding stream is sourced or efficiencies are achieved through the pilot, allowing ongoing funding of Provider X to be met through such savings. Where no funding can be identified, consideration may be given to achieving a similar offer within existing resource, learning from the pilot and utilising the connections made over the life of the project.</li></ul>



	<ul style="list-style-type: none"> <li>Discovery of unmet need: There is risk through this new offer of support, although informal, of identifying previously 'hidden' or unidentified carers. Whilst this is a benefit, we must also consider potential demand on wider carer support services and ensure this is managed within budgets and resource available.</li> <li>Replacement care: Consideration must also placed on bridging any replacement or respite care required by the cared-for to enable the carer to access breaks. Coventry propose this is met by a new community-alternative model approach currently in development by Coventry Council, however we may need to facilitate commissioned replacement care in instances where this model is unsuitable. Alternative arrangements may also be sourced through the Tribe project running parallel to the MyTime initiative also proposed under the ARF.</li> <li>Data collection (baseline): This is an entirely new project of its kind to Coventry and Warwickshire, therefore little to no data is available to baseline efforts against to predetermine numerical or statistical related success targets. The project will be based on learning taken from commissioners in local authorities with an established commissioned offer with Provider X.</li> </ul>
<p>What kind of support would help overcome these challenges? (approx. 200 words)3</p>	<p>Ongoing sustainability post ARF Grant: identification of funding streams available to support the longevity of this initiative.</p> <p>Discovery of unmet need: Overcoming this challenge may be overcome through achieving efficiencies through the project itself e.g. less carers require commissioned support or services because of carer breakdown or burnout. Careful project planning and communications will also ensure that carers expectations are managed in respect of service delivery and availability, and to target those carers who have the most to gain from participating in the scheme.</p> <p>Work is also underway to link with local authority commissioners of established Provider X services to inform project delivery.</p> <ul style="list-style-type: none"> <li>Replacement care: Coventry propose this is met by a new community-alternative model approach currently in development by Coventry Council, however we may need to facilitate commissioned replacement care in instances where this model is unsuitable. Alternative arrangements may also be sourced through the a project running parallel to the this initiative also proposed under the ARF allowing individuals to source and utilize support from volunteers or community groups.</li> </ul>
<p>What are the key outputs of your work and how will you know that your work</p>	<ul style="list-style-type: none"> <li>Development of a Provider X carers breaks offer across Coventry and Warwickshire, utilised by the residents of the city /</li> </ul>



<p>has been successful? (approx. 200 words)<sup>3</sup></p>	<p>county. Targets in respect of use will be confirmed upon review of progress and learnings by other local authorities with a commissioned, established offer.</p> <ul style="list-style-type: none"><li>• Increased levels of carer satisfaction, health and wellbeing reported (positive impact achieved to ASCOF indicators and biennial statutory survey).</li><li>• Reduction in requirement of commissioned care for the cared-for individual as a result of carer breakdown</li><li>• Improvements to the carers overall health and wellbeing, enabling them to continue their caring role successfully. This will be evidenced by both quantitative and qualitative feedback.</li></ul>
<p>Post-grant sustainability: What lasting impact will this project achieve?<sup>3</sup></p>	<p>Though ongoing funding and resource to sustain the project post-ARF grant funded period cannot be confirmed at this time, we aim to create an offer of varied carers breaks across Coventry and Warwickshire, with long-standing business relations created to support longevity of the programme.</p> <p>Ongoing funding may be met through cost-savings achieved through reduced carer breakdown as a result of the pilot or alternative funding streams. Alternatively, considerations may be given to the local authority taking forward this work within existing resource and staffing following successful establishment of the offer. In respect of expansion, if successful it may be prudent to create links with other local authorities with this offer to extend the variety of breaks available across counties.</p> <p>To mitigate any potential risk to individuals or the local authorities involved, an exit strategy will be developed to manage any cessation of service or support in event no further funding can be identified.</p>
<p>Enter the number and title of the priority you have chosen.<sup>4</sup></p>	<p>BiH professional support app (WCC only) Priority 2: supporting people to have greater control over their care options, such as by using digital tools to self-direct support or communicate needs and preferences Priority 3: investment in local area networks or communities to support prevention and promote wellbeing, enabling people to age well in their communities Priority 4 (focusses on unpaid carers): ways to support unpaid carers to have breaks which are tailored to their needs. Priority 10: social prescribing to connect people with information, advice, activities and services in the community</p>



Your proposal: Describe the new or additional work you will deliver under this option to address local need?4

A personalised phone app (BiH) that combines the use of technology and live professional support to enable people to access help whenever and wherever they need it. The app can help with making decisions, remembering or planning for events, or developing personalised strategies to manage anxiety or access to the local community independently, for example.

The BiH app users can use the traffic lights system to record how they feel:

Green – I'm ok

Amber – Things are a bit difficult but I don't need help

Red – Things are difficult and I need help;

If individuals press the red traffic light, or press amber three times, BiH will get in contact with them to follow up. The app is available 24 hours a day, 365 days a year including the 24/7 Responder Service linked to the traffic lights system.

The app was trialled in Coventry and Warwickshire by the Integrated Care System during 2021/22 to understand whether innovative digital solutions could support young people with neurodevelopmental conditions including autistic people.

'Think Autism, the National Adults Autism Strategy' defines autism as a lifelong neurodevelopmental condition that affects three main areas of functioning related to sensory processing, communication and social interaction. Autism is often described as a 'spectrum disorder' because the condition affects individuals in many different ways and to varying degrees, including how a person makes sense of the world around them.

Initially, access to the BiH licences was enabled based on a professional referral to Brain in Hand. Subsequently, a new self-referral route has been piloted which proved very successful in supporting people aged 16+ who are autistic or have ADHD, and those on the neurodevelopmental assessment waiting list who wanted extra support to manage their anxiety or to independently access their local community.

The pilot demonstrated that those aged between 25 & 26 used the app most frequently and the diary and events and problems and solutions functions were used more frequently than others. 56% of users who completed the survey said that Brain in Hand had helped them with their anxiety or mental health, in self-care and in controlling negative behaviours. 80% of those who





	<p>responded to the survey stated that the app helped them to cope with day-to-day stressors.</p>
<p>Please outline your project governance, including listing the Senior Responsible Owner, Project Manager, Project Support, project workstream leads, and any other points to note (such as an advisor...4</p>	<p>Delivery of the app element of this EOI will be governed by Coventry and Warwickshire All Age Autism Partnership Board. An Integrated Transformation Lead will take the lead commissioning role for implementation of this service across Coventry and Warwickshire, using existing networks and communication channels which were established during the previous commissioning activity with Brain in Hand.</p>
<p>Delivery of your proposal<sup>4</sup></p>	<p>The funding of £85,680 will pay for 70 BiH licenses to cover the period January 2024 to April 2025 (if successful).</p> <p>2024/25            Any future funding requirements after 2024/25?</p> <p>Direct staffing costs    £0            £0 (staffing and infrastructure accounted for in license price)</p> <p>Indirect staffing costs   £0            £0 (staffing and infrastructure accounted for in license price)</p> <p>Non-pay costs</p> <p>                              £85,680            £1377 +VAT per license continued beyond project term</p> <p>Licences can be recycled. It is anticipated that 70 licences will support circa 150 people during the proposed delivery period. High level key activity will be as follows:</p> <p>Funding secured – decision communicated with the provider</p> <p>Working group meets to review / agree eligibility criteria, plan for comms approach and develop KPIs and outcomes to be delivered through this service</p> <p>Comms launch through agreed channels (most likely targeted social media ads)</p> <p>Regular progress reporting to Coventry and Warwickshire Autism Partnership Board via agreed channels</p> <p>Regular provider performance meetings to discuss uptake, understand risks and issues and work in partnership to address those</p> <p>A more detailed project plan to be developed once outcome of this proposal is confirmed as positive.</p>
<p>Which care providers, NHS and voluntary and community groups and ICS partners, have been involved in developing this proposal?<sup>4</sup></p>	<p>Under the Coventry and Warwickshire Keyworker pilot during 2021/22, Experts by Experience involved in coproducing the pilot identified a gap in autistic people’s ability to utilise phone based apps to help them live independently and participate in education</p>



and employment.

A range of example apps were identified and pros and cons of each discussed with the Keyworker Steering Group, and BiH was identified as an app with the greatest potential to fulfil autistic people's expectations around quality support being access via an assistive technological solution.

The pilot with BiH was progress to support delivery of the NHS Long Term Plan's focus on the importance of increasing the range of digital health tools and services to enable people to access modern ways of support that can be delivered closer home.

This proposal builds on existing experience with BiH through recent pilot activity which supported circa 50 residents of Coventry and Warwickshire to date. The project, which was endorsed and supported by Coventry and Warwickshire Integrated Care System, showed impressive engagement with the local autistic population in just 2 weeks and 67% of licenses were still engaged and benefitting from the solution after 12 weeks.

Throughout the pilot delivery, impact, both qualitative and quantitative, was measured. Findings included:

- 56%: BiH helped with anxiety or mental health.
- 80%: agreed/strongly agreed more able to cope with day-to-day stressors.
- 80%: agreed/strongly agreed BiH helped to improve their quality of life.

Evidence of impact was presented to Coventry and Warwickshire Autism Partnership Board earlier this year, which is co-chaired by an autistic Expert by Experience. Benefits of the app were recognised and the group were in favour of us pursuing additional funding routes to extend the service beyond current contract end date.

Independent evaluation has shown that BiH significantly reduces anxiety, improves quality of life, and decreases self-injurious behaviour among autistic individuals. This study recommended that BiH meets NICE research effectiveness standards for health digital technologies.

BiH is accredited by DTAC, ORCHA, and Cyber Essentials Plus, and is a fellow of the NHS Innovation Accelerator (NIA). BiH demonstrates a serious commitment to authentic public patient involvement. BiH have a co-production lead who is autistic and is



	<p>responsible for ensuring the users' perspective is incorporated in all stages of product development including prototyping, testing and implementation. BiH have an active user panel and elicit the perspectives of non-users and former users to determine product development priorities.</p>
<p>What are the biggest challenges you foresee in delivering your proposal and why? (approx. 200 words)<sup>4</sup></p>	<p>Lack of alternative funding being available nationally and locally, at present, prevents us from building on the successes of the previous work with Brain in Hand and expanding the app to capture broader audiences. Ability of funding matching at the end of the two years will be paramount to ensure those actively using the licences can continue to be supported to benefit from greater independence.</p> <p>Also, demand exceeding capacity for licences with more people being interested than there are licences available. This might result in people communicating poor experience of their inability to sign up for a licence.</p>
<p>What kind of support would help overcome these challenges? (approx. 200 words)<sup>4</sup></p>	<p>We will engage with partners to pursue ongoing funding availability as appropriate.</p> <p>We will ensure clear comms messages that communicate eligibility and process for licences sign up clearly to avoid miscommunication and dissatisfaction of local residents. We will ensure that those with greatest need for digital support are approached to benefit from this support.</p>
<p>What are the key outputs of your work and how will you know that your work has been successful? (approx. 200 words)<sup>4</sup></p>	<p>The key output of this work will be the number of compliments and complaints, as well as quality of user feedback about impact of the app, which will be monitored on an ongoing basis.</p> <p>We will produce a set of comms messages aimed at the general public eligible for this support and work with system leads to agree and share those comms messages.</p> <p>We will establish a set of KPIs and outcomes for this project and work with BiH to ensure these are being achieved as planned.</p> <p>BiH will be producing regular performance update reports which will help commissioners understand impact of this app on delivery of local and national priorities.</p> <p>Towards the end of the contract BiH will produce a summary report on how well the service has delivered intended outcomes and KPIs.</p>
<p>Post-grant sustainability: What lasting impact will this project achieve?<sup>4</sup></p>	<p>This initiative aims to address the significant health challenges faced by autistic individuals, such as reduced life expectancy, high suicide rates, and a greater likelihood of co-occurring mental</p>



	<p>health conditions. These factors contribute for example, to autistic people disproportionately low employment rates, with only one in five being employed.</p> <p>Furthermore, Coventry and Warwickshire demand and waiting times for neurodevelopmental assessment follows the national picture in that demand outstrips clinical capacity to conduct assessments in a timely manner. This leads to long waiting times and people's needs not being met appropriately. A BiH based self-management approach will support people who are waiting for an autism assessment, those who are not eligible for specialist support and those who have never engaged with mental health services but struggle with anxiety. In turn, this increased level of support may reduce the demands placed upon carers/those who support autistic people, offering an alternative solution for managing day-to-day challenges.</p> <p>By offering our residents an opportunity to benefit from assistive technological solution to support them access local community, education and employment opportunities, the project will contribute to reducing health inequalities faced by the neurodivergent population.</p> <p>BiH has over 40 live programmes with health and social care organisations nationwide and is supporting over 8,000 existing app users across the health and education sectors. Case studies are available to show how BiH supports autistic people in areas such as in the workplace, transitions, living independently and education.</p> <p>Evaluation of the previous pilots demonstrated the level of positive impact this app can have on people's lives and this proposal seeks to expand opportunities to access the app building on those previously demonstrated benefits.</p>
Enter the number and title of the priority you have chosen.5	HOSPITAL CARERS SUPPORT SERVICE (WCC only) Priority 7 (focusses on unpaid carers): ways to conduct effective carer's assessments with a focus on measuring outcomes and collaboration Priority 8 (focusses on unpaid carers): services that reach out to, and involve, unpaid carers through the discharge process Priority 10: social prescribing to connect people with information, advice, activities and services in the community Priority 11 (focusses on unpaid carers): ways to better identify



	unpaid carers in local areas Priority 12 (focusses on unpaid carers): ways to encourage people to recognise themselves as carers and promote access to carer services												
Your proposal: Describe the new or additional work you will deliver under this option to address local need?5	<p>A Healthwatch report published May 2022 recommended that carers should have a single point of contact within hospitals to advocate for their input and recognition at discharge. A need was also identified for the improvement in the awareness of professionals of carers and the recognition of carers as equal partners in the hospital discharge process.</p> <p>Hospital Carers Support Service is a new service to offer, the unpaid carer and family, additional support in coping with an admission into hospital and subsequent discharge. This service looks to address concerns arising from the possible increase in caring responsibilities for the carer following the discharge to home of the person that they look after. The service will aim to provide support for the carer due to an admission to hospital that would result in a new caring role, significantly increased level of caring or a significant change in how caring can be delivered.</p> <p>A Hospital Carer Liaison will offer 1:1 guidance and advice during the hospital stay and following the discharge from hospital. The Advisor will liaise with discharge teams to assess the current situation of the carer or family, identify what support is needed for the carer and advocate for the carer during the discharge process. The Hospital Carer Liaison will look for solutions to help the carer or family prepare for discharge and continue to work with the family for up to 6 weeks, re-assessing the situation and the support in place as needed post discharge.</p> <p>Aims:</p> <ul style="list-style-type: none"> <li>• Identify and recognise carers as equal partners</li> <li>• Create a supportive environment for carers by embedding carers support as best practice during hospital stay and discharge</li> <li>• To improve awareness among medical and other professionals of carers</li> <li>• Improve joint working between NHS, social care and voluntary sector partners to support carers post discharge and reduce hospital readmissions.</li> </ul>												
Please outline your project governance, including listing the Senior Responsible Owner, Project Manager, Project Support, project workstream leads, and any other points to note (such as an advisor...5	<table border="0"> <tr> <td>Senior Responsible Owner</td> <td>Commissioning Manager WCC</td> </tr> <tr> <td>Project Manager</td> <td>Commissioning/Acutes WCC</td> </tr> <tr> <td>Project Support</td> <td>CSO/Provider</td> </tr> <tr> <td colspan="2">organisations/Acutes discharge/Social Care teams wCC</td> </tr> <tr> <td colspan="2">Advisory and monitoring: All Age Carers Steering Group WCC</td> </tr> <tr> <td colspan="2">Carers Forum</td> </tr> </table>	Senior Responsible Owner	Commissioning Manager WCC	Project Manager	Commissioning/Acutes WCC	Project Support	CSO/Provider	organisations/Acutes discharge/Social Care teams wCC		Advisory and monitoring: All Age Carers Steering Group WCC		Carers Forum	
Senior Responsible Owner	Commissioning Manager WCC												
Project Manager	Commissioning/Acutes WCC												
Project Support	CSO/Provider												
organisations/Acutes discharge/Social Care teams wCC													
Advisory and monitoring: All Age Carers Steering Group WCC													
Carers Forum													



	Carers reference group
Delivery of your proposal <sup>5</sup>	<p>Feb -March 2024 Full Project Plan and timelines for service</p> <p>April 2024 Project performance indicators and key stakeholders identified</p> <p>April –Jun 2024 Lead provider organisation and staffing identified and recruited/ honorary acute contract in place/ service begin operation</p> <p>Jun – Sept 2024 Monthly performance meeting/reporting to support service with key stakeholders</p> <p>Oct – Dec 2024 Interim report/ End of project planning</p> <p>Mar/Apr 2025 End of Grant report</p>
Which care providers, NHS and voluntary and community groups and ICS partners, have been involved in developing this proposal? <sup>5</sup>	<p>Engagement will take place during Jan – Mar 2024 with key stakeholders. Key Stakeholders are outlined this list is not exhaustive:</p> <ul style="list-style-type: none"> <li>Carers and families</li> <li>Carers Trust Heart of England</li> <li>Acutes Discharge at George Eliot Hospital and Warwick Hospital, OT, and rehab teams</li> <li>Social Care Teams</li> <li>Hospital Social prescribers</li> <li>Fire Service Safe and well checks</li> <li>Voluntary services for transport</li> <li>Meal Delivery service e.g. VASA</li> <li>Primary care and Hospital discharge teams</li> <li>Other community-based services such as CAB, Ask Sara, ICE, Community development teams</li> </ul>
What are the biggest challenges you foresee in delivering your proposal and why? (approx. 200 words) <sup>5</sup>	<p>Staffing of the service and timescales to embed service are very short. This could lead to delays in getting the service up and running and therefore less data to properly evaluate or realise benefits. This could be mitigated by using existing hospital support teams such as hospital liaison and/or hospital social prescribing services already in place.</p> <p>Carer identification and/or acceptance of support can be a risk as most carers don't identify with the term. Carers can also disengage from the service if staff are not aware or equipped to support family carers appropriately. This could be mitigated by improving awareness raising across all stakeholders and teams and providing training to ward, staff discharge teams, social care</p>



	teams and carers themselves.
What kind of support would help overcome these challenges? (approx. 200 words) <sup>5</sup>	This could be overcome by using existing services which already have a presence in hospitals such as Hospital Social Prescribing and Community Response Services. The service will link with existing social care and voluntary sector to support carers. Coproduction with carers will be a key element to the success of this service and will need to be embedded prior to service commencement and throughout the service provision.
What are the key outputs of your work and how will you know that your work has been successful? (approx. 200 words) <sup>5</sup>	This service will support carers to facilitate carer recognition, equal partners in the discharge process and provide a single point of contact to support carers immediately post discharge from hospital. The success of the service will be evidenced by: <ul style="list-style-type: none"> <li>• Increase in carer identifications and carers registered with carer support service</li> <li>• Shorter time span to hospital discharge</li> <li>• Reduction in hospital readmissions</li> <li>• Improved carer awareness among professionals</li> <li>• Fewer admissions due to carer breakdown</li> <li>• Improved carer wellbeing and feelings of recognition</li> </ul>
Post-grant sustainability: What lasting impact will this project achieve? <sup>5</sup>	Funding has not been identified at this stage to continue the project. However, training and awareness raising of professionals will have a long term and lasting impact in the support of carers after this grant has ended. Benefits will include improvements in carer recognition and support across health and social care, better discharge processes and learning from the London Carers and Hospital Discharge model in a Warwickshire context. Expansion to include Coventry City Council, Warwickshire County Council and community partners. The benefits of better quality discharge could create an evidence base that would enable dialogue with senior lead and partners across the ICS to identify funding to continue or build into discharge teams a liaison support function for carers as part of core best practice.
Enter the number and title of the priority you have chosen. <sup>6</sup>	Volunteer and community network app Priority 3: investment in local area networks or communities to support prevention and promote wellbeing, enabling people to age well in their communities Priority 9: digital workforce development and market shaping tools with capability to map, strengthen and grow local workforce capacity relative to system demand Priority 10: social prescribing to connect people with information, advice, activities and services in the community Priority 6: develop and expand the impact of local volunteer-supported pathways for people drawing on care and support. Please note, approx £25,000



	<p>of ARF funding will be used towards programme / project management costs to ensure delivery of all projects and manage interdependencies between proposals</p>
<p>Your proposal: Describe the new or additional work you will deliver under this option to address local need?6</p>	<p>The 'T' app has been piloted with specific communities in South Warwickshire to enable people to search for local services and connect safely with local community volunteers who may be able to help. This pilot focused on quite specific sections of the community in the Leamington and Shipston areas of South Warwickshire. Warwickshire Community and Voluntary Action (WCAVA) were a key partner as part of this pilot. The aim of this proposal will be to build on this learning and expand the remit of the pilot more widely across Warwickshire.</p> <p>In Coventry, work is underway to develop a community alternative provision of support for both unpaid carers (including carers breaks) and to offer a viable alternative to regulated home support. Warwickshire has also reviewed its carers support service including its digital offer and carers breaks offer. The app will support the development of this work through giving a platform to map organisations, volunteers and assets, understand demand and gaps in provision that can be filled with these organisations, and link the individual and potential provision negating the involvement of social care. Work will be undertaken on a pilot basis with a specific area of the city to trial success.</p>
<p>Please outline your project governance, including listing the Senior Responsible Owner, Project Manager, Project Support, project workstream leads, and any other points to note (such as an advisor...6</p>	<p>Preliminary project team as follows:          Senior Responsible Officer: WCC Head of Older People Commissioning / CCC Head of Commissioning and Quality          Project Manager: Engagement and Development Officer (CCC) / Commissioning Manager WCC          Project Workstream Leads: CCC Commissioning Officer &amp; Change Manager CCC / Lead Commissioner WCC          Co-Production Group: Carers Trust and Caring Together Warwickshire, SWFT, Community partners</p>
<p>Delivery of your proposal6</p>	<p>ARF funding will fund a pilot of the tool across Coventry and further expansion of the existing pilot in Warwickshire. From the project we aim to:</p> <ul style="list-style-type: none"> <li>- Map third sector organisations, community assets and volunteers</li> <li>- Understand gaps in provision</li> <li>- Reduce the number of individuals and unpaid carers requiring or accessing commissioned services, resulting in a cost reduction</li> </ul>





	<p>In year 1 we plan to achieve:</p> <ul style="list-style-type: none"><li>- Identify areas for pilot / expansion</li><li>- Mapping of organisations, volunteers and assets (by platform)</li><li>- Onboarding organisations onto the system</li><li>- Communications campaign</li><li>- Building of knowledge of platform and the support available through this</li><li>- Begin to understand demand and service available, including potential gaps in provision</li></ul> <p>In year 2 we plan to achieve:</p> <ul style="list-style-type: none"><li>- Full understanding of demand and services available</li><li>- Growth in organisations and volunteers registering with the platform</li><li>- Increase in microenterprises created on the platform</li><li>- Active use of the tool by individuals to source care</li><li>- Understanding outcomes achieved by those using the platform</li><li>- Understanding of ‘care dark spots’ within our local areas and in turn an approach to address this due to its likely impact on carers and their cared for</li></ul> <p>By the end of the two-year period we aim to see active use of the tool by individuals (and organisations) in sourcing alternative care provision and support for individuals.</p>
<p>Which care providers, NHS and voluntary and community groups and ICS partners, have been involved in developing this proposal?<sup>6</sup></p>	<p>In Coventry, work is underway to engage with the local third sector to understand appetite for supporting community alternative initiatives, and to understand from carers what potential support would be of benefit. Response and interest have so far been positive, with organisations advising whilst offers of support from volunteers to their organisations were generally high there was limited capacity to coordinate volunteer opportunities. A digital platform was suggested by organisations as a ‘one stop shop’ to coordinate and map support, with the ability for individuals link to this directly. Further engagement is planned with the third sector to showcase the tool and grow the offer of community alternative support through this platform.</p> <p>Initial engagement with carers has also highlighted potential areas of support which can be sourced through the platform and the community alternative model, with further engagement with both carers and home support service users planned to understand and</p>



	develop this further.
What are the biggest challenges you foresee in delivering your proposal and why? (approx. 200 words) <sup>6</sup>	<ul style="list-style-type: none"><li>• Resource: The platform will involve engagement with and mapping of third sector and micro-organisations, onboarding, communications and campaigns and onward development. Alongside the staff and tools provided by platform this will be supported by existing Council resource supplementary to business as usual. Third sector organisations are also seeing increased usage, especially through the winter period and to support on cost-of-living related matters. Resource to commit to the project may therefore be limited at peak times or ongoing.</li><li>• Impact to wider social care workforce: There is risk staff employed in care organisations within the local adult social care workforce leave current roles to set up micro-organisations under the platform. Whilst this can be encouraged to support the success of the initiative, consideration must be given to the impact of staff lost to contracted care service and the possible effect of this on delivery against commissioned contracts.</li><li>• Safeguarding: Work undertaken in the South Warwickshire pilot has highlighted the potential safeguarding risk of people requiring support connecting with volunteers who do not have a DBS check.</li><li>• Onboarding of volunteers/organisations: Work in the Warwickshire pilot has also noted some challenges in onboarding volunteers and organisations to the platform, with some reluctance from organisations to onboard due to concerns in relation to expected demand and a lack of clarity on the expectation of service delivery. Likewise, generational differences in volunteers have also been noted, with younger volunteers more engaged with the tool whilst other age groups enjoy the networking and social elements of volunteer work.</li></ul>
What kind of support would help overcome these challenges? (approx. 200 words) <sup>6</sup>	<ul style="list-style-type: none"><li>- Resource: The authorities will work jointly with third sector organisations to engage them in use of the tool and showcase how this can be of benefit to them long term in creating efficiencies. The development of a clear project and communications plan will ensure both authority and third sector resource can be managed appropriately alongside and without compromising business-as-usual matters.</li><li>- Impact to wider social care workforce: Engagement with the workforce and organisations will be critical to understanding and therefore mitigating this risk. Notably from discussions with the platform provider and upon reviewing case studies the growth of the platform takes around 2-3 years to establish. As such, risk</li></ul>



