



Oversight and Governance

Chief Executive's Department

Plymouth City Council

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Delegated Decisions

Delegated Executive/Officer Decisions

Delegated Executive and Officer decisions are published every Wednesday and are available at the following link - <https://tinyurl.com/ms6umor>

Cabinet decisions subject to call-in are published at the following link - <http://tinyurl.com/yddrql6>

Notice of call-in for non-urgent decisions must be given to the Democratic Support Unit by 4.30 pm on Wednesday 19 July 2023. Please note – urgent decisions and non-key Council Officer decisions cannot be called in. Copies of the decisions together with background reports are available for viewing as follows:

- on the Council's Intranet Site at <https://modgov/mgDelegatedDecisions.aspx>
- on the Council's website at <https://tinyurl.com/jhnax4e>

The decisions detailed below may be implemented on Thursday 20 July 2023 if they are not called-in.

Delegated Decisions

I. Executive Decision - Councillor Tudor Evans OBE, Leader of the Council:

- I.1. L03 23/24 - Civic District Energy Scheme Grant **(Pages 1 - 20)**
- I.2. L08 23/24 - Social Housing Decarbonisation Fund Wave 2 **(Pages 21 - 36)**
- I.3. L09 23/24 - Allocation of £2,813,781 grant funding to the Council's capital programme for the provision of mandatory Disabled Facilities Grant (DFG) in 2023/24 **(Pages 37 - 50)**

EXECUTIVE DECISION

made by a Cabinet Member




REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – L 03 23/24

Decision	
1	Title of decision: Civic Centre District Energy Scheme Grant
2	Decision maker: Councillor Tudor Evans OBE, Leader of Plymouth City
3	Report author and contact details: Jon Selman, jonathan.selman@plymouth.gov.uk , 01752 307814
4	<p>Decision to be taken:</p> <ul style="list-style-type: none"> • Approves the Business Case; • Allocates £600,000 for the project into the Capital Programme funded by S106 (£151,575.26) and D2Grids ERDF (£448,424.74); • Authorises the grant agreement to be drawn up; • Delegates the signing of the grant agreement and award of contracts to the Service Director for Strategic Planning and Infrastructure, where they do not already have authority to do so.
5	<p>Reasons for decision:</p> <p>The provision of grant funding will allow connection to low carbon heat network infrastructure, which will supply Civic Centre to achieve the City's commitments to carbon reduction. This will also support decarbonisation of the Theatre Royal and Plymouth Combined Courts, as a strategic location for the roll out of heat networks in the City Centre.</p>
6	<p>Alternative options considered and rejected:</p> <p>Option 1: Not provide grant funding</p> <p>Without subsidy it would not be viable this development to connect to the heat network, resulting in higher carbon emissions, and higher costs to residential occupiers, but also impacting on the City Council plans for wider decarbonisation of the City Centre. The development would also not comply with the planning conditions relating to its planning consent.</p>
7	<p>Financial implications and risks:</p> <p>The grant would be provided through an agreement, which allows payments on the basis of evidence of spend and if for any reason the developers were not to proceed, then the grant would not be paid. The grant would cost up to £600,000, using grant funding & S106 funding</p>

	that has already been secured by PCC to cover this. This grant funding can only be used for heat network projects. The grant would be paid in several instalments, according to the programme for Civic Centre but anticipated to be fully deployed by end 2026.			
8	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No	Per the Constitution, a key decision is one which:
			x	in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
			x	in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1 million
		x	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.	
	If yes, date of publication of the notice in the Forward Plan of Key Decisions	N/A		
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	Heat networks are already a key component of the City's strategy (Plymouth Plan Policy GR07) but also part of the Plymouth and South West Devon Joint Local Plan (policy DEV 32) and draft Climate Emergency Planning Statement . The scheme also contributes to the City's Net Zero Action Plan . The decision also links to the Councils corporate plan objective: Unlocking the City's Potential: A Green Sustainable City that cares about the environment.		
10	Please specify any direct environmental implications of the decision (carbon impact)	The decision would result in the reduction of carbon emissions of at least 93t Carbon/ annum in the preferred scheme, using this grant funding.		
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No	X	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair		Date	

Signature:				
Scrutiny Committee name:				
Print Name:				
Consultation				
I3a	Are any other Cabinet members' portfolios affected by the decision?	Yes	<input checked="" type="checkbox"/>	
		No		(If no go to section I4)
I3b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Briers-Delve, Cabinet Member for Climate Change		
I3c	Date Cabinet member consulted	22/06/2023		
I4	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	<input checked="" type="checkbox"/>	
I5	Which Corporate Management Team member has been consulted?	Name	Anthony Payne	
		Job title	Strategic Director Place	
		Date consulted	16/06/2023	
Sign-off				
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS 05 23/24	
		Finance (mandatory)	DJN.23.24.29	
		Legal (mandatory)	MS/00001682	
		Human Resources (if applicable)	N/A	
		Corporate property (if applicable)	N/A	
		Procurement (if applicable)	N/A	
Appendices				
I7	Ref.	Title of appendix		
	A	Briefing report – Civic District Energy Scheme Grant		
	B	Business Case - Civic District Energy Scheme Grant		

Equalities Impact Assessment - Civic District Energy Scheme Grant								
Confidential/exempt information								
18a	Do you need to include any confidential/exempt information?	Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)				
		No	x					
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Cabinet Member Signature								
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act (2010) and those who do not. For further details please see the EIA attached.							
Signature				Date of decision	12 July 2023			
Print Name	Councillor Tudor Evans OBE, Leader of Plymouth City Council							

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Civic Centre District Energy Scheme grant

Briefing Paper



This business case relates to the allocation of grant funding for Civic Centre, to provide a compatible building heating system, which will allow connection to wider heat network infrastructure. This heat network will supply Civic Centre with low carbon heat to achieve the City's commitments to carbon reduction, which also supports decarbonisation of the Theatre Royal and Plymouth Combined Courts. The wider low carbon infrastructure is already approved under the Civic Centre District Energy Scheme Business Case, with Government grant funding secured towards this.

PCC has been working to secure a viable scheme for the Civic Centre. This has been a considerable challenge due to the scale of the project, the risks inherent in refurbishment and change of use and depressed market values in the Central area. It was clear from the outset that there was no prospect of the project proceeding without significant financial subsidy.

The Grant Funding Agreement proposed with the developers, will enable the project to be able to connect to this heat network, with a compatible solution. Estimates for the costs of a compatible solution range between £450k and £600k, although the higher costs builds in significant risk and contingency. A funding agreement will be drawn up which is 'up to' £600k and in arrears on evidence of the actual costs. Of the proposed grant funding, £152k will be derived from the S106 Beckley Point district energy contribution and the £448k from the D2 Grids funding, which has been confirmed. Both grant funding sources specifically relate to heat networks and can only be used for this purpose.

The solution would ensure that energy bills for heating and hot water are significantly lower than the alternative direct electric solution, and in line with the Heat Trust scheme requirements. It will also support the decarbonisation of Civic Centre and because of its strategic location in the City Centre, support the wider roll out of heat networks in the City Centre.

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CAPITAL INVESTMENT BUSINESS CASE

Civic Centre District Energy Scheme grant



EXECUTIVE SUMMARY

The Executive Summary is a short summary of the Business Case and should be the last section you complete, this will enable you to extract or only the key facts from relevant sections i.e. 'project on a page'. The summary is a 'snapshot' of the business case which will need to tell the story and sell the proposal.

This business case relates to the allocation of grant funding for Civic Centre, to provide a compatible building heating system, which will allow connection to low carbon heat network infrastructure, to achieve the City's commitments to carbon reduction. The wider low carbon infrastructure has already been approved under the Civic Centre District Energy Scheme Business Case with Government grant funding secured towards this, which also supports decarbonisation of the Theatre Royal and Plymouth Combined Courts.

