

03 September 2018

## HOUSING COMMITTEE

A meeting of the Housing Committee will be held on **TUESDAY 11 SEPTEMBER 2018** in the Council Chamber, Ebley Mill, Ebley Wharf, Stroud at **7.00 pm.**



David Hagg  
Chief Executive

**Please Note:** This meeting will be filmed for live or subsequent broadcast via the Council's internet site ([www.stroud.gov.uk](http://www.stroud.gov.uk)). By entering the Council Chamber you are consenting to being filmed. The whole of the meeting will be filmed except where there are confidential or exempt items, which may need to be considered in the absence of the press and public.

### AGENDA

- 1 **APOLOGIES**  
To receive apologies for absence.
- 2 **DECLARATIONS OF INTEREST**  
To receive declarations of interest.
- 3 **MINUTES**  
To approve the minutes of the meeting held on 12 June 2018.
- 4 **PUBLIC QUESTION TIME**  
The Chair of Committee will answer questions from members of the public submitted in accordance with the Council's procedures.  
**DEADLINE FOR RECEIPT OF QUESTIONS**  
**Noon on THURSDAY 6 SEPTEMBER 2018.**  
Questions must be submitted in writing to the Chief Executive, Democratic Services, Ebley Mill, Ebley Wharf, Stroud and sent by post or by Email:  
[democratic.services@stroud.gov.uk](mailto:democratic.services@stroud.gov.uk)
- 5 **WORK PROGRAMME**  
To consider the work programme.
- 6 **PERFORMANCE MANAGEMENT**
  - a) Appointment of one Performance Monitoring Representative.

- 7 **MEMBER REPORTS**  
a) Housing Review Panel  
b) Performance Monitoring  
c) Task and Finish Group – Grants Funding
- 8 **BUDGET MONITORING REPORT 2018/19 Month 4**  
To receive the outturn forecast for the General Fund and HRA Revenue budgets and Capital programmes.
- 9 **PRIVATE SECTOR HOUSING RENEWAL POLICY 2018/23**  
To receive a report recommending the adoption of the above Policy.
- 10 **ADDITIONAL HRA BORROWING PROGRAMME**  
To receive a report with details of proposed bids to Homes England.
- 11 **THE CHANGING FUTURE OF TENANT INVOLVEMENT**  
To consider how to consult, fund and seek support from tenants.
- 12 **TENANT INVOLVEMENT ACTION PLAN**  
To consider the tenant involvement action plan for 2018/19.
- 13 **OLDER PERSON'S STRATEGY**  
To consider a report on the progress of the Strategy.
- 14 **MEMBERS' QUESTIONS**  
See Agenda Item 4 for deadline for submission.

**Members of Housing Committee 2018-19**

<b>Councillor Chas Townley (Chair)</b>	Councillor Colin Fryer
<b>Councillor Jenny Miles (Vice-Chair)</b>	Councillor Julie Job
Councillor Catherine Braun	Councillor Norman Kay
Councillor Miranda Clifton	Councillor Phil McAsey
Councillor Jim Dewey	Councillor Tom Skinner
Councillor Chas Fellows	Councillor Debbie Young

**Tenant Representatives**

Ian Allan	Sadie Tazewell
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## HOUSING COMMITTEE

12 June 2018

7.00 pm – 8.23 pm  
 Council Chamber, Ebley Mill, Stroud

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### Minutes

#### Membership

Councillor Chas Townley (Chair)	P	Councillor Julie Job	P
Councillor Jenny Miles (Vice-Chair)	P	Councillor Norman Kay	P
Councillor Catherine Braun	P	Councillor Phil McAsey	P
Councillor Miranda Clifton	P	Councillor Gary Powell	A
Councillor Chas Fellows	P	Councillor Tom Skinner	P
Councillor Colin Fryer	P	Councillor Debbie Young	P

P = Present      A = Absent

#### Tenant Representatives

Ian Allan	P	Sadie Tazewell	P
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#### Officers in Attendance

Director of Tenant and Corporate Services	Head of Health and Wellbeing
Head of Contract Services	New Homes and Regeneration Manager
Head of Housing Services	Principal Accountant
Sheltered Housing Project Manager	Head of Legal Services and Monitoring Officer
Tenancy Operations Manager	Democratic Services Officer

#### HC.001

#### APOLOGIES

Apologies for absence were received from Councillor Powell.

#### HC.002

#### DECLARATIONS OF INTEREST

There were no declarations of interest.

#### HC.003

#### MINUTES – 27 MARCH 2018

#### **RESOLVED**

**That the minutes of the meeting held on 27 March 2018 are confirmed and signed as a correct record.**

#### HC.004

#### PUBLIC QUESTION TIME

There were none.

#### HC.005

#### WORK PROGRAMME

Members discussed the items below which were on the revised work programme. A visioning day was to be held for Committee Members to discuss future work.

- Capital Project Monitoring report was sometimes repeating individual reports. A different format for the report with not so many figures would be useful.
- The outturn position of the budgets had been reported first to Strategy and Resources Committee before Housing Committee. This was unavoidable, as the accounts needed to be finalised and signed off earlier than in previous years.
- Mental Health champions were considering the programme of work which would feed into the work programme.

## **HC.006**                      **PERFORMANCE MANAGEMENT**

### a) Performance Management Objectives and Indicators

Members discussed the objectives and indicators which should be monitored throughout the Civic Year 2018/19.

The Chair had done some initial work on performance management targets for 2018/19 which he circulated to Members. Committee would monitor the priorities in the Corporate Delivery Plan relating to the indicators, risks and corporate targets.

### b) Appointment of Performance Management Representatives

Councillor Braun was appointed as a performance monitor.

## **HC.007**                      **MEMBER REPORT**

Councillor Townley gave an update on the Housing Review Panel. The next Housing Review Panel meeting is on 3 July 2018.

## **HC.008**                      **HOUSING REVENUE ACCOUNT (HRA) OUTTURN 2017/18 – SUMMARY OF VARIANCES**

The Principal Accountant introduced the report and explained to Members that this had been presented to Strategy and Resources Committee prior to this Committee. If adjustments needed to be made it would be possible within the current financial year. A revised budget will be presented to Committee on 11 December 2018.

Officers answered Members' questions relating to kitchens and bathrooms, an unpaid invoice, new build and development, minor repairs, right to buy receipts, Queens Court and recruitment of staff.

### **RESOLVED**

- To note the Housing Revenue Account revenue and capital outturn for 2017/18, as shown in Table 1 and Table 4 of the report.**
- To support the transfers to and from earmarked reserves for the year, as set out in Table 2 of the report.**
- To support the reprofiling of the 2018/19 New Build Programme budget as set out in Table 6 of the report.**

## **HC.009**                      **CAPITAL PROJECT MONITORING**

The Head of Housing Contracts presented the above report which gave an update on the progress of the capital projects.

Officers answered Members' questions relating to disabled facilities grants, sheltered housing and new build update. A question on the difference in cost of bathrooms in north and south would be answered following the meeting.

**RESOLVED**            **To authorise the Head of Property Services, in consultation with the Section 151 Officer and Chair of Housing Committee, to sign the Homes England grant funding agreement(s) and submit bids for its 2016-21 Shared Ownership and Affordable Homes Programme, to maximise grant funding for the delivery of new homes for schemes with budget already allocated within the Housing Revenue Accounts medium term financial plan.**

**HC.010**                    **TENANT SERVICES REPAIRS AND MAINTENANCE SERVICE, POST 2020**

The Head of Housing Contracts gave an oral update to committee relating to the future of the repairs and maintenance service, post 2020. As the contracts end, options will be explored, with options appraisals being undertaken and a business case developed for each option.

**HC.011**                    **TENANT REPRESENTATIVE ON HOUSING COMMITTEE TENURE**

The Head of Housing Services updated committee on the length of terms of the tenant representatives. Ian Allan was appointed by Full Council in October 2016 and Sadie Tazewell in February 2017. It was put to Members that Ian Allan's term which ends in October 2018 should be extended to February 2019. Ian had indicated that he was willing for this to happen.

A task and finish group is currently reviewing tenant involvement and Members considered that tenant representation on Housing Committee was an area which could be looked at by this group.

A motion was proposed by Councillor Young to extend Ian Allan's term as Tenant Representative on Housing Committee from October 2018 to February 2019, in line with Sadie Tazewell's term. This was seconded by Councillor Clifton.

On being put to the vote the motion was carried unanimously.

**RECOMMENDED**        **To extend Ian Allan's term as a tenant representative on**  
**TO COUNCIL**            **Housing Committee from October 2018 to February 2019.**

**HC.012**                    **MEMBERS' QUESTIONS**

There were none.

The meeting closed 8.23 pm.

Chair

## HOUSING COMMITTEE

11 SEPTEMBER 2018

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## WORK PROGRAMME

<b>Date of meeting</b>	<b>Matters to be considered at the meeting</b>	<b>Notes</b>
<b>11.12.18</b>	Work Programme	Leads: Chair and Director of Tenant and Corporate Services
	Member Reports a) Housing Review Panel b) Performance Monitoring c) Older Person's Strategy – Task and Finish Group	Leads: Chair: Cllr Chas Townley Cllr C Braun Cllr
	Finance Reports	HRA Accountant
	Tenant Empowerment Strategy	Tenancy Operations Manager
<b>05.02.19</b>	Work Programme	Leads: Chair and Director of Tenant and Corporate Services
	Member Reports a) Housing Review Panel b) Performance Monitoring	Leads: Chair: Cllr Chas Townley Performance Monitoring Monitors
	Tenancy Agreement	Tenancy Operations Manager
	Properties at Gloucester Street and Bradley Street, Wotton-under-Edge	New Homes and Regeneration Manager
<b>09.04.12</b>	Work Programme	Leads: Chair and Director of Tenant and Corporate Services
	Member Reports a) Housing Review Panel b) Performance Monitoring	Leads: Chair: Cllr Chas Townley Cllr C Braun
	Budget Monitoring Report 2018/19 Q3	HRA Accountant
	De-pooling project	Tenancy Operations Manager
	Sheltered alarm system	Principal Sheltered Housing Officer

## Information sheets sent to Committee Members

<b>Date sent &amp; ref no</b>	<b>Topic</b>
4 June 2018 H-2018-2019-001	Income Collection 2016 to 2018
5 July 2018 H-2018-2019-002	Referrals to Support Agencies