	<p>to the workforce affecting delivery of care is anticipated to be low.</p> <ul style="list-style-type: none"><li>- Safeguarding: This challenge has been overcome through the current pilot through ensuring volunteers can only join the platform via an existing organisation (not as a standalone individual) and therefore subject to DBS, organisational oversight and further safety checks.</li><li>- Onboarding of volunteers/organisations: Learning taken from the South Warwickshire pilot will be implemented in respect of this challenge. Specifically, the project teams will tailor communications to the volunteer groups, organisations and localities we are looking to target, as well as providing clarity from the outset on the expectations and roles of organisations in delivering support to provide reassurance.</li></ul>
<p>What are the key outputs of your work and how will you know that your work has been successful? (approx. 200 words)<sup>6</sup></p>	<ul style="list-style-type: none"><li>- High percentage of third sector organisations to be onboarded and utilising the tool</li><li>- Growth in number of micro and community enterprises operating in the Coventry and Warwickshire pilot areas</li><li>- Reduction in the number of people requiring commissioned support services (from pilot areas)</li><li>- Robust demand data, asset mapping and understanding of gaps in provision available</li><li>- Increased use of direct payments (expanded services and support options available for people on direct payments)</li><li>- Increased diversity of provision micro-enterprise / third sector, with increased awareness and usage of these services</li><li>- Improvements to carers and service user satisfaction</li></ul>
<p>Post-grant sustainability: What lasting impact will this project achieve?<sup>6</sup></p>	<p>We aim to achieve an overall change in approach to supporting people and carers in a more community-based approach, moving away from a reliance on traditional commissioned support models. Through the use of this platform individuals will be able to self-serve and identify suitable and creative care options, giving increased choice and control.</p> <p>Once the platform provider is commissioned by the locality, we begin the process of working in co-production with local stakeholders to scale Community Micro Enterprise provision (sole-trader care enterprises). The Micro Enterprises are then commissionable by the local authority, people using personal budgets and individuals seeking private care provision.</p> <p>Once the number of micro enterprises has scaled to a certain level the platform is able to switch to a 3% revenue model which</p>



	<p>in real terms means 3% of every care transaction going through the platform is taken by The Tribe Project as a platform fee to the Community Micro Enterprises for using the technologies to run their business. The 3% revenue covers the cost of running Tribe within the locality and we continue to scale the project with all aspects of the platform still available to stakeholders in the region.</p> <p>To mitigate any potential risk to individuals or the local authorities involved, an exit strategy will be developed to manage any cessation of service or support in event no further funding can be identified.</p>
Title and Organisation	Jon Reading - Head of Commissioning and Quality
Signature	Jon Reading
Date	1/12/2024
The Social Care Institute for Excellence (SCIE) is providing practical support to local areas on this work. To help SCIE to tailor their support and to provide you with information on their work, ...	I agree



## ANNEX B – Grant Funding

### Grant Terms

- A. DHSC will provide the Grant for the Projects to the Recipient in accordance with the process described in paragraph B of this Annex B.
- B. The first payment will be made in March 2024 for 2023/24. The second tranche of Grant payment will be provided in 2024/25. Payment amounts are detailed in the below table.
- C. The second tranche of Grant payment will be conditional on the Recipient completing mid-grant reporting, details to be set out in due course.
- D. The Recipient will notify DHSC as soon as is reasonably practicable should an underspend be forecast.
- E. The Recipient will have a proactive and up to date counter fraud policy that is able to prevent, detect and correct instances of fraud. DHSC should be notified as soon as is reasonably practicable in suspected and actual cases of fraud.
- F. The Grant should only be spent on Eligible Expenditure to support the Projects during the Funded Period. Any changes to the Proposal outlined in Annex A should be aligned to the criteria for accessing the Grant and DHSC should be notified.
- G. The Lead Local Authority on behalf of the Consortium shall account for the monies within their financial accounts utilising the most appropriate and relevant accounting policy and legislation.

### Grant Allocation

Your Grant allocation is £418,302 (2023-24) and £361,302 (2024-25) to be spent within the Funded Period in accordance with the Expression of Interest and this MOU.

Payment Dates	Payment Amount
23/24 payment (expected 7 March 2024)	£418,302
24/25 payment (expected 20 August 2024)	£361,302
<b>Total</b>	<b>£779,604</b>



**ANNEX C – Statement of Grant Usage (SOGU) Template**

**FINANCIAL YEAR PERIOD - ENDING 31/ 03/ 2025**

**Project Name: Adult Social Care Accelerating Reform Fund**

Please use this form to provide a final statement of Grant usage.

This Statement should be submitted to DHSC within a week of receipt.

**Contact Details**

Name of Recipient

Recipient Address



Name and telephone number of person to whom queries about this Statement can be made

**Grant Reference Number: \*\*\*\*\***

Please complete the following table, to the nearest £1.

<b>Amount of Grant received (£)</b>	<b>Actual eligible expenditure</b>	<b>Reason for any difference</b>
<b>Revenue</b>	<b>Revenue</b>	
£XXXXXXXX	£XXXXXX	

Complete the certification before returning.

**Certification**

I certify that to the best of my knowledge and belief the above information gives a complete and accurate record of the Eligible Expenditure as stated in the award letter in relation to Grant received from Department of Health & Social Care for the above Projects and that we have taken steps to ensure that we would be in a position to repay the Grant if we breach the Grant expectations set out in the Memorandum of Understanding between the Secretary of State for



Department  
of Health &  
Social Care

Health and Social Care and Coventry City Council for the provision of the Adult Social Care Accelerating Reform Fund for the financial years 2023-2024 and 2024-2025.

Signed by the Recipient's the Chief Executive (or equivalent).

Signature:

Name: (BLOCK CAPITALS):

Job Title:

Date:

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**Public report**  
Cabinet and Council

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Cabinet  
Council

12 March 2024  
19 March 2024

**Name of Cabinet Member:**

Cabinet Member for Jobs, Regeneration and Climate Change - Councillor J O'Boyle

**Director approving submission of the report:**

Director of Regeneration and Economy

**Ward(s) affected:**

Cheylesmore

**Title:**

West Midlands Investment Zone

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**Is this a key decision?**

Yes - the proposals involve financial implications in excess of £1m

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**Executive summary:**

The UK Government has invited the West Midlands Combined Authority (WMCA) to prepare a proposal for a West Midlands Investment Zone (WMIZ). The sectoral focus for WMIZ will be advanced manufacturing, which is an excellent fit with the One Coventry Plan ambition to increase the economic prosperity of the city and region. A total of £160m in funding is available for WMIZ over a ten-year period, and this will be used for tax incentives for investors in WMIZ sites, capital funding to prepare these sites for development, and revenue schemes designed to develop the target sector. The WMIZ proposals will also allow business rates growth on designated sites to be retained locally for 25 years for reinvestment in the development of the Advanced Manufacturing Sector. Business rates will be retained above existing levels on a "no detriment" basis such that no Local Authority will be worse off through its involvement in the WMIZ.

The WMIZ includes sites in Coventry/Warwick, Birmingham and Wolverhampton. There are four sites in Coventry and Warwick District; Whitley East in Coventry and Whitley South, Coventry Airport and Segro Park in Warwick District. Whitley East has been allocated as an employment site in the Coventry Local Plan. The WMIZ £160m budget includes an initial £23m for infrastructure works to prepare the Coventry Airport site for development, and this

report seeks approval to accept that funding together with any additional funding that becomes available from the IZ budget up to a total value of £35m. It also seeks delegated approval to enter into a Memorandum of Understanding for business rates retention related to the Whitley East site.

Governance decisions for WMIZ will be taken by a WMIZ Joint Committee / Board which Coventry City Council, Warwick District and Warwickshire County Council will all be represented on. West Midlands Universities including Coventry University and University of Warwick are also non-voting members of this group. A Coventry and Warwickshire Investment Zone office group will meet to ensure that consistent briefings are provided to Coventry and Warwickshire members of the WMIZ Joint Committee / Board.

### **Recommendations:**

Cabinet is recommended to:

- 1) Note the aspirations of, and supports the principle of participation in, the West Midlands Investment Zone (WMIZ) proposed to benefit the WMCA area and Warwick District, conditional upon there being agreed no detriment position in respect of business rates income.
- 2) That Cabinet notes the governance arrangements for the WMIZ as set out in Appendix 2 to the report.
- 3) Agree in principle to entering into a Memorandum of Understanding (MoU) regarding business rates and their retention across the WMCA area and the Warwick District Council (WDC) area and delegate authority to the Director of Finance and Resources (s151) and the Cabinet Member for Strategic Finance and Resources to enter into this agreement.

Cabinet is asked to recommend that Council:

- 4) Approve acceptance of up to £35m in West Midlands Investment Zone (WMIZ) funding, noting that initially £23m will be available for infrastructure provision on the Coventry Airport site (subject to the conditions of the grant being satisfactory).
- 5) Grant delegated authority to the Director of Regeneration and Economy, following consultation with the Director of Finance and Resources, the Director of Law and Governance, and Cabinet Member for Jobs, Regeneration and Climate Change, to:
  - a) Undertake all necessary due diligence in relation to acceptance of the WMIZ funding allocation.
  - b) Continue to negotiate on all the matters associated with this report and to take such action as is deemed necessary, incidental or ancillary to or in consequence of bringing into effect the recommendations contained in this report, including but not limited to entering into any associated legal agreements (including the authority to effect any lease variations/surrender and any associated documents if appropriate) that are necessary to deliver the West Midlands Investment Zone.

- 6) Authorise the Council to add to the 5 Year Capital and/or Revenue Programme (as appropriate) any West Midlands Investment Zone funding received by the Council up to a maximum of £35m.

Council is recommended to:

- 1) Approve acceptance of up to £35m in West Midlands Investment Zone (WMIZ) funding, noting that initially £23m will be available for infrastructure provision on the Coventry Airport site.
- 2) Grant delegated authority to the Director of Regeneration and Economy, following consultation with the Director of Finance and Resources, the Director of Law and Governance, and Cabinet Member for Jobs, Regeneration and Climate Change, to:
  - a) Undertake all necessary due diligence in relation to acceptance of the WMIZ funding allocation and conditions.
  - b) Continue to negotiate on all the matters associated with this report and to take such action as is deemed necessary, incidental or ancillary to or in consequence of bringing into effect the recommendations contained in this report, including but not limited to entering into any associated legal agreements (including the authority to effect any lease variations/surrender and any associated documents if appropriate) that are necessary to deliver the West Midlands Investment Zone.
- 3) Authorise the Council to add to the 5 Year Capital and/or Revenue Programme (as appropriate) any West Midlands Investment Zone funding received by the Council.

#### **List of Appendices included:**

The following appendices are attached to the report:

Appendix 1 – Map of Investment Zone Sites

Appendix 2 – Investment Zone Joint Committee (IZ Board) – Terms of Reference

Appendix 3 – Equalities Impact Assessment

#### **Background papers:**

None

#### **Other useful documents**

UK Government Investment Zones Policy Prospectus:

<https://www.gov.uk/government/publications/investment-zones/investment-zones-policy-prospectus>

Coventry City Council Cabinet Report, 23 Feb 2021: [Entering into a Joint Venture Arrangement to Promote a Strategic Land Opportunity](#)

Warwick District Council Cabinet Report, 15 November 2023: [Participation in the West Midlands Investment Zone](#)

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

No

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

No

**Will this report go to Council?**

Yes – 19th March 2024

## Report title: West Midlands Investment Zone

### 1. Context (or background)

- 1.1 In March 2023, the UK published an Investment Zones Policy Prospectus, which invited the 8 mayoral combined authority areas in England, including the West Midlands Combined Authority (WMCA) to submit proposals for Investment Zones (IZ) in their areas. Within IZs, underdeveloped sites can be designated to provide new occupiers with tax incentives such as relief from business rates, national insurance contributions and stamp duty. The policy also offers the ability to designate sites for local retention of business rates growth for reinvestment into activities to develop a selected industrial sector. Finally, government announced that £80m, later increased in £160m in flexible capital and revenue funding would be made available for each IZ to support development of sites and the sectors they serve. Since March 2023, WMCA officers have worked with CCC and other local authorities to develop proposals for a West Midlands Investment Zone (WMIZ). This report summarises the benefits to Coventry of participation in the WMIZ.
- 1.2 The WMIZ proposal is being “co-developed” between government, WMCA and local authorities including Coventry. The work is being completed in stages, working towards having all the necessary details agreed and arrangements in place for the WMIZ to be established at the start of the 2024/25 financial year. The funding and other benefits available through the zone will then be available for ten years, recently increased from five in the original announcement.
- 1.3 The first of these stages was to select a sectoral focus for WMIZ from a list of five priority sectors set out in the IZ Policy Prospectus. These are Digital and Tech, Green Industries, Life Sciences, Advanced Manufacturing and Creative Industries. Given the West Midlands regional strength in advanced manufacturing, this was selected as the sectoral focus for WMIZ. This is an excellent fit with Coventry’s ambitions to secure a major automotive battery manufacturer and associated supply chain on the site of Coventry Airport and build on the city’s world class automotive specialism. The WMIZ submission also talks about the importance of the interface between advanced manufacturing and other priority sectors such as digital, green industries and life sciences.
- 1.4 The next stage was to select a set of sites which could most effectively use the tax incentives and the ability to retain and reinvest business rate in order to develop the West Midlands advanced manufacturing sector. Three sites were selected and put forward to government, a main “hub” site and two smaller “spoke” sites.
  - 1.4.1 **Coventry & Warwick Gigapark.** This is the hub site and the largest in the WMIZ, totalling 241.4Ha. The overall gigapark is made up of four individual sites. One of these, Whitley East is in Coventry, and further detail about that site is included in section 1.19 onwards. The remaining sites: Coventry Airport, Whitley South and Segro Park are all in Warwick District. A map of the Gigapark sites is included at Appendix 1. Both tax incentives and business rates have been requested for these sites, with the exception of the southern section of Segro Park which is already developed in the most part and is therefore not eligible for tax incentives.

- 1.4.2 **Birmingham Knowledge Quarter.** This is WMIZ's second tax incentives and business rates retention site and will run North East from Aston University through Duddeston and Nechells to Aston. The 55ha site has the potential to create more than 8,600 new jobs, and core to the proposals will be for universities, other public bodies and the private sectors to work together to stimulate R&D and innovation in digital applications that will service a wide range of sectors, notably Advanced Manufacturing. A new £70m investment from Bruntwood SciTech and Woodbourne Group has been announced as the anchor investment for this site.
- 1.4.3 **Wolverhampton Green Innovation Corridor.** This will connect the University of Wolverhampton Springfield Campus to the East of the city centre with University of Wolverhampton Science Park, and will stimulate the growth of new green industries and skills, many of which will feed into Advanced Manufacturing supply chains and processes. Through a Local Authority – University partnership approach, this 3.74ha site has the potential to create over 400 new jobs through the Investment Zone, which is expected to entail infrastructure investments through the capital funding allocation to accelerate development on the site.
- 1.5 The following tax incentives will be available on designated sites:
- 1.5.1 **Stamp Duty Land Tax (SDLT):** a full SDLT relief for land and buildings bought for commercial use or development for commercial purposes
- 1.5.2 **Business Rates:** 100% relief from business rates on newly occupied business premises, and certain existing businesses where they expand in Investment Zone tax sites.
- 1.5.3 **Enhanced Capital Allowance:** 100% first year allowance for companies' qualifying expenditure on plant and machinery assets for use in tax sites.
- 1.5.4 **Enhanced Structures and Buildings Allowance:** accelerated relief to allow businesses to reduce their taxable profits by 10% of the cost of qualifying non-residential investment per year, relieving 100% of their cost of structures and buildings over 10 years.
- 1.5.5 **Employer National Insurance Contributions relief:** zero-rate Employer NICs on salaries of any new employee working in the tax site for at least 60% of their time, on earnings up to £25,000 per year, with Employer NICs being charged at the usual rate above this level. This relief can be applied for 36 months per employee.
- 1.6 Sites which are selected for business rates retention will allow 100% retention of business rates growth above an agreed baseline for 25 years. Collection of rates will remain the responsibility of the collecting authority for use in a reinvestment strategy designed to encourage economic growth in the West Midlands, particularly in the target sector, advanced manufacturing.
- 1.7 Importantly, WMCA has agreed a "no detriment" position with LAs involved in WMIZ business rates retention as follows: "The allocation of retained business rates to be allocated by the WMCA through the established governance arrangements will be

subject to a robust investment plan to be developed and approved by the IZ governance body. There will be a requirement within the investment plan that, over an agreed accounting cycle (not greater than 5-years), sufficient investment will be in projects in those authorities who would otherwise be benefitting from alternative business rate regimes, to ensure that they are no worse off than if they had not agreed to participate in the WM Investment Zone. This will also reflect agreement between WMCA and Government that up until the point of a reset of business rates baselines, Government will allow relaxation of spending requirements within the Investment Zone business rates retention site to allow those rates retained to be invested in local growth.”

- 1.8 This will mean that Coventry, Warwick District or any other LA involved in WMIZ should not be worse off as a result of involvement in WMIZ. However, it will be necessary to ensure that the investment plan developed for the WMIZ is acceptable to CCC and that sufficient protections are built in to achieve the position outlined above. This investment plan will be agreed by the WM Investment Zone Joint Committee / Board on which CCC will be represented. Further detail is included in section 1.23.
- 1.9 A total of £160m in capital and revenue funding is available from government to support the WMIZ. This was increased from the original allocation of £80m in the November 2023 Autumn Budget Statement. Capital funding of £39m is currently earmarked for physical development of the three sites, including £23m for highways and associated works which will accelerate the development of the Coventry Airport site and prepare it for occupation by a battery manufacturer. The nature and detail of these infrastructure works will be agreed between CCC and its Joint Venture Partner, Coventry Airport Ltd.
- 1.10 It should be noted that the allocation of capital funding so far has been based on the original £80m budget; it is possible that additional capital or revenue grant will be available for Coventry and Warwickshire sites, or for other capital / revenue projects in the area linked to the overall aims of WMIZ once full details of how and when the additional money will be made available are confirmed. This report seeks authority to accept up to £35m in total in the event that further IZ funding becomes available, and grant conditions are acceptable.
- 1.11 Revenue funding is currently proposed for use in the following activities. Again, it should be noted that these allocations are based on the original £80m allocation, and further work will be required once details of the increased £160m budget are confirmed.
  - 1.11.1 **Inward Investment.** £2m. Additional regional and local capacity for attracting inward investment into WMIZ sites and the advanced manufacturing sector.
  - 1.11.2 **Supply chain development.** £5m. Programme of targeted support to enable West Midlands businesses to pivot, diversify and service the new occupiers at the Investment Zone core sites across the region, as well as service growing global market opportunities. This will safeguard and increase the competitiveness of West Midlands businesses in target sectors and support the safeguarding and creation of jobs.
  - 1.11.3 **RD&I Grants.** £5m. Programme of grants to complement the supply chain programme to enable businesses to accelerate product and service innovations

that will enable them to service expanding global markets in the target advanced manufacturing sectors, which will expand their competitiveness.

**1.11.4 Equity Investment Top Up.** £2m. This will expand the availability of equity finance as a further option for accelerating investment in those businesses operating in Advanced Manufacturing sectors in the West Midlands, or new firms investing in the region in these sectors, that present the potential to grow or scale rapidly.

**1.11.5 Skills Programmes.** £5m. This will focus on the delivery of Level 4/5 provision to equip the region’s workforce with the high level skills required to fill the new good quality jobs that will emerge at the Investment Zones priority sites and in the wider Advanced Manufacturing cluster as businesses grow. The provision will also include entry and intermediate skills levels, reflecting the diversity of vacancies that are expected to emerge, and will consist of both short courses/bootcamps and longer courses, tailored to the needs of investors.

**1.11.6 Regional Delivery and Matching.** £7m. Funding to service the management and co-ordination of delivery of Investment Zone activities. The fund will cover project management and co-ordination resource both region-wide and specific to the priority sites, and will cover additional Planning, Highways and Environment capacity across various parts of the region, as well as funds to undertake master planning and Feasibility Studies, to help accelerate the development of priority sites.

1.12 The remaining funding is the estimated value of tax incentives. The WMIZ budget can therefore be summarised as follows:

Flexible Spend: Capital Funding for WMIZ sites <ul style="list-style-type: none"> <li>• Coventry-Warwick Gigapark £23m</li> <li>• Birmingham Knowledge Quarter £9m</li> <li>• Wolverhampton Green Innovation Corridor £7m</li> </ul>	£39m
Flexible Spend: Revenue Activities <ul style="list-style-type: none"> <li>• Inward Investment £2m</li> <li>• RD&amp;I Grants £5m</li> <li>• Supply chains £5m</li> <li>• Level 4/5 skills support £5m</li> <li>• Regional Delivery and Matching £7m</li> <li>• Equity Investment Top Up £2m</li> </ul>	£26m
Tax Incentives	£15m
Additional funding announced in 2023 Autumn Statement for the period 2029-2034	£80m
<b>Total</b>	<b>£160m</b>

1.13 Government is yet to release details regarding the way in which in the additional funding will be allocated, or conditions that may be attached. However, it is safe to assume the funding is likely to be made available in the second half of the ten-year period during which Investment Zone funding will be available, and that established principles such as a 60% capital 40% revenue split for flexible spend activities will continue to apply. It



is also reasonable to assume approximately an additional £15m will be directed towards tax incentives, leaving an additional £65m split between capital and revenue activities.

- 1.14 Each WMIZ site must have a “delivery vehicle”. In the case of the Coventry Airport site this is well established; CCC formed a joint venture (JV) with Coventry Airport Ltd (CAL) in 2021 to secure planning permission for a battery gigafactory on the site. The JV will form the delivery vehicle for the capital works on the site funded by WMIZ. CCC will be the accountable body for the WMIZ funding, approval for which is sought to add to the CCC capital programme. The implementation of the infrastructure works to the Coventry Airport site may require variations to the existing Joint Venture Agreement and associated legal documents under which CAL hold the Airport.
- 1.15 For the other Coventry and Warwickshire IZ sites, the delivery vehicle would be a partnership between CCC, WDC, WCC and the developers or landowners of each site.
- 1.16 Of the four Coventry and Warwickshire IZ sites, three are in Warwick District (Coventry Airport, Whitley South and Segro Park). WDC’s Cabinet approved in principle inclusion of these sites in the WMIZ in November 2023 and are due to take a further decision in March 2024.
- 1.17 The section of the IZ within the Coventry boundary, called Whitley East on the map at Appendix 1 to the report consists of land allocated for employment uses in the current Coventry Local Plan.
- 1.18 This includes two sites eligible for both retention of new business rates, and tax reliefs on new development:
  - Land which Meadow Park School (part of Finham Park Multi Academy Trust) has freehold over.
  - Land which King Henry VIII School has leasehold over.
- 1.19 A further site would be eligible business rates retention only:
  - The site of Baginton Fields school.
- 1.20 Inclusion in the IZ does not force and freeholder or leaseholder to do anything against their wishes. The IZ may serve to make sites more attractive for development in future, but this would not force any party involved to sell its land or surrender its leasehold unless it chose to do so on terms which it found favourable.
- 1.21 With regards to Baginton Fields School, whilst CCC would have the ability to retain business rates in the event of new development on the site during the next 25 years, this does not create a commitment for CCC to redevelop the site and will not affect plans for provision of additional specialist secondary school places on the site.
- 1.22 Baginton Fields Nature Reserve has been excluded from the IZ.
- 1.23 Subject to approval of this report, it is proposed that CCC will enter into a memorandum of understanding (MOU) regarding the collection of business rates at the Whitley East site. The MOU will set out the intention for CCC to collect business rates for the site, which would then be reinvested in line with an Investment Plan and approved by the

WMIZ Board and WMCA Board. As set out in the governance section above, the MOU sets out that WMCA will work to ensure as far as possible that the area is no worse off than it would have been had it not agreed to participate in the WMIZ. The MOU is not legally binding. Further comment is included in the financial implications section of this report.