PCC has been working with the developers for some time, to secure a viable scheme for the Civic Centre. This has been a considerable challenge due to the scale of the project, the risks inherent in refurbishment and change of use and depressed market values in the Central area. It was clear from the outset that there was no prospect of the project proceeding without significant financial subsidy.

The Grant Funding Agreement proposed enables the project to be able to connect to this heat network, with a compatible solution. Estimates for the costs of a compatible solution range between £450k and £600k, although the higher costs builds in significant risk and contingency. A funding agreement is proposed which is 'up to' £600k. Of the proposed grant funding, £152k will be derived from the S106 Beckley Point district energy contribution and the £448k from the D2 Grids funding, which has been confirmed. This grant funding can only be used for heat network projects.

The solution would ensure that energy bills for heating and hot water are significantly lower than the alternative direct electric solution, and in line with the Heat Trust scheme requirements.

The proposed funding arrangements are:

Funding Source	£	Secured
S106	151,575.26	Yes
D2Grids ERDF	448,424.74	Yes
Total	600,000.00	

There is a risk that costs could increase, although the grant allowance is based on recent cost estimates and builds in significant risk and contingency, and in the grant agreement would be capped at an upper limit, with payments in arrears, based on evidence of spend.

SECTION I: PROJECT DETAIL

Project Value (indicate capital or revenue)	£600,000	Contingency (show as £ and % of project value)	20% £120,000
Programme	The programme for the grant is dependent on the programme for the Civic Centre	Directorate	Place - SP&I

Portfolio Holder	Climate Change	Service Director	Paul Barnard
Senior Responsible Officer (client)	Paul Elliot	Project Manager	Jon Selman
Address and Post Code	Civic Centre, Armada Way, PL1 2AA	Ward	St Peter and the Waterfront
Current Situation: <i>(Provide a brief, concise paragraph outlining the current situation and explain the current business need, problem, opportunity or change of circumstances that needs to be resolved)</i>			
<p>PCC has been working with the developers for some time, to secure a viable scheme for the Civic Centre. This has been a considerable challenge due to the scale of the project, the risks inherent in refurbishment and change of use and depressed market values in the Central area. It was clear from the outset that there was no prospect of the project proceeding without significant financial subsidy.</p> <p>The developers had included a direct electric solution which is cheaper in capital terms but the occupants would have significantly higher heating and hot water costs. Using a wet heating system would allow connection to the proposed heat network infrastructure (also supplying the Theatre Royal & Combined Courts), which already has funding approved and secured, allowing access to much lower costs heating and hot water, as well as being a lower carbon solution.</p> <p>The solution would therefore ensure that energy bills for heating and hot water are significantly lower than the alternative direct electric solution, and in line with the Heat Trust scheme requirements to protect consumers. It would also support the wider roll out of heat networks in the City Centre, as a strategic location, with an energy centre which would allow expansion across the wider area.</p>			
Proposal: <i>(Provide a brief, concise paragraph outlining your scheme and explain how the business proposal will address the current situation above or take advantage of the business opportunity) and (What would happen if we didn't proceed with this scheme?)</i>			
<p>The provision of grant funding to the developers of Civic Centre to provide a compatible building heating system, will allow connection to low carbon heat network infrastructure, which will supply Civic Centre to achieve the City's commitments to carbon reduction, which also supports decarbonisation of the Theatre Royal and Plymouth Combined Courts. The wider low carbon infrastructure has already been approved under the Civic Centre District Energy Scheme Business Case with Government grant funding secured towards this.</p> <p>The Grant Funding Agreement proposed enables the project to be able to connect to this heat network, with a compatible solution. Estimates for the costs of a compatible solution range between £450k and £600k, although the higher costs builds in significant risk and contingency. A funding agreement is proposed which is 'up to' £600k.</p> <p>Of the proposed grant funding, £152k will be derived from the S106 Beckley Point district energy contribution and the £448k from the D2 Grids funding, which has been confirmed. This grant funding can only be used for heat network projects.</p> <p>A separate subsidy control paper has been prepared and agreed by the PCC legal team. Great care has been taken to ensure that risks are appropriately managed and value for money is achieved. For example, the final amount paid will reflect the actual and evidenced cost of the final designed solution, when these can be provided and not exceed the maximum grant value. Also if for any reason the developers were not to proceed, then the grant would not be paid.</p> <p>Without subsidy it would not be viable this development to connect to the heat network, resulting in higher carbon emissions, and higher costs to residential occupiers, but also impacting</p>			

on the City Council plans for wider decarbonisation of the City Centre. The development would also not comply with the planning conditions relating to its planning consent.

The Council has been working collaboratively with the developers over many years to deliver this project and it is recognized that the investment of their resources in terms of time and money has been significant. With the benefit of the grant funding this project can now proceed to a delivery phase.

Milestones and Date:		
Grant Award Date	Start On Site Date	Completion Date
September 2023	June 2024	November 2025

SECTION 2: PROJECT RISK, OUTCOMES AND BENEFITS

Risk Register: *The Risk Register/Risk Log is a master document created during the early stages of a project. It includes information about each identified risk, level of risk, who owns it and what measures are in place to mitigate the risks (cut and paste more boxes if required).*

Potential Risks Identified		Likelihood	Impact	Overall Rating
Risk	Costs escalate	Medium	Medium	Medium
Mitigation	Grant agreement caps PCC contribution and contingency already built in.	Low	Low	Low
Calculated risk value in £ (Extent of financial risk)	£0			
Risk	Civic Centre works not delivered	Low	Low	Medium
Mitigation	Grant agreement based on evidence of spend.	Low	Low	Low
Calculated risk value in £ (Extent of financial risk)	£0			

Outcomes and Benefits

List the outcomes and benefits expected from this project.

*(An **outcome** is the result of the change derived from using the project's deliverables. This section should describe the anticipated outcome)*

*(A **benefit** is the measurable improvement resulting from an outcome that is perceived as an advantage. Benefits are the expected value to be delivered by the project, measurable whenever possible)*

Financial outcomes and benefits:	Non-financial outcomes and benefits:
Uses S106 or grant funding already secured and limited in its use for heat network infrastructure.	Reducing the City's carbon emissions, contributing to the Climate Emergency Action Plan. Supporting the redevelopment proposals for Civic Centre, to ensure that the development is planning policy and building regulations compliant. Supporting further decarbonisation in the City Centre.

	<p>Support its ambitions for deployment of renewable energy at scale.</p> <p>Support the delivery of Joint Local Plan policy DEV32</p> <p>Deliver a cost of heat that would be lower than the counterfactual.</p>
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Low Carbon	
What is the anticipated impact of the proposal on carbon emissions	The anticipated carbon savings of expansion to the Civic Centre at least 93 t/ annum, based on a gas counterfactual.
How does it contribute to the Council becoming Carbon neutral by 2030	Supports the decarbonisation of existing and challenging buildings and support low carbon redevelopment of the Civic Centre. The scheme is also strategically important for the roll out of heat networks in the City Centre. It would therefore directly support the Climate Emergency Declaration and Climate Emergency Action Plan.
Have you engaged with Procurement Service?	No
Procurement route options considered for goods, services or works	Not applicable- grant only.
Procurements Recommended route.	
Who is your Procurement Lead?	
Is this business case a purchase of a commercial property	No
If yes then provide evidence to show that it is not 'primarily for yield'	
Which Members have you engaged with and how have they been consulted (including the Leader, Portfolio Holders and Ward Members)	

SECTION 4: FINANCIAL ASSESSMENT

FINANCIAL ASSESSMENT: *In this section the robustness of the proposals should be set out in financial terms. The Project Manager will need to work closely with the capital and revenue finance teams to ensure that these sections demonstrate the affordability of the proposals to the Council as a whole. Exact amounts only throughout the paper - not to be rounded.*

