



F B McArdle,
Chief Executive,
South Derbyshire District Council,
Civic Offices, Civic Way,
Swadlincote, Derbyshire DE11 0AH.

www.southderbyshire.gov.uk

@SDDC on Twitter

Please ask for Democratic Services

Phone (01283) 595722 / 595848

Typetalk 18001

DX 23912 Swadlincote

democraticservices@southderbyshire.gov.uk

Our Ref: DS

Your Ref:

Date: 13 November 2019

Dear Councillor,

Housing and Community Services Committee

A Meeting of the **Housing and Community Services Committee** will be held in the **Council Chamber**, on **Thursday, 21 November 2019 at 18:00**. You are requested to attend.

Yours faithfully,

Chief Executive

To:- **Conservative Group**

Councillor Roberts (Chairman), Councillor Pegg (Vice-Chairman) and Councillors
Atkin, Churchill, Corbin, Mrs. Haines, Dr. Perry and Mrs. Wheelton

Labour Group

Councillors Mrs. Heath, Mulgrew, Rhind, Richards and Shepherd

AGENDA

Open to Public and Press

- 1** Apologies and to note any Substitutes appointed for the Meeting.
- 2** To receive the Open Minutes of the following Meetings:

Housing and Community Services Committee 22nd August 2019 Open Minutes **4 - 7**
Housing and Community Services Committee 3rd October 2019 Open Minutes **8 - 11**
- 3** To note any declarations of interest arising from any items on the Agenda
- 4** To receive any questions by members of the public pursuant to Council Procedure Rule No.10.
- 5** To receive any questions by Members of the Council pursuant to Council procedure Rule No. 11.
- 6** Reports of Overview and Scrutiny Committee
- 7** CORPORATE PLAN 2016-21 PERFORMANCE REPORT QUARTER 2 - 1ST JULY TO 30TH SEPTEMBER **12 - 35**
- 8** PUBLIC SPACE PROTECTION ORDER CONSULTATION - MAURICE LEA PARK AND MARKET STREET **36 - 41**
- 9** NEW ARRANGEMENTS FOR THE DELIVERY OF DERBYSHIRE COUNTY COUNCIL CONTRACTS **42 - 48**
- 10** HOUSING ENVIRONMENTAL IMPACT PROJECT **49 - 60**
- 11** THE BETTER CARE FUND – PLANNED SPEND **61 - 93**

Exclusion of the Public and Press:

- 13** The Chairman may therefore move:-
That in accordance with Section 100 (A)(4) of the Local Government Act 1972 (as amended) the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraph of Part I of the Schedule 12A of the Act indicated in the header to each report on the Agenda.
- 14** To receive the Exempt Minutes of the following Meetings:
Housing and Community Services Committee 22nd August 2019 Exempt Minutes
- 15** To receive any Exempt questions by Members of the Council pursuant to Council procedure Rule No. 11.
- 16** UNITED KINGDOM RESETTLEMENT SCHEME
- 17** SERVICES AND SUPPORT FOR HOMELESS PEOPLE
- 18** ACQUISITION OF TWO 'RIGHT TO BUY' PROPERTIES

HOUSING AND COMMUNITY SERVICES COMMITTEE

22nd August 2019

PRESENT:-

Conservative Group

Councillor Roberts (Chairman) and Councillor Pegg (Vice-Chairman) and Councillors Atkin, Churchill, Ford, (substituting for Councillor Corbin), Dr. Perry, Mrs. Wheelton, Watson (substituting for Councillor Mrs Haines),

Labour Group

Councillors Mrs. Heath, Rhind, Richards, Singh (substituting for Councillor Shepherd) and Taylor (substituting for Councillor Mulgrew).

HCS/18 **APOLOGIES**

The Committee was informed apologies for absence had been received from Councillors Corbin, Mrs Haines (Conservative Group), Mulgrew and Shepherd (Labour Group).

HCS/19 **MINUTES**

The Open Minutes of the Meetings held on 6th June 2019 were noted and approved as a true record and signed by the Chairman.

HCS/20 **DECLARATIONS OF INTEREST**

The Committee was informed that no declarations of interest from Members of the Council had been received.

HCS/21 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

HCS/22 **QUESTIONS FROM MEMBERS OF COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from Members of the Council had been received.