#### Proposed Governance Arrangement

- 1.24 As Warwick District Council (WDC) is currently neither a Constituent nor Non-Constituent Authority of WMCA, it cannot be granted voting rights on any of the WMCA's existing boards or committees. However, as the Billing Authority collecting business rates and implications for allocation of surplus business rates, WDC (and WCC as beneficiary of WDC rates collected) expect to have full voting rights on any Investment Zone decision-making body. As such, the proposal is to establish a new Investment Zone Joint Committee as part of both the WMCA Governance arrangements as accountable body, with delegated authority from the WMCA Board to make all decisions in relation to the Investment Zone up to a financial threshold to be set by WMCA Board as the Investment Zone's accountable body.
- 1.25 The new Investment Zone Joint Committee (IZ Board) would have a remit for taking decisions only in relation to Investment Zone matters. Decisions of the Joint Committee would be reported to the WMCA Board in the same way as the decisions of its Investment Board.
- 1.26 It is proposed that the Joint Committee (IZ Board) would be chaired by the Mayor of the West Midlands. It would include members nominated by each of the Authorities whose area is affected by the Investment Zone, including both WDC and WCC whose members would have full voting rights on the Board. All WMCA Constituent Authorities would be entitled to nominate members. Universities that have signed up to Investment Zone Sites will be non-voting members of the Board. In January, full Council approved the Cabinet Member for Jobs, Regeneration and Climate Change as Coventry's representative on the WMIZ Board. The proposed membership of the Board is set out in the Terms of Reference at Appendix 2 of the report.
- 1.27 In addition, a local Coventry and Warwick Investment Zone officer group has been established which will:
  - Advise CW representatives on the WM IZ Board on how to best represent the interests of CW and CW IZ sites, for example on plans for reinvestment of retained business rates, and the strategic direction of WMIZ as a whole.
  - Work together to attract the right occupiers to CW IZ sites and making sure regional resources (WMGC etc.) are aligned.
- 1.28 Membership of the group will be made up of LA officers and University representatives, and individual LAs will be responsible for briefing their elected members, ensuring a common approach to WMIZ Board.

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

- 2.1 The following options were considered with regards to CCC's involvement in WMIZ.
- 2.2 **Option 1. No Coventry and Warwickshire sites in WMIZ (Do nothing).** It would be possible for Coventry to access some of the wider benefits of WMIZ such as the skills and supply chain programmes without including any sites in the area in the business rates retention or tax incentives. Because these schemes are open to the whole West Midlands region, these schemes would be open to Coventry businesses even if CCC chose not to participate in development of the WMIZ proposals (effectively a "Do Nothing" option.). This option was discounted because the availability of government backed incentive packages including tax relief has been a crucial decision-making factor for battery manufacturers investing in European sites. If the Council chose not to include the Coventry Airport site in WMIZ, the lack of tax incentives would be a significant disadvantage in securing investment in the site, and CCC and partners would also be turning down the opportunity to use these incentives to attract investment to the neighbouring sites. It would also mean that the reinvestment of business rates would not be available on these sites. This option is not recommended.
- 2.3 **Option 2. Inclusion of Coventry-Warwick Gigapark site in WMIZ.** The recommended option is for the Coventry-Warwick Gigapark site, including Whitley East to be included in the WMIZ. This will grant access to tax incentives, business rates retention and re-investment and direct capital funding for these sites.

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

- 3.1 Individual planning applications for each of the sites included in the WMIZ have been subject to consultation through the statutory planning process overseen by the relevant Local Planning Authority which for Whitley South, Coventry Airport and Segro Park is Warwick District Council. In Coventry, Whitley East's allocation as employment land was subject to public consultation through the Local Plan process. In development of the WMIZ proposals, WMCA has consulted regularly with its constituent LAs through regular working groups and through bi-lateral meetings with individual LAs and their local partners notably the Universities. The feedback from these sessions has been used to develop and shape WMCA's submissions to government for each phase of the "co-development" process for WMIZ.

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

- 4.1 WMIZ funding and tax incentives will become available from 1<sup>st</sup> April 2024 onwards for a period of 10 years. Subject to approval, CCC and the other WM LAs with WMIZ sites earmarked for business rates retention will enter into the MOU to allow government to designate the sites for rates retention by legislation which will come into effect at the start of the 2024/25 financial year. Subject to confirmation and contracting of WMIZ funding to CCC, capital works on the Coventry Airport sites are could commence in 2025.

## **5. Comments from Director of Finance and Resources and Director of Law and Governance**

### **5.1 Financial Implications**

#### **5.1.1 WMIZ Grant Funding**

The total costs of delivering the initial phase of the physical development works associated with the Coventry Airport site are anticipated to be in the region of £23m. This report seeks acceptance of funding to deliver the first phase plus potentially the second phase of the project.

A total of £160m in capital and revenue funding is available from government to support the WMIZ. Of this £160m, capital funding of £39m is currently earmarked for physical development of the three sites. This includes £23m for phase one of the highways and associated works at the Coventry Airport site. It is estimated that these works amount to £23m and are carried out by CCC and will therefore be wholly funded by this WMIZ funding. This report proposes that this grant is accepted provided that the final terms are acceptable to the Council.

In addition to the £39m capital funding above, there is £26m earmarked for revenue spend and £15m for tax incentives, plus an additional £80m that has been allocated to the WMIZ. It has not yet been determined how these amounts are to be allocated across the three sites. This report seeks approval to accept further amounts of up to an additional £12m of this funding in anticipation that additional funds are allocated to the Coventry Airport site to support the delivery of the investment zone. This £12m could include both Capital and Revenue funding. The revenue funding would support activities outlined in section 1.12 of this report, whilst the Capital funding would continue to deliver infrastructure works associated with the Coventry Airport site. Note that this report seeks approval to accept only WMIZ funding.

#### **5.1.2 Memorandum of understanding & Business Rate Retention**

The MOU will set out the intention for CCC to collect business rates for the Whitely East site, which would then be reinvested in line with an Investment Plan and approved by the WMIZ Board and WMCA Board.

In order to reinvest the business rates it is necessary for collecting authorities to ringfence all new business rates within the WMIZ for reinvestment. The business rates currently collected by CCC within the proposed WMIZ are limited to the rates associated with the Whitely East site. In 2022/23 these amounted to £1,043 per annum after deduction of rates relief.

Similarly, business rates that are currently collected by Warwick District Council for the Whitley South, Coventry Airport and Segro Park sites in excess of an agreed baseline would become available for ringfencing and reinvestment into the site, net of any debt servicing requirement.

Depending on the speed with which IZ sites are developed, and the amount of new floor space completed, initial modelling shows that hundreds of millions of additional business rates could potentially be generated over a 25-year period.

#### 5.1.3 Wider investment programme

The IZ grant funding availability for some IZ sites/projects may be sufficient to deliver the necessary infrastructure to bring sites forward for investment. Where this is not the case, investment may be required from other sources including further government funding, private sector investment and potentially WMCA/local authority gap funding.

Whilst an initial investment of £23m (funded from the WMCA IZ budget) has been identified for the Coventry & Warwick Gigapark, the wider medium term investment programme is still in development, both in terms of spending requirements, and what any funding solution might be.

Very high-level estimates indicate that this medium term view could require significant investment over the next 10 years, however much work is required to establish this in greater detail. The £23m for which approval is sought in the report for the Gigapark is considered sufficient for the next 3-4 years.

#### 5.1.4 WMCA/Local Authority funding

There is currently no expectation that any borrowing will be required for either the Coventry & Warwick Gigapark, or the other 'spoke' IZ sites. However, as sites develop, and opportunities arise, this is a possibility. In the event that a local investment is required, there may be an option for individual authorities to invest, but the default is that this would be carried out at a regional level by the WMCA on behalf of its members. Any investment required would need to demonstrate a sound business case whereby the financial benefits of additional business rates are more than sufficient to service any debt incurred. As a full member of the IZ joint committee and WMCA Board, and one of the 7 Met Councils underwriting the WM Combined Authority, Coventry and the other Mets through officer (Finance Director) due diligence and member voting (for which unanimity would be required) would be in a position to approve (or reject) any such investment.

### 5.2 Legal Implications

The decision set out in this report is made pursuant to the general power of competence contained in Section 1 of the Localism Act 2011.

The Business Rate Retention proposals and the governance will be the subject of further discussions between the partners and Legal and Procurement Services will support the service areas to ensure that the Council's position is adequately protected.

## **6. Other implications**

### **6.1 How will this contribute to the One Coventry Plan?**

<https://www.coventry.gov.uk/strategies-plans-policies/one-coventry-plan>

The WMIZ proposals will contribute to the One Coventry Plan's ambition of improving the economic prosperity of the city and region by creating jobs in the advanced manufacturing sector. Tax incentives will make the sites included in the zone highly attractive to companies seeking locations for expansion or establishment of new ventures. The ability to retain business rates and re-invest it into projects which further develop the sector will ensure that more of the benefits of this work stay in the city and the region. In addition, the regional supply chain, grant programme and skills programme will provide new opportunities for Coventry residents and businesses in this sector which is crucially important to the local economy.

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

A comprehensive Investment and Delivery Plan is being developed for the WMIZ, and CCC will be responsible for the section of the plan related to the Coventry and Warwick sites in the zone. This plan will be developed using the information submitted to government as part of the comprehensive approval process for investment zones which has been underway since June 2023. This includes setting out the approach to programme and risk management for the Coventry and Warwick sites, and a risk register covering the delivery of the capital project on the Coventry Airport site. CCC will be responsible for working with the JV to manage and mitigate these risks and report them both to the WMIZ Board and internally to the Council's Capital Programme Board. It is not anticipated that any of these risks will need to be reported on the Council's Corporate Risk Register, but this will be monitored over the lifetime of the project and WMIZ activities.

Coventry will through the proposed governance arrangements for the IZ will be in a position to approve or reject the investment programme proposals as they come forward.

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

Successful implementation of CCC's involvement in WMIZ will likely require additional capacity in terms of managing a large grant funded capital project, and the investment promotion associated with securing investors on the various investment zone sites. However, it should be note that capacity fund for delivery is included the overall WMIZ budget which CCC will be able to access in order to provide extra resource for these purposes.

### **6.4 Equalities / EIA?**

An equalities impact assessment has been prepared for the proposed Investment Zone and Gigafactory development at Coventry Airport which is appended to this report (Appendix 3 refers). No negative equalities impact is expected as result of this proposal. As the work on the remaining Investment Zone sites progresses, it will be necessary to undertake further EIA work in support of new planning applications etc.

## **6.5 Implications for (or impact on) climate change and the environment?**

Development of a Gigafactory and its associated supply chain across the WMIZ sites would help to create the conditions for the increased take-up of low emission vehicles, particularly as the UK Government works towards ceasing the sale of new petrol and diesel vehicles by 2035. This would play an important role in reducing greenhouse gas emissions and will be an important contribution to the One Coventry Plan's aim to tackle the causes and consequences of climate change, and the West Midlands Combined Authority's aim for the region to be net zero by 2041. The supply chain and R&D grants programmes will also encourage investment from West Midlands business in low carbon technologies.

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

Three of the four investment zone sites are in Warwick District and their development will therefore be subject to approval of Warwick District Council (WDC) as Local Planning Authority and by Warwickshire County Council as Highways Authority. Development of the Coventry Airport site in particular is likely to require considerable planning capacity and it may be possible to provide additional resource from the revenue funding available as part of the WMIZ budget. WDC is also the authority responsible for collection of business rates on these sites and will therefore need to sign an MOU with WMCA, and negotiations around the "no detriment" position for WDC are currently underway. There may also be opportunities for Coventry University and the University of Warwick to deliver elements of the regional skills / supply chain / grant programmes that are proposed using WMIZ funds, and this would be valuable for both universities to further establish their leadership in the Advanced Manufacturing sector in the region.

**Report author:**

Steve Weir  
Head of Economic Development

**Service Area:**

Economic Development  
Regeneration and Economy

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Enquiries should be directed to the above person

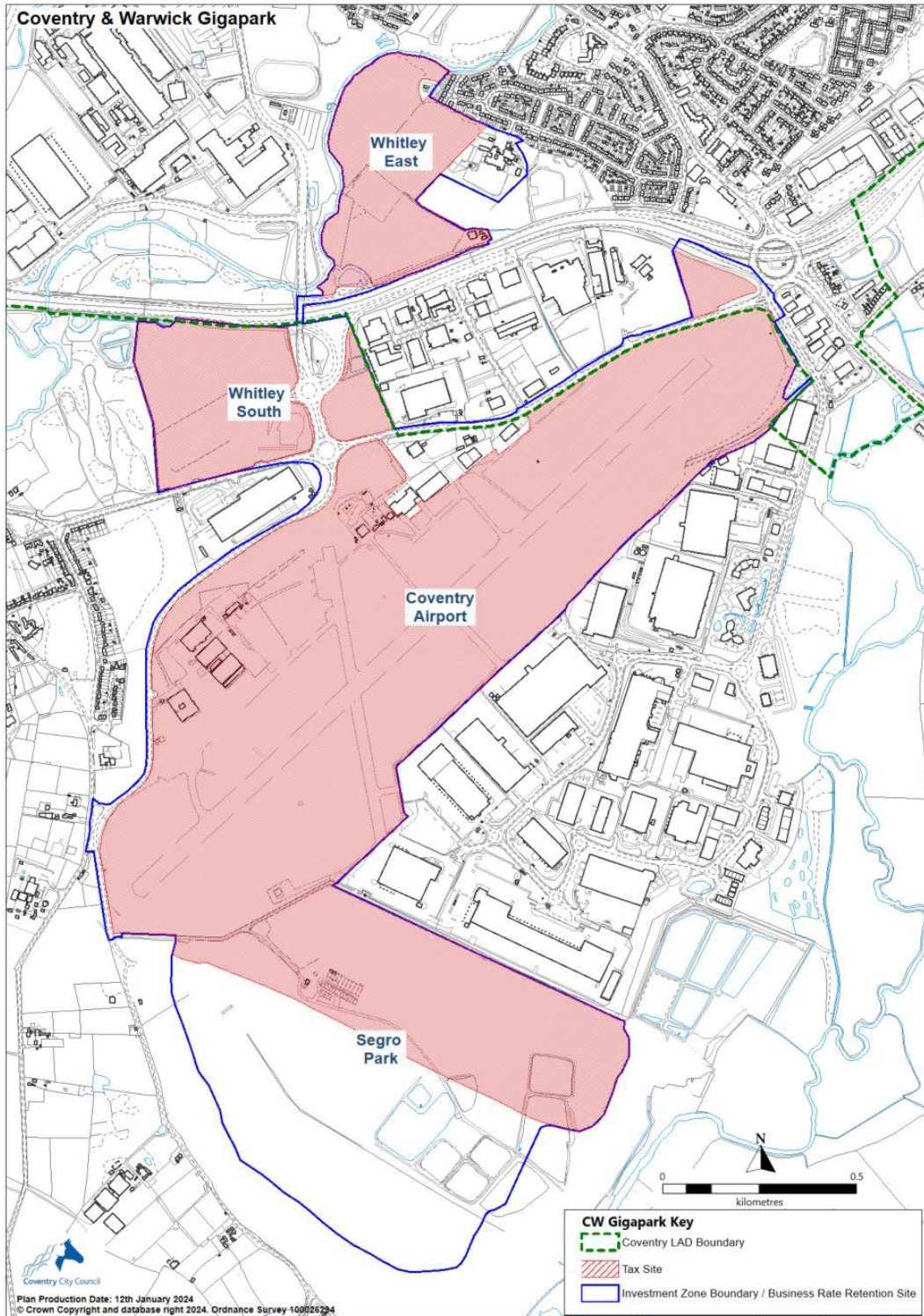
<b>Contributor/approver name</b>	<b>Title</b>	<b>Service Area</b>	<b>Date doc sent out</b>	<b>Date response received or approved</b>
<b>Contributors:</b>				
Richard Moon	Director of Property Services and Development	-	8 Jan 2024	9 Jan 2024
Michelle Salmon	Governance Services Officer	Law and Governance	15 Feb 2024	15 Jan 2024
Aimee Proctor	Finance Manager	Finance and Resources	8 Jan 2024	9 Feb 2024
<b>Names of approvers for submission:</b> (officers and members)				
Phil Helm	Head of Finance	Finance and Resources	9 Feb 2024	13 Feb 2024
Oluremi Aremu	Head of Legal and Procurement Services	Law and Governance	8 Jan 2024	14 Feb 2024
Andy Williams	Director of Regeneration and Economy	-	08 Jan 2024	14 Feb 2024
Councillor J O'Boyle	Cabinet Member for Jobs, Regeneration and Climate Change	-	15 Feb 2024	19 Feb 2024

This report is published on the council's website: [www.coventry.gov.uk/council-meetings](http://www.coventry.gov.uk/council-meetings)



## Appendix 1 - Map of Investment Zone Sites

*The designations indicated here are proposed only and are subject to HM Government's decisions on designation and ultimately parliamentary approval. They are published without prejudice to those decisions and must not be interpreted as being confirmed.*



## Appendix 2: Investment Zone Joint Committee (IZ Board) – Draft Terms of Reference

<b>Governance</b>	WM Investment Zone Joint Committee / WM Investment Zone Board
<b>Purpose</b>	Overall responsibility for developing and delivering the West Midlands Investment Zone and ensuring accountability to Government for its successful and compliant implementation.
<b>Membership</b>	<p><b>Voting Members:</b>  Mayor of the West Midlands  One representative from each of the WMCA 7 Constituent Authorities  One representative from Warwick District Council  One representative from Warwickshire County Council</p> <p><b>Non-Voting Members:</b>  Universities that have signed up to the Investment Zone sites.</p> <p><b>Observers:</b>  Overview and Scrutiny Chair from the WMCA  Scrutiny Chair from Warwick District Council (in the event of a Joint Committee)  Other stakeholders may be invited to attend as observers when appropriate.</p>
<b>Chair</b>	Mayor of the West Midlands.
	Vice Chair - to be appointed from among Members.
<b>Voting</b>	<p>All voting Members shall have one vote.</p> <p>Matters shall be decided by consensus where possible. Where consensus is not achieved, decisions shall be taken on the basis of a simple majority of the votes cast.</p> <p>The Chair shall not have a second or casting vote and in the event of an equality of votes the motion shall not be passed but shall be deferred to the next meeting.</p>
<b>Quorum</b>	Three voting members of the Committee.
<b>Frequency</b>	Quarterly or more frequently as required on the giving of 5 clear working days' notice.
<b>Location</b>	Meetings will be held at locations agreed by its members.
<b>Timing of Meetings</b>	To be determined.
<b>Type of Meeting</b>	Formal meetings shall be held in public except when exempt or confidential information is being considered and the press and public are excluded in accordance with the Local Government Act 1972 (as amended).
<b>Administration</b>	The meeting will be administered by WMCA and papers will be published on both authorities' websites at least 5 clear working days before the date of the meeting.

<b>Allowances</b>	None
<b>Responsibilities</b>	<p>The body will be a collaborative entity with the respective authorities working together to implement the WM Investment Zone in line with Government's Investment Zone Policy Prospectus and Technical Guidance. Its functions will include:</p> <ul style="list-style-type: none"> <li>• Overall responsibility for developing and delivering the Investment Zone.</li> <li>• Approval in principle of Investment Zone sites development proposals and interventions.</li> <li>• Oversight of each Investment Zone Site delivery vehicle's performance in implementing the WM Investment Zone.</li> <li>• Ensuring delivery of the identified and agreed outcomes and outputs.</li> <li>• Allocation of Investment Zone resources in line with a developed and agreed Investment Plan.</li> <li>• Determination of the proportions between the tax incentives and spending elements of the £80 million IZ government grant.</li> <li>• Allocation of the tax incentives element of the £80 million grant and of the spending element of the £80 million grant.</li> <li>• Allocation of surplus retained business rates growth generated by the Investment Zone's BRR site, in line with Government's Investment Zone policy.</li> <li>• The allocation of retained business rates to be allocated by the WMCA through the established governance arrangements will be subject to a robust investment plan to be developed and approved by the IZ governance body. There will be a requirement within the investment plan that, over an agreed accounting cycle (not greater than 5-years), sufficient investment will be in projects in those authorities who would otherwise be benefitting from alternative business rate regimes, to ensure that they are no worse off than if they had not agreed to participate in the WM Investment Zone. This will also reflect agreement between WMCA and Government that up until the point of a reset of business rates baselines, Government will allow relaxation of spending requirements within the Investment Zone business rates retention site to allow those rates retained to be invested in local growth.</li> <li>• To ensure that the decisions of the Board do not import any undue risk to the WMCA in financing schemes that result from those decisions.</li> </ul>

	<ul style="list-style-type: none"> <li>• Approving reports to Government as part of the WMCA's accountability function.</li> </ul>
<b>Delegation</b>	<ol style="list-style-type: none"> <li>1) Decisions in relation to the allocation of the initial £80 million government grant up to a total value of £80 million and within Government's proportionate allocation framework between the fund's components.</li> <li>2) All other and subsequent decisions up to a value of £20 million. Decisions above £20million will be required to be taken by the WMCA Board as the accountable body for the Investment Zone.</li> </ol> <p>All decisions will need to follow the WMCA's existing assurance frameworks and any introduced through the Deeper Devolution Deal or any subsequent legislative frameworks.</p>
<b>Withdrawal from the Joint Committee</b>	<p>Either Authority may give to the other not less than twelve months' written notice expiring on 31<sup>st</sup> March in any year of its intention to withdraw from the Joint Committee.</p> <p>Once the Joint Committee ceases to exist, unless that is by way of transitioning into a full Board of WMCA as outlined in 3.13 above, the functions delegated to it will each revert back to the relevant delegating Authority.</p>

## EQUALITY IMPACT ASSESSMENT (EIA)



<b>Title of EIA</b>		<b>EIA for WM Gigapark</b>
<b>EIA Author</b>	Name	<b>David Hope</b>
	Position	<b>Business Development Manager</b>
	Date of completion	<b>8<sup>th</sup> February 2024</b>
<b>Head of Service</b>	Name	<b>Steve Weir</b>
	Position	<b>Head Of Economic Development</b>
<b>Cabinet Member</b>	Name	<b>CLlr Jim O’Boyle</b>
	Portfolio	<b>Jobs and Regeneration and Climate Change</b>

<b>EIA</b>	<ul style="list-style-type: none"> <li>• Having identified an EIA is required, ensure that the EIA form is completed as early as possible.</li> <li>• Any advice or guidance can be obtained by contacting Jaspal Mann (Equalities), Mamta Kumar (Equalities), Alicia Philips (Health Inequalities), Lisa Young (Health Inequalities), Emily Stewart (Health Inequalities), Laura Waller (Digital Inclusion).</li> </ul>
<b>Sign Off</b>	<ul style="list-style-type: none"> <li>• Brief the relevant Head of Service/Director/Elected Member for sign off</li> <li>• Have the EIA Form ready for consultation if it is required</li> <li>• Amend according to consultation feedback and brief decision makers of any changes</li> </ul>
<b>Action</b>	<ul style="list-style-type: none"> <li>• Implement project / changes or finalise policy/strategy/contract</li> <li>• Monitor equalities impact and mitigations as evidence of duty of care</li> </ul>

**PLEASE REFER TO [EIA GUIDANCE](#) FOR ADVICE ON COMPLETING THIS FORM**

### SECTION 1 – Context & Background

**1.1 Please tick one of the following options:**

This EIA is being carried out on:

- New policy / strategy
- New service
- Review of policy / strategy
- Review of service
- Commissioning
- Other project *(please give details)*





### 1.2 In summary, what is the background to this EIA?

This Equality Impact Assessment (EIA) is for the WM Gigapark, which has been included as both a Tax Incentive and Business Rates Retention site within the West Midlands Investment Zone, and other activities that are planned for the West Midlands Investment Zone that are expected to have a direct impact on the Coventry economy and the city's businesses and residents.

