

Cabinet

Date: Tuesday 18 April 2023
Time: 1.45 pm
Venue: Committee Room 2, Shire Hall

Membership

Councillor Isobel Seccombe OBE (Chair)
Councillor Margaret Bell
Councillor Peter Butlin
Councillor Andy Crump
Councillor Andy Jenns
Councillor Kam Kaur
Councillor Jeff Morgan
Councillor Wallace Redford
Councillor Heather Timms
Councillor Martin Watson

Items on the agenda: -

1. General

(1) Apologies

(2) Disclosures of Pecuniary and Non-Pecuniary Interests

(3) Minutes of the Previous Meeting

To approve the minutes of the meeting held on 16 March 2023.

5 - 12

(4) Public Speaking

To note any requests to speak on any items that are on the agenda in accordance with the Council's Public Speaking Scheme (see footnote to this agenda).

2. Service Estimate 2023/24

To consider how each Service plans to use the revenue and capital resources allocated in 2023/24 to meet the ambitions of the Council Plan. This will include approving the detailed revenue budget, savings plan and capital programme as attached alongside noting adjustments where required.

13 - 60

Cabinet Portfolio Holder – Councillor Peter Butlin

- 3. Warwickshire County Council Suicide Prevention Proposals** 61 - 74
 To consider approving the Coventry and Warwickshire Suicide Prevention Strategy 2023-2030, the Council's "Our Approach to Suicide Prevention" and proposals for embedding this within Council's activities; and identify a Suicide Prevention Sponsor to champion this work.

 Cabinet Portfolio Holder – Councillor Margaret Bell
- 4. The Draft Warwickshire Food Strategy 2023 - 2026** 75 - 130
 This report updates Cabinet about the proposed draft Warwickshire Food Strategy 2023-2026 and highlights the engagement that has taken place.

 Cabinet Portfolio Holder – Councillor Heather Timms
- 5. Social Fabric Fund** 131 - 140
 To consider the proposals for a fund to invest in social infrastructure within Levelling Up priority Lower Super Output Areas (LSOAs) and to approve the amounts and allocation of funding as laid out.

 Cabinet Portfolio Holder – Councillor Heather Timms
- 6. Household Support Fund Offer** 141 - 148
 To consider the proposed allocation of the Household Support Fund for use between April 2022 and March 2024 and authorise implementation of the Fund allocations. Delegated authority is also sought for the allocation of revised funding, should any future determinations be made before March 2024.

 Cabinet Portfolio Holder – Councillor Heather Timms
- 7. UK Shared Prosperity Fund** 149 - 156
 To receive a report regarding the UK Shared Prosperity Funding (UKSPF) and consider a number of proposals relating to funding agreements, procurement activity and contracts.

 Cabinet Portfolio Holder – Councillor Martin Watson
- 8. Proposals for Utilisation of Additional Funding for Apprenticeships and Re-skilling Activity** 157 - 164
 To consider the proposals for the utilisation of the additional funding agreed in the 2023/24 Revenue Budget Resolution to support apprenticeships and re-skilling across the County.

 Cabinet Portfolio Holder – Councillor Martin Watson

- 9. Free Bus Travel (Concessionary Travel) Scheme Review** 165 - 238
To consider the results of the five yearly review of the free bus travel scheme and the proposals resulting from the responses received. In addition, support is sought to further explore a stand-alone discretionary scheme and report back to Cabinet.

Cabinet Portfolio Holder – Councillor Wallace Redford
- 10. Tender to Establish a Replacement Taxi Services Dynamic Purchasing System** 239 - 242
To consider commencing a procurement exercise to establish a replacement Dynamic Purchasing System (DPS) for taxi transport contracts.

Cabinet Portfolio Holder – Councillor Wallace Redford
- 11. Reports Containing Exempt or Confidential Information**
To consider passing the following resolution:

'That members of the public be excluded from the meeting for the items mentioned below on the grounds that their presence would involve the disclosure of exempt information as defined in paragraph 3 of Schedule 12A of Part 1 of the Local Government Act 1972'.
- 12. Exempt Minutes of the 16 March 2023 Meeting of Cabinet** 243 - 244
To consider the exempt minutes of the 16 March 2023 meeting of Cabinet.

Monica Fogarty
Chief Executive
Warwickshire County Council
Shire Hall, Warwick

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Disclosures of Pecuniary and Non-Pecuniary Interests

Members are required to register their disclosable pecuniary interests within 28 days of their election of appointment to the Council. Any changes to matters registered or new matters that require to be registered must be notified to the Monitoring Officer as soon as practicable after they arise.

A member attending a meeting where a matter arises in which they have a disclosable pecuniary interest must (unless they have a dispensation):

- Declare the interest if they have not already registered it
- Not participate in any discussion or vote
- Leave the meeting room until the matter has been dealt with
- Give written notice of any unregistered interest to the Monitoring Officer within 28 days of the meeting

Non-pecuniary interests relevant to the agenda should be declared at the commencement of the meeting.

The public reports referred to are available on the Warwickshire Web <https://democracy.warwickshire.gov.uk/uuCoverPage.aspx?bcr=1>

Public Speaking

Any member of the public who is resident or working in Warwickshire, or who is in receipt of services from the Council, may speak at the meeting for up to three minutes on any matter that features on the agenda. This can be in the form of a statement or a question. If you wish to speak please notify Democratic Services in writing at least two working days before the meeting. You should give your name and address and the subject upon which you wish to speak. Full details of the public speaking scheme are set out in the Council's Standing Orders.

COVID-19 Pandemic

Any member or officer of the Council or any person attending this meeting must inform Democratic Services if within a week of the meeting they discover they have COVID-19 or have been in close proximity to anyone found to have COVID-19.

Cabinet

Thursday 16 March 2023

Minutes

Attendance

Committee Members

Councillor Margaret Bell
Councillor Peter Butlin
Councillor Andy Crump
Councillor Andy Jenns
Councillor Kam Kaur
Councillor Jeff Morgan
Councillor Wallace Redford
Councillor Heather Timms
Councillor Martin Watson

Others Present

Councillor John Holland
Councillor Marian Humphreys
Councillor Jerry Roodhouse
Councillor Tim Sinclair

1. General

(1) Apologies

Councillor Isobel Seccombe

(2) Disclosures of Pecuniary and Non-Pecuniary Interests

None.

(3) Minutes of the Previous Meeting

The minutes of the meeting of Cabinet held on 16 February 2023 were agreed as an accurate record.

(4) Public Speaking

None.

2. Education Capital Programme 2022/23 and Approval of Statutory Proposals

Councillor Kam Kaur (Portfolio Holder for Education) opened this item and set out details of the four projects for addition to the capital programme, three existing projects requiring additional funding, and approval of a statutory proposal for an alternative provision free school in Warwick District as described in the comprehensive report and totalling £15.378 million.

Councillor Peter Butlin provided clarification that the total project costs of £15.378 million were funded by Basic Needs funding (£1.547 million), High Needs Grant (£9.956 million) and developer funding (£3.875 million).

Resolved

That Cabinet:

1. Approves the following proposal for prescribed alterations at Evergreen School:
 - (a) To increase the number of places for learners with SEND at Evergreen School by up to 40 places.
 - (b) Recommends to Council that £7.820 million be added to the capital programme to deliver the scheme at Evergreen School to be funded from the Department for Education High Needs grant
2. Recommends to Council that £6.026 million be added to the capital programme to deliver the schemes at Oakwood Primary School and Stratford upon Avon School to be funded from Department for Education High Need and Basic Need grants and developer contributions.
3. Approves the addition to the capital programme of £1.532 million funded from developer contributions and Department for Education grant to deliver the remaining schemes in section 3 of the report and supports development of the land edged red on the plan in Appendix 3 to the report as a new alternative provision free school.
4. Authorises, subject to Council's agreement to the required additions to the Capital Programme, the Strategic Director for People in consultation with the Portfolio Holder for Finance and Property, to invite tenders and enter into the appropriate contracts or (where the scheme is school led) to make the necessary funding arrangements for these schemes on terms and conditions considered acceptable to the Strategic Director.

3. Improved Better Care Fund 2023/24

Councillor Margaret Bell (Portfolio Holder for Health and Adult Social Care) introduced this report, explaining that the Better Care Fund (BCF) was a joint programme with the NHS that aimed to enable people to stay well, safe and independent at home for longer and provide the right care in the right place at the right time. A specific part of the BCF; the Improved Better Care Fund (iBCF) was introduced in 2017 and was made available to local authorities to meet adult social care needs, reduce pressure on the NHS, support hospital discharge and support the social care market. The iBCF was initially received on a temporary basis but had been recurrent since its 2017/18 introduction. No inflation had been applied to the iBCF for 2023/24 so funding remained at £15.132m. The paper outlined the joint review of iBCF schemes in place in 2022/23 undertaken with the Integrated Care Board. The review recommended iBCF schemes continued in 2023/24 with some efficiencies applied and that one scheme was funded by an alternative, more suitable funding stream (Mental Health Street Triage to be funded by the ICB MH budget) as set out in the appendix to the report.

Councillor Jerry Roodhouse commented that it would be important to monitor the delivery of services in light of the lack of additional funding. Councillor Bell advised that the lack of an increase to funding had been managed for the current year and agreed that monitoring of the provision of essential services was required.

Councillor Peter Butlin welcomed the work that had been undertaken to identify efficiencies and alternative sources of funding.

Resolved

That Cabinet

1. Approves the schemes to be funded from the Improved Better Care Fund pooled contribution of £15.132m by the Council for 2023/24 and the plan for resources as set out in paragraph 2.6 of the report and Appendix 1 to the report.
2. Requests that, following publication of the national Better Care Fund Policy Framework and Planning Requirements, the local Better Care Fund Plan for 2023/24 is developed for approval by Cabinet in advance of the submission deadline.

4. Developer-Funded S278 Highway Scheme Approval - Eastboro Way/Crowhill Road

Councillor Wallace Redford (Portfolio Holder for Transport and Planning) informed Cabinet that following the grant of planning permission by Nuneaton and Bedworth Borough Council for the development of 360 houses at Sketchley Gardens, Nuneaton, by Crest Nicholson the construction of a signalised T junction at Eastboro Way/Crowhill Road to facilitate access to the new development was required. The works, with an approximate value of £4,409,900, would be fully funded by the Developer under the terms of a Section 278 agreement.

Resolved

That Cabinet

1. Recommends to Council the addition of £4,409,900 to the Capital Programme in relation to the Section 278 highways improvement scheme (signalised junction works) at the A4254 Eastboro Way/Crowhill Road intersection; and
2. Subject to the approval of Council to add the scheme to the Capital Programme, authorises the Strategic Director for Communities to procure and enter into any contracts and associated agreements required to implement the scheme on terms and conditions acceptable to the Strategic Director for Resources and subject to the requirements of the Section 278 Agreements with the Developer.

5. Electricity Contract Renewal

Councillor Peter Butlin (Deputy Leader and Portfolio Holder for Finance and Property) set out the rationale behind the report, explaining that approval was sought to enter into a framework agreement for electricity for Council owned buildings through the East Shires Purchasing Organisation (ESPO) for four years from October 2024, with an estimated value over the life of the contract of £6.2m. The proposed framework would supply 100 existing buildings, at current annual consumption of around £1.2m (although it was anticipated prices would rise by 30-35% before the new framework was put in place). This was only a proportion of the total £5m electricity spend with the remaining usage contracted separately.

ESPO had demonstrated over many years that it's specialist buying expertise in the energy market and collective buying power within the energy market from its many customers, provided the skills and scale to negotiate longer term deals that offered value for money for the Council. This was particularly important as wholesale prices had increased by 295% in the previous two years, compared to an increase of 120% under the existing ESPO contract.

Councillor Martin Watson asked whether there was any obstacle to aligning the framework with the street lighting contract and Councillor Butlin confirmed that this contract represented a portion of the Council's total energy usage and he would look into how the Council's purchasing power could be utilised further.

Resolved

That Cabinet

1. Agrees to the Council entering a framework agreement (the (Electricity Procurement Service Agreement) for the purchase of electricity for council owned buildings with ESPO (East Shires Purchasing Organisation) for the period Oct 2024 - Sept 2028.
2. Authorises the Strategic Director for Resources, in consultation with the Portfolio Holder for Finance and Property, to enter all required agreements to implement the recommendations in this report on terms and conditions considered acceptable to him.

6. Surface Pro Device Replacement

Councillor Andy Jenns (Portfolio Holder for Customer and Transformation) explained that the Council's existing devices had been deployed in 2019 and had proved reliable and simplified ICT support arrangements. He noted that the current need for devices had increased by 617 units since 2019 but the cost of replacement had been reduced by 24% per device. He stressed that existing devices would be returned to the leasing company, refurbished and resold.

Councillor Tim Sinclair questioned the additional 617 incremental head count and asked why there was a need to replace devices at this stage.

Councillor Andy Jenns advised that devices were four years old and this meant it was likely problems would begin to arise. It was essential that devices were reliable and that repair costs were limited. He indicated that paragraph 4.4 of the report explained that the increase in need had resulted from service response to the Council's priorities such as Children and Families, Adult Social Care, and Environment Services. Councillor Peter Butlin further explained that these were not additional employees, but rather that the Council's transformation process to become a modern digital authority had meant that existing employees had taken on digital roles and were working more efficiently using Surface Pros.

Resolved

That Cabinet authorises the Strategic Director for Resources to undertake an appropriate procurement process, in consultation with the Portfolio Holder for Customer and Transformation, and to enter into all agreements that he considers necessary for the replacement of the Council's current end user devices as set out in paragraph 1.3 of the report.

7. Museum Disposal of Items which do not meet the Collection Development Policy

Councillor Heather Timms (Portfolio Holder for Environment, Climate and Culture) explained that the Museum Service had undertaken housekeeping around the current collections to identify items that did not fit with the agreed development policy. Cabinet approval was required for the disposal of those assets now being released.

Resolved

That Cabinet approves the process of disposing of the identified items in Warwickshire Museum Service's collection which do not meet the requirements of the Museum Collection Development Policy (approved by Cabinet in January 2020) as listed in Appendix A to the report.

8. Member Working Group - Home to School Transport

Councillor Wallace Redford (Portfolio Holder for Transport and Planning) reminded Cabinet that as part of the Budget approved at Council on 7 February 2023, it had been agreed to set up a Member Working Group on Home to School Transport, with a focus on demand and cost implications. The proposed Terms of Reference were appended to the report and nominations had been sought for Members to sit on the Group.

Councillor Tim Sinclair commented on the work that the Budget Working Group had undertaken on this subject which had identified a number of potential workstreams. He looked forward to considering each of these workstreams further and sharing the recommendations in due course.

Resolved

That Cabinet:

1. Approves the Terms of Reference for the Member Working Group on Home to School Transport, as set out at Appendix A to the report; and
2. Authorises the Strategic Director for Resources to establish and initiate the Working Group.

9. Coventry and Warwickshire Local Enterprise Partnership Transition & Future Approach to Sub-Regional Economic Development

Councillor Martin Watson (Portfolio Holder for Economy) noted that Local Enterprise Partnerships (LEPs) were established in 2011 to create strategic partnerships between the private and public sectors to drive forward growth across identified functional economic geographies. Following a review of LEPs by Government, and as part of proposals contained within the Levelling Up White Paper, LEPs were being dissolved and the core functions and activities that they undertook were being transitioned into appropriate local democratic institutions – set out as either Combined Authorities or upper tier local authorities.

Coventry & Warwickshire LEP was identified as being on Pathway 3, meaning that a bespoke solution needed to be developed locally due to the complexity of the geography given that part of the LEP was within the West Midlands Combined Authority (WMCA). Functions and activities of the Coventry & Warwickshire LEP would therefore be transitioned into both the WMCA and Warwickshire County Council, and it was important therefore to develop arrangements that enabled a continued focus across the whole Coventry & Warwickshire geography.

Officers in both Councils had been working with the LEP, other partners and stakeholders to develop a locally appropriate transition plan as set out in the report.

Councillor John Holland noted that the dissolution of the LEPs had been mentioned in the Chancellor's Spring Budget on 15 March 2023 and asked if this resulted in any changes to the report. Councillor Watson responded that there were no specific changes and the plans were robust and practical. A further report would be brought to Cabinet at a future date. Councillor Peter Butlin advised that the Spring Budget formalised the transfer of powers and a briefing note would be circulated to Members on the impact of Spring Budget.

Resolved

That Cabinet

1. Endorses the transition proposals and the approach to sub-regional economic development across Coventry and Warwickshire following the dissolution of the Coventry and Warwickshire Local Enterprise Partnership as set out in paragraph 2.2 of the report.
2. Confirms the Council's commitment to the continuation of the functions of the Coventry and Warwickshire Growth Hub and requests a future report on the proposals for doing so.

10. Reports Containing Exempt or Confidential Information

Resolved:

That members of the public be excluded from the meeting for the item mentioned below on the grounds that their presence would involve the disclosure of exempt information as defined in paragraph 3 of Schedule 12A of Part 1 of the Local Government Act 1972.

11. Rugby Parkway Station - Land Acquisitions

Councillor Peter Butlin (Deputy Leader of the Council) introduced this item and summarised the exempt report.

Resolved that the recommendations as set out in the exempt report be approved.

The meeting rose at 2.26pm

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Chair

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Cabinet

18 April 2023

Service Estimates 2023/24

Recommendations

That Cabinet:

- 1) Approve the detailed revenue budget, savings plan, and capital programme for each of the Authority's services set out in Appendices A to M;
- 2) Note the adjustments to service revenue budget following the realignment of budgets within and between directorates since the budget was set on 7 February 2023, as outlined in Section 3 and Appendix N;
- 3) Approve the net transfer of £1.855m to reserves as outlined in Section 3 paragraph 2; and
- 4) Endorse the draw down of £0.375m from the Better Care Fund Development reserve detailed within Recommendation 3, as this was unintentionally omitted from the Improved Better Care Fund 2023/24 Report presented to Cabinet on the 16 March 2023.

1. Purpose of the Report

- 1.1. The County Council is responsible for providing a wide range of services which involve spending significant amounts of both revenue and capital funds. To help ensure these funds are used effectively, financial responsibilities are delegated to the most appropriate level.
- 1.2. The Council budget setting meeting on the 7 February 2023 agreed the financial plan for the authority for 2023/24, as well as approving the five-year Medium Term Financial Strategy. The purpose of this report is to seek agreement, at a more granular level, as to how each Service plans to use the resources allocated in 2023/24 to meet the ambitions of the Council Plan.
- 1.3. It is important that Members retain an overview of the Council's financial plans and ensure that resources are used as intended when the Council's overall budget was approved on 7 February 2023. It is also important, to provide effective financial governance, that Members understand and support any changes made to the budget during the year. Therefore, this report also asks Members to note the changes to allocations for services since the budget was agreed, as a result of the ongoing change activity within the Authority.

- 1.4. The figures in the subsequent sections of this report will form the basis for financial monitoring throughout the forthcoming financial year. Should any further adjustments be necessary, they will be reported as part of the quarterly financial monitoring reports to Cabinet.

2. Spending Power

- 2.1. Table 1 provides a summary of the available resources to each Service and the budget reduction each Service is required to deliver in 2023/24. The planned revenue spend of the Council in 2022/23 is £378.8m. This is net of the £15.2m budget reductions (savings) required for the overall budget to remain balanced.

Table 1: Summary of 2023/24 Spending Power and Savings Plans by Service

App.	Service	Net Revenue Budget £m	Savings Plan (part of Net Revenue Budget) £m	Capital Budget £m
Communities Directorate				
A	Environment Services	60.430	(1.119)	103.063
B	Fire and Rescue	22.997	(0.050)	3.898
C	Strategic Commissioner for Communities	24.142	(1.294)	13.472
People Directorate				
D	Social Care and Support	203.780	(6.269)	0.313
E	Children and Families	81.703	(2.814)	0.801
F	Strategic Commissioner for People	35.634	(0.551)	0.721
G	Education Services	124.210	(0.209)	109.988
Resources Directorate				
H	Business and Customer Services	19.675	(0.546)	0.591
I	Commissioning Support Unit	5.618	(0.234)	0.000
J	Enabling Services	24.602	(0.666)	14.642
K	Finance	6.081	(0.121)	0.000
L	Governance and Policy	2.901	(0.325)	3.587
G1 &M	Corporate Services and Resourcing	(232.903)	(0.960)	65.869
Total		378.871	(15.158)	316.945

- 2.2. The planned capital spend for the year is £316.9m, although £32.2m of this relates to s278 developer funded highways schemes where the timing of any spend is more uncertain. There is £15.8m of Capital Investment Fund resource available for allocation to specific schemes, in line with our priorities

and £4.4m in the Capital Maintenance Inflation Contingency fund, to meet the impact of exceptional inflationary costs on the approved programme. In addition, there is £39.7m for Warwickshire Property Development Group (WPDG) and the Recovery and Investment Fund (WRIF), as well as £25m of Education Basic/High need funding available for allocation.

- 2.3. A more detailed breakdown of the net revenue spend (direct cost less income), capital programme and savings plan for each Service is shown in **Appendices A to M**.

3. Adjustments between Council and Service Estimates

- 3.1. This section sets out the changes to the Authority's revenue and capital spending plans for 2023/24 since the budget was approved on 7 February 2023 and are recommended by Corporate Board.

Revenue

- 3.2. The Council's planned 2023/24 net revenue service expenditure has reduced by £1.855m compared to the budget approved by Council. This relates to the following three adjustments:

- The transfer of £2.3m approved for winter pressures from Social Care and Support to the reserve will be held for this purpose and drawn down in year when required;
- The transfer of £0.375m from the Better Care Fund (BCF) Development Fund reserve to Social Care and Support will be used to fund stabilise and strengthen the provider market project as agreed with the Integrated Care Board (ICB) and is part of the Improved Better Care Fund Plan for 2023/24; and
- The transfer of £0.07m from the Schools in Financial Difficulty Reserve to Finance as per previous years, will be used to provide capacity in the Education finance team to continue to support schools in financial difficulty.

The adjustments above are offset by a corresponding movement in the Council's reserves.

- 3.3. The other adjustments to Service budgets since February 2023 are to reflect the realignment of responsibilities as a result of the ongoing organisational redesign and the allocation funds to support the delivery of projects approved through the agreed governance arrangements. These adjustments are between Services and do not impact on the net bottom line. The changes are listed in **Appendix N**, by Service.

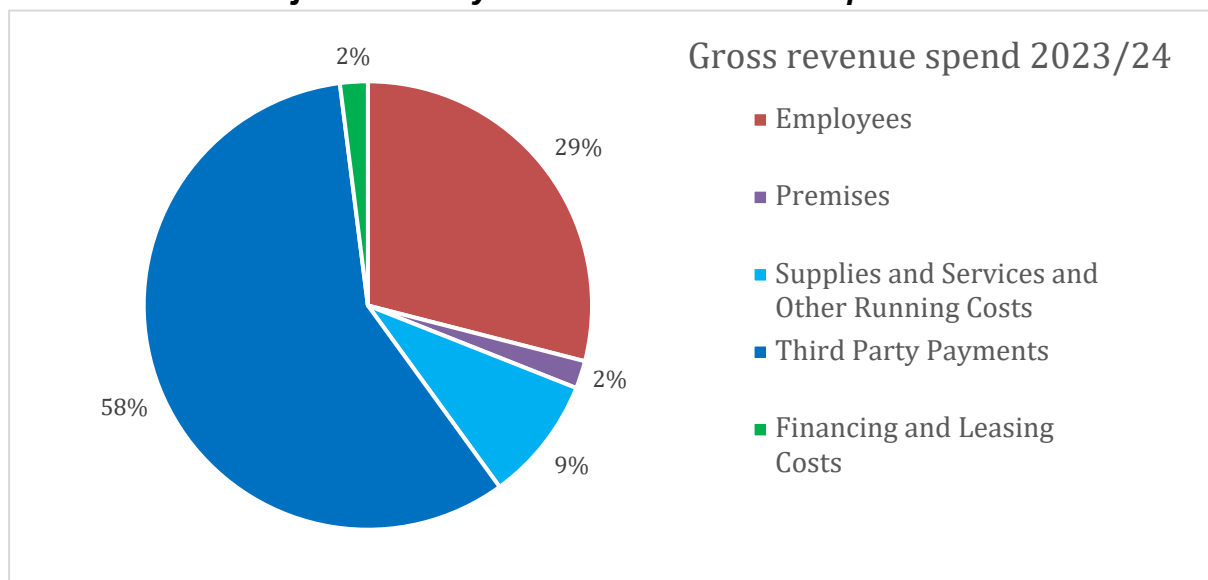
Capital

- 3.4. A review of the capital programme phasing for 2023/24 will start following the 2021/22 outturn position. The rephasing does not create an increase in the overall capital programme. In terms of financing, the rephasing of spend into later years also defers when the Authority will need to take out additional borrowing.

4. Type of Spend

- 4.1. Our spending on services funded from council tax (including the Adult Social Care precept), business rates and reserves in 2023/24 is planned to be £459.7m. However, this net figure includes £359.3m of income. Of this, £208.9m is from government grants, with the remaining £150.4m mainly from other grants and contributions, fees and charges, and interest.
- 4.2. The planned gross revenue spend of the authority on services in 2023/24 is therefore £819.0m. This compares to a gross spend figure of £743.7m in 2022/23. The main reasons for the increase of £75.3m is the funding for inflation and additional spending pressures allocated to services in the February budget, and reflects the increased demand for our services.
- 4.3. Chart 1 shows a breakdown of the gross revenue budget by type of expenditure (excluding schools). It shows that 58% of the Authority’s planned spend on services is commissioned from third parties, this is 4% higher than last year and shows the continued spend on externally commissioned services, specifically in the cost of adults and children’s social care and support where provision is commissioned externally.

Chart 1: Subjective Analysis of Gross Revenue Spend



- 4.4. Table 2 shows the change in the type of expenditure budgeted between 2022/23 and 2023/24.

Table 2: How spending has changed by % of gross budget

Expenditure type	2022/23 %	2023/24 %
Employees	29	29
Premises	2	2
Supplies and Services and Other Running Costs	13	9
Third Party Payments	54	58
Financing and Leasing Costs	2	2
Total	100	100

5. Financial Implications

- 5.1. There are no direct financial implications for the Authority arising from the report. It provides the baseline from which financial performance in 2023/24 will be monitored and assessed.

6. Environmental Implications

- 6.1. There are no environmental implications arising directly from this report.

7. Background Papers

None.

8. Appendices

- Appendix A Environment Services
- Appendix B Fire and Rescue Service
- Appendix C Strategic Commissioning - Communities
- Appendix D Adult Social Care
- Appendix E Children and Families
- Appendix F Strategic Commissioning – People
- Appendix G1 Education Services - DSG
- Appendix G2 Education Services – Non-DSG
- Appendix H Business and Customer Services
- Appendix I Commissioning Support Unit
- Appendix J Enabling Services
- Appendix K Finance
- Appendix L Governance and Policy
- Appendix M Corporate Services and Resourcing
- Appendix N Adjustments between Council and Service Estimates

	Name	Contact Information
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Portfolio Holder	Cllr Peter Butlin Portfolio Holder for Finance and Property	Peterbutlin@warwickshire.gov.uk

Local Members: n/a as county wide report

Other Members:

2023/24 Revenue Budget

Service	Service Description	Direct Cost	Internal Income	External Income	Total Income	2023/24 Budget
		A	B	C	D=B+C	E=A+D
		£'000	£'000	£'000	£'000	£'000
Assistant Director - Environment Services	AD and PA staffing, general service management	846			0	846
Trading Standards & Community Safety	Trading Standards functions, Community Safety and Gypsy & Traveller services	2,842	(71)	(1,072)	(1,144)	1,698
County Highways	Includes Highways/Winter Maintenance, Network Management, Street Lighting, Member Delegated Budgets, Forestry Services.	23,924	(1,965)	(5,541)	(7,506)	16,418
Planning Delivery	County Planning including Highway response, S38 road adoptions, HS2 Highway Consents, Flood Prevention and schemes, Archaeology and Ecology services.	5,521	(408)	(4,608)	(5,016)	505
Transport Delivery	County Fleet service, Transport Operations including Adult and Home to School Transport, Concessionary Travel and Park & Ride provision.	50,942	(6,825)	(4,023)	(10,849)	40,093
Engineering Design Services	Highway scheme design, Bridges and Structural Design, S278 schemes, Traffic Control and Highways Programme and Project Management	9,923	(8,783)	(485)	(9,268)	655
Emergency Management	CSW Local Resilience Forum and Emergency Management	213			0	213
Net Service Spending		94,212	(18,052)	(15,730)	(33,782)	60,430
2023/24 revenue budget supported by non-reoccurring funding						100

Saving Plan 2023-28
Environment Services

Savings Proposal Title	2023-24 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000	2027-28 £'000	Total £'000
Vacancy factor - Application of a 2% vacancy factor/turnover allowance where not already applied.	(326)					(326)
Traded income - Expansion of traded income across the service including improving efficiencies and increasing income from external contracts, new future external contracts and MOT sales to public, enforcement income from network management, ecology surveys and the forestry service.	(285)	(80)	(80)	(40)	-	(485)
Savings on third party spend - Review of services purchased from third parties to ensure value for money and management of the cost increases of externally purchased services.	(63)	(29)	-	-	-	(92)
County highways reduced cyclical maintenance - Reductions in gulley cleaning, jetting and grass cutting	-	-	-	-	-	0
Network Management - Additional enforcement income by carrying out more inspections and a 'coring' programme. Cost of additional staff and equipment paid for from income with an additional return of £100k to £400k per year.	(400)	-	-	-	-	(400)
Trading standards - Delivery of efficiencies in trading standards community safety provision.	(45)	-	-	-	-	(45)
Winter gritting reductions - Reductions in winter maintenance budgets based on removal of some gritting routes on minor roads. Reducing network coverage from 48% down to 35%.	-	-	-	-	-	0
Winter gritting service - Review of the operation of the winter gritting service to reduce expenditure through more efficient delivery of services. This saving does not change the network coverage of the service.	-	(250)	-	-	-	(250)
Reduced or stopping bus subsidies - Moving to a mostly commercial network supported by a new policy and governance process.	-	0	-	-	-	0
SEND Home to school transport - A reduction in the cost of the service as a result of service/route redesign and the positive impact of the SEND Change and Inclusion Programme on both demand and the length of journeys.	-	(1,024)	(546)	-	-	(1,570)
Home to school transport - Applying the learning from the SEND transport project to make efficiencies in home to school mainstream operations.	-	-	(500)	-	(116)	(616)
School Crossing Patrol Service - Withdrawal of Council funding supporting the service.	-	0	-	-	-	0
Total	(1,119)	(1,383)	(1,126)	(40)	(116)	(3,784)

Capital Programme 2023-2028
Environment Services

Scheme Title	Approved Budget					
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	Total £'000
A3400 Bham Road Stratford Corridor Improvements	5,689	-	-	-	-	5,689
A426 /A4071 Avon Mill Rdbt Rugby Improvement Scheme	442	-	-	-	-	442
A444 Corridor Improvements - Phase 2	1,920	1,854	-	-	-	3,774
A452 Europa Way South Of Olympus Av To Heathcote Ln Roundabout	24	3,790	3,294	100	-	7,207
A452 Kenilworth Road to Leamington Spa town centre cycle route – Getting Building Fund	537	-	-	-	-	537
A452 Kenilworth To Leamington Cycle Route - CIF	1,236	1,801	2,000	-	-	5,036
A452 M40 Spur West Of Banbury Road	54	50	4,812	-	-	4,916
A452 Myton Road And Shire Park Roundabouts	3,980	1,936	100	-	-	6,016
A452/A46 Developer Improvement scheme	2,471	4,200	-	-	-	6,671
A46 Stanks Island signalisation and improvement Bham Rd	1,428	-	-	-	-	1,428
A46 Stoneleigh Junction Improvement	8,274	-	-	-	-	8,274
A47 Hinckley Road Corridor Scheme	1,687	1,413	-	-	-	3,101
Area delegated funding	2,189	2,285	2,391	2,495	2,495	11,855
Area Delegated Schemes	5,458	246	-	-	-	5,704
Bermuda Connectivity Project	4,182	1,500	-	-	-	5,682
Bridges Maintenance	505	-	-	-	-	505
Broadwell Property Flood Resilience Scheme	93	-	-	-	-	93
CIF - Replacement Bollards in Stratford, Nuneaton & Bedworth	181	-	-	-	-	181
Clifford Chambers Property Flood Resilience Scheme	30	-	-	-	-	30
D1014 Historic Bridge Maintenance Programme 2020 -2023	1,349	2,318	-	-	-	3,666
D1356 - DfT - Traffic Signals Maintenance Grant Award	304	-	-	-	-	304
Developer Funded Schemes (S278)	32,217	14,090	50	-	-	46,357
Emscote Road Corridor Improvements Scheme	479	9,237	236	-	-	9,952
Flood Alleviation Schemes CIF - Bermuda	32	-	-	-	-	32
Flood Alleviation Schemes CIF - Brailes	103	-	-	-	-	103
Flood Alleviation Schemes CIF - Fenny Compton	294	-	-	-	-	294
Flood Alleviation Schemes CIF - Galley Common	22	-	-	-	-	22
Flood Alleviation Schemes CIF - Pailton	13	-	-	-	-	13
Flood Alleviation Schemes CIF - Welford on Avon	43	-	-	-	-	43
Flood defence	219	229	239	250	250	1,187
Flood Defence Grant Fillongley - EA	29	-	-	-	-	29
Flood Defence Maintenance 2022-23	278	-	-	-	-	278
Green Man Coleshill Signalised Junction - Cif	709	-	-	-	-	709
Gypsy and Traveller services	22	23	24	25	25	119

Capital Programme 2023-2028
Environment Services

Scheme Title	Approved Budget					
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	Total £'000
Highways maintenance & street lighting & Casualty Reduction	18,109	18,828	18,828	18,828	18,828	93,421
Hinckley To Nuneaton Cycle Route - Cif	685	-	-	-	-	685
Improvements to the A446 Stonebridge junction (Coleshill)	852	1,466	-	-	-	2,318
Install Variable Message Signs A444 (Prologis)	90	-	-	-	-	90
Lawford Road /Addison Road Casualty Reduction	1,509	-	-	-	-	1,509
M40 Junction 12	19	-	-	-	-	19
Nuneaton To Coventry Cycle Route - Cif	490	449	-	-	-	939
Redevelopment & Upgrade of WCC Gypsy & Traveller Sites	499	-	-	-	-	499
Rugby Gyrotory Improvement Scheme	24	-	-	-	-	24
Rugby Western Relief Road	100	-	-	-	-	100
Rugby, Hunters Ln - Through Route New Tech Dr To Newbold Rd	372	-	-	-	-	372
S278 Crabtree Medical Centre Bidford - Bus Stops	2	-	-	-	-	2
Traffic Signals Maintenance	133	-	-	-	-	133
Transforming Nuneaton - Highway Improvements (CIF)	3,575	2,480	7,180	5,706	-	18,941
Weddington Road , Nuneaton Implement Toucan Crossing	112	-	-	-	-	112
Total Environment Services	103,063	68,193	39,154	27,404	21,598	259,412

Annex B Revenue - Fire & Rescue Service - Ben Brook
Strategic Director - Mark Ryder
Portfolio Holders - Councillor Andy Crump (Fire and Community Safety)

Appendix B

2023/24 Revenue Budget

Service	Service Description	Direct Cost	Internal Income	External Income	Total Income	2023/24 Budget
		A	B	C	D=B+C	E=A+D
		£'000	£'000	£'000	£'000	£'000
Fire Leadership Team	Service management and PA support	1,160	(13)	(189)	(202)	957
AM Response	Includes Operational Response, Recruitment, Technical, Transport and Health and Safety.	16,090	(96)	(31)	(127)	15,963
AM Protection	Including Operational Planning, Water, Fire Protection and Training.	3,420	(192)	(510)	(703)	2,718
AM Prevention	Fire Prevention work including Community Fire Safety, Arson Reduction, Hospital to Home and Service Improvement/Transformation.	2,120	(304)	0	(304)	1,816
Business Support	Includes HR, IT, Finance and Pensions	1,543	0	0	0	1,543
Net Service Spending		24,333	(605)	(731)	(1,336)	22,997
2023/24 revenue budget supported by non-reoccurring funding						875

Saving Plan 2023-28
Fire and Rescue

Savings Proposal Title	2023-24 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000	2027-28 £'000	Total £'000
Savings on third party spend - Review of services purchased from third parties to ensure value for money.	(50)	(71)	-	-	-	(121)
Fire Training - Income generation from taking advantage of commercial training opportunities linked to completion of new training facilities.	-	-	(50)	(50)	(50)	(150)
Fleet transport savings - Revenue savings from purchase of Fire transport vehicles, ending lease agreements	-	-	(60)	-	-	(60)
Service review - Implementation of the proposals from an external review of the Fire and Rescue Service with the objective of starting to bring the spend of the service down to nearer the mean cost of similar services.	-	-	0	0	0	0
Total	(50)	(71)	(110)	(50)	(50)	(331)

Capital Programme 2023-2028
Fire and Rescue

Scheme Title	Approved Budget					
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	Total £'000
Equipment for Fire Appliances	88	-	-	-	-	88
Equipment for fire engines	131	137	143	150	150	711
F&R Training Programme: EA Water site	274	-	-	-	-	274
F&R Training Programme: Lea Marston	714	-	-	-	-	714
Fire & Rescue HQ Leamington Spa	1,987	-	-	-	-	1,987
Fire Emergency Services Network (ESN) Preparedness	278	-	-	-	-	278
Vehicle Replacement Programme	425	-	-	-	-	425
Total Fire Services	3,898	137	143	150	150	4,478

2023/24 Revenue Budget

Service	Service Description	Direct Cost	Internal Income	External Income	Total Income	2023/24 Budget
		A	B	C	D=B+C	E=A+D
		£'000	£'000	£'000	£'000	£'000
Assistant Director - Communities	AD and PA staffing, general service management	777	0	0	0	777
Transport & Highways	Transport Planning, Traffic Modelling and Assessment, Asset Management, Rail Strategy, Local Transport Plans, Funding Bid development, Major Scheme partnerships, Road Safety, Parking Management	9,027	(610)	(9,096)	(9,707)	(680)
Place & Infrastructure	Planning Policy, Strategic Infrastructure, HS2, Regeneration, Tourism, Town Centres and Rural Economy, Country Parks and Rights of Way.	1,738	0	(459)	(459)	1,280
Waste & Environment	Waste Commissioning and Strategy, Waste Delivery, Household Waste Recycling Centres	26,504	(55)	(4,718)	(4,773)	21,732
Economy & Skills	Economic Strategy and commissioning, Business Centres, Inward Investments, Economic Partnerships, Support to Businesses and Access to Finance, Skills Strategy, Economic Projects	5,321	(407)	(3,881)	(4,288)	1,033
Net Service Spending		43,368	(1,072)	(18,154)	(19,226)	24,142
2023/24 revenue budget supported by non-reoccurring funding						803

Saving Plan 2023-28
Strategic Commissioning for Communities

Saving Proposal Title	2023-24 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000	2027-28 £'000	Total £'000
Vacancy factor - Application of a 2% vacancy factor/turnover allowance where not already applied.	(165)	-	-	-	-	(165)
Country parks income review - Apply commercial approach to Country Parks income streams.	(45)	(25)	(25)	(50)	-	(145)
Savings on third party spend - Review of services purchased from third parties to ensure value for money.	(90)	(59)	-	-	-	(149)
Income from S106 - Ensure S106 contributions are efficiently and effectively generated and collected.	(25)	-	-	-	-	(25)
Further service redesign - A restructuring of teams across Communities (Strategy & Commissioning) enabling resources to be better focussed on key priority areas and to exploit opportunities to lever in external funding.	(285)	-	-	-	-	(285)
Road safety advice - Maximising income opportunities from the provision of road safety advice.	(100)	-	-	-	-	(100)
Waste management - Reduction in residual waste and an increase in recycling as a result of the waste collection changes in Stratford and Warwick District, starting August 2022.	(334)	-	-	-	-	(334)
Parking Income - Increased income from Pay and Display charges and resident parking permits as well as additional third party procurement savings.	0	0	-	-	-	0
Reduction in Transport Development Fund - Reduction in activity based on the capacity in the capital programme and the earlier capitalisation of design costs on priority schemes.	(200)	-	-	-	-	(200)
Inward Investment - Reduction in the cost of promoting inward investment in Warwickshire.	(50)	-	-	-	-	(50)
Business centres portfolio - Increased income generation through the introduction of virtual office space so that businesses can use mail, phone, meeting space facilities at business centres, without renting a unit and additional income from Holly Walk.	-	(50)	(75)	-	-	(125)
HS2 - removal of non-funded activity	-	(48)	-	-	-	(48)
Waste strategy - Estimated reduction in cost as a result of the implementation of the Government's resource and waste strategy.	-	-	(1,000)	(2,000)	-	(3,000)
Total	(1,294)	(182)	(1,100)	(2,050)	0	(4,626)

Capital Programme 2023-2028
Strategic Commissioning for Communities

Scheme Title	Approved Budget					
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	Total £'000
A426 Gateway Rugby to Rugby Town Centre Cycle Scheme	10	12	-	-	-	22
All Electric Bus Initiative 2021-22	905	451	-	-	-	1,356
Art Challenge Fund	3	8	-	-	-	11
Average Speed Cameras - Cif	860	-	-	-	-	860
Bishops Tachbrook Bus Stops Enhancements	15	-	-	-	-	15
Campden Road (B4035), Shipston-on-Stour New Bus Stops	36	-	-	-	-	36
Capital Growth Fund - Access to Finance	210	150	141	-	-	501
Capital Investment Fund / Small Business Grants	200	200	62	-	-	462
Casualty Reduction - Annual Maintenance	1,588	-	-	-	-	1,588
Country Parks	219	229	239	250	250	1,187
Country Parks Car Parking Facilities - upgrade to Ticket Machines	85	-	-	-	-	85
Damson Road Hampton Magna Bus Stop Improvements	9	-	-	-	-	9
Evidence led decision making in tackling climate emergency and air quality	712	-	-	-	-	712
Home To School Routes (Safety) 2017-18	144	-	-	-	-	144
Household waste recycling centres	88	91	96	100	100	475
Improvements to the A429 Coventry Road corridor (Warwick)	659	3,173	756	-	-	4,588
JLR/British Motor Museum Bus Stops on B4100	29	-	-	-	-	29
Kenilworth Station	-	-	832	-	-	832
Land At Crick Road Rugby - CIF	786	-	-	-	-	786
Library & Business Centre Nuneaton (CIF)	1,800	12,100	5,063	-	-	18,963
Mancetter Road / Camp Hill Road, Nuneaton Bus Stop Improvements	10	-	-	-	-	10
Provision of a pair of bus stops on Meadow Road in Alcester.	8	-	-	-	-	8
Provision of a pair of bus stops on the B4114 Coleshill Road to serve a new development in Hartshill.	7	-	-	-	-	7
Provision of gateway facilities at Shipston-on-Stour and 2 bus shelters within the vicinity.	36	-	-	-	-	36
Provision of hardstanding areas and bus stop poles at the pair of bus stops on Field Barn Way near Blandford Way in Hampton Magna.	8	-	-	-	-	8
Purchase of 3 haulage vehicles for HWRC (CIF Funded)	153	-	-	-	-	153
Rugby Road B4453 Cubbington Bus Stop Improvements	12	-	-	-	-	12
S106 2 Bus shelters at bus stops on Narrow Hall Meadow nr GP Surgery Chase Meadow	20	-	-	-	-	20
S278 Zebra Upgrade on Tachbrook Rd Leamington	1	-	-	-	-	1
Southam Road Radford Semele Bus Stops With Infrastructure And Traffic Management	49	-	-	-	-	49
Southbound Bus Stop On A426 Leicester Rd, Rugby S106	64	-	-	-	-	64

