**2.1.5 Question C3 (700 words) Please describe how you will deliver your plan within the proposed timeframe.**

**Roles and Responsibilities**

The OPCC West Midlands will **adopt Prince 2 project management principles** in the execution of the grant. An updated project plan will be developed referencing timeframe, milestones, outputs, risks and mitigation. This is of great importance given the potential for slippage caused by the current situation and response to Covid- 19.

Our experience of working with Coventry City Council through existing strategic bodies and operational activities has been excellent. They will lead work locally in conjunction with the NPU and other partners, particularly Citizen Housing the primary RSL operating in Hillfields.

The EVA identifies a number of areas we have considered and plan to address, referenced within the project deliverables and milestones on the accompanying budget. The project will regularly review progress on the work plan **involving the Design Out Crime Officer** who undertook the initial EVA and whose recommendations are being acted upon.

To assist our work in delivering this project we will recruit a part time **(0.5) project co-ordinator** who will effectively manage the day-to-day relationships between the OPCC and our partners and monitor the partnership’s progress against timetable and milestones. The role **builds on the experience of our successful delivery of the Early Intervention Youth Fund** utilising delegated local commissioning, supported by co-ordinators located within the OPCC.

The OPCC West Midlands will provide oversight of the project and be responsible for its finances and producing update reports / quarterly returns to the Authority. The OPCC will also take a lead role in **developing a regional ‘what works’ approach** sharing lessons from the project with the other local authority community safety partnerships in the region. The funding provides the opportunity for the OPCC and West Midlands’ police to promote the role improving physical environments play in reducing crime.

The OPCC and our partners will be able to drive efficiencies in the procurement of goods and services. We will use both direct and delegated commissioning / procurement through our existing agreements with the local authority to enable them to purchase goods and services on behalf of the project as required. In doing so we will require the local authority to account for expenditure applying the same criteria, e.g. separate cost centres, required by the Authority in managing the grant.

Coventry City Council**,** an integral partner to the project, has led the work in developing the application and are in prime position to facilitate and enable the required works identified within the EVA, for example, in relation to improvements in street lighting with adaptions and replacements managed within the existing PFI contract with Balfour Beatty. The leading role of the local authority will help ensure the **mitigation of key risks** associated with the project for example, they will be able to **effectively manage planning issues and negotiate public works undertaken as part of the proposals**. In addition, the local authority has undertaken a procurement exercise and identified preferred providers of fixed and deployable CCTV.

Citizen Housing are the primary RSL in the Hillfields area owning / managing significant residential properties identified within the EVA, for example Pioneer House which overlooks the Village square and where car park issues are identified within the EVA.

**Governance –** Overall responsibility for the project lies with the OPCC West Midlands with the lead contact between OPCC and Authority being Alethea Fuller, Deputy Chief Executive. The OPCC recognises the importance of the project and will ensure synergy with other strategic developments, for example, the development of place-based approaches in Hillfields through the Violence Reduction Unit.

Local project and financial management will be overseen by the Coventry Community Safety Partnership Board. All partners referenced within this application attend this board.

**Other relevant expertise** – the project will be jointly managed locally by **the Police Chief Inspector** (responsible for neighbourhood policing) and the **Head of Environmental Services** (at Coventry City Council) who has responsibilities for community safety and the councils 24/7 control room which monitors CCTV. The Head of Environmental Service chairs the City Tasking Group (a sub group of the Community Safety Partnership Board, responsible for collectively dealing with place-based issues in the City).