#### Background Behind Investment Zones

Investment Zones were announced in the Spring 2023 Budget to catalyse the growth of knowledge-intensive growth clusters across the UK, with each cluster will driving the growth of at least one of the UK's key future sectors - green industries, digital technologies, life sciences, creative industries and advanced manufacturing. The ultimate aim is to bring investment into areas which have underperformed economically.

Each Investment Zone is being given an £80m (rising to £160m) public funding envelope over a five-year period, which will consist of two elements:

- *Tax incentives* – a maximum of three underdeveloped sites (up to 600ha of land in total) can provide tax incentives to help attract new investors and accelerate R&D activities within the target clusters. These incentives include Stamp Duty Land Tax (SDLT) for land/buildings bought for commercial use; 100% Business Rates relief on newly occupied business premises or where businesses expand; 100% Enhanced Capital Allowance for businesses investing in plant and machinery assets in their first year; Enhanced Structures and Buildings Allowance over 10 years; and zero rate Employer National Insurance Contributions Relief for any new employee working on the tax site for up to 36 months.
- *Flexible spend* – the remainder of the £80m funding envelope can be directed at other measures that can attract investment and tackle barriers to growth within the clusters. These include Research & Innovation support (including grants and loans); Local Enterprise & Business Support (including tailored sector-specific support for start-ups); Skills & Training programmes; Local Infrastructure delivery (e.g. land remediation); and investment in greater planning capacity.

One of the 12 Investment Zones nationally is the West Midlands Combined Authority (WMCA) area (the other 4 will be located in Scotland, Wales and Northern Ireland). The West Midlands Investment Zone has two Tax Incentive and Business Rates Growth Retention sites (the WM Gigapark and Birmingham Innovation Quarter), with Wolverhampton Green Innovation Corridor being awarded significant capital funds to accelerate development works.

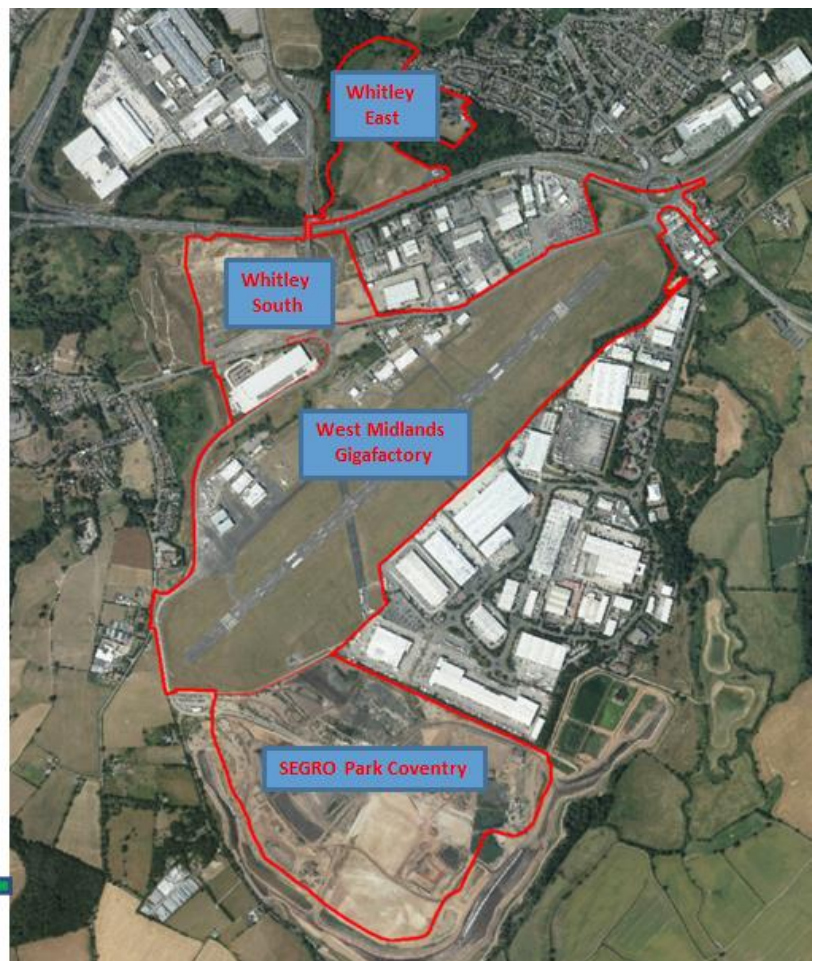


## Background Behind the WM Gigapark

The WM Gigapark is a 241.4ha site which falls within the Local Authority areas of Coventry and Warwick. The aspirations are (principally through attract new inward investment) to build new commercial (mainly industrial production) and Research & Development (R&D) space (1,027,071 m<sup>2</sup> of new commercial floorspace in total) that will act as a major catalyst for modernising and growing the West Midlands automotive sector and linked Future Mobility and Advanced Manufacturing sectors.

The developments are expected to lead to the creation of many new good quality jobs – almost 10,000 directly, many thousands of additional indirect jobs, and many more in the region’s Advanced Manufacturing supply chain, especially as securing investors/occupants in the WM Gigapark site are then expected to “crowd in” investment to other nearby sites in the Coventry area and the wider West Midlands in linked Advanced Manufacturing activities.

The WM Gigapark will consist of four components (the first three are physically located in Warwick Local Authority area, with Whitley East located in Coventry Local Authority area):





- **Coventry Airport.** This is expected to be the centrepiece of the overall development, given that it has outline planning permission for development of the West Midlands Gigafactory – this would be the UK’s largest battery gigafactory, which would support the transition to sustainable energy through electric vehicles by supplying advanced lithium-ion batteries. At full capacity, the Gigafactory will be able to produce up to 60GWh - enough to power 600,000 electric vehicles per year. The Investment Zone tax incentives are expected to stimulate £2.5bn of private investment (most likely in the form of Foreign Direct Investment), and result in the development of 529,648m<sup>2</sup> of industrial workspace and 6,000 new jobs, around half of which are expected to be high level jobs and almost half of which will be entry level jobs (including apprenticeships).
- **Whitley South** is currently brownfield empty land adjacent to UK Battery Industrialisation Centre, that has planning permission for commercial and R&D use. This is prime potential R&D space (particularly for Automotive and linked Future Mobility sectors) and development at these sites is expected to result in 46,355m<sup>2</sup> of R&D workspace, 11,617m<sup>2</sup> of hotel, 10,411m<sup>2</sup> of general office, and 2,300m<sup>2</sup> of retail space, plus the creation of over 750 jobs.
- **Segro Park Coventry** has planning permission for creation of new commercial premises, especially in R&D and supply chain production in electric vehicles and smart mobility. We are expecting development at this site to deliver 239,740m<sup>2</sup> of warehouse & distribution premises and 104,000m<sup>2</sup> of general industrial space, plus the creation of around 2,700 new jobs.
- **Whitley East** consists of land allocated for employment uses in the current Coventry Local Plan. Any development on the site would be subject to a future planning approval.

On top of these capital development activities, the West Midlands Investment Zone will deliver a series of region-wide revenue funded programmes that are expected to deliver positive benefits for Coventry and wider West Midlands business in terms of accessing opportunities to grow or diversify their business through new supply opportunities (through being supported by Supply Chain and Innovation and R&D programmes), and for Coventry and wider West Midlands residents to access new employment and training opportunities through Skills Development programmes. The number of residents and businesses that are expected to be engaged in these programmes will be determined once the total amount of funding being made available is finalised.

The £80m of government funding that has been made available for the Investment Zone for the period of 5 years (2024/25 to 2028/29) will cover the value of the tax incentives (likely to be around £15m for the WM Gigapark), capital development activities at the Investment Zone sites across the region (the WM Gigapark is expected to be allocated around £23m of capital funds to deliver site enabling works, opening up site transport access, and connection to power and utilities), with the remaining funding allocated to Investment Zone management and co-ordination and regional revenue funded programmes.





### 1.3 List organisations and people who are involved in this area of work?

Coventry City Council has been leading on the design of the Investment Zone activities, working together with West Midlands Combined Authority (who have been assigned lead responsibility from government for the Investment Zone), and in close collaboration with Warwick District Council and Warwickshire County Council.

For Coventry Airport specifically, the Council is in a Joint Venture with Rigby Property Group to oversee development and secure investors to the site. The Joint Venture has been in regular contact with West Midlands Combined Authority and relevant government departments (notably Department for Business & Trade) on the status of the pipeline of interested investors.

Coventry City Council and the neighbouring Local Authorities detailed above are also working closely with Coventry University, University of Warwick, the Advanced Manufacturing Catapult (WMG and the Manufacturing Technology Centre), and West Midlands Growth Company, notably in marketing the site to prospective investors and informing design of the regional revenue programmes (Supply Chain Development, Innovation and R&D and Skills Development). We also expect that other key assets within the local innovation ecosystem will become involved in design and delivery of these activities in the future (including MIRA Technology Park and UK Battery Industrialisation Centre, as well as Further Education and relevant training providers, and key Business Representative Bodies (including Coventry & Warwickshire Chamber of Commerce, Make UK, and Society of Motor Manufacturers and Traders).

## SECTION 2 – Consideration of Impact

*Refer to guidance note for more detailed advice on completing this section.*

In order to ensure that we do not discriminate in the way our activities are designed, developed and delivered, we must look at our duty to:

- Eliminate discrimination, harassment, victimisation and any other conflict that is prohibited by the Equality Act 2010
- Advance equality of opportunity between two persons who share a relevant protected characteristic and those who do not
- Foster good relations between persons who share a relevant protected characteristic and those who do not

### 2.1 Baseline data and information

- Please include an analysis of the equalities data your service holds. This could include surveys, complaints, compliments, management information and customer profiles. *(Please refer to Diversity Guide)*
- Where possible compare your data to local data using



- Facts about Coventry
- Census 2011
- Census 2021
- JSNA

The Automotive sector and wider Advanced Manufacturing has been a key employer across Coventry & Warwickshire and the wider West Midlands for many years. There are over 40,000 jobs in Coventry & Warwickshire in Automotive and linked Advanced Manufacturing sectors, such as Rail, Aerospace and Motorsport. The area has 12 vehicle manufacturing sites and 15 R&D centres.

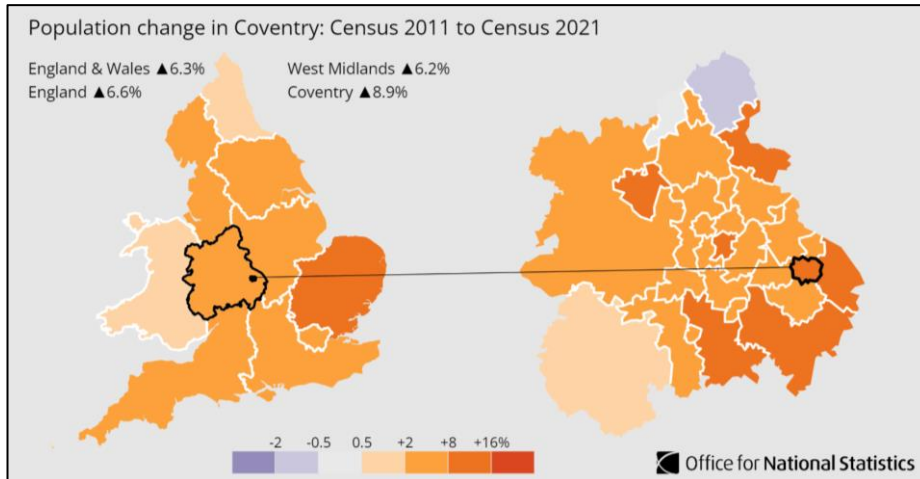
The wider West Midlands region contains around 430 firms in the automotive supply chain, and one in three British cars are manufactured in the region and the West Midlands is responsible for 40% of British cars exported. The region is home to global brands, including the Headquarters of Jaguar Land Rover, Aston Martin Lagonda, LEVC, plus BMW production and Lotus and Polestar R&D facilities. The region also has access to a large talent pool, with some 32,570 university students studying engineering and technology subjects.

However, the Automotive sector and wider Advanced Manufacturing is undergoing a significant evolution, as the internal combustion engine is expected to be phased out and electrification and electric vehicles grow in importance. The global Electric Vehicle market is projected to grow from \$163.1bn in 2020 to [\\$823.75bn](#) in 2030 This means that Coventry and wider West Midlands businesses operating in the sector will need to diversify and innovate in order to meet these new global supply opportunities and both project and create what are expected to be the “green jobs” of the future. As well as the need for businesses in the sector to diversify, there is also a major need to upskill and retrain the workforce, both to tackle the expected challenge of engineers leaving the sector in future years and to service electrification and these expected new “green jobs” of the future.

There is a growing local talent pool that could benefit from the new job and training opportunities created through the WM Gigapark and wider Investment Zone. For example, the population of Coventry has increased by 8.9%, from around 317,000 in 2011 to around 345,300 in 2021. Since the last census in 2011 the overall population in Coventry has increased by a greater percentage than the overall population of both the West Midlands (up by 6.2%) and England (up by 6.6%). See Figure 1 below.

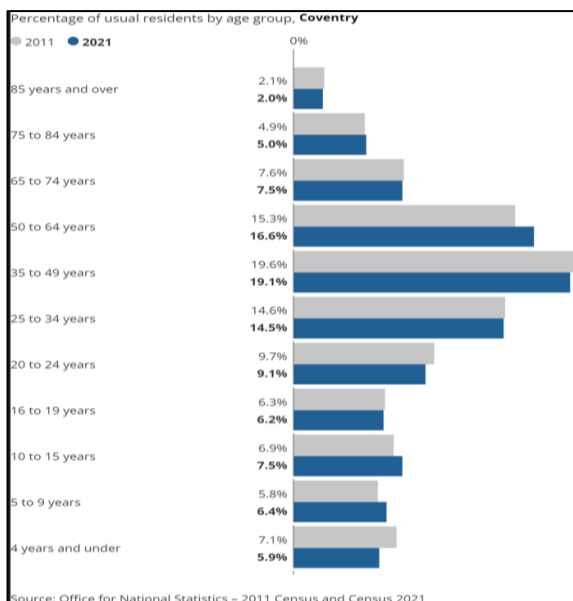


**Figure 1: Coventry Population Change 2011 to 2021**



Between the last two censuses, the median age of Coventry has increased by one year from 34 to 35 years. The number of people aged between 50 to 64 years rose by around 8,800, an increase of 18.2%, while the number of residents aged 4 years and under decreased by around 2,000, which equates to around 9.0%. See figure 2 below. This further emphasises the growth in the local potential talent pool of skilled workers.

**Figure 2: Coventry Population Age Breakdown**



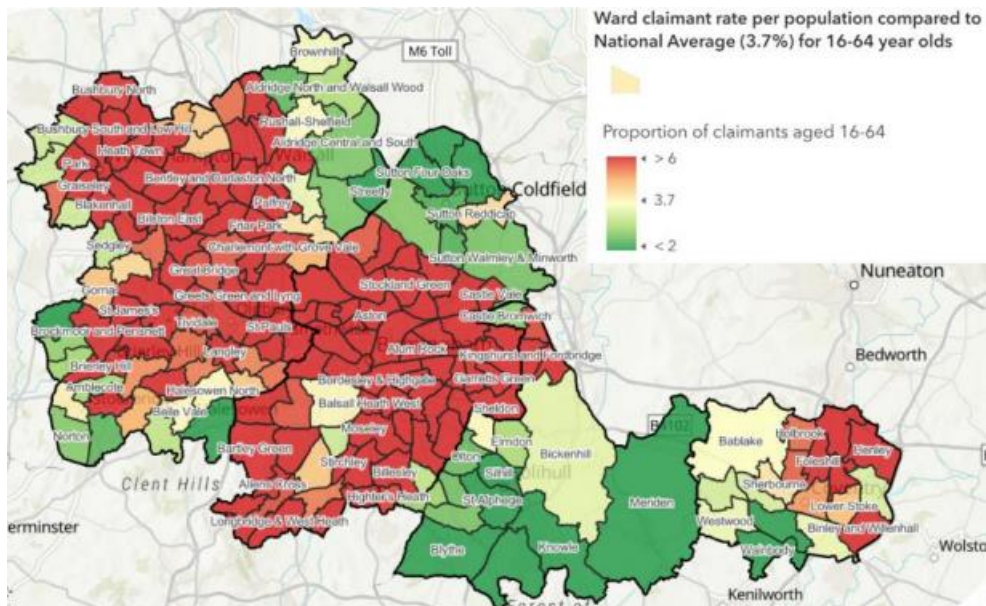
Coventry and the wider West Midlands is continuing to experience a wide range of economic challenges, and it is clear that large chunks of the local population are not benefiting from the economic growth and job opportunities. For example, Coventry’s employment rate (77.2%) is lower than the national average



of 78.8%. However, the city’s economic inactivity rate (22.8%) is above the national average of 21.2% and the unemployment rate of 5.4% significantly exceeds the national average of 3.7%.

As Figures 3 and 4 demonstrate, there are ongoing unemployment and youth unemployment challenges that are prevailing across large parts of the West Midlands – notably large parts of Birmingham, the Black Country, North Solihull and North Coventry. Given the scale of expected job creation at the WM Gigapark (almost 10,000 new direct jobs alone), there is scope for the WM Gigapark and wider West Midlands Investment Zone (and associated region-wide revenue funding programmes) to tackle challenges associated with worklessness both in Coventry and across other parts of the West Midlands.

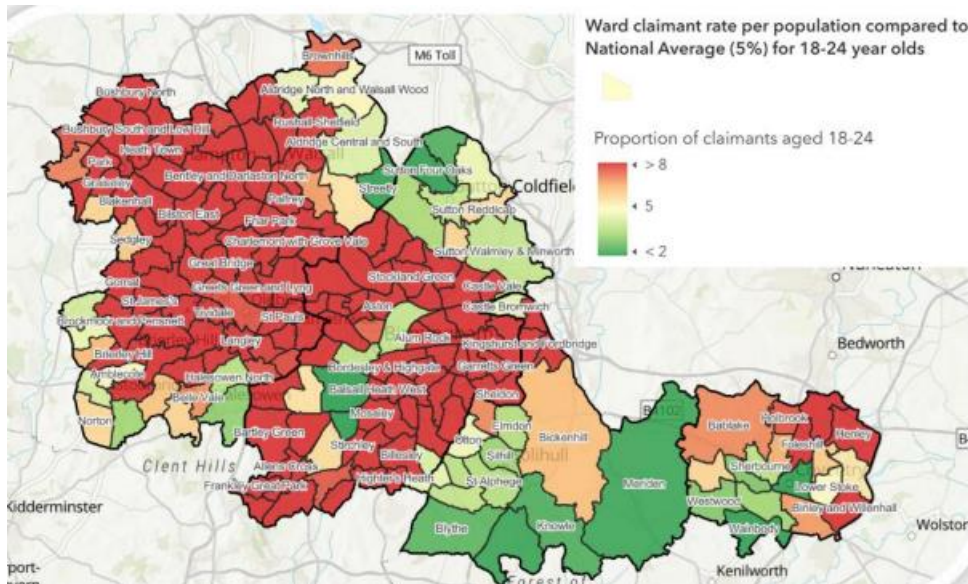
**Figure 3: West Midlands Claimant Count by Ward, January 2024**



# EQUALITY IMPACT ASSESSMENT (EIA)



**Figure 4: West Midlands Youth Claimant Count by Ward, January 2024**



The breakdown of the types of job roles that are expected to be created at the West Midlands Gigafactory alone could possibly create to help address challenges associated with worklessness:

Division	Job Type	Examples of job activities	Qualification level
<b>Production Staff (50%)</b>	Material Handling	Mixing electrochemically active materials, additives and binders to produce electrode material	L2
	Machine Loading	Slitting electrode into smaller pieces for welding	L2
	Machine Unloading	Drying and stacking	L2
	Module Assembly	Tab and laminate	L2
	Pack Assembly	Injections of electrolyte	L2
	Logistics	Formation and charging, modular and pack assembly, inspection	L2/3
<b>Maintenance and Engineering (30%)</b>	Technicians	Service, maintenance and repair of process equipment	L3
	Senior Engineers	Lead engineers and department heads	L7
	Pro-cess/Production Engineers	Problem solving, tool and die, new product introduction, process improvement	L6
	Facility Engineers	Facility management, utilities, building, fire etc	L6
<b>Quality (10%)</b>	Engineers	Process controls, confirmation of part/supply specification, per-formance evaluation, defect analysis	L6
	Practitioners	Process controls, confirmation of part/supply specification. Per-formance evaluation, defect analysis	L4
<b>Other (9%)</b>	IT	Process controls, confirmation of part/supply specification. Per-formance evaluation, defect analysis	L6
	Data Management	Process controls, confirmation of part/supply specification. Per-formance evaluation, defect analysis	L6
<b>Management (1%)</b>	Process Leadership	Achievement of KPIs, conformance to legislation etc	L4
	Engineering Man-agement	Senior management of engineering processes across the organi-sation, innovation, compliance, budget etc	L7

As highlighted 50% are production staff are predominantly on-the-job trained against product quality, cost and delivery criteria and operating environment controls.





Both Coventry University and Warwick University are located within 5 miles of the WM Gigapark and Coventry College is also located within 5 miles. This gives prospective occupants immediate access to highly skilled university or college graduates and who could be trained in the specifics of what is required during their degrees. This, in turn, would vastly improve the retention rate of graduates to the local area which would then benefit Coventry and its economy.

Recent years have also seen a massive upgrade of the A45 / A46 junction next to the WM Gigapark site and both of those roads going in and out of it. There is also an access / link bridge going from the JLR HQ at Whitley to the airport across the A45 and this has been future proofed with a dedicated cycleway to allow green travel for potential employees to access the proposed Gigafactory site. The future aspirations to develop the Very Light Rail route will further help to improve the potential ability of local residents to connect with new employment and training opportunities.