Strategic Commissioning for Communities

Scheme Title	Approved Budget					
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	Total £'000
Stoneleigh Park Link Road	-	205	-	-	-	205
Temple Herdewyke New Bus Stops	12	-	-	-	-	12
Temple Hill / Lutterworth Road Wolvey Casualty Reduction Scheme CIF	646	646	-	-	-	1,293
Transforming Nuneaton	2,041	1,828	847	-	-	4,716
Tree Nursery Grant	16	-	-	-	-	16
Upgrade Existing Shared Ped / Cycle Path Bermuda	16	-	-	-	-	16
Upgrading the existing bus stop infrastructure on Knights Lane (5 bus stops) in Tiddington	18	-	-	-	-	18
Warwick Town Centre	1,360	2,925	-	-	-	4,285
Warwick, Myton Rd Cycle Link (Myton & Warwick School)	2	-	-	-	-	2
Warwickshire cycling links - Heathcote, Leamington Spa	440	945	-	-	-	1,385
Warwickshire cycling links - Radford Road, Leamington Spa	10	80	-	-	-	90
Warwickshire cycling links - Weddington Road, Nuneaton	181	1,702	-	-	-	1,883
Warwickshire cycling links - Whitley South, Baginton	6	144	-	-	-	150
Total Strategic Commissioning - Communities	13,472	24,889	8,036	350	350	47,098

2023/24 Revenue Budget

Service	Service Description	Direct Cost	Internal Income	External Income	Total Income	2023/24 Budget
		A	B	C	D=B+C	E=A+D
		£'000	£'000	£'000	£'000	£'000
Assistant Director - Adult Social Care	ASC transformation projects, Projects and transformation funded under s75 (iBCF/Winter Pressures)	12,729	0	0	0	12,729
Disabilities age 25-64	Learning Disabilities, Transitions, Physical Disability, Sensory Impairment Independent Living	100,983	(11)	(12,403)	(12,414)	88,569
Mental Health	Older People Mental Health, Deprivation of Liberties, Approved Mental Health Pracs, Resolution & Home Treatment, Dementia Services, Recovery Services	17,586	(2)	(1,272)	(1,274)	16,313
Older People	Adults Safeguarding Delivery, Warwick OP & Access, Stratford OP & Reviewing, North OP	98,331	(2)	(42,593)	(42,595)	55,737
Integrated Care Services	Hospital Social Work, Occupational Therapy, Reablement, HEART (Housing), ICE	11,367	(1,024)	(47)	(1,071)	10,296
Development & Assurance	Safeguarding Boards (Children & Adults), Practice Assurance, Service Development, Principal Social Worker, Lead Practitioners	4,035	(1,015)	(167)	(1,183)	2,853
Disabilities age 0-24 & Transitions	Learning Disabilities, Transitions, Physical Disability, Sensory Impairment.	18,844	(1,008)	(552)	(1,560)	17,284
Net Service Spending		245,032	(2,054)	(56,483)	(58,536)	203,780
2023/24 revenue budget supported by non-reoccurring funding						1,925

Saving Plan 2023-28
Social Care and Support

Saving Proposal Title	2023-24 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000	2027-28 £'000	Total £'000
Savings on third party spend - Review of services purchased from third parties to ensure value for money.	(255)	(204)	-	-	-	(459)
Housing with support for older people - Further develop the housing with support offer to reduce reliance on residential provision for all ages; including consideration of capital investment to secure revenue savings.	(500)	(500)	-	-	-	(1,000)
Management of cost of adults service provision - Management of the budgeted cost increases of externally commissioned care.	(1,499)	(2,000)	(2,064)	-	-	(5,563)
Prevention and self-care - Develop and implement a prevention and self care strategy and invest in programmes, projects and services that reduce people's reliance on paid care and support.	(334)	(167)	-	-	-	(501)
Reduce demand for adult social care support - Implementing the service change and transformation activities underway across adult social care. These include an improved early intervention and prevention offer, further refinement of the in-house reablement offer and further development of assistive technology.	(1,000)	(1,539)	(935)	-	-	(3,474)
Integrated commissioning with Health - Efficiencies through joint working and increased purchasing power for externally commissioned care. Arrangements will form part of the Coventry and Warwickshire Integrated Health and Care Partnership and associated system plan.	(200)	(200)	(267)	-	-	(667)
Reprofiling care demand - Rephasing the demand and cost pressures for adults social care based on expected growth as informed by national and local data.	(2,181)	(1,356)	(2,389)	(4,416)	(3,507)	(13,849)
Reprofiling children with disabilities care demand - Rephasing the demand and cost pressures for support for children with disabilities based on expected growth as informed by national and local data.	-	-	-	-	(452)	(452)
Increase in client income - Increase in income as a result of taking into account expected growth of adult social care services.	(300)	(250)	(400)	(500)	(800)	(2,250)
Reduce cost of support for children with disabilities - Implementing the service change and transformation activities services supporting children with disabilities.	-	(750)	(750)	(500)	-	(2,000)
Total	(6,269)	(6,966)	(6,805)	(5,416)	(4,759)	(30,215)

Capital Programme 2023-2028
Social Care and Support

Scheme Title	Approved Budget					
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	Total £'000
Extra Care Housing Accommodation with care	313	-	-	-	-	313
Total Adult Social Care	313	-	-	-	-	313

Annex E Revenue - Children & Families - John Coleman
Strategic Director - Nigel Minns
Portfolio Holders - Councillor Morgan (Children and Families)

Appendix E

2023/24 Revenue Budget

Service	Service Description	Direct Cost	Internal Income	External Income	Total Income	2023/24 Budget
		A	B	C	D=B+C	E=A+D
		£'000	£'000	£'000	£'000	£'000
Assistant Director - Children & Families	Assistant Director and cross Service management/support budgets including legal, insurance, grant control accounts and One-Off funding supporting savings plan delivery	4,480	(400)	0	(400)	4,080
Safeguarding Communities	Service Manager, Emergency Duty Team, The Front Door, Initial Response, Youth Justice, Family & Adolescent Support.	13,152	(396)	(3,008)	(3,403)	9,749
Early Help & Targeted Support	Service Manager, Priority Families, Resettlement Projects Team, Youth Service, Youth & Community Centres, Targeted and Family Support(including Children Centres Commission), Different Futures, Family Information Service	13,198	(1,959)	(6,213)	(8,172)	5,026
Children's Safeguarding & Support	Service Manager, Countywide Children's Case Management (Children's Teams), Strengthening Families,	29,661	0	0	0	29,661
Corporate Parenting Service	Service Manager, Fostering, Placement Hub, Children In Care 14-18, Unaccompanied Asylum Seeking Children, Leaving Care, WCC Children's Homes and Children in Care support, House Scheme.	36,002	(130)	(6,586)	(6,716)	29,286
Quality & Impact	Service Manager, Independent Reviewing Service & Family Group conferencing, Continuous Improvement & Learning, Development & Assurance, Voice, Influence & Change.	4,043	0	(141)	(141)	3,903
Adoption Central England	Adoption Central England (ACE) services on behalf of Warwickshire, Coventry City Council, Soihull MBC, Herefordshire Council and Worcestershire County Council.	5,193	(1,260)	(3,933)	(5,193)	0
Net Service Spending		105,728	(4,145)	(19,880)	(24,025)	81,703
2023/24 revenue budget supported by non-reoccurring funding						178

Saving Plan 2023-28
Children and Families

Saving Proposal Title	2023-24 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000	2027-28 £'000	Total £'000
Savings on third party spend - Review of services purchased from third parties to ensure value for money.	(118)	(52)	-	-	-	(170)
New ways of working - Expected reductions in staff travel, room hire, client travel and expenses from new ways of working post-Covid.	(92)	-	-	-	-	(92)
Rightsize Children's and Families budgets - Remove contingency budget for Early Help and replace boarding school budget with existing budget in Children's Services.	(264)	-	-	-	-	(264)
Reduce spend on Residential Care - Reduce the cost of care/services including the increased use of WCC homes, boarding schools and residential schools.	(1,400)	(1,900)	(1,500)	(1,790)	-	(6,590)
Legal Services - Reduce the cost of legal services through risk-based decision-making as to when legal advice is sought.	(100)	-	-	-	-	(100)
Training - Reduction in the cost and amount of training we commission externally.	(100)	-	-	-	-	(100)
Youth and Community Centres - Increase income from third party use of centres.	(50)	-	-	(20)	-	(70)
Section 17 payments - Reduce section 17 payments and seek alternative funding routes.	(30)	-	-	-	-	(30)
Grant income - Increase in the level of grant income and its more effective use to support the core activity of the service and contribute to the service overheads.	(560)	(100)	(100)	-	-	(760)
Custody - Reduce the custody budget to better align with activity levels.	(100)	-	-	-	-	(100)
External foster care - Reduce the cost of care/services by reducing spend on external foster care through increasing number of WCC foster carers.	-	(200)	-	(200)	-	(400)
House project - Reduce the cost of 16 plus supported accommodation through the expansion of the House project.	-	(100)	-	(100)	-	(200)
Third-party contributions - Maximise contributions from other agencies for care packages for children in care.	-	(250)	(300)	(200)	-	(750)
Reduction in staff costs - Reduction in staffing costs flowing from the successful implementation of the Sustainability Plan	-	-	(502)	(580)	(674)	(1,756)
Total	(2,814)	(2,602)	(2,402)	(2,890)	(674)	(11,382)

Capital Programme 2023-2028
Children & Families

Scheme Title	Approved Budget					
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	Total £'000
Adaptations to support child placements	287	274	149	156	156	1,022
Internal Childrens Homes	514	-	-	-	-	514
Total Children & Families	801	274	149	156	156	1,536

2023/24 Revenue Budget

Service	Service Description	Direct Cost	Internal Income	External Income	Total Income	2023/24 Budget
		A	B	C	D=B+C	E=A+D
		£'000	£'000	£'000	£'000	£'000
Assistant Director - Strategy & Commissioning People	Service management/support including AD and PA budgets	497	(68)	0	(68)	429
Director of Public Health	Statutory office of principal adviser on health matters with a leadership role for health improvement, health protection and healthcare public health.	2,297	(91)	(85)	(176)	2,120
Health & Well Being	Maintaining and promoting independence, lifestyle and prevention and family well-being	19,460	(89)	(301)	(390)	19,070
Integrated and Targeted Support	People with disabilities, vulnerable adults/people and vulnerable children and young people	13,007	(205)	(4,398)	(4,603)	8,404
All Age Specialist Provision	Market and quality assurance, people care at home and specialist accommodation	6,042	(432)	0	(432)	5,611
Net Service Spending (excluding DSG)		41,303	(885)	(4,784)	(5,669)	35,634
2023/24 revenue budget supported by non-reoccurring funding						0

Saving Plan 2023-28
Strategic Commissioning for People

Savings Proposal Title	2023-24 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000	2027-28 £'000	Total £'000
Health, wellbeing and self-care - Rationalise the public health offer, preserving budgets for mandated public health functions, and rationalising the non-mandated public health offer and consolidating use of the Warwickshire Cares Better Together Fund.	(163)	(73)	(50)	(335)	-	(621)
Domestic Abuse and Substance Misuse Detox Framework - Increase partner contributions to multi agency risk assessment conference in line with the national approach. The Public Health England contribution to inpatient detox will reduce current funding requirement.	(50)	-	-	-	-	(50)
Management of Strategic Commissioning for People costs - Rationalise budgets across a range of areas including staffing, travel and conference budgets, central recharges and contributions.	(338)	(75)	-	-	-	(413)
Community meals service - Review subsidy of non-statutory community meals for residents.	-	(160)	-	-	-	(160)
Housing related support - Further decommissioning of the housing related support service offer.	-	-	(1,000)	-	-	(1,000)
Co-production - saving once co-production framework embedded.	-	-	-	(40)	-	(40)
Total	(551)	(308)	(1,050)	(375)	0	(2,284)

**Capital Programme 2023-2028
Strategy and Commissioning**

Scheme Title	Approved Budget					
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	Total £'000
Adult Social Care Modernisation & Capacity 2012-13	70	-	-	-	-	70
Supported accommodation	651					651
Total Strategy & Commissioning - People	721	-	-	-	-	721

2023/24 DSG Revenue Budget

Service	Service Description	Direct Cost	Internal Income	External Income	Total Income	2023/24 Budget
		A	B	C	D=B+C	E=A+D
		£'000	£'000	£'000	£'000	£'000
Education Service - Schools Block	Exceptional Pupil Numbers / Schools growth, Support to maintained schools for Ethnic Minority & Travellers, Free School Meals admin, School Improvement, Transition, Trade Union Cover, Occupational Health & DBS checks.	4,314	(31)	(84)	(115)	4,199
Education Service - Early Years Block	SEND Early Years, Early Years Sufficiency & Strategy, EY funding for 2, 3 and 4 Year olds.	37,610	0	0	0	37,610
Education Service - High Needs Block	SEND Commissioned services, EHCP Top up funding, Independent School Places, Hospital Tuition, Resource Provision, Flexible Learning, Post 16 SEND, Alternative Provision & Integrated services.	72,489	(772)	(525)	(1,297)	71,193
Education Service - Central Services Block	Admissions and LA responsibilities previously funded by non DSG grant.	2,288	0	0	0	2,288
Net Education Service DSG Spending		116,702	(803)	(609)	(1,412)	115,290
Schools Block	Schools National Funding Formula allocations and LA Central Services	417,720			0	417,720
Early Years Block	LA Central Services support to EY Block	314			0	314
High Needs Block	Special Schools Funding Formula allocations and LA Central Services	23,490			0	23,490
Central Services Block	LA Central Services support to CS Block & additional costs of Teachers pay & pensions.	1,814			0	1,814
Net Non Education DSG Spending		443,337	0	0	0	443,337
	Schools Block DSG Grant			(421,919)	(421,919)	(421,919)
	Early Years Block DSG Grant			(37,924)	(37,924)	(37,924)
	High Needs Block DSG Grant			(94,682)	(94,682)	(94,682)
	Central Services Block DSG Grant			(4,102)	(4,102)	(4,102)
Net DSG Income		0	0	(558,627)	(558,627)	(558,627)
NET DSG		560,039	(803)	(559,237)	(560,039)	0

2023/24 Non-DSG Revenue Budget

Service	Service Description	Direct Cost	Internal Income	External Income	Total Income	2023/24 Budget
		A	B	C	D=B+C	E=A+D
		£'000	£'000	£'000	£'000	£'000
Assistant Director - Education Ser	Assistant Director and PA, general cross service management	2,144	(627)	(150)	(777)	1,367
Education & Early Years	Service Manager, School Improvement, School and Early Years sufficiency, Admissions, Virtual School, Early Years Strategy, Synergy Delivery Unit.	3,727	(26)	(1,962)	(1,987)	1,740
SEND & Inclusion	Service Manager, SENDAR, Specialist Teaching Services, EMTAS, Education Psychology, Post 16 SEND, Education Entitlement, Access to Education, Flexible Learning Team, SEND & Early Years.	6,869	(1,432)	(1,208)	(2,641)	4,228
Education Service Delivery	Service Manager, Employability and Post 16, Attendance service, Adult Community Learning, Warwickshire Music, Outdoor Education, Education Services & Strategy Development, School Governance.	6,494	(1,229)	(3,680)	(4,909)	1,585
Service Spending (excluding DSG)		6,494	(1,229)	(3,680)	(4,909)	8,920
2023/24 revenue budget supported by non-reoccurring funding						432

Saving Plan 2023-28
Education Services

Saving Proposal Title	2023-24 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000	2027-28 £'000	Total £'000
Vacancy factor - Application of a 2% vacancy factor/turnover allowance where not already applied.	(98)					(98)
NEETs contract - More effective contracting of the service to support those not in employment, education of training.	(35)	(10)	(10)	-	-	(55)
Savings on third party spend - Review of services purchased from third parties to ensure value for money.	(11)	(5)	-	-	-	(16)
Traded income - Increased traded income from Governor and Attendance services as well as a review to modernise music services.	(15)	(5)	-	-	-	(20)
Early Years - Reducing core budget spend by re-coding early years activity to Early Years DSG (5% permitted centrally retained element)	(50)	(30)	-	-	-	(80)
Total	(209)	(50)	(10)	0	0	(269)

Capital Programme 2023-2028
Education Services

Scheme Title	Approved Budget					Total £'000
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	
Brownsover Expansion from 2FE Infant to 1FE Primary	965	-	-	-	-	965
Burton Green Primary School	290	-	-	-	-	290
Campion School Expansion	103	-	-	-	-	103
Disability Access 2022/23 - Block Header	177	-	-	-	-	177
Etone College Nuneaton	2,309	-	-	-	-	2,309
Evergreen school - Reconfiguration of classrooms	185	-	-	-	-	185
Keeping SEND Pupils Local	128	-	-	-	-	128
Kingsway site changes to aid Academy conversion	4,967	-	-	-	-	4,967
Lighthorne Heath Primary Relocation Prep Work	146	-	-	-	-	146
Long Itchington - Expansion PAN 28 to 30	195	-	-	-	-	195
Long Lawford permanent expansion	408	-	-	-	-	408
Minor Works E&L	1	-	-	-	-	1
Myton Gardens-New 2FE (420 place) Primary School with Nursery and SRP	10,000	3,300	-	-	-	13,300
Myton school - New 6th Form Teaching Block	3,494	-	-	-	-	3,494
New School, The Gateway, Rugby	4,408	-	-	-	-	4,408
Oakley Grove - New School South Leamington - Planning Application and main project	38,025	13,761	262	-	-	52,048
Oakley Grove Reception Contingency 23 Bulge Class	1,116	-	-	-	-	1,116
Pears Centre	57	-	-	-	-	57
Planning & Development block header E&L	-	65	202	-	-	137
S106 Contribution to the DFE for Lower Farm	1,300	-	-	-	-	1,300
SEND facilities block header	20	-	-	-	-	20
Shipston High School - 1FE Expansion	6,000	4,497	-	-	-	10,497
Specialist Nurture Provision at Special School	200	-	-	-	-	200
Stratford upon Avon Secondary	7,250	6,120	-	-	-	13,370
The Queen Elizabeth Academy - New Two Storey Modular Classroom Block	2,793	-	-	-	-	2,793
Unallocated Education Basic Need	11,340	16,436			-	27,776
Unallocated Education High needs	13,679				-	13,679
Whitnash Primary, Expansion of 2 additional Classrooms	497	-	-	-	-	497
Total Education Services	109,988	44,314	262	-	-	154,564

2023/24 Revenue Budget

Service	Service Description	Direct Cost	Internal Income	External Income	Total Income	2023/24 Budget
		A	B	C	D=B+C	E=A+D
		£'000	£'000	£'000	£'000	£'000
Assistant Director - Business & Customer Services	AD and general service management	344	0	0	0	344
Business Support	Support provided to all frontline services including general administration, FOIs, Customer Complaints, Information and Document Management	9,081	(95)	0	(95)	8,986
Customer Contact - Connect	Customer Service Centre, Blue badge and Local Welfare schemes	3,226	(220)	(105)	(325)	2,901
Community Hub	Libraries, Community Outlets, Registration, Heritage and Culture	10,130	(137)	(2,549)	(2,686)	7,444
Net Service Spending		22,781	(452)	(2,654)	(3,106)	19,675
2023/24 revenue budget supported by non-reoccurring funding						1,355

Saving Plan 2023-28
Business and Customer Support

Savings Proposal Title	2023-24 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000	2027-28 £'000	Total £'000
Vacancy factor - Application of a 2% vacancy factor/turnover allowance where not already applied and the rationalisation of PA support.	(196)	-	(58)	-	-	(254)
Community development - Efficiencies in the delivery of the internal community development function.	(20)	-	-	-	-	(20)
Customer support service redesign - Review and rationalisation of the organisation's approach to customer support.	(94)	-	-	-	-	(94)
Savings on third party spend - Review of services purchased from third parties to ensure value for money.	(23)	(23)	(23)	-	-	(69)
Reduced use of printing and stationery - Future reductions in spend on printing and stationery predicated on digitisation work.	(100)	-	-	-	-	(100)
Library Service - Continue the covid-led trend of rebalancing the provision of library services, for example through increasing the use of drop off book boxes.	(50)	-	-	-	-	(50)
Registration Service - Increase registration revenue through the optimisation of service delivery locations.	(13)	(28)	(20)	-	-	(61)
Customer journey - As the customer experience programme beds down, the requirements to improve customer journey in isolation diminishes, enabling a redesign of the service offer.	(50)	(50)	(49)	(51)	-	(200)
Rationalisation of the Library Service - The rationalisation of the service would include increasing the number of community libraries and closing libraries on a Sunday.	-	0	0	-	-	0
Business support and customer process efficiencies - Efficiencies through ongoing service redesign and automation.	-	(31)	(250)	-	(196)	(477)
Heritage and Culture Charitable Trust - Redesign heritage and culture services culminating in the transfer of the service to a charitable trust.	-	-	-	(196)	-	(196)
Total	(546)	(132)	(400)	(247)	(196)	(1,521)

**Capital Programme 2023-2028
Business & Customer Services**

Scheme Title	Approved Budget					
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	Total £'000
Improving Customer Experience / One Front Door Improvements	591	-	-	-	-	591
Total Business & Customer Services	591	-	-	-	-	591

2023/24 Revenue Budget

Service	Service Description	Direct Cost	Internal Income	External Income	Total Income	2023/24 Budget
		A	B	C	D=B+C	E=A+D
		£'000	£'000	£'000	£'000	£'000
Assistant Director	AD and general service management	278	0	0	0	278
Business Intelligence	Insight Service, Research, Business Analytics, Performance Management, Data Management, Service Planning, Business Improvement	2,392	(160)	0	(160)	2,232
Portfolio Management Office	Programme and Project Delivery, Development and Support, Service Development and Assurance	2,917	(1,463)	0	(1,463)	1,454
Contract Management & Quality Assurance	Procurement, Contract Management, Quality Assurance, Systems Change and Training, Brokerage	2,462	(452)	(731)	(1,182)	1,280
Change Management	Directorate Change Plan, Service Planning	446	(72)	0	(72)	375
Net Service Spending		8,496	(2,146)	(731)	(2,877)	5,618
2023/24 revenue budget supported by non-reoccurring funding						106

Saving Plan 2023-28
Commissioning Support Unit

Savings Proposal Title	2023-24 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000	2027-28 £'000	Total £'000
Vacancy factor - Application of a 2% vacancy factor/turnover allowance where not already applied.						(114)
Savings on third party spend - Review of services purchased from third parties to ensure value for money and management of the budgeted cost increases of externally purchased services.	(47)	(26)	(19)	-	-	(92)
Staffing restructure - Changes in staffing structure to reduce the cost of the Commissioning Support Unit.	(73)	-	-	-	-	(73)
Commercial approach to contracting - Securing rebates due to the Council through commercial contracting.	-	(148)	(148)	-	-	(296)
Total	(234)	(174)	(167)	0	0	(575)

Annex J Revenue - Enabling Services - Craig Cusack

Strategic Director - Rob Powell

Portfolio Holders - Councillor Andy Jenns (Customers & Transformation), Councillor Peter Butlin (Finance and Property)

Appendix J

2023/24 Revenue Budget

Service	Service Description	Direct Cost	Internal Income	External Income	Total Income	2023/24 Budget
		A	B	C	D=B+C	E=A+D
		£'000	£'000	£'000	£'000	£'000
Assistant Director - Enabling Services	AD and general service management budgets	388	0	0	0	388
HR Enabling	HR Service Centre and Advisory Services, WES HR and Payroll, Learning and Organisational Development, Apprentices	6,540	(1,668)	(942)	(2,610)	3,929
ICT Strategy and Commissioning	ICT Leadership Team, ICT Services Team, Solutions Architecture Team, Commissioning 5G and Connectivity, Corporate ICT Development, Strategy and Programmes	2,431	0	0	0	2,431
Digital & ICT	Security, Systems Development and Architecture, Device Support, ICT Service Desk, Application and Line of Business System Management, WES ICT Development	13,407	(3,078)	(1,731)	(4,810)	8,598
Facilities Management	Design and Major Projects, Engineering, Estate Management Delivery, Management of Strategic Project Delivery, Facilities Management	17,372	(6,771)	(1,346)	(8,117)	9,256
Net Service Spending		40,139	(11,517)	(4,019)	(15,537)	24,602
2023/24 revenue budget supported by non-reoccurring funding						943

Saving Plan 2023-28
Enabling Services

Savings Proposal Title	2023-24 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000	2027-28 £'000	Total £'000
Vacancy factor - Application of a 2% vacancy factor/turnover allowance where not already applied.	(187)					(187)
Enabling Services delivery review - Review of expenditure on staffing, expenses and projects in Enabling Services.	(40)	(50)	(150)	-	-	(240)
Facilities management - Facilities management and maintenance cost savings linked to asset rationalisation	(50)	(433)	(249)	(517)	(100)	(1,349)
ICT Service delivery review - Review past ICT budget growth and focus on efficiencies through development projects.	(144)	(125)	(54)	(108)	(107)	(538)
Property service delivery review - Ensure effective mix of staff and agency use, drive efficiencies in facilities management resource spend and maintenance budget.	(95)	(32)	(90)	-	-	(217)
Devices - continue to review the most cost effective device to meet the organisational and staff need at the end of the lease, subject to options appraisal and due diligence.	(150)	-	-	-	-	(150)
ICT applications migration and rationalisation - Migrating workloads to Azure to derive efficiencies from ICT application management alongside an on-going focus on the rationalisation of applications to reduce licence and maintenance costs.	-	(120)	(50)	-	-	(170)
Pro-active use of apprenticeships - Closer integration of apprentices into service workforce structures.	-	-	(165)	-	-	(165)
Total	(666)	(760)	(758)	(625)	(207)	(3,016)

Capital Programme 2023-2028
Enabling Services

Scheme Title	Approved Budget					
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	Total £'000
Development of Rural Broadband	3,265	3,446	-	-	-	6,710
Lillington Academy CTA Works	278	-	-	-	-	278
Non Schools asbestos and safe water	356	371	389	405	405	1,926
Non Schools Building Maintenance	2,562	2,425	2,537	2,648	2,648	12,820
Schools asbestos and safe water	816	852	892	931	931	4,422
Schools building maintenance	7,365	7,557	7,767	7,976	7,976	38,641
Total Enabling Services	14,642	14,651	11,585	11,960	11,960	64,797

2023/24 Revenue Budget

Service	Service Description	Direct Cost	Internal Income	External Income	Total Income	2023/24 Budget
		A	B	C	D=B+C	E=A+D
		£'000	£'000	£'000	£'000	£'000
Assistant Director - Finance	AD and general service management budgets	271	(6)	(23)	(29)	242
Finance Delivery	Finance Management support to services and schools	4,880	(2,363)	(546)	(2,909)	1,972
Investments, Treasury and Audit	Internal Audit, Risk and Insurance, Pensions Investment and Treasury Management	1,766	(226)	(784)	(1,011)	755
Commercialism	Traded services finance and commercialism team	238	0	0	0	238
Strategic Finance	Strategic Capital, Revenue and Financial Planning	778	0	(82)	(82)	697
Finance Transformation	Exchequers, Social Care Charging and Assessment, Major Projects	4,699	(111)	(2,412)	(2,523)	2,176
Net Service Spending		12,633	(2,706)	(3,846)	(6,552)	6,081
2023/24 revenue budget supported by non-reoccurring funding						170

Saving Plan 2023-28
Finance

Savings Proposal Title	2023-24 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000	2027-28 £'000	Total £'000
Finance process efficiencies - Efficiencies through ongoing service redesign, automation, AI and self-service.	(75)	(75)	(25)	(125)	(25)	(325)
Savings on third party spend - Review of services purchased from third parties to ensure value for money.	(21)	(16)	(10)	-	-	(47)
Procurement cards - Rebates from extended use of procurement cards.	(25)	(25)	-	-	-	(50)
Total	(121)	(116)	(35)	(125)	(25)	(422)

Annex L Revenue - Governance & Policy - Sarah Duxbury
Strategic Director - Rob Powell
Portfolio Holders - Councillor Andy Jenns (Customers & Transformation)

Appendix L

2023/24 Revenue Budget

Service	Service Description	Direct Cost	Internal Income	External Income	Total Income	2023/24 Budget
		A	B	C	D=B+C	E=A+D
		£'000	£'000	£'000	£'000	£'000
Assistant Director - Governance & Policy	AD and general service management budgets	(117)	0	(0)	(0)	(117)
Communications	Communications Policy & Strategy, Comms Delivery, Media Relations, Brand Management & Design	1,732	(1,265)	(25)	(1,290)	442
HROD	Commissioner of Strategic HROD, HROD Polices and Frameworks, Commissioner of operational/transactional HR delivery	679	0	0	0	679
Property Management	Corporate Landlord & Estate Management, Programme development, Property strategy & policy, Commissioner of Facilities Management/Construction, Energy	2,436	(701)	(914)	(1,615)	820
Legal & Democratic	Legal Services, Democratic services, Data Compliance & Regulation, Information Governance, Data Security	9,690	(5,946)	(3,266)	(9,212)	478
Corporate Policy	Corporate Policy & Standards, Data Strategy, Commissioner Business & Customer	599	0	0	0	599
Net Service Spending		15,018	(7,913)	(4,204)	(12,117)	2,901
2023/24 revenue budget supported by non-reoccurring funding						0

Saving Plan 2023-28
Governance and Policy

Savings Proposal Title	2023-24 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000	2027-28 £'000	Total £'000
Vacancy factor - Application of a vacancy factor/turnover allowance where not already applied.	(208)	(45)	(45)	-	-	(298)
Electronic record keeping - Reduced storage requirements as a result of the move to electronic record keeping.	(5)	(5)	(10)	-	-	(20)
Savings on third party spend - Review of services purchased from third parties to ensure value for money and management of the budgeted cost increases of externally purchased services.	(47)	(9)	-	-	-	(56)
Legal services trading income - Additional surplus from external trading with other local authorities and public sector bodies.	(40)	(40)	(40)	(40)	-	(160)
Paper free meetings - Reduction in the cost of printing as a result of moving to paper free meetings.	(5)	(5)	-	-	-	(10)
Consultancy - Reduction in commissioning budget held for external consultancy and external support.	(20)	-	-	(4)	-	(24)
Total	(325)	(104)	(95)	(44)	0	(568)

**Capital Programme 2023-2028
Governance & Policy**

Scheme Title	Approved Budget					
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	Total £'000
Creation of office space at Holly Walk, Leamington	44	-	-	-	-	44
Land at Leicester Lane - Cubbington	1,253	-	-	-	-	1,253
Maintaining the Smallholdings land bank	391	-	-	-	-	391
Rationalisation of County Storage Facilities	79	-	-	-	-	79
Rural Services	390	407	426	444	444	2,111
Smallholdings Capital Maintenance	586	-	-	-	-	586
Strategic Site Planning Applications	844	-	-	-	-	844
Total Governance & Policy	3,587	407	426	444	444	5,308

2023/24 Revenue Budget

Service	Service Description	Direct Cost	Internal Income	External Income	Total Income	2023/24 Budget
		A	B	C	D=B+C	E=A+D
		£'000	£'000	£'000	£'000	£'000
Government Grants & Business Rates	Business rates and government grants	0	(3,131)	(534,153)	(537,284)	(537,284)
Capital Financing Costs	Revenue costs of the borrowing needed to finance the Authority's capital programme	38,640	(253)	(3,590)	(3,844)	34,796
Strategic Management Team	Cost of Corporate Board and their support	1,292	0	0	0	1,292
County Coroner	Cost of the Coroners Service, including a partnership contribution from Coventry City Council	1,083	0	(349)	(349)	734
Environment Agency	Annual Flood Defence Levy	268	0	0	0	268
External Audit Fees	Fees from the external auditors for their statutory work and the cost of commissioning additional reports required for the statement of accounts.	550	0	0	0	550
Pensions Deficit Under-recovery	Cash contribution to the historic deficit on the Authority's share of the Warwickshire (Local Government) Pension Fund	1,483	0	(500)	(500)	983
County Council Elections	Quadrennial county council elections cost	268	0	0	0	268
Members Allowances and Expenses		1,164	0	0	0	1,164
Other Administrative Expenses and Income	Corporate subscriptions and other administrative expenses	13,392	(1,610)	(1,054)	(2,663)	10,729
Warwickshire Property and Development Company	Net running cost of WPDC	1,078	0	(1,204)	(1,204)	(126)
Provision for DSG (High Needs) Deficit		4,855	0	0	0	4,855
Subscriptions		211	0	0	0	211
Warwickshire Recovery and Investment Fund		2,465	0	(2,465)	(2,465)	0
Apprenticeship Levy		1,092	0	0	0	1,092
Net Service Spending (excluding DSG)		67,840	(4,994)	(543,315)	(548,309)	(480,469)
2023/24 Council Tax Requirement						(362,856)
Service Spending before Council Tax Requirement						(117,613)
2023/24 revenue budget supported by non-recurring funding						5,161

Saving Plan 2023-28
Corporate Services

Savings Proposal Title	2023-24 £'000	2024-25 £'000	2025-26 £'000	2026-27 £'000	2027-28 £'000	Total £'000
Savings on third party spend - Review of services purchased from third parties and the increased take-up of early invoice payment. <i>(Delivery will be the responsibility of the AD - Finance).</i>	(3)	(3)	(202)	(100)	-	(308)
Insurance - Savings arising as a result of a higher level of self insurance. <i>(Delivery will be the responsibility of the AD - Finance).</i>	(25)	(173)	(334)	(464)	-	(996)
Treasury management returns - A target to increase returns on investment by 10 basis points based on a more pro-active approach to treasury management. <i>(Delivery will be the responsibility of the AD - Finance.)</i>	(242)	(121)	-	-	-	(363)
Warwickshire Property and Development Group - Forecast income stream from the successful delivery of the company business plan.	(126)	(2,856)	(433)	-	-	(3,415)
Capital financing costs - Reduction in the Authority's borrowing costs as a result of using capital receipts from the sale of surplus assets. <i>(Delivery will be the responsibility of the AD - Governance and Policy).</i>	(64)	(32)	(136)	(48)	(24)	(304)
Pre-pay pension contribution - Use the Council's strong balance sheet to benefit from the discount for the early payment of the pension contributions. <i>(Delivery will be the responsibility of the AD - Finance).</i>	(500)	-	-	-	-	(500)
Digital roadmap - Savings as a result of a three year programme of investment in digital technology and automation. <i>(Delivery will be the responsibility of the Assistant Director - Enabling Services.)</i>	-	(250)	(200)	(350)	-	(800)
Capital financing costs - Reduction in the Authority's borrowing costs as a result of reducing the investment capacity in the capital programme by £25m across the MTFS period.	-	-	(502)	(1,094)	(396)	(1,992)
Total	(960)	(3,435)	(1,807)	(2,056)	(420)	(8,678)

Capital Programme 2023-2028
Corporate Services

Scheme Title	Approved Budget					
	2023/24 £'000	2024/25 £'000	2025/26 £'000	2026/27 £'000	2027/28 £'000	Total £'000
Asset Replacement Fund	5,920	3,000	3,000	3,000	3,000	17,920
Capital Inflation Contingency Fund	4,429	5,739	-	-	-	10,168
CIF unallocated	15,019	18,872	18,872	18,872	18,872	90,509
Investigation Design Fund	800	800	800	800	800	4,000
Warwickshire Property Development Group	19,101	21,763	7,611	242	16,334	65,051
Warwickshire Property Development Group Contingency	-	-	-	-	35,000	35,000
Warwickshire Recovery & Investment Fund	20,600	20,000	20,000	26,500	-	87,100
Total Corporate	65,869	70,174	50,283	49,415	74,006	309,748

Annex N: Adjustment between Council Resolution and Service Estimates

Appendix N

App	Service	Council Net Revenue Spend	Structural changes	Transfer to/ (from) Reserves	Service Estimates Net Revenue Spend
		£m	£m	£m	£m
Communities Directorate					
A	Environment Services	60.496	(0.066)		60.430
B	Fire and Rescue	22.997			22.997
C	Strategic Commissioner for Communities	24.142			24.142
People Directorate					
D	Social Care and Support	205.795	(0.090)	(1.925)	203.780
E	Children and Families	81.560	0.143		81.703
F	People - Strategy and Commissioning	35.694	(0.060)		35.634
G1 & G2	Education Services	123.759	0.451		124.210
Resources Directorate					
H	Business and Customer Services	20.219	(0.545)		19.675
I	Commissioning Support Unit	5.619			5.618
J	Enabling Services	24.560	0.042		24.602
K	Finance	6.010		0.070	6.081
L	Governance and Policy	2.904	(0.003)		2.901
M & G1	Corporate Services and Resourcing (Excludes	(233.030)	0.127		(232.903)
Total		380.726	0.000	(1.855)	378.871

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Cabinet

18 April 2023

Warwickshire County Council Suicide Prevention proposals

Recommendations

That Cabinet:

- 1) Approve the Coventry and Warwickshire Suicide Prevention Strategy 2023-2030 on behalf of the Council which has been endorsed by the Health and Wellbeing Board;
- 2) Approve the Council's "Our Approach to Suicide Prevention" attached at Appendix 1;
- 3) Approve the proposals for embedding suicide prevention activity within the Council's activities as set out in this Report; and
- 4) Authorise the Strategic Director for People to identify a Suicide Prevention Sponsor to champion the role of the Council in the wider suicide prevention work programme.

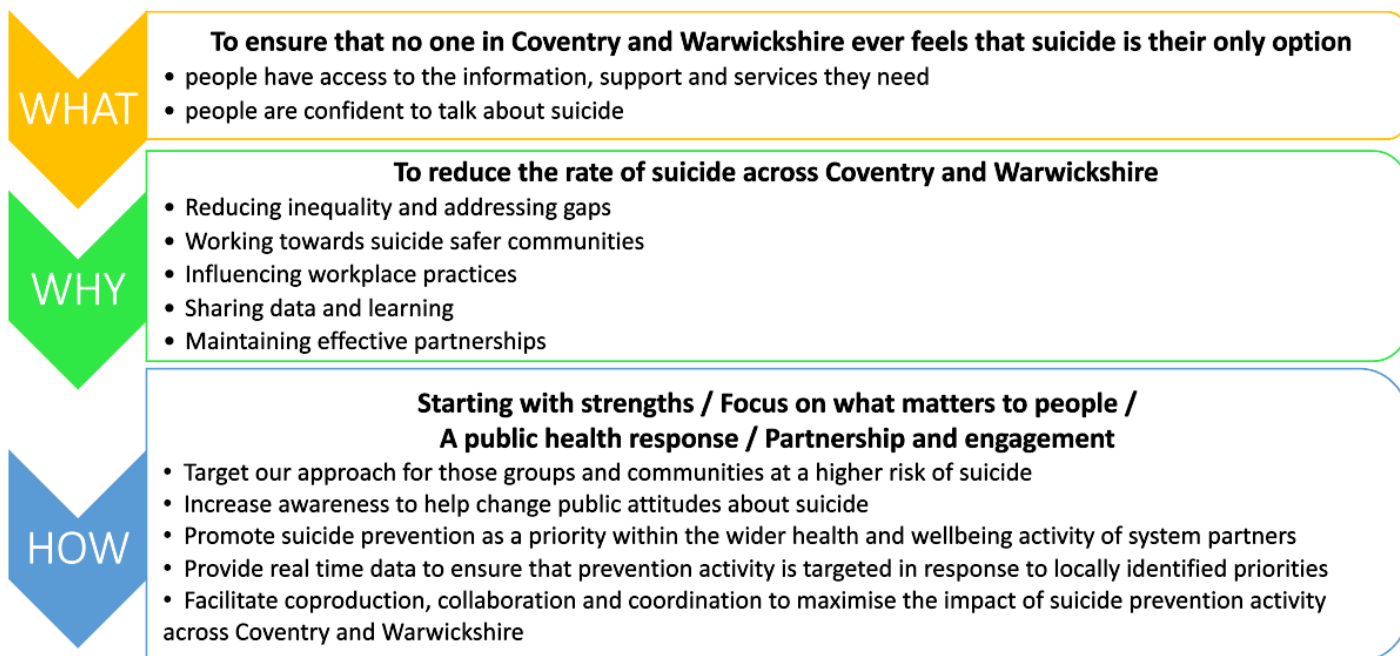
1. Executive Summary

Coventry and Warwickshire Suicide Prevention Strategy 2023-2030

- 1.1 Following completion of the National Health Service England (NHSE) funded national suicide prevention programme in Coventry and Warwickshire (which ran from 2018 – 2021), work has been underway to develop a new partnership work programme that sets out a vision for suicide prevention in Coventry and Warwickshire until 2030.
- 1.2 Early engagement on this process identified that the new work programme should build on the work developed through the NHSE funded programme and bring together the previously separate suicide prevention strategies for Coventry and Warwickshire into a single system wide strategy and approach.
- 1.3 The new Strategy reflects significant engagement with a range of stakeholders, partners and the public. This was undertaken to test the draft

vision, strategic ambitions and local priorities and help shape the content of the strategy.

- 1.4 The diagram below summarises the approach to suicide prevention as outlined in the new strategy, including the vision, strategic ambitions and local delivery priorities:



- 1.5 The new Strategy was presented to and endorsed by the two Health and Wellbeing Boards in Coventry and Warwickshire in January 2023, and once approved by Cabinet will be published on the County Council’s website under the social care and health strategies page.

- 1.6 Health and Wellbeing Board members were asked to consider their organisational contributions to suicide prevention and identify any governance routes for approving and sharing the Strategy.

Warwickshire County Council “Our Approach to suicide prevention”

- 1.7 Within the Council, discussions are underway to explore opportunities as to how we can build a suicide safe workplace, support our commissioned providers and reach out to individuals and communities across Warwickshire.

- 1.8 To capture this, colleagues from the Council’s Organisational Development Strategy and Commissioning Team have drafted an “Our Approach to Suicide Prevention” – this outlines the Council’s organisational commitment to suicide prevention. A copy of this document is attached as Appendix A. In it is intended that the Our Approach will develop and evolve overtime to reflect changes in the services offered and the priorities of the Council.

- 1.9 To help deliver these commitments, it is proposed that any internal suicide prevention activity is written into the corporate wellbeing delivery plan, and specific activities and initiatives are influenced by organisationally representative employee and leader insight.
- 1.10 It is anticipated that the wider delivery of the Council's Approach to Suicide Prevention will be overseen by the Leading Organisational Wellbeing Group with input from the Council's Suicide Prevention and Partnership Manager (Public Health).
- 1.11 It is important to note that some activity in relation to suicide prevention is already underway and will form part of any ongoing work programme. Furthermore, conversations are ongoing with senior leadership teams across the Council to consider the requirements and opportunities to support suicide prevention activity, awareness and support across different service areas. A summary of some of the initial proposals for consideration are attached as Appendix B.
- 1.12 It is proposed that the initial key areas of focus for the Council's approach to suicide prevention relate to the following:
- A) **Awareness and communications:** Objective – the Council's workforce is well informed about suicide prevention.
 - B) **Wellbeing:** Objective – the Council's workforce is supported to prioritise their mental wellbeing and resilience.
 - C) **Customers, clients and communities:** Objective – the Council's workforce and commissioned providers are equipped with the right skills and tools to support people in crisis.
 - D) **Partnership and collaboration:** Objective – the Council's workforce engage with opportunities to raise awareness of suicide and suicide prevention.
 - E) **Leadership:** Objective - the Council is committed to supporting the delivery of the Coventry and Warwickshire Suicide Prevention Strategy..
- 1.13 A cross-organisational approach will help with:
- embedding suicide prevention practice across service delivery (both in-house and through commissioned providers)
 - supporting the wellbeing and inclusivity agendas of the Council's workforce by raising awareness of suicide
 - identifying opportunities to add social value through internal activity
 - effectively targeting higher risk population groups
 - aligning suicide prevention activity with other related workstreams, specifically where there are common risk factors and prevention opportunities

2. Financial Implications

- 2.1 There are no capital implications related to the delivery of the Coventry and Warwickshire Suicide Prevention Strategy.
- 2.2 The Council has already committed dedicated resources to the development and implementation of suicide prevention activity across Coventry and Warwickshire in the form of the permanent employment of a Suicide Prevention and Partnership Manager (commenced September 2021) funded from the Public Health Grant.
- 2.3 The Council already has an allocated project budget for 2023/24 to support the initial implementation and embedding of the new Suicide Prevention Strategy.
- 2.4 From 2024/25 onwards, in order to continue to support the wider delivery of the strategy, ongoing funding is required to secure the following:
- Make permanent the existing Coventry and Warwickshire Real Time Surveillance System
 - Ongoing suicide awareness and prevention training
 - Local awareness campaigns and resources (including input from people with lived experience)
- 2.5 The Real Time Surveillance System (RTSS) total cost per annum is approximately £115,000 and incorporates: 1) RTS Coordinator post (approx. £45k pa), 2) case management system (approx. £5k pa), 3) specialist suicide bereavement support service (approx. £65k pa).
- 2.6 The estimated total cost for the suicide awareness, prevention training and local campaign and resources is in the region of £50,000 per annum.
- 2.7 Our intention going forward is to secure a 3-way partnership arrangement with Coventry and the ICB to co-fund this work from 2024/25 onwards.
- 2.8 A paper is being prepared for the Coventry and Warwickshire Health Care Partnership Mental Health and Emotional Wellbeing Delivery Group in April 2023 detailing the RTSS programme specifically and the financial implications associated with this. This includes an ask of the Council, Coventry City Council and the Integrated Care Board (ICB) to jointly fund this programme on an ongoing basis. The proposed split is a 50% contribution from the ICB and 25% from each of the Local Authorities.
- 2.9 Assuming partners make the requested contribution, the Councils' estimated annual contribution towards the RTSS programme would be £30k pa from 2024/25 onwards, and we are proposing that this will be funded from the Public Health Grant.