## STROUD DISTRICT COUNCIL

AGENDA  
ITEM NO

## HOUSING COMMITTEE

11 SEPTEMBER 2018

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<b>Report Title</b>	<b>Budget Monitoring Report 2018/19 Month 4</b>
<b>Purpose of Report</b>	To present to the Committee a forecast of the outturn position against the revenue budget and Capital programme for the General Fund and HRA for 2018/19.
<b>Decision(s)</b>	<b>The Committee RESOLVES:</b> a) to note the outturn forecast for the General Fund and HRA Revenue budgets and Capital programmes for this Committee b) to approve the continuation of development at Southbank, Woodchester, providing 5 new homes at an estimated cost of up to £1.3m
<b>Consultation and Feedback</b>	Budget holders have been consulted about the budget issues in their service areas. The feedback has been incorporated in the report to explain differences between budgets and actual income and expenditure.
<b>Financial Implications and Risk Assessment</b>	This report sets out the latest budget monitoring position on General Fund housing and the Housing Revenue Account (HRA). HRA forecasts of income and expenditure, as provided by budget holders, show a significant revenue budget underspend and variation in planned capital expenditure. Given the level of revenue and capital variation, it is expected that the service undertakes a robust review of the 2019/20 budget (as it has largely been set at the same level), and takes this into account when reviewing the HRA 30 year financial plan. The Private Sector Housing Capital Programme will need to be updated as part of the revised budget setting process and recommended to Strategy and Resources and Council for approval.  David Stanley, Accountancy Manager Tel: 01453 754100 Email: david.stanley@stroud.gov.uk

<b>Legal Implications</b>	<p>As a local housing authority, the Council is under a duty to ensure that both the Housing Revenue Account (HRA) and General Fund are managed in accordance with proper accounting practices. The Council is also under a duty to prevent a debit balance on the HRA for each accounting year and in doing so must keep under review the proposals in place regarding the income and expenditure on its assets held for housing related purposes. The £91k committed against the contingency budget is subject to a separate report to this committee with separate legal implications.</p> <p>It is understood that the current approved budget for the development at Southbank, Woodchester is £1m and that this will not be exceeded in the current financial year; although, the committee can explore alternative options to continuing. The additional £300k required for the development at Southbank, Woodchester is within the approved medium term financial plan new homes contingency budget approved by Council in January 2018 (subject to re-profiling by Strategy and Resources Committee May 2018). The movement of this contingency fund into the budget for the Southbank development will go through the Council's budget setting process in due course.</p> <p>Craig Hallett, Solicitor &amp; Deputy Monitoring Officer  Tel: 01453 754364  Email: <a href="mailto:craig.hallett@stroud.gov.uk">craig.hallett@stroud.gov.uk</a>  R22.08D28.08C22.08</p>
<b>Report Author</b>	<p>Lucy Clothier, Principal Accountant  Tel: 01453 754343  Email: <a href="mailto:lucy.clothier@stroud.gov.uk">lucy.clothier@stroud.gov.uk</a></p>
<b>Options</b>	None
<b>Performance Management Follow Up</b>	<p>Budgets will continue to be monitored on a regular basis by budget holders supported by Finance. Further finance reports will update the committee in December 2018 and April 2019, with the outturn position to be reported to Strategy and Resources Committee in May 2019 and Housing Committee in June 2019.</p>
<b>Background Papers/ Appendices</b>	



## Background

1. This report provides the first monitoring position statement for the financial year 2018/19. The purpose of this report is to notify members of any known significant variations to budgets for the current financial year, highlight any key issues, and to inform members of any action to be taken if required.
2. **Due to the volume of information contained in the report, it would be helpful where members have questions on matters of detail if they could be referred to the report author or the appropriate service manager before the meeting.**

## General Fund Revenue Budget position

3. Council approved the General Fund Revenue budget for 2018/19 in January 2018.
4. The latest budget for Housing Committee is £507k. This includes an adjustment to align salary budgets to the 2% pay award (Original Budget was £503k). Indicative budgets for 2019/20 can be found in Appendix A.
5. The monitoring position for the service at 30 June 2018 shows a projected net **underspend of £1k (-0.2%)** against the latest budget, as summarised in Table 1. This underspend is stated net of transfers to reserves and carry forwards. The overall position on the General Fund will be considered by Strategy and Resources Committee at their meeting in October 2018.
6. The position includes the transfer to earmarked reserves of an estimated £9k. This is grant funding received in 2018/19 that will be combined with the existing Homelessness earmarked reserve and used over the period 2018/19 to 2020/21. Further detail is included in paragraph 9. Any transfers would be subject to the overall position of the General Fund at Outturn.
7. The outturn position is mainly attributable to the major items outlined in Table 2 with an explanation of the significant variances that have arisen.

**Table1 – General Fund Revenue budgets Housing Committee 2018/19**

Housing Committee	Para Refs	2018/19 Original Budget (£'000)	2018/19 Revised Budget (£'000)	2018/19 Forecast Outturn (£'000)	2018/19 Outturn Variance (£'000)
Homelessness	9	261	263	263	0
Housing Strategy		90	91	90	(1)
Private Sector Housing		152	153	189	0
<b>Housing (General Fund) TOTAL</b>		<b>503</b>	<b>507</b>	<b>553</b>	<b>(1)</b>

8. The table below outlines the key variances for this Committee.

**Table 2 - Headline Budget variances**

Housing Committee	Para Refs	Overspend / (Underspend) (£'000's)
<b>Homelessness</b>	9	
Salary overspend		26
Bed and breakfast expenditure		150
Bed and breakfast income		(91)
Grant income		(84)

**9. Homelessness – £0k on target**

(Phil Bishop extn 4063, phillip.bishop@stroud.gov.uk)

Salary costs are expected to be £26k higher than budgeted. This relates to two new part time posts, employed for a fixed term and funded from the grant income.

Spend on bed and breakfast continues to be higher than budgeted, however this is partially offset by income from corresponding Housing Benefit claims.

As reported last year, two additional grants have been received in 2018/19. Grant funding of £22k has been received as new burdens funding for the Homelessness Reduction Act (second year of three year grant). This will be used to fund a part time post to support the additional duties of the Homelessness Reduction Act.

A £63k Flexible Homelessness Support Grant (final year of two year grant) will be used to fund an additional post for the length of the grant funding. The grant is also being used in year to partially offset the additional cost of Bed & Breakfast and towards homelessness prevention.

It is currently expected that there will be £9k remaining of these grants, and any surplus at the end of the year will be requested to be transferred to the Homelessness earmarked reserve. Any transfers would be subject to the overall position of the General Fund.

### General Fund Capital Programme

10. The Housing General Fund Capital Programme of £449k was approved by Council in January 2018. This has subsequently been revised to £619k following the approval of the carry forwards/slippage by Strategy and Resources Committee at their meetings in May 2018.
11. Table 3, below, shows the General Fund Capital Outturn forecast for the Housing Committee 2018/19, projecting an overspend of £330k at this stage of the financial year. It should be noted that all of this variation relates to externally funded schemes and does not affect the position of the General Fund.

**Table 3 – Housing Committee Capital Programme**

Housing Capital Schemes	2018/19 Revised Budget (£'000)	2018/19 Spend to date (£'000)	2018/19 Projected Outturn (£'000)	2018/19 Outturn Variance (£'000)
Affordable Housing – Support to Registered Providers	149	0	149	0
Disabled Facilities Grants	330	25	100	(230)
Warm Homes	0	0	500	500
Health through Warmth Grants	140	(8)	200	60
<b>TOTAL General Fund Capital</b>	<b>619</b>	<b>(17)</b>	<b>949</b>	<b>330</b>

12. The Councils Capital programme for 2018/19 is reported and updated regularly throughout the year by the responsible officers.

#### Support to Registered Providers – £0k on target

13. A grant payment of £30k has been agreed with a Registered Provider for a four unit rural site at Stagholt Standish. There are further commitments for the Full Moon site at Wotton Under Edge, but the timing is not yet known.

#### Disabled Facilities Grants – (£230k) underspend

14. Disabled Facilities Grants are funded (via the County Council) through the Better Care Fund. An underspend of £230k is currently forecast due to low demand, but this could easily change if demand grows, or if a number of larger grants (which can be up to £30k per person) awarded. There are no delays in processing in SDC. Any underspend must return to the County Council, to be returned to the county pool.

### **Warm Homes – £500k spend**

15. This is funding for central heating systems in households across Gloucestershire, for which SDC is leading. It is externally funded by National Grid, through Affordable Homes Solutions, and all spend up to the allocated balance of £500k will be covered at no additional cost to SDC.

### **Health Through Warmth Grants – £60k additional spend**

16. This is funded by the CCG and like the Warm Homes covers the county and is available up to £200k in this year. The funding for the Health Through Warmth is predominantly used for insulation and heating systems to increase thermal efficiency in homes of people with cold or damp related health issues. Where possible this used in conjunction with the Warm Homes funding.

### **Housing Revenue Account Budget position**

17. The original net Housing Revenue Account budget for 2018/19 is a transfer from reserves of £0.125m, as approved by Council at their meeting in January 2018. Indicative budgets for 2019/20 can be found in Appendix A.

18. The monitoring position for the service at 31 July 2018 shows a projected net underspend of £1.117m (-5.0% of gross spend) against the latest budget, as summarised in Table 4.

19. Table 6 shows the HRA Capital spend and projected outturn for 2018/19.

**Table 4 – HRA Revenue Summary**

	Para Refs	2018/19 Original Budget (£'000)	2018/19 Latest Budget (£'000)	Forecast Outturn (£'000)	Outturn Variance (£'000)
<b>Income</b>					
Dwelling Rents and Service Charges	20	(21,826)	(5,585)	(22,171)	(345)
Other Charges and Income		(564)	(125)	(587)	(23)
<b>Total Income</b>		<b>(22,390)</b>	<b>(5,710)</b>	<b>(22,758)</b>	<b>(368)</b>
<b>Expenditure</b>					
Supervision and Management	21	5,408	2,333	5,100	(308)
Repairs and Maintenance	22-26	3,767	914	3,521	(246)
Sheltered Housing Service	27	1,452	422	1,376	(76)
Other Expenditure	28	519	200	474	(45)
Sheltered Housing Modernisation	29	579	98	501	(78)
Revenue Funding of Capital Programme (Depreciation and RCCO)		7,153	0	7,153	0
Provision for Bad Debts		200	0	200	0
<b>Total Expenditure</b>		<b>19,078</b>	<b>3,967</b>	<b>18,325</b>	<b>(753)</b>
<b>Other Costs and Income</b>					
Interest Payable/Receivable	30	3,488	14	3,354	(134)
Transfers to/(from) Earmarked Reserves	31	(50)	0	28	78
Transfers to/(from) General Reserves		(126)	0	(126)	0
<b>Total Other Costs and Income</b>		<b>3,312</b>	<b>14</b>	<b>3,256</b>	<b>(56)</b>
<b>Total Housing Revenue Account</b>		<b>0</b>	<b>(1,729)</b>	<b>(1,177)</b>	<b>(1,177)</b>

Further detail of this breakdown is as follows:

**20. Dwelling Rents and Service Charges – (£368k) additional income**

Income is currently expected to be £368k more than budget. This is largely due to void loss (excluding dwellings intended for redevelopment) being lower than the budgeted void rate of 2%, and is in line with income received in 2017/18. This budgeted rate will be reviewed as part of budget setting.