CAPITAL COSTS AND FINANCING

Breakdown of project costs including fees surveys and contingency	Prev. Yr.	22/23	23/24	24/25	25/26	26/27	Future Yrs.	Total
	£	£	£	£	£	£	£	£
Grant				150,000	450,000			600,000
Total capital spend				150,000	450,000			600,000

Provide details of proposed funding: Funding to match with Project Value

Breakdown of proposed funding	Prev. Yr. £	22/23 £	23/24 £	24/25 £	25/26 £	26/27 £	Future Yrs. £	Total £
D2Grids				150,000.00	298,424.74			448,424.74
SI06					151,575.26			151,575.26
Total funding				150,000.00	450,000.00			600,000.00

Which external funding sources been explored	The two funding sources are SI06 and D2Grids funding, both of which are secured.
Are there any bidding constraints and/or any restrictions or conditions attached to your funding	This grant funding can only be used for heat network projects.
Tax and VAT implications	The payment of a grant or funding is outside the scope of VAT, since there is no supply to the Council, and so the Council will not incur any VAT on costs relating to this project. The project will not generate any VAT-exempt income for the Council, and there will no impact, therefore, on the Council's partial exemption position.
Tax and VAT reviewed by	Sarah Scott

REVENUE COSTS AND IMPLICATIONS

Cost of Developing the Capital Project (To be incurred at risk to Service area)

Total Cost of developing the project	n/a
Revenue cost code for the development costs	n/a
Revenue costs incurred for developing the project are to be included in the capital total, some of the expenditure could be capitalised if it meets the criteria	Y
Budget Managers Name	Paul Elliot

Ongoing Revenue Implications for Service Area

	Prev. Yr. £	22/23 £	23/24 £	24/25 £	25/26 £	26/27 £	Future Yrs. £
Service area revenue cost							
Other (eg: maintenance, utilities, etc)							
Loan repayment (terms agreed with Treasury Management)							
Total Revenue Cost (A)							
Service area revenue benefits/savings							

Annual revenue income (eg: rents, etc)							
Total Revenue Income (B)							
Service area net (benefit) cost (B-A)							
Has the revenue cost been budgeted for or would this make a revenue pressure	Not applicable						
Which cost centre would the revenue pressure be shown	n/a	Has this been reviewed by the budget manager				Y/N	
Name of budget manager							
Loan value	£	Interest Rate	%	Term Years		Annual Repayment	£
Revenue code for annual repayments							
Service area or corporate borrowing	n/a						
Revenue implications reviewed by	Stephen Coker / Sharon Gillett						

Version Control: (The version control table must be updated and signed off each time a change is made to the document to provide an audit trail for the revision and update of draft and final versions)

Author of Business Case	Date	Document Version	Reviewed By	Date
	00/00/2022	v 1.0	Ruth Didymus	24/05/2023
	00/00/2022	v 2.0		00/00/2022

SECTION 6: RECOMMENDATION AND ENDORSEMENT

Recommended Decision

It is recommended that the Leader of the Council:

- Approves the Business Case
- Allocates £600,000 for the project into the Capital Programme funded by S106 (£151,575.26) and D2Grids ERDF (£448,424.74)
- Authorises the grant agreement to be drawn up
- Delegates the signing of the grant agreement to Service Director for SPI, where they do not already have authority to do so

Leader Tudor Evans		Service Director SPI Paul Barnard	
Either email dated:	<i>Date 12/07/2023</i>	Either email dated:	<i>Date 15/06/2023</i>
Or signed: n/a		Signed: n/a	
Date: n/a		Date: n/a	

EQUALITY IMPACT ASSESSMENT – CIVIC CENTRE DISTRICT ENERGY SCHEME GRANT

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): This is the person completing the EIA template.	Jon Selman	Department and service:	SP&I	Date of assessment:	24/05/2023
Lead Officer: Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Jonathan Bell	Signature:	J Bell	Approval date:	30/05/2023
Overview:	This business case relates to provision of grant funding to the developers of Civic Centre to provide a compatible building heating system, to allow connection to low carbon heat network infrastructure, which will supply Civic Centre to achieve the City's commitments to carbon reduction, which also supports decarbonisation of the Theatre Royal and Plymouth Combined Courts.				
Decision required:	Decision to be taken: It is recommended that the Leader of the Council: <ul style="list-style-type: none"> • Approves the Business Case • Allocates £600,000 for the project into the Capital Programme funded by S106 (£151,575.26) and D2Grids ERDF (£448,424.74) • Authorises the grant agreement to be drawn up • Delegates the signing of the grant agreement to Service Director for SPI, where they do not already have authority to do so 				

SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

<p>Potential external impacts: Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?</p>	<p>Yes</p>		<p>No</p>	<p>x</p>
<p>Potential internal impacts: Does the proposal have the potential to negatively impact Plymouth City Council employees?</p>	<p>Yes</p>		<p>No</p>	<p>x</p>
<p>Is a full Equality Impact Assessment required? (if you have answered yes to either of the questions above then a full impact assessment is required and you must complete section three)</p>	<p>Yes</p>		<p>No</p>	<p>x</p>
<p>If you do not agree that a full equality impact assessment is required, please set out your justification for why not.</p>	<p>Due to the nature of the project, no adverse impacts are anticipated.</p>			

SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT

<p>Protected characteristics (Equality Act, 2010)</p>	<p>Evidence and information (e.g. data and consultation feedback)</p>	<p>Adverse impact</p>	<p>Mitigation activities</p>	<p>Timescale and responsible department</p>
<p>Age</p>	<p>Plymouth</p> <ul style="list-style-type: none"> • 16.4 per cent of people in Plymouth are children aged under 15. • 65.1 per cent are adults aged 15 to 64. • 18.5 percent are adults aged 65 and over. • 2.4 percent of the resident population are 85 and over. 	<p>No adverse impact anticipated.</p>	<p>Not Applicable</p>	<p>Not Applicable</p>

	<p>South West</p> <ul style="list-style-type: none"> • 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64. • 22.3 per cent are aged 65 and over. <p>England</p> <ul style="list-style-type: none"> • 17.4 per cent of people are aged 0 to 14. • 64.2 per cent of people are aged 15 to 64. • 18.4 per cent of people are aged 65 and over. <p>(2021 Census)</p>			
<p>Care experienced individuals (Note that as per the Independent Review of Children’s Social Care recommendations, Plymouth City Council is treating care experience as though it is a protected characteristic).</p>	<p>It is estimated that 26 per cent of the homeless population in the UK have care experience. In Plymouth there are currently 7 per cent of care leavers open to the service (6 per cent aged 18-20 and 12 per cent of those aged 21+) who are in unsuitable accommodation.</p> <p>The Care Review reported that 41 per cent of 19-21 year old care leavers are not in education, employment or training (NEET) compared to 12 per cent of all other young people in the same age group.</p> <p>In Plymouth there are currently 50 per cent of care leavers aged 18-21 Not in Education Training or Employment (54 per cent of all those care leavers aged 18-24 who are open to the service).</p> <p>There are currently 195 care leavers aged 18 to 20 (statutory service) and 58 aged 21 to 24</p>	<p>No adverse impact anticipated.</p>	<p>Not Applicable</p>	<p>Not Applicable</p>