**2.2 On the basis of evidence, complete the table below to show what the potential impact is for each of the protected groups.**

- Positive impact (P),
- Negative impact (N)
- Both positive and negative impacts (PN)
- No impact (NI)

*\*Any impact on the Council workforce should be included under question 5.0 – not below*

Protected Characteristic	Impact type P, N, PN, NI	Nature of impact and any mitigations required
Age 0-18	<b>P</b>	We expect a high number of the jobs to be created at the WM Gigapark to be entry level (including apprenticeships), and that through working in partnership with the Employment & Skills Service, we expect young people to fill a significant number of the jobs and training opportunities emerging at the site. There are also potentially positive health benefits for this cohort that could result – for example the regeneration of brownfield sites would create a safer, healthier space.
Age 19-64	<b>P</b>	We expect a high number of the jobs and training opportunities to be created at the WM Gigapark to be at a range of levels that could be taken by individuals that fall within this age cohort, not least through work with the Employment & Skills Service. We also expect a wide range of businesses to grow and diversify as a result of the regional revenue funding programmes, which would protect businesses and both create and safeguard additional jobs, which would have benefits for this cohort. There are also potentially positive health benefits for

## EQUALITY IMPACT ASSESSMENT (EIA)



		<p>this cohort that could result from individuals from these groups accessing the new employment and training opportunities. The regeneration of brownfield sites would also lift property prices, and improve the environment and creates a safer, healthier space for this cohort.</p>
Age 65+	<b>P</b>	<p>We expect a high number of the jobs and training opportunities to be created at the WM Gigapark to be at a range of levels that could be taken by individuals that fall within this age cohort, not least through work with the Employment &amp; Skills Service. We also expect a wide range of businesses to grow and diversify as a result of the regional revenue funding programmes, which would protect businesses and both create and safeguard additional jobs, which would have benefits for this cohort. There are also potentially positive health benefits for this cohort that could result from individuals from these groups accessing the new employment and training opportunities. The regeneration of brownfield sites would also lift property prices, and improve the environment and creates a safer, healthier space for this cohort.</p>
Disability	<b>P</b>	<p>Positive impact in that although the activities are not being explicitly directed at disabled people, we expect Coventry residents in this cohort to access job, upskilling and training opportunities as a result of both the direct job creation at the WM Gigapark and wider region revenue funding programmes.</p> <p>We will work with partners to ensure that wraparound services (especially employment and skills) are delivered in a flexible manner to ensure the successful engagement of disabled beneficiaries and ensure that they complete the courses in question and obtain the qualifications. This will include the delivery of more intensive support to those who require it (e.g. those who may require more time to complete grant application forms). It will also include using buildings that have disabled access, especially for one-to-many support. Where appropriate, we will also liaise with the relevant delivery bodies to signpost both businesses and individuals supported through the regional programmes to other specialist support services that are directed at the disabled (e.g. through CCC's Employment &amp; Skills Service and specialist external agencies) – this will include support to help more people with disabilities into work, and to encourage more businesses to be Disability Confident</p> <p>The production of batteries for the electric vehicle industry will also have immediate benefits on the pollution levels which will directly</p>

## EQUALITY IMPACT ASSESSMENT (EIA)



		reduce the burden of disease from stroke, heart disease, lung cancer, and both chronic and acute respiratory diseases, including asthma.
Gender reassignment	NI	Activities have not been designed to explicitly target this cohort of people. Although some individuals from this cohort could positively benefit from the support activities and their outcomes, and will work with prospective occupants at the WM Gigapark to ensure that their recruitment and training practices capture and reflect all social groups across Coventry's population, and employment and training support practices will be designed as flexibly as possible, it is difficult to say with certainty the likely scale of impact.
Marriage and Civil Partnership	NI	Activities have not been designed to explicitly target this cohort of people. Although some individuals from this cohort could positively benefit from the support activities and their outcomes, and will work with prospective occupants at the WM Gigapark to ensure that their recruitment and training practices capture and reflect all social groups across Coventry's population, and employment and training support practices will be designed as flexibly as possible, it is difficult to say with certainty the likely scale of impact.
Pregnancy and maternity	NI	Activities have not been designed to explicitly target this cohort of people. Although some individuals from this cohort could positively benefit from the support activities and their outcomes, and will work with prospective occupants at the WM Gigapark to ensure that their recruitment and training practices capture and reflect all social groups across Coventry's population, and employment and training support practices will be designed as flexibly as possible, it is difficult to say with certainty the likely scale of impact.
Race (Including: colour, nationality, citizenship ethnic or national origins)	P	<p>Given the scale of new jobs and training opportunities that are expected to be created through the WM Gigapark, we expect Coventry residents from Minority ethnic groups will not only positively benefit from accessing the new job and training opportunities that will emerge directly from the WM Gigapark – we will seek to signpost prospective occupiers to the CCC Employer Hub to help ensure that their recruitment practices will be accessible to the full range of Coventry's population. We also expect businesses run by Minority Ethnic people to benefit positively from the region-wide revenue funding programmes.</p> <p>We will work in partnership with CCC's Employment &amp; Skills and Migration Services in particular, as well as Community Development, to ensure that these communities are able to benefit directly from new employment and training opportunities that will emerge as impacts. We also have multi-lingual members of staff, and building</p>



## EQUALITY IMPACT ASSESSMENT (EIA)



		on practice from the Covid-19 grants, we will use these members of staff to communicate with those businesses and individuals where English is not their first language.
Religion and belief	<b>NI</b>	Activities have not been designed to incorporate explicit targets for different religions and beliefs. We expect people from all religions and beliefs to benefit from the employment and training opportunities that will result from occupants at the WM Gigapark, but it is difficult to break down with certainty the precise scale of impact. We will also work with the prospective investors to ensure the design of the new buildings is as inclusive as possible, which includes (but not limited to) encouraging the installation of prayer rooms for all faiths.
Sex	<b>NI</b>	Activities have not been designed to incorporate explicit targets for males and females. We expect both males and females to benefit from the employment and training opportunities that will result from occupants at the WM Gigapark, but it is difficult to break down with certainty the precise scale of impact. We will also work in partnership with both prospectus occupants and CCC's Employment & Skills Service to maximise awareness of the new employment and training opportunities emerging at the WM Gigapark – and will consider further tailored promotional activities to encourage women to apply for roles and/or training places, given that they are historically under-represented in manufacturing and engineering professions.
Sexual orientation	<b>NI</b>	Activities have not been designed to incorporate explicit targets for people from different types of sexual orientation. We expect individuals of a range of sexual orientation to benefit from the employment and training opportunities that will result from occupants at the WM Gigapark, but it is difficult to break down with certainty the precise scale of impact. We will also work in partnership with both prospectus occupants and CCC's Employment & Skills Service to maximise awareness of the new employment and training opportunities emerging at the WM Gigapark, especially amongst social groups that have traditionally been under-represented in engineering and manufacturing professions.



### SECTION 3 – HEALTH INEQUALITIES - See the health inequalities pre EIA guidance sheet for this section.

3	Further information on health inequalities is available on the Intranet
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#### 3.1 Please tell us how the proposal you are submitting this EIA form will reduce health inequalities:

Using the Marmot Principles, the WM Gigapark will deliver the following:

- Enable young people and adults to maximise their capabilities and have control over their lives by being offering apprenticeships to young people and employed opportunities within the GigaPark.
- Support a healthy standard of living, by creating fair employment and good work for all. The Gigapark is expected to create almost 10,000 new jobs, the majority of which will be filled by from the Coventry area and wider West Midlands. By increasing employment locally and having a positive impact on the West Midlands supply chain, there will be directly associated benefits in terms of the economy as well as reducing health inequalities as there are well documented links between high levels of employment and health.
- Create and develop healthy and sustainable places and communities and also pursue environmental sustainability and health equity. For example, once prospective occupants make a firm intention to invest in the site, detailed plans will need to be drawn up, and these will need to consider sustainable transport, ways to generate biodiversity net gain, good internal air quality, the climate change specifications of the buildings (which will be new build), and how nearby residents will be protected from noise and dust pollution – all factors that will be considered in the detailed Planning Applications that will subsequently need to be submitted. The even uses should also help increase the availability of low emission vehicles, which should also have a wider positive impact on the environment locally.

#### 3.2 What information do you have to show you are going to reduce health inequalities:

“Being in good employment is protective of health. Conversely, unemployment contributes to poor health. Getting people into work is therefore of critical importance for reducing health inequalities.” ([Source](#)) Through the monitoring data that will be collated for the Investment Zone, we will track the new jobs created within those businesses occupying the sites and benefiting from the regional revenue funding programmes, and also as much information as possible about the jobs (e.g. salary level and indications of whether local residents are filling the roles).

The work will directly deliver against key objectives within the Coventry Skills Strategy, notably [Strategic Ambition 2: A skills ecosystem which ensures that all, including those most in need, are able to participate in, progress and achieve success](#) as this will reduce inequalities.



As detailed above, ways of improving active travel and sustainable travel to/from the site would also be explored as part of the process for developing the detailed plans for the site and in detailed Planning Applications. It is also something that could potentially be explored through the reinvestment of business rates.

Longer-term, the eventual uses of the site will help to expand the availability of low emission vehicles, through increased production and R&D (eventually making more vehicles available at potentially affordable prices). These will have a positive impact on reducing pollution, which should also have a positive impact on reducing health inequalities.

### **3.3 Who/which groups of people might face the biggest health inequalities for your work and why:**

Low skilled workers (who generally have low incomes, poor literacy and who may live in deprived areas) who have few qualifications within the city are a big group which would be targeted by the arrival of occupiers at the WM Gigapark. We are also conscious that residents from Coventry's most deprived areas are also more adversely affected by health inequalities. One of the main aims of this project is to upskill the local workforce with relevant, up to date skills that will enable them to thrive in the current economic climate. We expect an influx of graduate-level employees due to the nature of the site but the majority of the intended workforce would naturally be expected to be local residents of all ages and levels of skill.

We will also work with CCC's Employment & Skills Service, Community Development and Migration Team to maximise awareness of the new employment and training opportunities emerging from the WM Gigapark, particularly amongst residents from social groups and/or neighbourhoods that have traditionally been under-represented in manufacturing and engineering professions – we will work with both the prospective occupiers and relevant education and training providers to help ensure that recruitment practices and the structure of relevant education and training courses can successfully provide a pathway of positive career progression and an improved standard of living for people from these groups.

We would expect many of the jobs created at the site to pay significantly more than the real living wage, offer strong promotional prospects and modern working conditions. Given the sheer volume of jobs that we expect to be created at the WM Gigapark and also the range of type of jobs that will be created (e.g. many in production, but also a significant number in ICT, design, management, marketing to name a few), it will be essential to create pathways by which those from groups and neighbourhoods traditionally under-represented in Advanced Manufacturing jobs can access the wide range of jobs that will be created. For this reason, CCC's Employment & Skills Service and the Coventry Job Shop and Employer Hub (and their links with local third sector organisations) will need to work closely with prospective applicants to identify their bespoke training requirements,



publicise the different types of jobs and training opportunities that are likely to become available, and to match local residents with these new jobs and training courses.

### **3.4 What can be done to improve health equity for the groups of people you have identified?**

We expect the arrival of an investor capable of funding a Gigafactory to be paying more than minimum wage and that all employees would be paid a competitive rate which would offer medium to long term stability and good working conditions. Indeed, we would expect many jobs to be created at both the WM Gigafactory and wider WM Gigapark to be in skilled occupations paying significantly more than the real living wage.

We would also expect strong training provision and career progression to be offered. The same principles would apply for other production and R&D activities that we are hoping to secure as occupants at the WM Gigapark.

In turn, this would hopefully allow an acceptable work / life balance which has positive effects on the employees and the local communities.

Through the Account Management approach to support businesses through their growth journey, we will also work with deliverers of the regional revenue funding programmes to make businesses aware of “A Fairer Coventry”, where they will be able to access further information on additional measures they could take to reduce health inequalities and the potential benefits for their business of undertaking such actions – these include (but not limited to) investing more in workforce skills, introducing fair working practices, and considering more placement and apprenticeship opportunities.



### SECTION 4 - DIGITAL EXCLUSION INEQUALITIES

Please consider the digital exclusion information in the supporting document prior to completing this section.

#### 4.1 Starting point:

Thinking of the main aims of your work area that this EIA is for; does your work area impact digital inequalities or exacerbate? Y/N

- Does your work assume service users have digital access and skills?
- Do outcomes vary across groups, for example digitally excluded people benefit the least compared to those who have digital skills and access?
- Consider what the unintended consequences of your work might be.

Digital exclusion costs the UK £63 billion every year, with digital exclusion considered a key inhibitor to economic growth ([House of Lords, 23](#)). Investment in digital inclusion has been shown to demonstrate a £9.48 ROI for every £1 investment, across a number of factors ([Cebr, 2022](#)). This included estimations of tackling digital exclusion could fill basic digital skills vacancies generating 2.7 billion for UK businesses, in addition to £586 million for increased worker earning.

In this context, digital inclusion needs to be considered as an enabler for successfully realising the intended outcomes of both the WM Gigapark and wider West Midlands Investment Zone – be it from the standpoint of enabling local residents to successfully fill vacancies or delivery of the regional revenue funding supply chain and Innovation/R&D programmes, some of which are likely to support Coventry and wider West Midlands businesses to improve uptake of digital technologies to assist the development of new products, services and/or processes to position themselves to access growing global market opportunities.

There is a digital skills gap in the workforce nationally, with WMCA sitting below the national levels. Digital exclusion and its associated inequalities will mean those who are most marginalised will have poorer access to skills, education and employment, therefore digital inclusion must be considered from outset. Tackling digital skills at the foundation level enables access to higher skill development across the essential digital skills for life and work, which will underpin wider skill sets.

Digital inclusion motivates skill and career development, where people with the highest digital capability are twice as likely as those with very low digital capability to improve their career/skill opportunities. Additionally, 46% of digitally included people use being online to develop their skill/careers ([Lloyds Consumer Digital Index, 22](#)).

The Covid-19 pandemic accelerated the uptake of digital services nationally, whereby people who are digitally enabled have better financial opportunities, can access new information and are better connected to others (Lloyds Consumer Digital Index, 2021). However, for those who are digitally excluded, the digital divide has grown during the last two years, and without intervention people will be left behind with poorer outcomes across employment, health and wellbeing, education and service access.



When considering SME and sole trader development, digital exclusion and lack of digital confidence and infrastructure will disadvantage and inhibit business growth. Four digital skills for competitive business include maintaining web presence, selling online, using cloud-based technologies and digitising back-office functions (DCMS, 2017). Real examples of this inhibiting growth may include SME websites which do not function on smartphones or have access to secure payment, reduced digital marketing and supporting website functionalities, and resource heavy administration, pay roll and CRM software which impacts staff capacities and efficiencies.

This [survey](#) of small businesses nationally highlighted that SMEs are using technologies or web-based software, with 50% using it to manage the business and 23% using it to sell to customers online.

The West Midlands Tech Review of 2023 highlighted that 22% of West Midlands SMEs had low digital capability in 2021, with only Yorkshire and the Humber recording a higher percentage of all English regions. The most common barriers to digital adoption amongst SMEs included insufficient knowledge of appropriate technologies, perceived challenges of retraining staff, concerns of insufficient return on investment, and concerns of threats to cyber security.

There are other barriers that are preventing small businesses from developing their digital skills. These include:

- A lack of confidence at leadership levels that then affects the whole culture of their organisation;
- A perceived lack of time to engage in training;
- Cost, including the perceived need to engage an outside consultant, ongoing maintenance, employing specialist staff, and investing in equipment and staff training;
- Lack of motivation – including a perception that an online presence was not relevant to their business, and a perception that developing digital skills was not important for that business' growth;
- Lack of clarity on the benefits of investing in digital;
- Ability to source the right employees with digital competencies;
- Ability to source appropriate training.

The same report although identifies further barriers amongst specific types of business managers:

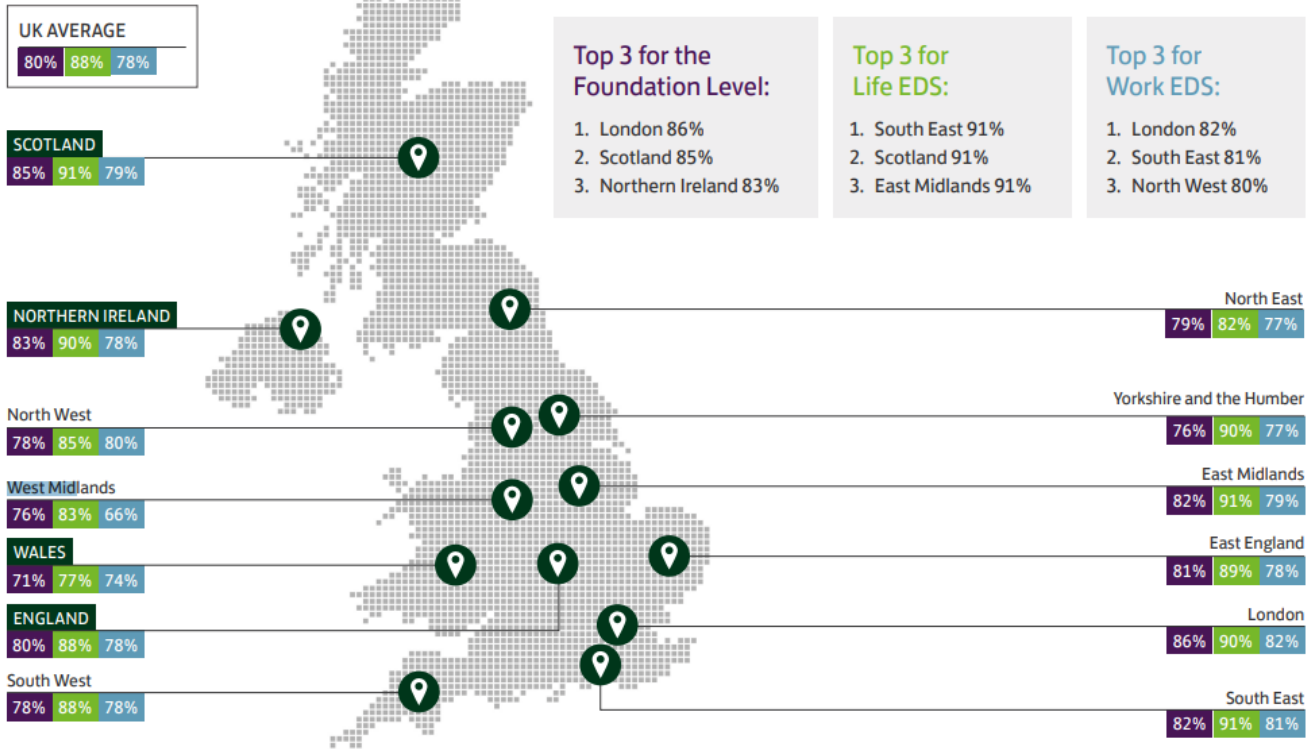
- Women from Minority Ethnic communities may face increased challenges around self-efficacy and autonomy, which affects their confidence in learning digital skills for business;
- Migrant entrepreneurs face specific challenges when a lack of digital skills are layered upon language barriers that hamper understanding of complex regulation and documentation;
- Disabled adults are disproportionately represented among non-users of the internet more generally, and relevant business advice may not be available in appropriate formats, such as Braille or audio;
- Older business owners may be particularly reluctant to develop new digital behaviours.

# EQUALITY IMPACT ASSESSMENT (EIA)



Moreover, a national report by Lloyds Bank has highlighted that the West Midlands has the lowest level of foundational digital skills and work based essential digital skills of all English regions.

Key ■ The Foundation Level n=4,099 ■ Life EDS n=4,099 ■ Work EDS n=2,981



National research by the [Good Things Foundation](#) has identified four digital skills that are essential for a competitive business, as detailed below. As a result, increasing the number of businesses with digital capability (particularly in these core areas) and improving the digital skills of the workforce needs to be a high priority for improving the competitiveness of the region's economy.





## 1 | Core digital activities for business

The government has identified four key digital skills for a competitive business.

- Maintaining a web presence
- Selling online
- Using the cloud
- Digitising 'back office' functions (such as payroll, customer relationship management software, sharing supply chain management information).

Source: DCMS, 2017

It should be noted that digital inclusion cannot just be added to a programme after it starts, and it must be considered from the outset, and positioned as an enabler to allow for meaningful skill development, employability and business growth. Both CCC's Economic Development and Employment & Skills Services will therefore need to work closely with the providers delivering the regional revenue funding programmes (especially Supply Chain, Innovation/R&D and Skills), plus the training providers that will work closely with the future occupants at the WM Gigapark to raise awareness of the importance, relevance and benefits of digitisation and enhancing digital skills. We will also encourage them to attend workshops or 1:1 support more specific to this area. The report highlights the importance of building trust at an early stage of contact with that business, and getting this ongoing relationship right will be important in securing buy-in from the relevant businesses and residents on improved digital adoption. Our expectation is that any future regional Supply Chain, Innovation/R&D and Skills programmes all will most likely have digitisation-focused modules in them.

## 4.2 Reducing digital exclusion inequalities

Where are the opportunities for your area to reduce digital exclusion inequalities and embed supports/interventions as part of your work?

The breakdown of expected jobs at the WM Gigafactory alone indicates that 9% are likely to be in ICT or Data Management. This is likely to represent over 500 jobs. It is likely that we will need to tackle digital exclusion inequalities if we are to ensure that local residents can successfully fill the new posts emerging at the WM Gigapark. CCC and local/regional partners will therefore need to work with prospective occupants and relevant training providers to ensure that the courses will be structured in appropriate ways that will enable residents to upskill digitally – through CCC's Account Management approach to business support, we will also maintain relationships with occupants at the WM Gigapark to ensure their evolving digital skills requirements and resultant career pathways are being tracked, and that the local employment





and skills support offer is being updated adequately to reflect this. Engagement of the Employment & Skills and Community Development Services, along with the Coventry Connects initiative, and work with relevant third sector organisations active in those neighbourhoods with highest levels of digital exclusion, will also be important if residents with less developed digital skills are to be successfully reached.

As detailed above, to ensure that Coventry and wider West Midlands businesses can access new growing global supply opportunities, we expect both the regional Supply Chain and Innovation/R&D programmes to have digitisation modules delivered as part of them. Through our Account Management approach to business support more generally, we will also raise awareness of and signpost local businesses to established digitisation support programmes for manufacturers, including Made Smarter West Midlands.

We will use established successful marketing methods to raise awareness of all activities linked to the WM Gigapark and wider West Midlands Investment Zone amongst both local businesses and residents, such as CCC's Business e-newsletter, the Green Business Network, partner communications (e.g. CW Chamber of Commerce Newsletters, CW Growth Hub Newsletters), and direct communication from Economic Development Service staff (particularly to businesses staff have supported in the past, such as through EU Structural Fund programmes and Covid-19 support). However, we will adopt a flexible approach and use additional methods (where needed) to engage types of businesses that have historically had lower levels of engagement with publicly funded business support or employment and skill support programmes and from those businesses and residents in Coventry's more deprived neighbourhoods and/or most disadvantaged social groups – this could include (but not limited to) promotion of the support services through the Go CV app, direct outreach through community venues, direct approaches (e.g. industrial estates and local/district centres), and partnership work with other CCC Services (e.g. Employment & Skills, Migration, Community Development) and relevant community organisations to maximise awareness raising opportunities.

As the WM Gigapark develops, the EIA will be reviewed to ensure digital inequalities are addressed as appropriate.

### 5.0 Will there be any potential impacts on Council staff from protected groups?

No.

You should only include the following data if this area of work will potentially have an impact on Council staff. This can be obtained from: [Nicole.Powell@coventry.gov.uk](mailto:Nicole.Powell@coventry.gov.uk)

## EQUALITY IMPACT ASSESSMENT (EIA)



### Headcount:

#### Sex:

Female	
Male	

#### Disability:

Disabled	
Not Disabled	
Prefer not to state	
Unknown	

#### Ethnicity:

White	
Black, Asian, Minority Ethnic	
Prefer not to state	
Unknown	

#### Sexual Orientation:

Heterosexual	
LGBT+	
Prefer not to state	
Unknown	

#### Age:

16-24	
25-34	
35-44	
45-54	
55-64	
65+	

#### Religion:

Any other	
Buddhist	
Christian	
Hindu	
Jewish	
Muslim	
No religion	
Sikh	
Prefer not to state	
Unknown	

### 6.0 How will you monitor and evaluate the effect of this work?

Both CCC and other partners involved in WM Gigapark activities will collate information on an ongoing basis with regard to output and outcome achievement broken down by for people with protected characteristics, as part of the contractual monitoring processes we will need to undertake for WMCA as part of their Investment Zone obligations with government. We will also seek to work with the developers to establish key impacts and benefits during the construction stage.

We will also participate in any evaluation activities that WMCA commissions in respect of the Investment Zone, or any national commissions on all Investment Zones that government may commission, and we envisage that impacts of the programmes on Diversity, Equality and Inclusion will be one aspect evaluated.

## EQUALITY IMPACT ASSESSMENT (EIA)



<b>6.1</b>	<b>Action Planning</b>	
<b>Issue Identified</b>	<b>Planned Action</b>	<b>Timeframe</b>

### 7.0 Completion Statement

**As the appropriate Head of Service for this area, I confirm that the potential equality impact is as follows:**

- No impact has been identified for one or more protected groups
- Positive impact has been identified for one or more protected groups
- Negative impact has been identified for one or more protected groups
- Both positive and negative impact has been identified for one or more protected groups

### 8.0 Approval

<b>Signed: Head of Service: Steve Weir</b>	<b>Date: 12/2/2024</b>
<b>Name of Director: Andy Williams</b>	<b>Date sent to Director: 14/2/2024</b>
<b>Name of Lead Elected Member: Cllr Jim O Boyle</b>	<b>Date sent to Councillor: 14/2/2024</b>

Email completed EIA to [equality@coventry.gov.uk](mailto:equality@coventry.gov.uk)

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## Public report Cabinet Report

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

Cabinet  
Council

12<sup>th</sup> March 2024  
19<sup>th</sup> March 2024

**Name of Cabinet Member:**

Cabinet Member for Housing and Communities – Councillor D Welsh

**Director approving submission of the report:**

Director of Regeneration and Economy

**Ward(s) affected:**

St. Michaels

**Title:**

City Centre Cultural Gateway Project Update

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**Is this a key decision?**

No – although the proposals affect more than two electoral wards, the impact is not expected to be significant.

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**Executive summary:**

This report is seeking approval for additional capital funding to cover an increase in cost for the main construction works to the former IKEA building which will be known as the City Centre Cultural Gateway (CCCG). The CCCG will be a landmark destination that will be home to a Collections Centre of national significance and will bring together multiple partners and investors across creative, cultural and technology sectors to engage local people.