- 2.10 An optional recurring, revised project budget to contribute towards the additional projected spend for training, awareness and campaign resources will also be sought from the Public Health Grant, to a maximum value of £20,000 per year in line with available service budget.
- 2.11 There are further opportunities to explore alternative funding streams to meet some of these costs, including: social value commitments, joint prevention programmes (particularly around risk or causal factors) and external or national funding programmes. These will be explored as part of the ongoing delivery of the strategy.

3. Environmental Implications

- 3.1 None.

4. Supporting Information

- 4.1 The most recent suicide data from the Office of National Statistics shows that the suicide rates in Warwickshire are currently 11.2 per 100,000 (2019-21). This represents a slight increase from the previous figures (9.2 per 100,000 for 2018-2020) The comparative figures for Coventry are 9.3 per 100,000 (2019-2021). For the same time frame, the West Midlands region and England as a whole, the figures are 10.7 and 10.4 respectively.
- 4.2 Whilst there is some variation in these rates between the district/boroughs within Warwickshire, the overall picture shows an increase in the suicide rate – which is higher than both the regional and national average.
- 4.3 Positively, this national data shows a decline in the overall suicide rate in Warwickshire since a peak in 2014-16 (12.2 per 100,00). It is however important to note that national figures are up to 2 years behind real time data at the point at which the data is reported.
- 4.4 To address this, it is critical that we can identify real time figures across Coventry and Warwickshire in order that we can respond to emerging trends or areas of concern in a timely manner.
- 4.5 A local Real Time Surveillance (RTS) system (for suspected suicides) was developed as part of the NHSE funded suicide prevention programme, and the data collected through this process ensures we have access to weekly figures which are used to provide quarterly updates to our partners. Importantly this information also enables us to activate an immediate response if a potential cluster is identified.
- 4.6 In the current climate of financial uncertainty and societal challenges and the increased anxiety that this can cause, it is increasingly important that we are able to monitor any changes in suicide trends. This would include new or

emerging trends in the demographic profile, location or method used and background circumstances of people who die by suicide.

- 4.7 Discussions are currently underway with system partners to identify long-term funding to secure the future of this as an essential and ongoing part of the suicide prevention programme.
- 4.8 The existing National Suicide Prevention Strategy for England ('Preventing suicide in England: A cross-government outcomes strategy to save lives'): identifies seven key areas for action. These are:
- Reducing the risk of suicide in key high-risk groups
 - Tailor approaches to improve mental health in specific groups
 - Reduce access to the means of suicide
 - Provide better information and support to those bereaved or affected by suicide
 - Support the media in delivering sensitive approaches to suicide and suicidal behaviour
 - Support research, data collection and monitoring
 - Reducing rates of self-harm as an indicator for suicide risk
- 4.9 A new National Plan for Suicide Prevention is currently in development and will outline the new national priorities. Coventry and Warwickshire are committed to supporting with the delivery of the new national strategy and will align to the national priorities within the local delivery plan, at the same time reflecting local needs across the area.

5. Timescales associated with the decision and next steps

- 5.1 Once approved by Cabinet, the Council's "Our Approach to Suicide Prevention" will form part of the internal communications plan to raise awareness of suicide prevention across the Council.
- 5.2 The approach will also be shared with partners to demonstrate the Council's commitment to the delivery of the Coventry and Warwickshire Suicide Prevention Strategy and to promote good practice as one of the lead organisations for the associated work programme.
- 5.3 Where appropriate, key activities delivered as part of the Council's Approach to Suicide Prevention will be incorporated into the Coventry and Warwickshire Suicide Prevention Delivery Plan, which will be monitored by the Health and Wellbeing Boards for both Coventry and Warwickshire.
- 5.4 Internal conversations with senior leaders of the Council and the Council's corporate Leading Organisational Wellbeing Group will continue to ensure that the Council's approach to suicide prevention continues to respond to the priorities and opportunities identified.

Appendices

Appendix 1 – WCC Our Approach to Suicide Prevention

Appendix 2 – Draft proposals for WCC suicide prevention activity

Background Papers

Report to Warwickshire Health and Wellbeing Board January 2023 (agenda and minutes relating to the Coventry and Warwickshire Suicide Prevention Strategy 2023-2030 – agenda Item 6).

	Name	Contact Information
Report Author	Hannah Cramp Sian Owen	hannahcramp@warwickshire.gov.uk sianowen@warwickshire.gov.uk
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The report was circulated to the following members prior to publication:

Local Member(s):

Other members: Councillors Clarke, Chilvers, Crump, Fradgley, D’Arcy, Timms, Redford, Watson.

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Our Approach to... Suicide Prevention (SP)

Breaking the stigma and myth surrounding suicide plays a huge part in people not feeling like it's their only option and creates a valuable sense of belonging. Doing the right thing by having the courage to talk and listen, we will help to prevent death by suicide, it's collateral impact and make WCC a safe, stigma-free and supportive place to be.



At Warwickshire County Council, we play a positive and active role in suicide prevention.

- We believe that suicide is preventable, and not talking about it doesn't stop it happening.
- Talking about suicide isn't easy for many people, but we are committed to withstand the discomfort; it could save someone's life.
- We each encourage one-another to talk about feelings, we listen without judging or trying to solve problems. We recognise how important it is not to dismiss or diminish how people feel.
- We provide support, tools, advice, and guidance for our people to be able to talk about suicide and help others to feel like they truly belong.

We will all be the best we can be by:

- ✓ Encouraging and engaging in conversations about suicide
- ✓ Being respectful and listening to different lived experiences
- ✓ Exploring, asking for and engaging with help that works best for us
- ✓ Being kind and knowing that there isn't a right or wrong way to feel.

Our Leaders and Managers will do what they say by:

- ✓ Encouraging and enabling discussions and learning opportunities around suicide prevention and taking these learning opportunities themselves.
- ✓ Listening to and supporting the individuals in their teams by utilising the intranet tools and guidance, the support of Occupational Health, our EAP, HR Advisory colleagues and peer support.
- ✓ Providing a safe space for honest and supportive discussions, signposting clearly to suicide support organisations and charities for specialised help.

Organisationally we will focus on solutions by:

- ✓ Sharing relevant, up-to-date and credible suicide prevention resources, across WCC.
- ✓ Encouraging colleagues to be brave, to share and to listen without judgement
- ✓ Ensuring our HR processes and procedures enable our workplace to be a safe, inclusive, supportive place.

Our Objectives...

Awareness and Communication

our people are well informed about suicide prevention.

Wellbeing

our people are supported to prioritise mental wellbeing and resilience.

Customers, clients and communities

our people and commissioned providers are equipped with the right skills and tools to support people in crisis

Partnership and collaboration

our people engage with opportunities to raise awareness of suicide and suicide prevention

Leadership

WCC is committed to supporting the delivery of the Coventry and Warwickshire Suicide Prevention Strategy.



Requiring personal support for yourself?

If you are having thoughts of suicide or significant self-harm, help and support is available now. Visit www.dearlife.org.uk where you will find details for crisis support. If there is immediate risk to life, call 999.

Remember that you can also access:

- Listening Mates
- EAP Service
- Peer support through employee networks

Requiring personal support regarding someone you know, love and/or care about?

If you're worried someone you know may be thinking about suicide, visit dearlife.org.uk to find support, or share 0800 616 171 with anyone you may think needs it – a free 24/7 confidential phone line. Supporting others in tough times can be very difficult, remember to look after yourself and access support for yourself, too.

Remember that you can also get support from:

- Listening Mates
- EAP Service
- Peer support through employee networks

Requiring professional support and guidance?

You can access the Zero Suicide Alliance (ZSA) training on The Learning Hub, access guidance through The Samaritans or Campaign Against Living Miserably (C.A.L.M) and contact our wellbeing team via wellbeing@warwickshire.gov.uk

APPENDIX 2: Our Approach to Suicide Prevention

2.1 Areas of focus

WCC: OUR APPROACH TO SUICIDE PREVENTION		
Area of focus	Objective	Example of existing delivery mechanism(s)
Awareness and communications	Our people are well informed about suicide prevention	<i>Internal communications plan</i>
Wellbeing	Our people are supported to prioritise mental wellbeing and resilience	<i>Leading Organisational Wellbeing / THRIVE / Our People Strategy / Wellbeing 4 Life</i>
Customers, clients and communities	Our people and our commissioned providers are equipped with the right skills and tools to support people in crisis	<i>WCC Learning Hub</i>
Partnership and collaboration	Our people engage with opportunities to raise awareness of suicide and suicide prevention	<i>Corporate Wellbeing Delivery Plan</i>
Leadership	Our organisation leads activity to drive the delivery of the Coventry and Warwickshire Suicide Prevention Strategy	<i>Social Value / Real Time Surveillance / WCC SP sponsor</i>

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2.2 Delivery proposals

ACTIVITY	STATUS	LEAD
ONGOING		
Our Approach to Suicide Prevention	Draft copy produced – report to Cabinet April 2023.	WCC: HR&OD / Public Health
Promotion of Zero Suicide Alliance suicide awareness training via WCC Learning Hub	Live: training module accessed via module code GEN NS632 or by searching “suicide awareness”	WCC: HR&OD / Public Health
Promotion of the Dear Life website – both across WCC services as well as commissioned providers www.dearlife.org.uk	Live: Direct link to the website from the Council’s website www.warwickshire.gov.uk/mentalhealth	CWPT (with input from WCC: MarComms / Public Health / People Strategy and Commissioning)
Production of Self Harm Policy Guidance for schools (and wider children and young people practitioners)	Draft copy presented to Children and Families SLT. Guidance to be presented to Warwickshire Safeguarding Board for approval.	WCC: Early Help and Targeted Support / Education Psychology / Public Health / Compass (School Nursing Service)
Development of an internal suicide prevention communications plan to ensure that WCC employees have access to information and resources to raise awareness of suicide and offer suicide prevention advice	Initial draft resources currently being developed or explored (eg. a targeted leaflet with tips, signposting and advice / a series of suicide prevention resources to support conversations about suicide – including advice around appropriate language, signs to look out for)	WCC: MarComms / Public Health / HR&OD
IN DEVELOPMENT / UNDER CONSIDERATION		
Considering SP in relevant, existing core HR&OD policies and procedures, as part of policy review		

ACTIVITY	STATUS	LEAD
Exploring SP training opportunities for our WCC voluntary 'Listening Mates' and 'Wellbeing Champions'		
Weaving SP considerations into the retendering and reviews of our EAP service and Occupational Health contracts		
WCC Suicide Prevention event to a) support WCC employees (eg. by targeting specific population groups (eg. men) and service areas (eg. Fire and Rescue / Social Care) and b) to raise general awareness for frontline staff (eg. Country Parks teams / Libraries)	Proposal in development as part of both suicide prevention and Wellbeing 4 Life work programmes	Public Health, (People)
Exploration of the use of R;pple as a suicide prevention tool (www.ripplesuicideprevention.com/)	Initial internal conversations to understand practical implications	Public Health, (People)
Development of a corporate suicide awareness/prevention training offer for WCC (and CCC) targeted service areas	Initial scoping undertaken to identify and understand demand	Public Health (People)
Identify opportunities to work with WCC Health and Wellbeing Champions to support suicide prevention activity across WCC		Organisation Development, (Resources)
Identify organisational suicide prevention sponsor from within the senior leadership team / elected members		
Production of a dedicated intranet page to ensure WCC workforce have immediate access to information and support (this would be linked to the ongoing development of the Dear Life webpages)		

ACTIVITY	STATUS	LEAD
WCC employee stories, eg. series of recorded video clips to encourage people to talk about suicide		Public Health, (People)

Cabinet

18 April 2023

Draft Warwickshire Food Strategy 2023-2026

Recommendation

That Cabinet approves the Warwickshire Food Strategy 2023-2026 as attached at Appendix A.

1. Executive Summary

1.1 The purpose of this report is to update Cabinet about the proposed Warwickshire Food Strategy 2023-2026, highlight the engagement that has taken place and present the draft Strategy to Cabinet for its consideration.

1.2 There are national and local level drivers for the draft Warwickshire Food Strategy. The National Food Strategy 2020 highlighted the need to create a long-term shift in our food culture in order to reduce food inequality and insecurity and to protect our environment and our health. The Warwickshire County Council Plan 2022-2027 areas of focus include the need to:

‘Support people to live healthy, happy and independent lives and work with partners to reduce health inequalities’

‘To tackle climate change, promote biodiversity and deliver on our commitment to net zero’

1.3 The existence of the draft Strategy, which aims to promote an affordable, healthy, and sustainable food supply is an essential element in addressing these national and local aims.

1.4 The draft Strategy also links to and is mutually supportive of several other key Warwickshire Strategies, including:

- The Tackling Social Inequalities in Warwickshire Strategy 2021-30
- The Warwickshire Health and Wellbeing Strategy 2021-26
- The Warwickshire Sustainable Futures Strategy

1.5 Recognition of national and local policy drivers have helped to form the vision, purpose, and priority areas for the draft Warwickshire Food Strategy. Until now Warwickshire has not benefitted from having an overarching approach to

healthy food supply. The Strategy addresses these issues, and the Warwickshire Food Forum partnership has contributed to its development and will be a key partner in its delivery. The draft Strategy is accompanied by a Delivery Plan (Appendix B) which will be robustly progressed by the Warwickshire Food Strategy Delivery Group. The Delivery Group will provide updates to the quarterly meetings of the Warwickshire Food Forum partnership. The draft Strategy seeks to bring a wide range of partners and businesses together to secure better access to healthy, affordable food for everyone in the County.

2. Developing the draft Strategy

- 2.1 The Warwickshire Food Forum partnership commenced the process of creating the draft Strategy in early 2021. The partnership consists of a wide range of organisations and voluntary and community sector groups concerned with the supply of food to vulnerable people. Membership includes, foodbanks, Citizens Advice, District and Borough Councils, Warwickshire Community and Voluntary Action, the Equality and Inclusion Partnership, South Warwickshire Foundation Trust and more. The partnership also benefits from the support of key Warwickshire County Council teams specialising in health and wellbeing and supporting of families.
- 2.2 The draft Strategy has also benefitted from input and advice from practitioners across the field of health and voluntary and community sector support. In addition, quantitative and qualitative data has been considered from the Poverty in Warwickshire Dashboard, Warwickshire Public Health Annual Reports, The State of Warwickshire Report, Joint Strategic Needs Assessment findings, The Office of National Statistics, The Index of Multiple Deprivation 2019 and information and data from the Food Foundation.
- 2.3 An equality impact assessment (EIA) of the strategy has been completed (Appendix C). The assessment shows that the strategy has a positive impact in terms of benefits by protected characteristics and socio-economic group. The EIA will be reviewed and updated regularly, responding to findings, as a key part of implementing the draft Warwickshire Food Strategy.

3. Focus of the draft Strategy

- 3.1 The draft Strategy sets out a vision for a Warwickshire in which agencies and organisations from across the public, private and voluntary and community sectors work together consistently and effectively to ensure a supply of good quality, healthy and affordable food for everyone, leading to fewer people with diet-related ill-health, fewer people experiencing food insecurity and reduced levels of food-related waste and greenhouse gases related to our food system. The purpose of the Strategy is to provide a shared, collaborative approach and a plan of action which agencies across the sectors can commit to with key priorities for the short, medium, and long-term. The Strategy aims to deliver a shared approach to better learning and understanding the root

causes of food poverty and the cultural needs around food. This will enable us to decide and implement the highest-impact interventions.

3.2 The draft Strategy has three priority areas each with its own objective:

Priority area 1. Affordability and access

Objective - All partnership member organisations to work together to help residents access affordable, local, healthier lifestyle food choices and at the same time promoting financial inclusion and support in order to help prevent food insecurity crises.

Priority area 2. Food education and choice

Objective - Warwickshire County Council supported by partnership member organisations to signpost people to education sources and help communities develop their own skills thereby enabling and encouraging them to make healthier food choices.

Priority area 3. Sustainability

Objective - The Warwickshire Food Strategy Delivery Group will work with and influence local supply chains to encourage locally sourced food choices, help reduce food miles and reduce food waste and reduce the need to travel further to make healthier lifestyle choices.

3.3 The key outcomes for the draft Strategy are to secure:

- A reduction in the percentage of households in Warwickshire experiencing food insecurity
- A reduction in the percentage of households with children experiencing food insecurity
- A reduction in the number of Warwickshire residents with diet-related ill-health
- Strengthened communities through more people engaging in communal activities around food
- An increase in the percentage of surveyed Warwickshire residents who have participated healthy choice and lifestyle education opportunities
- A reduction in the amount of food-related waste produced in Warwickshire
- A reduction in the level of greenhouse gas emissions related to the food system in Warwickshire
- Increased numbers of educational initiatives to raise awareness of the production of food and its role in supporting health, economy, and the environment

3.4 A draft Warwickshire Food Strategy Delivery Plan has been drawn up to implement the priorities in the draft Warwickshire Food Strategy (Appendix B).

4. Financial Implications

4.1 There are no direct costs resulting from the adoption of this draft Strategy. A one-year allocation of £120k has been made to support the development and

implementation of the draft Warwickshire Food Strategy. No other costs will fall upon the budgets from relevant services involved.

5. Environmental Implications

5.1 The draft Strategy has positive implications for the environment and is linked to the Warwickshire Sustainable Futures Strategy by having the following three outcomes:

- A reduction in the amount of food related waste produced in Warwickshire
- A reduction in the level of greenhouse gas emissions related to the food system in Warwickshire
- Increased numbers of educational initiatives to raise awareness of the production of food and its role in supporting health, economy, and the environment

6. Conclusion

6.1 In Warwickshire we have a challenge to tackle food insecurity, the consequences of which are being exacerbated by increased pressures on household budgets, the cost of living, and the effects of the Covid-19 Pandemic. There is a clear need not only to ensure access for all to affordable food, but to safeguard future supplies of local healthier food and encourage sustainability of supply.

6.2 Educational campaigns are needed to encourage more children, young people, and adults to eat more healthily and exercise more choice around having a good diet and accompanying healthy lifestyle habits. The Strategy aims to build on the many successes achieved so far through the work of the Food Forum, partner agencies and community groups. The strategy is targeted at areas of most need so that the principles and practice of Levelling Up drive our service delivery alongside the objectives of the Council Plan. It aims to provide a cohesive plan for the Council, together with partners, to promote better standards and approaches to achieving affordable healthy food for everyone.

7. Appendices

Appendix A – Warwickshire Food Strategy 2023-2026

Appendix B – Warwickshire Food Strategy Delivery Plan

Appendix C – Equality Impact Assessment

8. Background Papers

8.1 None

	Name	Contact
Report author	Mike Slemensek, Delivery Lead Communities & Partnerships	mikeslemensek@warwickshire.gov.uk
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Portfolio Holder	Cllr Heather Timms Portfolio Holder for Environment, Climate & Culture	heathertimms@warwickshire.gov.uk

The report was circulated to the following members prior to publication:

Local Member(s): n/a – countywide matter.

Other members: Councillors Clare Golby, John Holland, Tracey Drew, Kate Rolfe, Jeff Clarke, Jonathan Chilvers, Jackie D'Arcy, Jenny Fradgley, and Jerry Roodhouse

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Warwickshire Food Strategy



Foreword

Food is essential to all our lives. It fuels and sustains us, and it brings us together socially. Food binds communities and its production and supply plays a key role in creating a vibrant local economy. In Warwickshire we have rich history of farming and food production. We benefit from and enjoy a diverse food and farming sector and Warwickshire County Council has excellent partners who have long been active on food issues.

Our means of access to food and consumption of food reflect long standing methods, practices, and traditions – which have adapted to respond to global, national, and local conditions affecting the availability and quality of our food. These conditions are changing rapidly, making us think harder about the future and the way we live.

The National Food Strategy 2020¹ highlighted the need to create a long-term shift in our food culture in order to reduce food inequality and insecurity and to protect our environment and our health. This Strategy is equally driven by the strategic priorities and areas of focus within the Council Plan 2022-27² and makes strong links with supporting Warwickshire strategies. Crucially, we have the wonderful partnership contributions to the development of this Strategy provided through the knowledge and expertise of our Food Forum partners.

For Warwickshire, this means re-evaluating how we can make more



healthy, affordable food available for all by using sustainable methods which also support food businesses and our local economy. Warwickshire

Through this Food Strategy, the Warwickshire Food Forum Partnership seeks to bring a wide range of partners and businesses together in a common cause, which aims to achieve a strategic and coordinated approach to the management of food security in our county.

There is a lot of work to do if we are to rebuild a food system that delivers safe, healthy, affordable food to everyone; that is a thriving contributor to our urban and rural economies; that restores and enhances the natural environment for the next generation; that is built upon a resilient, sustainable, and humane agriculture sector; and that is robust in the face of future crises. This work must start now.

The National Food Strategy Part 1 – July 2020¹

1. The vision for change

National and local policy drivers

Food insecurity is prevalent across the UK and features prominently on central government agendas. The National Food Strategy, an independent review launched in two parts over 2020/21 set out the vision and plan for a better food system – one which reduces dependency on junk food; reduces diet-related inequality; makes the best use of land and create a long-term shift in our food attitudes and culture. The resulting Government Food Strategy³ was launched in June 2022 and set objectives for achieving secure food supplies; a sustainable, nature-positive, and affordable food supply system which provides more access and choice; and a system of import and export that provides better choices for consumers.

But our vision for change is rooted not only within the national level drivers of food policy but it is also firmly anchored by the ‘areas of focus’ specified in the Warwickshire Council Plan 2022-27 relating to affordable, accessible and sustainable food policy approaches. These include:

- 1) An area of focus to ‘support people to live healthy, happy and independent lives and work with partners to reduce health inequalities’. This will be achieved by:
 - Ensuring sustainable access to services and support for those who need it most, including addressing food poverty through the Food Forum
 - Ensuring health and wellbeing is integral to all aspects of the Council’s work
 - Promoting financial and digital inclusion targeting help at those most economically vulnerable
- 2) An area of focus to ‘tackle climate change, promote biodiversity and deliver on our commitment to net zero’. This will be achieved by:
 - minimising food and food-related waste and promoting re-use and re-cycling
 - Promoting local shopping, including increasing locally grown sources of healthy food and reducing ‘food miles’

Other local drivers include data and information from the Director of Public Health's Report 2022 - 23⁴ – focusing on the impact of cost of living; the State of Warwickshire Report 2022⁵, providing key information about strengths and opportunities relating to: supporting the Warwickshire economy; early years, education and skills; financial resilience; health and social care – as well as responding to the challenges of an ageing population and climate change. Also, Warwickshire Poverty Dashboard data⁶ provides key information to assist with targeting the actions and interventions within this Strategy.

This Strategy plays a vital part in our future planning and service delivery relating to sustainable, healthy food

supplies and consumption– but it is closely linked and mutually supportive of several other Warwickshire key strategies. These include:

- The Tackling Social Inequalities in Warwickshire Strategy 2021-2030⁷
- The Warwickshire Health and Wellbeing Strategy 2021-26⁸
- The Warwickshire Sustainable Futures Strategy⁹
- The developing plans to address the cost of living challenges for Warwickshire residents, communities, and businesses¹⁰. Recognition of all these national and local policy drivers have helped to form the vision, purpose, and priority areas for this Warwickshire Food Strategy.

The Levelling Up agenda

The National Policy objectives link closely to the Government's Levelling Up White Paper¹¹ and in turn, to our own strategies for Levelling Up in Warwickshire. Published in February 2022, the White Paper focuses on the geographical and social disparities across the UK. The main levelling up themes from the White Paper are set out below.

- **Recognising differences in income and opportunity** – taking steps to enable those suffering the most severe food insecurity to be able to access healthy food
- **Impact of poor living standards** and digital connectivity on people's food choices and access – taking steps to help people maximise their income and money management
- **Local empowerment** – providing the means for voluntary and community sector organisations to become more involved and support people to change their food, diet, and health lifestyles
- **Education** – doing more to educate and inform people and communities about accessing healthy, affordable food and healthy cooking
- **Tackling obesity** – targeting action raise awareness of unhealthy, high-calorie food
- **Encouraging healthy lifestyles** – promoting the links between healthy lifestyle and good food choices as a way to improved health and wellbeing, appropriate to individual circumstances

We have examined these themes carefully through the lens of our own levelling up approaches, local data and insight. At the core of our levelling up plans is the development of five District and Borough centred Place Plans and the identification of 22 most deprived Lower Super Output Areas which will be prioritised for Levelling Up. This Strategy and its delivery plan will be factored into these processes so that food Strategy becomes integral to levelling up in Warwickshire. In this way we can address and reduce

the disparities and inequalities around place and communities of interest.

Whilst Warwickshire is overall an affluent County we must address what we know are longstanding disparities, compounded by Covid-19 but relating to access to quality jobs, poor health, low educational attainment and poor connectivity. Six of our 339 localities are in the top 10% most deprived in the country. Therefore, our approach to tackle these differences will be applied to the delivery and targeting of this Strategy.

Community Powered Warwickshire

Our Community Powered Warwickshire approach is fundamental to our ambitions to achieve levelling up in Warwickshire. Community Power is about working with partners to amplify the power of communities to exert greater control over their lives and places, help improve outcomes and encourage innovation in service delivery. Community Power can help with

the delivery and levelling up of our Food Strategy by calling upon communities to join in and support our aims, using their talents, skills and passion. In this Strategy we will utilise the key principles of community power: a joint mission; a long-term approach; addressing root causes; employ strength-based approaches; data driven; and learn and evolve our approach so it is targeted and tailored to communities of place and interest.

The Vision for Warwickshire

Taking all this into account what is our partnership vision for Warwickshire? Put simply our vision is a Warwickshire in which agencies and organisations from across the public, private and voluntary and community sectors work together consistently and effectively to

ensure a supply of good quality, healthy and affordable food for everyone. This means fewer people with diet-related ill-health, fewer people experiencing food insecurity and reduced levels of food-related waste and greenhouse gases related to our food system.

The Purpose of this Strategy

The purpose is to provide a shared, collaborative approach and a plan of action which agencies across the sectors can commit to, with key priorities for the short, medium, and long-term. The Strategy aims to

deliver a shared approach to better learning and understanding the root causes of food poverty and the cultural needs around food. This will enable us to decide and implement the highest impact interventions.

Our Priority Areas

This Strategy is divided into three priority areas – each with its own objective. These objectives will be achieved through a range of supporting actions – which are set out in the delivery plan that accompanies this Strategy.



Priority One - Affordability and access (short term)

The Objective – All partnership member organisations to work together to help residents access affordable, local, healthier lifestyle food choices – at the same time promoting financial inclusion and support in order to help prevent food insecurity crises.



Priority Two - Food education and choice (medium term)

The Objective – Warwickshire County Council supported by partnership member organisations to signpost people to education sources and help communities develop their own skills thereby enabling and encouraging them to make healthier food choices.



Priority Three - Sustainable choices (long term)

The Objective – The Food Forum Partnership to work with and influence local supply chains to encourage locally-sourced food choices, help reduce food miles and reduce food waste and reduce the need to travel further to make healthier lifestyle choices.

The Food Forum Partnership

We aim to work as widely as possible as a partnership and welcome all agencies, partners, and community groups to join in the delivery of this strategy, as members of the Warwickshire Food Forum. Below are our existing key partners.

- Citizens Advice Warwickshire
- Edible Links
- FareShare
- Feed the Hungry
- Integrated Care Service
- Mid-Counties Co-operative
- National Health Service
- North Warwickshire Borough Council
- Nuneaton and Bedworth Borough Council
- Rugby Borough Council
- South Warwickshire Foundation Trust
- Stratford-Upon-Avon District Council
- The Equality and Inclusion Partnership
- The National Allotment Society
- The National Farmers Union
- The Trussell Trust
- The University of Warwick
- Together for Change
- Warwick District Council
- Warwickshire Association of Local Councils
- Warwickshire Community and Voluntary Action
- Warwickshire County Council

2. Defining the Warwickshire Food Challenge

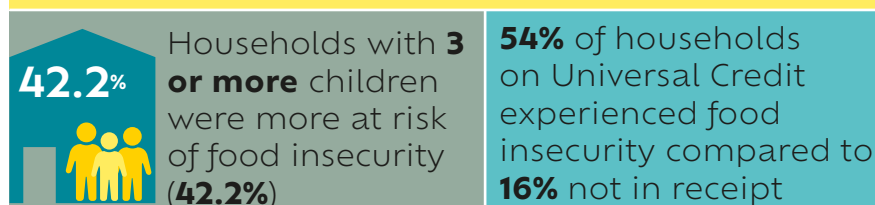
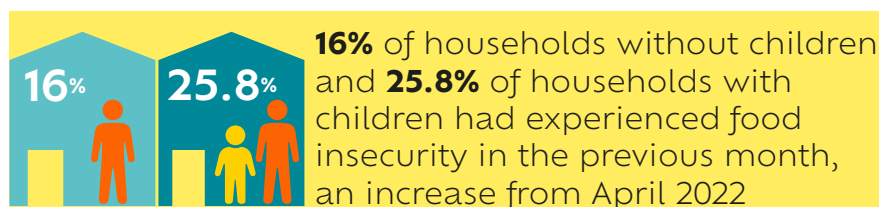
The National Picture

The Food Foundation tracks national trends in food insecurity and food inequality in England through its regular representative surveys. It publishes key data which illustrates the scale of the national problem being faced in terms of access to affordable, healthy food and the inequalities that exist with regards to this and health outcomes.

Food insecurity – national data

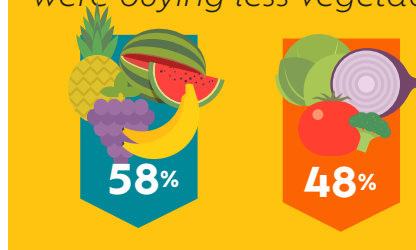
The picture with regards to food insecurity is likely to get worse. The Consumer Prices Index has been rising since early 2021 and rose by 10.7% in the 12 months to November 2022. Rising food prices has made the largest upward contribution to these increases with food and non-alcoholic beverage prices rising by **16.5%** in this period¹³. Staples such as bread and cereals,

In September 2022:



Households with people with disabilities were **more likely** to experience food insecurity

Around **half of households** who were food insecure reported buying less fruit (**58%**) and less vegetables (**48%**) compared to those who were food secure (*13% were buying less fruit and 8% were buying less vegetables*)



Food Foundation website¹²

In addition:

Healthy foods are nearly **three times more expensive** than less healthy foods per calorie

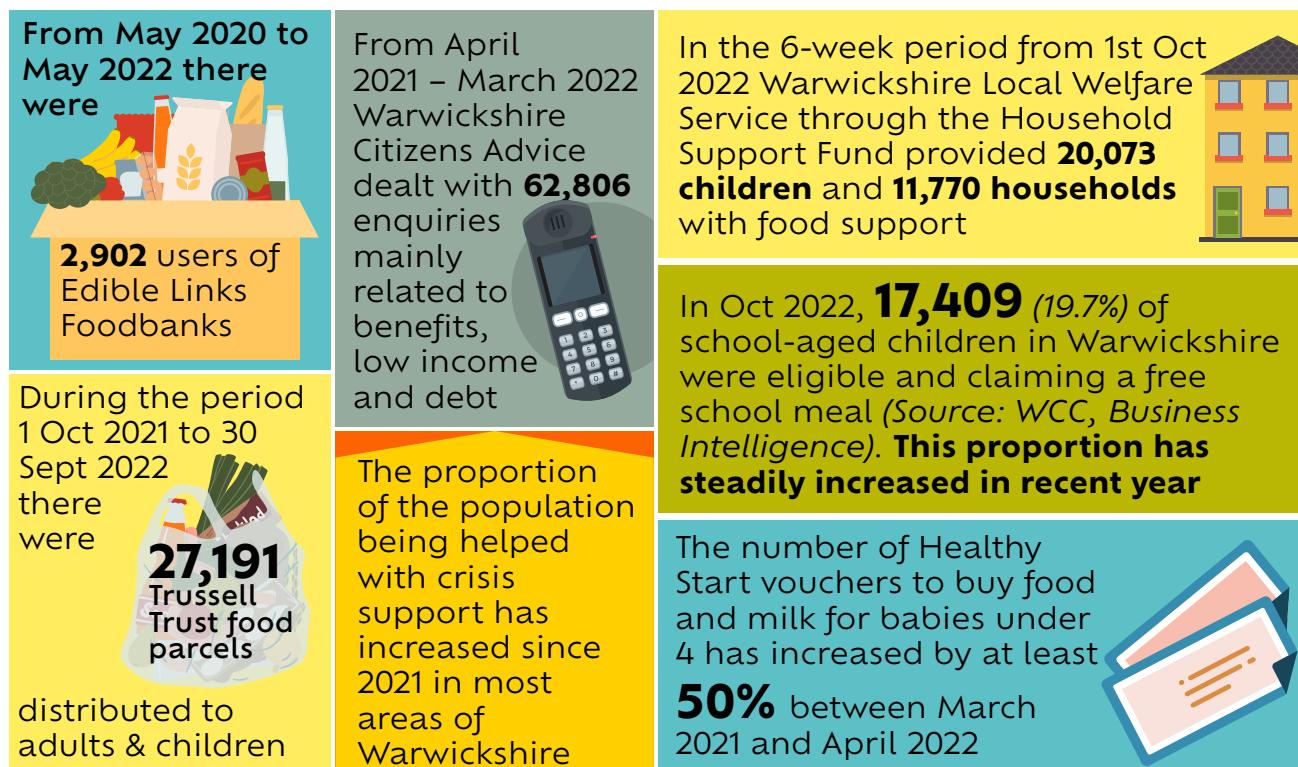
Both reception and Year 6 age children in the most deprived households are **twice as likely to be obese** than children in the least deprived households

meat products, and milk, cheese and eggs have seen the biggest increases with some lowest-priced food items increasing by over 50%.¹⁴

The food challenge in Warwickshire

We know from our own experiences and data sources in Warwickshire that these issues of food insecurity and food inequality affect residents of Warwickshire too.

Poverty in Warwickshire Dashboard¹⁵



This Strategy acknowledges the key drivers of the current socio-economic environment and aims to tackle the food-related issues that arise from them. We know that when the right food is not available from the right sources, it creates enormous risks for the health of our communities and our environment. By understanding the important role that food plays in health, the environment and our local

economy, this Strategy will ensure that food is considered alongside the other strategic priorities of the council as an area of importance. We know that improving access to localised and sustainable food can be an opportunity to improve food security for vulnerable groups, meet Warwickshire's climate and sustainability targets and improve food supply resilience.

Food insecurity – Warwickshire data

The COVID-19 pandemic exacerbated existing disparities in accessing good quality, affordable food across the county. In a challenging economic

climate, many residents increasingly came to Food Forum partner agencies and organisations for help due to job loss, furlough, and increased pressure

on household budgets. Recently, following on from the pandemic and now the cost of household goods, energy and food rising more children and adults are facing food poverty.

The impact of this is reflected in increased demand for food support across Warwickshire and reflects significant disparities in food security. Our data sources track the usage by Warwickshire residents of foodbanks and take up of welfare benefits and advice and support. The data on support provided to residents gives examples of the real issue of food insecurity and financial exclusion affecting many residents in Warwickshire.

A project by the University of Sheffield and the Food Foundation showed local authority levels of adult food

insecurity across the UK in January 2021. In Warwickshire, 9% - 11% of people were worried about being able to have enough food, 10%-15% of people struggled to obtain the food they needed and 3%-8% of people had experienced hunger and not been able to get food¹⁶ - see Table.

The data illustrates the disparities in food insecurity at all three levels across the five boroughs and districts with Nuneaton and Bedworth Borough displaying the greatest levels of food insecurity. This is unsurprising given that Nuneaton and Bedworth Borough is the most deprived local authority in Warwickshire with the largest number of lower super output areas (LSOAs) in the top 20% most deprived LSOAs in the country according to Index of Multiple Deprivation (IMD) 2019¹⁷. Although

	Nuneaton & Bedworth	Rugby	Stratford Upon Avon	Warwick	North Warwickshire
Adults who have experienced hunger as they did not have enough food to eat	8%	7%	3%	3%	3%
Adults who have struggled to have food	15%	11%	11%	8%	10%
Adults who have worried about having enough food to eat	11%	10%	8%	9%	9%

this data is from January 2021, the patterns of food insecurity are likely to continue to align with deprivation in Warwickshire but as illustrated by national data to be much worse and more widespread. IMD data can be

used to target interventions relating to food insecurity. Please see the map of IMD 2019 data for Warwickshire at Appendix A, broken down into Lower Super Output areas and showing relative levels of deprivation.

Food and health

What we eat is central to our health so availability of affordable and healthy food can impact on health outcomes and inequalities in Warwickshire. Overweight and obesity in both children and adults is a key health

concern affected by poor diet and lifestyle. The table below shows the percentage of children in reception, Year 6 and adults recorded as overweight or obese in recent years¹⁸.

	Reception (2021/22)	Year 6 (2021/22)	Adults 18+ (2020/21)
North Warwickshire	22.3	39.2	69.4
Nuneaton & Bedworth	23.4	40.8	69.1
Rugby	21.0	37.1	68.5
Stratford	19.4	31.5	64.2
Warwick	20.6	30.2	62.3

This data table illustrates the increase in percentages of overweight and obesity as children progress from reception to year six and then to adulthood. In all boroughs and districts there is a substantial increase through the life course with the percentage approximately tripling between Reception and adulthood. The higher prevalence of overweight and obesity, particularly in young people, in Nuneaton and Bedworth Borough, closely followed by North Warwickshire Borough are notable. This trend again correlates with higher levels of deprivation in these boroughs.

Achieving healthy weights amongst children is a target within the Warwickshire Health & Wellbeing Strategy 2021-26. Local data from the National Child Measurement Programme can be used to target areas and schools where percentages of overweight and obesity are greatest.

Food availability

The availability of affordable foods that contribute to a healthy, balanced diet impacts on what choices there are and ultimately what is consumed. Those living in areas dominated by relatively premium supermarkets, or in areas dominated by small convenience stores, are likely to face higher prices for a range of grocery products¹⁹. In addition, those on low incomes, or relatively vulnerable individuals such as those with a disability which limits their ability to travel are more impacted if they live in areas that are poorly served by food stores. Not having access to a car can limit an individuals' ability to shop at stores offering a good selection of products at a good price. It is recommended that residents should not have to walk any more than 500m to a shop that sells healthy foods²⁰.

Recent information on the supply of food particularly fresh, healthy foods in Warwickshire is limited. However, research in 2017 found that the rate of fast-food outlets was highest in North Warwickshire Borough (104.4 per 100,000 population) followed by Nuneaton and Bedworth Borough (84.6)²¹. On average there are more takeaway stores in deprived areas²².

In summary

In Warwickshire we have a real challenge to tackle food insecurity, the consequences of which are being exacerbated by increased pressures on household budgets, the cost of living, and the effects of the COVID-19 pandemic. There is a clear need not only to ensure access for all to affordable food, but to safeguard future supplies of local healthier food. Educational campaigns need to encourage more children, young people, and adults to eat more healthily and exercise more choice around having a good diet and accompanying healthy lifestyle habits.

Our Health and Wellbeing Strategy 2021-26 recognises the problem of health inequalities in Warwickshire, which have been further compounded by Covid-19, and contains a strategic objective to reduce health inequalities through prevention measures which focus on the determinants of health and well-being. A healthy diet and lifestyle are key to this, and this Strategy therefore has the potential to contribute significantly to the outcomes of the Health and Wellbeing Strategy.

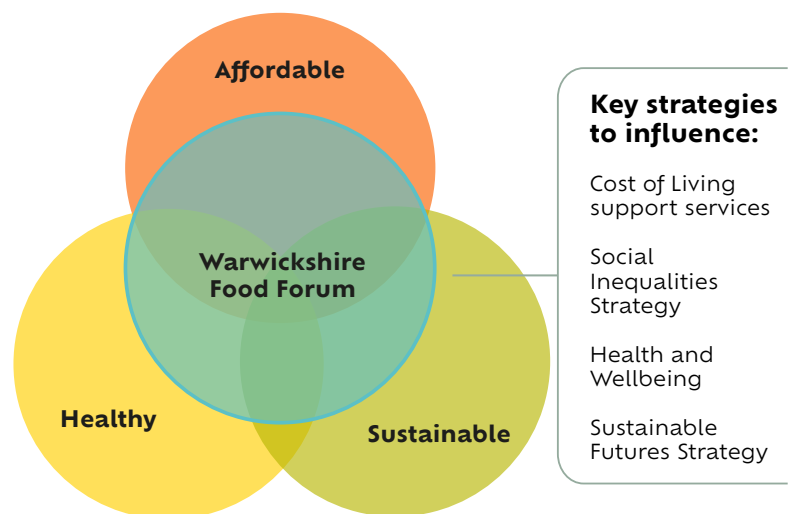
We must also build on the many successes we have achieved so far through the good work undertaken by the Food Forum, partner agencies and community groups working together. It is vital that our new work is targeted at areas of most need – so that Levelling Up principles and practice drive our service delivery.

3. What we will do

Overview

This Strategy draws together the priorities and current activity of the Warwickshire Food Forum with other key existing strategies and initiatives, to create a reference point for action over the next three years. It sets out the Food Forum's ambitions to align and influence effort across partners and influence organisations, agencies, and businesses in Warwickshire to enable residents to make affordable, well - informed and sustainable choices on food. For this Strategy to be a success we need to ensure that food is integrated within existing policy and programmes.

Using a series of interactive workshops, the Warwickshire Food Forum have collectively identified three priority areas where residents need support and set out the key actions and deliverables to be taken over the next 3 years. These will be reviewed regularly and refreshed annually. These actions will form the basis of our delivery plan for the Strategy.



The diagram above shows how this will work



Priority 1 – Affordability and Access

What we will do

We want all Warwickshire residents to be able to access nutritious, healthy food and make well-informed choices for their diet. However, we recognise that for many households the first barrier to a healthy, balanced diet is cost. For individuals and households to be able to access appropriate food choices it first must be affordable and for some, fresh produce and high-quality food can be unaffordable. As part of this Strategy, we want to prioritise households struggling with food poverty and insecurity so that healthy, balanced meals are no longer a luxury.

Key actions and deliverables

- Produce a partnership document which maps the provision of healthy affordable food as well as financial advice and support against the identified Levelling Up priority places and communities of interest
- Promote and use the Search Out Warwickshire Directory as a central point for sharing and promoting information about food affordability and accessibility
- Design and undertake an engagement plan to gather the views of people experiencing food insecurity. The output would be used to inform and design interventions which will empower and help people access affordable healthy food
- Review Warwickshire County Council and partners data collection and reporting around food access and affordability, food education and choice and food sustainability. Identify gaps in data and working with partners propose potential metrics to measure progress of implementation of the Food Strategy
- Produce a full evaluation of our scheme for social supermarkets in priority areas and make recommendations for a model which is sustainable
- Undertake campaigns of awareness raising to promote take up of free school meals entitlement and Holiday Activities and Food programmes
- Support community groups with setting up community-led healthy food programmes in priority areas

Key outcomes

- A reduction in the percentage of households in Warwickshire experiencing food insecurity
- A reduction in the percentage of households with children experiencing food insecurity
- An increase in the number of healthy and affordable



Priority 2 – Education and Choice

What we will do

For residents to be able to make better, healthier food choices, food education is essential. We want all Warwickshire residents to be able to make informed decisions on their health and diet and to be able to understand the impacts of their food choices. Alongside this we want everyone to have access to the cooking skills and the white goods needed to make healthy, nutritious meals. We will work with partners across the county to ensure there is better knowledge and understanding of food and diet for both adults and children.