**21. Supervision and Management – (£308k) underspend**

Salary underspends are currently forecasted to total £119k due to vacant posts during the year, and actively managing areas in a different way over a short term fixed period. There is a currently uncommitted staffing contingency of £135k, and a general contingency of £50k which has no known draw downs. This position could change and will be updated in future reports.

**22. Repairs and Maintenance – (£246k) underspend**

23. **Planned Maintenance – (£247k) underspend**  
This is largely due to the cyclical maintenance programme for this year containing fewer revenue works than capital. This is dependent on what revenue cyclical works are needed on the dwellings in the programme, for example repainting of exterior walls that not every dwelling will require, and will vary considerably year on year.
24. **Gas In-house Provider – £0k on target**  
Heating services provided by the in house team are currently on target.
25. **Voids – (£117k) underspend**  
Void spend has been lower than budgeted so far this year on minor voids, but spend has been higher than budgeted on capital major voids (as reported in paragraph 37).
26. **Responsive Maintenance – £118k overspend**  
Due to the reactive nature of works, it is difficult to predict the works required during the year and a small overspend is forecasted. This includes the extension of the Handyperson service to reduce the works passed to a third party contractor.
27. **Sheltered Housing Service – (£76k) underspend**  
Salary underspends of £65k are currently expected due to the reduction in the number of schemes (as planned in the Sheltered Housing Modernisation Programme). This budget will be reviewed as the Sheltered Modernisation Programme continues.
28. **Other Expenditure – (£45k) underspend**  
An underspend of £45k is currently expected relating to communal areas, including the cost of maintaining wider estate areas and trees. This will be continually monitored throughout the year.
29. **Sheltered Housing Modernisation – (£78k) underspend**  
The cost of decanting tenants is expected to be lower than budgeted, however this is partially offset by the cost of keeping properties void, largely council tax.
30. **Interest Payable/Receivable – (£134k) underspend**  
Interest payments are expected to be lower than budgeted as higher HRA balances mean that some borrowing can be internally borrowed over the short term. This reduces investment income to the HRA, as it reduces cash balances, but gives an overall saving as interest is not payable on the borrowing.
31. **Transfers to/from Earmarked Reserves – £78k reduced transfers from Earmarked Reserves**  
  
The current forecast in Sheltered Housing Modernisation means that £78k of the budgeted transfer will not be needed in 2018/19. This amount will therefore remain in the reserve and will be allocated to the project in the future.

The following table shows the budgeted transfer to and from earmarked reserves.

Table 5:

Earmarked reserve	Budgeted transfer into the reserve £000s	Forecasted transfer into the reserve £000s	Budgeted transfer from the reserve £000s	Forecasted transfer from the reserve £000s	Variation £000s
Sheltered Modernisation	1,390	1,390	(2,260)	(2,182)	78
Estate Works	820	820	0	0	0
Total	2,210	2,210	(2,260)	(2,182)	78

## HRA Capital Programme

32. The following table shows the full capital programme for 2018/19

**Table 6 – HRA Capital Summary**

Capital Summary	2018/19 Revised Budget (£'000)	Spend to date (£'000) (to end Jul 18)	2018/19 Projected Outturn (£'000)	2018/19 Outturn Variance (£'000)
Central Heating	710	98	680	(30)
Disabled Adaptations	315	31	150	(165)
Kitchens and Bathrooms	1,590	56	1,470	(120)
Major Works	424	130	570	146
Compliance	257	100	314	57
Doors and Windows	530	153	615	85
Electrical Works	212	29	212	0
Damp Works/Insulation	127	0	127	0
Non-Traditional Properties	350	0	350	0
Door Entry	212	103	352	140
External Works	1,750	53	2,525	775
Lifts	32	0	0	(32)
Suited Locks	148	0	74	(74)
<b>Total - Major Works</b>	<b>6,657</b>	<b>753</b>	<b>7,439</b>	<b>782</b>
Southbank, Woodchester	650	(11)	300	(350)
Ship Inn	333	0	15	(318)
New Homes Contingency	50	1	91	41
Completed schemes (retention payments)	0	(174)	0	0
<b>Total - New Build</b>	<b>1,033</b>	<b>(184)</b>	<b>406</b>	<b>(627)</b>
Tanners Piece - New Build	1,700	21	1,345	(355)
Amber/Green schemes	364	142	285	(79)
Ex warden conversions	0	17	28	28
<b>Total – Sheltered Modernisation</b>	<b>2,064</b>	<b>180</b>	<b>1,658</b>	<b>(406)</b>
<b>Total Capital Expenditure</b>	<b>9,754</b>	<b>749</b>	<b>9,503</b>	<b>(251)</b>

### 33. Major Works – £782k overspend

Areas of additional spend are largely where works have slipped from 2017/18 and are being delivered on top of the 2018/19 programme.

A full revised capital programme is being worked on, and will be included in the December committee report.

### 34. Central Heating – (£30k) underspend



Spend on heating systems is slightly lower than budgeted. This is due to one commercial boiler in a sheltered housing scheme being delayed because of the complexities involved. Some of this funding has been reallocated in year and the position will be monitored throughout the year.

35. Disabled Adaptations – (£165k) underspend

Based on current demand, total spend on disabled adaptations is expected to be £150k. Many of the level access bathrooms that would previously have been installed as a disabled adaptation are now being included in the main bathroom installation programme.

36. Kitchens and Bathrooms – (£120k) underspend

Validation of works, and tenant refusal of works has meant that fewer kitchens and bathrooms are needed than originally estimated. There is therefore an underspend of £120k against budget.

37. Major Voids – £146k overspend

Spend on major voids is in nature responsive and the numbers of major voids have varied greatly throughout the year. An overspend of £146k is currently expected, which includes some major voids brought forward from 2017/18 pending the start of the new contractor.

38. Compliance – 57k overspend

Asbestos removal is directly linked to other major works as the removal happens in conjunction with the other contracts. It is estimated to cost £57k more than budget in this year, but will ultimately depend on asbestos levels in properties undergoing major works.

39. Doors and Windows – £85k overspend

The replacement of doors and windows is largely on target for the year, with additional works planned to catch up on works slipped from 2017/18.

40. Electrical Works – £0k on target

It is currently expected that electrical works will be on target, but this will depend on the outcomes of electrical tests through the year.

41. Insulation – £0k on target

Some works such as replacement cavity wall insulation are underway and a full programme of works is being formulated to ensure available grants utilised, and ensuring the most beneficial use of the available funding.

42. Non Traditional Properties – £0k on target

External wall insulation planned in this financial year, is subject to receiving planning permission. Further detail will be included in the December Committee report.

43. Door Entry – £140k overspend

The installation of door entry systems in communal blocks is ongoing, with additional blocks being fitted with new door entry systems this year in order to catch up with works slipped from late 2017/18.

44. External Works – £775k overspend

Full programme worked up, and all works, including those delayed in 2017/18, are due to be completed in year.

**45. New Build and Development – (£627k) slippage**

The slippage is due to delays on two schemes, namely The Former Ship Inn site and Southbank. Both schemes are actively being progressed but will start later than planned and so the spend profile has changed with more spend falling in 2019/20.

The Former Ship Inn site has experienced some delays in the planning process due to the difficult planning history on the site. These have been resolved and a planning application is to be presented to Development Control Committee on the 16<sup>th</sup> October. As potential contractors are unlikely to be interested in the site prior to planning being received, the tenders will be published immediately after the 16<sup>th</sup> October, subject to approval to our proposed scheme. There are also various ecological issues which need addressing which impacts on when works can commence and so all of the spend for this project will now fall into 2019/20.

As members are aware from the New Homes and Regeneration updates in the regular Capital Monitoring reports to Housing Committee, the Council has been in the process of reaching agreement to terminate the contract with the original contractor for the scheme at Southbank, Woodchester, for some time. This is due to the fact that they had not pursued a solution to the drainage of the site and had not fully appreciated the difficult ground conditions, which require piling and retaining walls to be constructed. The termination has now been completed. Council officers engaged an engineer directly to work with Severn Trent to resolve the drainage issues and the scheme has been re tendered. All tenderers this time have considered the ground conditions in detail and this is now reflected in their figures. The tendered prices are close together and so it is felt that the figures are a true reflection of the cost of delivering this scheme in the current market. Prior to appointing the preferred tenderer a revised budget figure needs to be agreed to allow for the fact that all tenders received are over the current approved budget. A revised budget of £1.3 million is requested to allow for analysis and approval of a preferred tenderer. This is significantly above the original budget of £950K.

Whilst it is an expensive scheme to deliver the scheme will provide 5 new affordable homes in a village that has very little remaining affordable housing and has very few other options in terms of land supply to deliver further homes.

The Parish Council and Ward Councillor have been kept informed about progress.

Spend of £91k is committed against the Contingency budget. This relates to spend on schemes that have been included in the bid for additional borrowing. Should the bid be approved by Council, these schemes will be included in the 2019/20 budget.

**46. Sheltered Housing Modernisation– (£348k) slippage**

The Sheltered Housing Modernisation Programme for 2018/19 includes the start on site of new units at Tanners Piece, the completion of major works on the communal areas at Sherborne House, and the start of major works at Concord. It also includes the final works of the conversion of three ex warden's properties into six flats.

**47. Tanners Piece – (£355k) slippage**

Tanners Piece is on site and due to deliver 11 new dwellings on the red scheme site. The build is due to complete early in 2019/20, with £1,345k of the £1,700k budget needed in 2018/19. The project started on site in August. It had been planned to commence work earlier in the financial year. However, a badger license was required which delayed the start and hence some of the spend will fall into 2019/20.