The project will bring together a collaboration of key national and local partners: Arts Council England (ACE), British Council (BC), Culture Coventry Trust (CCT) and Coventry University.

Coventry University will be developing a new Cultural Hub that will offer a student gallery, café, library and exhibition space, dance studio, conference area, artists' studios, post-production filming facilities and a shop to sell students' artwork, with some of these facilities being accessible to the public.

It is also seeking future additional capital (under delegation once there has been a developed and approved business case for future tenancies), for the basic fitting out of Floors 1 and 2 to enable them to earn future rental income.

**Recommendations:**

Cabinet is recommended to request that Council:

- 1) Approve capital expenditure of a further sum in the amount set out in the private element of the Report to be financed from prudential borrowing to fund the construction and professional fees for delivery of the City Centre Cultural Gateway Project.
- 2) Delegate authority to the Director of Finance and Resources following consultation with the Director of Regeneration and Economy, the Director of Law and Governance and the Cabinet Member for Housing and Communities, to approve capital expenditure of a further sum in the amount set out in the private element of the Report to be financed from prudential borrowing to fund the construction and professional fees to be utilised towards the delivery of further works to Floors 1 and 2 , only once there has been a developed and approved business case for future tenancies.
- 3) Note that the Agreement for Lease between Coventry City Council and Arts Council England, British Council and Culture Coventry in respect of the Collection Centre Development will include a mechanism that facilitates the ability for a request to be made to the City Council to deliver Partner Variations (including fit-out works) on their behalf with the cost being repaid to the City Council.
- 4) Delegate authority to the Director of Finance and Resources following consultation with the Director of Regeneration and Economy, the Director of Law and Governance and the Cabinet Member for Housing and Communities, to undertake the necessary due diligence including approving any incidental and ancillary actions required to bring into legal effect the recommendation set out in Recommendation (3) above.

Council is recommended to:

- 1) Approve capital expenditure of a further sum in the amount set out in the private element of the Report to be financed from prudential borrowing to fund the construction and professional fees for delivery of the City Centre Cultural Gateway Project.
- 2) Delegate authority to the Director of Finance and Resources following consultation with the Director of Regeneration and Economy, the Director of Law and Governance and the Cabinet Member for Housing and Communities, to approve capital expenditure of a further sum in the amount set out in the private element of the Report to be financed from prudential borrowing to fund the construction and professional fees to be utilised towards the delivery of further works to Floors 1 and 2, only once there has been a developed and approved business case for future tenancies.

- 3) Note that the Agreement for Lease between Coventry City Council and Arts Council England, British Council and Culture Coventry in respect of the Collection Centre Development will include a mechanism that facilitates the ability for a request to be made to the City Council to deliver Partner Variations (including fit-out works) on their behalf with the cost being repaid to the City Council.
- 4) Delegate authority to the Director of Finance and Resources following consultation with the Director of Regeneration and Economy, the Director of Law and Governance and the Cabinet Member for Housing and Communities, to undertake the necessary due diligence including approving any incidental and ancillary actions required to bring into legal effect the recommendation set out in Recommendation (3) above.

**List of Appendices included:**

None

**Background papers:**

None

**Other useful documents**

City Centre Cultural Gateway Project - Cabinet Report dated 14<sup>th</sup> March 2023 and Council Report dated 21<sup>st</sup> March 2023

Property Acceptance and Acceptance of Grant – Cabinet Report dated 23<sup>rd</sup> February 2021 and Council Report dated 23<sup>rd</sup> February 2021

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

No

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

No

**Will this report go to Council?**

Yes – 19<sup>th</sup> March 2024.

## **Report Title: City Centre Cultural Gateway Project Update**

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

- 1.1.** On 23<sup>rd</sup> February 2021, Council approved the acquisition of the former city centre IKEA building; associated capital expenditure in respect of design works; and to enter into Agreements for Lease with the three Collection Centre partners (Arts Council England, British Council and Culture Coventry Trust).
- 1.2.** On 21<sup>st</sup> March 2023, Council approved capital expenditure to be funded from prudential borrowing to fund the construction and professional fees for the City Centre Cultural Gateway Project, incorporating the above Collections Centre development.
- 1.3.** The net capital expenditure approved by Council in February 2021 and March 2023 for the acquisition and development of the City Centre Cultural Gateway (CCCG) was for a total sum as set out in the private element of the Report.
- 1.4.** The capital approval from Council of March 2023 was for the funding of three distinct phases of the CCCG:
  - I. The 'Collections Centre' phase being the conversion of the Ground, Third and Fourth Floors into a Collections Centre to house the nationally significant collections of Arts Council England (ACE) and the British Council (BC), alongside Coventry City Council's (CCC) own vehicle, social history, archaeology, and human history collections, which are managed by Culture Coventry Trust (CCT) – collectively 'the Partners'.
  - II. Coventry University's 'Cultural Hub' phase on the Fifth and Sixth Floors, creating a 'Hub' space to be used partly as learning and academic teaching space, but also as a public facing cultural offer including studio and gallery spaces.
  - III. A third phase to enclose the two remaining floors at First and Second Floor levels (currently open sided car park) for future use to be determined, on the basis that these enabling works should ideally be carried out during the course of the main construction contract and prior to the arts collections being transferred onto site.
- 1.5.** At the time of the March 2023 Cabinet Report, prior to there being any rental income modelled for the future use of Levels 1 and 2, there was an annual deficit of the sum in the amount set out in the private element of the Report in the proposed financing model after the setting-off of rental income from the respective tenants over an agreed financing term. However, the March 2023 Cabinet Report suggested that even a minimal rental of Floors 1 and 2 could yield a further annual sum in the amount set out in the private element of the Report.
- 1.6.** Currently, the economic conditions and volatility within the construction market have returned tender prices from a selected Contractor that take the overall project cost beyond the March 2023 Council approvals.



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

### RIBA Stage 3 Cost Update

- 2.1.** The Royal Institute of British Architects (RIBA) Stage 3 costings of the project (early 2023) identified that the project cost had already begun to be impacted by changes to the market, with projections at that stage being that the project cost (based on a competitive single stage tender) had escalated to be over budget by a sum in the amount set out in the private element of the Report.
- 2.2.** At this stage, and prior to commencing the detailed designs of RIBA Stage 4, the Council paused development of the project, to renegotiate the Collaboration Agreement (an agreement with Partners as to the funding liabilities of any abortive professional fees in circumstances where any Partner exited the Project), on the basis that proceeding into RIBA Stage 4 with an already emerging gap in the capital funding for the Collections Centre element of the scheme (Project Viability Gap) would present excessive risk and exposure to the Council for these fees.
- 2.3.** The negotiations with Partners resulted in a variation to the Collaboration Agreement, whereby the exposure to existing and future professional fees would be shared ('Risk Sharing') across the Partnership in circumstances where any future Project Viability Gap in the Project could not be resolved.
- 2.4.** By the end of RIBA Stage 4 design process, the total exposure to professional fees amounted to sum in the amount set out in the private element of the Report, of which the Council's contribution would be a sum in the amount set out in the private element of the Report.

### RIBA Stage 4 and Contractor Procurement

- 2.5.** The procurement of a Contractor was commissioned through the Crown Commercial Service (CCS) Framework, which included 14 leading Tier 1 Contractors.
- 2.6.** Initially, a total of eight Contractors expressed an interest in submitting tenders through a Single Stage tender process. Gradually, the impact of the economic climate and a buoyant construction industry meant that the interest from Contractors waned to the extent that only one single Contractor maintained an interest through the Expression of Interest stage – 'the Contractor'.
- 2.7.** In these circumstances, where it emerged there was interest from only one single Contractor, the Project Team considered a range of options such as pausing the project; or returning to the market (potentially through another Procurement Framework) to gauge alternative interest.
- 2.8.** Consideration of these options concluded that programme delays; associated holding costs during the standstill period; and the fact that the same Tier 1 Contractors subscribed to most Frameworks – could most likely lead to costly delays and in all

likelihood a similar level of response as that received through the CCS Framework. It was therefore decided (with Partners) that the Project Team should work with the Contractor through a 'Negotiated Single Stage' process, which is similar (but not exactly the same) as a Two Stage tender process.

- 2.9.** The Project Team and Partners recognised that there was an evident risk of cost and programme creep when negotiating with a single Contractor.
- 2.10.** Throughout the summer of 2023, there was extensive pre-tender engagement with the Contractor, and their tender was returned at the end of September 2023, following the grant of a four-week extension to the tender period.
- 2.11.** The Contractor tender submission for construction costs was received at a sum in the amount set out in the private element of the Report, which took the overall Project Costs to substantially more than the Council approval of a sum in the amount set out in the private element of the Report.
- 2.12.** At this stage, the Contractor Tender Validity Period extended through until the end of December 2023.

#### Post Tender Engagement with the Contractor

- 2.13.** Given the higher tender submission costs received, the Project Team and Partners again considered a range of options – from going back to market; adopting an alternative procurement route; or even abandoning the project under the Shared Risk agreement within the varied Collaboration Agreement.
- 2.14.** All Parties agreed for the Council's Project Team to work with the Contractor to reduce the tender sum through a combined process of tender validation; value engineering and project descoping.
- 2.15.** The initial tender validation immediately produced some savings in areas where there had been double counting or misunderstanding of the scope by the Contractor. There then ensued a series of value engineering / descoping workshops with the Contractor towards the end of 2023 to realise further savings of the tender sum.
- 2.16.** Throughout December 2023, it became apparent that the cost reduction exercise with the Contractor was not going to be complete by the end of their Tender Validity Period. Furthermore, the varied Collaboration Agreement with the Partners also stipulated that if the Project Viability Gap could not be satisfactorily resolved by the end of the Tender Validity Period, then the Project would automatically dissolve unless the Senior Officers of each of the Parties to the Partnership unanimously agreed to extend the Agreement.
- 2.17.** The Contractor agreed to extend the Tender Validity Period through until the end of February 2024, without any addition to the tendered cost of the Project. Accordingly,

the Senior Officers from the Partnership unanimously agreed to extend the Collaboration Agreement through until the end of March 2024.

#### Project Viability Gap approvals

- 2.18.** In order to meet the March 2024 deadline for the extended Collaboration Agreement, each of the Parties requires governance approval to meet their respective capital shares of the Project Viability Gap.
- 2.19.** The Project Viability Gap for the Collections Centre element is not impacted by the letting of the top two floors to Coventry University, where a commercial rental deal has already been agreed.
- 2.20.** The process of value engineering and negotiating savings with the Contractor remains ongoing at the point of writing the Cabinet Report. Currently, the Project Team have negotiated a level of savings that have already been agreed with the Contractor, some of which have involved value engineering to areas such as the proposed façade of the building, but none of which affect the fundamental building performance standards such as are required by the collections Partners or Coventry University.
- 2.21.** The savings to date have reduced the additional capital requirement to a sum in the amount set out in the private element of the Report, which therefore forms the basis of the Recommendations within this Report.
- 2.22.** In relation to the additional capital requirement, each of the Partners are currently seeking governance approval for their 'share' of this Project Viability Gap, either through a capital contribution or through increased rentalisation over the agreed lease terms. Such approval from the partners is required before the Council will enter into the Agreements for Lease and construction contract.

#### Partner Variations

- 2.23.** In addition to the Project Viability Gap, there are capital costs that relate to Partner Variations, these being costs for additional works that the Partners have requested throughout the design phases, for which the Partners will be recharged directly.
- 2.24.** Furthermore, there are likely to be further Partner Variation requests from the Partners throughout the course of the construction contract, wherein they will likely request that the Contractor be commissioned to undertake their 'fit out' works. There is also the possibility that one or more Partners could request for these additional Partner Variations to be rentalised over their lease terms.
- 2.25.** The Recommendations to Council include for delegated authority to be granted the Council's Director of Finance and Resources, in consultation with the Cabinet Member for Housing and Communities and Cabinet Member for Strategic Finance, to decide

upon whether Partner Variations are to be rentalised, on the basis that decisions would need to be made swiftly to avoid additional costs associated with programme delays.

#### Additional Factors for Consideration

- 2.26.** Currently, the model allows for the enclosure of Floors 1 and 2 at a cost of a sum in the amount set out in the private element of the Report (an increase from RIBA Stage 3 of a sum in the amount set out in the private element of the Report) without any income being modelled, as yet, against future use. The March 2023 Cabinet Report indicated that the future letting of these floors could yield a sum in the amount set out in the private element of the Report.
- 2.27.** It is proposed that an additional investment of a sum in the amount set out in the private element of the Report should be delegated as detailed in the Recommendations (and subject to the delegated Officer approval of a developed business case in respect of assured future tenancies,) to allow for future works to Floors 1 and 2, through the distribution across these floors of essential services such as lighting and sprinkler systems. This investment, at even a minimal return of a sum in the amount set out in the private element of the Report, could yield more immediate returns.
- 2.28.** Modelling has also now been undertaken to assess additional income that could be drawn from the vacant external parking decks, for example through 'Permit Only' car parking aligned to the future development of City Centre South.

#### **Option 1 – (Recommended Option) Approve the Additional Capital along with Future Capital Investment into Floors 1 and 2**

- 2.29.** The additional outlay required to meet the additional capital requirement is a sum in the amount set out in the private element of the Report.
- 2.30.** The ACE / BC share of this additional capital requirement will be recovered through increasing their respective lease rental sums payable over the agreed term, for which they are currently seeking their respective governance approvals.
- 2.31.** This Option presents an annual revenue pressure to the Council of a sum in the amount set out in the private element of the Report (prior to any income from Floors 1 and 2; and from the external car parking decks). This is the same revenue position reported in March 2023.
- 2.32.** The modelled income from future occupancy of Floors 1 and 2 at a sum in the amount set out in the private element of the Report (subsequent to a delegated approval for additional investment of a sum in the amount set out in the private element of the Report in the distribution of essential services across these floors) could neutralise this revenue pressure, dependant on the cost of financing and the level of occupancy.

**2.33.** The longer-term occupancy of Floors 1 and 2 continues to be explored through various enquiries and models, drawn mainly from within the cultural and creative sectors, including further collections management interest and/or the potential relocation of the Coventry Transport Museum.

**2.34.** The modelling of future 'Permit Only' car parking on the external car parking decks would likely improve each of these scenarios by a further sum in the amount set out in the private element of the Report.

### **Option 2 – Not Approve the Additional Capital and / or Future Capital Investment into Floors 1 and 2 (Not Recommended)**

**2.35.** This Option would result in the termination of the Project on the basis that the Project Viability Gap could not be resolved with Partners, with each of the Parties to the Collaboration Agreement being responsible for meeting the shared costs of the abortive professional fees.

**2.36.** Coventry City Council's share of the abortive professional fees would be a sum in the amount set out in the private element of the Report.

**2.37.** In this Option, the Council would need to consider alternative uses for the site.

**2.38.** Coventry City Council could also consider the disposal of the asset, which could result in a share of the disposal proceeds being due to Arts Council England in the respect of grant previously received towards the acquisition of the property.

**2.39.** This Option would present considerable risk to the Council, both reputationally and in the dismantling of the collections partnerships with Arts Council England and the British Council. It would also result in the loss of the newly developed 'Cultural Hub' being planned by Coventry University.

### **Option 3 – Approve the Additional Capital, without Future Capital Investment into Floors 1 and 2 (Not Recommended)**

**2.40.** This Option would approve the necessary additional capital required to deliver the Project but would essentially leave all future works to Floors 1 and 2 until such a stage as a long term, permanent letting was secured.

**2.41.** This Option would essentially rule out any immediate uses and associated rentals to be drawn from of Levels 1 and 2.

**2.42.** This Option would essentially be delaying works that would eventually be required for future occupancies (i.e. distribution of essential services such as sprinkler systems) but would be substantially reducing / eliminating the potential for some investment recovery in the short term.

**2.43.** This Option would not adversely affect the currently modelled revenue position, which would remain as an annual revenue pressure to the Council of a sum in the amount set out in the private element of the Report. Furthermore, if income generated from the 'Permit Only' car parking was to be accounted for (as it is a separate proposition), this would reduce the deficit of revenue funding in the model to a sum in the amount set out in the private element of the Report.

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

**3.1.** In 2017, Coventry City Council approved a 10-year Cultural Strategy (2017-2027), which was informed by structured primary research eliciting over 2,000 responses; involving over 12 hours of Cultural Strategy workshops; 20 hours of workshops linked to the city's bid for UK City of Culture; in-depth audience analysis; an audit of the existing cultural and heritage resources in the city; a tourism profiling study; and desk top research analysis.

**3.2.** The Coventry Cultural Strategy 2017-2027 identifies 'Seven Big Ideas' to bring life and substance to the Strategy's principles and goals. The fifth of these 'Big Ideas' is 'The Nation in Coventry', which recognises that:

"Coventry is well positioned as a showcase for the nation – with 40 million people within two hours travel time. The city will work to develop a plan to make Coventry a city of choice for national collections, events and productions".

**3.3.** A subsequent 'Cultural Capital Prioritisation Strategy' report in 2018 referenced the opportunity to improve the quality and accessibility of museum storage facilities in the city, noting the potential to relocate other local and national collections into aligned or stand-alone facilities.

**3.4.** Through Feasibility, Acquisition and Assurance stages of the project work, consultation on proposed shared Collections Centre facilities and the suitability of the former IKEA site for this purpose, has been undertaken with lead officers (and their architects and professional team advisors, where appointed) of Arts Council England, the British Council and Culture Coventry Trust.

**3.5.** A Public Exhibition Event was held on site on 21<sup>st</sup> and 22<sup>nd</sup> February 2023 as part of the Planning Consultation for the Project. The event on 21<sup>st</sup> February 2023, was an invitation-only event for those residents who live immediately adjacent to the site, whilst the event on 22<sup>nd</sup> February 2023 was a wider public exhibition, which was publicised via the Let's Talk Coventry website, social media, local press and leaflet drop. The exhibition material was also available online. Planning consent was subsequently granted on 16<sup>th</sup> May 2023.

**3.6.** The City Centre Cultural Gateway project is of significant relevance and interest in wider engagement and consultation around cultural provision in the city, including the current Cultural Strategy Refresh following on from the recent Future Works event held on 18<sup>th</sup> January 2024. On entering into Agreements for Lease with Partners and the Construction Contract with the contractor, more specific engagement and consultation is planned around the CCCG and its connections with the current local cultural

ecosystem, partnerships, and infrastructure; economic development; and city centre regeneration.

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

**4.1.** Subject to Cabinet and Council approval, it is anticipated that the programme for the City Centre Cultural Gateway will be as follows:

- AFLs / Approvals Completes – End of March 2024
- Mobilisation on Site – April 2024 to mid-May 2024
- Construction starts – June 2024
- Construction completes – August 2025

#### **5. Comments from the Director of Finance and Resources and the Director of Law and Governance**

##### **5.1. Financial Implications**

###### **5.1.1 Previously Modelled Position**

In March 2023, it was assumed that the project would have a total net capital cost of a sum in the amount set out in the private element of the Report, which would be financed at a rate and over a term as set out in the private element of the Report. This included the proposed Phase 3 works (infill and future proofing of Floors 1 and 2). The impact of this was a net revenue cost to the Council of a sum in the amount set out in the private element of the Report. At this stage, no income was assumed or modelled for Floors 1 and 2.

###### **5.1.2 Increased Tender Price**

The RIBA Stage 4 Cost Report forecast that the contract value for the construction element of the contract would be a sum in the amount set out in the private element of the Report. However, when the tender price from the Contractor was received, it was above this Stage 4 projection by a sum in the amount set out in the private element of the Report. Since October 2023, the Project Team has been negotiating with the Contractor to reduce this increase by a sum in the amount set out in the private element of the Report.

These reductions have been drawn from a combination of tender validation; value engineering; and scope reduction.

However, the overall impact on the capital model for the project has been limited to a sum in the amount set out in the private element of the Report. As the Partners are required contribute towards the increased construction costs, via an increase in their rental sum, this has the impact of reducing the revenue gap back to a sum in the amount set out in the private element of the Report.

### 5.1.3 Financing Costs Assumptions

Since the previous modelling in March 2023, there has been an increase in interest rates. A recent reduction means that borrowing rates are currently around a value in the amount set out in the private element of the Report.

Therefore, the assumptions for the City Centre Cultural Gateway continue to be modelled at a value in the amount set out in the private element of the Report, representing a combination of both the longer and shorter term projections as a blended rate, which over the agreed lease terms remains prudent. While there remains a risk that external factors could increase (or decrease) borrowing costs further, impacting upon the modelling assumptions within the project, the Council is confident that borrowing can be managed at this level.

### 5.1.4 Additional Spend on Floors 1 and 2 and Associated Rental Income

The current assumptions are that there would be no income for Floors 1 and 2, although the existing scheme, as approved in March 2023, includes a sum in the amount set out in the private element of the Report of capital expenditure for the infill works, required to secure these Floors for future use by providing a shell and core conversion.

In order for the floors to be more immediately available for development in respect of future letting interest a further sum in the amount set out in the private element of the Report of works are considered to be required, but only upon delegated Officer approval of a developed business case in respect of these future lettings.

On the basis that Floors 1 and 2 could be let at a sum in the amount set out in the private element of the Report, this could generate additional income of up to a sum in the amount set out in the private element of the Report. There is also space on the exterior decks of those floors, whereby circa 250 parking spaces could be available for potential 'Permit Only' car parking. A gradual take-up of these parking spaces could generate a net annual income of a sum in the amount set out in the private element of the Report.

It is therefore anticipated that the potential income from Floors 1 and 2 would fund the remaining shortfall.

## 5.2 Legal Implications

5.2.1 Section 1 of the Local Government Act 2003 gives the Council the power to borrow money for any purpose relevant to its functioning under any enactment or for the purposes of the prudent management of its financial affairs.



## 6. Other implications

### 6.1 How will this contribute to the One Coventry Plan?

6.1.1 The delivery of the proposal outlined in this report will help deliver a range of economic development and cultural legacy objectives that will help to realise the Council's strategic ambitions for a more vibrant and economically prosperous city.

6.1.2 The delivery of the City Centre Cultural Gateway project will directly contribute to Coventry Cultural Strategy objectives for capital; Partnership; Life-Long Learning and Economic Growth.

6.1.3 The recommended proposal will further contribute to the Council's core aims of:

- **Making the most of our assets and developing the city centre** – through repurposing of a vacant city centre building as a new cultural asset for the city; increasing access to local and national arts, cultural and heritage collections; attracting inward investment; creating new jobs; and attracting two national partners to locate key cultural services to the city for the long-term period of their leases. Initial, high-level economic modelling estimates that delivery of the City Centre Cultural Gateway project has the potential to support temporary construction jobs; jobs in arts, culture, tourism and hospitality related sectors; and generate circa £185m in Gross Value Added (GVA) for Coventry and the West Midlands over a 10-year period.
- **Improving educational outcomes** – the proposal offers the potential to develop new learning, education and training opportunities aligned to the City Centre Cultural Gateway Project and associated activities. Coventry has a strong cultural educational offer within the city, provided not only by schools and education services but also through both universities, colleges and arts businesses. The City Centre Cultural Gateway project will present the opportunity to widen access to key local and national collections and develop a centre of excellence in collections care, curation, management and associated disciplines. With the inclusion of Coventry University's Cultural Hub, there will be strong learning links to the national partners in the Collection Centre, which will also serve to strengthen the educational provision.
- **Raising the profile of Coventry through promoting Coventry as a visitor destination and centre for arts and culture** – Goal 5 (Economic Growth) of the Coventry Cultural Strategy identifies Coventry as a culturally vibrant, attractive and prosperous city and sets the ambition that as a cultural city, we work to enrich the lives and environment for all residents. The Strategy aims to address the need of the city to improve the way it promotes itself as a major tourist destination for the West Midlands, and as a result through a better articulated tourism offer, successfully attract more visitors, increase spend and secure and sustain new businesses and investment. The proposed project provides Coventry with a lasting physical and economic legacy from UK City of Culture 2021 and provides the opportunity to promote the city as a national centre of excellence for collections management, with an aligned exhibition programme and Cultural Hub offering the potential to promote the city to cultural audiences and academics.