Key Actions and deliverables

- Develop a Delivery Plan, which supports an uplift in the quality and timeliness of information to the people of Warwickshire ensuring all diverse communities are being reached and vulnerable groups are included
- Develop and publish case studies showcasing people we have supported from crisis to healthy and sustainable lifestyles
- Design and complete a series of specific projects which capitalise on current activity adding value to partners' existing campaigns e.g., Love Food - Hate Waste²³, campaigns about composting, food supply, welfare and buying local
- Establish an information sharing system for sharing our key messages with fitness classes, sports clubs, community centres, GP surgeries, Children and Family centres, places of worship, schools and nurseries and other venues and groups, including elected members and other stakeholders
- Conduct a benchmarking survey to establish the level of interaction with communal activities around food and the numbers of residents who participate in healthy choice and lifestyle activity

Key outcomes

- A reduction in the number of Warwickshire residents with diet-related ill-health
- Strengthened communities through more people engaging in communal activities around food
- An increase in the percentage of surveyed Warwickshire residents who have participated healthy choice and lifestyle education opportunities
- Increased numbers of educational initiatives to raise awareness of the production of food and its role in supporting health, economy, and the environment.



Priority 3 – Sustainable choices

What we will do

We want Warwickshire residents to have greater protections against food insecurity and to be able to make sustainable choices which contribute to sustaining the environment. For this to happen individuals and households need to have a greater understanding and appreciation of the food ‘landscape’. We want to work with partner organisations, businesses, and residents to promote local food sourcing, food and food-related waste reduction and improve local food supply chains – in order to reduce greenhouse gas emissions and support biodiversity.

Key Actions and deliverables

- Pilot a ‘Warwickshire Food Miles’ scheme at local level (where food comes from, miles travelled)
- Identify ‘food champions’ who can work with large organisations and local businesses to adopt best practice in buying food and procurement and champion local food producers
- Research and provide an inventory of local ‘Food Waste’ initiatives and publicize good practice – later evaluating projects to assess their impact upon reduction of food waste
- Promote longer-term healthier lifestyles information working with District and Boroughs – linking to their activities provision and green space strategies
- Encourage local food sourcing such as fruit tree planting schemes (with links to the Sustainable Futures Strategy) and reducing food waste through community orchards and other community-based approaches
- Evaluate examples of the key initiatives and projects to clearly demonstrate their impact upon the reduction of food waste and related green-house gas emissions

Key outcomes

- A reduction in the amount of food – related waste produced in Warwickshire
- A reduction in the level of greenhouse gas emissions related to the food system in Warwickshire

4. Making it happen

Our approach to delivering this Strategy and our arrangements for governance

As a partnership we will adopt a place-based approach to finding solutions, listening to our residents, and working with our partners across the public, private, voluntary and community sector. We understand that we are living in a time where change is constant and fast paced, we will remain flexible in approach, adapting to emerging issues where necessary.

This Strategy sets out our direction and priorities for the next 3 years but we will review our plans on a yearly basis to make sure this Strategy remains relevant and focused on those with the greatest need. The Strategy seeks to influence the work of partner organisations within a complex landscape and network of service providers. To ensure we deliver our vision we have identified the key outcomes needed to support this. We have benchmarked our current position in relation to these future outcomes and identified the resultant suite of key business measures which will be used to chart progress and measure our success with the Warwickshire Food Forum being the body to which we are accountable for performance. Our metrics around progress have been set out in detail as part of our Food Strategy Delivery Plan.

The Warwickshire Food Forum will formally adopt the Strategy as the overarching umbrella for its work and meets quarterly. The Food Forum will receive reports on the progress of the Strategy, monitor progress and support its delivery.

The Delivery Plan

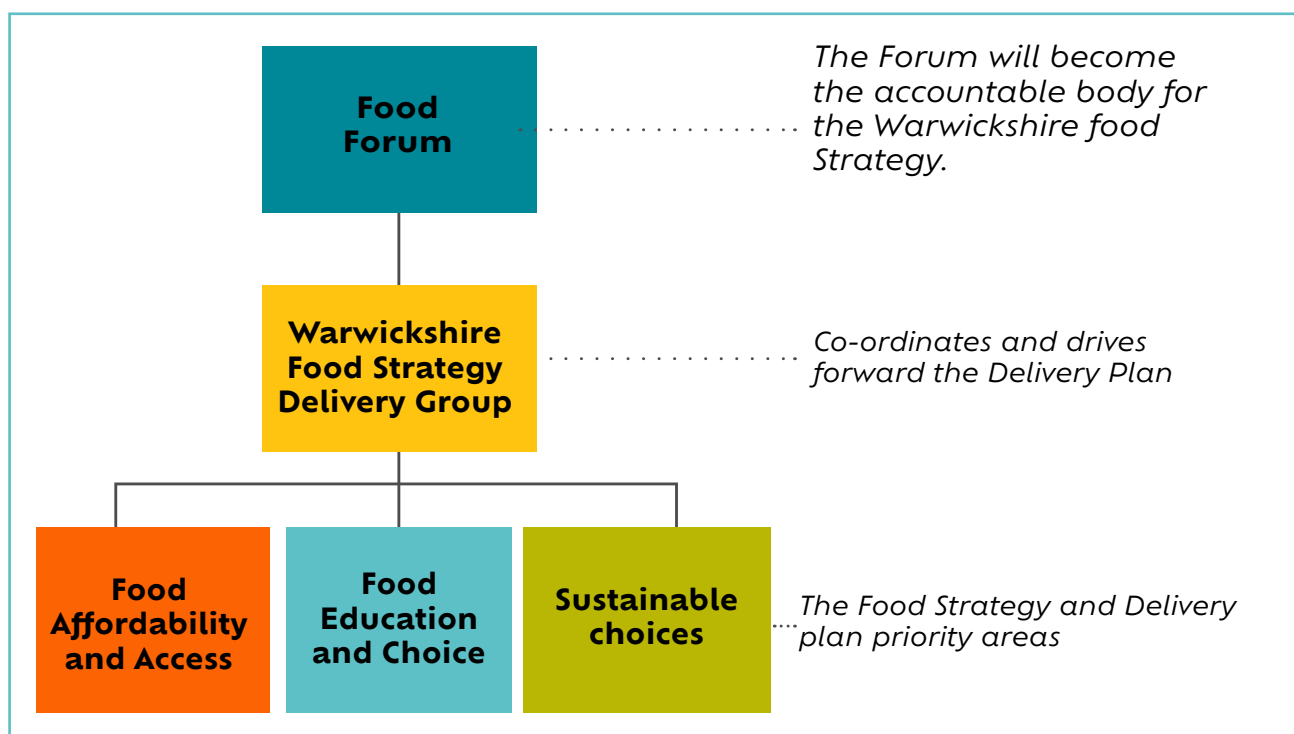
Our Food Strategy Delivery Plan is at the heart of our approach to bringing the Strategy to life. The plan contains key deliverables and actions we intend to take under each priority theme. The plan clearly shows who is responsible for the delivery of each action, deadline dates for delivery and it sets out the performance measures and outcomes we plan to achieve. The plan will drive activity and be regularly reviewed at meetings of the Warwickshire Food Strategy Delivery Group and results will be reported to the quarterly Food Forum partnership meetings.

Members of the Warwickshire Food Forum will be asked to commit to the Delivery Plan and to supporting the achievement of its outcomes. Warwickshire Food Strategy Delivery Group members will be drawn from across the wider Food Forum partnership members. The

governance structure for the Food Strategy is shown in the diagram below.

The Warwickshire Food Strategy Delivery Group will escalate risks and issues with delivery or resourcing to the Food Forum as necessary. Feedback

from residents, via client groups of forum members as well as utilising engagement opportunities will help us to understand the impact we are making and if our intended outcomes are being achieved.



Communications Plan

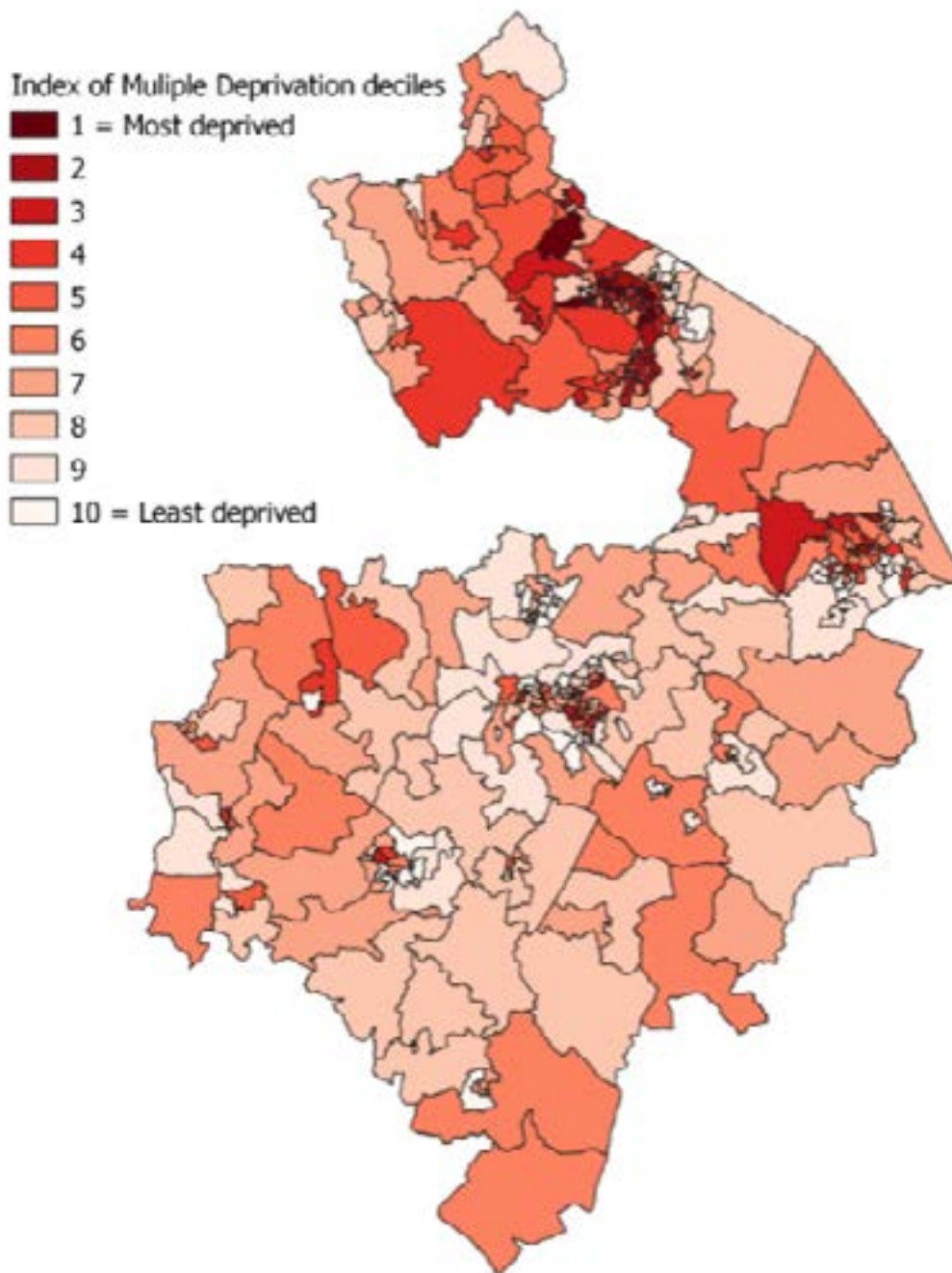
A detailed marketing and communications plan will support and accompany the Strategy. This plan will establish key links between the Strategy and the wider communications activity across the Council and throughout the

partnership. The marketing and communications plan will enable strong engagement and dialogue across Warwickshire’s communities about this Strategy and how we can work together to deliver it.

Appendices

Appendix A

All Warwickshire Index of Multiple Deprivation map showing Lower Super Output Areas



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Draft Warwickshire Food Strategy Delivery Plan

April 2023 – March 2026

1. Introduction to the draft Warwickshire Food Strategy Delivery Plan

1.1 Part 4 of the draft Warwickshire Food Strategy refers to the Delivery Plan and its importance to achieving our strategic priorities. This draft Delivery Plan sets out a systematic approach to the achieving our strategic priorities. The Plan is divided into three parts – covering the Priority areas of 1) Affordability and Access; 2) Education and Choice; and 3) Sustainable Choices – with each priority having its own objective. The objective is a concise statement of purpose in relation to each priority. The draft plan then breaks each objective down into core actions and deliverables.

2. Measuring performance

2.1 Each action has been assigned owners or leads and each has a deadline date which is either for completion of the action, or for a report to be submitted on progress to the Food Forum. All deadline dates coincide with Food Forum quarterly meetings. Whilst specific owners or leads are provided in the draft Plan, the emphasis will be on shared ownership as much as possible so that all members of the partnership may contribute their knowledge, expertise and understanding to the achievement of the draft Plan whilst being supported.

2.2 Each action or deliverable has an assigned performance measure which describes what successful achievement is – so this enables clear reporting back on achievement. Collectively the actions and deliverables are all formulated to lead to the achievement of specific and measurable outcomes- so that we can chart the real impact of our work and the draft Strategy in terms of making a positive difference to the quality of people’s lives. Benchmarking work will take place in year one to enable us to measure outcomes more accurately in the next two years of the draft Strategy.

3. The Role of the Warwickshire Food Strategy Delivery Group

3.1 The Warwickshire Food Strategy Delivery Group will meet at least six times per year to collectively monitor, develop and implement the actions and deliverables in the draft Plan. The Group will review the draft Plan each year and will be responsible for prioritising the actions and deliverables. There will be a strong emphasis in year one to prioritising support around access and affordability, in step with current measures to safeguard residents as much as possible from the effects of increases in the cost of living. The Group consists of members of the Food Forum with a wide representation of skills and experience and will include representatives from all of the lead organisations mentioned in this draft Delivery Plan. The Delivery Group will report on progress to the Food Forum quarterly.

Draft Warwickshire Food Strategy Delivery Plan April 2023 – March 2026

Priority One: Affordability and Access

Objective: All partnership member organisations to work together to help residents access affordable, local, healthier lifestyle food choices and at the same time promoting financial inclusion and support in order to help prevent food insecurity crisis.

	Action	Owner/Lead groups	Deadline dates completion or progress report to Food Forum	Performance measures	Outcomes
1.	Develop a communications plan	Warwickshire County Council Marketing & Communications with partners and the Warwickshire Food Strategy Delivery Group	July 2023	Documented plan which is shared with partners. A clear focus is shown on engagement with groups identified in the equality impact assessment <i>Supports outcomes 1,2,3</i>	1. A reduction in the percentage of households in Warwickshire experiencing food insecurity 2. A reduction in the percentage of households with children experiencing food insecurity
2.	Produce a full evaluation of our scheme for social supermarkets in priority areas and make recommendations for a model which is sustainable	Warwickshire County Council Communities & Partnerships	March 2024	Completed evaluation document with recommendations to Warwickshire County Council Cabinet to consider. Undertake an options appraisal and recommend a costed, sustainable model which will be in place from 1 st April 2024	

				Supports outcomes 1,2,3	
3.	Design and undertake an engagement plan to gather the views of people experiencing food insecurity. The output would be used to inform and design interventions which will empower and help people access affordable healthy food	Warwickshire Food Strategy Delivery Group with input from Business Intelligence	October 2023	A report on Warwickshire resident's experiences around food insecurity and access to food. Recommendations for interventions to improve access to a wide range of affordable foods. A proposed method to benchmark progress on reducing food insecurity Supports outcomes 1,2,3	
4.	Undertake campaigns of awareness raising to promote take up of free school meals entitlement and Holiday Activities and Food programmes	Warwickshire County Council Communities & Partnerships	October 2023	Number of campaigns in priority areas and data around additional take up Supports outcome 2	
5.	Promote and use the Search Out Warwickshire Directory and all partner websites, as a central point for sharing and promoting information about food affordability and accessibility	Warwickshire County Council Communities & Partnerships	January 2024	Placing of specified information on relevant platforms Supports outcomes 1,2,3	
6.	Produce a partnership document which maps the provision of healthy affordable food as well as financial advice and support against the	Warwickshire Food Strategy Delivery Group with	January 2024	Provision of a document to specifications. identification	

	identified Levelling Up priority places and communities of interest	Warwickshire Community and Voluntary Action and partners		of gaps and targeted support measures Supports outcomes 1,2,3	
7.	Review Warwickshire County Council and partners data collection and reporting around food access and affordability, food education and choice and food sustainability. Identify gaps in data and working with partners propose potential metrics to measure progress of implementation of the Food Strategy	Warwickshire County Council Business Intelligence	October 2023	Documented review with findings and recommendations Supports outcomes 1,2,3	
8.	Support community groups with setting up community-led healthy food programmes in priority areas	Warwickshire Food Strategy Delivery Group with Warwickshire Association of Local Councils and partners	October 2024	Launch of a programmes in priority areas Supports outcome 3	
Priority two: Education and Choice					
The Objective – Warwickshire County Council supported by partnership member organisations to signpost people to education sources and help communities develop their own skills thereby enabling and encouraging them to make healthier food choices.					
	Action	Owner/Lead groups	Deadline dates completion or progress report to Food Forum	Performance measures	Outcomes
1.	Develop a communications plan	Warwickshire County Council Marketing & Communications with	July 2023	Documented plan which is shared with partners. A clear focus is shown on	3. A reduction in the number of Warwickshire

		partners and the Warwickshire Food Strategy Delivery Group		engagement with groups identified in the equality impact assessment Supports outcomes 4,5,6,7	residents with diet-related ill-health 4. Strengthened communities through more people engaging in communal activities around food 5. An increase in the percentage of surveyed Warwickshire residents who have participated healthy choice and lifestyle education opportunities 6. Increased numbers of educational initiatives to raise awareness of the production of food and its role in supporting health, economy, and the environment
2.	Develop and publish case studies showcasing communities that have been supported from crisis to healthy and sustainable lifestyles	Warwickshire Food Strategy Delivery Group, partners with Warwickshire Community and Voluntary Action	July 2023 – March 2026	A suite of case studies which are widely published through networks, including media releases Supports outcomes 5,6	
3.	Design and complete a series of specific projects which capitalise on current activity adding value to partners' existing campaigns e.g., Love Food - Hate Waste, campaigns about composting, food supply, welfare and buying local	Warwickshire Food Strategy Delivery Group with partners	October 2023 - March 2026	Project plans which are innovative, have been delivered and evaluated Supports outcomes 5,7	
4.	Conduct a benchmarking survey to establish the level of interaction with communal activities around food and the numbers of residents who participate in healthy choice and lifestyle activity	The Equality and Inclusion Partnership with the Warwickshire Food Strategy Delivery Group	January 2024	Completed survey and report showing 1) level of interaction with food activities and events 2) number of residents participating in healthy choice and lifestyle activity Supports outcomes 4,5,6,7	

5.	Develop a delivery plan which supports an uplift in the quality and timeliness of food education information to the people of Warwickshire - ensuring all diverse communities are being reached and vulnerable groups are included	Warwickshire Food Strategy Delivery Group with Warwickshire County Council Public Health and Adult and Community Learning	January 2024	Completed document meeting set criteria which clearly identifies additional measures Supports outcomes 4,5,6	
6.	Establish an information sharing system for sharing our key messages with fitness classes, sports clubs, community centres, GP surgeries, Children and Family centres, places of worship, schools and nurseries and other venues and groups, including elected members and other stakeholders	Warwickshire Food Strategy Delivery Group with Communications Teams	July 2024	A planned and targeted system which allows for regular messages about the Warwickshire Food Strategy to be communicated to organisations, groups, communities and businesses Supports outcomes 4,5,6,7	
Priority three: Sustainability					
The Objective – The Food Forum Partnership to work with and influence local supply chains to encourage locally-sourced food choices, help reduce food miles and reduce food waste and reduce the need to travel further to make healthier lifestyle choices.					
Action		Owner/Lead groups	Deadline dates completion or progress report to Food Forum	Performance measures	Outcomes
1.	Develop a communications plan	Warwickshire County Council Marketing & Communications with	July 2023	Documented plan which is shared with partners. A clear focus is shown on engagement with groups	7. A reduction in the amount of food – related waste

		partners and the Warwickshire Food Strategy Delivery Group		identified in the equality impact assessment Supports outcomes 8,9	8. A reduction in the level of greenhouse gas emissions related to the food system in Warwickshire produced in Warwickshire
2.	Encourage local food sourcing such as fruit tree planting schemes (with links to the Sustainable Futures Strategy) and reducing food waste through community orchards and other community-based approaches	Warwickshire Food Strategy Delivery Group with partners and Warwickshire Association of Local Councils	July 2023 – March 2026	A record of activity by the Forum to promote initiatives including successful take up Supports outcomes 8,9	
3.	Promote longer-term healthier lifestyles information working with all partners and linking to their activities provision and green space strategies	Warwickshire Food Strategy Delivery Group with Warwickshire County Council Public Health and partners	July 2023 – April 2026	A record of types of information promoted by the Forum Supports outcomes 8,9	
4.	Research and provide an inventory of local 'Food Waste' initiatives and publicise good practice	Warwickshire County Council Commissioning Support Unit	October 2023	A document that compiles good practice initiatives which is widely promoted Supports outcome 8	
5.	Identify 'food champions' who can work with large organisations and local businesses to adopt best practice in buying food and procurement and champion local food producers	Warwickshire Food Strategy Delivery Group with Trussell Trust and Warwickshire Community and Voluntary Action	April 2024	The recruitment of volunteer champions, at least one in each Borough and District who have received training Supports outcomes 8,9	

6.	Pilot a 'Warwickshire Food Miles' scheme at local level (where food comes from, miles travelled)	Warwickshire Food Strategy Delivery Group with partners and Warwickshire Association of Local Councils	July 2024	Project plan which utilises best practice, which has been implemented locally and evaluated Supports outcomes 8,9	
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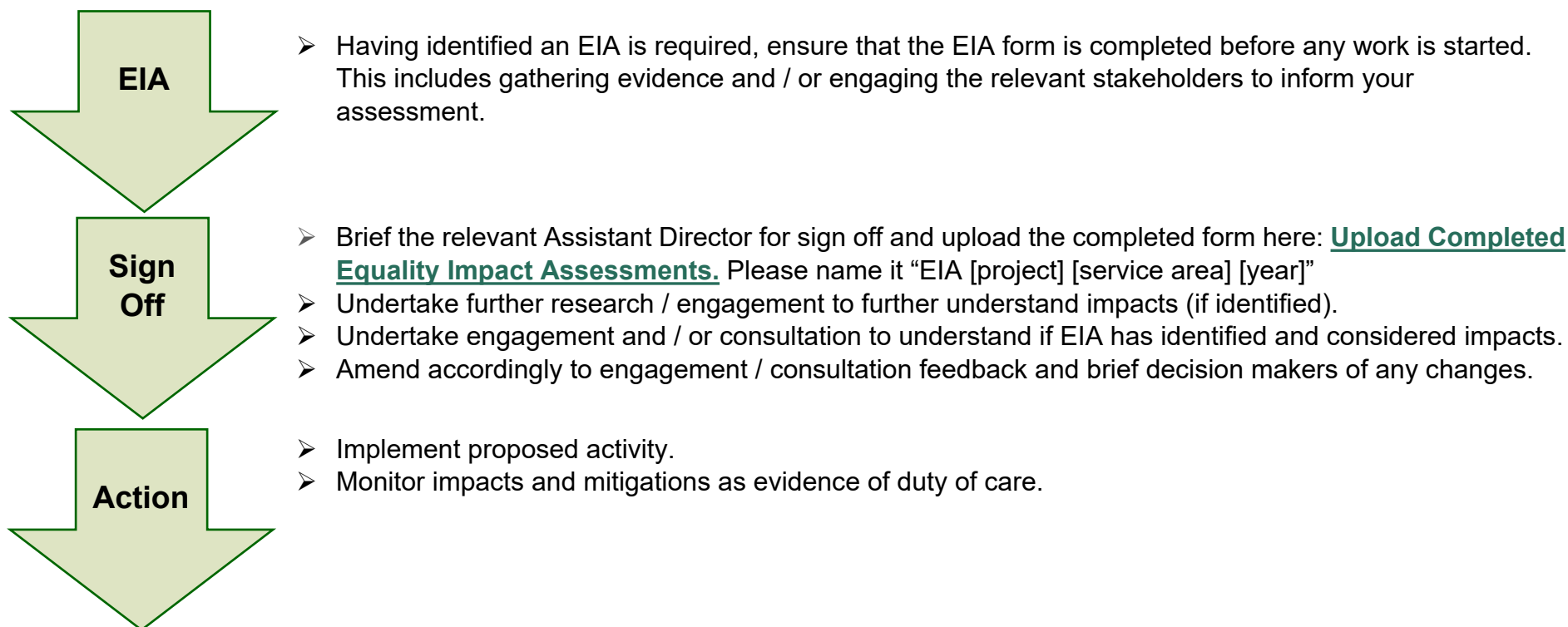
Warwickshire County Council (WCC) Equality Impact Assessment (EIA) Form

The purpose of an EIA is to ensure WCC is as inclusive as possible, both as a service deliverer and as an employer. It also demonstrates our compliance with Public Sector Equality Duty (PSED).

This document is a planning tool, designed to help you improve programs of work by considering the implications for different groups of people. A guidance document is available [here](#).

Please note that, once approved, this document will be made public, unless you have indicated that it contains sensitive information. Please ensure that the form is clear and easy to understand. If you would like any support or advice on completing this document, please contact the Equality, Diversity and Inclusion (EDI) team via equalities@warwickshire.gov.uk, or if it's relating to health inequalities, please contact Public Health via phadmin@warwickshire.gov.uk.

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Section One: Essential Information

Service / policy / strategy / practice / plan being assessed	The draft Warwickshire Food Strategy 2023-2026
Business Unit / Service Area	Business and Customer Services/ Communities & Partnerships
Is this a new or existing service / policy / strategy / practice / plan? If existing, please state date of last assessment.	This is a new draft strategy.
EIA Authors N.B. It is best practice to have more than one person complete the EIA to bring different perspectives to the table.	Mike Slemensek (Communities & Partnerships)
Do any other Business Units / Service Areas need to be included?	No
Does this EIA contain personal and / or sensitive information?	No
Are any of the outcomes from this assessment likely to result in complaints from existing services users, members of the public and / or employees?	No

1. Please explain the background to your proposed activity and the reasons for it.

This is an initial EIA and further ones will be developed for each part of the strategy going forward.

Warwickshire County Council is formulating a draft Warwickshire Food Strategy, collaborating with partner agencies, community and voluntary sector groups and organizations, including the Warwickshire Food Forum partnership. The draft Strategy will address three main priorities 1) food affordability and access – aiming to make sure everyone can access affordable, healthy food 2) food education and choice – promoting awareness and education, how to cook and grow food and participate more in healthy lifestyle choices 3) food sustainability – doing more to support a reduction in food waste and food-related waste, encouraging more local sourcing and sharing of food to reduce greenhouse emissions. The need to have a cohesive approach around these areas is vital to meet the future aims of the Council Plan 2022-2027. The problems of food insecurity and diet-related ill health have been exacerbated by the rapid increases in the impact of Covid-19 and the rapid rises in cost of living. Food policy also has the potential to make positive contributions to the effort to tackle the Climate Emergency.

The food supply system in Warwickshire is not sufficiently sustainable for our future aims and there are recognized and significant inequalities in the supply of affordable healthy food. There are disparities by geography, socio-economic group and by protected characteristic. Warwickshire County Council through its core service delivery, provides support to vulnerable households, tackles financial exclusion, and provides services through its Public Health Team and the Director of Public Health in Warwickshire to promote healthy diet and the wider determinants of health. There are key strategies in place to do this, including:

- The Warwickshire Tackling Social Inequalities Strategy 2021-30
- The Warwickshire Health and Wellbeing Strategy 2021-26
- The Warwickshire Sustainable Futures Strategy
- The developing plans to address the cost-of-living challenges for Warwickshire residents, communities, and businesses.

The draft Warwickshire Food Strategy does not replace or duplicate this work but links with and supports these strategies and has its own clear focus on the food supply system – specifically in relation to access, affordability, education, choice, and sustainability. Therefore, the draft Strategy has great potential to provide positive benefits to the people of Warwickshire – and it is vital that the strategy is deployed in a way maximises benefits for people who are currently disproportionately affected by food insecurity and poor diet.

2. Please outline your proposed activity including a summary of the main actions.

The draft Strategy is accompanied by a draft Delivery Plan which sets out the proposed actions, deliverables, and outcomes we wish to see because of the new draft strategy. The finalized Strategy will be launched in April 2023 and a delivery working group, known as the Warwickshire Food Strategy Delivery Group, made up of a wide range of partner organisations, will meet regularly to implement a three-year Delivery Plan. The draft Strategy and draft Delivery Plan seek to achieve nine core outcomes that will be beneficial to residents of Warwickshire in terms of food access and affordability, healthier local food availability and reduced waste and greenhouse gases emissions. The Warwickshire Food Strategy Delivery Group will report quarterly to the Food Forum Partnership in relation to the progress being made. This will include updates relating to actions within this assessment.

3. Who is this going to impact and how?

Customers	Members of the Public	Employees	Job Applicants
Yes	Yes	Yes	No
Other, please specify:	This draft Strategy could potentially have an impact on food suppliers and businesses – as we will seek to work with these organisations, to identify ways of promoting more local sourcing of food. The impact of this is not clear now.		

Section Two: Evidence

Please include any evidence or relevant information that has influenced the decisions contained in this EIA. This could include demographic profiles; audits; research; health needs assessments; national guidance or legislative requirements and how this relates to the protected characteristic groups and additional groups outlined in Section Four.

A – Quantitative Evidence

This is evidence which is numerical and should include the number people who use the service and the number of people from the protected characteristic groups who might be affected by changes to the service.

There is a huge amount of quantitative evidence and data relating to the impact of food insecurity and poor diet both at a national level in the UK and at a Warwickshire level. Some of this data is specifically cited in the Warwickshire draft Food Strategy and is reproduced below at Figures 1 and 2. This and other data has been used to target our future priorities in the draft Strategy and draft Delivery Plan.

Fig.1

In September 2022:

- 16% of households without children and 25.8% of households with children had experienced food insecurity in the previous month, an increase from April 2022.
- Households with 3 or more children were more at risk of food insecurity (42.2%).
- 54% of households on Universal Credit experienced food insecurity compared to 16% not in receipt.
- Households with people with disabilities were more likely to experience food insecurity.
- Around half of households who were food insecure reported buying less fruit (58%) and less vegetables (48%) compared to those who were food secure (13% were buying less fruit and 8% were buying less vegetables).

In addition:

- Healthy foods are nearly three times more expensive than less healthy foods per calorie
- Both reception and Year 6 age children in the most deprived households are twice as likely to be obese than children in the least deprived households.

Food Foundation website ¹²

Fig. 2

- From May 2020 to May 2022 there were 2,902 users of Edible Links Foodbanks
- During the period 1 October 2021 to 30 September 2022 there were 27,191 Trussell Trust food parcels distributed to adults and children.
- From April 2021 – March 2022 Warwickshire Citizens Advice dealt with 62,806 enquiries mainly related to benefits, low income, and debt. The proportion of the population being helped with crisis support has increased since 2021 in most areas of Warwickshire.

- In the 6-week period from 1st October 2022 Warwickshire Local Welfare Service through the Household Support Fund provided 20,073 children and 11,770 households with food support.
- In October 2022, 17,409 (19.7%) of school-aged children in Warwickshire were eligible and claiming a free school meal (Source: WCC, Business Intelligence). This proportion has steadily increased in recent years.
- The number of Healthy Start vouchers to buy food and milk for babies under 4 has increased by at least 50% between March 2021 and April 2022

Poverty in Warwickshire Dashboard¹⁵

B – Qualitative Evidence

This is data which describes the effect or impact of a change on a group of people, e.g., some information provided as part of performance reporting.

We have used national and local quantitative data sources (including the above) but have also drawn on the wide local knowledge we have which is qualitative evidence, from the teams in WCC that work with families and communities and the agencies that work with us – such as Citizens Advice – bringing together a wide range of reports, local intelligence and information-gathering – which helps us to understand the areas of inequality that exist. The critical areas where there is inequality can be grouped under two cross-cutting areas of disadvantage – which are 1) food insecurity and 2) unhealthy diet and lifestyles.

a) Food insecurity correlates with poverty and access to affordable healthy food. Therefore, there is a strong socio-economic aspect to be considered and people in Warwickshire who are financially less well-off and on lower incomes are being negatively impacted and much more likely to face food insecurity. Geographically – people who live in specific areas of the county the Lower Super Output Areas (LSOAs) which feature highly on the national Index of Multiple Deprivation – are in areas of relative deprivation and are likely to be impacted by the factors which underpin higher levels of poverty in these areas. Nuneaton and Bedworth are the Borough with the highest number of LSOA's which feature in the top 10% most deprived in the country. Data from England's National Food Strategy, the Food Foundation, and the UK government's Family Resource Survey shows that food insecurity is linked to inequalities based on sex, race, disability, health, age, and various combinations of these identities. Food insecurity is also a key concern for migrant groups, especially for people with 'No recourse to public funds' (NRPF). Single-adult households, often women with children, are more likely to be food insecure than households with two or more adults and children.

b) Unhealthy diets relate directly to health inequalities. The people most at risk of diet-related ill-health includes disabled people, people living on lower incomes, people living in deprived areas, people from minority ethnic backgrounds and vulnerable people – for example people who are homeless. Major impacts upon these identified groups are increased levels of ill health, lower healthy

life expectancy and problems with dental health, increased risk of overweight and obesity, Type 2 Diabetes, Cardiovascular disease, and some cancers – within these identified groups.

Section Three: Engagement

Engagement with individuals or organisations affected by the proposed activity must take place. For further advice and support with engagement and consultations, click [here](#).

<p>Has the proposed activity been subject to engagement or consultation with those it is going to impact, taking into account their protected characteristics and socio-economic status?</p>	<p>Yes. There has been wide consultation on the draft Strategy through the membership of the Food Forum and through key WCC teams involved in Public Health and in supporting vulnerable people. The draft Strategy will undergo consultation through the WCC process and is scheduled to go to Corporate Board and Cabinet. Socio – economic status has been an important part of the consideration of this strategy – as well as the impacts by protected characteristic. The organisations and groups listed below have been consulted and engaged.</p> <p>Further consultation is planned with local communities in relation to how the draft strategy is implemented and the activities needed.</p>
<p>If YES, please state who with.</p>	<ul style="list-style-type: none"> ▪ Citizens Advice Warwickshire ▪ Edible Links ▪ FareShare ▪ Feed the Hungry ▪ Mid-Counties Co-operative ▪ North Warwickshire Borough Council ▪ Nuneaton and Bedworth Borough Council ▪ Rugby Borough Council

	<ul style="list-style-type: none"> ▪ South Warwickshire Foundation Trust ▪ Stratford-Upon-Avon District Council ▪ The Equality and Inclusion Partnership ▪ The National Allotment Society ▪ The National Farmers Union ▪ The Trussell Trust ▪ The University of Warwick ▪ Together for Change ▪ Warwick District Council ▪ Warwickshire Association of Local Councils ▪ Warwickshire Community and Voluntary Action ▪ Warwickshire County Council Health Equity Group ▪ Warwickshire County Council – including specific teams: <ul style="list-style-type: none"> ○ Public Health Team ○ Communities & Partnerships Team ○ Commissioning Support Unit ○ Business Intelligence Team ○ Family Information Service 	
If NO engagement has been conducted, please state why.	N/A	
How was the engagement carried out?	Yes / No	What were the results from the engagement? Please list...
Focus/Working Groups	Yes	Input from the working groups and Food Forum membership which has helped shape the strategy to develop the priorities to meet people who are most disadvantaged.
Surveys	N/A	
Public Event	N/A	
Displays / Exhibitions	N/A	

Other (please specify)		Consultation with the Warwickshire Health Equity Group who supported the strategy.
Has the proposed activity changed as a result of the engagement?	Yes.	The draft Strategy has been developed to its current position taking on board comments and advice from engagement with Food Forum partners and others. This has also been the case with the draft Delivery Plan.
Have the results of the engagement been fed back to the consultees?	Yes.	Dialogue on the development of the draft Strategy has been regular – and has included updates at Food Forum meetings (now held quarterly and copies of the strategy have been circulated to all members.
Is further engagement or consultation recommended or planned?	Yes.	Further consultation is considered vital as we begin to implement the draft Delivery Plan. Working with the Equality & Inclusion Partnership – we will seek feedback and views from under-represented communities, members of groups most at risk of food insecurity and poor diets. This will include minority ethnic groups, disabled persons groups and groups and organisations from our priority neighbourhoods. Further consultation events will be factored in as we progress with the delivery of the draft Strategy. Specific plans for consultation will be added. The first series of consultations will be 1) a webinar on 28 March 2023 to obtain views suggestions and feedback 2) two further community events about the strategy in May and June 2023.
What process have you got in place to review and evaluate?		The equality impact assessment will be regularly reviewed by the Warwickshire Food Strategy Delivery Group – who are responsible for delivering the draft Strategy – as part of the delivery process. The EAI will also be updated and any need for new actions can be identified as part of that process. The actions in the EIA will be evaluated at least annually to assess its impact and the results will be reported to the Food Forum.

Section Four: Assessing the Impact

Protected Characteristics and other groups that experience greater inequalities

What will the impact of implementing this proposal be on people who share characteristics protected by the Equality Act 2010 or are likely to be affected by the proposed activity? This section also allows you to consider other impacts, e.g., health inequalities such as deprivation, socio-economic status, vulnerable groups such as individuals who suffer socio-economic disadvantage, armed forces, carers, homelessness, people leaving prison, young people leaving care etc.

Based on evidence, has the potential impact of the proposed activity been judged to be positive (+), neutral (=), negative (-), or positive and negative (+&-), for each of the protected characteristic groups below and in what way?

N.B In our Guidance to EIAs we have provided you with potential questions to ask yourself when considering the impact of your proposed activity. Think about what actions you might take to mitigate / remove the negative impacts and maximize on the positive ones. This will form part of your action plan at Section Six.

	Impact type (+) (=) (-) or (+&-)	Nature of impact including health inequalities Will your proposal have negative or positive implications for each group, including on health inequalities?	Mitigating Actions for Negative Impacts What can you do to mitigate any identified negative impacts or health inequalities? Use this column to form the basis of Section 6.
Age	(+)	The draft Strategy and draft Delivery Plan will have a positive impact by age as it seeks to contribute to a reduction in the percentage of households with children experiencing food insecurity. The draft Delivery Plan contains an action to increase awareness of eligibility and take up of free school meals – with a particular focus of support in areas of deprivation. Please see local dashboard data on how many pupils are currently claiming	N/A

		<p>FSM. Higher percentages are clearly represented in North Warwickshire and Nuneaton and Bedworth – where higher numbers of families are impacted.</p> <p>Oct 2022 school census data - Pupils eligible and claiming a free school meal North Warwickshire - 2550 (23% of pupils on roll) N&B - 5163 (26.7% of pupils on roll) Rugby - 3638 (20.1% of pupils on roll) SoA - 3045 (14.7% of pupils on roll) Warwick - 3013 (15.9% of pupils on roll)</p> <p>Healthy food affordability impacts upon people over retirement age and this is accentuated in the 22 priority levelling up LSOAs which are mainly located in North Warwickshire and Nuneaton and Bedworth.</p>	
<p>Disability Consider:</p> <ul style="list-style-type: none"> • Physical disabilities • Sensory impairments • Neurodiverse conditions (e.g., dyslexia) • Mental health conditions (e.g., depression) • Medical conditions (e.g., diabetes) 	<p>(+)</p>	<p>There will be a strong focus on ensuring the actions in the draft Delivery Plan reach and include as far as is people and families with physical and mental disabilities. Therefore, this is considered a positive impact. People with a disability under the Equality Act are represented as follows in Warwickshire (Census 2021).</p> <p>North Warwickshire 12,045 (18.5% of population) Nuneaton and Bedworth 25,694 (19.1% of population) Rugby 18,058 (15.8% of population) Stratford 21,701 (16% of population) Warwick 22,535 (15.1% of population) Total 100,033</p>	<p>N/A</p>

		<p>The highest proportions are in Nuneaton and Bedworth and North Warwickshire. These figures do not include people with health conditions outside of the definition of disability within the Equality Act.</p> <p>All events will be chosen or adapted to ensure they are accessible for disabled people. People with disabilities sometimes have reduced access to sources of healthy food and this will be fully considered as part of the mapping of local healthy food supply – to determine to what extent disabled people face barriers and how these barriers can be resolved.</p> <p>The communications plan will incorporate due consideration for accessible formats for disabled people. Specific consultation events will be held with disability organisations.</p>	
Gender Reassignment	(=)	There is no evidence of either a positive or negative impact caused by this draft Strategy.	N/A
Marriage and Civil Partnership	(=)	There is no evidence of either a positive or negative impact caused by this draft Strategy.	N/A
Pregnancy and Maternity	(+)	The priorities of access and affordability, education, and choice will help provide an enhanced focus on supporting healthy food and good dietary education/information support to women and families during pregnancy and maternity.	N/A
Race Including: <ul style="list-style-type: none"> • Colour • Nationality • Citizenship • Ethnic or national origins 	(+)	Data shows that people from minority ethnic communities have suffered a severe impact because of Covid-19 upon their health and there is evidence of poor diet in some communities leading to higher risk of cardio-vascular disease and other health problems. Many people from minority communities may also be low-income families and	N/A

		<p>therefore also impacted in terms of food insecurity. Asylum seekers and refugees, especially those with no recourse to public funds such as newly arrived people from Hong Kong – are also at higher risk of food insecurity and poor diet. This draft Strategy is intended to reach and include such groups and therefore offers a positive impact upon this protected characteristic.</p> <p>Please see the below data from the 2021 census on numbers and percentages of people from minority ethnic groups in Warwickshire.</p> <p>North Warwickshire 2,522 (3.9%) Nuneaton and Bedworth 17,259 (13%) Rugby 16,350 (14.3%) Warwick 22,920 (15.6%) Stratford 6,052 (4.5%)</p>	
Religion or Belief	(=)	<p>There is no evidence of either a significant positive nor negative impact caused by this draft Strategy upon religion or belief.</p> <p>The needs of people who have diets such as Kosher, Halal, Vegan and others will be specifically considered as part of the work to promote healthy diets and during community events and activities.</p>	N/A
Sex	(+)	<p>The draft Strategy provides a positive impact for women, particularly single parents – who are adversely affected by food insecurity and poor dietary intake. It also impacts positively for men – who feature more highly than women in onset of cardiovascular disease which is significantly determined by poor diet.</p>	N/A
Sexual Orientation	(=)	<p>There is no evidence of either a significant positive or negative impact caused by this draft Strategy upon sexual orientation.</p>	N/A

<p>Groups who may require support:</p> <ul style="list-style-type: none"> • Individuals who suffer socio-economic disadvantage • Armed Forces (WCC signed the Armed Forces Covenant in June 2012) • Carers • Homelessness • People leaving Prison • People leaving Care 	(+)	<p>There are many socio-economic groups that require support which is already been delivered through key strategies, commissioning, and cost of living support measures. It is vital that this draft Strategy lends its weight to this and a Levelling Up approach to the implementation of the draft Strategy and Draft Delivery Plan is being applied to ensure communities that are most at risk of disadvantage are prioritized. Communications plans are being devised for each priority area of the strategy and these will include a detailed measures for ensuring information about the draft Strategy and services reaches the diverse range of communities requiring support – and that steps are taken to achieve maximum ongoing engagement. By working closely with Borough and District Councils we can reach vulnerable groups. We have an Armed Forces Covenant Officer who will be responsible for reaching out to Armed Forces families and Veterans and providing key information to them.</p>	N/A
<p>Other Identified Health Inequalities (HI)</p> <p>Many issues can have an impact on health is it an area of deprivation, does every population group have equal access, unemployment, work conditions, education, skills, our living situation, rural, urban, rates of crime etc.</p>		<p>What health inequalities already exist? Will your proposal have a negative or positive implications on health inequalities? What can you do to mitigate any identified health inequalities?</p> <p>The issues relating to health inequalities have been outlined above.</p>	N/A

Other Groups If there are any other groups		N/A	N/A

Public Sector Equality Duty (PSED)

Public Authorities must have 'due regard' to the need to eliminate unlawful discrimination, advance equality of opportunity and foster good relations. Please evidence how your proposed activity meets our obligations under the PSED.