	(extended offer). There are more care leavers aged 21 to 24 who could return for support from services if they wished to.			
Disability	9.4 per cent of residents in Plymouth have their activities limited 'a lot' because of a physical or mental health problem. 12.2 per cent of residents in Plymouth have their activities limited 'a little' because of a physical or mental health problem (2021 Census)	No adverse impact anticipated.	Not Applicable	Not Applicable
Gender reassignment	0.5 per cent of residents in Plymouth have a gender identity that is different from their sex registered at birth. 0.1 per cent of residents identify as a trans man, 0.1 per cent identify as non-binary and, 0.1 per cent identify as a trans women (2021 Census).	No adverse impact anticipated	Not Applicable	Not Applicable
Marriage and civil partnership	40.1 per cent of residents have never married and never registered a civil partnership. 10 per cent are divorced, 6 percent are widowed, with 2.5 per cent are separated but still married. 0.49 per cent of residents are, or were, married or in a civil partnerships of the same sex. 0.06 per cent of residents are in a civil partnerships with the opposite sex (2021 Census).	No adverse impact anticipated.	Not Applicable	Not Applicable
Pregnancy and maternity	The total fertility rate (TFR) for England was 1.62 children per woman in 2021. The total fertility rate (TFR) for Plymouth in 2021 was 1.5.	No adverse impact anticipated.	Not Applicable	Not Applicable

<p>Race</p>	<p>In 2021, 94.9 per cent of Plymouth’s population identified their ethnicity as White, 2.3 per cent as Asian and 1.1 per cent as Black (2021 Census) People with a mixed ethnic background comprised 1.8 per cent of the population. 1 per cent of the population use a different term to describe their ethnicity (2021 Census) 92.7 per cent of residents speak English as their main language. 2021 Census data shows that after English, Polish, Romanian, Chinese, Portuguese, and Arabic are the most spoken languages in Plymouth (2021 Census).</p>	<p>No adverse impact anticipated.</p>	<p>Not Applicable</p>	<p>Not Applicable</p>
<p>Religion or belief</p>	<p>48.9 per cent of the Plymouth population stated they had no religion. 42.5 per cent of the population identified as Christian (2021 Census). Those who identified as Muslim account for 1.3 per cent of Plymouth’s population while Hindu, Buddhist, Jewish or Sikh combined totalled less than 1 per cent (2021 Census).</p>	<p>No adverse impact anticipated.</p>	<p>Not Applicable</p>	<p>Not Applicable</p>
<p>Sex</p>	<p>51 per cent of our population are women and 49 per cent are men (2021 Census).</p>	<p>No adverse impact anticipated.</p>	<p>Not Applicable</p>	<p>Not Applicable</p>
<p>Sexual orientation</p>	<p>88.95 per cent of residents aged 16 years and over in Plymouth describe their sexual orientation as straight or heterosexual. 2.06 per cent describe their sexuality as bisexual, 1.97 per cent of people describe their sexual orientation as gay or lesbian. 0.42 per cent of residents describe their sexual orientation using a different term (2021 Census).</p>	<p>No adverse impact anticipated.</p>	<p>Not Applicable</p>	<p>Not Applicable</p>

SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	No adverse impacts are anticipated.	Not Applicable	Not Applicable

SECTION FIVE: OUR EQUALITY OBJECTIVES

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
Celebrate diversity and ensure that Plymouth is a welcoming city.	No Implications	Not Applicable	Not Applicable
Pay equality for women, and staff with disabilities in our workforce.	No implications	Not Applicable	Not Applicable
Supporting our workforce through the implementation of Our People Strategy 2020 – 2024	No implications	Not Applicable	Not Applicable
Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.	No implications	Not Applicable	Not Applicable
Plymouth is a city where people from different backgrounds get along well.	No implications	Not Applicable	Not Applicable

EXECUTIVE DECISION

made by a Cabinet Member



REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER


Executive Decision Reference Number – L08 23/24

Decision			
1	Title of decision: Social Housing Decarbonisation Fund Wave 2		
2	Decision maker (Cabinet member name and portfolio title): Councillor Tudor Evans OBE (Leader of the Council)		
3	Report author and contact details: Benjamin Stein (Housing Delivery Officer) benjamin.stein@plymouth.gov.uk		
4	Decision to be taken: <ol style="list-style-type: none"> 1. Approve the briefing note; 2. Allocate £7,061,597 for the project into the Capital Programme funded by a grant from BEIS Social Housing Decarbonisation Fund Wave 2.1; 3. Approve the transfer of the funds in accordance with the attached funding agreement and delegates the approval of the agreement to the Service Director for Service Director for Strategic Planning & Infrastructure; 4. Delegate authority to the Service Director for Strategic Planning & Infrastructure to passport the allocated funds to Plymouth Community Homes (PCH) and LiveWest and enter into further agreements in relation to it. 		
5	Reasons for decision: To allow for the delivery of energy efficiency upgrades by social housing providers LiveWest and Plymouth Community Homes in Plymouth.		
6	Alternative options considered and rejected: Do Nothing option: This would be ignoring an opportunity to help PCH and LiveWest fund their energy efficiency upgrade programmes to vulnerable households with external funds. The project has the capacity to improve the living conditions and health of some of the most vulnerable households in the city. The Council successfully bid for these funds with PCH and LiveWest and as such should passport these funds to the housing providers. The funds can only be used for the purposes outlined above.		
7	Financial implications and risks: There are no negative financial implications in undertaking this decision.		
8	Is the decision a Key Decision?	Yes	No Per the Constitution, a key decision is one which:

	(please contact Democratic Support for further advice)	X		in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
			X	in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million
		X		is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.
	If yes, date of publication of the notice in the <u>Forward Plan of Key Decisions</u>	1 April 2023		
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:	The project is an excellent fit with the strategic objectives of The Council. Social inequalities will be reduced by the provision of efficient heating and efficiency measures to social housing households experiencing fuel poverty. This not only provides a much healthier, warmer, and comfortable environment for the householder, it also reduces the annual energy bill ensuring vulnerable households income is maximised. The retrofitted energy efficiency measures will help to reduce the carbon emissions of the city, contributing to the delivery of the Joint Local Plan and Climate Emergency Action Plan.		
10	Please specify any direct environmental implications of the decision (carbon impact)	The project will aim to improve all households to an EPC rating of C with the measures installed. This improvement will realise extensive Carbon emission and fuel bill savings.		
Urgent decisions				
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?	Yes		(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice)
		No	X	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair Signature:		Date	

	Scrutiny Committee name:			
	Print Name:			
Consultation				
I3a	Are any other Cabinet members' portfolios affected by the decision?	Yes	<input checked="" type="checkbox"/>	
		No	<input type="checkbox"/>	(If no go to section I4)
I3b	Which other Cabinet member's portfolio is affected by the decision?	Councillor Chris Penberthy (Cabinet Member for Housing, Cooperative Development and Communities)		
I3c	Date Cabinet member consulted	30 June 2023		
I4	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes	<input type="checkbox"/>	If yes, please discuss with the Monitoring Officer
		No	<input checked="" type="checkbox"/>	
I5	Which Corporate Management Team member has been consulted?	Name	Anthony Payne	
		Job title	Strategic Director for Place	
		Date consulted	26 April 2023	
Sign-off				
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS 20 23/24	
		Finance (mandatory)	DJN.23.24.15	
		Legal (mandatory)	MS/00001564/26.04.23	
		Human Resources (if applicable)		
		Corporate property (if applicable)		
		Procurement (if applicable)		
Appendices				
I7	Ref.	Title of appendix		
	A1	2023 Capital Investment Briefing Note for Passporting Funds SHDF		

A2		Equality Impact Assessment						
Confidential/exempt information								
18a	Do you need to include any confidential/exempt information?	Yes	No	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)				
			X					
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:							
Background Papers								
19	Please list all unpublished, background papers relevant to the decision in the table below. Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)		Exemption Paragraph Number						
		1	2	3	4	5	6	7
Cabinet Member Signature								
20	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.							