**48. Amber/Green Schemes – (£79k) underspend**

Works are expected to complete at Sherborne House in September 2018, and works due to start at Concord in the new year.

**49. Ex Warden Conversions – £28k overspend**

Works are now complete on the ex warden conversions, with the final three schemes (six flats) handed over in April. This represents slippage in spend from 2017/18.

## Indicative 2019/20 Budgets

## General Fund

Housing Committee	2018/19 Revised Budget (£'000)	2019/20 Indicative Budget (£'000)
Homelessness	263	270
Housing Strategy	91	93
Private Sector Housing	153	156
<b>Housing (General Fund) TOTAL</b>	<b>507</b>	<b>519</b>

## HRA

	2018/19 Original Budget (£'000)	2019/20 Indicative Budget (£'000)
<b>Income</b>		
Dwelling Rents and Service Charges	(21,826)	(21,428)
Other Charges and Income	(564)	(450)
<b>Total Income</b>	<b>(22,390)</b>	<b>(21,878)</b>
<b>Expenditure</b>		
Supervision and Management	5,408	5,484
Repairs and Maintenance	3,767	3,795
Sheltered Housing Service	1,452	1,502
Other Expenditure	519	608
Sheltered Housing Modernisation	579	457
Revenue Funding of Capital Programme (Depreciation and RCCO)	7,153	5,750
Provision for Bad Debts	200	200
<b>Total Expenditure</b>	<b>19,078</b>	<b>17,796</b>
<b>Other Costs and Income</b>		
Interest Payable/Receivable	3,488	3,504
Transfers to/(from) Earmarked Reserves	(50)	394
Transfers to/(from) General Reserves	(126)	184
<b>Total Other Costs and Income</b>	<b>3,312</b>	<b>4,082</b>
<b>Total Housing Revenue Account</b>	<b>0</b>	<b>0</b>

The base budget for 2018/19 shown in the table above are based on:

- Original Budget 2018/19 as reported to Council in January 2018
- Addition of 1% Pay inflation to service budgets recognising the increased pay award of 2%

The base budget for 2018/19 will not tie-back to the original/revised budget for the committee as shown in this report. Budget changes concerning the Workforce Plan have not been reflected in these tables, as all changes will be reported through Strategy and Resources committee in October 2018.

The Indicative budget for 2019/20 is based on:

- Base budget 2018/19
- Addition of 2% pay inflation in recognition of the agreed pay award
- Addition of non-pay inflation on contracts/IT services where the council is contractually obliged to uprate the contract cost
- Known changes to service budgets as reflected in the MTFP presented to Council in January 2018.

No other budget changes have been reflected at this stage.

## HOUSING COMMITTEE

11 SEPTEMBER 2018

9

<b>Report Title</b>	<b>Private Sector Housing Renewal Policy</b>
<b>Purpose of Report</b>	To recommend to Committee the adoption of a revised Private Sector Housing Renewal Policy for 2018-23
<b>Decision(s)</b>	<b>The Committee RESOLVES to: Adopt the Private Sector Housing Renewal Policy 2018-23.</b>
<b>Consultation and Feedback</b>	Consultation has taken place with; Members Parish and Town Councils Other Gloucestershire Councils Gloucestershire Clinical Commissioning Group Gloucestershire Branch of the NLA Gloucestershire Care Services NHS Trust Gloucestershire Association for Voluntary and Community Action Age UK Director of Public Health Gloucestershire Citizens Advice Bureau Foundations Members of the public through the SDC website
<b>Financial Implications and Risk Assessment</b>	There are no financial implications arising directly from this report. Lucy Clothier, Principal Accountant Tel: 01453 754343 Email: <a href="mailto:lucy.clothier@stroud.gov.uk">lucy.clothier@stroud.gov.uk</a>
<b>Legal Implications</b>	As stated in the report, the Council must have in place a published Private Sector Housing Renewal Policy in order to enable it to provide assistance for the purpose of improving living conditions within the district.  The draft policy referred to in the report has not been inspected in detail, however, on an initial review; the policy appears to be thorough with no concerns arising from it. Any issues which do arise on a more detailed review will be advised to the report author prior to the committee meeting. R2108D2408C2408.  Mike Wallbank, Solicitor E-Mail: <a href="mailto:Mike.Wallbank@stroud.gov.uk">Mike.Wallbank@stroud.gov.uk</a>
<b>Report Author</b>	Maria Hickman, Housing Renewal Manager Tel: 01453 754454 Email: <a href="mailto:maria.hickman@stroud.gov.uk">maria.hickman@stroud.gov.uk</a>

<b>Options</b>	Not to adopt a policy - this would mean that the Council would be unable to deliver improvements to private sector housing in the district.
<b>Performance Management Follow Up</b>	As part of normal section management process
<b>Background Papers/ Appendices</b>	Appendix A Private Sector Housing Renewal Policy 2018-23

## 1. BACKGROUND

- 1.1 The Regulatory Reform (Housing Assistance) (England & Wales) Order 2002 places a duty on a Local Authority to publish a Private Sector Housing Renewal Policy and to review that Policy at least every 5 years.
- 1.2 The policy must detail any assistance the Local Authority will make available under article 3 of the Order for housing renewal in the private sector. This includes assistance for homeowners and tenants living in the private rented sector and social housing, but does not include tenants living in council owned stock.
- 1.3 The current policy was adopted in September 2013 and is therefore now due for review.

## 2. CURRENT SITUATION

- 2.1. The profile of the private sector has changed significantly both nationally and locally within the last 5 years with an exponential growth in the private rented sector in particular due mainly to the lack of affordable housing. This has led to an increase in the number of private landlords taking advantage of vulnerable tenants by offering them overcrowded and very poor condition accommodation knowing that they have very little choice in the market (rogue landlords). At the other end of the scale with savings investment returns being very low in the banking sector many have decided that a better investment can be found in the private rented sector. This has led to an increase in the number of private landlords who lack the appropriate knowledge and sometimes finance required to adequately meet their obligations as landlords.
- 2.2. As a district with severe pressure on the limited stock of privately rented property available particularly to those on low incomes due to high market rents, there is a genuine fear by tenants of retaliatory eviction if they approach the Council for help with improving their housing conditions.
- 2.3. In the past the private rented sector has largely been occupied by single or childless couples, however, due mainly to rising house prices, there are an increasing number of families now forced to occupy this sector.

- 2.4. Central Government have introduced several legislative changes in the last 5 years with the intention of assisting Local Authorities in improving conditions in the private rented sector.
- 2.5. In addition, there remain elderly, disabled and vulnerable occupants of the owner occupied sector who need assistance from the Council.

### **3. Policy Changes**

3.1. The aims and objectives have been revised so as to give greater priority to the private rented sector with the limited resources available to the council. The policy seeks to introduce all legislative changes introduced by Central Government mainly in the Housing and Planning Act 2016 to better equip local authorities to improve the private rented sector.

3.2. These changes include;

#### **3.2.1. Retaliatory Eviction**

The landlord cannot use the “no fault” possession procedure for 6 months after a genuine complaint about the condition of the dwelling has been made.

#### **3.2.2. Civil Penalties**

An alternative to prosecution where a landlord has failed to meet their legal obligations with regard to housing conditions whereby the LA can apply a fixed penalty fine of up to £30,000.

#### **3.2.3. Extension of Mandatory HMO Licensing**

Houses in Multiple Occupation represent the biggest risk to the occupants and are often occupied by the most vulnerable. Currently mandatory licensing only applies to properties that consist of 3 storeys or more. From the 1<sup>st</sup> October 2018 the number of storeys element will be removed. Currently only 19 such properties meet the licensing criteria, it is likely that up to 200 will need to be licensed under the new criteria. The current scheme for which there is a licensing fee of £450 for a 3 year license has been revised to meet these changes. With the resources available to the council and the significant increase in the number requiring licensing the license period has been increased to the maximum of 5 years and the fee charged reviewed so as to adequately reflect the councils costs at £830.

#### **3.2.4. Agents Redress Scheme**

A requirement for letting agents to join a government sanctioned redress scheme to ensure tenants and prospective tenants are dealt with fairly and to give them a clear means of seeking assistance if they are unhappy.



### 3.2.5. Smoke and Carbon Monoxide

A requirement for adequate detection to be in place.

### 3.2.6. Minimum Energy Efficiency

From the 1st October 2018 landlords will not be able to let properties that have an Energy Performance Certificate Rating of F or G.

3.3. The council will continue to assist vulnerable owner occupiers where the condition of their property is affecting their health with advice, and Healthy Homes Loans and prioritising Disabled Facilities Grants.

3.4. Over the last 5 years the Council has established strong partnerships with the Gloucestershire Clinical Commissioning Group (CCG) and Gloucestershire County Council and will continue under the new policy to develop partnership projects such as the Warm & Well Scheme to address affordable warmth and fuel poverty.

3.5. With the lack of affordable housing in the district of all types the Council will continue to prioritise resources to bringing empty homes back into use especially for affordable housing.

3.6. The draft policy was sent out for consultation to a range of consultees both statutory and non statutory and included; Members, parish councils, Gloucestershire councils, Gloucestershire CCG, National Landlords Association, Director of Public Health, Age UK, Gloucestershire Association for Voluntary and Community Action and the general public.

## 4. Financial Implications

4.1 The Policy outlines the action the Council will take with regard to the resources available to provide assistance to private sector households in the district, so as to prioritise those resources appropriately.

## 5. Legal Implications

5.1 Article 3 of the Regulatory Reform (Housing Assistance) (England & Wales) Order 2002 places a duty on a Local Authority to publish a Private Sector Housing Renewal Policy and review at least every 5 years.

## 6.0 RECOMMENDATION

5.1 That the Private Sector Housing Renewal Policy 2018-23 contained in Appendix A be adopted.

The policy document is available on the [Council's website](#).