	Evidence of Due Regard
Eliminate unlawful discrimination (Harassment, victimisation and other prohibited conduct):	By promoting information and increased services to people and communities who are at risk of food insecurity and poor diet this draft Strategy and delivery plan will help eliminate disadvantage.
Advance equality of opportunity: This involves <ul style="list-style-type: none"> removing or minimising disadvantages suffered by people due to their protected characteristics. taking steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people, for example, taking steps to take account of people with disabilities. encouraging people with certain protected characteristics to participate in public life or in other activities where their participation is disproportionately low. 	The draft Strategy helps advance equality of opportunity by minimizing disadvantage experienced by people due to protected characteristics. Disabled people are at higher risk of food insecurity and this draft strategy and delivery plan will focus on involving disabled people and relevant organisations and ensuring information reaches them. In the same way a communications plan will ensure we have enhanced dialogue with other groups adversely affected due to the protected characteristics of Race and Sex.

<p>Foster good relations:</p> <p>This means tackling prejudice and promoting understanding between people from different groups and communities.</p>	<p>The draft Delivery Plan contains actions to hold community events to bring people from diverse communities and under-represented groups to come together for food conventions to share ideas, information and good practice about healthy affordable cooking and eating. This will help foster good relations.</p>
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Section Five: Partners / Stakeholders

Which sectors are likely to have an interest in or be affected by the proposed activity?	Yes / No	Describe the interest / affect
Businesses	Yes	Food producers/outlets may wish to become involved.
Councils	Yes	All councils are expected to contribute to the strategy and delivery plan.
Education Sector	Yes	Pilot initiatives in schools are likely to feature in projects.
Fire and Rescue	Yes	Can support with events and circulating information into communities.
Governance Structures	Yes	Corporate Board and Cabinet approval and oversight by the Food Forum.
NHS	Yes	A key partner in the delivery of the draft Strategy and represented on the Food Forum.
Police	No	Not specifically involved.

Voluntary and Community Sector	Yes	A significant role to play in terms of CVS support to the draft Strategy and draft Delivery Plan – which adopts a community powered approach to the future sustainability of the draft Warwickshire Food Strategy.
Other(s): please list and describe the nature of the relationship / impact		N/A

Section Six: Action Planning

If you have identified impacts on protected characteristic groups in Section Four, please summarise these in the table below detailing the actions you are taking to mitigate or support this impact. It is also important to consider how often this E.I.A. will be reviewed, and who is responsible for doing this. If you are not taking any action to support or mitigate the impact, you should complete the No Mitigating Actions section below instead.

Mitigating Actions

Consider:

- Who else do you need to talk to? Do you need to engage or consult?
- How you will ensure your activity is clearly communicated
- Whether you could mitigate any negative impacts or build on positive impacts for protected groups or health inequalities
- Whether you could do more to fulfil the aims of the PSED
- How you will monitor and evaluate the effect of this work
- Anything else you can think of!

Identified Impact	Action(s)	Timescale incl. evaluation and review date	Name of person responsible
N/A			

N/A			
N/A			
N/A			

No Mitigating Actions

Please explain why you do not need to take any action to mitigate or support the impact of your proposed activity.

The draft strategy and delivery plan is a positive development designed to support people in Warwickshire with access to affordable healthy and sustainable food supplies. No adverse impact has been discovered through this equality impact assessment and therefore no need for specific mitigating factors. It will be important to ensure the benefits of the strategy do reach all the identified groups that are vulnerable and most at risk – and this need is built into the approach of the strategy.

Section Seven: Assessment Outcome

Only one of following statements best matches your assessment of this proposed activity. Please select one and provide your reasons.

No major change required	X	The draft Strategy itself exists to reduce health inequalities by improving access to healthy affordable food for everyone. A communications plan is in place to ensure information reaches all communities in Warwickshire. There will be ongoing assessment of impact as the draft Strategy is implemented – so any changes necessary for delivery can be identified.
The proposal must be adjusted to reduce impact on protected characteristic groups and/or health inequalities		

Continue with the proposal but it is not possible to remove all the risk to protected characteristic groups and/or health inequalities		
Stop the proposal as it is potentially in breach of equality legislation		

Section Eight: Sign Off

N.B To be completed after the EIA is completed but before the area of work commences.

Name of person/s completing EIA	Mike Slemensek
Name and signature of Assistant Director	Kushal Birla
Date	6 February 2023
Date of next review and name of person/s responsible	10 August 2023 (six months)

Once signed off, please ensure the EIA is uploaded using the following form. Please name it “EIA [project] [service area] [year]”: [Upload Completed Equality Impact Assessments](#)

These will be stored on a [Sharepoint library](#) which Warwickshire County Council colleagues can access.

It is the responsibility of the individuals and teams who completed the EIA to review it regularly and to carry out any required activities in line with the action plan made.

For advice or support, please contact equalities@warwickshire.gov.uk.

Cabinet

18 April 2023

Social Fabric Fund

Recommendations

That Cabinet:

- 1) Approve proceeding with the establishment of a blended £2.5 million Social Fabric Fund, comprising £1 million revenue, and £1.5 million capital, focusing primarily on the 22 Lower Super Output Areas identified in the Countywide Approach to Levelling Up, with the ability to flex this by exception as set out in paragraph 4.10 of this report;
- 2) Approve an additional one-off £0.32 million revenue allocation to support the operation of the Fund as set out in paragraphs 4.13, and 4.19 of this report;
- 3) Approve the £1.32 million revenue elements of the Fund being funded from the Council's Revenue Investment Fund;
- 4) Approve the £1.5 million capital element of the Fund being funded from the Council's Capital Investment Fund and approves its addition to the Capital Programme; and
- 5) Authorise the Strategic Director for Resources to take all steps as he considers necessary to establish and operate the Fund in consultation with the Portfolio Holder for Environment, Climate, and Culture, and other Portfolio Holders as appropriate.

1. Executive Summary

- 1.1 As part of budget resolutions on 7 February 2023, Council agreed to bring forward proposals for a fund to invest in social infrastructure within Levelling Up priority Lower Super Output Areas (LSOAs), embedding the community powered principle of "working with" communities rather than "doing to" or "doing for" communities.
- 1.2 The Fund will have strong resonance with the Government's Levelling Up White Paper, in particular a focus on non-financial capitals/outcomes, although financial outcomes also remain important.

- 1.3 The Fund will have strong strategic fit with the Council Plan 2022-27, the Countywide Approach to Levelling Up, and the Voluntary and Community Sector Strategy 2020-25.
- 1.4 The Fund will support current and future Council Plan outcomes: for communities and individuals to be safe, healthy, and independent; and for the economy to be vibrant and supported by the right jobs, training, skills, and infrastructure.
- 1.5 There will be significant opportunity to use the Fund to complement and supplement other community powered funding sources, including grants given by the Borough and District Councils.
- 1.6 The Fund will set a stretching objective to be self-sustaining in the medium-term by attracting social investors and philanthropists, and businesses, highlighting the importance of utilising the right process and involving the right stakeholders.
- 1.7 The Fund will have a value of £2.5 million with an indicative split of 40% revenue and 60% capital. Additionally, £0.32 million of revenue will be needed for:
 - Essential support to sit alongside the Fund, including dedicated community workers, focusing primarily on the 22 priority LSOAs, and with specific responsibilities around supporting funding proposals. Options for the provision of the community workers include commissioning this service from an external provider. This work is considered essential to ensure that strong and targeted applications are brought forward within those communities where need is greatest and where there may not necessarily be sufficient capacity to generate proposals without additional support.
 - The operating costs of the Fund. Dedicated capacity will be required to operate the Fund. Options around the operation of the Fund include commissioning this service from an external provider.
- 1.8 The Fund will involve a simple awarding process to ensure quality assurance and due diligence. There will be two main stages, firstly, an outline investment case, which will be assessed by officers, and then secondly, and subject to getting past the first stage, a more detailed business case and approval to proceed by officers in consultation with relevant Portfolio Holders. Further detail of the awarding process is set out in paragraph 4.16.
- 1.9 It is anticipated that the Fund will run for two years, up to 31 March 2025.

2. Financial Implications

- 2.1 As part of budget resolutions on 7 February 2023, Council agreed to establish a blended revenue and capital Social Fabric Fund.

- 2.2 The revenue element of the Fund, £1 million, and the £0.32 million for the essential support and operating costs of the Fund, will be drawn from the Revenue Investment Fund. This will reduce the amount available in the Revenue Investment Fund for other initiatives by £1.32 million. The remaining balance on the Revenue Investment Fund will be £11.38 million.
- 2.3 The capital element of the Fund, £1.5 million, will be drawn from the Capital Investment Fund. Capital investment will align with the Capital Investment Priority Outcomes agreed in February 2023 (Appendix 1). This will reduce the amount available in the Capital Investment Fund for other initiatives by £1.5 million, with expected £0.75 million draw downs in each of 2023/24 and 2024/25 respectively. The remaining balance on the Capital Investment Fund will be £88.757 million.
- 2.4 The capital element of the Fund will be added to and managed within the Capital Programme. It is not foreseen that the £1.5 million will be used to purchase/improve assets owned by the Council. Instead, use of the Fund will be to provide capital grants to external community organisations.
- 2.5 The Fund will provide financial assistance to a range of recipients that meet the principles of the Fund. Some of the financial assistance provided will constitute subsidies under the Subsidy Control Act 2022, see paragraphs 4.21 to 4.23.

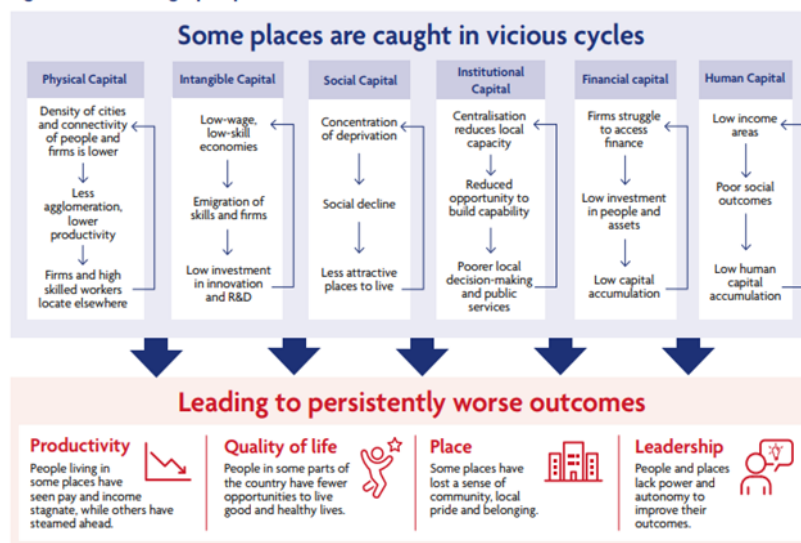
3. Environmental Implications

- 3.1 As part of the awarding process, proposals will describe how potential investment tackles climate change and supports biodiversity, linking to the Council's emerging Sustainable Futures Strategy.
- 3.2 The Council will not award funding to any proposal deemed to conflict with the Council's commitments around climate change and biodiversity.

4. Supporting Information

- 4.1 Recent research by Local Trust, the British Academy, and Power to Change on the Levelling Up agenda emphasises the importance of:
1. Investing at a hyper-local or neighbourhood level.
 2. Targeting resources at the places and individuals that need them most.
 3. The need for longer-term (10-15 year) funding to build community confidence and capacity.
 4. Local community leadership.
- 4.2 The Government's Levelling Up White Paper emphasised a series of "capitals" that go beyond financial gain and can lead to different outcomes (better or worse).

Figure 1.62 Levelling Up Capitals Framework



- 4.3 Other nationally published reports have emphasised the critical role of local people, acting together, either on their own initiative or with the support of public bodies to design and deliver the kind of neighbourhood they want to be part of, on the basis that they are the ones who know what is needed and are the most effective architects of sustainable solutions for local places.
- 4.4 Community Power is central to Warwickshire County Council’s Council Plan 2022-27, which states that:
- “The Council will harness the power of communities to tackle inequality and social inclusion through a community-powered approach. This requires us to work differently with residents, communities, and partners. We will build on their strengths and assets and keep alive the community spirit, so powerful before and during COVID-19. This will change our relationships and requires new ways of communicating and engaging with citizens and communities. We will change from “what will the Council do” to “what do we want to do together, and how could the Council support the community to deliver it?””
- 4.5 Community power also underpins the Countywide Approach to Levelling Up, defined as “increasing pride in the place you live in, and unleashing the potential of communities by increasing your voice and influence over your places”.
- 4.6 The objective of the Fund is a simple one, to invest in social infrastructure to strengthen Warwickshire’s most deprived communities and, in so doing so improving people’s life chances and reducing inequalities.
- 4.7 The Fund will seek to be successful enough to become self-funding in the medium-term by attracting social investors, philanthropists, businesses, and, potentially, by supporting a Devolution Deal “ask” to Government for devolution of Warwickshire’s share of the Dormant Assets Fund in the event that Warwickshire is invited to progress a Devolution Deal.

- 4.8 The Fund will create a blended revenue and capital fund of £2.5 million with an indicative split of 40% revenue (£1 million) revenue and 60% capital (£1.5 million) funding. This will be available for investment in community powered initiatives primarily within the 22 LSOAs in the top 20% of the IMD, also identified as priority areas in the Countywide Approach to Levelling Up.
- 4.9 17 of the priority LSOAs are in Nuneaton and Bedworth Borough, with many forming a column down the western side of Nuneaton. Consequently, there is a significant opportunity for a single investment to benefit multiple LSOAs.
- 4.10 While the Fund will focus primarily on initiatives within the 22 LSOAs in the top 20% of the IMD, it is recognised that there are other areas across all five Boroughs and Districts that fall within the top 30% of the IMD and may feature as part of the work being undertaken on the local Levelling Up plans. It is also unclear at this stage whether additional external funding may be available to complement the funding available through the Fund.

It is considered sensible to provide for a degree of flexibility, to be applied in exceptional circumstances, where a proposal for funding does not directly benefit one of the top 20% LSOAs but may indirectly benefit one of those areas and/or have a wider benefit in an identified area. This flexibility will be applied by the Strategic Director for Resources in consultation with the Portfolio Holder for Environment, Climate, and Culture only in cases where the initiative clearly supports the principles set out in paragraph 4.14 and the overall operation and intention of the Fund is not prejudiced.

- 4.11 The Fund will deliver the following outcomes:
1. Provide a blend of funding to enable target communities to access:
 - a. Capital funding to build “social fabric” through physical community infrastructure and/or -
 - b. Time-limited start-up revenue funding for community development that delivers on local priorities and demonstrates sustainability.
 2. Fill a demonstrable gap in capital funding available to community groups.
 3. Be highly flexible, starting with communities’ strengths and priorities.
 4. Encourage investment proposals to include additional revenue or capital funding, or volunteer time, from other sources, avoiding the constraints of straight “match funding” while enabling the Council to bring together potential contributors (of funding, time, or assets).
 5. Be visibly led by, or demonstrating strong support from the local community, so that the Fund’s investments put power in the hands of the local community, working with the community rather than “doing to” the community.
 6. Enable the Council to contribute directly through asset transfer, including considering the sale or rental of property/land at below market value provided this can satisfy our best value duties, comply with subsidy control rules and where this is the right thing to do for both the Council and the local community.

4.12 The Fund will recognise the importance of a wide range of stakeholders and contributors, including:

1. Town and Parish Councils (where these exist).
2. Borough and District Councils.
3. New Local, our delivery partner for Community Powered Warwickshire.
4. The Purpose Coalition, particularly in terms of Corporate Social Responsibility and “anchor” institutions.
5. Schools, Further Education institutions, and Higher Education institutions.
6. Coventry and Warwickshire Integrated Care Board and local NHS bodies, particularly GPs, pharmacies, and other primary care providers.
7. Warwickshire’s businesses, in particular major employers.
8. Voluntary, Community, and Social Enterprise (VCSE) sector organisations.
9. Sports clubs.
10. Entrepreneurs and philanthropists.
11. National Lottery Community Fund, Big Local, Big Society Capital, Access Foundation, and Local Trust.
12. The West Midlands Combined Authority.

4.13 Sitting alongside the Fund will be dedicated community workers, focusing primarily on the 22 priority LSOAs, and with specific responsibilities around supporting funding proposals. There are multiple options for the provision of the community workers, including commissioning this service from an external provider. The final decision will be made by the Strategic Director for Resources in consultation with the Portfolio Holder for Environment, Climate, and Culture. The community workers will:

1. Increase community power and build social fabric in target areas.
2. Lead in-depth community powered engagement to understand local priorities and challenges.
3. Scope, shape, and support proposals to address local priorities and challenges.
4. Take the lead to help the community take proposals through a staged process with officers from the County Council, the relevant Borough or District Council, and the Integrated Care System to co-produce a proposal.
5. Liaise with the Council and other potential contributors (time, skills, money, assets) to the projects, whether LSOA pilots or Social Fabric Fund.

4.14 The following principles will drive the Fund:

1. Investment will demonstrate strong community support and engagement.
2. Investment will create or improve a long-term community asset, or build long-term community capability and resilience, or both.

3. Proposals will demonstrate sustainability and a credible longer-term funding/exit strategy.
4. Proposals will contribute to the identified priorities in the Countywide Approach to Levelling Up:
 - a. Investment will reduce disparities and address gaps and inequalities.
 - b. Investment will increase opportunity and social mobility.
 - c. Investment will support the Council's commitment to tackling climate change and the biodiversity crisis, reflecting the draft Sustainable Futures Strategy.
 - d. Investment will build community power.

4.15 The awarding process for the Fund will be as follows:

1. An assurance assessment undertaken by officers against the principles set out in paragraph 4.14 above, including engagement with partners relevant to that project.
2. Due diligence on feasibility and deliverability undertaken by officers.
3. A recommendation to the Strategic Director for Resources, who will make a decision in consultation with the Portfolio Holder for Environment, Climate and Culture, and other relevant Portfolio Holder/s as appropriate.

4.16 The application process will involve two gate stages:

1. Gate 1, outline investment case. This will set out a high-level summary of what the investment will achieve, what is needed, and the anticipated benefits against the objective and outcomes of the Fund. This will lead to an "in-principle" allocation against the Fund, approved by the Assistant Director for Business and Customer Services and/or the Assistant Director of Governance and Policy, but no commitment of funds until the second gate is passed.
2. Gate 2, approval to proceed; this will assess a business case for the investment and will be subject to Strategic Director for Resources approval in consultation with relevant Portfolio Holder/s (including Environment, Climate and Culture).

4.17 The purpose of the gateway approach is to avoid a traditional, competitive application process, to ensure public sector skills and capacity support the application process rather than simply judging it, to build assurance and due diligence, and to give opportunity for wider Council and other potential contributor input (time, skills, money, and assets).

4.18 Indicatively, 50% of the Fund will be awarded by 31 March 2024, and the remainder by 31 March 2025. However, there will be some flexibility on both timescales and the revenue/capital split, with the ability for officers to recommend that Cabinet changes the balance of revenue/capital if there are good reasons for doing so, and subject to available funding.

- 4.19 Dedicated capacity will be required to operate the Fund. There are multiple options around how the Fund could be operated, including commissioning the service from an external provider, which has several advantages including expertise, capacity, and links to social investors, philanthropists, and businesses. The final decision will be made by the Strategic Director for Resources in consultation with the Portfolio Holder for Environment, Climate, and Culture.
- 4.20 Comprehensive monitoring and reporting will apply to the Fund. As a minimum the Council will require updates every six months in addition to end of works' reports. These will be co-ordinated and facilitated by a combination of the dedicated community workers (paragraph 4.13) and the dedicated operating capacity (paragraph 4.19).
- 4.21 The Fund will provide financial assistance to a range of recipients that meet the principles of the Fund. Some of the financial assistance provided will constitute subsidies under the Subsidy Control Act 2022. Accordingly, the Fund will be a scheme for the giving of subsidies under the Subsidy Control Act 2022 and will be published on the Subsidy Transparency Database (as will any subsidies over £100,000 awarded under the scheme).
- 4.22 The Fund meets the subsidy control principles. The Fund is to pursue a specific policy objective to address an equity concern, being to invest in social infrastructure to strengthen Warwickshire's most deprived communities and, in so doing improving people's life chances and reducing inequalities, focusing primarily on the 22 priority LSOAs. The scheme is the best means for achieving the policy objective because the projects funded will harness community support and engagement and be powered by communities to be strengthened by the Fund so that the communities can contribute to their own community assets or capability rather than have it chosen for them or done for them.
- 4.23 The application process set out above will ensure that any subsidies awarded are proportionate and minimise any distortion. The Fund will be highly flexible, so some of the projects funded may constitute Services of Public Economic Interest.

5. Timescales associated with the decision and next steps

- 5.1 The indicative timetable for the roll-out of the Fund is as follows:
- Cabinet approval on 18 April 2023.
 - Identification, and if applicable commissioning, of additional capacity to operate the Fund in May 2023.
 - Appointment, and if applicable commissioning, of dedicated community worker capacity between May and July 2023.
 - First year operation to 31 March 2024.
 - Second year operation from 1 April 2024 to 31 March 2025.

Appendices

Appendix 1 Capital Investment Priority Outcomes

Background Papers

None.

	Name	Contact Information
Report Author	Charles Barlow, Delivery Lead, Communities and Partnerships	charlesbarlow@warwickshire.gov.uk
Assistant Director	Sarah Duxbury, Assistant Director of Governance and Policy	sarahduxbury@warwickshire.gov.uk
Strategic Director	Rob Powell, Strategic Director for Resources	robpowell@warwickshire.gov.uk
Portfolio Holder	Cllr Heather Timms, Portfolio Holder for Environment, Climate and Culture	heathertimms@warwickshire.gov.uk

The report was circulated to the following members prior to publication:

Local Member(s): N/A County wide report

Other members: Councillors Adrian Warwick, Parminder Singh Birdi, Sarah Boad, Caroline Phillips, and Will Roberts.

Appendix 1

Capital Investment Priority Outcomes most likely to align with business cases:

- Best Lives: Help for residents to lead a healthy lifestyle.
- Sustainable Futures: Investment to support active travel and the positive benefits of outdoor activity.
- Thriving Economy and Places: Initiatives which contribute towards employment skills and skills development.
- Thriving Economy and Places: Building stronger communities by helping communities to help themselves.
- Invest to Save: Effective and accessible services to residents, communities, and staff through investment in digital, ICT services and capacity.
- Invest to Save: Investment to maximise the effectiveness of our property estate as part of a future plan for the use of our buildings.
- Invest to Save: Better ways of delivering services, such as libraries and heritage/culture.

Cabinet

18 April 2023

Household Support Fund Offer

Recommendations

That Cabinet

- 1) Approves the proposed allocation of the £6.945m Household Support Fund (HSF) for use between April 2023 and March 2024 as set out in this report, and subject to approval of the delivery plan by the Department of Work and Pensions, authorises the Strategic Director for Resources to implement the Fund allocations; and
- 2) Should the Secretary of State for Work and Pensions (“the Secretary of State”), in exercise of the powers conferred by section 31 of the Local Government Act 2003, make any future determinations before 31 March 2024, delegates authority for the allocation of revised funding to the Strategic Director for Resources, in consultation with the Portfolio Holder for Environment, Climate & Culture.

1. Executive Summary

- 1.1 The objective of the national Household Support Fund (HSF) is to provide support to vulnerable households in most need of support to help with significantly rising living costs, specifically food, energy and water bills. The County Council has successfully delivered the Household Support Fund, and its predecessor schemes. The previous grant ran from 1 October to 31 March 2023 and Warwickshire’s allocation of £3.47million has been successfully distributed to vulnerable households through the existing Local Welfare Scheme.
- 1.2 The HSF should primarily be used to support households in most need with food, energy and water bills. Support for housing costs should only be provided in exceptional cases of genuine emergency. Authorities have been asked to prioritise supporting households with the cost of energy with the focus being on addressing the ‘immediate’ need.
- 1.3 The Autumn Statement on 17 November 2022 announced, that the Household Support Fund (HSF) would be extended from 1 April 2023 to 31 March 2024. As in previous funding rounds, the fund will be made available to County Councils and Unitary Authorities in England to support those most in need. Authorities in two tier areas must work together with District and

Borough Councils to ensure the funding meets its objectives by identifying those most in need. In Warwickshire this is done together with third sector and other partner organisations who come into contact with people in need to maximise the reach of the fund.

- 1.4 Household Support Fund 4 (HSF4) launches on the 1 April 2023 for a period of twelve months until 31 March 2024 and this report sets out proposals for operation of the Fund.

2. Criteria and Warwickshire's Allocation

- 2.1 As per the guidance that was published 21 February 2023, the type of support at which HSF4 is targeted remains similar to previous rounds of the funding and is ringfenced to food, energy, essentials linked to energy and water, wider essentials. Housing costs may be supported in exceptional cases of genuine emergency once all other government support has been exhausted (including where the claimant is at statutory risk of homelessness and owed a duty of support through the Homelessness Prevention Grant).

In terms of type of support, energy bills may be of particular concern to low-income households during the period of the scheme, and Authorities have been asked to prioritise supporting households with the cost of energy, maintaining the focus on addressing the 'immediate' need.

However, there are some changes:

- Authorities must make sure that the mandatory element of application-based support delivered through the scheme is clearly advertised to residents and is available throughout the majority of the fund period, either continuously or in regular intervals over the course of the scheme, the Local Welfare Scheme already works on this basis with infrastructure and processes in place
- details of the scheme must also be publicised on a dedicated website page; and
- funding for supplementary advice services, including debt and benefit advice, is now considered eligible spend within the HSF scheme, as the primary focus of this grant is on practical support, expenditure on such services is expected to be limited and linked to the provision of practical support, this will be considered through the grant application process.

- 2.2 Warwickshire allocation for HSF4 is £6,945,994.

Officers have engaged with District and Borough Council colleagues who have supported the notion of continuing to distribute the funding via Warwickshire's Local Welfare Scheme (WLWS), which, over the last 12 months, successfully distributed £6.945m of funding to vulnerable residents as well as extending its general welfare offer to residents in crisis. The Local

Welfare Scheme has also recently awarded grants to the value of £250,086 to local food banks, Town Council, charities, and community groups to support local food and energy related projects.

Funds should be spent or committed before 31 March 2024 and cannot be held over for future usage.

We propose to use the funding in a similar way to previous rounds of funding, to provide short-term support through the Warwickshire Local Welfare Scheme to meet immediate needs and help those who are struggling to access the essentials, including food and fuel:

- food and fuel vouchers to families/carers with children eligible for benefits-related free school meals.
- fuel campaign by application through the Local Welfare Scheme.
- a sum dedicated to welfare grants to community-led groups and initiatives, including schemes led by the five District and Borough Councils; and
- Act on Energy extended welfare offer.

2.3 Warwickshire's Household Support Fund Offer

The allocation of the funding is based on the following principles:

- supporting residents in immediate need and who are struggling to afford food, energy and water bills, and other related essentials;
- managing the risk of fraud and ensuring equity of awards by continuing to use the existing WLWS eligibility and assessment process;
- using a combination of targeted automatic support, awards by application and welfare grants;
- working with District and Borough Councils and the County Council's Communities and Partnerships team to identify specific projects and initiatives that can be supported within the scheme's parameters; previously, this has included: support to foodbanks; food and household essentials; hot meals in warm spaces; and food boxes and emergency packs containing a choice of blankets, flasks, gloves, scarves, socks and slow cooker; and
- ensuring accuracy of data and robust governance arrangements to comply with audit and DWP requirements so that the full allocation can be claimed (payment of grant is in arrears).

A) Welfare Support (by application)

- food support
- energy support
- warm clothing allowance
- personal hygiene support
- water bill – one-off payment
- purchase of essential equipment e.g., fridge, freezer and/or a means to cook, where it directly affects a household's ability to afford or access food, energy, and water; and

- on a discretionary basis, other essential bills will be considered dependent on the individual's need.

B) Cost of Living Support to Free School Meal eligible children (automatic and by application)

- £2.2 million funding prioritised to provide Huggg supermarket voucher food support to parent/carers with children in receipt of benefits related free school meals; and
- eligible children not on a school roll, in early years settings or attending college continue to be able to apply for the same level of support.

C) Utilities voucher promotion (automatic and by application)

- the extension to the Household Support Fund will support further utility campaigns in June, September, November and March to support vulnerable households with the cost of energy;
- combination of award by application and a targeted automatic voucher to families/carers eligible for benefits related free school meals;
- £4 million funding has been prioritised to provide this valuable support to vulnerable households.

D) Welfare Grants

Building on the successful process used for the earlier rounds of Household Support Fund Scheme:

- work with District and Borough Councils and the County Council's Communities and Partnerships team to identify specific community projects and initiatives that can be supported within the scheme's food and energy parameters;
- applications will be open in June 2023 (in line with DWP's reporting requirements); and
- link into charities and organisations that work with hard-to-reach groups to understand their needs and how best to offer support through the Local Welfare Scheme.

3. Financial Implications

Subject to the submission of a delivery plan acceptable to the Department of Work and Pensions, by 17 May 2023, the Authority will receive a Household Support Fund allocation of £6.945m. The grant is to be committed by 31 March 2024, with any funding uncommitted by this time potentially needing to be returned.

The Service will put in place arrangements to ensure all spend is consistent with terms and conditions of the grant and that no spending is committed in excess of the grant to ensure there are no finance implications for the Authority.

Authorities are required to make four Statements of Grant Usage and Management Information (MI) returns as per scheme guidance. Each interim

MI return will be used to determine eligible spend for the relevant reporting period and, subject to the authority submitting a compliant return, an interim grant payment will be made to the Authority.

A final MI return is required by 26 April 2024 showing total spend from 1 April 2023 to 31 March 2024. The final MI return will be used to determine total eligible spend to 31 March 2024 and, subject to the Authority submitting a compliant return, a final grant payment will be made to the Authority.

The payment arrangements always mean the Authority is funded in arrears. There is a financial risk, that if any spend is deemed ineligible the Authority will need to meet the cost from its own resources as the spend will already have been incurred. The arrangements in place and the learning from previous rounds mitigate this risk as far as is possible.

4. Environmental Implications

There are no environmental implications arising directly from this report.

5. Supporting Information

- 5.1 Warwickshire County Council's webpages at www.warwickshire.gov.uk/localwelfarescheme and www.costoflivingwarwickshire.co.uk/ have details of support, and to promote the scheme further messages will also be sent out via the council's Twitter (@Warwickshire_CC) and Facebook (@WarwickshireCountyCouncil) social media platforms.
- 5.2 An information leaflet about food and financial support for those facing hardship will also be shared with schools and other education settings as well as public, community and voluntary sector partners to reach people in local communities who may benefit from this help.

6. Timescales associated with the decision and next steps

- 6.1 Subject to approval of the delivery plan by the Department of Work and Pensions, the first Cost of Living payment to free school meal eligible families will be distributed in May, with subsequent support being planned for July, October and February 2024. The roll out of utility campaigns will be in June, September, November 2023 and March 2024.
- 6.2 Officers will continue to finalise and implement the extended support offer through the Local Welfare Scheme.

Appendices

- Appendix 1 – Proposed Allocations

Background Papers

None.

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The report was circulated to the following members prior to publication:

Local Member(s): n/a

Other members: Councillors Clarke, Chilvers, Fradgely and D'Arcy

Appendix 1 - Proposed allocation of grant:

Type of Support	Allocation (£)	Method of Distribution	% of Allocation
Food		£2,322,318.00	33%
Cost of Living payment 1	£538,749.00	automatic	
Cost of Living payment 2	£538,749.00	automatic	
Cost of Living payment 3	£546,840.00	automatic	
Cost of Living payment 4	£546,840.00	automatic	
Cost of Living payment 1 - siblings	£13,950.00	by application	
Cost of Living payment 2 - siblings	£13,950.00	by application	
Cost of Living payment 3 - siblings	£13,950.00	by application	
Cost of Living payment 4 - siblings	£13,950.00	by application	
Food applications	£95,340.00	by application	
Energy and Water		£4,088,648.00	59%
Cost of Living payment 1	£862,890.00	automatic	
Cost of Living payment 2	£862,890.00	automatic	
Cost of Living payment 3	£1,053,108.00	automatic	
Cost of Living payment 4	£1,053,108.00	automatic	
Cost of Living payment 1 - siblings	£11,760.00	by application	
Cost of Living payment 2 - siblings	£11,760.00	by application	
Cost of Living payment 3 - siblings	£14,112.00	by application	
Cost of Living payment 4 - siblings	£14,112.00	by application	
Utilities Campaign (June)	£33,075.00	by application	
Utilities Campaign (Sept)	£33,075.00	by application	
Utilities Campaign (Nov)	£44,100.00	by application	
Utilities Campaign (Mar)	£44,100.00	by application	
Fuel applications	£49,028	by application	
Water bills applications	£1,530	by application	
Essentials linked to Energy and Water		£25,780.00	0.4%
Hygiene	£1,380	by application	
Planned Need (fridge/freezer etc)	£21,900	by application	
Warm clothing allowance	£2,500	by application	
Wider essentials		£1,250.00	0.02%
Broadband	£250	by application	
Other	£1,000	by application	
Grants		£180,000.00	3%
AOE	£50,000.00	welfare grant	
Community groups / D&B's / Breakfast Clubs	£130,000.00	welfare grant	
Admin		£327,998.00	4.7%
Welfare Resource	£293,798.00		
Ctalk 0800 call costs	£32,000.00		
Communications support	£1,000.00		
Consumables (print & postage)	£1,200.00		
TOTAL	£6,945,994.00		

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Cabinet

18 April 2023

UK Shared Prosperity Fund

Recommendations

That Cabinet:

1. Supports the use of the remaining European Match Funding and Rural Growth Network Reserves alongside investment via the District and Borough Councils from the UK Shared Prosperity Fund (UKSPF) in order to increase the scope and scale of specific joint programmes.
2. Subject to agreement with the District and Borough Councils:
 - i. Approves the Council acting as accountable body for specific elements of UKSPF funding and for the Council to lead on the commissioning of joint programmes.
 - ii. Authorises the Strategic Director for Communities to enter into UKSPF funding agreements with individual District and Borough Councils on terms and conditions acceptable to the Strategic Director for Resources.
 - iii. Approves varying and extending two contracts with Coventry and Warwickshire Chamber of Commerce for the ongoing provision of business start-up services and support to businesses in the tourism, leisure and hospitality sector using Council and UKSPF funding.
 - iv. Approves the commencement of appropriate procurement activity and/ or competitive calls for projects to deliver the priorities of the UKSPF funding.
3. Authorises the Strategic Director for Communities to negotiate and enter into all necessary contracts and agreements required to deliver the approved recommendations on terms and conditions acceptable to the Strategic Director for Resources.

1. Executive Summary

- 1.1 The UK Shared Prosperity Fund is designed to replace the European Structural and Investment Funds (ESIF) which have provided significant investment in Warwickshire over many years, and which continue to support

some of the Council's business support and employability and skills activities. The primary aim of the UKSPF is to build pride in place and increase life chances in support of the Government's commitment to level up all parts of the UK. There are three investment priorities: (1) communities and place; (2) supporting local business and (3) people and skills.

- 1.2 UKSPF is being delivered by identified lead local authorities. These are combined authorities, unitary authorities or district and borough councils in two tier areas for the core UKSPF funding and combined authorities or upper tier authorities (including unitary authorities) for the smaller Multiply Fund aimed at supporting adult numeracy.
- 1.3 Warwickshire has been awarded £18.67 million of UKSPF funding over the three years up to March 2025; £16.13 million of core UKSPF funding to the District and Borough Councils and £2.54 million of Multiply funding to the Council. North Warwickshire Borough Council and Stratford-on-Avon District Council have also been provisionally awarded a further £0.5 million and £1 million respectively from the Rural England Prosperity Fund.
- 1.4 It is difficult to make exact comparisons between the ESIF Funds and UKSPF due to the scope and timing of the new UKSPF funding. UKSPF funding can support a wider range of activities than the current ESIF funds which were focused on economic growth and support for business as well as employment and skills. The amount allocated to each local area also increases each year between 2022/ 2023 and 2024/ 2025, and the ESIF programmes themselves have been closing at different points from June 2021 up to December 2023. However, £20.1 million over three years (or an average of £6.7 million a year) represents an estimated 30% reduction on the ESIF Funds that have been available in Warwickshire. The removal of the previous ESIF requirement for 50% match funding is also likely to see a significant reduction in the total investment.
- 1.5 Each lead authority was required to work with local partners to develop and submit a separate investment plan for the relevant delivery geography and fund. The plan for Multiply developed and submitted by the Council was approved in August 2022. The five local investments plans developed and submitted by the District and Borough Councils were approved in December 2022.
- 1.6 Warwickshire's District and Borough Councils have collectively allocated £5.12 million to the supporting local business priority (32% of the total core funding awarded to Warwickshire) and £3.1 million to people and skills (19% of the total although it should be noted that the large-scale funding of people and skills activities was originally restricted by Government to just 2024/ 2025). These combined allocations represent significant reductions on the amounts previously available in Warwickshire via the ESIF Funds. There are particular reductions in the amounts available to support business growth, innovation and low carbon support. It is estimated that the total amount available over the next two years represents a 75% reduction on the amount previously available via the ESIF Funds over a typical two-year period. There

is also a significant reduction in the amount available for employment and skills with a particular reduction in support for the long-term unemployed in the second half of 2023/ 2024 when current ESIF funded programmes close and before new UKSPF activities were originally able to start.

- 1.7 Government is strongly encouraging lead UKSPF authorities to work with other places where it meets the needs of a place and where joint delivery achieves value for money or better outcomes for residents and businesses. In particular, lead authorities are encouraged to work with other or neighbouring authorities (district, county or unitary) to agree and commission business support and people and skills activities over a larger scale representative of the business base or local labour market.
- 1.8 Council officers have worked with the District and Borough Councils to identify common challenges and opportunities under the local business and people and skills priorities and to develop a small number of programmes that would be commissioned jointly. All five local plans include these joint programmes (with variations to address specific local issues). The five plans also include a commitment to joint commissioning where it makes sense for them to operate at scale and for one local authority to lead on Warwickshire-wide procurement or a small number of calls for projects.
- 1.9 The Council and District and Borough Councils also agreed to commission an external review of business support in Warwickshire in order to inform the detailed design and implementation of UKSPF activities. This review was managed and led by the Council, and it reported at the end of March 2023. The review has recommended that the following six programmes should be jointly developed and commissioned at county-level:
 - Start-Up – A programme of support for local residents looking to start a business and new businesses in their first two years of trading.
 - Business Resilience and Growth – A programme of support to help established businesses in all sectors become more resilient and address a wide range of barriers to growth including export.
 - High Growth and Innovation – A programme of support for early stage and high growth potential businesses that would also address barriers to innovation and improve access to knowledge.
 - Net Zero – A programme of support to help established businesses in all sectors respond to climate change.
 - Manufacturing – A programme of specialist support for the manufacturing sector.
 - Tourism, Leisure and Hospitality – A dedicated programme for small businesses in the tourism, leisure and hospitality sector.
- 1.10 Consideration was given to the commissioning routes for each programme; a mixed model has been recommended involving extensions to current service contracts where they exist and are delivering successfully (such as current Council's contracts with Coventry and Warwickshire Chamber of Commerce for both the provision of business start-up services and support to the tourism,

leisure and hospitality sector) and joint procurement and/ or competitive calls for projects where new suppliers or project deliverers are required.

- 1.11 The review also recommended the establishment of a new strategic and operational governance structure involving all six local authorities and other relevant partners which would have oversight of business support across Warwickshire (including UKSPF funded activities). Finally, it recommended that one lead authority should lead on the commissioning, procurement, contract management and performance of the joint activities including ensuring appointed suppliers and project deliverers deliver agreed outputs and outcomes for each local area.
- 1.12 It is, therefore, recommended that Cabinet approves the Council acting as accountable body for specific elements of UKSPF funding (as and when agreed with groups of, or all of, the District and Borough Councils) and for the Council to lead on the commissioning of joint county-level programmes. In the first instance, this is expected to be for the joint business support programmes as set out in 1.9 above subject to decisions by the District and Borough Councils (and their local UKSPF partnership groups where they are in place) about which of the joint programmes they wish to support (if at all) and the financial allocations to each programme. It could also include specific people and skills programmes in due course.

2. Financial Implications

- 2.1 Elected members will need to consider the level of future investment by the Council in business support and employment and skills given the reductions in funding set out in 1.4 and 1.6. This will need to be in the context of both other Council priorities (and financial pressures) and decisions taken by the District and Borough Councils about which activities and programmes they wish to support via UKSPF.
- 2.2 In the first instance, it is expected that the UKSPF will fund some of the Council's costs in acting as accountable body for the business support programmes. The remaining costs are expected to be met by revenue budgets within the Communities Directorate. This includes the initial procurement and commissioning costs.
- 2.3 The UKSPF is also expected to fund the majority of the costs of the joint business support programmes as set out in 1.9. However, there is a need to use the remaining European Match Funding and ex-Rural Growth Network (RGN) Reserves strategically in order to increase the scope and scale of specific programmes and meet needs identified as part of the business support review. As of 31st March 2022, the two Reserve balances were European Match Funding (£0.166m) and ex-RGN (£0.242m) – totalling £0.408m. These are existing Reserves which members have previously agreed to use as match funding for the Council's ESIF-funded business support programmes.

- 2.4 It is also likely that there will be additional funding requirements if the Council is to deliver on its ambitions in the Council Plan and emerging Warwickshire Strategic Economic Plan. The Council will continue to explore opportunities for other Government or external funding. Any new investment by the Council to increase the scope or scale of the joint programmes agreed with the District and Borough Councils (e.g., via the revenue or capital investment funds) will be subject to the Council's usual approvals and considered in the context of the Medium-Term Financial Strategy.
- 2.5 Any investment by the Council in the joint people and skills programmes will also be subject to the usual approvals and considered again in the context of the Medium-Term Financial Strategy.

3. Environmental Implications

- 3.1 UKSPF provides a key opportunity to deliver priorities and activities identified in the Council Plan, new Sustainable Futures Strategy and emerging Warwickshire Strategic Economic Plan as well as individual District and Borough strategies and plans. In particular, it is expected that the UKSPF net zero programme will support delivery of the following action in the Integrated Delivery Plan: *“Work with partners to develop and commission a future programme to support Warwickshire businesses with the transition towards a net zero economy and the growth of the low carbon sector in Warwickshire.”*
- 3.2 UKSPF is also an opportunity more widely to support the development of green skills as well as place improvements, green tourism and active travel.

4. Supporting Information

- 4.1 Support for the Warwickshire economy faces the triple challenge of a significant reduction in support, likely gaps in support (the majority of UKSPF funding is not available until 2024/ 2025) and a loss of delivery capacity and expertise across a range of public, private and third sector business support and employment and skills delivery organisations (most ESIF-funded projects and programmes end in June 2023). There are also expected to be significant variations in the level of UKSPF funding available in different areas for specific business support and people and skills activities.
- 4.2 The joint local authority commissioning approach as set out in the five local UKSPF investment plans and this report along with the pooling and alignment of UKSPF, Council and other local resources is considered the best way to mitigate these risks to the Warwickshire economy and to achieve best value for money and outcomes for residents and businesses. A strategic and co-ordinated yet flexible approach is also considered the best way to address both common challenges and opportunities across the county and specific local issues.

- 4.3 Alternative options have been considered. However, commissioning business support and people and skills activities at a local level does not usually offer value for money. It is unlikely to have the critical mass needed to attract suppliers and delivery organisations of the required quality and number. It could also lead to very different offers across the county and potentially a proliferation of local programmes or a postcode lottery of support (causing either confusion in the market or gaps in support).
- 4.4 The Council playing a purely strategic role and individual District and Borough Councils leading on the commissioning of activities has also been considered. However, it is the Council which already has many of the systems and processes needed to deploy the UKSPF funding including existing service contracts which can be extended (and which were tendered with the ability to deploy UKSPF) and the Dynamic Purchasing System (DPS) for Business Support Services which can be used for flexible and accelerated procurement. The Council also has many years of experience in commissioning and managing Government and European funded business support and employment and skills programmes. That experience and infrastructure is considered important in ensuring successful and effective delivery of UKSPF business support and employment and skills programmes.