Signature		Date of decision	12 July 2023
Print Name	Councillor Tudor Evans OBE		

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CAPITAL INVESTMENT BRIEFING NOTE FOR PASSPORTING FUNDS



Social Housing Decarbonisation Fund Wave 2.1

SCHEME SUMMARY: *(Provide a brief paragraph outlining the current situation. Explain the details of the proposal and how the proposal will address the issue)*

A new government funding package has been secured which will improve the energy efficiency of social homes in Plymouth. Plymouth City Council partnered with housing associations Plymouth Community Homes and LiveWest to bid for funding from Wave 2 of the government's Social Housing Decarbonisation Fund.

The Social Housing Decarbonisation Fund (SHDF) is a £3.8bn 2019 Conservative manifesto commitment over a 10-year period to improve the energy performance of social rented homes, on the pathway to Net Zero 2050. The second wave of the programme is called Wave 2 and will provide up to £800m to England only projects to support eligible providers of social housing, including private and local authority providers, to improve the energy performance of their social housing stock by installing eligible measures.

Plymouth City Council have been successful in securing £7,061,597 of investment which will be matched by a combined contribution of £10,374,461 from the two housing associations. This money will be spent on upgrading 725 social homes in the city - bringing properties below an EPC C up to that standard. This will contribute towards more warm, energy-efficient homes, reducing carbon emissions and fuel bills, tackling fuel poverty, and supporting green jobs.

STRATEGIC CASE: *(How will this proposal meet corporate priorities? Explain how the project delivers or supports delivery of Plymouth Plan / Joint Local Plan Policies (including policy references))*

These upgraded homes will contribute to the reduction of carbon required for Plymouth to meet its Net Zero by 2030 goal.

This work was also outlined in our 2022 Climate Emergency Action Plan in action 3.18 – 'Work with social housing providers to apply for funding from the Social Housing Decarbonisation Fund, to lower the carbon emissions, reduce fuel bills and improve the comfort and health of over 100 households in the city.'

OUTCOMES AND BENEFITS: *(List the outcomes and benefits expected from this project)*

Financial outcomes and benefits:

£27,979.54 of the Admin and Ancillary costs will go to PCC for administration (legal, financial) and coordination of the project. This will contribute toward the Low Carbon Officers' project management time.

Non-financial outcomes and benefits:

725 vulnerable households in Plymouth will undergo extensive energy and building fabric upgrades to improve their homes comfort, efficiency and reduce their fuel bills and vulnerability. This will also contribute to PCC's Net Zero goal by 2030.

KEY RISKS: *(Identify the risks, level of risks and measures in place to mitigate the risks)*

There are minimal risks to PCC as we are not delivering the projects. PCC will coordinate the reporting to BEIS and pass port the grant funds to Plymouth Community Housing and LiveWest. LiveWest and PCH should be responsible for any risks or liabilities that arise from the project work itself. This will be outlined in our agreement with PCH and LiveWest. PCC will coordinate monthly update meetings, and reporting protocols in order to mitigate any risks that may arise to interfere with regular reporting to BEIS.

The risk element in receiving the grant is low:

- It is 100% externally funded and as such there is no impact on existing PCC budgets.

MILESTONES AND DATES: *(delivery timescales)*

The funds are to be awarded as soon as possible and the projects will be complete by 30th September 2025. It is forecast that 40% of the grant will be released in 2023/24, and 60% in 2024/25.

FUNDING: *(Include : PCC accountable body status, passporting funding to the provider, who is responsible for delivery, back to back funding agreement, ongoing PCC revenue implications)*

PCC will coordinate the reporting to BEIS and passport the grant funds to Plymouth Community Homes and LiveWest on a monthly basis. The housing associations will provide monthly reports that document and evidence the eligible spend incurred. If PCC are satisfied that sufficient evidence is provided, will report this information to BEIS, who will then release funds to PCC within 30 days.

Plymouth Community Homes will receive £5,605,700 of grant funding to retrofit 600 homes. They will contribute £8,577,500 of their own funds to deliver these works.

LiveWest will receive £1,455,897 of grant funding to retrofit 125 homes. They will contribute £1,796,961 of their own funds to deliver these works.

Plymouth City Council will receive £27,979.54 for project management and administrative duties. Therefore, both housing associations will be charged £13,989.77 from their grant allocation for these services.

RECOMMENDATION


It is recommended that the Leader of the Council:

- Approve the briefing note;
- Allocate £7,061,597 for the project into the Capital Programme funded by a grant from BEIS Social Housing Decarbonisation Fund Wave 2.1;
- Approve the transfer of the funds in accordance with the attached funding agreement and delegates the approval of the agreement to the Service Director for Service Director for Strategic Planning & Infrastructure;
- Delegate authority to the Service Director for Strategic Planning & Infrastructure to passport the allocated funds to Plymouth Community Homes (PCH) and LiveWest and enter into further agreements in relation to it.

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EQUALITY IMPACT ASSESSMENT – SOCIAL HOUSING DECARBONISATION FUND, WAVE 2.1

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): This is the person completing the EIA template.	Nicola Turvey	Department and service:	Low Carbon City Team	Date of assessment:	10 July 2023
Lead Officer: Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Paul Barnard	Signature:		Approval date:	12 July 2023
Overview:	<p>Plymouth City Council has been awarded £7,061,597 of capital grant funding from the Department of Energy Security & Net Zero (DESNZ) through the Social Housing Decarbonisation Fund, wave 2.1 (SHDF 2.1). This fund will be allocated to LiveWest and Plymouth Community Homes for them to improve the building fabric and thermal efficiency of 725 x social homes between 01/04/2023 – 30/09/2025.</p> <p>The scheme will help to tackle the prevalence of fuel poverty across the 13,500 households in the city who are currently experiencing it. Each of these supported social homes could see their energy bills reduced by c.£300 a year.</p>				
Decision required:	<ol style="list-style-type: none"> 1. Approve the briefing note; 2. Allocate £7,061,597 for the project into the Capital Programme funded by a grant from BEIS Social Housing Decarbonisation Fund Wave 2.1; 3. Approve the transfer of the funds in accordance with the attached funding agreement and delegates the approval of the agreement to the Service Director for Service Director for Strategic Planning & Infrastructure; 4. Delegate authority to the Service Director for Strategic Planning & Infrastructure to passport the allocated funds to Plymouth Community Homes (PCH) and LiveWest and enter into further agreements in relation to it. 				

SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

<p>Potential external impacts: Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?</p>	<p>Yes</p>		<p>No</p>	<p>X</p>
<p>Potential internal impacts: Does the proposal have the potential to negatively impact Plymouth City Council employees?</p>	<p>Yes</p>		<p>No</p>	<p>X</p>
<p>Is a full Equality Impact Assessment required? (if you have answered yes to either of the questions above then a full impact assessment is required and you must complete section three)</p>	<p>Yes</p>		<p>No</p>	<p>X</p>
<p>If you do not agree that a full equality impact assessment is required, please set out your justification for why not.</p>	<p>Plymouth City Council will not deliver the grant funding directly, but acts as the grant securer for the Registered Providers (RP's) – Plymouth Community Homes and LiveWest. It is expected for both RP's to carry out their own direct Equality Impact Assessment, and also expected their contractors to adhere to all relevant actions as a result of their risk assessments.</p>			

SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT

<p>Protected characteristics (Equality Act, 2010)</p>	<p>Evidence and information (e.g. data and consultation feedback)</p>	<p>Adverse impact</p>	<p>Mitigation activities</p>	<p>Timescale and responsible department</p>
<p>Age</p>	<p>Plymouth</p> <ul style="list-style-type: none"> • 16.4 per cent of people in Plymouth are children aged under 15. • 65.1 per cent are adults aged 15 to 64. • 18.5 percent are adults aged 65 and over. 	<p>No adverse impacts anticipated</p>	<p>None</p>	<p>N/A</p>