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

- 6.2.1 The project is part of the Cultural Capital Investment Programme. The Programme comprised 15 cultural capital projects and is now managing two legacy projects and managing funds of a sum in the amount set out in the private element of the Report. The programme reports both to the Council's Capital Programme Board and the City Centre Cultural Gateway Board chaired by the Director of Finance and Resources. The Programme operates under an Assurance Framework which was developed in conjunction with the City Council's legal team and sets out how the programme will operate, manage and monitor projects.
- 6.2.2 The project has a comprehensive risk register that covers the whole scheme, which is regularly reviewed by the Project Team and key risks reported to the City Centre Cultural Gateway Board.
- 6.2.3 The risk of exposure to the Council as a result of the Project Viability Gap for the Collections Centre phase not being resolved, has been mitigated through a variation to the Collaboration Agreement with the Partners, who are now involved in sharing the risk of any abortive design fees resulting from this Phase of the project becoming unaffordable / undeliverable.
- 6.2.4 The risk of design fees expended on the development of the Coventry University Phase prior to entering into Agreement for Lease, has been mitigated through a Letter of Indemnity from Coventry University to cover the full extent of RIBA Stage 3 and RIBA Stage 4 fees.
- 6.2.5 In relation to the current tendered sum, the Project Team is endeavouring to mitigate cost risk through a very detailed analysis of the City Council's risks through a quantified analysis based on 'likelihood' and by adding these cost-based risks to the general level of construction contingency held within the Project costs.

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

- 6.3.1 The impact to the organisation will be primarily on officers within Finance, Regeneration and Economy, Property Services and Development and Legal Services Divisions, who will be responsible for undertaking the work to conclude the negotiations to enter into the Agreements for Leases and Leases as well as running a significant project ensuring it meets its main objectives and full potential.

## **6.4 6.4 Equalities / EIA?**

6.4.1 Section 149 of the Equality Act 2010 requires the Council in the exercise of its functions to have due regard to the need to: eliminate discrimination, harassment, victimisation and other form of conduct prohibited under the Act; and, to advance equality of opportunity and to foster good relations between persons who share a relevant protected characteristic (age, disability, gender re-assignment, pregnancy and maternity, race, religion and belief, sex, and sexual orientation) and persons who do not share it.

6.4.2 Having regard to the need to advance equality of opportunity between persons who share relevant protected characteristics and persons who do not share it involves having due regard, in particular, to the need to:

- remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic;
- take steps to meet the needs of the persons who share that characteristic that are different from the needs of persons who do not share it; and,
- encourage persons of the relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.

6.4.3 The Equality Duty has been considered and it is felt that an Equalities Impact Analysis is not required as the proposal's concerns are for commercial reasons and no Council service or group will be impacted.

## **6.5 Implications for (or impact on) climate change and the environment?**

6.5.1 The professional design team for the project include the specific appointment of a sustainability consultant – Eight Associates – who were commissioned to produce a sustainability statement.

6.5.2 The sustainability statement demonstrated the development's holistic approach to sustainable design and construction. It summaries the contribution that the design will make to creating a more sustainable development, drawing on information provided by specialist consultants and design reports and identifying key features intrinsic to achieving low carbon development.

6.5.3 The design team has significant experience in delivering schemes that are considered highly sustainable, either through application of formal green building rating systems, such as BREEAM and Home Quality Mark, as well as applying benchmarks from standards such as Passivhaus Design and adopting precedents from industry exemplary sustainable developments.

6.5.4 The scheme will adopt the following sustainable features:

- Energy strategy
- Implement a site waste management plan and stringent resource efficiency benchmarks

- Follow best practice policies in terms of air, water and ground pollution and appoint a contractor who will register for the Considerate Constructors Scheme
- Achieve a 25% improvement in water consumption (litres/person/day) compared to BREEAM's notional baseline performance
- Utilise sustainable transport, including access to public transport and inclusion of cycle storage facilities
- Minimise embodied carbon through efficient design, procurement of materials from a local source, or with a high-recycled content
- Be of high build quality, surpassing the minimum Building Regulations
- Ensure all materials are responsibly sourced and of low environmental impact where feasible
- Consider health and wellbeing through design and operational procedures, including optimum indoor air quality and thermal comfort
- Protect the existing ecological value of the site

## 6.6 Implications for partner organisations?

6.6.1 The delivery of the proposal outlined in this Report will secure benefits for each of the Collections Centre partners as follows:

**Arts Council England** – ACE has reached capacity across its two current collections stores. The proposed New Collections Centre offers ACE the opportunity to combine the functions of its two existing stores, whilst increasing capacity and efficiency through a single, long-term solution. The partnership, city centre Collections Centre model provides further opportunities to grow audiences and expand public access to the Arts Council Collection, with dedicated shared spaces where school pupils, community groups, researchers and professionals can access and experience the Collection. The proposal also provides the opportunity for ACE to directly respond to several of the recommendations from The Mendoza Review (2017), particularly in relation to dynamic collection curation and management; establishing a strategic approach to sharing skills and infrastructure; and contributing to placemaking and local priorities.

**British Council** – the British Council has also been seeking a long-term solution to its collection requirements. The Collection Centre provides clear benefits to the British Council through: providing ample space for the current Collection with the capability of accommodating future growth; providing a centrally located facility with good transport links (for logistics and improving access for British Council staff, stakeholders, students and professional visitors); allowing for greater collaboration and facility sharing with the Arts Council Collection and city's collections; creating a significant legacy opportunity for the national partners with Coventry UK City of Culture 2021.

**Culture Coventry Trust** – the proposed new Collections Centre facilitates the securing of Coventry's collections, managed by Culture Coventry Trust, into a more bespoke and suitable collections environment, with enhanced public access to the parts of the city's vehicle and human history collections that are not currently on display within current museum exhibitions at the Herbert Art Gallery and Museum; and Coventry Transport

Museum. The partnership with two national collections partners further provides an opportunity to significantly enhance and re-imagine the positioning of the Herbert Art Gallery and Museum – through the creation of an enhanced exhibition programme that will enable it to reach wider and more diverse audiences.

**Coventry University** – the involvement of Coventry University in the creation of an aligned Cultural Hub co-located with the Collections Centre provides a unique opportunity to create an international centre of excellence in collections care and management, providing direct managed access to teaching, collections and high-quality facilities for professionals, academics, students and researchers.

6.6.2 Each of the Collections Centre Partner organisations are required to contribute to the increase in their Project Viability Gap capital requirements. There is no such impact upon Coventry University as a tenant, as a commercial rental has already been agreed with the University prior to the tender returns.

6.6.3 Delays to the project programme already means that existing leases elsewhere have had to be extended, resulting in interim costs being incurred by the Collections Partners.

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**Public report**  
Cabinet

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

Cabinet  
Council

12<sup>th</sup> March 2024  
19<sup>th</sup> March 2024

**Name of Cabinet Member:**

Cabinet Member for Strategic Finance and Resources – Councillor R Brown

**Director approving submission of the report:**

Director of Regeneration and Economy

**Ward(s) affected:**

All

**Title:**

Procurement of a New Contract for the Supply of Electricity and Ancillary Services

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**Is this a key decision?**

Yes - the proposals involve financial implications in excess of £1m per annum and are likely to have a significant impact on residents or businesses two or more electoral wards in the City.

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**Executive summary:**

Electricity spending fluctuates due to various factors like global events affecting energy markets. The current contract covers electricity for over 250 Council facilities and around 100 other places like schools.

The Council's electricity contracts end on September 30, 2024. By starting the process early, the chosen supplier can buy energy over time instead of all at once, which helps avoid sudden price increases in the market.

Since 2016, the Council has been using the Eastern Shires Purchasing Organisation (ESPO) framework to buy electricity. ESPO acts as an intermediary, allowing the Council to access wholesale markets typically only available to large buyers. While this framework has helped manage market volatility to some extent, it's not very flexible and historically has not taken full advantage of renewable energy and new market opportunities.

By partnering with E.ON as the new Strategic Energy Partner, the Council can access a customized supply arrangement that opens up opportunities to save costs and generate revenue from new energy market mechanisms. This partnership allows the Council to tap into E.ON's expertise and resources in ways that weren't possible before.

The recommended option presents the best available opportunity for the Council to minimise the costs associated with the supply of electricity. Besides potential cost savings and flexibility, this new approach also aims to deliver more social value directly related to the Council's electricity needs.

This report :-

- a) Seeks approval to enter contracts with E.ON UK PLC and its subsidiaries Npower and E.ON Next, as part of the Strategic Energy Partnership contract procured via competitive dialogue in compliance with Procurement Regulations 2015, signed on September 12, 2023.
- b) Informs Council of the decision undertaken by the Chief Executive on 19<sup>th</sup> December 2023 in accordance with the Constitution to exercise emergency functions to secure an immediate hedging of energy using an interim 12 month standard flex contract which will be superseded by the supply contract in this report should the recommendations be approved.

### **Recommendations:**

Cabinet is requested to recommend that Council:

- 1) Approves the proposal to enter into an electricity supply contracts pursuant to the Strategic Energy Partnership for the supply of electricity up to 31<sup>st</sup> March 2030.
- 2) Delegates authority to the Director of Finance and Resources, following consultation with the Director of Regeneration and Economy and the Director of Law and Governance, to finalise the terms and conditions of the supply contract and any other legal agreements required to facilitate delivery of the electricity supply and its ancillary services.
- 3) Delegates authority to the Head of Energy Services, following consultation with the Director of Regeneration and Economy, to oversee the ongoing management of the wholesale purchasing strategy during the term of the contract.
- 4) Notes the exercise of the emergency functions by the Chief Executive on 19<sup>th</sup> December 2023 pursuant to Paragraph 3.8 (a) of Part 2M of the Constitution to secure an immediate hedging of energy using an interim 12 month standard flex contract.



Council is requested to:

- 1) Approve the proposal to enter into an electricity supply contracts pursuant to the Strategic Energy Partnership for the supply of electricity up to 31<sup>st</sup> March 2030.
- 2) Delegate authority to the Director of Finance and Resources, following consultation with the Director of Regeneration and Economy and the Director of Law and Governance, to finalise the terms and conditions of the supply contract and any other legal agreements required to facilitate delivery of the electricity supply and its ancillary services.
- 3) Delegate authority to the Head of Energy Services, following consultation with the Director of Regeneration and Economy, to oversee the ongoing management of the wholesale purchasing strategy during the term of the contract.
- 4) Note the exercise of the emergency functions by the Chief Executive on 19<sup>th</sup> December 2023 pursuant to Paragraph 3.8 (a) of Part 2M of the Constitution to secure an immediate hedging of energy using an interim 12 month standard flex contract.

**List of Appendices included:**

None

**Background papers:**

None

**Other useful documents**

Pan Government Energy Project Reports (OGC)  
National Energy Category Strategy for Local Government 2022 (LGA)

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

No

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

No

**Will this report go to Council?**

Yes - 19<sup>th</sup> March 2024

## Report title: New Contract for the Supply of Electricity and Ancillary Services

### 1. Context (or background)

#### 1.1. Energy Demand

The purchase of electricity is a core requirement to enable the Council to operate. The Council's demand for electricity is associated with almost every aspect of service from traditional functions like our buildings and streetlighting but increasingly for new aspects such as the Council's electric fleet. The quantity of electricity that the Council consumes on an annual basis has been increasing since the pandemic largely due to the electrification of heat and transport and is expected to rise further due to the expansion of the streetlighting and traffic management networks in the city.

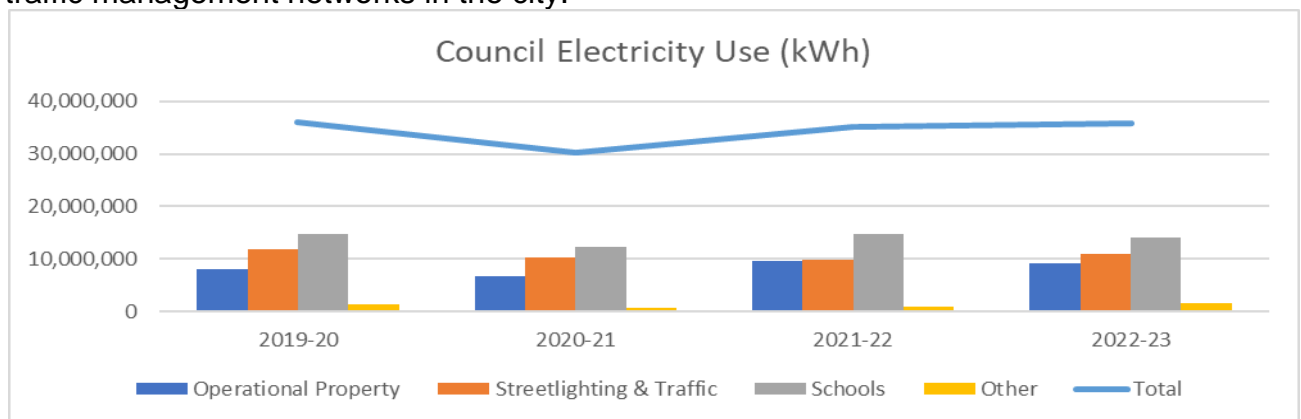


Figure 1 - Annual Electricity Use of Supplies on Coventry City Council's Contract by Sector

Some of this additional demand has been offset through efficiency improvements made to our assets and some has been met through the deployment of Solar PV across the Council estate over the past few years. The below shows the growth in onsite renewable energy generation that has supported the operational property demand above.

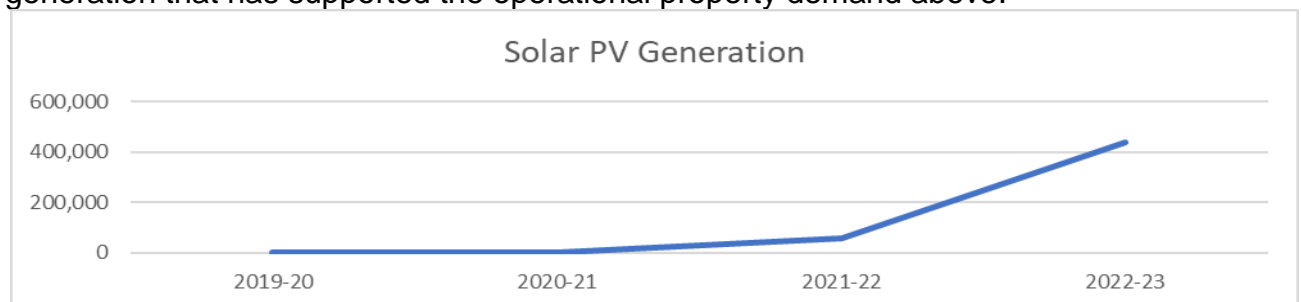


Figure 2 - Annual Solar PV Generation from Council Owned Systems on Operational Properties

#### 1.2. Energy Costs

The cost of energy has also seen significant increases over recent years due to global geopolitical events and changing UK policies. The price of electricity is made up from 4 main components: Wholesale Costs, Network Costs, Social & Environmental Costs and Supplier Costs. The below figure provides an average split of these various elements currently on a typical Council bill.

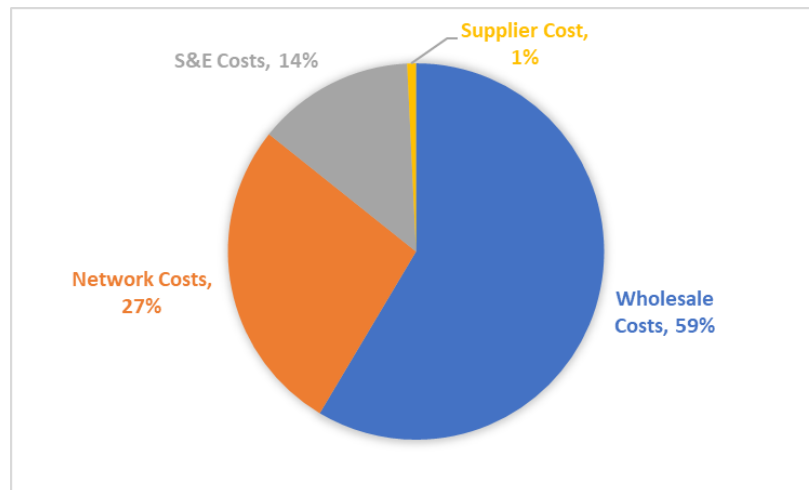


Figure 3 - Typical Breakdown of Current Electricity Spend by Cost Type

The unprecedented turmoil in the energy markets over the past couple of years have presented significant cost pressures in relation to the cost of electricity. At its peak electricity costs were over 10 times the recent average. The Council's current approach to procuring electricity using flexible procurement has successfully limited the impact of this market variation

Network Costs have also seen significant increases recently following the outcomes of the Electricity Market Reform process. This has seen a shift in how the costs associated with the management and improvement of the transmission and distribution networks are recovered. Many of these charges are set as part of regulated price reviews undertaken by Ofgem but are also subject to annual adjustment index linked to inflation. The high rates of inflation over the past year have seen significant increases in these charges.

Social and Environmental Costs have increased significantly over the past decade as a result of national policies. These charges are mechanism introduced to recover the costs of various national schemes such as incentives for Solar PV and other renewable energy programmes. Whilst these schemes are often time limited in terms of duration and therefore should fall over time, they are also often index linked to inflation. The current high rate of inflation has resulted in significant increases in these charges.

The Supplier Costs associated with the cost of electricity are only a very small proportion of the overall cost of electricity. These charges relate to the administration costs and supplier margins relating to the supply of electricity. The current cost of living crisis and associated wage inflation has resulted in these costs increasing across the industry. To remain commercially competitive there has been significant consolidation within the supplier base and a general move to the use of digital and automated processes.

### 1.3. Contract Value

Forecasting the spend on each year of the contract accurately is complex due to the number of variables involved. The actual spend will depend on both how the consumption varies as well as how the various cost elements vary over the term of the contract. The recent volatility in energy markets, high inflation and requirements for Net Zero all add additional uncertainty in the overall contract value for the electricity contract.

In order to align the energy pricing periods with the Council's financial year and to enable the schools to access the 24-month pricing period we are seeking to enter into a contract until 31<sup>st</sup> March 2030.

The actual contract spend for each year will be forecast and reviewed annually during the Council's overarching budget setting process. The forecast contract spend is defined by the Council's current budget expectations.

Not entering into the contract by October 2024 would result in the Council being charged variable deemed rates which would drive significant financial risk as the spend would be based upon market factors at the time.

#### 1.4. Energy Contract Types

There are generally 3 types of electricity contract available: **Fixed Price Contracts**, **Flexible Fixed Priced Contracts** and **Flexible Variable Price Contracts**. Each option has its own benefits and drawbacks.

**Fixed Price Contracts** set prices at a single point of time based on the wholesale market at that time. These contracts provide complete certainty of costs for the contract period however places risk on what the prevailing market conditions are on the day they entered into. Customers required to renew their fixed price contracts were most exposed to the high market conditions last winter.

**Flexible Fixed Price Contracts** are where all energy is purchased in advance over a defined period with prices finalised at the start of each contract year. This allows greater flexibility as to when energy is purchased and therefore enables prices to be locked in early if prices are rising or locked in late if prices are falling. This approach also provides a level of certainty as the prices become fixed at the start of each contract period. This is the recommended approach for public sector organisations.

**Flexible Variable Price Contracts** are where some energy is purchased in advance over a defined period with the remainder purchased within the contract year. The degree of variability is agreed in advance and determines how frequently the prices are locked in during the contract year. This approach maximises the opportunity to achieve lower prices (particularly in a falling market) but reduces budget certainty as prices can rise or fall during the course of the contract year dependent on market conditions.

Only the use of Flexible Fixed Price Contracts is therefore considered in this report to align with the recommendations for public sector organisations by the Pan Government Energy Project undertaken by The Office of Government Commerce.

#### 1.5. Additional Considerations

The increase in renewable energy generation in the UK energy supply mix has introduced increasingly complex and dynamic solutions to ensure the reliability of supply in the UK. This has resulted in a range of new incentives and opportunities for organisations to benefit financially from adjusting their energy use dynamically in response to network demands. Innovative solutions such as Time of Use tariffs or Demand Flexibility Services are increasingly becoming available in the market. The recent deployment smart heating systems and battery storage solutions within Council buildings and the electrification of the fleet have

potentially provided the Council with opportunities to take advantage of such incentives and offset the unavoidable increase in costs associated with the core supply of electricity.

Electricity usage is currently the largest contributor to the Council's carbon footprint. Therefore, the carbon intensity of the electricity purchased should be taken into consideration. There are direct and indirect options for the Council to make an impact on the emissions related to power use. The Council can deploy low carbon energy solutions directly reducing the amount of imported energy used (for example with a Solar Farm). This will need a flexible contract that does not penalise the Council for reducing the volume of energy it purchases. Alternatively, the Council can indirectly reduce emissions through considering the supplier's fuel mix as part of procurement.

## 1.6 Exercise of Chief Executive Emergency Functions

Part 2M of the City Council's Constitution provides for the Scheme of Functions delegated to Employees including the Chief Executive/Head of Paid Service.

Paragraph 3.8(a) of Part 2M of the Constitution enables the Chief Executive, following consultation with the Leader, to make decisions required in an emergency.

The Chief Executive was satisfied that the following decision was required to be taken pursuant to the emergency provision and that, in all cases, the circumstance constituted an emergency:-

- a) securing an immediate hedging of energy using an interim 12 month standard flex contract.
- b) Delegation of authority to the Director of Business Investment and Culture in consultation with Head of Energy Services and Law and Governance Services to enter into the necessary legal documentations

The purpose and objectives of the contract is:-

- to enable immediate hedging of energy using an interim 12-month standard flex contract;
- currently energy prices are not being too greatly affected by international geopolitics or network issues and are benefiting from the mild start to the winter. This could change over the next couple of months resulting in significant market movement which could result in additional costs to the Council;
- delaying the start of trading to February or March 2024 would increase the risk that the Council has to pay a higher price for energy than it would have otherwise paid;
- the arrangement provides a route to market and enter into a contract immediately as a result of the procurement of the Strategic Energy Partnership (SEP);
- the value for money element is access to hedging now rather than waiting as prices are relatively low; and

- The additional flexibility available from not being contracted within a centrally managed, multi-organisation framework arrangement ESPO our existing contract, offers the electricity contract to be an enabler for other activity that the Council wishes to investigate with the SEP. It allows for the Council and the SEP to utilise the electricity contract as another tool to enable innovative Net Zero action.
- Continue with existing energy arrangements with schools and other community associated organisations that account for approximately 1/3 of the overall annual spend on the contract.

The above decision including the reasons for the decisions taken, have been published on the City Council's website.

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

### **2.1. Do Not Enter a Contract (Not Recommended)**

If the Council does not enter an electricity supply contract, the building supplies would remain with the existing supplier but move onto Variable Deemed Rates. These rates can change monthly and are dictated fully by the market conditions at the time and are usually around double the cost of being in a basic contract. The Council would also only have the most basic protections provided by statutory regulated terms and conditions.

This option is not recommended due to the additional cost and risk associated with being out of contract.

### **2.2. Standalone Procurement of Energy Supplier or Broker (Not Recommended)**

The council could run a stand-alone procurement activity to directly appoint an energy supplier or broker. This is not an approach undertaken by most Local Authorities as it loses the ability to benefit from the savings associated with collective purchasing via a public sector framework. Whilst this approach would access the full electricity supplier market, it would add significant additional risk, cost and resourcing requirements to facilitate the process. This approach can sometimes be effective for short-term contracting or very low volume requirements, particularly where a fixed price contract is desired, however, it can lead to a restricted range of contracting options.

This approach is not recommended for the Public Sector as it historically has not delivered financial savings compared to the use of a Public Sector Frameworks via a Public Buying Organisation.

### **2.3. Call-off Public Sector Framework via a Public Buying Organisation (Not Recommended)**

There are a number of Public Sector Frameworks available for the procurement of electricity supplies. Through this route the Public Buying Organisation (PBO) undertakes the procurement of the framework supplier, undertakes price negotiation, manages the contract with the supplier and usually manages the trading decisions on behalf of the organisations using the framework. The framework terms and management practices align with the best practice recommendations of the Pan Government Energy Project. Most frameworks offer 1 or more "baskets" to be a part of. Each "basket" offers a specific buying strategy.

Of the 6 PBOs with energy frameworks available, 3 currently use Npower, 2 use EDF Energy and 1 uses Total Energies. Due to the difference in Contract Period for each of the frameworks moving between them can result in either short periods of Variable Deemed Rates or fixed price rates if the desired “basket” has already begun hedging energy.

These frameworks historically have derived financial savings compared to standalone procurement exercises due to the scale of purchasing being undertaken, however, the Council has less direct control in the terms of the contract and therefore it can limit the Council’s ability to benefit from regulatory changes and technology innovations that develop, or significant market events as was observed during Covid 19. The variety of buildings and other electricity using activities within the Council’s responsibility means that often compromises need to be made when selecting the appropriate “basket” to join.