HCS/23 **REPORTS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

There were no Overview and Scrutiny Reports to be submitted.

MATTERS DELEGATED TO COMMITTEE

HCS/24 CORPORATE PLAN 2016-21 PERFORMANCE REPORT

The Head of Housing presented the report to the Committee, highlighting the progress for the first quarter of the financial year. Achievements included the re-letting of properties and the decrease in anti-social behaviour in Swadlincote.

Councillor Singh sought clarification on the figures for the types of sheltered housing owned; the Head of Housing responded that this information would be distributed to the Committee by email. The Councillor welcomed the response.

RESOLVED:-

The Committee considered progress against performance targets set out in the Corporate Plan.

The Committee reviewed the Risk Register and Action Plan for the Committee's services.

HCS/25 EUREKA PARK PROJECT - HERITAGE LOTTERY FUND FINAL REPORT

The Cultural Services Manager presented the report to the Committee, covering key points including capital investment, activities, the number of volunteers and the level of attendance at events. It was reported that projects to improve the park and car parking had been achieved and that a final element of the project involving a mining installation of two sculptures and two artefacts celebrating the mining heritage of the Park remained to be completed.

Councillor Ford welcomed the mining installation as a celebration of mining and the associated heritage and proposed that a Working Panel of Elected Members be set up to assist with the project. The proposal was carried by the Committee.

RESOLVED:-

The Committee noted the contents of the final report to the Heritage Lottery Fund (HLF) following completion of the five-year project to renovate Eureka Park, celebrate its heritage and engage the local community.

The Committee approved the concept behind the installation of mining related sculptures and artefacts at Eureka Park as a further and final element of the project.

The Committee approved a Working Panel of Elected Members be set up to assist with the project.

HCS/26 HOUSING INVESTMENT PROGRAMME

The Head of Housing presented the report to the Committee providing detail on the major works and planned maintenance programmes for 2019/20. The Committee were informed of progress in assessing the current status of Council homes in terms of their energy efficiency and environmental impact. Members were advised that software to assist in this process was being sought.

Councillor Churchill raised comment regarding the complexity of building materials options suggesting whether other councils could be approached for a data set that we could use. The Head of Housing Services responded that this would be explored further and noted that Housing Team were already in discussion with other providers, namely Nottingham City/ City homes, as they are considered the regional leaders in this area.

Councillor Mrs Heath raised a question regarding the day-to-day electrical work and when will the backlog be completed. The Head of Housing Services advised that of the 400 outstanding jobs these had been allocated between NOVUS and the DLO with the exception of electrical works which are solely with NOVUS due to there being no in-house electrician service.

RESOLVED:-

That the Committee noted the contents of the programme of work for 2019/20

HCS/27 EXTENSION OF THE PUBLIC SPACE PROTECTION ORDER FOR SWADLINCOTE TOWN CENTRE

The Communities Manager presented the report requesting Committee's approval to accept the recommendation to extend the existing Public Space Protection Order (PSPO) for a further three year period. Committee were informed that since it came into force in September 2016, the PSPO had been used on 50 occasions. The Committee were informed that in compliance with the Anti-Social Behaviour, Crime and Policing Act, PSPO's have a maximum duration of three years, at which time it must be reviewed. Members were advised that consultation had taken place with Derbyshire Constabulary, who is in full support of extended the Town Centre PSPO for a further three-year period and that in addition to this responses received from the public consultation, had resulted in full support of the extension of the PSPO.

RESOLVED:-

That the Committee accepted the recommendation to extend the existing Public Space Protection Order (PSPO) for Swadlincote Town Centre for a further three year period.

HCS/28 **COMMITTEE WORK PROGRAMME**

The Strategic Director (Service Delivery) presented the report to Committee.

RESOLVED:-

The Committee considered and approved the updated work programme.

HCS/29 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:-

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.

MINUTES

The Exempt Minutes of the Meeting held on 6th June 2019 were received.

TO RECEIVE QUESTIONS FROM MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11

The Committee was informed that no questions had been received.

SOUTH DERBYSHIRE ACTIVE SCHOOLS PARTNERSHIP – ACTIVE SCHOOLS PARTNERSHIP ACTIVATOR POST

Members approved the recommendations in the report.