	<ul style="list-style-type: none"> • 2.4 percent of the resident population are 85 and over. <p>South West</p> <ul style="list-style-type: none"> • 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64. • 22.3 per cent are aged 65 and over. <p>England</p> <ul style="list-style-type: none"> • 17.4 per cent of people are aged 0 to 14. • 64.2 per cent of people are aged 15 to 64. • 18.4 per cent of people are aged 65 and over. <p>(2021 Census)</p>			
<p>Care experienced individuals (Note that as per the Independent Review of Children’s Social Care recommendations, Plymouth City Council is treating care experience as though it is a protected characteristic).</p>	<p>It is estimated that 26 per cent of the homeless population in the UK have care experience. In Plymouth there are currently 7 per cent of care leavers open to the service (6 per cent aged 18-20 and 12 per cent of those aged 21+) who are in unsuitable accommodation.</p> <p>The Care Review reported that 41 per cent of 19-21 year old care leavers are not in education, employment or training (NEET) compared to 12 per cent of all other young people in the same age group.</p> <p>In Plymouth there are currently 50 per cent of care leavers aged 18-21 Not in Education Training or Employment (54 per cent of all those care leavers aged 18-24 who are open to the service).</p>	<p>No adverse impacts anticipated</p>	<p>None</p>	<p>N/A</p>

	There are currently 195 care leavers aged 18 to 20 (statutory service) and 58 aged 21 to 24 (extended offer). There are more care leavers aged 21 to 24 who could return for support from services if they wished to.			
Disability	9.4 per cent of residents in Plymouth have their activities limited 'a lot' because of a physical or mental health problem. 12.2 per cent of residents in Plymouth have their activities limited 'a little' because of a physical or mental health problem (2021 Census)	No adverse impacts anticipated	None	N/A
Gender reassignment	0.5 per cent of residents in Plymouth have a gender identity that is different from their sex registered at birth. 0.1 per cent of residents identify as a trans man, 0.1 per cent identify as non-binary and, 0.1 per cent identify as a trans women (2021 Census).	No adverse impacts anticipated	None	N/A
Marriage and civil partnership	40.1 per cent of residents have never married and never registered a civil partnership. 10 per cent are divorced, 6 percent are widowed, with 2.5 per cent are separated but still married. 0.49 per cent of residents are, or were, married or in a civil partnerships of the same sex. 0.06 per cent of residents are in a civil partnerships with the opposite sex (2021 Census).	No adverse impacts anticipated	None	N/A
Pregnancy and maternity	The total fertility rate (TFR) for England was 1.62 children per woman in 2021. The total fertility rate (TFR) for Plymouth in 2021 was 1.5.	No adverse impacts anticipated	None	N/A

<p>Race</p>	<p>In 2021, 94.9 per cent of Plymouth’s population identified their ethnicity as White, 2.3 per cent as Asian and 1.1 per cent as Black (2021 Census) People with a mixed ethnic background comprised 1.8 per cent of the population. 1 per cent of the population use a different term to describe their ethnicity (2021 Census) 92.7 per cent of residents speak English as their main language. 2021 Census data shows that after English, Polish, Romanian, Chinese, Portuguese, and Arabic are the most spoken languages in Plymouth (2021 Census).</p>	<p>No adverse impacts anticipated</p>	<p>None</p>	<p>N/A</p>
<p>Religion or belief</p>	<p>48.9 per cent of the Plymouth population stated they had no religion. 42.5 per cent of the population identified as Christian (2021 Census). Those who identified as Muslim account for 1.3 per cent of Plymouth’s population while Hindu, Buddhist, Jewish or Sikh combined totalled less than 1 per cent (2021 Census).</p>	<p>No adverse impacts anticipated</p>	<p>None</p>	<p>N/A</p>
<p>Sex</p>	<p>51 per cent of our population are women and 49 per cent are men (2021 Census).</p>	<p>No adverse impacts anticipated</p>	<p>None</p>	<p>N/A</p>
<p>Sexual orientation</p>	<p>88.95 per cent of residents aged 16 years and over in Plymouth describe their sexual orientation as straight or heterosexual. 2.06 per cent describe their sexuality as bisexual, 1.97 per cent of people describe their sexual orientation as gay or lesbian. 0.42 per cent of residents describe their sexual orientation using a different term (2021 Census).</p>	<p>No adverse impacts anticipated</p>	<p>None</p>	<p>N/A</p>

SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	None	N/A	N/A

SECTION FIVE: OUR EQUALITY OBJECTIVES

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
Celebrate diversity and ensure that Plymouth is a welcoming city.	None	N/A	N/A
Pay equality for women, and staff with disabilities in our workforce.	None	N/A	N/A
Supporting our workforce through the implementation of Our People Strategy 2020 – 2024	Potential to provide local construction jobs in the city; upskilling local businesses to meet PAS2030 and PAS2035 standards of workmanship as per a Trustmark requirement	N/A	N/A
Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.	None	N/A	N/A
Plymouth is a city where people from different backgrounds get along well.	None	N/A	N/A

Disabled Facilities Grant Capital Funding Briefing

2023/2024 – Community Connections



This Executive Decision relates to Disabled Facilities Grant allocation specified via the Better Care Fund for 2023/24.

The Council has a statutory duty to approve mandatory Disabled Facilities Grants (DFG's) for major adaptations. This work supports people of all ages to live in suitable housing so they can remain independent, thereby helping to contain the potential increase in costs to Social Care Services whilst also striving to reduce hospital admissions.

The legislation governing DFGs is the 1996 Housing Grants, Construction and Regeneration Act. DFGs are mandatory and are available from local authorities in England and Wales, subject to a means test unless in scope of discretionary works. The grants are to provide adaptations, to the home environment to enable independence and keep people living in their own homes, in safety and with dignity.

The DFG allocation is specified via the Better Care Fund (BCF) and is for the provision of adaptations to disabled people's homes to help them to live independently for longer. Following the approach taken by the Department of Health in 2015-16, the DFG will again be included within the BCF for 2023/24. This continual commitment is to encourage areas to think strategically about the use of home aids/adaptations, use of technologies to support people in their own homes, and to take a joined-up approach to improving outcomes across health, social care and housing.

For 2023/24, Plymouth's allocation has been maintained at the same level as 22/23 at £2,813,781. This money will be combined with £506,064.68 being carried over from 2022/23. This carry over was still a result of the impact of COVID-19. COVID-19 impeded the delivery of works for prolonged periods of time both due to government advice/guidance and the client group containing significantly high numbers of vulnerable clients not wishing for works to be conducted in their homes due to the fear of contracting COVID-19.

Throughout 2022/23 Community Connections successfully completed 316 cases with an average cost of £9,444.02. This average cost is an increase of £2,236.53 from 2021/22 and is due to the increased costs of materials and labour as well as the number of large adaptations completed. Large adaptations often require significant destructive works within the home environment and result in clients staying in respite or alternative accommodation which was often not viable or available during the COVID-19 pandemic. The impact of this in 2023/24 is that average costs are likely to be greater than in previous years whilst we address the low number of large adaptations completed.

The recording of case completion is a display of the amount of homes where all adaptations required have been completed and final payment made. A referral received frequently requires multiple adaptations to be conducted to achieve this status and as such it is worth noting that in every completion multiple adaptations are likely to have been facilitated by Community Connections. Adaptations range depending on client need, however examples range from bathroom, stair lift, through floor lift, ramp, kitchen adaptation and door widening to full extensions and loft conversions.

Moving into 2023/24 we are carrying forward a current active caseload of 87 cases with a known commitment of £652,552.06. In addition to this we have 62 cases now ready to be progressed alongside an extensive list of referrals which are currently pending further information from clients, landlords or interested parties to progress.