## HOUSING COMMITTEE

11 SEPTEMBER 2018

**10**

<b>Report Title</b>	<b>Additional Housing Revenue Account (HRA) Borrowing Programme (2019/20, 2020/21 and 2021/22)</b>
<b>Purpose of Report</b>	To provide the Committee with details of the proposed bids to Homes England for the Additional HRA Borrowing Programme.
<b>Decisions</b>	<p><b>The Committee RECOMMENDS to Strategy and Resources Committee:</b></p> <p><b>To approve the bids to Homes England for additional borrowing from the ‘Additional HRA Borrowing Programme (2019/20, 2020/21 and 2021/22)’ for the following schemes:</b></p> <p style="text-align: center;"> <b>Broadfield Road, Eastington</b>  <b>Orchard Road, Ebley</b>  <b>Queens Drive, Cashes Green</b>  <b>Ringfield Close, Nailsworth</b>  <b>Southbank, Woodchester</b>  <b>Summersfield Road, Minchinhampton</b>  <b>Tanners Piece, Nailsworth</b>  <b>The former Ship Inn site, Bridgend</b> </p>
<b>Consultation and Feedback</b>	Consultation has taken place with the relevant ward councillors, with the Chair and Vice Chair of Housing and the proposal was discussed at Housing Review Panel on the 14 <sup>th</sup> August 2018.
<b>Financial Implications and Risk Assessment</b>	<p>This is an opportunity for the debt cap of the HRA to be increased, which would open up available headroom and allow the HRA to borrow to build new affordable housing.</p> <p>Any additional borrowing would have associated interest costs, and although not compulsory in the HRA it would be recommended that provision is made from the rental income to repay the additional borrowing.</p> <p>The net rental income from the new housing would need to be sufficient to fund these costs so that it doesn't negatively impact the overall position of the HRA over the medium and long term. The funding mix included in this report is such that it is supportable by the rental income and so doesn't materially impact the HRA. Once the borrowing is repaid (modelled at 30 years), and interest payments cease, the rental income would be expected to positively contribute to the HRA.</p> <p>Should SDC be successful in securing additional borrowing capacity, careful management of the schemes would be necessary to ensure deliverability within the timescales. Any major slippage could result in the borrowing being reallocated to other councils.</p>

	<p>If the additional borrowing bid is not awarded by the Ministry of Housing, Communities and Local Government (MHCLG), these schemes would not all be able to go ahead within these timescales as the funding is not currently fully available within the HRA.</p> <p>Any new schemes would need to be included in the capital programme for 2019/20 – 2022/23 and be approved by Council.</p> <p>David Stanley, Accountancy Manager Tel: 01453 754100 Email: david.stanley@stroud.gov.uk</p>
<b>Legal Implications</b>	<p>It is essential that the affordability of the repayments of any loan is adequately considered before the loan is entered into. A risk assessment should be conducted prior to any bid being submitted.</p> <p>Mike Wallbank, Solicitor E-Mail: Mike.Wallbank@stroud.gov.uk</p>
<b>Report Author (s)</b>	<p>Leonie Lockwood, New Homes and Regeneration Manager Tel: 01453 754153 Email: leonie.lockwood@stroud.gov.uk</p> <p>Lucy Clothier, Principal Accountant Tel: 01453 754343 Email: lucy.clothier@stroud.gov.uk</p>
<b>Options</b>	<p>The alternative option is to not bid for additional borrowing through this Homes England's programme and to limit the development of new homes to those that can be contained within the existing MTFP.</p>
<b>Performance Management Follow Up</b>	<p>The outcome of the bids will be contained in the next update to members on the New Homes and Regeneration Programme following the announcement of the allocations from Homes England due in the autumn 2018</p>
<b>Background Papers/ Appendices</b>	<p>None</p>

## 1.0. Introduction

- 1.1 In October 2017, the Government announced that an additional £1bn of HRA borrowing headroom would be made available to areas of high affordability pressure and on the 26<sup>th</sup> June this year the prospectus was launched. The guidance shows that this is expected to be split with £500m for London councils and £500m for authorities outside of London. This is over a three year period from 2019/20 to 2021/22.
- 1.2 The Council is currently at its debt cap and is unable to borrow further money in the HRA. The increase in headroom would allow further borrowing to take place to

enable a further programme of new council homes to be delivered and the council has been lobbying central Government to allow it to do this

- 1.3 The benchmark for 'high affordability pressure' has been determined as being a difference of £50 or more per week between social and private rents. On this basis the Council has been assessed as being eligible to bid for the £500m additional headroom, along with 165 councils outside of London, of which approximately 90 have HRAs.
- 1.4 The deadline for bids is 7 September 2018. A bid must be made for each specific scheme and therefore we would not be able to group together schemes, but are able to bid separately for each one. Bids will be assessed individually and therefore the Council may be allocated funding for none, one or more, or all of the schemes.
- 1.5 Additional borrowing can be combined with Right to Buy (RTB) receipts or grant funding through the Homes England SOAHP 2016-21 programme, but not a combination of both. The affordability of additional borrowing must be signed off by the Section 151 Officer.
- 1.6 Bids need to demonstrate, and will be ranked on, three key elements:

Value for money – looking at unit scheme costs and the amount of additional borrowing per unit, and as a percentage of total scheme costs. Supplemented by reducing costs through bringing forward own land and procurement efficiencies. Bids may include regeneration schemes, but there must be reassurance on the additionality of housing, as well as value for money.

Deliverability within programme timescale – it should be shown that the Council has the skills and resources for schemes to be started in the relevant year (as per the bid) and delivered on time and on budget. This would include for example the position of any planning applications, ownership of required land and the track record of the Council in delivering new housing. The Council has Investment Partner status with Homes England and received a 'green' compliance audit in 2017/18 with no breaches and therefore is in a good position in this regard. If there is slippage the additional headroom may be reallocated.

For schemes that involve a bid for the SOAHP grant alongside additional borrowing the Council must ensure that starts on site take place by March 2021.

Affordability – Schemes meeting the above requirements will be ranked on the difference between average social and private rents with areas with a higher differential attracting the additional headroom. It should be noted that there are a large number of local authorities eligible to bid for the funding and where we stand in the rankings is not known.

- 1.7 Results of the bidding process will be announced in the autumn.

## **2.0. The Proposed Bids**

- 2.1. The Council has been aware since last autumn that this opportunity was to be launched and therefore has been preparing for this eventuality on the assumption that it would fall within the affordability eligibility criteria for bidding.

2.2 A programme of schemes and indicative funding has been prepared as detailed in the table below.

	No Of Units			Costs						NPV £000s
	Rented	Shared Ownership	Total	Total Scheme Costs £000s	HE Grant £000s	RTB receipts £000s	Sales Income £000s	Other HRA Funding £000s	Borro wing Bid £000s	
Former Ship Inn Site, Bridgend	6	3	9	1,500	198		194	225	883	-236
Southbank, Woodchester	3	2	5	1,202	60	225	128	260	529	-80
Tanners Piece, Nailsworth	11		11	1,794		538		200	1,056	-47
Queens Drive, Cashes Green	7		7	1,040		310			730	39
Orchard Road, Ebley	5		5	715		212			503	24
Ringfield Close, Nailsworth	16	5	21	3,213	150	708	378		1,977	365
Broadfield Road, Eastington	7	2	9	1,115	60	235	144		676	-28
Summersfield Road, Minchinhampton	7		7	920		274			646	77
<b>Totals</b>	<b>62</b>	<b>12</b>	<b>74</b>	<b>11,499</b>	<b>468</b>	<b>2,502</b>	<b>844</b>	<b>685</b>	<b>7,000</b>	<b>114</b>

Net Present Value (NPV) is the difference between the present value of income and expenditure over a period of time, in this case 30 years.

2.3 These sites are considered to be those that will meet the deliverability criteria with all of the sites already having had pre application planning advice and ground investigations, ecology and topographical surveys have been commissioned.

2.4 It is proposed that for schemes for rent the borrowing is mixed with the Council's Right to Buy (RTB) Receipts, subject to available receipts. For the shared ownership homes (as RTB receipts can only be used to fund rented homes), it is proposed that grant funding is secured through the Homes England's 2016-21 SOAHP programme, subject to available funding within this programme.

2.5 Members resolved at the Housing Committee on the 28th June 2018, to authorise the Head of Property Services, in conjunction with the Section 151 Officer and the Chair of Housing to sign the Homes England Grant Agreement for the 2016-21 SOAHP and to submit bids. This agreement has now been received and is in the process of being reviewed and signed. This will then give the Council access to the grant funding for the shared ownership properties that form part of this bid.

- 2.6 As the deadline for the submission of bids is the 7<sup>th</sup> September the bids will be made on the clear understanding that the application is subject to Council approval. If approval is not confirmed SDC can withdraw its application.
- 2.7 Housing Committee, in June 2017, approved that Affordable Rents be charged on properties built or acquired using RTB receipts. As we are proposing to mix RTB receipts with this borrowing for rented homes then affordable rents will be charged for this programme of council homes.
- 2.8 Homes England has announced that bids for social rents under the SOAHP can now be made. However, it is also a condition of this bid for borrowing that each scheme demonstrates that the net rental income is sufficient to support the cost of the additional borrowing (any schemes that do not meet this criteria will put further pressure on the HRA 30 year position). This is already difficult to achieve with affordable rents and, therefore it is not possible when charging lower social rents, without the contribution of significant internal subsidy. Internal subsidy means that the Council's existing residents would be subsidising these new homes as savings would need to be found across existing HRA spend.
- 2.9 Members will note that three of the schemes already form part of the current New Homes and Regeneration programme, namely The former Ship Inn site, Southbank and Tanners Piece. The funding for these schemes is already contained within the MTFP. However, discussions have been held with Homes England and clarification is awaited to confirm whether existing schemes can be included in the Council's additional borrowing bid. If eligible, the remaining funding contained within the MTFP for these schemes can then be used for other schemes that are less advanced and may not pass the deliverability test for this bidding round.

### **3.0. Recommendation**

- 3.1 In view of the increasing need to provide affordable homes, the current cap on further HRA borrowing and the council's desire to deliver as many new affordable homes through its New Homes and Regeneration programme as possible it is proposed that this Committee recommends to Strategy and Resources Committee that the bids, (as detailed in this report) to Homes England for additional borrowing from the 'Additional HRA Borrowing Programme (2019/20, 2020/21 and 2021/22)' are approved.