EXTENSION OF CONTRACT – PARKLIFE OFFICER

Members approved the recommendations in the report.

The Meeting terminated at 6.40pm.

COUNCILLOR A ROBERTS

HOUSING AND COMMUNITY SERVICES COMMITTEE

3rd October 2019

PRESENT:-

Conservative Group

Councillor Pegg (Vice-Chairman) and Councillors Atkin, Billings (substituting for Councillor Churchill), Corbin, Ford (substituting for Councillor Roberts), Mrs Haines and Mrs Wheelton

Labour Group

Councillors Mrs. Heath, Mulgrew, Richards, Shepherd and Southerd (substituting for Councillor Rhind).

HCS/34 **APOLOGIES**

The Committee was informed apologies for absence had been received from Councillors Churchill, Dr Perry and Roberts (Conservative Group) and Councillor Rhind (Labour Group)

HCS/35 **DECLARATIONS OF INTEREST**

Councillor Ford declared a personal interest in Item 7 on the Agenda by virtue of being a County Councillor.

Councillor Richards declared a personal interest in Item 8 on the Agenda by virtue of being a member of the Derbyshire Health Trust and advised he would not participate in the debate.

HCS/36 **QUESTIONS FROM MEMBERS OF THE PUBLIC PURSUANT TO COUNCIL PROCEDURE RULE NO 10**

The Committee was informed that no questions from members of the public had been received.

HCS/37 **QUESTIONS FROM MEMBERS OF COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO 11**

The Committee was informed that no questions from Members of the Council had been received.

HCS/38 **REPORTS OF THE OVERVIEW AND SCRUTINY COMMITTEE**

There were no Overview and Scrutiny Reports to be submitted.

MATTERS DELEGATED TO COMMITTEE

HCS/39 **COMMUNITY PARTNERSHIP SCHEME**

The Strategic Director (Service Delivery) presented the report to Committee, highlighting the £275,000 identified as capital funding for this Scheme. The Strategic Director advised the Scheme would be beneficial across the District for the period 2020-21. The Strategic Director commented that environmental projects funded previously would be identified and advised that new projects would be encouraged to apply for funding.

Councillor Southerd requested clarification of the term CICs. The Community Partnership Officer responded these are Community Interest Companies where an organisation has the community at its heart, but can also trade as a company and may be profitable outside the scheme.

Councillor Atkin welcomed the report to launch community projects and asked if the project funding has to be match funded. The Community Partnership Officer responded that the scheme could provide a maximum of 50% funding for each project.

A proposal to change the name of the Scheme was carried by the Committee.

RESOLVED:-

The Committee agreed to the proposals for a scheme to distribute the £275,000 of Capital funding that had been identified within the Council's budget and confirmed at the Finance and Management Committee 29 August 2019.

The Committee agreed the requirement for a minimum 50% matched funding.

The Committee agreed to authorise delegated powers to the Community Partnership Scheme Grant Panel Members to award project development grants. These grants are to cover professional fees and costs to secure planning permissions subject to a single award not exceeding £2,000 and an overall maximum of £20,000 (7.27% of the total grant pot).

The Committee approved to recommend to Council, that the name of the Community Partnership Grant scheme is changed to the Community and Environment Partnership Grant scheme, to reflect the widening of the grant application criteria to encourage projects which have a positive impact on the environment.

HCS/40 **ADOPTION OF COUNTYWIDE OLDER PERSONS STRATEGY**

The Strategic Director (Service Delivery) presented the report to the Committee setting out a five year plan to work within the County to provide housing for older persons.

Councillor Richards enquired if the Repton and Dales site can be redeveloped. The Strategic Housing Manager responded that the site is under consideration for redevelopment in conjunction with Derbyshire County Council and that the Dales site may be handled separately.

RESOLVED:-

That following Cabinet approval by Derbyshire County Council on 9th May 2019, the Committee adopted the recently published 'Older People's Housing, Accommodation and Support – A commissioning Strategy for Derbyshire 2019-35' (set out at Appendix 1 of the report).

That the Committee considered the content of the Strategy document and its wider implications for decision making in other areas of service provision.