The Dynamic Purchasing System embedded in 2019 has continually been developed with our partner in delivery INCIC and will continue to be used in 2021/22. The system encourages local tradespeople, who have displayed that they are competent and professional, to tender for works offered by the local authority on behalf of the

client. Works carried out are done so with an insurance backed warranty for 2 years and clients are given the opportunity to extend this cover, outside of the grant, should they wish. Utilising this system coming out of the current COVID-19 crisis will enable registered contractors to begin their business recovery. Works being undertaken currently by Community Connections will see a large upload of works to the system, enabling contractors to be prepared, supply chains checked and clients to be given piece of mind.

Looking forwards in 2023/24 we understand that the demand for DFG's is going to be significant. Community Connections are continually reviewing this demand and in preparation are bringing in 2 additional resources to ensure that complex cases continue to get the oversight they require and other cases remain progressed as swiftly and seamlessly as possible. We will continually review this during the year to ensure where possible the team meets the city's need.

Community Connections will continue to use a priority rating based up the date of referral and the priority of need rating given to the client by our partner Livewell South West.

EXECUTIVE DECISION

made by a Cabinet Member



REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER


Executive Decision Reference Number – L09 23/24

Decision	
1	Title of decision: Allocation of £2,813,781 grant funding to the Council's capital programme for the provision of mandatory Disabled Facilities Grant (DFG) in 2023/24.
2	Decision maker: Councillor Tudor Evans OBE, Leader of the Council
3	Report author and contact details: Dave Ryland (Community Connections Strategic Manager) 01752 304 823 dave.ryland@plymouth.gov.uk Matt Garrett (Service Director of Community Connections), matt.garrett@plymouth.gov.uk , 01752 306733
4	Decision to be taken: Approve the Briefing Note; Allocate £2,813,781 to the Capital Programme funded by Better Care Funding for the provision of mandatory Disabled Facilities Grants and assistance offered through the Independent Living Policy in 2023/24; Delegates the approval of spend to the Strategic Director for People, where they do not already have authority to do so.
5	Reasons for decision: DFG's are mandatory governed by the 1996 Housing Grants, Construction and Regeneration Act. The likely consequences for the council in not providing DFG's will be increasing complaints of maladministration, with resulting fines, and negative perceptions and media coverage. DFG's greatly improve quality of life for clients, their careers and family members and effective use of the grants will help contain the potential increase in associated costs to Social Care Services.
6	Alternative options considered and rejected: DFG's are mandatory and must be delivered in accordance with statutory requirements and Government guidance. Eligible applicants are entitled to apply to the council for a DFG.
7	Financial implications: For 2023/24, the approved budget of £2,813,781 is funded from a matching government grant, ring-fenced to the Better Care Fund. Revenue Implication: The cost of appropriate staff time associated with the delivery of DFG works is currently capitalised, and therefore partly funded within the above Capital allocation.

	<p>There are no other direct revenue implications associated with the provision of these grants. However, there is evidence to suggest that the provision of DFG's reduces revenue pressures within other services, including Adult Social Care Packages, Residential Care and Health Services.</p> <p>The Better Care Fund (BCF) includes all central funding for DFGs from 2015. The BCF is a £5.3bn pooled fund between health, social care and housing, which aims to improve the way support for older and disabled people is both commissioned and funded.</p> <p>Agreement to fund DFG as indicated within the Better Care Fund (BCF) settlement and has been provided and is supported through Integrated Health and Wellbeing Board (IHWB).</p>			
8	<p>Is the decision a Key Decision? (please contact Democratic Support for further advice)</p>	Yes	No	Per the Constitution, a key decision is one which:
			x	in the case of capital projects and contract awards, results in a new commitment to spend and/or save in excess of £3million in total
			x	in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million
		x	is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority.	
	<p>If yes, date of publication of the notice in the Forward Plan of Key Decisions</p>			
9	<p>Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:</p>	<p>The provision of DFG's contributes to the corporate plan by promoting independence, fairness, and reducing health and social inequality, helping people to take control of their lives and to be treated with dignity and respect. DFG funded major adaptations enable people to remain in their own homes, thereby helping to contain the potential for increases in costs to health and care services and minimising risks to disabled people, their family and carers. Wellbeing is a guiding principle throughout the Care Act 2014 which sets out the framework for the future provision of adult social care. Suitability of living accommodation is one of the matters local authorities must take into account as part of its duty to promote wellbeing. The provision of major adaptations is a preventative measure which can promote someone's wellbeing allowing them to live as independently as possible and for as long as possible.</p>		
10	<p>Please specify any direct environmental implications of the decision (carbon impact)</p>	N/A		
Urgent decisions				
11	<p>Is the decision urgent and to be implemented immediately in the</p>	Yes		(If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for

	interests of the Council or the public?			advice)
		No	X	(If no, go to section 13a)
12a	Reason for urgency:			
12b	Scrutiny Chair Signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
Consultation				
13a	Are any other Cabinet members' portfolios affected by the decision?	Yes	X	
		No		(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?	Cllr Chris Penberthy, Cabinet Member for Housing, Cooperative Development, and Communities		
13c	Date Cabinet member consulted	21 June 2023		
14	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	X	
15	Which Corporate Management Team member has been consulted?	Name	Anna Coles	
		Job title	Strategic Director for People	
		Date consulted	22 May 2023	
Sign-off				
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS 21 23/24	
		Finance (mandatory)	DJN.23.24.49	
		Legal (mandatory)	LS/00001312/AC/27/6/23	
		Human Resources (if applicable)	n/a	
		Corporate property (if applicable)	n/a	
		Procurement (if applicable)	n/a	


Appendices									
17	Ref.	Title of appendix							
	A	2023-24 Disabled Facilities Grant Briefing							
	B	DFG Equalities Impact Assessment 2023							
Confidential/exempt information									
18a	Do you need to include any confidential/exempt information?		Yes		If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in 18b below. (Keep as much information as possible in the briefing report that will be in the public domain)				
			No	x					
			Exemption Paragraph Number						
			1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title:								
Background Papers									
19	<p>Please list all unpublished, background papers relevant to the decision in the table below.</p> <p>Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.</p>								
Title of background paper(s)			Exemption Paragraph Number						
			1	2	3	4	5	6	7
Cabinet Member Signature									
20	<p>I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.</p>								

Signature		Date of decision	11/07/2023
Print Name	Councillor Tudor Evans OBE, Leader of the Council.		

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EQUALITY IMPACT ASSESSMENT – DISABLED FACILITIES GRANT 2023

SECTION ONE: INFORMATION ABOUT THE PROPOSAL

Author(s): This is the person completing the EIA template.	Steve Evans, Technical Lead	Department and service:	Disabled Facilities Grant Team, Community Connections	Date of assessment:	08/06/2023
Lead Officer: Please note that a Head of Service, Service Director, or Strategic Director must approve the EIA.	Matt Garrett, Service Director for Community Connections	Signature:		Approval date:	15/06/2023
Overview:	<p>The Council has a statutory duty to approve mandatory Disabled Facilities Grants (DFGs) for major adaptations. This work helps people to live independently in their own homes, thereby helping to contain the potential increase in costs to Social Care Services.</p> <p>The legislation governing DFGs is the Housing Grants, Construction and Regeneration Act 1996. DFGs are mandatory and are available from Local Authorities in England and Wales, subject to a means test. The purpose of the Grant is to provide adaptations to the home environment to promote independence and allow people to remain in their own homes.</p>				
Decision required:	<p>Approve the Briefing Note</p> <p>Allocates £2,813,781 for the project within the Capital Programme funded by Better Care Funding for the provision of mandatory Disabled Facilities Grants and assistance offered through the Independent Living Policy in 2023/24</p> <p>Delegates the approval of spend to the Strategic Director for People, where they do not already have authority to do so.</p>				

SECTION TWO: EQUALITY IMPACT ASSESSMENT SCREENING TOOL

Potential external impacts: Does the proposal have the potential to negatively impact service users, communities or residents with protected characteristics?	Yes	X	No	
Potential internal impacts:	Yes		No	X

Does the proposal have the potential to negatively impact Plymouth City Council employees?				
Is a full Equality Impact Assessment required? (if you have answered yes to either of the questions above then a full impact assessment is required and you must complete section three)	Yes	X	No	
If you do not agree that a full equality impact assessment is required, please set out your justification for why not.				