## HOUSING COMMITTEE

11 SEPTEMBER 2018

11

<b>Report Title</b>	<b>The Changing Future of Tenant Involvement</b>
<b>Purpose of Report</b>	Feedback to Housing Committee to establish the outcomes discussed and agreed by the tenant Task & Finish and Working Group on how we consult, fund and seek support from tenants in the future
<b>Decisions</b>	<b>Committee RESOLVES:</b> <b>1 The recommendation at 5.2 for a phased reduction in grant funding be agreed over the next 2 years.</b> <b>2 The criteria and conditions of role for the Neighbourhood Ambassadors are agreed.</b>
<b>Consultation and Feedback</b>	<ul style="list-style-type: none"> <li>• The Task &amp; Finish Group and the Working Group Chaired by Councillor Colin Fryer</li> <li>• Tenant involvement from Tenant Groups</li> <li>• Tenant Involvement from individuals who expressed an interest</li> <li>• Tenant Involvement from our Tenant Representatives on Housing Committee?</li> </ul>
<b>Financial Implications and Risk Assessment</b>	<p>There are no financial implication arising directly from this report.</p> <p>Lucy Clothier, Principal Accountant  Tel: 01453 754343  Email: lucy.clothier@stroud.gov.uk</p> <p>Risk Assessment by author  The regulator for social housing administers compliance with the tenant involvement and empowerment standard which requires providers to ensure that tenants are given a wide range of opportunities to influence and be involved in decisions relating to housing related services including policies. This process is fully compliant with that approach.</p>
<b>Legal Implications</b>	<p>On the basis that such is not intended, care needs to be taken to ensure that the new Ambassador role does not inadvertently amount to or become an employee / employer relationship for which there would be additional responsibilities for the Council. The Committee may also wish to further clarify the existing or any revised process for grant applications e.g. which officer, if not, the committee will determine applications and what criteria will be applied to establish community benefit. (r158c168)</p> <p>Karen Trickey, Head of Legal Services  Email: karen.trickey@stroud.gov.uk</p>
<b>Report Author (s)</b>	Michelle Elliott, Principal Neighbourhood Management Officer Tel; 01453 754113 Email: michelle.elliott@stroud.gov.uk

<b>Performance Management Follow Up</b>	Updated performance to the Housing Committee on a 6 monthly basis
<b>Background Papers / Appendices</b>	A. Neighbourhood Ambassador criteria B. Neighbourhood Ambassador conditions of role C. Grant Application for Neighbourhood Ambassadors

## 1. Background

- 1.1 Tenant Involvement is a key regulatory compliance requirement as part of co-regulation. Supporting tenants and improving the services we provide, Tenant Services recognise the benefits of tenant involvement in enhancing the communities in which they live and providing social value to individuals, improving wellbeing, increasing confidence and environmental sustainability and involving tenants in issues which matter and are transparent.
- 1.2 Following the paper to Committee in March 2018, outlining the changing future of tenant involvement, a Task & Finish Group and a Working Group were set up and Chaired by Cllr Colin Fryer, to consider how we move forward and encourage a greater number and broader range of tenants to engage with us and to consider outcomes that align themselves to our Corporate Delivery Plan, which implies through its main themes involvement of its stakeholders which includes tenants.

## 2. Introduction

- 2.1 The groups reviewed the decisions taken by Housing Committee in March 2018 and the strategic aims of tenant involvement and recognised the need for Tenant Services as the Landlord to reduce costs whilst engaging with a greater cohort of tenants to build positive and effective communities.
- 2.2 March Committee resolved to:
1. Continue to support existing tenant groups with the commitment that funding will have defined outcomes evidencing the benefit to the community and the council.
  2. Implement a programme of digital access consultation through social media to achieve a varying consultative audience.
  3. The re-development of Tenant Inspectors to scrutinise the service as part of an agreed work programme with defined outcomes and recommendations to be reported to Housing Committee.
  4. Development of Tenant Reps to Neighbourhood Ambassadors.
  5. Utilise £10K from the environment fund to be dedicated to training Tenant Inspectors and Neighbourhood Ambassadors to ensure levels of professionalism are enhanced.
  6. Review the tenant grants process to ensure the values are fit for purpose and funding is proportionate.



### **3. Task & Finish Group**

#### **3.1 Membership is made up of:**

Cllr Colin Fryer (Chair)  
Representative from Sunnyhill Residents Association  
Representative Middle of the Hill Residents Association  
Representative from Central Road Downfield Street Representative  
Tenant Representative to the Housing Committee  
Michelle Elliott ( Principal Tenancy Management Officer)

3.2 The Task and Finish Group investigated and researched both annual and grant funding that the tenant groups currently receive and in particular looked at a range of similar organisations to establish how others ensured funding was reasonable, proportionate and fit for purpose. The group also established that any findings should be accompanied by outcomes that would be of benefit to both the community and the council.

#### **3.3 Findings of the Task & Finish Group**

The group established that best practice from other authorities indicated that any grant funding should demonstrate the expected outcome for funding and a description of how the grant would benefit the local community. It was also established that few authorities continued to give annual grants to local groups as there was an expectation that groups would fundraise or collect subscriptions for annual costs. ( Appendice C)

#### **3.4 Recommendations of Task & Finish Group**

3.5 The task & finish group considered the following proposal should be put forward for committee decision in relation to the tenant annual grants;

2018/2019	50% of the current grant should be paid to all groups
2019/2020	25% of the current grant should be paid to all groups
2020/2021	All groups should become self sufficient

3.6 Established groups in line with tenant services model should be able to apply to the Community fund for funding that would have a recognised outcome for their community. In order to apply for this they would complete a grant application which would establish the benefit for the community ( appendix C attached).

3.7 For the tenants who meet the criteria and are successful at becoming a Neighbourhood Ambassador, they will automatically be able to apply for grant funding.

### **4. The Working Group**

#### **4.1 Membership made up of:**

Cllr Colin Fryer ( Chair)  
Representative from Middle of the Hill Residents Association  
Representative from Sunnyhill Residents Association

Resident from Hazelwood Sheltered Housing  
Resident from The Corriett Sheltered Housing  
Tenant Representative to the Housing Committee  
Michelle Elliott ( Principal Tenancy Management Officer)

4.2 The Working group considered the following :

- Digital consultation and how to ensure that social media is used in its varying forms to reach a wider audience
- The redevelopment of both Tenant Repairs and Scrutiny Inspectors
- Development of Neighbourhood Ambassadors
- Training for all Neighbourhood Ambassadors to ensure a level of understanding and professionalism

4.3 **Findings from the Working Group**

4.4 **Digital access** – Following a presentation by Rachael Lythgoe (Communications Officer), the group were made aware of the use of Facebook as one tool of communication that could encourage more tenants to engage with the council, however, there was a concern of the limitations for using Facebook by some of the group members to be able to engage openly with other tenants and therefore training would be a necessary on digital access to identify other forms of engagement through this method.

4.5 **Tenant Repairs & Scrutiny Inspectors** – it was acknowledged that a training programme is underway for tenant repairs inspectors and several of the group are participating in this training which started in July. A training session is booked for September and October. However it was recognised that there was a requirement to arrange promotion and training for scrutiny inspectors, which we will arrange in September 2018

4.6 **Neighbourhood Ambassadors** – It was recognised that moving forward Neighbourhood Ambassadors require training to ensure that they are able to engage with hard to reach groups, understand the correct way to share information and find innovative ways to fundraise for their communities.

4.7 **Recommendations from The Working Group**

4.8 **Training**

4.9 Training was considered a major factor in the move forward and the ability to utilise £10K from the Community fund would ensure this was possible and the following courses were identified as being worthwhile:

- Digital engagement
- Effective tenant engagement
- Fundraising for communities
- Understanding tenant scrutiny
- Communities & diversity
- GDPR training

4.10 It was also identified that it would be advantageous to hold in house training surrounding Tenant Services processes such as repairs, anti-social behaviour and service standards. Training to commence in January 2019, concluding by March 2019.

#### 4.11 **Tenant Repairs & Scrutiny Inspectors**

4.12 Publicise and promotion of the role of tenant repairs & scrutiny inspectors through Facebook, current tenant groups and at all tenant service events and ensure a training programme is arranged to support volunteers. TPAS offer excellent training programmes that we can facilitate.

#### 4.13 **Neighbourhood Ambassadors**

4.14 A Neighbourhood Ambassador criteria and personal specification has been written (appendices attached) with involved tenants. It is envisaged that all tenants wishing to sign up for this role would agree and sign up to this (Appendice A & B attached). An information update to members would be provided in 2019 on the success of this approach.

### 5. **Summary**

5.1 If we continue our previous tenant involvement approach, we can assume that we will not engage with a wider audience, which will impact on service delivery.

5.2 'If you always do what you've always done, you will always get what you've always got' (attributed to Henry Ford)

5.3 It has been widely recognised that tenant engagement is key to the delivery of our housing service, however we have reached a time for change, whereby our aspirations for the future will include a wider tenant group engaging with us through a variety of mediums.

5.4 If the recommendations are accepted we will report back to Housing Committee in March 2019 on the implementation of:

- Tenant & Scrutiny Inspectors
- Training Plan
- Involvement of Neighbourhood Ambassadors

5.5 Once this implementation is underway we will revise the Tenant Involvement strategy with the support of a tenant focus group and report back to Housing Committee in December 2018.

# Neighbourhood Ambassador Volunteer Criteria

2018

<b>Designation:</b>	Neighbourhood Ambassador
<b>Location:</b>	To be determined by geographic location(s)
<b>Purpose:</b>	To represent the designated community, seeking positive solutions and working with Tenant Services, to ensure communities thrive and become vibrant places to live
<b>Duration:</b>	Initial period of 3 years (with a review period of 6 months before the termination date)

## KEY DUTIES

- To positively represent your community on issues of concern.
- To be the main contact for your community and take the lead in progressing solutions.
- To attend meetings, as required to discuss community matters or wider issues which may impact on your community.
- To attend training as designated by Tenant Services.
- To work collaboratively with the Housing Teams and other Council Services.
- To contribute to the improvement of policies and processes to enhance the service delivery of Tenant Services
- To act as an ambassador when attending external visits.
- To keep records of your work, funding spend and adhere to confidentiality and information sharing protocols and to have an understanding of the new Data Protection Rules (GDPR).
- To contribute to community life by working with Tenant Services to improve and enhance existing and new services for your community.
- To work on programmes, encouraging the involvement of tenants.
- To get involved in community activities to either raise awareness, give out information or to seek opinions.

# Neighbourhood Ambassador Volunteer Criteria

2018

## SKILLS AND KNOWLEDGE

- To work within the values and ethos, of Tenant Services
- Reliability
- Enthusiasm
- Willingness to learn new skills and gain new knowledge
- Ability to work within a team or one on one setting

## DBS check

Check if a DBS check should be considered for this post

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## **Becoming a Neighbourhood Ambassador**

This is an exciting opportunity for you to get involved with Tenant Services and gain valuable experience in supporting your community but also skilling you up to gain confidence, improve your communication skills and have a voice to improve and work with Tenant Services.