HCS/41 **THE BETTER CARE FUND ALLOCATION**

The Strategic Director (Service Delivery) presented the report to the Committee, noting that the report provided a position statement as to the progress with funds already committed. The plan was to a programme of planned expenditure against the 2019/20 BCF allocation would be brought to November Committee with the associated carry over of the underspend on this fund into 2020/21 to enable new projects to be developed and existing projects to be reviewed and extended where required.

Councillor Southerd raised a query as to whether the Disabled Facility Grant (DFG) allowed for other repairs to be funded if the condition of a property warranted it. The Strategic Housing Manager responded that other repairs may be outside the terms of the scheme and that the primary focus would be to improve comfort for the occupant.

Councillor Mulgrew raised a question about how the grants are advertised. The Strategic Housing Manager responded that funding was allocated through referrals from Social Services or from Derbyshire County Council. The scheme is currently not actively marketed due to certain restrictions as to eligibility.

Councillor Wheelton asked if there is a communication available for Members to provide all information to the local community. The Strategic Housing Manager advised that some schemes do have supporting literature for example Healthy Homes.

RESOLVED:-

The Committee noted and welcomed the Council's Better Care Fund (BCF) allocation of £792,375 for 2019/20 and the arrangements that are in place to manage the funds. The Committee endorsed the actions within the plan for implementation over a three-year period.

The Committee noted the progress on the projects and programmes the Council put in place funded by BCF in 2018/19.

The Committee endorsed a review of the existing Private Sector Housing Renewals and Assistance Policy to enable new schemes and additional Disabled Facility Grant (DFG) peripheral services to be established. The revised document will be brought back to a future Committee.

The Committee noted that a programme of planned expenditure against the 2019/20 BCF allocation will be brought to November Committee with the associated carry over into 2020/21 to enable new projects to be developed and existing projects to be reviewed and extended where required.

HCS/42 **COMMITTEE WORK PROGRAMME**

The Strategic Director (Service Delivery) advised Members of the programme.

RESOLVED:-

That the Committee considered and approved the updated work programme.

HCS/43 **LOCAL GOVERNMENT ACT 1972 (AS AMENDED BY THE LOCAL GOVERNMENT [ACCESS TO INFORMATION] ACT 1985)**

RESOLVED:-

That, in accordance with Section 100(A)(4) of the Local Government Act 1972 (as amended), the press and public be excluded from the remainder of the Meeting as it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that there would be disclosed exempt information as defined in the paragraphs of Part 1 of the Schedule 12A of the Act indicated in brackets after each item.

TO RECEIVE QUESTIONS FROM MEMBERS OF THE COUNCIL PURSUANT TO COUNCIL PROCEDURE RULE NO. 11

The Committee was informed that no questions had been received.

The Meeting terminated at 6.25 pm.

COUNCILLOR D PEGG

VICE-CHAIRMAN

REPORT TO:	HOUSING AND COMMUNITY SERVICES	AGENDA ITEM: 7
DATE OF MEETING:	21st NOVEMBER 2019	CATEGORY: DELEGATED
REPORT FROM:	LEADERSHIP TEAM	OPEN DOC:
MEMBERS' CONTACT POINT:	ALLISON THOMAS (EXT. 5775)	
SUBJECT:	CORPORATE PLAN 2016-21: PERFORMANCE REPORT (QUARTER 2 – 1ST JULY TO 30TH SEPTEMBER)	
WARD (S) AFFECTED:	ALL	TERMS OF REFERENCE: G

1.0 Recommendations

- 1.1 That the Committee considers progress against performance targets set out in the Corporate Plan.
- 1.2 That the Risk Register and Action Plan for the Committee's services are reviewed.

2.0 Purpose of Report

- 2.1 To report progress against the Corporate Plan for the year end performance under the themes of People, Place, Progress and Outcomes.
- 2.2 It should be noted that following the adoption of a new Corporate Plan (2020 to 2024) by the Council on 31 October 2019, this will bring to a close this particular Plan. Therefore, this will be the final performance report against the priorities in this Plan.
- 2.3 However, it is expected that some of the targets contained in this Plan will feature in the new Plan. Other targets will now feature in Service Plans where they are considered more operational. The new Plan will aim to have a streamlined suite of core indicators designed to measure performance against priorities in the new Corporate Plan (2020 to 2024).