SECTION THREE: FULL EQUALITY IMPACT ASSESSMENT

Protected characteristics (Equality Act, 2010)	Evidence and information (e.g. data and consultation feedback)	Adverse impact	Mitigation activities	Timescale and responsible department
Age	<p>Plymouth</p> <ul style="list-style-type: none"> 16.4 per cent of people in Plymouth are children aged under 15. 65.1 per cent are adults aged 15 to 64. 18.5 percent are adults aged 65 and over. 2.4 percent of the resident population are 85 and over. <p>South West</p> <ul style="list-style-type: none"> 15.9 per cent of people are aged 0 to 14, 61.8 per cent are aged 15 to 64. 22.3 per cent are aged 65 and over. <p>England</p>	<p>Older people and younger people are recognised as potentially vulnerable groups.</p> <p>The DFG is means tested.</p> <p>Homes that cannot be adapted to meet the occupier’s need. Owner occupiers are encouraged and supported to move to a more suitable home. Tenants are supported to find more suitable accommodation either via Community Connections or Devon Home Choice.</p>	<p>Advice for those with a contribution to make towards the cost of the works given by Community Connections.</p>	<p>Ongoing, Community Connections Strategic Manager</p>

	<ul style="list-style-type: none"> • 17.4 per cent of people are aged 0 to 14. • 64.2 per cent of people are aged 15 to 64. • 18.4 per cent of people are aged 65 and over. <p>(2021 Census)</p>	<p>Services offered in lieu of DFG – NIL Grant Application (please see Plymouth City Council Independent Living Assistance Policy 2019, section 3.7) with a fee of 1% of the cost of the works payable to Independence Community Interest Company (INCIC) for the use of the Dynamic Purchasing System (DPS) and a further 1% of the cost of the works payable to Plymouth City Council (PCC) to cover administration costs.</p>		
Disability	<p>9.4 per cent of residents in Plymouth have their activities limited ‘a lot’ because of a physical or mental health problem.</p> <p>12.2 per cent of residents in Plymouth have their activities limited ‘a little’ because of a physical or mental health problem (2021 Census)</p>	<p>Limitations of the approved budget potentially result in some disabled people waiting for their adaptations. If the disabled person is considered eligible (i.e. means testing) for grant funded adaptation works they will receive works to their home environment, however, they may have to wait.</p> <p>A prioritisation system has been employed to ensure those most in need receive their adaptation soonest (please see Independent Living Assistance Policy 2019).</p>	<p>Continued monitoring of prioritisation scheme to ensure fairness and compliance by officers.</p> <p>Notification to customers of the anticipated wait time.</p>	<p>Ongoing, Community Connections Strategic Manager</p>
Gender reassignment	<p>0.5 per cent of residents in Plymouth have a gender identity that is different from their sex registered at birth. 0.1 per cent of residents identify as a trans man, 0.1 per cent identify as non-binary and, 0.1 per cent identify as a trans women (2021 Census).</p>	<p>No adverse impact anticipated</p>	<p>Not Applicable</p>	<p>Not Applicable</p>

Marriage and civil partnership	<p>40.1 per cent of residents have never married and never registered a civil partnership. 10 per cent are divorced, 6 percent are widowed, with 2.5 per cent are separated but still married.</p> <p>0.49 per cent of residents are, or were, married or in a civil partnerships of the same sex. 0.06 per cent of residents are in a civil partnerships with the opposite sex (2021 Census).</p>	No adverse impact anticipated.	Not Applicable	Not Applicable
Pregnancy and maternity	<p>The total fertility rate (TFR) for England was 1.62 children per woman in 2021. The total fertility rate (TFR) for Plymouth in 2021 was 1.5.</p>	No adverse impact anticipated.	Not Applicable	Not Applicable
Race	<p>In 2021, 94.9 per cent of Plymouth's population identified their ethnicity as White, 2.3 per cent as Asian and 1.1 per cent as Black (2021 Census)</p> <p>People with a mixed ethnic background comprised 1.8 per cent of the population. 1 per cent of the population use a different term to describe their ethnicity (2021 Census)</p> <p>92.7 per cent of residents speak English as their main language. 2021 Census data shows that after English, Polish, Romanian, Chinese, Portuguese, and Arabic are the most spoken languages in Plymouth (2021 Census).</p>	<p>No impact anticipated.</p> <p>Customers for whom English is a second language may be disadvantaged as Application form and associated paperwork is to be published in English.</p>	<p>Work with Policy team to promote services to BME community.</p> <p>Review application rates from BME communities.</p> <p>Monitor the impact of promotion to BME</p>	Ongoing, Community Connections Strategic Manager
Religion or belief	<p>48.9 per cent of the Plymouth population stated they had no religion. 42.5 per cent of the population identified as Christian (2021 Census).</p> <p>Those who identified as Muslim account for 1.3 per cent of Plymouth's population while</p>	<p>No adverse Impact.</p> <p>Small number of applicants from minority religions identified.</p>	<p>Work to promote services to minority groups.</p> <p>Review application rates from BME communities.</p>	Ongoing, Community Connections Strategic Manager

	Hindu, Buddhist, Jewish or Sikh combined totalled less than 1 per cent (2021 Census).		Monitor the impact of promotion to BME communities.	
Sex	51 per cent of our population are women and 49 per cent are men (2021 Census).	No adverse impacts anticipated	Not Applicable	Not Applicable
Sexual orientation	88.95 per cent of residents aged 16 years and over in Plymouth describe their sexual orientation as straight or heterosexual. 2.06 per cent describe their sexuality as bisexual, 1.97 per cent of people describe their sexual orientation as gay or lesbian. 0.42 per cent of residents describe their sexual orientation using a different term (2021 Census).			

SECTION FOUR: HUMAN RIGHTS IMPLICATIONS

Human Rights	Implications	Mitigation Actions	Timescale and responsible department
	<p>Disabled Facilities Grant is aimed at improving health and safety within the home. This will help reduce hospital admissions and reduce the risk of admission to residential care.</p> <p>The Disabled Facilities Grant is contained within the Independent Living Assistance Policy 2019 which is written in line with the Equalities Act 2010. It therefore adheres to the UN Convention of the Human Rights as part of UK law.</p> <p>Plymouth City Council recognises</p>	Not Applicable	Not Applicable

	<p>Article 14 of the Human Rights Act – The right to receive Equal Treatment and prohibits discrimination including sex, race, religion and economic and social status in conjunction with the Equalities Act which includes age and disability.</p> <p>All staff and service users will be treated fairly and their human rights will be respected.</p> <p>No adverse impact on human rights has been identified.</p>		
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SECTION FIVE: OUR EQUALITY OBJECTIVES

Equality objectives	Implications	Mitigation Actions	Timescale and responsible department
Celebrate diversity and ensure that Plymouth is a welcoming city.	No Implications	Not Applicable	Not Applicable
Pay equality for women, and staff with disabilities in our workforce.	No implications	Not Applicable	Not Applicable
Supporting our workforce through the implementation of Our People Strategy 2020 – 2024	No implications	Not Applicable	Not Applicable
Supporting victims of hate crime so they feel confident to report incidents, and working with, and through our partner organisations to achieve positive outcomes.	No implications	Not Applicable	Not Applicable
Plymouth is a city where people from different backgrounds get along well.	No implications	Not Applicable	Not Applicable