5. Timescales associated with the decision and next steps

- 5.1 The District and Borough Councils (and their local UKSPF partnership groups where they are in place) are expected to make decisions on which of the joint business support programmes they wish to support (if at all) and the financial allocations to each of the programmes between April and the end of June. The exact scope and scale of the joint programmes will, therefore, be known by the end of June along with the additional investment required by the Council.
- 5.2 The Council is expected (as and when agreed) to enter into funding agreements with individual District and Borough Councils for the UKSPF funding between May and July. It is, however, recommended that the Council commences with the procurement of new services or calls for projects at risk in order to minimise – and where possible avoid – a gap between the majority of ESIF-funded business support ending in June and the new UKSPF funded programmes starting. This will involve the Council incurring some costs in terms of officer time. However, the Council will not enter into contracts or agreements with external suppliers or deliverers until funding agreements with the District and Borough Councils are in place. The financial risk to WCC is, therefore, very low.
- 5.3 Negotiations with Coventry and Warwickshire Chamber of Commerce to vary and extend the contracts for the provision of business start-up services and support to the tourism, leisure and hospitality sector will also run in parallel with the District and Borough Council decision-making on the UKSPF funding. It is expected that both contracts will be extended to March 2025.

- 5.4 The development of people and skills programmes has been taking place over a longer period of time as Government originally delayed the funding of large-scale employment and skills support until 2024/ 2025. In the first instance, it is expected that the Council together with the District and Borough Councils will undertake a review of employment and skills support in Warwickshire in order to inform the detailed design and implementation of the new UKSPF activities. This could result in some activities being brought forward following the recent removal of a restriction on people and skills spending in 2023/ 2024.

Appendices

None

Background Papers

None

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The report was circulated to the following members prior to publication:

Local Member(s): n/a

Other members: Councillors Clarke, Chilvers, Fradgley and D'Arcy

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Cabinet

18 April 2023

Proposals for utilisation of additional funding for apprenticeships and reskilling activity

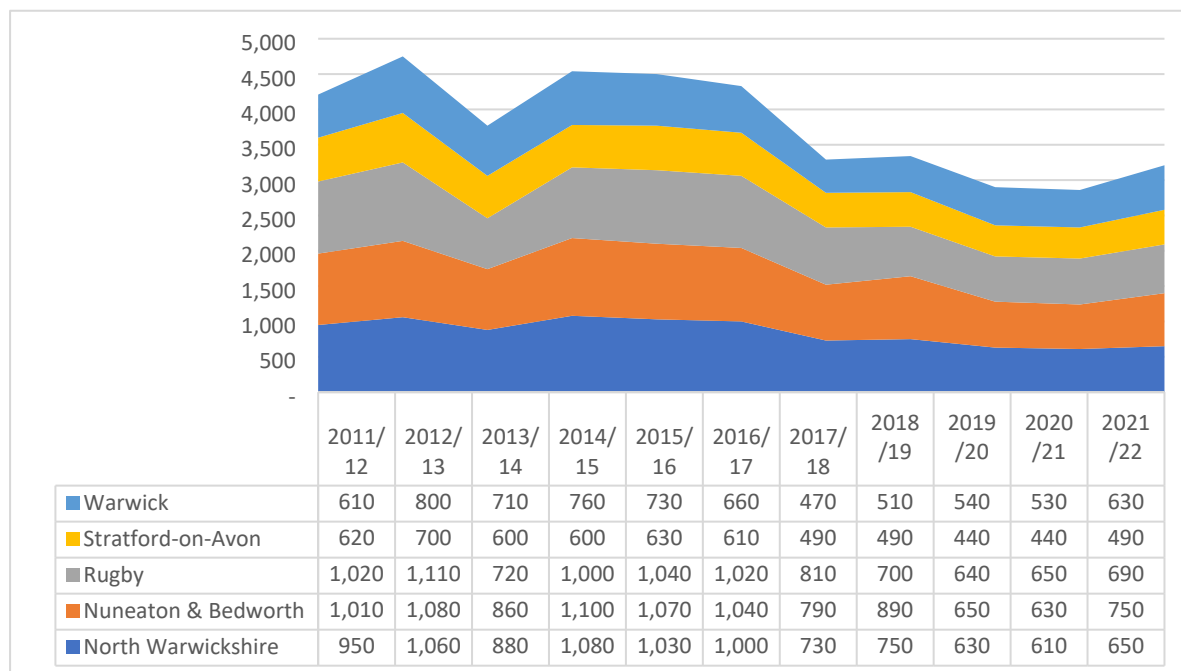
Recommendation

That Cabinet approve the proposals set out in Section 2.1 for the utilisation of the additional funding of £300,000 pa approved in the Council revenue budget resolution (7 February 2023).

1. Background and Key Issues

- 1.1 In the 2023/24 Revenue Budget Resolution, agreed by Full Council on 7 February 2023, it was agreed that an additional £300,000 p.a. be invested to support apprenticeships and reskilling across the County, with an emphasis on reskilling for the changing economy and consistent with the countywide levelling up approach. It was stated that proposals for the utilisation of this funding be brought back to Cabinet for approval in April 2023.
- 1.2 Despite strong demand for labour across Warwickshire in recent years, the number of apprenticeships in the county has fallen since the highs seen in the early 2010's, as shown in Figure 1 below. Key changes to apprenticeships over that time, including the requirement for 20% off the job training which has seen individuals spend less time on operational duties, has affected Apprenticeship take up. This is alongside the challenge experienced of delivering apprenticeships during the COVID 19 pandemic

Figure 1: Number of apprenticeship starts by district & borough (2011/12-2021/22)



- 1.3 Vacancy and recruitment rates remain high across Warwickshire, which is a positive economic sign. However, it is clear that many businesses are overlooking apprenticeship opportunities when considering taking on new staff. Due to the current economic climate, businesses are behaving more cautiously and choosing to target their recruitment at experienced applicants and not looking to invest the time in developing their own talent.
- 1.4 Skills needs of businesses are changing at an increasingly rapid pace as technology develops, digitalisation and new ways of working accelerates, and as the transition to a low carbon economy takes hold. This can be a challenge both for businesses to ensure their staff are suitably skilled, and for education and training providers to “get ahead of the game” and ensure the right and most up to date skills are being taught. At the cutting edge of new technology or processes where demand for labour is high (including digital skills, battery technology, low carbon solutions, etc.) there is also a significant lack of knowledge and capacity within the training provider network to offer suitable apprenticeships in these areas.
- 1.5 As technologies advance and new industries created, continuous learning and reskilling are critical to ensure both longevity in the workplace and to increase productivity of the workforce. The largest client group that the Department for Work and Pensions (DWP) are working with in Warwickshire are the over 50’s, and the issue of up-to-date skills is seen as a key barrier to this group returning to work. Apprenticeships provide a potential route into employment. This was recognised in the recent Budget with the announcement of “Returnships”, an apprenticeship-style programme for the over-50’s. We expect further detail in due course as to how this programme will operate.
- 1.6 There is also imperfect knowledge around apprenticeships, skill needs and future employment opportunities across the board. Businesses are unclear around the range of apprenticeships available, the opportunity to adapt them to meet their needs, and the range of labour force options open to them in a competitive labour market. Training providers struggle with understanding the emerging and future

skills needs of businesses, making it hard for them to plan ahead. Finally, there remains a lack of knowledge and understanding by residents around apprenticeships and the wide range of different opportunities across a variety of sectors.

- 1.7 Apprenticeships have historically been an effective way, particularly for those from disadvantaged backgrounds, to achieve higher wages and qualifications. This is particularly important given the increase in cost of going to university, with many young people, especially those from lower income backgrounds wary of taking on debt early in their careers. For Warwickshire, apprenticeships are one way of reducing the disparity between those who have a Level 4 qualification and those who don't and for those who don't have any qualifications as part of our Levelling Up agenda.

2. Options and Proposals

- 2.1 Building on the analysis set out above, the following proposals are suggested for utilising the additional funding allocation made in the budget resolution:

- a.) **“Future Skills Advisor”** – as businesses evaluate their future skills needs and navigate through priorities such as their transition to net zero or the incorporation of new technology which promotes sustainability and opportunity of growth, they report that whilst they can identify opportunities for increased sustainability, and develop new products, services and markets; the biggest barrier to executing such plans is having the right skills or understanding the routes to take the plans forward. Training providers also need to work to develop their offer to incorporate new skills needs, and apprenticeship delivery models may need to be adapted to ensure they are meeting the needs of business. The Future Skills Advisor will enable us to have a dedicated resource to focus on this important priority for businesses, identifying key trends and emerging opportunities. The Advisor will work with businesses to help develop Future Skills Plans, helping them plot a route forward, and liaise and work with our training providers to get the right provision in place. The advisor would also develop a new Future Skills network to help share knowledge and promote best practice.

Key Outputs: 5 new industry networks, 50 “Future skill” apprenticeships p.a.

- b.) **Future Skills & Apprenticeship Fairs** – as our understanding of the needs of businesses and future opportunities grows through the work of the Advisor, we would develop a marketing strategy to promote and support Future Skills Apprenticeships. We would launch a series of Future Skills and Apprenticeship Fairs which will run county wide. At the fairs, businesses will deliver inspiring talks and apprenticeship providers will present and provide take-away information on how to access different apprenticeship opportunities.

Key Outputs: At least one fair in each district & borough, engagement with over 2000 students and job seekers across the 5 events

- c.) **Flexible funding opportunity for employers** – this funding will be used in two ways to increase the uptake and delivery of apprenticeships in the county. Firstly, it will help support small businesses with the salary cost of taking on apprentices. The salary support programme would support the salary of apprentices for the first 3 months of their apprenticeship. National research shows that apprentices positively impact the business within 3 months, and once these benefits are realised businesses become committed to the process on an ongoing basis. We will work with businesses to model an offer that is likely to be attractive to the market. The second area of support would be through increasing employer engagement in apprenticeship provision. Both businesses and colleges report the significant knowledge and skills gaps within delivery teams of education providers. Whilst colleges struggle to recruit and retain delivery staff, businesses report the urgent need to see college provision reflect current industry trends and have staff with recent industry experience. Whilst education salaries are often not competitive to those in industry, we must explore how we bring such valuable skills and knowledge into the classroom. Working with a number of industries and education providers, we will develop pilot delivery models which incentivise and provide opportunity for businesses to deliver sessional support, ensuring current provision represents current and future skills.

Key outputs: 30 business supported p.a. with salary support, work with 10 employers p.a. to pilot training delivery models.

- d.) **Barrier breaking for over 50's** - Warwickshire's labour market intelligence demonstrates that we have an increasing number of over 50's who are unemployed and looking to explore new pathways into work and gain new skills. We also see employers making tough decisions on retaining staff who might not have the right skills for the future skills needs of the business. It is therefore recognised that there is a real need to promote apprenticeships as an adult provision and a credible pathway for progression. We will work with and incentivise employers to raise awareness of the benefits of adopting apprenticeships as part of their onboarding and training for experienced staff. We will also work with DWP and employment support programmes to raise awareness of apprenticeship opportunities for this client group, developing targeted marketing and communications; and with training providers to help adapt their provision where appropriate to better meet the needs of this client group. We will link in with and promote the "Returnships" as these are rolled out. Finally, we will work with employers to upskill their existing staff to prevent job losses and ensure employees have a progressive pathway to meet the skills needs of the business. By supporting the business to co-fund training packages, or utilise the apprenticeship levy, and offer progressive incentives, we believe combined with the guidance from our skills team, we will make a positive impact and generate increased apprenticeship opportunities

Key outputs: work with at least 40 businesses, generating at least 50 apprenticeship opportunities per annum.

- e.) **Inclusive apprenticeships** – Warwickshire County Council is committed to supporting individuals with learning disabilities and autism into sustainable employment. Our aim is to increase the accessibility of apprenticeships, particularly for young people and adults with SEND. Transition data, NEET

and youth unemployment rates all reveal numbers of young people who would benefit from an Inclusive Apprenticeship offer. Currently, many young people with SEND may not consider apprenticeships as an accessible opportunity which offers a transitional pathway into employment, yet employers would welcome a structured training programme which supports the learning needs and adjustments of those with SEND that they wish to offer work opportunities to. A new Inclusive Apprenticeship Development Programme will support the apprenticeship provider network to work with employers to shape Inclusive apprenticeships and make adjustments to delivery of the apprenticeship which reflect any learning barriers individuals may have.

Key outputs: create 25 inclusive apprenticeships per annum.

- 2.2 This work will be anchored within the Warwickshire Skills Hub, part of the Economy & Skills Team within Warwickshire County Council, who have an excellent track record of working with businesses, communities, and training providers across the county. In total, the programme should achieve:
- 155 apprenticeships per annum
 - At least 120 businesses supported
 - 2,000 young people engaged via Apprenticeship Fairs
- 2.3 The team will work with a wide range of partners and stakeholders to deliver this programme of activity, including industry networks, the Chamber of Commerce, FSB, the C&W Growth Hub, the C&W Apprenticeship Network, the Warwickshire education and training network, the Careers & Enterprise Company, DWP, employment support providers, Adult & Community Learning, Libraries, and our District & Borough Councils.
- 2.4 Elements of the activity proposed (in particular those at 2.1 (c) and 2.1(d)) involve providing grants and incentives to a range of recipients for activities surrounding apprenticeships. This is likely to constitute 'a subsidy scheme' (and some of the of grants and incentives offered will be classed as 'subsidies') for the purposes of the Subsidy Control Act 2022. As such we will need to publish details of the scheme, including any subsidies over £100,000 awarded under the scheme, on the Subsidy Transparency Database. The detailed operation of the grant and incentive arrangements will be developed in compliance with the legislative guidance.

3. Financial Implications

- 3.1 The component parts of the proposal are costed in the table below.

Component	Cost
Future Skills Advisor	£50,000
Future Skills & Apprenticeship Fairs	£25,000
Employer Salary Grant	£100,000
Barrier Breaking	£75,000
Inclusive apprenticeships	£50,000
Total	£300,000

- 3.2 The team have several opportunities to attract additional investment through partnerships and bidding opportunities via DWP, LSIPS and UKSPF. Due to the significant reduction of national and local funding in employability and skills, partners are understandably cautious but are still committed to a common ambition to be creative in tackling local skills challenges.
- 3.3 We anticipate that our continued approach in taking innovative approaches to shaping highly engaging activity and responsive solutions to local need will effectively manage any risk and invite investment in tested programmes.

4. Environmental Implications

- 4.1 A key feature of this proposal is to help advance the understanding, awareness, and provision of green skills within the county to support the transition to a low carbon economy. This will significantly contribute to our objectives on Warwickshire being Carbon Neutral by 2050.

5. Timescales associated with the decision and next steps

- 5.1 The programme would have a 3-month lead in period, and we would expect it to become fully operational by the end of July 2023.

Delivery Plan

Component	Delivery Considerations and Initiation	Delivery Start Date
Future Skills Advisor	The recruitment of Green Skills Advisor	June 2023
Future Skills & Apprenticeship Fairs	Annual delivery programme of February, July, October	July 2023
Employer Salary Grant	Marketing the offer to employers	May 2023
Barrier Breaking	Marketing the offer to employers	May 2023
Inclusive apprenticeships	Marketing the offer to employers	May 2023

	Name	Job Role	Contact Information
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The report was circulated to the following members prior to publication:

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Portfolio holder (Education): Kam Kaur

Other members: Councillor Adrian Warwick
Councillor Parminder Singh Birdi
Councillor Sarah Boad
Councillor Caroline Phillips
Councillor Will Roberts

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Cabinet

18 April 2023

Free Bus Travel (Concessionary Travel) Scheme Review

Recommendations

That Cabinet:

- 1) Approve the continuation of the Warwickshire County Concessionary Travel Scheme at Appendix 1 for a further period of five years, from 1 April 2023 until March 2028, subject to the modifications referred to in recommendation 2 below;
- 2) Approve the introduction of all day travel for holders of disabled person's passes below state retirement age, for a trial period of 12 months to commence as soon as possible after 1 April 2023; and
- 3) Support further exploration of a stand-alone discretionary scheme for other groups of individuals and undertaking a feasibility study into introducing companion passes as set out in section 5 with proposals to be reported back to Cabinet.

1. Executive Summary

- 1.1 Warwickshire County Council is responsible for operating the England National Concessionary Travel Scheme (ENCTS) in Warwickshire. The statutory scheme provides free off-peak travel and funding is within the overall financial settlement for local government. Off peak travel is defined as 9.30am to 11.00pm on weekdays and all day at weekends and on public holidays.
- 1.2 In November 2017 Cabinet determined that the scheme be reviewed during summer 2022.
- 1.3 An engagement exercise was undertaken during July-September 2022. The survey was available via the Ask Warwickshire website and paper forms were also sent to a representative sample of passholders. The survey form is in Appendix 2.
- 1.4 This engagement exercise had 12,639 survey responses. The results are contained in Appendix 3.

2. Background

- 2.1 The statutory scheme provides free off-peak travel. Off-peak travel is defined as 9.30am to 11.00pm on weekdays and all day at weekends and on public holidays.
- 2.2 The current scheme has been operating in Warwickshire since April 2011, when the Council took over responsibility from the District and Borough Councils and was most recently reviewed in 2012. It consists of the national scheme plus the following local discretionary enhancements for Warwickshire passholders only:
- (i) free travel between 9.00am and 9.30am on weekdays; and
 - (ii) free travel between 11.00pm and midnight on weekdays.

The overall effect is that Warwickshire County Council passholders can travel between 9.00am and midnight on weekdays and all day at weekends and on public holidays.

- 2.3 Although the Council is required to deliver the ENCTS in Warwickshire no specific funding is received. Funding for concessionary travel, as with the majority of local authority services, is part of the Authority's core spending power, calculated as part of the annual Local Government Finance Settlement. Notional funding to provide the statutory travel is included as part of the underlying assessment of the Authority's relative need to spend that underpins the calculation of core spending power. The assessment of relative need was determined in 2011 and has been rolled forward unchanged since. In the Council's budget the funding for concessionary travel is part of the approved budget for Environmental Services.
- 2.4 Eligibility for an older person's pass is linked to state retirement age (currently 66 years) and passholder numbers have been gradually decreasing since the Council took over the scheme in 2011 and as the retirement age has changed. As of 31 October 2022 there were 82,894 passholders, divided between 79,243 older person's passes (95.6%) and 3,641 disabled person's passes (4.4%).
- 2.5 ENCTS rules dictate that the Council pays the bus operator in such a way that the operator is no better off and no worse off than they would be if the scheme did not exist. The Department for Transport (DfT) has provided a calculator to help assess the amount that bus operators are paid.
- 2.6 The Council uses the DfT calculator to calculate the amount due to the bus operators, based on individual bus routes. A fixed amount is payable each time someone boards a bus in Warwickshire using an ENCTS pass (this includes visitors to the County and is different for each bus route). If a Warwickshire passholder boards a bus outside the County then the cost of that is borne by the local authority where the journey starts.

- 2.7 A current summary of the Warwickshire County Concessionary Travel Scheme is included in Appendix 1.

3. Impact of COVID

- 3.1 Concessionary passenger numbers had been decreasing for several years but saw a dramatic fall in March 2020 as a result of the Pandemic.
- 3.2 In April 2020 the Department for Transport (DfT) instructed travel concession authorities to continue paying bus operators their reimbursement at pre-COVID rates. Legislation was drafted to temporarily remove the requirement in 2.5 above. This legislation has been renewed and will expire in March 2023.
- 3.3 The Council paid the full pre-COVID reimbursement amounts during 2020-21 and 2021-22 but adjusted them to take account of any reductions to the service levels by operators once lockdown had ended.
- 3.4 In November 2021 new DfT guidance proposed authorities should gradually decrease their payment to operators by 5% each month until actual patronage levels increased to meet the reimbursement being paid.
- 3.5 Due to concerns about the viability of bus operators and impact on commercial services, payments were not reduced immediately, as officers deemed it sensible to wait for the outcome of the Bus Service Improvement Plan (BSIP) funding application and also DfT's Bus Recovery Grant figures for 2022-23.
- 3.6 The Council reimbursed operators in full (adjusted for service changes) until September 2022. From October 2022 onwards reimbursement was reduced by 10% to 90% of pre-COVID levels.
- 3.7 The original intention was to reduce the reimbursement levels by a further 5% each month until 65% of pre-COVID levels were reached by March 2023. However, DfT issued further advice which permitted authorities to keep paying above the actuals during the 2023-24 financial year.
- 3.8 Officers have therefore agreed to hold reimbursement levels to operators until March 2024 at 100% of pre-COVID in order to allow patronage to recover further, as to reduce levels at present would result in a number of bus services becoming non-viable and being withdrawn by operators. Funding to deliver this level of support is part of the Council's approved budget.
- 3.9 If bus services were withdrawn by operators then the council would need to arrange subsidised services to replace them and this would likely be at a higher cost.
- 3.10 In Warwickshire, concessionary journeys have reached approximately 60% of pre-COVID levels, while paying passengers have reached around 75% of pre-COVID levels.

- 3.11 It is believed that the difference is partly due to passholders being more vulnerable and more careful, and partly due to people getting into the habit of going out less overall.
- 3.12 Moving forward, DfT has indicated that if patronage levels do not increase, then the notional funding for concessionary travel in any future Local Government Funding Settlement and needs assessment could be reduced. As the funding is part of the overall formula funding for local government any reduction is likely to be based on the overall national position rather than Warwickshire specific patronage.
- 3.13 Recent guidance from DfT has stated that a full review of the statutory scheme will be carried out during 2023 and this will include reimbursement costs, eligibility, operating hours and value for money.
- 3.14 It is therefore suggested that, as a minimum, there is a publicity campaign aimed at getting concessionary passholders back on the bus. This can be funded from within the existing budget.

4. Survey responses

- 4.1 A copy of the 2022 survey form is included in Appendix 2.
- 4.2 Analysis of the survey responses to the engagement exercise are given in Appendix 3.
- 4.3 The volume of responses is indicative of the importance of the scheme to passholders. This is the largest survey response ever received by the Council. The response rate for paper questionnaires sent out was 32.3% and the overall response rate was 14.8% of all passholders.
- 4.4 Key information taken from the survey, which relate to the review are as follows:
 - (i) 54% of respondents who hold a disabled person's pass rely on their bus pass and don't have access to a car;
 - (ii) 78% of all respondents said the scheme should remain as it is with no changes;
 - (iii) 74% of all respondents thought that a carer or companion travelling with a disabled person who cannot travel alone should be offered free travel.
- 4.5 Results relating to bus services and customer services will be shared with the relevant teams for consideration. Key findings include:
 - (i) results indicate that over 21,000 passholders do not have their own email address and so will have less access to online services;

- (ii) there is concern about the availability of timetable information offline;
and
- (iii) satisfaction with bus punctuality has dropped since the last survey.

5. Options for changing the scheme

- 5.1 When asked about travel times, 78% of respondents said it should remain as it is, commencing free travel for Warwickshire passholders from 9am.
- 5.2 Only 11% of passholders supported removing the discretionary travel times and reverting to the statutory scheme. Bus operators are entitled to additional payments if the concessionary journeys create sufficient demand that extra vehicles and/or services are needed. Currently we pay these additional amounts on services where the peak is just after 9am due to concessionary travel usage. If the start time is delayed until 9.30am then, in most cases, we believe that the peak in usage would also move to just after 9.30am and so there would be little or no saving to the Council as we would still need to pay operators for the increased numbers of vehicles and/or services. Reverting to the statutory times is therefore not recommended.
- 5.3 There was little support overall for free or reduced price all-day travel. However, it is notable that 54% of holders of a disabled person's pass do not have access to a car and rely on their bus pass, and 54% of disabled person's passholders favoured free all-day travel for disabled person's passholders in the survey responses. There are also enquiries every year from disabled people who would like to use their bus pass to access work but cannot do so due to the start time. We have therefore looked at the possibility of introducing all day travel for disabled person's passholders. An Equality Impact assessment is included at Appendix 4.
- 5.4 When asked about people who should be offered a travel concession, 74% of respondents said we should add free travel for a carer or companion accompanying a passholder – subject to eligibility criteria. This was higher than expected. This is known as a 'companion pass' or a '+1 pass' and involves the passholder being issued a card which entitles one other person to travel with them. A companion pass is a variant of a concessionary travel pass which allows a companion to travel with the passholder. The carer or companion does not have a pass of their own and has no entitlement to travel alone. This is normally denoted by "+1" or "C+" printed on the pass, along with a slightly different encoding on the smartcard.
- 5.5 The introduction of a companion pass would be a significant undertaking, in order to:
- i. assess the costs;
 - ii. identify funding;
 - iii. consult on the proposals;
 - iv. negotiate with bus operators; and
 - v. manage the technical introduction of a new smartcard.

- 5.6 There was less support from the survey responses for introducing a pass for other categories of people including refugees (13%), apprentices (17%) and young people aged 16-25 (19%).
- 5.7 However, outside the engagement exercise, there have been a significant number of enquiries about providing limited free travel as part of the Homes for Ukraine scheme and so it is suggested that the Council explore the possibility of introducing a standalone scheme for groups of people who are not eligible under the national scheme.
- 5.8 It is recommended to introduce all day travel for holders of disabled person's passes below retirement age, for a trial period of 12 months, in order to increase access to education, training and employment. This will enable an assessment of demand, usage patterns, and ongoing cost.
- 5.9 It is recommended that we undertake a feasibility study into the introduction of a companion pass to see whether it is affordable, given the high levels of support for the measure.

6. Additional considerations

- 6.1 Most bus services are commercially operated, and concessionary travel income forms part of the calculations as to whether an individual route is viable at current service levels. It is key that we look to increase patronage on the bus network, both concessionary and fare-paying, to as close as possible to pre-COVID levels, in order to protect the public transport network within the County. Any long term drop in the number of concessionary journeys will have a corresponding negative impact on the bus network.
- 6.2 There are a small number of disabled person's passes held by children who received free home to school transport and who have an education, health and care plan (EHC Plan). Currently, work is ongoing on providing travel training for older teenagers in this group but currently the young people cannot use their concessionary bus passes due to the inability to use it before 9am to travel to school or college. Not every child with an EHC Plan would qualify for a concessionary pass, due to the qualifying disabilities set out in the legislation but, for those that do, free all-day travel would allow them to participate in travel training without the need for the Council to purchase a commercially issued bus pass. There is a relatively small cohort of these young people at present (fewer than 20) but there is scope to increase this.

7. Financial Implications

- 7.1 For several years, the concessionary travel budget has been underspent at the end of the year as numbers of bus journeys have been reducing year on year.

- 7.2 If we do nothing, and patronage does not improve back to pre-COVID levels then, based on the most recent DfT commentary, the notional allocation for concessionary travel with any assessment of local government's overall need to spend could be reduced. This would form part of the Fair Funding review of the relative need to spend of local authorities is taken forward. This will not be until after the next General Election and is likely to be 2025-26 at the earliest. If Warwickshire's patronage figures are reflected across the country this could result in a reduction of our core spending power. This would materialise as a reduction in our business rates income, which could be as much as £1m, if all other elements of the system remained unchanged.
- 7.3 The proposed changes are to those elements of the scheme above the statutory minimum and will continue to be funded from local taxation. Any consequent increase concessionary bus pass usage overall, if this increases costs above the current budget, will also need to be funded as part of any subsequent MTFs refresh. There will be no additional government funding.
- 7.4 The potential underspend of the approved budget, whilst patronage remains at below pre-covid levels, provides an opportunity to trial changes to the scheme so that we can fully assess the impact usage and therefore future costs. This will allow the cost-benefit of the various options to be considered relative to the potential for additional savings from right-sizing the budget to the current level of activity or reinvesting the funding to expand the subsidised bus network.
- 7.5 All day travel for disabled person's passholders: Only 4.4% of passholders hold disabled person's passes, and not all of these will want to or need to travel. It should be noted that we do not currently issue disabled person's passes to people above retirement age, and they are instead issued with an older person's pass. It is not proposed to change this. If a decision is taken to introduce free all-day travel for holders of disabled person's passes, then it is recommended free all-day travel is permitted for a trial period, so that the uptake and cost can be assessed. This is expected to have zero impact on expenditure during 2023-24 as operators will already be paid at 100% of pre-covid levels, and current patronage is much less than this. Therefore, this trial will not cause the concessionary travel budget to be overspent.
- 7.6 Usage data and feedback from the trial will allow a decision to be taken on whether to extend the trial, end the trial or consider longer term changes to the scheme.
- 7.7 Companion pass: Based on figures obtained from other authorities, it seems that around 2-3% of passholders are generally issued with companion passes. As a rough estimate, 2% of all journeys (disabled person's passes and older person's passes) may cost the authority around £100,000. This compares with an annual reimbursement budget of £5.1 million. However, there are additional costs involved with this option, including the assessment of passholders and, potentially, a change to the way passes are issued. For this reason, it is recommended that a full feasibility study is undertaken.

8. Environmental Implications

- 8.1 Overall, there is environmental benefit to getting more people traveling by bus. However, it is not possible to quantify the impact of any changes at present.

9. Social Implications

- 9.1 Introduction of free all-day travel for holders of disabled person's passes would allow for more travel training for qualifying young people as part of the home to school transport provision.
- 9.2 Introduction of free all-day travel for holders of disabled person's passes would allow passholders to use their bus pass to access education, training and employment before 9am, removing potential barriers which passholders may encounter at present, particularly if they do not have access to a car.
- 9.3 Introduction of a companion pass, if feasible, would allow more people to access public transport. Currently passholders who require someone to travel with them must pay for that person to travel, and this restricts their ability to utilise their entitlement to free bus travel.

10. Timescales associated with the decision and next steps

- 10.1 If a decision is taken to introduce free all-day travel for disabled person's passholders, then this should take effect as soon as it can be implemented, but no earlier than 1 June 2023.
- 10.2 A feasibility study into companion passes should be completed by the end of August 2023, to be presented to Cabinet for a decision the 2023-24 financial year.
- 10.3 The possibility of a standalone discretionary scheme should be explored during the 2023-24 financial year. Results should be included in the report to Cabinet in 10.2 above.
- 10.4 A publicity campaign should be undertaken during spring or summer 2023 to attempt to increase concessionary travel patronage.

Appendices

1. Appendix 1 – Warwickshire Concessionary Travel scheme
2. Appendix 2 – Survey form from the 2022 engagement exercise
3. Appendix 3 – Results from the 2022 engagement exercise
4. Appendix 4 – Equality Impact Assessment

Background Papers

None.

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The report was circulated to the following members prior to publication:

Local Member(s): N/A – This is a countywide matter.

Other members: Councillors Jeff Clarke, Jonathan Chilvers, Jackie D’Arcy, and Jenny Fradgley

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THE WARWICKSHIRE COUNTY CONCESSIONARY TRAVEL SCHEME
SCHEME DEFINITION
With effect from 1 April 2022 (final)

Definitions

1. In this Scheme Definition and in the associated Arrangements for Reimbursement:
 - i) “1985 Act” means the Transport Act 1985;
 - ii) “2000 Act” means the Transport Act 2000;
 - iii) “2007 Act” means the Concessionary Bus Travel Act 2007;
 - iv) “Travel Concession Authority” means Warwickshire County Council and is also the “Administering Authority” as defined in the 1985 Act in matters relating to the context of the 1985 Act;
 - v) “Eligible Person” means any person who has a statutory entitlement to concessionary travel in accordance with relevant legislation and any guidance issued by the Secretary of State for Transport;
 - vi) “Entitled Person” means any person who is not an Eligible Person for whom an Travel Concession Authority has discretionary powers under the 1985 Act or other relevant legislation to provide concessionary travel;
 - vii) “Participating Operator” shall be construed as a transport operator providing Included Services in accordance with the terms set out in this Scheme Description;
 - viii) “Arrangements for Reimbursement” means the most recently published Arrangements for Reimbursement associated with the scheme;
 - ix) “Passenger Journey” means the act of a person moving from one location to another;
 - x) “Principal Area” shall be construed in accordance with section 93 (2) of the 1985 Act as the area comprising the Administrative Area of the County of Warwickshire;
 - xi) “Eligible Services” shall be construed in accordance with section 146 of the Transport Act 2000 as modified by the Travel Concessions (Eligible Services) Order 2002 (SI2002No 1016), the Travel Concessions (Eligible Services) (Amendment) Order 2009 and/or any replacement and/or additional order that is or becomes relevant;
 - xii) “Public Passenger Transport Service” shall be construed in accordance with section 63 (10)(a) of the 1985 Act;

- xiii) “Included Services” means those Public Passenger Transport Services (or specified journeys on those services) that are not also Eligible Services on which concessionary travel can be undertaken under the terms of the Scheme;
- xiv) “Excluded Services” means those Public Passenger Transport Services and/or specified journeys on those services and/or at specified times on which concessionary travel cannot be undertaken under the terms of the Scheme;
- v) “Regulations” means the Travel Concessions Schemes Regulations 1986, the Mandatory Travel Concession (England) Regulations 2011 and any subsequent modifications and/or additions thereto, together with any other relevant regulations;
- vi) “Scheme” means the Warwickshire Concessionary Travel Scheme as described herein and/or in the separate document entitled “Arrangements for Reimbursement”;
- vii) “Concession Period” means the 12 calendar months starting on 1 April in any year;
- viii) “Statutory Minimum Travel Concession” means the entitlement to travel without the payment of a fare for Passenger Journeys made by an Eligible Person on Eligible Services not starting before 0930 hours or after 2300 hours on normal weekdays and at any time on Saturdays, Sundays and/or Public Holidays;
- ix) “National Pass” means a pass conforming to the correct specification and which entitles its holder to the Statutory Minimum Travel Concession;
- x) “Discretionary Entitlement” means any additional entitlement to travel without payment of a fare over and above the Statutory Minimum Travel Concession provided to a person to whom a National Pass is issued by one of the Travel Concession Authorities party to the Scheme to make Passenger Journeys before 0930 hours and/or after 2300 hours on normal weekdays and/or on Included Services. Such journeys at the discretion of the Travel Concession Authority concerned may be limited to those starting in the Travel Concession Authority’s area, the Principal Area of the Scheme or as otherwise determined by the Travel Concession Authority concerned;
- xi) “Companion Entitlement” means the discretionary entitlement provided by a Travel Concession Authority party to the Scheme to the holder of a National Pass issued by the Travel Concession Authority to enable that person to be accompanied by a Companion who can also travel without payment of a fare when accompanying the holder of the National Pass in respect of journeys which at the discretion of the Travel Concession Authority concerned may be limited to those starting in the Travel

Concession Authority's area, the Principal Area of the Scheme or as otherwise determined by the Travel Concession Authority concerned;

- xii) "Alternative Discretion" means any concession offered by the Travel Concession Authority to an entitled ENCTS pass holder who chooses to waive their rights to an ENCTS pass in exchange for an alternative concession such as tokens, vouchers, etc. The administration of such alternative concessions will not form part of these Arrangements for Reimbursement and are listed in accompanying schedules for information only.
- xiii) "Issue Charge" means any payment required by a Travel Concession Authority from an Eligible Person or Entitled Person in return for providing a Discretionary Entitlement and/or a Companion Entitlement to that person excluding any charge to recover the cost of providing a photograph and/or the cost of providing a replacement National Pass at a time other than the normal date of renewal.

Responsibilities of the Travel Concession Authority

- 2. The Scheme is established and administered under the provisions laid down in the relevant parts of the 1985 Act. Notwithstanding this the Scheme shall also be administered to fulfil the requirements of and in accordance with the 2000 Act, the 2007 Act and EC Regulation 1370/2007.
- 3. The Travel Concession Authority shall manage and operate the Scheme in accordance with the requirements of the Acts and/or other relevant legislation.
- 4. The Travel Concession Authority will reimburse Participating Operators of Included Services for Passenger Journeys made as a result of the proper use of National Passes together with any Passenger Journeys made under any Discretionary and/or Companion Entitlement upon confirmation from those operators that the Passenger Journeys have been made and in accordance with the Arrangements for Reimbursement.

Issue of National Passes

- 5. The Travel Concession Authority will issue National Passes to Eligible Persons whose sole or principal residence is within their area. At their entire discretion the Travel Concession Authority may choose to provide Discretionary and/or Companion Entitlement in addition to the Statutory Minimum Travel Concession provided by the National Pass to Eligible Persons whose sole or principal residence is within their area. This will normally take the form of an endorsement to the National Pass.
- 6. It is the responsibility of Eligible Persons and Entitled Persons to apply for their National Pass and applicants are responsible for any costs incurred in making their application including the cost of providing any photograph that may be required to be shown on the pass for security purposes and in obtaining and/or presenting the necessary proof of their eligibility and/or entitlement.

7. An Issue Charge for a National Pass that includes Discretionary and/or Companion Entitlement may be made by the Travel Concession Authority to an Eligible Person resident in its area if that Travel Concession Authority has offered the Eligible Person the option of a National Pass which entitles the Eligible Person to the Statutory Minimum Travel Concession and for which no Issue Charge is made.
8. A Travel Concession Authority may also offer the option of other types of concessions (e.g. Travel Tokens, vouchers, Railcards, etc) to an Eligible Person if that Travel Concession Authority has offered the Eligible Person the option of a National Pass which entitles the Eligible Person to the Statutory Minimum Travel Concession for which no Issue Charge is made and where the Eligible Person has declined that offer.
9. Arrangements in respect of other types of concession are administered separately by the Travel Concession Authority but are considered to be part of the County Concessionary Scheme.
10. With the exception of travel concessions made available directly by Participating Operators on a commercial basis no person in receipt of a National Pass shall be entitled to receive any other travel concession during any Concession Period otherwise than at the entire discretion of the Travel Concession Authority in whose area they reside.
11. In cases where a National Pass is stolen, lost, badly damaged or destroyed, the Travel Concession Authority may at its individual discretion provide a replacement National Pass during the currency of one that has already been issued but reserve the right to make a charge to cover the cost of so doing.

Scope of Concessionary Travel

12. The Statutory Minimum Travel Concession is available to all holders of a National Pass in accordance with the provisions laid down in the 2007 Act which in summary enables Passenger Journeys to be made:
 - i) On Eligible Services;
 - ii) Between places in England;
 - iii) Between 0930 hours and 2300 hours on normal weekdays and at any time at weekends or on public holidays
13. The Scheme enables a Discretionary Entitlement to be provided in addition to the benefits of the Statutory Minimum Travel Concession for holders of National Passes issued by the Travel Concession Authority at the entire discretion of the Travel Concession Authority. Subject to the scope determined by the Travel Concession Authority, Discretionary Entitlement can enable Passenger Journeys to be made:
 - a) On Eligible Services before 0930 hours and after 2300 hours on normal weekdays subject to any time limitations outside of these hours determined by the Travel Concession Authority providing the Discretionary Entitlement

and starting in the Principal Area of the Scheme or as otherwise determined by the Travel Concession Authority;

- b) On Eligible services where there is no journey within 60 minutes after 09.30, the Travel Concession Authority may at its entire discretion, require a participating operator to allow concessionary travel on the journey prior to 09.30.
 - c) On any other Public Passenger Transport Service or a journey(s) on a particular Public Passenger Transport Service for which arrangements regarding participation have been agreed between the Travel Concession Authority and the operator of that service;
14. Details of any Discretionary and/or Companion Entitlement and/or Alternative Discretion provided by the Travel Concession Authority are set out in the latest version of the accompanying Schedule of Discretionary Entitlements which may be amended from time to time without being deemed to be an alteration to the Scheme.
15. Notwithstanding 13 above and subject to prior consultation with the Participating Operator(s) providing services that may be affected, the Travel Concession Authority reserves the right to exclude specified services (and/or specified journeys on specified services) from the Scheme where they have good reason to believe that overloading may occur before 0930 hours and/or after 2300 hours on Normal Weekdays. Participating Operators may also request the Travel Concession Authority to agree to exclusions on similar grounds, such agreement not unreasonably being withheld. Details of any and all exclusions and any changes thereto shall be published from time to time by the Travel Concession Authority.
16. Those eligible because of a disability that requires them to be accompanied by a dog (eg a guide dog or hearing dog) shall not be charged a fare in respect of that dog.

Miscellaneous

17. The Statutory Minimum Travel Concession will only be permitted upon the production of a valid National Pass in the form and subject to the terms and conditions specified from time to time by the Government.
18. Discretionary and/or Companion Entitlement will only be permitted upon the production of a valid National Pass so endorsed and in the form and subject to the terms and conditions specified from time to time by the Travel Concession Authority.
19. The 1985 Act encourages voluntary participation, backed where necessary by a process of compulsion and the Scheme continues to be founded on this principle. However, Participating operators running Eligible Services must observe the requirements of the 2000 Act and the 2007 Act to enable all holders of valid National Passes to travel free on all Eligible Services within

England and be aware of the penalties arising from the 2000 Act in respect of a failure so to do.

20. Operators participating in the Scheme shall be reimbursed on the basis specified in the separately published Arrangements for Reimbursement, and shall recognise and accept valid National Passes in the form and subject to the terms and conditions specified by the Government and/or Travel Concession Authority and allow the rightful holders of such National Passes to travel free of charge only upon production of a valid National Pass when they commence their Passenger Journey.

SCHEDULE OF CONCESSIONARY ENTITLEMENTS

(a) Times of Travel

TIMES OF TRAVEL FOR JOURNEYS STARTING IN	
PASSES BEARING THESE LOGOS	WARWICKSHIRE
	09.00 - 24.00 WEEKDAYS ALL DAY SAT/SUN/B.HOL
	09.30 - 23.00 WEEKDAYS ALL DAY SAT/SUN/B.HOL
ALL OTHER VISITORS' PASSES	09.30 - 23.00 WEEKDAYS ALL DAY SAT/SUN/B.HOL

(b) Companion Concessions

NONE

(c) Alternative Discretions

NONE

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Free Bus Travel (Concessionary Travel) Scheme Review 2022



Overview

Warwickshire County Council (WCC) operates the England National Concessionary Travel Scheme on behalf of central government for Warwickshire residents. This provides free off-peak bus travel, which is between 9:30am to 11pm on weekdays, all day at weekends and on public holidays across England for eligible residents.

An eligible resident is a resident of Warwickshire who qualifies because of their age (over 66 years) or because they have a specified disability. The eligibility criteria are set by central government, and we have no ability to change these.

For those Warwickshire residents who are not yet eligible because of their age, but who have a qualifying disability, we issue a Disabled Person's Pass. Once a Disabled Person's Pass holder reaches the eligible age, they will be issued with an Older Person's Pass and will no longer need to provide evidence of their disability. The entitlement to travel is currently the same with both types of pass.

Residents need to apply to WCC for a pass, as these are not issued automatically. Existing passholders will also need to request a renewal of their pass when it expires, as this will not be sent out automatically.

Free travel is also provided for WCC passholders on local journeys (starting in Warwickshire) from 9:00am on weekdays, and until midnight on weekdays. The additional travel time is funded by WCC.

The service was last reviewed in 2017 and so we are undertaking a new survey to find out how our customers use their bus passes and to help us to decide whether we should consider changing the current discretionary elements of the scheme.

Reviews carried out in 2010, 2012 and 2017 led to a 9am start time being retained across the county as it offered the greatest benefit to residents.

Completing this survey

Thank you for taking the time to share your thoughts with us.

Please be assured that your response is anonymous.

Although this is a paper form, the privacy notice overleaf also applies as the information from paper forms will be input into the same database for analysis.

How we will use this data - Privacy Notice (Please read)

The following privacy notice applies to surveys and questionnaires which collect data using Ask Warwickshire. It should be read in addition to the council's overall Customer Privacy Notice at www.warwickshire.gov.uk/privacy

Purpose for processing

Collecting feedback on consultations to inform council-wide improvements and to create safer and stronger communities.

Personal information collected and lawful basis

For all surveys, the IP address used to submit answers will be automatically collected but will not be used in any analysis of responses.

Questions for the purpose of equalities monitoring may be included. You do not have to give us this information. If you do provide it, we may use the information to analyse your survey responses against your personal characteristics, such as age, in order to better tailor our services to the needs of our communities.

Where there is a voluntary option to give contact information we may also obtain email address/contact details. You do not need to provide this information. If you choose to do so your details will be kept securely and will only be used for the purposes described when we asked you for them.

In addition to the above, some surveys may process further personal information. Where this is the case you will be informed at the beginning of each survey, including what additional personal information may be processed and for what purpose(s).

All analysed data will be anonymous. Where a survey collects personal data and equalities monitoring data, the two sets of data will not be associated or cross referenced with each other in any way.

The only exception to this, when de-anonymisation will be attempted (if applicable), is when safeguarding concerns are identified. In the event of any potential safeguarding issues being identified, WCC will try to contact the individual concerned and, where deemed necessary, other parties in order to take appropriate action in accordance with our statutory safeguarding duties.