This option is not recommended as it would deliver less flexibility for risk management and overall value for money compared to the bespoke contract available to call-off via the Strategic Energy Partner Contract.

#### 2.4. Bespoke Contract Call-off from Strategic Energy Partner Contract (Recommended)

The Council has the unique opportunity to call off the new Strategic Energy Partner (SEP) Contract with E.ON UK. The ground-breaking SEP contract has enabled a bespoke electricity supply contract arrangement to be offered to the Council that blends the hedging practices of traditional public frameworks with additional agility, control and cost saving opportunities that delivers the best potential for the Council to achieve financial savings compared to other contracting options.

The main structure of the proposal is based around the governance and best practice approaches of a PBO energy framework. This is however enhanced by making use of the smaller volume requirements that now exist for wholesale market participation, the recently deployed solar PV and battery storage assets the Council owns and anticipation of the changes in regulation coming through from the Electricity Markets Reform. A key aspect of the proposal is providing the Council with sufficient flexibility within the contract to not only minimise the cost of purchasing the electricity commodity itself but also operating our buildings and pricing mechanism such that it minimises the exposure to the increasing non-commodity costs that currently make up a significant part of the electricity bill.

This option delivers a financial saving on the fixed costs related to the contract such as Management Fees, Supplier Margins and Metering Service Costs compared to the current PBO framework contract. These costs account for less than 1% of the overall contract spend and therefore are less significant than the opportunities for savings relating to the wholesale energy costs and network costs that this option enables compared to a standard PBO framework contract.

The proposal also offers the inclusion of “affiliate” and “member” customers within the contract. This enables the Council to potentially support stakeholders in the city without the need to set up a Local Authority energy company.

The observation that Npower has been awarded the supply contract for 50% of the PBO frameworks recently tendered provides additional confidence in their ability to provide appropriate trading services to the Public Sector. This option also delivers specific additional

social value activities compared to contracting via a PBO framework. Further enhancement over the standard PBO frameworks is that this bespoke contract commits to providing an increased proportion of certificated renewable energy compared to the current PBO contract. This enables the Council to further support its key priority of tackling the causes of climate change.

Through the SEP, E.ON UK have been able to draw upon its expertise and develop a bespoke solution as outlined above for Coventry that better serves the Council's requirements than the standard market products and presents better opportunities to deliver savings in relation to electricity purchase. Therefore, this bespoke option is recommended in preference to a call-off from an existing PBO framework.

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

- 3.1. The possible options for electricity supply were consulted with the 3 primary services that currently rely on the contract: Corporate Property, Streetlighting and Education. The benefits and drawbacks of each option were discussed, and all services agreed that the proposed recommendation of awarding via the Strategic Energy Partnership presented the best solution to their respective needs.
- 3.2. Following consultation, it was recommended that education and 3<sup>rd</sup> sector organisations that are currently supported through access to the Council's energy contracts should continue to be offered this support however additional governance is to be introduced to better protect the Council's position in the event of any default. The proposal is to achieve this with supplementary contract arrangements between the relevant organisations, the supplier and the Council.

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

- 4.1. The contract will commence as soon as the terms and conditions have been agreed.
- 4.2. In relation to the exercise of the emergency function, in light of the urgent nature of the matter detailed in paragraph 1.6 above, the decisions were implemented immediately.

### **5. Comments from the Director of Finance and Resources and the Director of Law and Governance**

#### **5.1. Financial Implications**

By entering into the supply contract at the values indicated, this does not fix the contract cost based on a fixed unit price or level of activity which can be subject to fluctuation dependent on annual energy consumption and any changes to the asset base supported. If the total contract value at any time was expected to be above that indicated, further approval would need to be sought.

The 2024/25 contract values assumed in this report are in line with the budget proposals considered by Council on 20<sup>th</sup> February 2024. The Council reviews its energy budgets annually in line with the budget setting process and will reflect any changes to consumption, asset base and price as part of this process over the life of the contract.



The values assumed within the contract reflect an estimate of potential growth and inflationary increase which if realised will form the basis of future budget considerations. The total contract value also includes costs of electricity of schools and other independents within the city that enables them to purchase from the same contract and support delivery of net zero in the city. As highlighted in the legal implications, these organisations will be required to sign contracts with the council to ensure financial risk of this part of the contract is managed.

Of the overall contract value, 57% is for the estimated Council cost of the contract over the contract period with the balance of 43% representing schools and independents.

## 5.2. Legal Implications

The Council has the power to enter into the electricity supply contract under section 1 of the Localism Act 2011 ("LA 2011"), which broadly gives the Council the power to do: -

- anything that an individual may do;
- for a commercial purpose or otherwise for a charge; and
- for the benefit of other areas than the Council's administrative areas,
- such power generally being known as the "General Power of Competence" or "GPC" for the purpose of this report.

The Council as part of achieving net zero will also be purchasing energy on behalf of schools and independents to help achieve greater savings across Coventry. The Council will enter into contracts with schools and other independents who participate in this electricity contract.

The Council as part of purchasing electricity on behalf of the Schools and Independents will provide the following services: -

- Procurement Management
- Contract Management
- Drafting the Service Level Agreements and entering into the necessary agreements
- Hedging Strategy Management
- Bill Validation and Query Support
- Provision of Data Management/Record Management
- Site Works Support

The cost of providing this will be recovered through an administration charge for the costs incurred by the Council on a cost recovery basis.

The Council has several powers to directly provide and charge for services including for the Schools and Independents: -

- (1) s93 of the Local Government Act 2003 ("**LGA 2003**") – which provides the Council with the power to charge for discretionary services; and
- (2) s1 of the Local Authorities (Goods and Services) Act 1970 ("**LAA 1970**") which allows the Council to provide and charge for goods and services (including administrative, professional and technical services).
- (3) s93 of the LGA 2003 only allows the Council to charge on a 'cost-recovery basis'; and
- (4) s1 of the LAA 1970 only permits trade with other public bodies.

### 5.3. Procurement Compliance

The Council undertook a Public Contracts Regulations 2015 compliant competitive dialogue procedure to identify and appoint a Strategic Energy Partner and enter into a contract with E.ON UK PLC on the 12<sup>th</sup> September 2023 (the SEP Procurement).

In addition to the mandatory and discretionary exclusion grounds, the bidders were tested against technical capability, value for money and social value (as well as Legals for the final contract form), complying with the PCR2015 requirement of “Most Economically Advantageous Tender”. The process was transparent throughout, with the detailed requirement outlined in the Prior Information Notice (PIN), Contract Notice (CN) and subsequent Contract Award Notice (CAN) published on the mandated Find A Tender portal.

The supply of electricity contract is procured under CPV Code 09300000 which is included in the SEP Procurement.

From a value for money perspective – the offer provides the following:

- Reduction in overall fixed costs associated with administration fees, commission and service fees required to deliver the electricity supply provision to the Council.
- The ability to secure a greater level of revenue savings relating to the Council’s existing renewable energy assets.
- The Council will have additional flexibility within the contract to minimise the cost of purchasing the electricity commodity and reduce exposure to increasing non-commodity costs.
- Additional Social Value commitments including educational support and energy advice to Coventry schools, volunteering commitments with Coventry based community organisations and work experience opportunities for young people in Coventry and benefits associated with local employment involved in the delivery of the contract.

### Exercise of Chief Executive Emergency Functions

Part 2M of the City Council’s Constitution provides for the Scheme of Functions delegated to Employees, including to the Chief Executive/Head of Paid Service. Paragraph 3.8 of Part 2M enables the Chief Executive, following consultation with the Leader, to make decisions in an emergency.

## 6. Other implications

### 6.1. How will this contribute to the One Coventry Plan?

<https://www.coventry.gov.uk/strategies-plans-policies/one-coventry-plan>

This approach ensures that all parts of the council can benefit from a coordinated and managed electricity supply contract. The proposed approach looks to build on the financial savings by enabling further non-commodity savings and potential revenue opportunities through participation in emerging ancillary energy markets.

This also allows for the Council to act as an enabler to provide other Coventry organisations such as schools and community organisations to access the route to market should they wish to participate. The opportunity to facilitate helps support the Council's ambition to be a partner and enabler for wider stakeholders. Through the Council acting as an agent not a supplier, it enables the widest possible approach that supports the One Coventry Plan without the risks associated with directly operating an energy company.

The contract guarantees to supply an increased proportion of renewable energy. This helps to discharge the Council's existing Climate Change Strategy commitments. This will reduce the Council's impact on Climate Change as a result of its activities and support the One Coventry Plan key priority of tackling the causes and consequences of climate change.

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

The basis of Flexible Procurement for electricity purchasing is the key risk management consideration in the proposal. Furthermore, the proposal utilises the trading experience within the Strategic Energy Partner to guide and support the Council through the complex wholesale market environment in a transparent manner. The proposal also includes for a series of governance and performance management measures that will enable the Council to support contract management and delivery of the service. This helps to support the aims and objectives of the Strategic Energy Partnership with E.ON UK PLC.

The contract is to be managed by the Council's Energy Management Services team within Property and Development Directorate. This is a multi-award-winning energy services team that has specialist capability in relation to energy management, bureau services and energy projects and now centrally oversees all of the Council's utility supplies including electricity, gas, water, heat and Solar PV arrangements.

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

The approach enables the Council to have a greater level of flexibility and control of outcome without requiring significant additional resource to be identified and funded. Making use of the Strategic Energy Partnership will help to reduce costs for delivering an effective electricity supply contract whilst also significantly opening up opportunities for the Council to be agile in the energy market and deriving additional benefits throughout the contract term.

## **6.4. Equalities / EIA?**

This project does not have any direct impact on the Council's equality responsibilities although it is anticipated to assist with the continuation of broader service delivery through mitigation of cost implications with provision of electricity. There is also enhanced social value associated with the proposed contract route including support to schools and employment opportunities for disadvantaged Coventry residents.

## **6.5. Implications for (or impact on) climate change and the environment?**

The contract is indirectly supporting the furthering of actions that help to address and mitigate the causes of climate change. The contract has the ability to deliver 100% renewable energy if required but more importantly has flexibility to maximise the benefit from the Council's ability to actively reduce energy usage, increase local renewable energy generation and adopt

smart technology. The enhanced freedom and benefits that the proposal offers will help to remove barriers and support the financial viability of transitioning to Net Zero.

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

The proposed arrangement allows for partner organisations to benefit from the Council's electricity contract subject to E.ON UK PLC and CCC consent. Schools are one such example of organisations that will have the ability to benefit from the contract.

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Kirston Nelson	Director of Partnerships and Performance		08/02/2024	15/02/2024
Barry Hastie	Director of Finance and Resources		08/02/2024	16/02/2024
Andy Williams	Director of Regeneration and Economy		08/02/2024	19/02/2024

Councillor P Hetherton	Cabinet Member for City Services	16/02/2024	19/02/2024
Councillor K Sandhu	Cabinet Member for Education and Skills	16/02/2024	19/02/2024
Councillor J O'Boyle	Cabinet Member for Jobs, Regeneration and Climate Change	16/02/2024	19/02/2024
Councillor R Brown	Cabinet Member for Strategic Finance and Resources	16/02/2024	19/02/2024

This report is published on the council's website: [www.coventry.gov.uk/council-meetings](http://www.coventry.gov.uk/council-meetings)



## Public report

Cabinet

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

Cabinet

12 March 2024

**Name of Cabinet Member:**

Cabinet Member for Education and Skills – Cllr Dr K Sandhu

**Director approving submission of the report:**

Director of Partnerships and Performance

**Ward(s) affected:**

All

**Title:** Coventry and Warwickshire Religion and Worldviews Agreed Syllabus for Religious Education 2024 - 2029

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**Is this a key decision?**

Yes - the proposals are likely to have a significant impact on residents or businesses in two or more electoral wards in the City.

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**Executive summary:**

Local Authorities have a statutory duty to set up and maintain a 'Standing Advisory Council for Religious Education' (SACRE) whose duties include giving advice to the LA on the Religious Education (RE) given under the Agreed Syllabus, and to monitor the provision and quality of Religious Education provided by the Agreed RE syllabus in the Local Authority's Community Schools (LA maintained schools that do not have a religious character). The LA also has a statutory duty to set up and appoint members to an occasional body that is required to review the locally Agreed Syllabus for Religious Education every five years known as the Agreed Syllabus Conference. All Community, foundation and voluntary aided or voluntary controlled schools in Coventry without a religious character must teach RE according to the locally agreed syllabus adopted by the LA. Academies and schools which do have a religious character may also use the locally agreed syllabus.

**Recommendations:**

Cabinet is requested to:

- 1) Approve the Agreed Syllabus for Religious Education for use in Coventry schools over the next five years (2024 – 2029).

**List of Appendices included:**

Appendix 1 – Equality Impact Assessment

**Background papers:**

None

**Other useful documents**

Ofsted research review series: religious education

<https://www.gov.uk/government/publications/research-review-series-religious-education/research-review-series-religious-education>

Religious Education Council – Religion and Worldviews in Religious Education

<https://religiouseducationcouncil.org.uk/our-work/worldviews/>

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

No

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

The Agreed Syllabus Conference on 30 November 2023 agreed to recommend the final draft of the new Agreed Syllabus to Cabinet.

A report will also be considered by Warwickshire County Council’s Cabinet.

**Will this report go to Council?**

No



**Report title:** Coventry and Warwickshire Religion and Worldviews Agreed Syllabus for Religious Education 2024 - 2029

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

- 1.1 Coventry has a SACRE which meets once per term.
- 1.2 Coventry SACRE is a statutory body made up of four groups of members representing:
  - Christian denominations and other religions that appropriately reflect the principal religious traditions of the area;
  - the Church of England (Christianity);
  - Teachers' Associations;
  - Coventry City Councillors.
- 1.3 In addition members are co-opted to the group to include people with particular expertise in the area of Religious Education or to represent other groups.
- 1.4 The Local Authority has a duty to set up and appoint members to an occasional body known as the Agreed Syllabus Conference, which is responsible for reviewing the locally adopted Agreed Syllabus for Religious Education every five years.
- 1.5 The Agreed Syllabus Conference has the same membership as Coventry SACRE and is convened at SACRE meetings.

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

- 2.1 The previous Agreed Syllabus for Coventry and Warwickshire was due to run until 2022. However, due to the impact of the pandemic it was agreed with RE Today to extend the existing license until the end of the 23/24 academic year to provide stability for schools. It was also agreed that working with Warwickshire had been beneficial for both Local Authorities, and that this would continue for the next Agreed Syllabus.
- 2.2 Coventry and Warwickshire Agreed Syllabus Conference considered the below options for the 2024 – 2029 Agreed Syllabus:
  - Commission a fully bespoke syllabus
  - Extend the existing license with RE Today and re-issue the existing syllabus
- 2.3 In 2018 the Commission on RE published its final report which recommended a new approach to RE based on worldviews, rather than the existing world religions paradigm. Coventry and Warwickshire Agreed Syllabus Conference agreed that the new Agreed Syllabus should reflect this shift and also include more of a local flavour, both of which could be achieved by commissioning a fully bespoke syllabus.
- 2.4 Coventry and Warwickshire Local Authorities jointly employ an RE Facilitator who led this project. A group of 10 Primary and Secondary teachers from schools across both areas also worked on the main syllabus structure and the accompanying units of work.

- 2.5 The Agreed Syllabus has been funded by Coventry and Warwickshire Local Authorities as well as Farmington Institute, who awarded scholarships to two members of the teacher writing group. In addition, the syllabus structure forms part of a national project for the Religious Education Council.
- 2.6 All schools (academies and LA maintained schools without a religious character) will be given access to the Agreed Syllabus through a password-protected website, which was also the arrangement for the 2017 – 2022 Agreed Syllabus.
- 2.7 The Agreed Syllabus Conference on 30 November 2023 agreed to recommend the final draft of the new Agreed Syllabus to Cabinet.

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

- 3.1 This syllabus has been prepared in consultation with the Religious Education Council, members of both Coventry and Warwickshire SACREs and practising teachers in Coventry and Warwickshire.

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

- 4.1. The syllabus will be introduced for use from September 2024, with support provided to schools during implementation.

### **5. Comments from the Director of Finance and Resources and the Director of Law and Governance**

#### **5.1. Financial Implications**

The Local Authority has a duty to set up and maintain SACRE/ASC. This is funded from the central school services block (CSSB) of the dedicated schools grant with the agreement of Schools Forum. The duties and timing of expenditure is below:

- National Association of Standing Advisory Councils on Religious Education (NASACRE) membership – annual cost
- Reviewing and renewing the Agreed Syllabus – annual cost
- Writing units of work to accompany the Agreed Syllabus – annual cost
- Launching the new Agreed Syllabus into schools – cost incurred every 5 years
- Clerking/support services to SACRE/ASC meetings – annual cost

#### **5.2. Legal Implications**

The Local Authority has a duty under s390 of the Education Act 1996 to set up and appoint representatives to a permanent body known as the Standing Advisory Council on Religious Education (SACRE). Additionally, the Local Authority has a duty to set up and appoint members to an occasional body known as the Agreed Syllabus Conference (ASC). The ASC is responsible for reviewing the locally adopted Agreed Syllabus for Religious Education every five years. The ASC must produce and unanimously recommend for adoption by the LA, an agreed syllabus for RE which is educationally sound and meets the statutory requirements.

## **6. Other implications**

### **6.1. How will this contribute to the One Coventry Plan?**

<https://www.coventry.gov.uk/strategies-plans-policies/one-coventry-plan>

Good Religious Education makes a positive contribution to the learning of pupils. This agreed syllabus will enable pupils through RE to develop their knowledge and skills to prepare them for life in a modern, diverse Britain and in a plural world. It is structured so that pupils are challenged to think rigorously and creatively, to make informed judgements and to understand that it is acceptable to have doubts and to disagree in a reasoned and sensitive way. In the process they can examine and reflect upon a range of questions about spirituality and identity, morality, values and commitments. Living in and growing up in the world of the 21st century will challenge all pupils. RE is important to help pupils to become literate and articulate about religions and beliefs, and to be thoughtful members of society. In learning from religion, they are able to make informed choices about how they want to live their lives whilst also understanding more about the faith of other people they meet. RE is therefore relevant to every pupil and every citizen of Coventry.

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

Failure to have and/or adopt an Agreed Syllabus would lead to a breach of the Local Authority's statutory duties in relation to Religious Education in schools.

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

None

### **6.4. Equalities / EIA**

An Equality Impact Assessment has been carried out and identified that the worldviews approach in the Agreed Syllabus will have a positive impact on children initially, and a positive impact on other age groups in the long-term. See Appendix 1 to the report.

### **6.5. Implications for (or impact on) climate change and the environment?**

None

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

Coventry and Warwickshire SACREs decided to work together and agree on a syllabus that promotes good, effective and thought provoking RE across both city and county; a syllabus that both builds bridges and engages with the aim of peace and reconciliation as pupils explore matters of faith, spirituality, religious community and moral issues.

All Community, foundation and voluntary aided or voluntary controlled schools in Coventry without a religious character must teach RE according to the locally agreed syllabus adopted by the LA. Academies and schools which do have a religious character may use the locally agreed syllabus.

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### Details

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<b>Author</b>	Martin Ledgard (Senior Adviser Education Improvement)
<b>Head of service</b>	Rachael Sugars (Head of Service Education Improvement and Standards)
<b>Cabinet member</b>	Kindy Sandhu (Education and Skills)

### Context and background

<b>EIA carried out on</b>	Review of service, Commissioning
<b>Background</b>	<p>SACRE has a statutory duty to review the Agreed Syllabus every 5 years, this EIA is with respect to the current renewal process. It was decided that the previous syllabus was no longer fit for purpose for Coventry, as it was based on the 'world religions paradigm' rather than reflecting the shift in Religious Education to a worldviews approach.</p> <p>A worldview is the way someone understands, experiences and responds to the world. It can include ideas about god, nature, ethics and reality, and include both religious and non-religious ideas. Through the Agreed Syllabus, pupils will be taught the academic skills needed to develop their worldview, learn about other worldviews, and navigate the diverse nature of belief in their community and wider.</p>

All children in maintained schools in Coventry are directly impacted, it could also be followed by children in academies and independent schools.

Staff delivering lessons based on the syllabus and leaders in schools will also be directly impacted.

The syllabus will indirectly impact on the families of children in Coventry schools, and potentially the general population, particularly faith communities.

**Stakeholders**

The syllabus has been developed with the overview of SACRE by a range of partners including Coventry and Warwickshire Primary, Secondary and Special schools, faith communities in Coventry and Warwickshire, Céline Benoit (Senior Lecturer and Associate Dean for Public Engagement at Aston University), Tim Hutchings (Assistant Professor of Religious Ethics at University of Nottingham), Farmington Institute and the Religion and Education Council.

**Responsibility** Martin Ledgard

**Consideration of impact**

**Baseline data and information**

In 2021, 29.6% of Coventry residents reported having "No religion", up from 23.0% in 2011. The rise of 6.6 percentage points was the largest increase of all broad religious groups in Coventry.

43.9% of people in Coventry described themselves as Christian (down from 53.7%), while 10.4% described themselves as Muslim (up from 7.5% the decade before).

**Protected groups**



Positive impact - The worldviews approach in the new Agreed Syllabus will have a positive impact on children, the effectiveness of implementation will be reviewed over time.

This approach means that religious and non-religious pupils are equally worthy of study. No pupil needs to get the impression that their view on a subject is not welcome or important because it is not drawn from a traditionally religious perspective. When pupils engage with worldviews, they may discover that their own worldview shares ways of seeing with other established worldviews. This gives children the freedom to interact on a completely different level. It is no longer a case of either believing or not believing; pupils can engage in a much more nuanced way, sharing and adapting their beliefs and values as they travel through the curriculum.

**Age 0-18**

An Agreed Syllabus based on worldviews highlights the diversity within and across religions, and to do this pupils have to interact with individuals. The curriculum is no longer asking our non-religious pupils to engage with 'religion'. They will be introduced to individuals who may subscribe to a particular worldview, but real individuals with unique thoughts and feelings that our pupils will be able to relate to.

When pupils find a topic relatable, they are much more likely to engage with it positively, and therefore by having a people-focused curriculum rather than a religion-focused curriculum, non-religious pupils are much more likely to connect with the teaching.

**Age 19-64**

Positive impact - The long term positive impact is an ambition for the population to have a broader understanding and respect for the religious/non-religious worldviews of others.

**Age 65+**

Positive impact - The long term positive impact is an ambition for the population to have a broader understanding and respect for the religious/non-religious worldviews of others.

**Disability**

No impact - Disability is not covered directly within the Agreed Syllabus.

**Gender reassignment**

No impact - Gender reassignment is not covered directly within the Agreed Syllabus.

**Marriage and civil partnership**

Positive impact - The syllabus will encourage children to reflect on the meaning of marriage/civil partnerships in different traditions and families.

**Pregnancy and maternity**

Positive impact - The syllabus will encourage children to reflect on the meaning of family in different traditions.

<b>Race</b>	Positive impact - The syllabus will encourage children to reflect on their own worldviews and those of others from different backgrounds of all kinds.
<b>Religion and belief</b>	Positive impact - The syllabus will encourage children to reflect on their own worldviews and those of others from different backgrounds of all kinds, especially relating to belief. This also includes non-religious worldviews.
<b>Sex</b>	No impact - Sex is not covered directly within the Agreed Syllabus.
<b>Sexual orientation</b>	No impact - Sexual orientation is not covered directly within the Agreed Syllabus.

## Health inequalities

<b>Reduce health inequalities</b>	The syllabus links to the following principle: Tackle racism, discrimination and their outcomes
<b>Information</b>	The worldviews approach has been carefully selected and is an evidence based approach to a Religious Education curriculum.
<b>Groups of people</b>	The city of Coventry is diverse, there are many minority groups both in terms of race and religion who we hope would see benefit from the implementation of the worldviews approach over time.
<b>Improvements</b>	Effective implementation of the Agreed Syllabus in Coventry schools (which will be monitored by SACRE).

## Digital inequalities

<b>Impact</b>	We know that all schools have the internet access required to access the Agreed Syllabus.
<b>Opportunities</b>	Should schools need to deliver any aspects of the syllabus remotely, they have policies in place to enable provision for any families who would not have digital access.

## Next steps

Inequality	Action	Owner	Timescale
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<b>Monitor and evaluation</b>	Considering the impact of the Agreed Syllabus will be carried out by SACRE through visits, surveys and data analysis.		
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## Impact on Council staff

<b>Will there be an impact?</b>	No
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## Completion statement

<b>Potential equality impact</b>	Positive impact has been identified for one or more protected groups
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