The rewards are immense and could lead to you improving your community, entering full time employment or education to further the career aspirations you may have.

### **What Qualities is Tenant Services is looking For?**

- Commitment to work within the values, policies and procedure of Tenant Services
- Reliability
- Enthusiasm
- Willingness to learn new skills and gain new knowledge
- Ability to work within a team or one on one setting

### **What can Tenant Services Offer You?**

- A comprehensive training programme
- A supportive environment to grow your skills and knowledge
- Valuable experience in gaining support from other experienced representatives
- Relationship building with both staff and tenants
- The tools to be able to represent your community

### **The Criteria for Becoming a Neighbourhood Ambassador.**

- To have no rent arrears
- You must be a Tenant Services tenant or Leaseholder
- To have no breaches of tenancy conditions such as Anti-Social Behaviour or participate in any breaches
- To have no outstanding debts owed to Tenant Services or the Council
- To not hold any biased views or negative attitude toward the Council or its officers
- To not be excluded from any establishment, group or area due to unsavoury behaviour;( the neighbourhood ambassador must inform Tenant Services when this occurs)
- To be constructive when voicing opinions on the services provided by the Council

- To not have a criminal record or be involved in behaviour which would negate you from becoming an ambassador such as being convicted of fraud, financial crime, or hate crime..
- Not to be employed in a position which would be in conflict with this role such as being employed by a debt recovery agency
- To hold this position for at least a period of 12 months

Please note if your circumstances change and you fall into any of the criteria mentioned above, you may be asked to relinquish your role.

If you are interested please contact Michelle Elliott on 01453 754113 or email [michelle.elliott@stroud.gov.uk](mailto:michelle.elliott@stroud.gov.uk).

DRAFT

Appendix C

**Grant Application for Neighbourhood Ambassadors**

<b>Name</b>	
<b>Address</b>	
<b>Telephone Number</b>	
<b>Email address</b>	

**Give brief details about your group/ community and it's aims**

**Explain reason why grant has been applied for and the expected outcomes for the group / community**

**How many people will benefit and how will you be able to measure this**



**How will the grant make a different to your local community**

**Does the grant funding align with one of Stroud District Council's priorities?**

**Economy  
Affordable Housing  
Environment  
Health & Wellbeing  
Delivery**

If the grant applied for is over £500 then an evaluation report must be submitted once the project / activity /item has been put in place

## HOUSING COMMITTEE

11 SEPTEMBER 2018

12

<b>Report Title</b>	<b>TENANT INVOLVEMENT ACTION PLAN</b>
<b>Purpose of Report</b>	To Update Housing Committee Members on the Tenant Involvement Action Plan for 2018/19
<b>Decisions</b>	<b>Housing Committee Resolves:</b> <ol style="list-style-type: none"> <li>1. To approve the Tenant Involvement Action Plan is fit for purpose ( Appendix A).</li> <li>2. That the Head of Housing Services using delegated authority recruits 2 new tenants to sit on Housing Committee (without voting rights) to replace the current representatives.</li> </ol>
<b>Consultation and Feedback</b>	Chair and vice chair of Housing Committee Both Tenant reps currently sitting on Housing Committee
<b>Financial Implications and Risk Assessment</b>	There are no financial implication arising directly from this report.  Lucy Clothier, Principal Accountant Tel: 01453 754343 Email: lucy.clothier@stroud.gov.uk  Risk Assessment by author The regulator for social housing administers compliance with the tenant involvement and empowerment standard which requires providers to ensure that tenants are given a wide range of opportunities to influence and be involved in decisions relating to housing related services including policies. This action plan is fully compliant with that approach.
<b>Legal Implications</b>	The content of the Tenant Involvement Action Plan is for committee approval. The membership of the committee (as opposed to managing the advertisement process and arranging interviews etc as per arrangements in 2016/17) cannot be delegated by the committee to an officer as appointments to committee are a matter for Council. Karen Trickey, Head of Legal Services Ref: r16.8?rcd24.8
<b>Report Author (s)</b>	Michelle Elliott - Principal Neighbourhood Management Officer Direct Dial; 01453 754113 Email; michelle.elliott@stroud.gov.uk
<b>Options</b>	Not to recruit
<b>Performance Management Follow Up</b>	To feedback to Housing Committee Members, on 6 month basis on the updates from the activities completed from the Tenant Involvement Action Plan
<b>Background Papers / Appendices</b>	Appendix A The Tenant Involvement Action Plan

## **1. Background**

- 1.1 Tenant Involvement is a key regulatory requirement as part of co-regulation. Supporting tenants and improving the services Tenant Services provide, having a timetable of events demonstrates the commitment Tenant Services has in involving its tenants in the services it provides.

## **2. The Housing Regulator**

- 2.1 The regulator of Social Housing is the new name for the housing regulator (Formally known as the Homes and Communities Agency or HCA) will now scrutinise the activities of social and registered landlords. The regulator has identified two types of standards; economic (for registered providers), which is not applicable to social landlords and consumer standards.

- 2.2 The consumer standards are:

- Home – quality of accommodation, repairs and maintenance.
- Neighbourhood and community.
- Tenancy.
- Tenant Involvement and empowerment.

- 2.3 The regulator requires the landlord to:

- Consult tenants at least once every three years, on the best way of involving tenants in governance and scrutiny.
- Publish an annual report.
- Involve tenants in formulating policies, strategic priorities and decisions on how services should be delivered.
- Involve tenants in scrutinising performance, including recommending service improvements.
- Providing support to tenants to build their capacity to be more effectively involved.

## **3. Delivering the Vision**

- 3.1 By establishing and delivering the Tenant Involvement Action Plan, Tenant Services will be delivering a shared vision which includes:

- 3.2 Ensuring Accountability – by establishing a positive approach to co-regulation; ensuring the transparency of scrutiny and governance by involving our tenants in the sharing information which makes Tenant Services accountable.

- 3.3 Improving Services – by establishing a menu of involvement options which assist in the regular monitoring, reviewing and upgrading of services; working in partnership to develop a local offer on the type and standard of services being delivered to the local community.

- 3.4 Sustainability – Working with our tenants at a local level to support and develop communities, making sure our estates are a place where our tenants want to live and thrive.
- 3.5 The current tenant representatives who sit on Housing Committee will end their tenure in February 2019. In order to ensure a smooth transition of new representatives work needs to be undertaken to go through a fair and transparent process in line with how the current representatives were recruited. This work will ideally produce candidates that can be agreed by Housing Committee in December 2018 and formalized at full Council in January 2019.

#### 4. **Introduction**

4.1 To ensure Tenant Services are adhering to the regulatory requirements the Tenant Involvement Action Plan sets out a menu of involvement for the financial year 2018/19 by identifying:

- Training
- Scrutiny
- Reviewing policy and processes
- Publicising new additions to Tenant Services
- Research
- Establishing new methods of involvement and engagement

4.2 The Tenant Involvement Action Plan ( Appendix A) has four guiding principles:

- *Support* - providing training, recognition alongside the tools to have concrete and positive outcomes:
  - Digital consultation and how to ensure that social media is used in its varying forms to reach a wider audience
  - The redevelopment of both Tenant Repairs and Scrutiny Inspectors
  - Development of Neighbourhood Ambassadors
  - Training for all Neighbourhood Ambassadors to ensure a level of understanding and professionalism
- *Communications* - sharing the right information in the right format and in the right time:
  - The use of keynotes to provide useful messages for the service
  - Annual report giving information on the progression of Tenant Services
  - A revised hand book, ensuring the services being provided is update and reflective of where Tenant services is now
  - Sign up day for all potential tenants attend once a week
- *Accountability* – embracing co-regulation and openness to scrutiny of services:
  - Revision of the Tenant Repair Inspectors functions and outcomes
  - Creation of a Tenant Scrutiny panel
  - Having focus groups throughout the year to target areas of failure
  - Publicising the outcomes of scrutiny

**5. Summary**

- 5.1 By having a Tenant Involvement Action plan this will result in improving the strength of the tenants to have a real and positive impact on the services being delivered by Tenant Services.
- 5.2 It will also provide transparency and clarity on the services areas that tenants will engage with for the forthcoming year.