Who we may share your information with

Delib, as providers of Citizen Space – the software used to manage our consultations. Delib's privacy policy (at www.delib.net/privacy_and_cookies explains how Delib will collect, safeguard and process your information on behalf of Warwickshire County Council.

We may share (anonymous) information corporately to inform council-wide service improvements.

We may also share anonymous information with other third-party organisations who have been appointed by Warwickshire County Council to analyse and report on feedback or are working in partnership with Warwickshire County Council. The shared information will not include your IP address and will be kept confidential.

It will only be used for the purposes of the survey you have responded to.

Following the end of a survey, we shall publish the results and this may include quotes of comments which will be anonymous.

Information you provide in any additional correspondence to our surveys and consultations, including personal information, may be disclosed in accordance with the Freedom of Information Act or Environmental Information Regulations. If you want the information that you provide to be treated as confidential, including your contact details, please contact us at askwarwickshire@warwickshire.gov.uk, but be aware that, under the legislation we cannot always guarantee confidentiality.

In some instances, where stated at the beginning of each survey, information may be exported and shared elsewhere – where this concerns personal information further details should be stated in each applicable survey's privacy statement.

Information will only ever be shared when it is strictly necessary to help us provide effective services or to prevent the risk of harm to an individual. We will not pass it onto any other parties unless required to do so by law or in all reasonable circumstances the disclosure is fair and warranted for the purposes of processing or subject to a legal data protection exemption. Sometimes the law requires that we may have to pass your details on to a third party, for example, to prevent crime.

How long we will hold your information

The analysts/partner organisations will erase their copies of the data as soon as the report is complete. Warwickshire County Council will store the data securely and erase it within four years of the consultation being completed. If you choose to provide an email address we will keep this for a period of 12 months.

In some instances, where stated at the top of the survey, data may be exported and held for longer elsewhere – where this concerns personal data further details should be stated in each applicable survey's privacy statement.

Please note: all stated retention periods will be subject to any legal holds imposed under the Inquiries Act 2005 that may concern the information and override standard retention.

Your information rights

Your information rights for this service (if you gave us your name and contact details) are set out below. More information on how to access to your personal information at www.warwickshire.gov.uk/accesstoinformation . For rectification, erasure, restriction or objection to your personal information – contact us by email at: askwarwickshire@warwickshire.gov.uk. Find out how we process your information at www.warwickshire.gov.uk/privacy. This includes contact details for the Data Protection Officer and if you have a complaint about your information rights.

Our customer privacy notice is at <http://www.warwickshire.gov.uk/privacy>

For more information about how we use your data if you hold a bus pass, please see www.warwickshire.gov.uk/privacycts

We will be requesting postcode information. This will help us understand your answers better, particularly around customer service and local bus services. Your postcode will not be used for any other purpose.

About You

1. Please provide us with your postcode below

2. Please tell us your reason for completing this survey?

Please select only one item

- I have a current bus pass
- I have previously had a bus pass
- I am a carer/friend/family member - responding on behalf of a bus pass holder
- I am a carer/friend/family member - responding on behalf of someone without a bus pass
- I will qualify for an older person's bus pass within the next 12 months
- I do not currently qualify for a free bus pass and will not do so within the next 12 months
- Other (please specify below)

If you are a carer/friend/family member please respond to all the following questions on their behalf.

3. How do you normally travel? Please select your main form of transport.

Please select only one item

- I have a car and mainly use that
- I have a car but mainly use my bus pass
- I mainly rely on someone else to drive me
- I rely on my bus pass and don't have access to a car
- I mainly walk or cycle
- Other (please specify below)

4. If you needed to replace, renew or apply for a pass how would you prefer to access this service?

Please select only one item

- Online through the WCC website
- Telephoning WCC offices
- Visiting a local library
- E-mailing WCC
- By post to WCC
- Other (please specify below)

4.1 If you previously had a pass, why has this not been renewed?

If you still have a bus pass please ignore this question and go to 4.2

Please select only one item

- I am no longer physically able to use the bus
- There are no bus services which I can use
- I was not using the pass due to concerns about COVID
- I no longer qualify for a bus pass
- Other - please specify

4.2 How do/did you qualify for your concessionary bus pass?

Please select only one item

- Your age
- Your disability
- Age & disability
- Do not currently qualify for a bus pass

About your bus pass

If you do not currently have a bus pass please go to Question 5

4.2a When does your bus pass expire?

Please select only one item

- 2022
 2023
 2024
 2025
 2026
 2027
 It has already expired
 n/a

In Warwickshire we have an additional discretion which allows free travel locally between 9.00am - 9.30am and 11pm-midnight on weekdays.

4.3 How often do you use the bus pass between 9am and 9.30am on weekdays for the following purposes?

Please select one response for each purpose.

	Daily	Regularly (2-4 times per week)	Less frequently (less than twice a week)	Not at all
Medical appointments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Shopping	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Social	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Access to council services e.g. town hall, library	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4.4 If you were unable to use the bus pass between 9am and 9.30am, what would you do?

Please select one response for each purpose.

	Pay the bus fare	Catch a bus after 9.30am	Use another means of travel	Would not travel
Medical appointments	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Shopping	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Social	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Access to council services e.g. town hall, library	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4.5 How often do you use the bus pass between 11pm and midnight on weekdays for the following purposes?

Please select one response for each purpose.

	Daily	Regularly (2-4 times per week)	Less frequently (less than twice a week)	Not at all
Social	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4.6 If you were unable to use the bus pass between 11pm and midnight, what would you do?

Please select one response for each purpose.

	Pay the bus fare	Catch a bus before 11pm	Use another means of travel	Would not travel
Social	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Work	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

4.7 How has your bus usage changed due to COVID since March 2020?

Please select one item only

- I am using the bus about the same amount as I did before the first lockdown
- I am not using the bus as much as I was, but I think I will use it more in future
- I won't use the bus as often as I did before
- I don't plan on using public transport for the foreseeable future
- Other - please specify below

About library services

5. Have you visited a library to obtain, renew or enquire about a free bus pass during the last 12 months?

Please select only one item

- Yes
- No
- Not applicable

If you answered No, please go to Question 6

5.1 Please select which location(s) you have visited regarding your bus pass?

Please note that Whitnash, Wolston, and Stockingford libraries are currently unable to offer the concessionary travel service. Other libraries are currently by appointment only.

Please select all that apply

- Alcester
- Atherstone
- Bedworth
- Coleshill
- Kenilworth
- Leamington Spa
- Lillington
- Nuneaton
- Polesworth
- Rugby
- Shipston on Stour
- Southam
- Stratford upon Avon
- Warwick (Shire Hall)
- Wellesbourne
- I have not visited any libraries about my bus pass

5.2 Overall, how satisfied were you with the service you received during the visit(s)?

Please select only one item

- Very satisfied
- Satisfied
- Neither satisfied nor dissatisfied
- Dissatisfied
- Very dissatisfied
- Not applicable

Please provide any further comments

About online services

6. Have you renewed or applied for a bus pass online during the last 12 months? i.e. through the Warwickshire County Council website <https://www.warwickshire.gov.uk/concessionarytravel>

Please select only one item

- Yes
- No

If you answered No, please go to Question 7

6.1 How satisfied were you with renewing or applying for your free bus pass online?

Please select only one item

- Very satisfied
- Satisfied
- Neither satisfied nor dissatisfied
- Dissatisfied
- Very dissatisfied
- Not applicable

Please provide any further comments

6.2 How easy did you find it to renew or apply for your bus pass online?

Please select only one item

- Very easy
- Easy
- Neither easy nor difficult
- Difficult
- Very difficult

Please provide any further comments

About telephone services

7. Have you telephoned us to obtain, renew or enquire about a free bus pass during the last 12 months?

Please select only one item

- Yes
- No

If you answered No, please go to Question 8

7.1 How satisfied were you with the service you received over the telephone?

Please select only one item

- Very satisfied
- Satisfied
- Neither satisfied nor dissatisfied
- Dissatisfied
- Very dissatisfied
- Not applicable

Please provide any further comments

Concessionary travel information on website

8. Have you visited the Concessionary Travel bus pass pages on our website within the last 12 months? www.warwickshire.gov.uk/concessionarytravel

Please select only one item

- Yes
 No

If you answered No, please go to Question 9

8.1 How satisfied were you with the Concessionary Travel information on the website?

Please select only one item

- Very satisfied
 Satisfied
 Neither satisfied nor dissatisfied
 Dissatisfied
 Very dissatisfied
 Not applicable

Please provide any further comments

We are looking to develop the online services we offer through Warwickshire County Council's website. Please provide us further information on your online usage.

9. How do you access the internet to find information, buy goods and use services? Please select all that apply.

Please select all that apply

- Personal computer e.g desktop computer / laptop
 Tablet / iPad
 Smartphone
 Someone else does this for me
 Computer in a public space e.g library
 I don't access the internet
 Other (please specify below)

10. We are looking at how we can support people to use the internet to access our services online. How would you describe your ability to use the internet?

Please select only one item

- Very good
- Good
- Average
- Poor
- Very poor
- Other - please specify below

11. Do you have an email address? Please select all that apply.

Please select all that apply

- Yes I have a personal email address
- Yes I have a work email address
- Yes I have a shared/group email address
- No I do not have an email address

About the bus services

12. How satisfied are you with the punctuality of the buses you use?

Please select only one item

- Very satisfied
- Satisfied
- Neither satisfied nor dissatisfied
- Dissatisfied
- Very dissatisfied
- Not applicable

13. How satisfied are you with bus cleanliness?

Please select only one item

- Very satisfied
- Satisfied
- Neither satisfied nor dissatisfied
- Dissatisfied
- Very dissatisfied
- Not applicable

14. How satisfied are you overall with the attitude of bus drivers?

Please select only one item

- Very satisfied
- Satisfied
- Neither satisfied nor dissatisfied
- Dissatisfied
- Very dissatisfied
- Not applicable

15. Where do you usually obtain your bus timetable information?

Please select all that apply

- Internet
- Leaflets
- Bus stops
- Phone the bus company
- Phone Warwickshire County Council
- Word of mouth
- Other (please specify below)

16. Have you used any of the Demand-Responsive Transport (DRT) services in Warwickshire? Please select all that apply.

These are known as IndieGo, IndieGo PLUS and UBUS, and are similar to 'dial-a-ride' schemes, and are mainly available in areas where there is not a regular bus service.

Further information is available at www.warwickshire.gov.uk/buses

Please select all that apply

- I have used IndieGo Plus – Hatton and West Warwick
- I have used IndieGo - Atherstone and Coleshill area
- I have used IndieGo - Rugby
- I have used UBUS – covering Stratford District
- I have heard about these but not used them
- I have never heard of these
- These are not available in my area
- I would be interested in using these in future
- I am not interested in these

17. Please provide any comments you would like to make about the bus services you use? (Please provide details of specific buses including the bus route number.)

About the future of concessionary travel

Free travel for older people and people with a qualifying disability is guaranteed by the National Scheme between 9.30am and 11pm on weekdays and all day at weekends/bank holidays. Anything in addition to this would need additional funding from WCC.

18. Do you think any changes should be made to the current (9am until midnight) weekday travel times for Warwickshire concessionary pass holders?

Please select only one item (Required)

- Yes
- No (keep free travel between 9am and midnight on weekdays)

If yes, please tell us which change(s) you would like to see (please select all that apply)

Please select all that apply

- Free travel should not start until 9.30am on weekdays (as per the National Scheme)
- Disabled Person's Pass holders should travel free before 9am
- Disabled Person's Pass holders should pay a reduced fare before 9am
- Older Person's Pass holders should travel free before 9am
- Older Person's Pass holders should pay a reduced fare before 9am
- Other (please specify below)

19. Do you think anyone else should be entitled to free or reduced cost bus travel?

Please select all that apply

- Young People aged 16-25
- A carer or companion travelling with a disabled passholder who cannot travel alone (eligibility criteria would apply)
- Apprentices
- Refugees
- No one else should be offered free or reduced cost bus travel
- Other (please specify below)

20. Are there any comments you would like to make about the Concessionary Travel service?

Thank you for taking the time to complete this questionnaire. It should be returned to;

Concessionary Travel Survey,
Post Room,
Rear of Shire Hall,
Warwick
CV34 4RL

This engagement exercise ends on 9 September 2022.

We would be grateful if you would also complete the equality monitoring questions attached to the back of this page – this will be kept anonymous and helps us to understand more about the profile of our customers.

Equalities Monitoring

It is voluntary to disclose this information but doing so will help us:

- Better understand the communities we serve
- Ensure our services are suitable for and reach as wide an audience as possible
- Ensure we have had feedback from as wide an audience as possible
- Ensure that we can identify, tackle and prevent issues that would otherwise prevent engagement with different groups of people
- Meet our obligations under the Equality Act 2010

If you have any questions in relation to this data collection, please email: equalities@warwickshire.gov.uk

How old are you?

Please select only one item

- Under 18
- 18 – 24
- 25 – 39
- 40 – 49
- 50 – 59
- 60 – 64
- 65 – 74
- 75+
- Prefer not to say

Do you have a long standing illness or disability (physical or mental impairment that has a 'substantial' and 'long-term' negative effect on your ability to do normal daily activities)?

Please select only one item (Required)

- Yes
- No
- Prefer not to answer

How do you describe your ethnic background?

Please select only one item

- Arab
- Asian or Asian British - Bangladeshi
- Asian or Asian British - Indian
- Asian or Asian British - Pakistani
- Chinese
- Other Asian Background
- Black or Black British - African
- Black or Black British - Caribbean
- Other Black Background
- Mixed - Asian and White
- Mixed - Black African and White
- Mixed - Black Caribbean and White
- Other Mixed Background
- White British
- White Irish
- Gypsy or Traveller
- Other White background
- Prefer to self-describe (please state if you wish)
- Prefer not to say

If you prefer to self-describe please do so here

How do you describe your gender?

Please select only one item

- Female (including trans female)
- Male (including trans male)
- Non-binary / agender / gender-fluid
- Prefer to self-describe (please state)
- Prefer not to say

If you prefer to self-describe please do so here

Do you identify as trans/transgender?

Please select only one item (Required)

- Yes
- No
- Prefer not to say

How do you describe your religion/belief?

Please select only one item

- Buddhism
- Christianity
- Hinduism
- Islam
- Judaism
- Sikhism
- Spiritualism
- Any other religion or belief (please state if you wish)
- No religion or belief
- Prefer not to say

Other religion

Which of the following best describes your sexual orientation?

Please select only one item

- Asexual
- Bi / bisexual
- Gay man
- Gay woman / lesbian
- Heterosexual / straight
- Pansexual
- Other (please state if you wish)
- Prefer not to say

If you prefer to self-describe please do so here

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Warwickshire County Council Concessionary Travel Scheme Review 2022

Results from survey carried out during
July-Sept 2022

Version: 1.2

Date Issue: 28 March 2023

Team: Concessionary Travel

Introduction

Warwickshire County Council (WCC) has managed the England National Concessionary Travel Scheme (ENCTS) on behalf of central government since 2011. The service provides free off peak bus travel for residents who qualify because of their age or because of a qualifying disability. When the scheme was last reviewed in 2017 it was agreed that it would be reviewed again during the summer of 2022.

To evaluate the scheme, a questionnaire was distributed as follows:

- The questionnaire was also available to complete online on AskWarwickshire and also advertised via a link from the Concessionary Travel webpage.
- The 29,241 passholders for whom we have an email address were sent a link to the electronic questionnaire.
- A paper copy with a pre-paid reply envelope was posted to 5266 customers. This was a randomised 10% sample of remaining passholders for whom we did not have email addresses. The covering letter also included the web address for filling the survey online.
- A press release was issued.

This is the first time we have contacted customers via email for the review.

In total, 12639 completed responses were received to the consultation; 1,706 paper copies and 10,933 electronic submissions.

Most respondents to the questionnaire (96%) were bus passholders themselves, and 1% were carers responding on behalf of a passholder.

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E. Potential changes to the scheme	13
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Results

About the respondents

Figure 1 uses the postcode to show how the respondents are spread across Warwickshire, and how they qualify for a pass. N.B. Not all respondents provided a recognisable postcode, and 374 responses were from outside Warwickshire.

Figure 1: Distribution of respondents and their pass types

	Total responses	Age	Disability	Age and disability	not a passholder
North Warwickshire	1134	1054	32	35	13
Nuneaton and Bedworth	2399	2126	135	94	44
Rugby	2303	2119	88	54	42
Stratford	3076	2882	62	74	57
Warwick	3353	3072	125	91	65
Warwickshire	12,265	11,253 92%	443 4%	348 3%	221 2%

In comparison, the total number of current passholders at 31 August 2022 was just under 82,500 of which 95.6% hold a pass because of the age and 4.4% hold a pass because of their disability.

We do not issue disabled person's passholders once someone reaches the eligible age, as they will be eligible for the older person's pass, so we do not have statistics about disabilities for our older person's pass holders.

Figure 2: Geographic distribution of respondents

	% of survey responses	% of passholders*
North Warwickshire	9%	11%
Nuneaton and Bedworth	19%	23%
Rugby	18%	17%
Stratford	24%	24%
Warwick	27%	25%
Out of county	3%	n/a

* The passholder percentages by district are unchanged since 2017

Travel patterns

We asked customers how they normally travel, as well as asking how their bus pass use had been impacted by COVID. – this is the first time we have asked these questions.

For all passholders, around 14% rely on their bus pass for transport and have no access to a car.

Figure 3 – Method of travel – all passholders

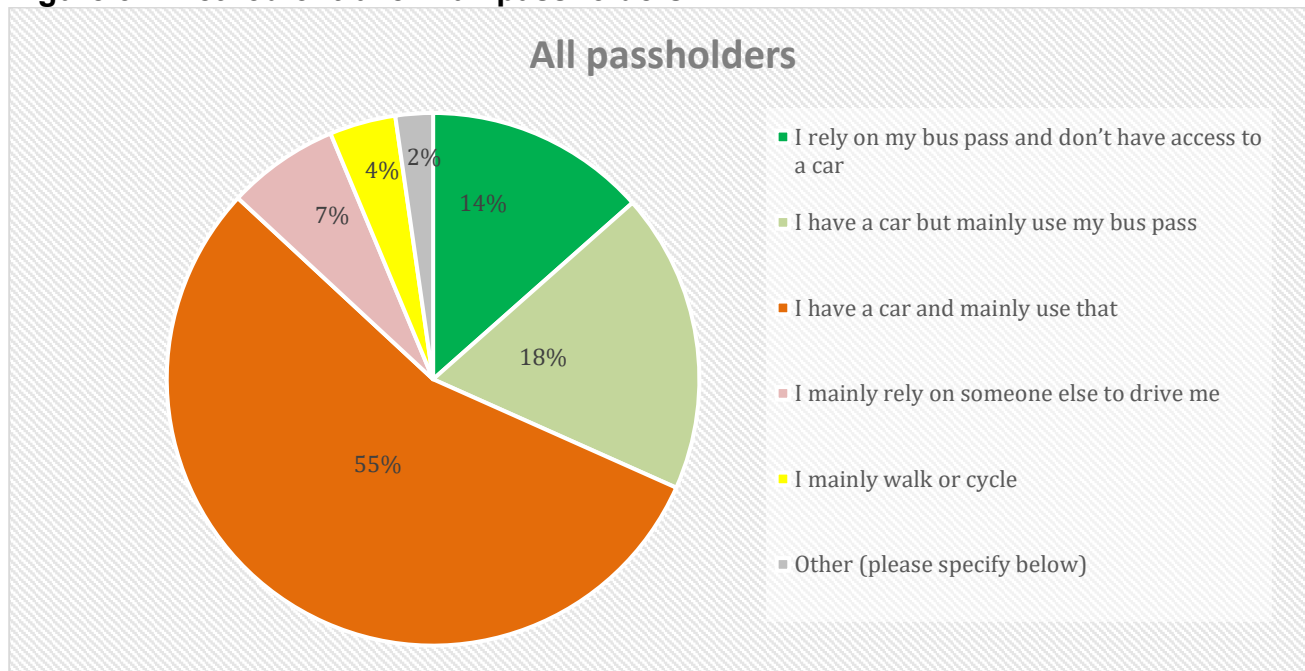
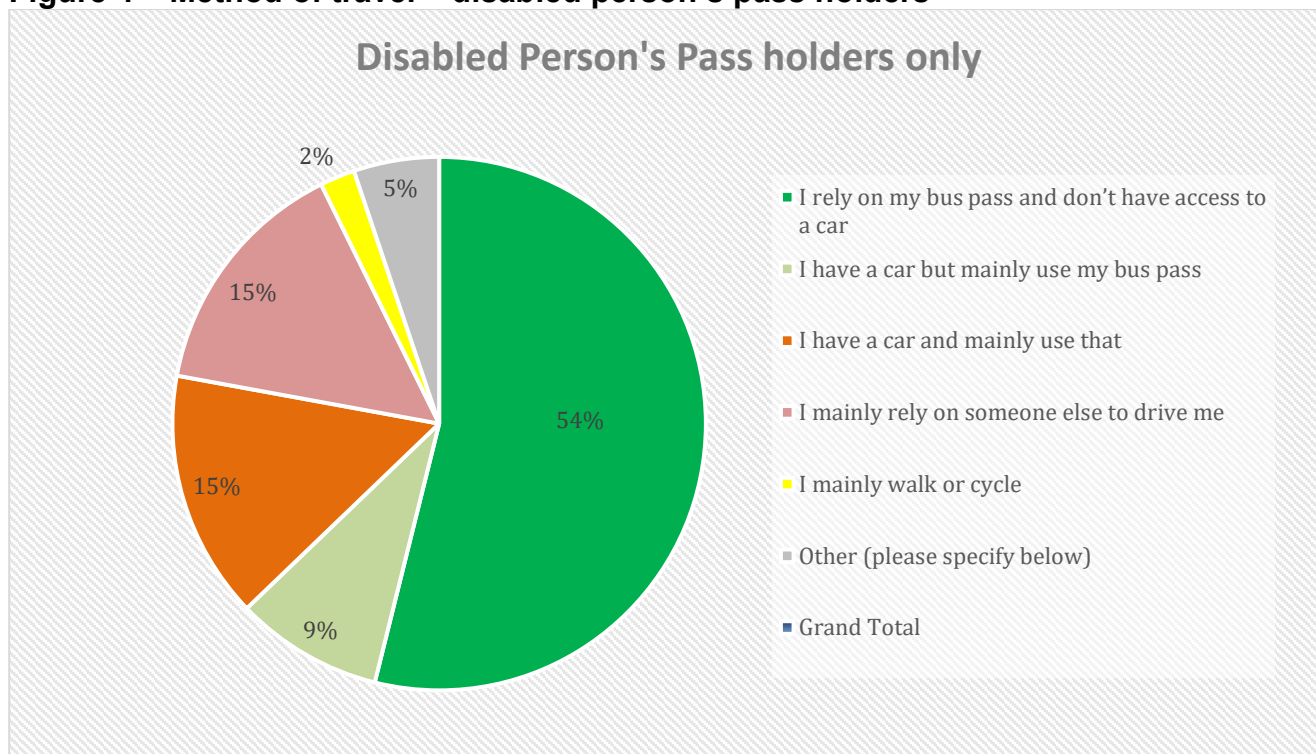


Figure 4 – Method of travel – disabled person's pass holders



It is notable that for holders of the disabled person's pass, over 50% rely on their bus pass and have no access to a car, compared with just 14% of all passholders.

We are aware that usage of bus passes dropped considerably during COVID, and has not yet recovered to the same levels as before, and so we asked "How has your bus usage changed due to COVID since March 2020?" The results are shown in fig 7

Figure 7 : Usage since COVID

I am using the bus about the same amount as I did before the first lockdown	42%
I am not using the bus as much as I was, but I think I will use it more in future	37%
I won't use the bus as often as I did before	8%
I don't plan on using public transport for the foreseeable future	7%
Other (please specify below)	5%

The figures for bus patronage had reached around 60% of pre-COVID levels during September 2022

WCC provides additional discretionary free travel from 9am until 9.30am on weekdays, and from 11pm until midnight on weekdays. As part of the review, we asked respondents about their travel during these times.

Passholders were asked how often they used their passes between 9.00am and 9.30am, for a variety of different journeys. Figure 4 shows the results. Compared to 2017 results, passholders are using the bus much less often, but the most common reasons are still shopping and social reasons.

Figure 4: Use of pass between 9am and 9:30am

	Daily	Regularly (2-4 times a week)	Less frequently (Less than twice a week)	Not at all
Medical appointments	0.7%	4.4%	36.3%	58.6%
Shopping	1.9%	14.1%	38.7%	45.3%
Work	0.5%	1.4%	3.9%	94.2%
Social	1.3%	10.2%	40.9%	47.6%
Access to council services e.g. Town Hall/Library	0.7%	3.5%	25.8%	70.0%

Passholders were then asked what they would do if they were unable to use the pass between 9.00am and 9.30am. The results are shown in Figure 5. Looking at the most common pass usage during these times, 43% of shoppers and 36% of social users would choose to travel on a later bus.

Figure 5: What would happen if respondents were unable to use their pass between 9am and 9:30am

	Catch a bus after 9:30am	Would not travel	Pay the bus fare	Use another means of travel
Medical	21.7%	10.6%	15.1%	52.6%
Shopping	42.9%	16.2%	4.3%	36.7%
Work	11.2%	48.5%	5.8%	34.5%
Social	36.1%	20.0%	5.6%	38.2%
Council services	34.5%	27.2%	3.4%	34.9%

Passholders were asked how often they used their passes between 11pm and midnight. Figure 6 shows the results. The numbers of passholders travelling between these times is very low. Passholders were also asked what they would do if they were unable to use the pass between 11pm and midnight. The results are shown in Figure 6.

Figure 6: Use of the pass between 11pm and midnight

	Daily	Regularly (2-4 times a week)	Less frequently (Less than twice a week)	Not at all
Social	0.3%	2.9%	14.6%	82.3%
Work	0.1%	0.3%	1.6%	98.0%

Figure 7: What would happen if respondents were unable to use their pass between 11pm and midnight

	Catch a bus before 11pm	Pay the bus fare	Use another means of travel	Would not travel
Social	8.7%	3.8%	38.3%	49.2%
Work	3.4%	2.4%	27.7%	66.5%

It should be noted that there are very few bus services and bus journeys between 11pm and midnight and, as WCC only pays for the journey undertaken, the cost is minimal.

Customer service

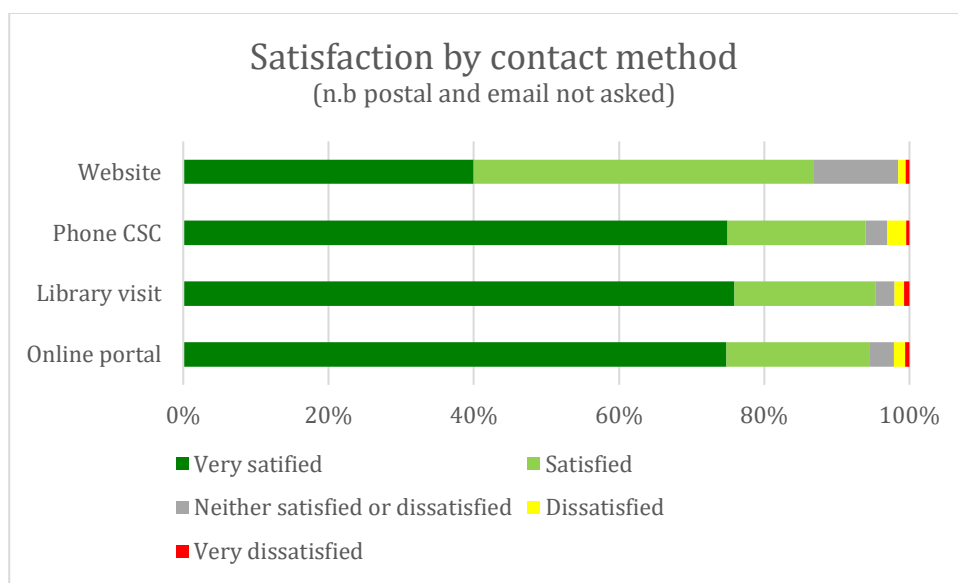
Respondents were asked if they had visited a library about their bus pass in the last 12 months, or if they had telephoned the county council, renewed their bus pass online, or visited the concessionary travel pages on the WCC website in the last year. The results are shown in figure 8 below

Figure 8 : Contact within last 12 months

Online portal	2570
Library visit	1089
Phoned CSC	1056
Visited website	2187
Contacted by post	not asked

Users of each of these methods were asked how satisfied they were with the service received; Figure 9 shows the results. All four methods received high levels of satisfaction; with around 95% of respondents being 'very satisfied' or 'satisfied' with their dealings with a member of staff in a library by phone, or through using the online portal. 86% were satisfied or very satisfied with the website.

Figure 9: Satisfaction with contact with the county council

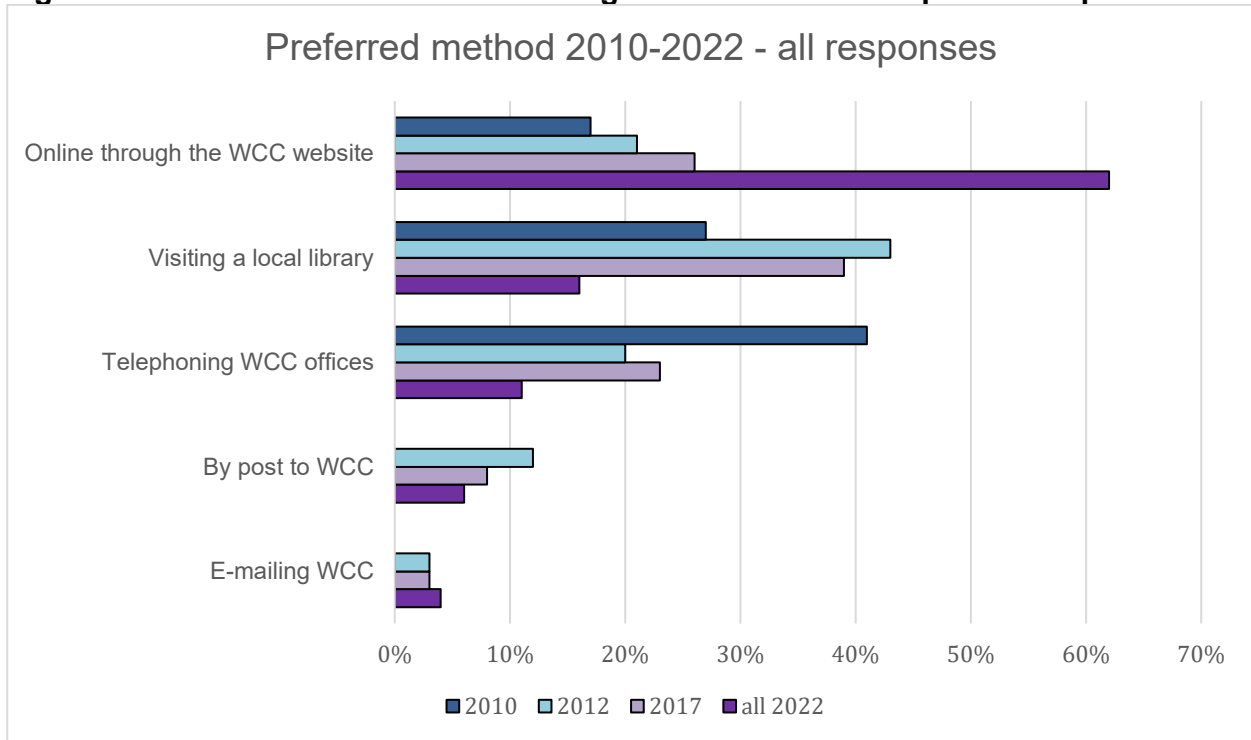


We did not ask about satisfaction when customers contacted us by post or email, which have been the main methods of contact since the start of the pandemic. This was an obvious omission and should be included in future surveys.

Respondents were asked what method they would prefer to use if wanted to replace, renew or apply for a new pass; Figure 10 below shows the results. This shows a major shift to an online service preference rising from 26% in 2017 to 64% in 2022.

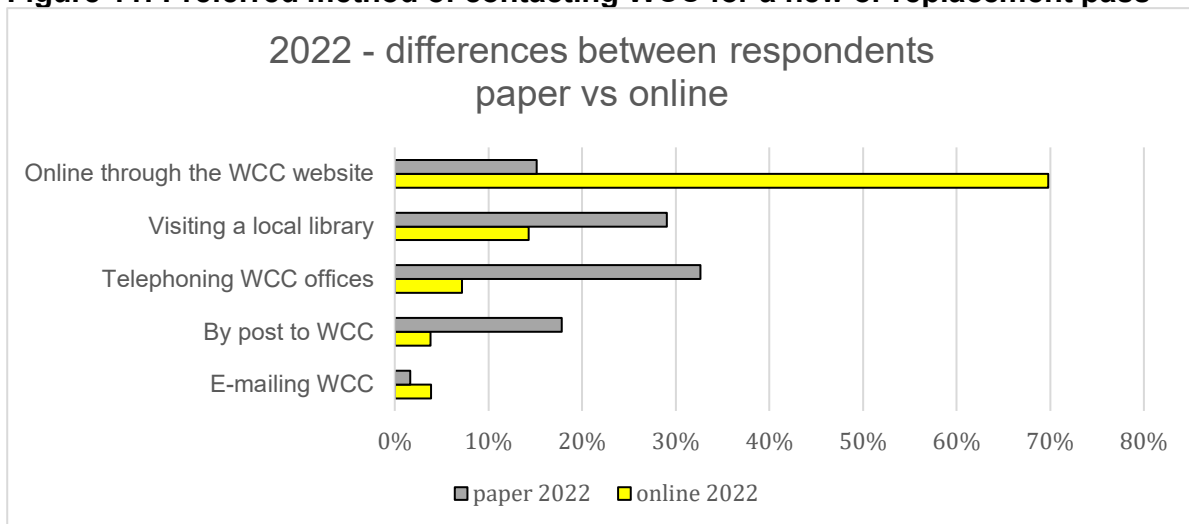
This change is likely to have been in part due people shifting to an online service during COVID, as the face to face option had previously been the most popular.

Figure 10: Preferred method of contacting WCC for a new or replacement pass



The above figures represent all the responses but it should be noted that the results are skewed to favour online as we sent out six times as many email invitations as paper copies of the survey. The 2022 figures have been split by the method of completion, and results are shown in figure 11.

Figure 11: Preferred method of contacting WCC for a new or replacement pass



We also asked for any comments about people’s experiences, and these will be shared with the appropriate service areas to see if improvements can be made.

- Online portal : ease of use – 104 comments
- Online portal : satisfaction – 211 comments
- Local library – 141 comments
- Telephoning – 109 comments
- Website – 115 comments

Customers were also asked about their use of the internet. Results are given in Figures 12-14 below.

Figure 12: How do customers use the internet

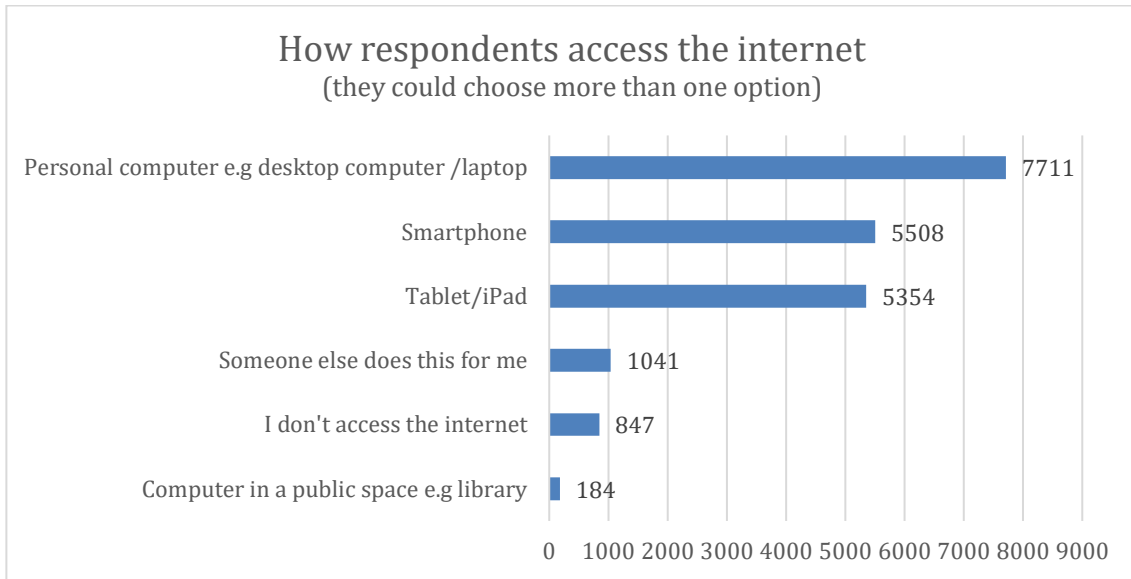
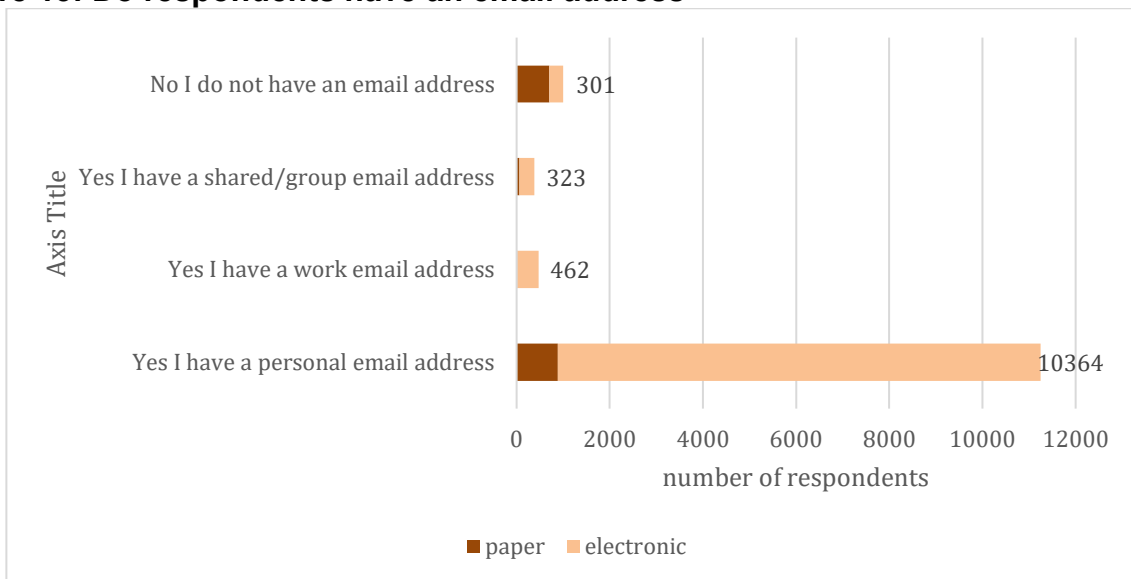


Figure 13: Do respondents have an email address



Based on the responses, it appears 8% of passholders do not have an email address at all, and 89% of passholders so have their own personal email address.

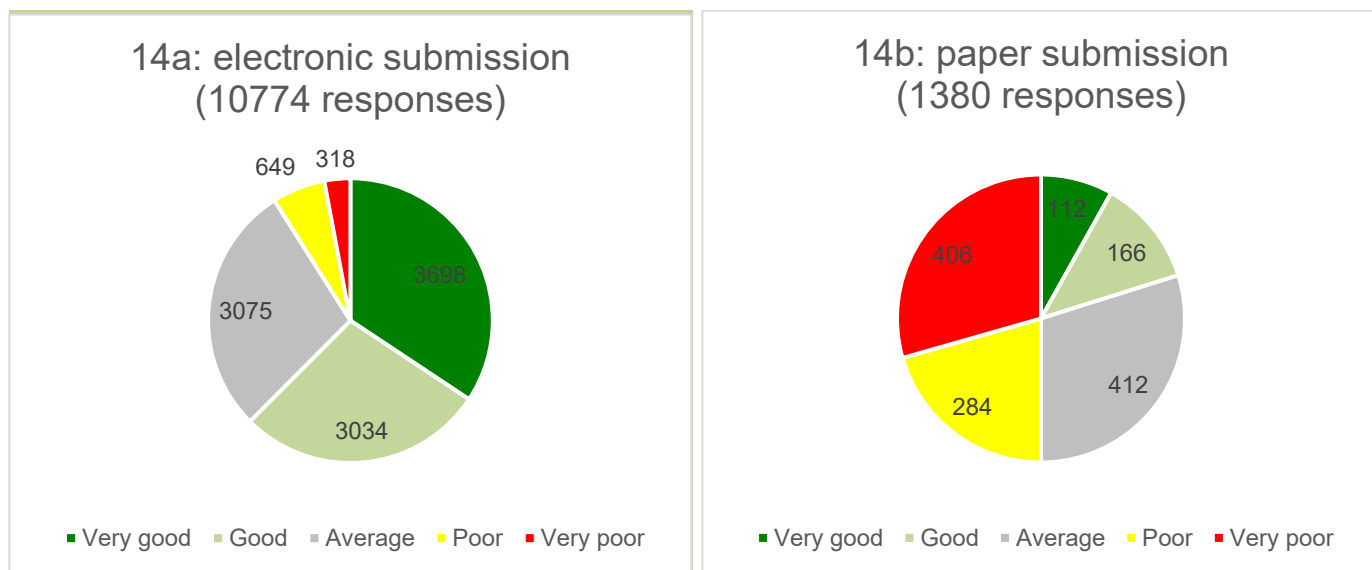
However, the survey invitation was sent to all the passholders for whole we had email addresses, and only 10% of those for whom we did not have email addresses.

41% of the paper-based respondents said they did not have an email address

Allowing for the skewed figures, we therefore estimate that 26% of all current passholders, or 21,635 passholders in total will not have an email address

Figure 14: How customers describe their ability to use the internet

We split this by whether respondents had submitted their survey online or via a paper copy



The figures are very different, with 50% of paper-based respondents describing their ability as poor or very poor, compared with 62% of electronic respondents describing their ability as good or very good.

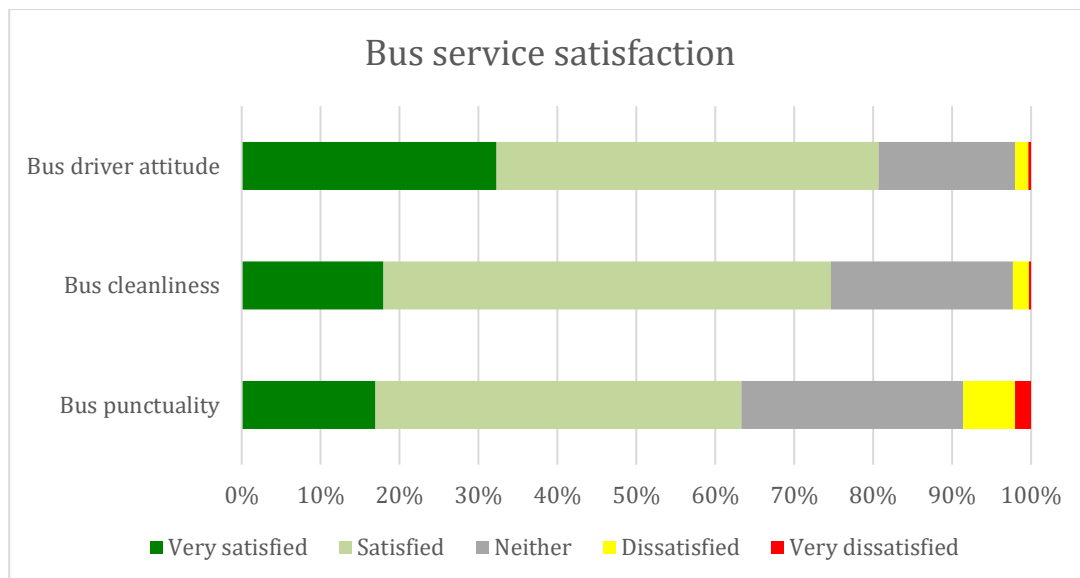
We sent out only 5000 paper surveys compared to over 30,000 email invitations and so if the figures were considered as a whole then the survey would be unduly skewed to those who have email addresses and are accustomed to using the internet.