3.0 Detail

- 3.1 The Corporate Plan 2016 – 2021 was approved following extensive consultation into South Derbyshire's needs, categorising them under four key themes: People, Place, Progress and Outcomes. The Corporate Plan is central to the Council's work – it sets out its values and vision for South Derbyshire and defines its priorities for delivering high-quality services.
- 3.2 This Committee is responsible for overseeing the delivery of the following key aims:

Outcomes

- *Maintain financial health*
- *Maintain customer focus*

People

- *Enable people to live independently*
- *Protect and help support the most vulnerable, including those affected by financial challenges*

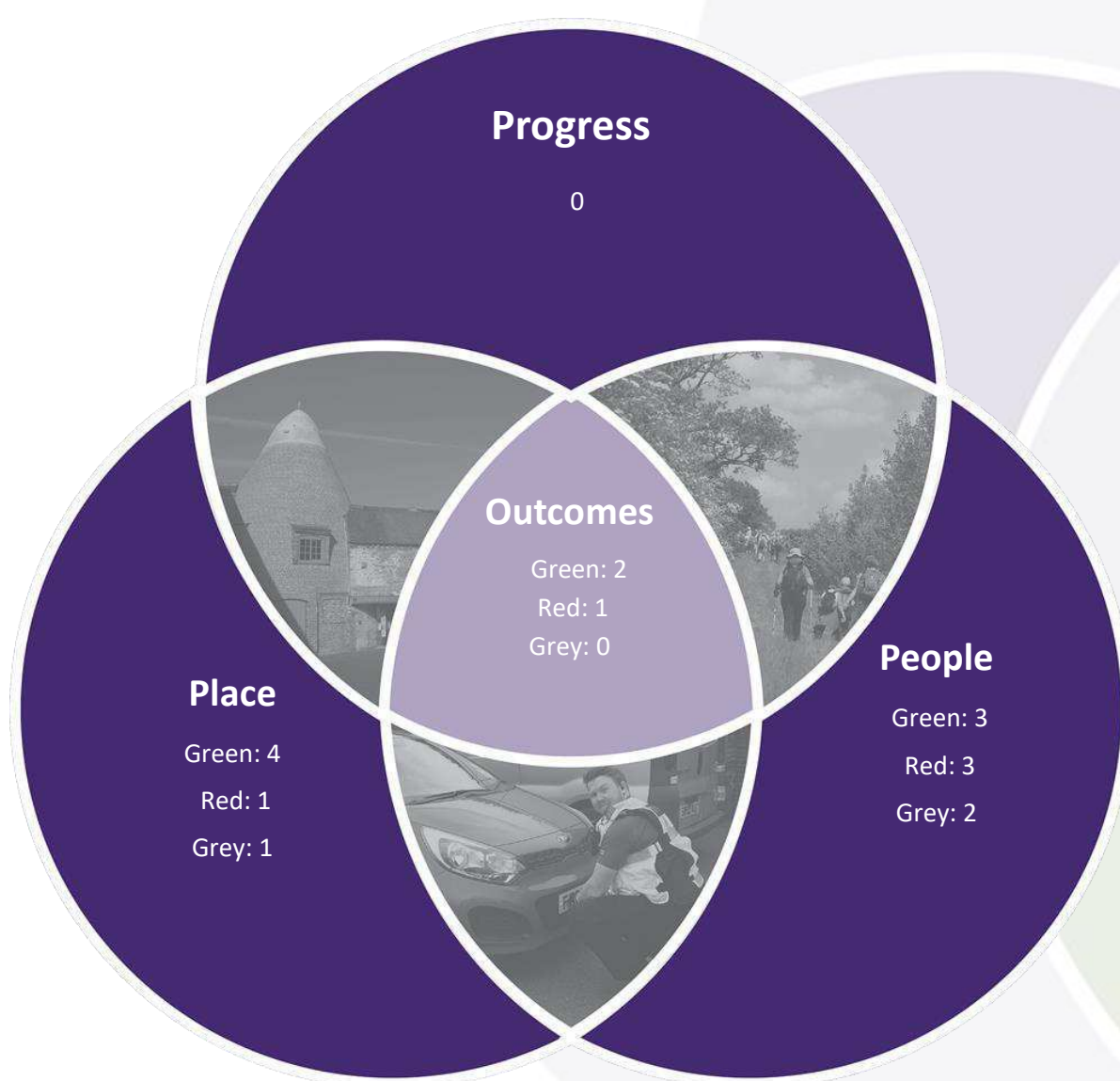
- *Use existing tools and powers to take appropriate enforcement action*
- *Increase levels of participation in sport, health, environmental and physical activities*