**Tenant Involvement Action Plan**

<u>When</u>	<u>What</u>	<u>Who</u>	<u>How</u>	<u>Outcomes</u>
April -Oct 2018	task and Finish group - grant funding	Colin Fryer (lead) Michelle Elliott	Form the T&F group, establish TOR's, Set meeting dates and venues, consider current funding, fit for purpose, what needs changing, updating revising	Establish that grants are transparent, proportionate and relevant and are publicly recorded. Create and agree the funding criteria
April - Sept 2018	Tenant empowerment strategy	Michelle Elliott	Draft strategy and link to other actions within this plan - present to December's HC	Set the scene and the relationship arrangements for tenant empowerment for the next 5 years
July-December 2018	Review service standards	Pat Andrade/Michelle Elliott	Research best practice and consult with a selection of staff and tenant members	a suite of service standards which best reflect Tenant Services current service delivery
March 2019	Satisfaction survey	Pat Andrade/Michelle Elliott	Identify common areas of service failure , procure and sample survey a cross section of tenants using a range of communication channels for engagement	Endorsement of current practices or a positive change to policies or procedures. Gaining more internal intelligence on tenants' choices
August - September 2018	IdentifyTenant Inspector training (scrutiny)	Pat Andrade/Michelle Elliott / Colin Scott	Carry out a knowledge audit to identify the skill gaps. initially meeting in June to discuss the rudiments of this process; September's meeting to solidify the process and relationships	Quality knowledge given to be able to scrutinise properties for the benefit of Tenant Services and future tenants
April 2018 - March 2019	Tenant training (other)	Michelle Elliott /NMO's/ Sara Weaver IMO / Lynne Mansell Sheltered	identify the changing demands placed up on the service and identifying the technical skills required from the officers on these issues	More rounded officers being solution focused, giving a high level of information in support of the tenants thus increasing tenants satisfaction
Sept 18 to March 2019	Estate walkabouts including tenants/cllrs & publicise	Pat Andrade /Michelle Elliott /Mike Towson/Rachael Lythgoe	Re-establish the walkabout using the internal social indicators	Estates to look and feel cared for, with the addition of tenant services estates being valued by its communities
Apr-19	Tenant rep ID badges (with name change - Neighbourhood Ambassadors)	Michelle Elliott	Distribution of the ID Badges to the successful Neighbourhood Ambassadors following the recruitment and training programme	Formalises the working relationship and giving visability and importance to the Neighbourhood Ambassadors
Oct 2018 to Jan 2019	Rebrand tenant reps to Neighbourhood Ambassadors and publicise	Pat Andrade /Michelle Elliott /Rachael Lythgoe	Use of existing channels of communication to promote and publicise Neighbourhood Ambassadors	Wider visibility allowing more tenants to become engaged with this process
Oct - Dec 2018	Existing tenant and resident forum to rebrand to Stroud Community groups	Michelle Elliott/Rachael Lythgoe	Identify former members of the resident forum and set the scence for changes into community group status and the engagement criteria	Community Groups will have a more robust focus in meeting the current challenges faced by the service who are actively engaged in being involved in Tenant Services functions and service delivery
Oct 18 to March 2019	increase involvement through digital approach including facebook and twitter	Michelle Elliott/Rachael Lythgoe	Audit the ways digital activities can have a positive impact on involvement; select the most appropriate form to pilot and test the success	Utilising more efficient ways of having a positive involvement with the tenants, to establish a more responsive and efficient way of engaging in a wider audience
Sept 2018 - Jan 2019	Formal recruitment of two tenant representatives to sit on Housing Committee	Michelle Elliott / Pat Andrade /Christine Welsh	Report to Housing Committee for permission to recruit; Procurement of recruiters, establish a criteria, induction programme and specification, advertise roles to all tenants, establish interview panel and recruit the new tenant representatives, with final decision being made by Housing Committee.	A transparent and open method of recruitment; selecting the most appropriate tenants to undertake these challenging roles
<b>Overall Risks</b>	<ul style="list-style-type: none"> <li>• By having a programme of activities throughout 2018 / 19, will evidence the commitment and support of Tenant Services to involve its tenants in improving and creating new service delivery.</li> <li>• The Regulator for Social Housing, has made its position clear on the role tenants should play with their social landlord, having this action plan will work towards this requirement.</li> <li>• Financially, Tenant Services should benefit from engaging with its tenants by redirecting monies in services most appropriate to the tenants needs, therefore, reducing wasteful spend.</li> <li>• Improved relationships with a wider audience, which will result in trust and openness by demonstrating how services have been altered and the benefits to these.</li> <li>• Having trained staff will allow for more positive dialogue to take place with the advantage of capturing information which organically evolves</li> </ul>			

## HOUSING COMMITTEE

11 SEPTEMBER 2018

**13**

<b>Report Title</b>	<b>OLDER PERSON'S STRATEGY</b>
<b>Purpose of Report</b>	To inform the Committee of progress on the development of the Older Person's Strategy. This strategy links many of the Council's services in relation to older people.
<b>Decisions</b>	<b>Housing Committee RESOLVES to set up a task and finish group to explore the expectations of the 'next generation' in relation to SDC's older people's housing.</b>
<b>Consultation and Feedback</b>	Progress has been discussed with the Chair and Vice Chair of Housing Committee and Housing Review Panel.
<b>Financial Implications and Risk Assessment</b>	<p>There are no financial implications directly associated with this report, however there could be additional costs arising from the outcomes of the Strategy.</p> <p>Some funding is available for Sheltered Modernisation works in the Housing Revenue Account (HRA) Medium Term Financial Plan (MTFP) and any additional funding requirement should be considered as part of the wider HRA budget setting process to ensure affordability across the service.</p> <p>Lucy Clothier, Principal Accountant Tel: 01453 754343 Email: lucy.clothier@stroud.gov.uk</p>
<b>Legal Implications</b>	<p>There are no specific legal implications arising directly from this report. Legal advice concerning individual projects can be provided during the planning of such projects.</p> <p>Committee may wish to consider defining in greater detail the membership and remit of the proposed task and finish group, as well as the matters which it is expected to report on and the reporting deadline. R2108D2408C2108.</p> <p>Mike Wallbank, Solicitor E-Mail: Mike.Wallbank@stroud.gov.uk</p>
<b>Report Author (s)</b>	Kimberley Read, Sheltered Housing Project Manager Tel: 01453 754175 Email: kimberley.read@stroud.gov.uk
<b>Options</b>	The alternative option is to not develop a strategy and to make no further changes to the provision of older person's housing and services.
<b>Performance Management Follow Up</b>	A further report will be presented to Housing Committee in mid 2019 detailing the draft Strategy.

<b>Background Papers/ Appendices</b>	Developing a Sheltered Housing Strategy (Ark Consultancy – July 2015) Sheltered Asset Review Part 1 (CIH – September 2014)
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## **OLDER PERSON'S STRATEGY**

### **1.0. Introduction**

- 1.1. SDC currently owns 28 sheltered housing schemes across the district (none of which are extra care). The Sheltered Modernisation Project is currently underway which is rationalising and improving the stock and ensuring that it is fit for purpose now and in the future.
- 1.2. SDC has previously commissioned reports into Older People's Housing through the CIH and Ark Consultancies. The CIH report 'Sheltered Asset Review' was produced in September 2014 and the Ark report 'Developing a Sheltered Housing Strategy' was produced in July 2015. Reports relating to these two reports have been presented to Housing Committee during October 2014, March 2015, October 2015 and June 2016. The outcomes and recommendations of the reports have provided a solid foundation on which to develop an Older Person's Strategy which links both housing and other support services.
- 1.3. It is well documented that 'sheltered housing dwellings required in Stroud, could grow by as much as 90% in the next 20 years' (source of data - Ark Report 2015 paragraph 6.7). The importance of providing the right type of housing and services is critical to address this increase in need. This increase in demand is anticipated because of the change in demographics and our ageing population.
- 1.4. There are many positive projects being undertaken across different services in the council such as the Health & Housing Plan, Local Plan Review, Service Charge Review and the Sheltered Modernisation Project, to name but a few. The Housing Strategy 2015 – 2019, details the approach to improving accessibility to good quality affordable housing and housing related services across the district. The strategy touches on older people however there is further work needed to develop a strategy for this specific demographic with the predicted increase over the next 20 years. The Housing Strategy is due to be renewed next year and will link to the Older Person's Strategy.
- 1.5. Officers have set up a Vision & Strategy Group to undertake horizon scanning and to begin developing a draft strategy to link these strategies and projects together. This fits with the recommendations contained within the CIH and Ark report.
- 1.6. The Sheltered Modernisation Project currently has an agreed approach for four of the five red schemes. There is also an agreed approach to three of the amber schemes which are being modernised into 'hubs'. These are Sherborne House, Stonehouse, Concord, Nailsworth and George Pearce House, Minchinhampton. Although the schemes were categorised into red, amber and green, there is currently no agreed approach for the remainder of the amber schemes, some of which were identified as 'consider for an alternative use' in the Ark Report.



## **2.0. The Developing Strategy**

- 2.1. The Vision & Strategy Group includes a number of officers across the council including - Sheltered Housing Project Manager and Project Officer, Head of Business Service Planning, Health and Wellbeing Development Co-ordinator, Policy Implementation Manager, Senior Housing Strategy Officer, Principal Sheltered Housing Officer, Principal Accountant and Housing Advice Manager. The group started by identifying the key problems which the council currently faces and will potentially face over the next 20 years in relation to housing and services for older people. These can be summarised as follows (however the list is not exhaustive):
- 2.1.1. A shortfall of suitable accommodation to meet the increasing need.
  - 2.1.2. The council does not have a range of older person's accommodation – it is currently 'one size fits all'.
  - 2.1.3. The allocation of older person's accommodation may no longer be fit for purpose – being allocated on an age basis rather than need.
  - 2.1.4. The council is not currently clear about the expectations of the next generation of older people and what they may require from housing and services.
  - 2.1.5. There have been a number of changes in the sheltered housing service, however the expectations of our tenants has not changed.
  - 2.1.6. Gloucestershire County Council is changing its approach away from residential homes, to look at options to keep people living independently at home, even if it means moving to a more suitable property or location. This has the potential to increase demand for forms of older person's accommodation if the family home isn't suitable as people get older.
  - 2.1.7. There is a crisis in personal care services which results from difficulty recruiting/retaining staff and the knock-on effect requires households to remain independent for as long as possible.
  - 2.1.8. There have already been a number of changes to tenant's income through the introduction of universal credit, which does not currently affect those of pensionable age, however there is potential for this to change in the future.
- 2.2. The group have developed a draft vision, mission and objectives to address these problems and will continue to shape these over the coming months. The current draft vision is for the council to 'provide a range of good quality homes for older people, to meet a variety of current and future needs – homes where people want to live.'
- 2.3. One of the many key priorities from the strategy is to establish a delivery model for the sheltered housing schemes which were identified as amber and green in the Ark report. As is reflected in the draft vision, the group have determined that SDC needs to provide a range of housing options for older people which could include different tenure options. Linked with this, is the need to re-brand our service for

older people and consider changing the provision from sheltered housing to something different (for example – independent living), which aligns with the service we are able to provide.

- 2.4. In order to get the range of housing options right, it is necessary to understand what future customers want from their home and support service and what resource and finance is available to deliver these options. A task and finish group can provide a means of exploring this further by actively seeking feedback from the next generation of older people.
- 2.5. The insight gained from the task and finish group can then be fed into the developing strategy, working with officers to ensure that the housing and support options for the future are fit for purpose and maintain the prosperity of SDC's housing stock for older people. In turn, this will improve overall independence for older people as well as assisting to maintain their health and wellbeing. The vision & strategy group will meet again with the task and finish group to discuss how the findings have developed the strategy.

### **3.0. Summary**

- 3.1. This report provides an executive summary of the current and future issues surrounding older people's housing and services. The Older Person's Strategy has the potential to link all housing services across the council as well as establishing links with other agencies such as Gloucestershire County Council and the NHS to improve provision of services across the district.
- 3.2. A task and finish group to explore the future trends and demands for older people's housing is vital to provide the right direction for SDC when developing this strategy.
- 3.3. A further report detailing the draft strategy and action plan will be presented to housing committee in spring 2019.
- 3.4. It is therefore recommended that Housing Committee sets up a new task and finish group with officer support, to feed into the developing strategy by December 2018.