Bus services

The final section of the survey asked respondents some more general questions about the bus services they use. Firstly they were asked how satisfied they were with the punctuality and cleanliness of buses, and also about the attitude of the drivers on services they use.

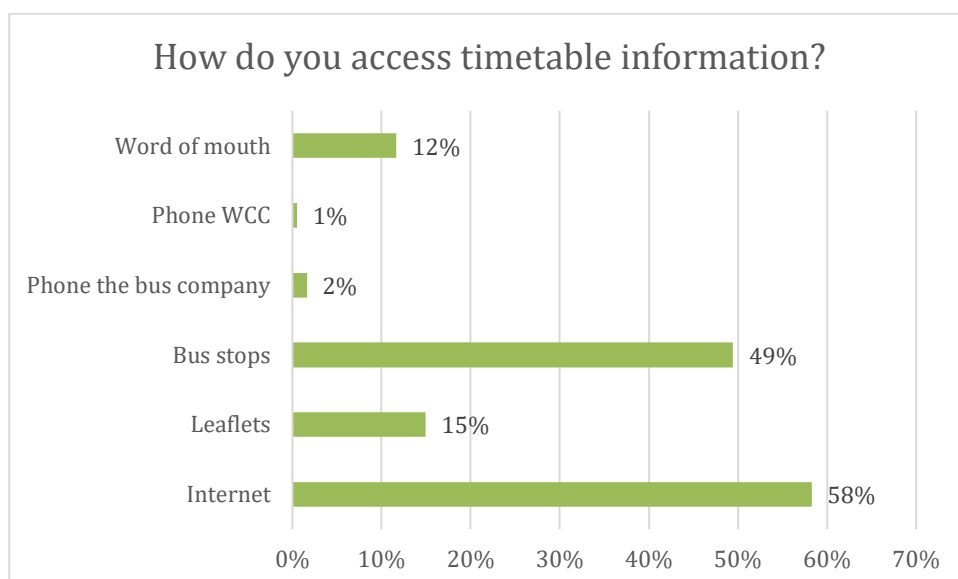
Figure 15 shows that again levels of satisfaction with cleanliness and driver attitude above 70% satisfied, but there is marked drop in satisfaction with punctuality, with only 64% satisfied, compared to over 95% in 2017

Figure 15 – Bus satisfaction

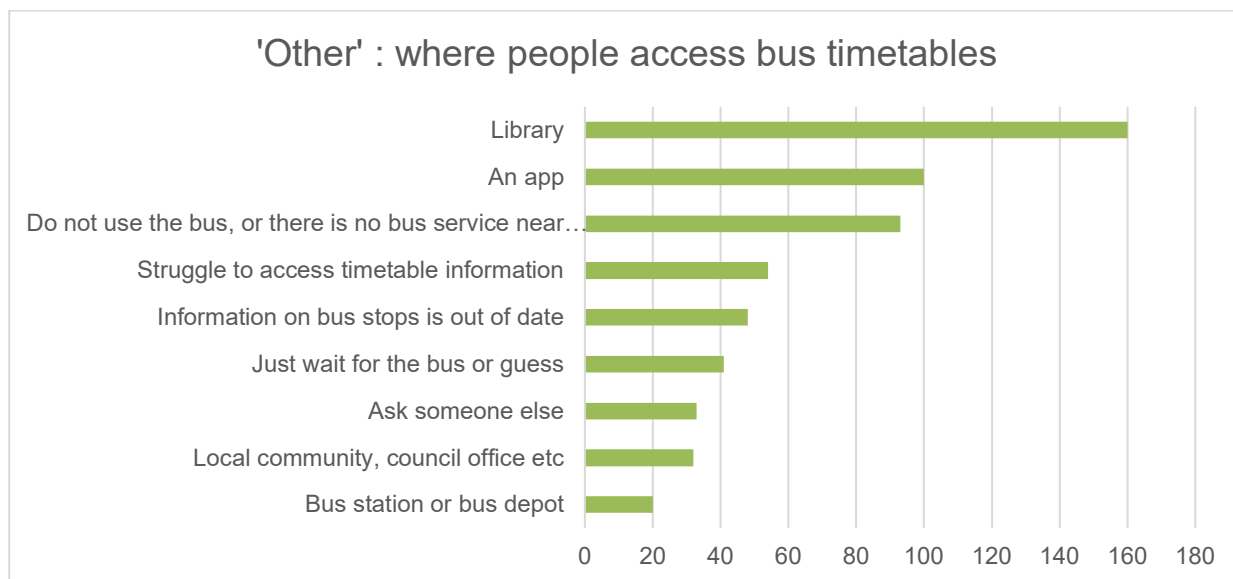


Respondents were also asked where they normally obtain bus timetable information. Respondents were able to choose more than one answer. Results are shown in Figure 16.

Figure 16 – Bus timetable information



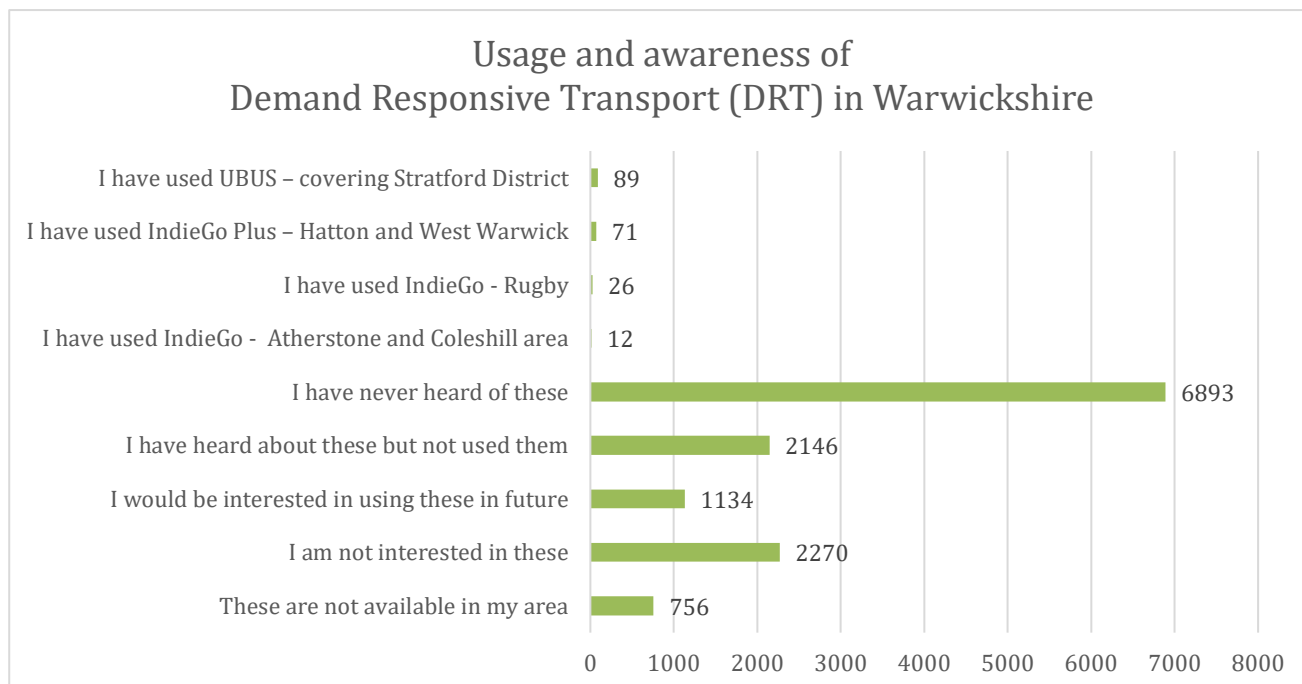
We also offered respondents the change to choose 'other' and the following groups the responses by theme.



We also asked respondents if there were any comments they wished to make about the bus services. In total 4,226 responses were received.

The majority of these were about individual bus services. These comments will be passed on to other areas of Transport Delivery for analysis and any subsequent actions.

We asked respondents if they had heard of or used any of our demand responsive transport. The results are shown in figure XXX



Potential changes to the scheme

We also asked respondents whether they thought there should be any changes to the travel times. The majority (79%) said that they should stay the same

Figure XX: Should travel times be changed?

N.B. Respondents were able to choose more than one answer

	Respondents (out of 12639)	
	Number	percentage
No (keep free travel between 9am and midnight on weekdays)	9856	78.0%
Older Person's Pass holders should travel free before 9am	1897	15.0%
Disabled Person's Pass holders should travel free before 9am	1670	13.2%
Free travel should not start until 9.30am on weekdays (as per the National Scheme)	1467	11.6%
Older Person's Pass holders should pay a reduced fare before 9am	878	6.9%
Disabled Person's Pass holders should pay a reduced fare before 9am	315	2.5%
Other	187	1.5%

Although only 193 respondents chose 'other' there were over 500 comments in answer to this question. The most common themes arising in those 500 comments were

	Number of respondents
Don't need to travel between 11pm and midnight	87
Should be able to use the pass for early medical appointments	81
Would like to travel earlier	75
Better bus services are needed as can't use my pass	75
Passholders should pay a small amount	46
Free travel should be 24/7	33
Travel should be free on trains as well	21

There were also a small number of people who were unaware the pass could be used from 9am or at weekends

Passholders were asked whether they thought anyone else should be offered free or reduced price travel. Respondents could select more than one answer.

	Total	% all respondents
A carer or companion travelling with a disabled passholder who cannot travel alone (eligibility criteria would apply)	9329	74%
Young People aged 16-25	2400	19%
Apprentices	2139	17%
Refugees	1626	13%
No one else should be offered free or reduced cost bus travel	1616	13%
Other (please specify below)	329	3%

This is the first time we asked this question with options, so we do not have any past data to compare it with. However, the percentage of respondents who thought a carer or companion should have a pass was much higher than expected.

Under 'other', the following emerged as repeated themes;

School age children should get free transport	118
People on low income/benefits (means tested)	91
Students / young people up to age 21	87
Everyone should get subsidised travel and/or proper bus service	58
Young people aged 16-18	51
People aged over 60 (current entitlement is 66 years)	36
People attending a medical appointment or job interview	33
NHS staff / blue light workers / key workers	10

Profile of respondents

Number and percentage
of respondents in each category

Gender		
Female (including trans female)	5539	43.8%
Male (including trans male)	5521	43.7%
Non-binary / agender / gender-fluid	8	0.1%
Not Answered	933	7.4%
Prefer not to say	445	3.5%
Prefer to self-describe (please state)	193	1.5%

Age		
Under 18	7	0.1%
18 – 24	14	0.1%
25 - 39	80	0.6%
40 – 49	75	0.6%
50 – 59	166	1.3%
60 – 64	143	1.1%
65 – 74	6745	53.4%
75 +	4985	39.4%
Not Answered	236	1.9%
Prefer not to say	188	1.5%

Long term illness or disability		
No	8881	70.3%
Not Answered	353	2.8%
Prefer not to answer	750	5.9%
Yes	2655	21.0%

Religion		
Buddhism	35	0.3%
Christianity	8021	63.5%
Hinduism	74	0.6%
Islam	27	0.2%
Judaism	13	0.1%
No religion or belief	2631	20.8%
Not Answered	577	4.6%
Prefer not to say	1053	8.3%
Sikhism	66	0.5%
Spiritualism	57	0.5%
Any other religion or belief (please state if you wish)	85	0.7%

Number and percentage
of respondents in each category

Ethnicity		
Arab	2	0.0%
Asian or Asian British - Bangladeshi	4	0.0%
Asian or Asian British - Indian	144	1.1%
Asian or Asian British - Pakistani	13	0.1%
Black or Black British - African	12	0.1%
Black or Black British - Caribbean	21	0.2%
Chinese	23	0.2%
Gypsy or Traveller	1	0.0%
Mixed - Asian and White	13	0.1%
Mixed - Black African and White	3	0.0%
Mixed - Black Caribbean and White	6	0.0%
Other Asian Background	23	0.2%
Other Black Background	7	0.1%
Other Mixed Background	11	0.1%
Other White background	122	1.0%
White British	11117	88.0%
White Irish	190	1.5%
Prefer not to say	376	3.0%
Prefer to self-describe (please state if you wish)	47	0.4%
Not Answered	504	4.0%

Sexual Orientation		
Asexual	626	5.0%
Bi / bisexual	122	1.0%
Gay man	47	0.4%
Gay woman / lesbian	10	0.1%
Heterosexual / straight	9060	71.7%
Pansexual	7	0.1%
Prefer not to say	1703	13.5%
Other (please state if you wish)	58	0.5%
Not Answered	1006	8.0%

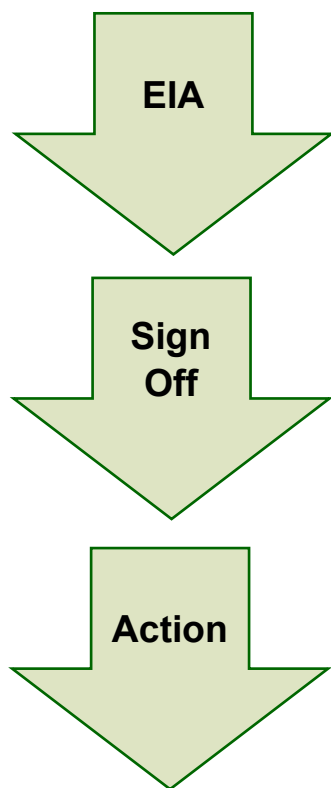
Warwickshire County Council (WCC) Equality Impact Assessment (EIA) Form

The purpose of an EIA is to ensure WCC is as inclusive as possible, both as a service deliverer and as an employer. It also demonstrates our compliance with Public Sector Equality Duty (PSED).

This document is a planning tool, designed to help you improve programmes of work by considering the implications for different groups of people. A guidance document is available [here](#).

Please note that, once approved, this document will be made public, unless you have indicated that it contains sensitive information. Please ensure that the form is clear and easy to understand. If you would like any support or advice on completing this document, please contact the Equality, Diversity and Inclusion (EDI) team via equalities@warwickshire.gov.uk, or if it's relating to health inequalities, please contact Ruby Dillon via rubydillon@warwickshire.gov.uk.

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- Having identified an EIA is required, ensure that the EIA form is completed before any work is started. This includes gathering evidence and / or engaging the relevant stakeholders to inform your assessment.

0

- Brief the relevant Assistant Director for sign off and upload the completed form here: [Upload Completed Equality Impact Assessments](#). Please name it “EIA [project] [service area] [year]”
- Undertake further research / engagement to further understand impacts (if identified).
- Undertake engagement and / or consultation to understand if EIA has identified and considered impacts.
- Amend accordingly to engagement / consultation feedback and brief decision makers of any changes.

- Implement proposed activity.
- Monitor impacts and mitigations as evidence of duty of care.

1

Section One: Essential Information

Service / policy / strategy / practice / plan being assessed	Review of the Concessionary Travel Scheme 2022
Business Unit / Service Area	Environment Services / Transport Delivery/Concessionary Travel
Is this a new or existing service / policy / strategy / practice / plan? If existing, please state date of last assessment.	The Concessionary Travel Scheme is an existing scheme and the last EQiA was undertaken with the last review in 2017. Changes to the scheme are proposed as part of the current review
EIA Authors N.B. It is best practice to have more than one person complete the EIA to bring different perspectives to the table.	Jo Cooper / Dan Jeanes
Do any other Business Units / Service Areas need to be included?	No
Does this EIA contain personal and / or sensitive information?	No
Are any of the outcomes from this assessment likely to result in complaints from existing services users, members of the public and / or employees?	It is possible that positive changes for some users will result in other service users being unhappy that they are not similarly benefitting. If yes, please let your Assistant Director and the Customer Relations Team know as soon as possible

1. Please explain the background to your proposed activity and the reasons for it.

The Warwickshire Concessionary Travel Scheme is based around the England National Concessionary Travel Scheme – a statutory scheme which is delivered by WCC on behalf of central government. WCC took over delivery in the scheme from the District and Borough Councils in 2011. The scheme provides free off-peak bus travel for eligible people, based on their age or a qualifying disability. WCC issues smartcards to enable passholders to access this. Statutory off peak bus travel is from 9.30am to 11pm on weekdays and all day at weekends and on bank holidays. In addition, Warwickshire residents can use their passes from 9am on weekdays and between 11pm and midnight on weekdays. This additional travel time is locally funded.

Based on the results from the engagement exercise, which indicated that 54% of respondents with disabled person's passes rely on their bus pass and have no access to a car, it is proposed to increase disabled person's passholders' access to education and employment by running a two year trial of all day travel for passholders of school and working age. The trial will assess

- Demand for weekday pre-9am travel
- Costs to WCC
- Impact on commercial bus travel

2. Please outline your proposed activity including a summary of the main actions.

There are four potential proposals to change the scheme.

This EQiA is concerned with two areas

1. Continuation of the existing discretionary travel times for holders of older person's passes
2. Introduction of all day travel for holders of disabled person's passes for a trial period of two years, to enable greater access to education, training and employment, to assess take up and cost.

Two further ideas being proposed are subject to further work, if approved by Cabinet, and will have separate EQiAs in due course.

3. Introduction of a Companion (+1) Pass
4. Investigation into a standalone scheme for other categories of individual

3. Who is this going to impact and how?

Customers	Members of the Public	Employees	Job Applicants
Existing and future passholders who are Warwickshire residents	Existing and future passholders who are Warwickshire residents	n/a	n/a
Other, please specify:			

Section Two: Evidence

Please include any evidence or relevant information that has influenced the decisions contained in this EIA. This could include demographic profiles; audits; research; health needs assessments; national guidance or legislative requirements and how this relates to the protected characteristic groups and additional groups outlined in Section Four.

A – Quantitative Evidence

This is evidence which is numerical and should include the number people who use the service and the number of people from the protected characteristic groups who might be affected by changes to the service.

As at 30 November 2022 there were 3,641 valid disabled person's passes in circulation. This is 4.4% of all passholders. These passholders can be broken down to

- 48 aged 16 and under
- 35 aged 17-18
- 302 aged 18-25
- 3256 aged over 25

The following is the percentage of concessionary journeys in Warwickshire which were made by disabled person's passholders, after 9am on weekdays and all day at weekends and bank holidays, under the current scheme.

- 14% during 2018-19 and 2019-20.
- 32% during the first pandemic year of 2020-21
- 13% during 2021-22
- 15% during 2022-23 (year to date)

An engagement exercise was carried out from July-September 2022. There were 12,639 responses. Key findings from the results are published in Appendix 3 to the Cabinet Report. These include:

- 54% of disabled person's pass holders rely on their bus pass and don't have access to a car (compared to 14% overall)
- Of the respondents, 91.7% said they qualified because of their age, 3.6% because of their disability and a further 2.8% because of their age and a disability, although 'disability' was not defined and so the number who may be entitled because of 'age and a qualifying disability' is likely to be less than the 3%.

B – Qualitative Evidence

This is data which describes the effect or impact of a change on a group of people, e.g. some information provided as part of performance reporting.

There will be no change to eligibility for a bus pass, as this is set out by legislation.

Currently, disabled person's passes are only issued to people who are under the state retirement age. Once someone reaches state retirement age their next pass will be an older person's pass. This is done so that we will no longer need to approach passholders to ask for evidence of their eligibility for a disabled person's pass. It is not currently proposed to make any change to this arrangement. The rationale for taking this approach is that the vast majority will no longer be in education, employment or training and are not likely to need to travel before 9.30am on a regular basis.

Based on the figures from the engagement exercise, there could be up to an additional 2,300 older person's passholders who may have a qualifying disability. However, as the purpose of the proposed trial is to increase opportunities for access to education and employment, it is not proposed to include people above state retirement age in the trial. This will be consistent with the current practice of issuing if disabled person's passes only to qualifying passholders below state retirement age.

As the pass cannot currently be used before 9am, the pass is not useful to travelling to school or college, or to many workplaces. In particular, the following groups are expected to benefit from the change;

- Students with special educational needs, generally aged 16-25, who are suitable for travel training and who qualify for a concessionary pass – travel training is a process whereby the student is taught how to travel by bus independently. Currently it is necessary to purchase a commercial bus pass for this purpose and once the student leaves education then they would have to pay their own bus fare before 9am if they wanted to travel.
- Passholders who currently cannot access work using their bus pass
- Passholders who do not have access to a car

Section Three: Engagement

Engagement with individuals or organisations affected by the proposed activity must take place. For further advice and support with engagement and consultations, click [here](#).

<p>Has the proposed activity been subject to engagement or consultation with those it's going to impact, taking into account their protected characteristics and socio-economic status?</p>	<p>An engagement exercise was carried out between July and September 2022, based on the existing scheme.</p> <p>Changes are proposed in response to the engagement exercise results. There has been no consultation on these proposals, but further work is required to develop two of them, and these will be subject to further customer engagement in due course.</p>	
<p>If YES, please state who with.</p>	<ul style="list-style-type: none"> • The questionnaire was also available to complete online on AskWarwickshire and also advertised via a link from the Concessionary Travel webpage. • The 29,241 passholders for whom we have an email address were sent a link to the electronic questionnaire. • A paper copy with a pre-paid reply envelope was posted to 5266 customers (a randomised 10% sample of remaining passholders) for whom we did not have email addresses. The covering letter also included the web address for filling the survey online. • A press release was issued. 	
<p>If NO engagement has been conducted, please state why.</p>	<p>n/a</p>	
<p>How was the engagement carried out?</p>	<p>Yes / No</p>	<p>What were the results from the engagement? Please list...</p>
<p>Focus Groups</p>	<p>No</p>	
<p>Surveys</p>	<p>Yes</p>	<p>12,639 responses were received</p>

Public Event	No	
Displays / Exhibitions	No	
Other (please specify)	n/a	
Has the proposed activity changed as a result of the engagement?		Yes, some changes are proposed
Have the results of the engagement been fed back to the consultees?		No - the survey was anonymous.
Is further engagement or consultation recommended or planned?	Not yet determined	A feasibility study is proposed for introduction of a Companion Pass and a further report will be taken to Cabinet. If Cabinet decide to go ahead with a companion pass then consultation on the detail will be necessary. Further work is proposed to explore the possibility of a further standalone scheme and if this is progressed then further engagement may be necessary.
What process have you got in place to review and evaluate?	Introduction of free all days travel for holders of disabled person's passes below retirement age is proposed for a trial period of two years. A review and further evaluation of its impact will be carried out before the end of the trial The overall scheme will be reviewed again in 2027, or sooner if central government makes any changes to the statutory scheme.	

Section Four: Assessing the Impact

Protected Characteristics and other groups that experience greater inequalities

What will the impact of implementing this proposal be on people who share characteristics protected by the Equality Act 2010 or are likely to be affected by the proposed activity? This section also allows you to consider other impacts, e.g. health inequalities such as deprivation, socio-economic status, vulnerable groups such as individuals who suffer socio-economic disadvantage, armed forces, carers, homelessness, people leaving prison, young people leaving care etc.

On the basis of evidence, has the potential impact of the proposed activity been judged to be positive (+), neutral (=), negative (-), or positive and negative (+&-), for each of the protected characteristic groups below and in what way?

N.B In our Guidance to EIAs we have provided you with potential questions to ask yourself when considering the impact of your proposed activity. Think about what actions you might take to mitigate / remove the negative impacts and maximize on the positive ones. This will form part of your action plan at Section Six.

	Impact type (+) (=) (-) or (+&-)	Nature of impact including health inequalities Will your proposal have negative or positive implications for each group, including on health inequalities?	Mitigating Actions for Negative Impacts What can you do to mitigate any identified negative impacts or health inequalities? Use this column to form the basis of Section 6.

	Impact type	Nature of impact including health inequalities	Mitigating Actions for Negative Impacts																																												
Age	=	<p>No changes are proposed to the scheme for people who qualify because of their age. Older person's pass holders will still be able to use their passes from 9am until midnight, on weekdays.</p> <p>As at 30 September there were 78,101 passholders with an older Person's pass. Once a passholder reaches state retirement age they are issued an older person's pass, rather than a disabled person's pass. There are some passholders whose disabled person's passes expire after they reach retirement age – this is due to an error when setting expiry dates. They will be issued with an older person's pass when they reach retirement age and the old pass will be cancelled.</p> <p>Passholder and respondent age profiles were as follows;</p> <table border="1"> <thead> <tr> <th>Age</th> <th>Passholders @ 30 Sept 2022</th> <th colspan="2">Respondents to engagement exercise (based on equalities monitoring)</th> </tr> </thead> <tbody> <tr> <td>Under 18</td> <td>0.1%</td> <td>7</td> <td>0.1%</td> </tr> <tr> <td>18 – 24</td> <td>0.4%</td> <td>14</td> <td>0.1%</td> </tr> <tr> <td>25 - 39</td> <td>0.9%</td> <td>80</td> <td>0.6%</td> </tr> <tr> <td>40 – 49</td> <td>0.7%</td> <td>75</td> <td>0.6%</td> </tr> <tr> <td>50 – 59</td> <td>1.4%</td> <td>166</td> <td>1.3%</td> </tr> <tr> <td>60 – 64</td> <td>0.9%</td> <td>143</td> <td>1.1%</td> </tr> <tr> <td>65 – 74</td> <td>42.2%</td> <td>6745</td> <td>53.4%</td> </tr> <tr> <td>75 +</td> <td>53.5%</td> <td>4985</td> <td>39.4%</td> </tr> <tr> <td>Not Answered</td> <td>n/a</td> <td>236</td> <td>1.9%</td> </tr> <tr> <td>Prefer not to say</td> <td>n/a</td> <td>188</td> <td>1.5%</td> </tr> </tbody> </table> <p>Children under the age of five do not have to pay for bus travel and so there are no passholders younger than five years old.</p>	Age	Passholders @ 30 Sept 2022	Respondents to engagement exercise (based on equalities monitoring)		Under 18	0.1%	7	0.1%	18 – 24	0.4%	14	0.1%	25 - 39	0.9%	80	0.6%	40 – 49	0.7%	75	0.6%	50 – 59	1.4%	166	1.3%	60 – 64	0.9%	143	1.1%	65 – 74	42.2%	6745	53.4%	75 +	53.5%	4985	39.4%	Not Answered	n/a	236	1.9%	Prefer not to say	n/a	188	1.5%	<p>Individual letters will be sent to those passholders whose disabled person's passes are being replaced with older person's passes, explaining why this is happening.</p> <p>Older person's passholders may feel discriminated against because it is not proposed to include older people's passholders in the trial for free all-day travel.</p> <p>Messaging should make it be clear that the purpose of the trial is to increase access to education, training and employment. There is not sufficient funding to offer or trial all-day travel for all passholders.</p>
Age	Passholders @ 30 Sept 2022	Respondents to engagement exercise (based on equalities monitoring)																																													
Under 18	0.1%	7	0.1%																																												
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Prefer not to say	n/a	188	1.5%																																												

	Impact type	Nature of impact including health inequalities	Mitigating Actions for Negative Impacts												
<p>Disability Consider:</p> <ul style="list-style-type: none"> Physical disabilities Sensory impairments Neurodiverse conditions (e.g. dyslexia) Mental health conditions (e.g. depression) Medical conditions (e.g. diabetes) 	+ & =	<p>Passholders with a qualifying disability, who are below retirement age, will be permitted to use their pass at any time. This includes children aged 5-17 and adults aged 18 to state retirement age (currently 66) when they would qualify for an older person's pass. The intention of this proposal is to increase opportunity for education, employment and training for passholders with disabilities.</p> <p>There are seven disabilities which will enable someone to qualify for a concessionary bus pass, which currently offers free off-peak bus travel. These are defined by statute and WCC has no discretion on eligibility. For those people the trial introduction of free all day travel will have a positive impact.</p> <p>As at 30 September 2022 there were 3641 passholders with a disabled person's pass. These were all older than five years old (when children start needing a separate ticket) bus fares and below state retirement age (when an older person's bus pass is issued)..</p> <p>For those people with disabilities are not eligible for a concessionary bus pass there will be no change.</p> <p>The engagement exercise asked about disability in two places. Firstly, respondents were asked how they qualified for a bus pass. The responses were as follows;</p> <table border="1"> <tr> <td>Age</td> <td>11,253</td> <td>91.7%</td> </tr> <tr> <td>Disability</td> <td>443</td> <td>3.6%</td> </tr> <tr> <td>Age and Disability</td> <td>348</td> <td>2.8%</td> </tr> <tr> <td>Not a passholder</td> <td>221</td> <td>1.8%</td> </tr> </table>	Age	11,253	91.7%	Disability	443	3.6%	Age and Disability	348	2.8%	Not a passholder	221	1.8%	<p>Older person's passholders who have stated they have a disability may feel that they should be entitled to all day travel. Messaging should make it be clear that the purpose of the trial is to increase access to education, training and employment.</p>
Age	11,253	91.7%													
Disability	443	3.6%													
Age and Disability	348	2.8%													
Not a passholder	221	1.8%													

	Impact type	Nature of impact including health inequalities	Mitigating Actions for Negative Impacts																		
		<p>Secondly, respondents were asked if they had a long term illness or disability as part of the equalities monitoring.</p> <table border="1"> <tr> <td>Yes</td> <td>2655</td> <td>21.0%</td> </tr> <tr> <td>No</td> <td>8881</td> <td>70.3%</td> </tr> <tr> <td>Not Answered</td> <td>353</td> <td>2.8%</td> </tr> <tr> <td>Prefer not to answer</td> <td>750</td> <td>5.9%</td> </tr> </table> <p>It should be noted that in both cases some of the respondents who said they have a disability may not have a qualifying disability which would entitle them to a disabled person's pass.</p>	Yes	2655	21.0%	No	8881	70.3%	Not Answered	353	2.8%	Prefer not to answer	750	5.9%							
Yes	2655	21.0%																			
No	8881	70.3%																			
Not Answered	353	2.8%																			
Prefer not to answer	750	5.9%																			
Gender Reassignment	=	<p>It is not possible to analyse passholders by gender. No data is held for either passholders or respondents in respect of gender reassignment.</p> <p>Results for gender from the equalities monitoring for the engagement exercise were as follows;</p> <table border="1"> <tr> <td>Female (including trans female)</td> <td>5539</td> <td>43.8%</td> </tr> <tr> <td>Male (including trans male)</td> <td>5521</td> <td>43.7%</td> </tr> <tr> <td>Non-binary / agender / gender-fluid</td> <td>8</td> <td>0.1%</td> </tr> <tr> <td>Not Answered</td> <td>933</td> <td>7.4%</td> </tr> <tr> <td>Prefer not to say</td> <td>445</td> <td>3.5%</td> </tr> <tr> <td>Prefer to self-describe</td> <td>193</td> <td>1.5%</td> </tr> </table>	Female (including trans female)	5539	43.8%	Male (including trans male)	5521	43.7%	Non-binary / agender / gender-fluid	8	0.1%	Not Answered	933	7.4%	Prefer not to say	445	3.5%	Prefer to self-describe	193	1.5%	
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Race Including: <ul style="list-style-type: none"> • Colour • Nationality • Citizenship • Ethnic or national origins 	=	<p>It is not possible to analyse passholders by race or ethnicity.</p> <p>Results from the equalities monitoring for the engagement exercise were as follows;</p> <table border="1"> <tbody> <tr> <td>Arab</td> <td>2</td> <td>0.0%</td> </tr> <tr> <td>Asian or Asian British - Bangladeshi</td> <td>4</td> <td>0.0%</td> </tr> <tr> <td>Asian or Asian British - Indian</td> <td>144</td> <td>1.1%</td> </tr> <tr> <td>Asian or Asian British - Pakistani</td> <td>13</td> <td>0.1%</td> </tr> <tr> <td>Black or Black British - African</td> <td>12</td> <td>0.1%</td> </tr> <tr> <td>Black or Black British - Caribbean</td> <td>21</td> <td>0.2%</td> </tr> <tr> <td>Chinese</td> <td>23</td> <td>0.2%</td> </tr> <tr> <td>Gypsy or Traveller</td> <td>1</td> <td>0.0%</td> </tr> <tr> <td>Mixed - Asian and White</td> <td>13</td> <td>0.1%</td> </tr> <tr> <td>Mixed - Black African and White</td> <td>3</td> <td>0.0%</td> </tr> <tr> <td>Mixed - Black Caribbean and White</td> <td>6</td> <td>0.0%</td> </tr> <tr> <td>Other Asian Background</td> <td>23</td> <td>0.2%</td> </tr> <tr> <td>Other Black Background</td> <td>7</td> <td>0.1%</td> </tr> <tr> <td>Other Mixed Background</td> <td>11</td> <td>0.1%</td> </tr> <tr> <td>Other White background</td> <td>122</td> <td>1.0%</td> </tr> <tr> <td>White British</td> <td>11117</td> <td>88.0%</td> </tr> <tr> <td>White Irish</td> <td>190</td> <td>1.5%</td> </tr> <tr> <td>Prefer not to say</td> <td>376</td> <td>3.0%</td> </tr> <tr> <td>Prefer to self-describe</td> <td>47</td> <td>0.4%</td> </tr> <tr> <td>Not Answered</td> <td>504</td> <td>4.0%</td> </tr> </tbody> </table>	Arab	2	0.0%	Asian or Asian British - Bangladeshi	4	0.0%	Asian or Asian British - Indian	144	1.1%	Asian or Asian British - Pakistani	13	0.1%	Black or Black British - African	12	0.1%	Black or Black British - Caribbean	21	0.2%	Chinese	23	0.2%	Gypsy or Traveller	1	0.0%	Mixed - Asian and White	13	0.1%	Mixed - Black African and White	3	0.0%	Mixed - Black Caribbean and White	6	0.0%	Other Asian Background	23	0.2%	Other Black Background	7	0.1%	Other Mixed Background	11	0.1%	Other White background	122	1.0%	White British	11117	88.0%	White Irish	190	1.5%	Prefer not to say	376	3.0%	Prefer to self-describe	47	0.4%	Not Answered	504	4.0%	
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	Impact type	Nature of impact including health inequalities	Mitigating Actions for Negative Impacts
Groups who may require support: <ul style="list-style-type: none"> • Individuals who suffer socio-economic disadvantage • Armed Forces (WCC signed the Armed Forces Covenant in June 2012) • Carers • Homelessness • People leaving Prison • People leaving Care 	=	It is not possible to analyse passholders this way. This was not covered by equalities monitoring in the engagement exercise.	
Other Identified Health Inequalities (HI) Many issues can have an impact on health: is it an area of deprivation, does every population group have equal access, unemployment, work conditions, education, skills, our living situation, rural, urban, rates of crime etc.	=	Eligibility is set out in statute and so there is no capacity to include other health inequalities.	
Other Groups If there are any other groups			

Public Sector Equality Duty (PSED)

Public Authorities must have 'due regard' to the need to eliminate unlawful discrimination, advance equality of opportunity and foster good relations. Please evidence how your proposed activity meets our obligations under the PSED.

	Evidence of Due Regard
<p>Eliminate unlawful discrimination (harassment, victimisation and other prohibited conduct):</p>	<p>The basic scheme offers the same benefits to both older person's passholders and disabled person's passholders. It is not proposed to remove any of the current benefits.</p> <p>The engagement exercise indicated that over 50% of disabled person's pass holders have no access to a car (compared to 14% overall) and so introducing free pre-9am travel for passholders will help remove a barrier to accessing education, training and employment.</p>
<p>Advance equality of opportunity: This involves</p> <ul style="list-style-type: none"> • removing or minimising disadvantages suffered by people due to their protected characteristics; • taking steps to meet the needs of people with certain protected characteristics where these are different from the needs of other people, for example, taking steps to take account of people with disabilities; • encouraging people with certain protected characteristics to participate in public life or in other activities where their participation is disproportionately low. 	<p>The current bus pass scheme does not allow travel during peak times i.e. does not allow people to travel to and from work or education settings before 9am.</p> <p>The proposed change will enable more disabled person's passholders to access education, training and employment, particularly in view of the high number of passholders who have no access to a car should they need to travel before 9am.</p>
<p>Foster good relations:</p> <p>This means tackling prejudice and promoting understanding between people from different groups and communities.</p>	<p>Publicity will be needed to ensure that passholders are aware of the change to the times they can use their pass. It is proposed to contact each disabled person's passholders individually, so that there is no confusion. If we have an email address (1323 passholders) then they will be notified via email. Otherwise a letter will be needed (2318 passholders).</p>

Section Five: Partners / Stakeholders

Which sectors are likely to have an interest in or be affected by the proposed activity?	Yes / No	Describe the interest / affect
Businesses	Yes	Holders of Disabled Person's Passes will have increased opportunity to access work.
Councils	No	
Education Sector	Yes	Will support travel training for SEND pupils
Fire and Rescue	No	
Governance Structures	No	
NHS	No	
Police	No	
Voluntary and Community Sector	No	
Other(s): please list and describe the nature of the relationship / impact		

Section Six: Action Planning

If you have identified impacts on protected characteristic groups in Section Four, please summarise these in the table below detailing the actions you are taking to mitigate or support this impact. It is also important to consider how often this E.I.A. will be reviewed, and who is responsible for doing this. If you are not taking any action to support or mitigate the impact, you should complete the No Mitigating Actions section below instead.

Mitigating Actions

Consider:

- Who else do you need to talk to? Do you need to engage or consult?
- How you will ensure your activity is clearly communicated
- Whether you could mitigate any negative impacts or build on positive impacts for protected groups or health inequalities
- Whether you could do more to fulfil the aims of the PSED
- How you will monitor and evaluate the effect of this work
- Anything else you can think of!

Identified Impact	Action(s)	Timescale incl. evaluation and review date	Name of person responsible
Messaging needs to be clear on who is entitled to all day travel. Also need to be clear that this is a time-limited trial.	Individual letter or email to each passholder who will benefit Change to the carrier letters sent out with the disabled person's passes	Before the change is made. Review messaging and feedback after six months When trial is ending, a further letter or email will need to be sent out details what happens next.	Jo Cooper

Older person's passholders may feel angry that they are not offered free all day travel	Clear messaging is needed on the website. Ensure all frontline staff and bus operators are aware of the change and the reasoning behind it	Review the information as and when feedback is received, and after six months.	Jo Cooper
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No Mitigating Actions

Please explain why you do not need to take any action to mitigate or support the impact of your proposed activity.
n/a

Section Seven: Assessment Outcome

Only one of following statements best matches your assessment of this proposed activity. Please select one and provide your reasons.		
No major change required		
The proposal has to be adjusted to reduce impact on protected characteristic groups and/or health inequalities		
Continue with the proposal but it is not possible to remove all the risk to protected characteristic groups and/or health inequalities	✓	There is potential for discrimination because the proposal does not include passholders with disabilities over state retirement age. However, the proposal is intended to increase access to education, training and employment, and this will apply to few people over state retirement age.
Stop the proposal as it is potentially in breach of equality legislation		

Section Eight: Sign Off

N.B To be completed after the EIA is completed but before the area of work commences.

Name of person/s completing EIA	Jo Cooper
Name and signature of Assistant Director	
Date	
Date of next review and name of person/s responsible	30 September 2023 Jo Cooper

Once signed off, please ensure the EIA is uploaded using the following form. Please name it “EIA [project] [service area] [year]”: [Upload Completed Equality Impact Assessments](#)

These will be stored on a [Sharepoint library](#) which Warwickshire County Council colleagues can access.

It is the responsibility of the individuals and teams who completed the EIA to review it regularly and to carry out any required activities in line with the action plan made.

For advice or support, please contact equalities@warwickshire.gov.uk.

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Cabinet

18 April 2023

Tender to establish a replacement Taxi Services Dynamic Purchasing System

Recommendations

That Cabinet

- 1) Authorises the Strategic Director for Communities, in consultation with the Portfolio Holder for Transport and Planning, to commence an appropriate procurement exercise to establish a replacement Dynamic Purchasing System (DPS) for taxi transport contracts; and
- 2) Authorises the Strategic Director for Communities to enter into all necessary contracts and agreements to establish the DPS for the provision of taxi transport on terms and conditions acceptable to the Strategic Director for Resources, with subsequent call-off contracts for specific routes awarded under the DPS in line with Contract Standing Orders.

1. Executive Summary

- 1.1 Warwickshire County Council currently spends circa £20 million a year on taxi service provision for home to school transport. This spend is on an on-going basis throughout the year with overall management of the budget held by the Communities Directorate.
- 1.2 In order to provide an efficient route to procure these services, a DPS was set up in 2017. A DPS is a procurement legislation compliant electronic open marketplace system that suppliers can join at any time and which is designed to give us access to a pool of pre-qualified suppliers quickly and efficiently as need arises.
- 1.3 Although the current Taxi DPS does not expire until 31/3/24, approval for an early replacement is sought to address changes needed to the original system terms to address the provisions for dealing with annual contract inflationary increases and other lessons learned from the original approach. An early replacement will also allow Warwickshire County Council to introduce more rigorous performance clauses to the replacement DPS earlier than

anticipated.

2. Financial Implications

- 2.1 Existing annual contract values for the home to school transport taxi service provision are circa £20 million.
- 2.2 There are no cost implications of closing the old DPS early and moving to a replacement DPS.
- 2.3 The current taxi DPS enables operators to request an RPI contract price increase on the anniversary of each contract. Those increases are at the discretion of the Council and whilst not automatically applied, historically only a minority have been refused. Due to the exceptional circumstances around the current rate of inflation and the negative impact on budgets this approach is no longer sustainable. The replacement DPS proposes a variable capped index set by WCC on an annual basis which will adjust in line with our WCC budget inflation index but will not exceed a set value. This will maintain a balanced commercial relationship between Warwickshire County Council and the contractors that is sustainable for both parties.

3. Environmental Implications

- 3.1 All taxis operating on the DPS are required to be licensed. Licensing authorities stipulate that vehicles must be relatively new and therefore less polluting (e.g. Warwick District Council requires that all Private Hire vehicles are less than 5 years old, and all newly licensed Hackney Carriages must be brand new). These licensing restrictions effectively ensure that vehicles are Euro 6 compliant. To be Euro 6 compliant, diesel cars cannot emit more than 80mg/km of NOx gases, while petrol cars cannot emit more than 60mg/km.
- 3.2 There is the possibility for encouraging the use of electric vehicles in the future but there is an insufficient market for the DPS to insist upon electric vehicles at this time, and some of the journeys covered would make the use of such vehicles difficult thus reducing available suppliers.

4. Supporting Information

- 4.1 The current DPS was established in 2017 to overcome the limitations associated with a traditional framework. Under a traditional framework, the supplier list is fixed for the duration of the framework term which can mean that choice is limited if a market is volatile and suppliers leave the market. In addition, the opportunity to tender for inclusion on a framework is open for a much shorter period limiting those who can participate. Under a DPS, suppliers can seek to join at any time if they meet the required criteria helping to ensure a dynamic and available supply chain and permanent competition

throughout the lifecycle of the DPS. A DPS also benefits from the advantage of having a longer lifecycle than a traditional framework which is capped at four years. This longer lifecycle enables the authority to award longer contracts and provides stability for suppliers and those in receipt of the services.

- 4.2 The current DPS is providing a procurement legislation compliant marketplace with access to a preapproved pool of suppliers and thus creating a competitive market for taxi tenders to procure and deliver home to school taxi transport services. There are challenges within the market and in respect of current inflationary effects on suppliers. The new procurement allows us to address these in a timely way whilst retaining the benefits of the system.
- 4.3 There are 266 taxi operators on the current DPS. Of these, 171 are currently operating 893 live home to school transport contracts.
- 4.4 The contract will be procured in a manner that will allow Coventry City Council, Solihull MBC and certain other Public Bodies to access the contract, providing compliant routes to market on a collaborative basis.

5. Timescales associated with the decision and next steps

5.1 Proposed procurement timeline

If approved by Cabinet on 18 April 2023;

June 2023	:	Project published live on CSW-JETS site
July 2023	:	Project opened
	:	Assessment of operator applications
July 2023	:	New DPS available from July 2023

Appendices

None

Background Papers

None

	Name	Contact Information
Report Author	Jeremy Branscombe	jeremybranscombe@warwickshire.gov.uk Tel: 01926 414164
Assistant Director	Scott Tompkins Assistant Director for Environment Services	scotttompkins@warwickshire.gov.uk Tel: 07827 986726
Strategic Director	Mark Ryder Strategic Director for	markryder@warwickshire.gov.uk

	Communities	
Portfolio Holder	Councillor Wallace Redford Portfolio Holder for Transport and Planning	wallaceredford@warwickshire.gov.uk

The report was circulated to the following members prior to publication:

Local Member(s): n/a – county wide procurement

Other members: Communities OSC Chair & Spokes

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

Document is Restricted

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