Place

- *Facilitate and deliver integrated and sustainable housing and community infrastructure*
- *Help maintain low crime and anti-social behaviour levels in the District*
- *Connect with our communities, helping them feel safe and secure*

These aims are underpinned by outcomes including financial health, improved customer focus, good governance, enhanced environmental standards and maintaining a skilled workforce.

- 3.3 Of the 17 measures and projects under the jurisdiction of the Housing and Community Services Committee, 9 are green, 5 red and 3 grey. More information can be found in the Performance Board in **Appendix A**. A detailed breakdown of performance for the Committee is available in the performance summary, success areas and action plan documents (**Appendices B C and D respectively**).

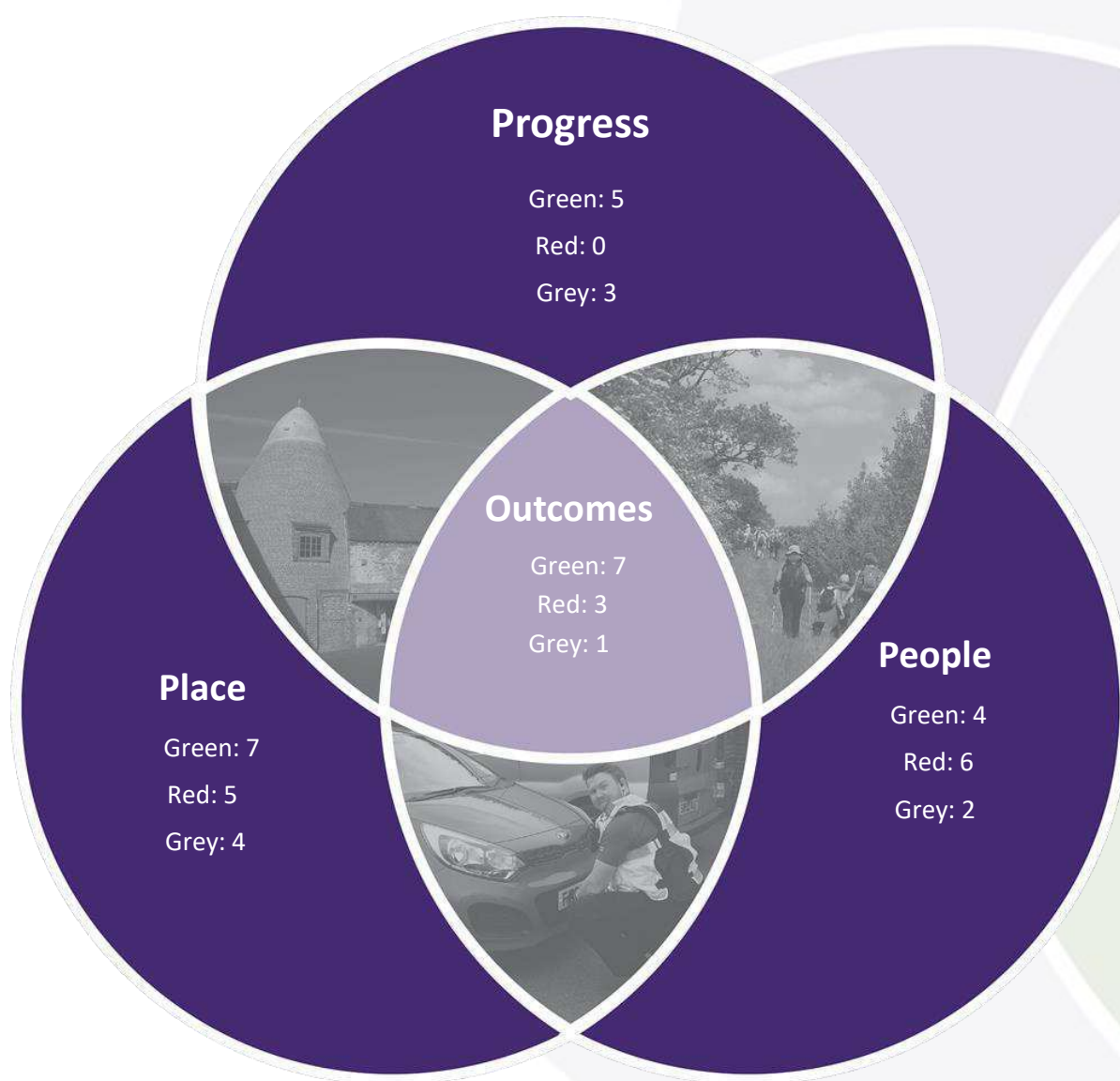


- 3.5 The Risk Register for the Committee's services is detailed in **Appendix E**. This includes the registers and risk mitigation plans for the Service Delivery Risk Register.

- 3.6 Each risk has been identified and assessed against Corporate Plan aims and are considered to be the most significant risks to the Council in achieving its main objectives. The Risk Registers detail a matrix to show how each identified risk has been rated.

4.0 **Overall Council performance – Quarter 2 19 20**

Of the 47 Council projects/measures, there are 23 green, 14 red and 10 grey at the end of Quarter 2 2019/20.



5.0 **Financial and Corporate Implications**

Employment Implications

5.1 None directly

Legal Implications

5.2 None directly

Corporate Plan Implications

5.3 This report updates Members on the progress against the key measures agreed in the Corporate Plan and demonstrates how priorities under the People, Place, Progress and Outcomes themes contribute to that aspiration.

Risk Impact

5.4 Key risks impacting on this Committee are detailed in Appendix E, alongside the treatment and the mitigating actions in place to manage these risks.

6.0 Community Impact

Consultation

6.1 None required

Equality and Diversity Impact

6.2 Not applicable in the context of the report

Social Value Impact

6.3 Not applicable in the context of the report

Environmental Sustainability

6.4 Not applicable in the context of the report

7.0 Appendices

Appendix A – Performance Board 2019-20

Appendix B – Housing and Community Services: Performance Summary

Appendix C – Housing and Community Services: Key Successes

Appendix D – Housing and Community Services: Action Plans

Appendix E – Service Delivery Risk Register

Theme	Key Aim	Strategic measure / projects	Q1 Target	Q1 Performance	Detail	Q2 Target	Q2 Performance	Detail
Outcomes	Maintain financial health	O1.1 Identify £1m of budget savings and additional income by March 31, 2023	No Action required		No Action required for Quarter 1	Review Medium Term Financial Plan (MTFP) following budget out-turn for 2018/19 and updated reserves position.		Reported to Finance & Management Committee on the 10th October . £1.9m in general fund reserve by 2024/25
Outcomes	Maintain financial health	O1.2 Rent arrears as a % of rent due.	< 2.5%	2.47%	Current Tenant arrears at the end of Quarter 1 were £295,838. The total rent due during Quarter 1 was £11,978,160	< 2.5%	2.85%	See Action Plan
Outcomes	Maintain proper corporate governance	O2.1 An unqualified opinion in the Annual Audit Letter.	No Action Q1.		No Action required for Quarter 1	Audit Opinion - Target Unqualified Opinion		The Audit of the Accounts and Financial Statements by the Council's External Auditors was delayed beyond 30 September due to resourcing issues at EY. This situation and the reasons for it have previously been reported in detail to the Audit Sub-Committee. The Auditors are now due to report their VFM conclusion to Finance and Management Committee on 28 November. Although this deadline has been missed, it is not the fault of the Council and this has been acknowledged by the Auditors and the National Audit Office
Outcomes	Enhance environmental standards.	O3.1 Uphold strong environmental management standards.	Address all minor non-conformities and observations from the October ISO14001 audit.		All 5 minor non-conformities have now been addressed.	Complete a baseline energy assessment to include the impact of the new Boardman estate depot. Develop five year energy management targets.		Energy and Carbon Management process completed and published on intranet (STEMS-07)
Outcomes	Maintain a skilled workforce.	O4.1 The average working days lost per employee.	< 2 days	2 days	On target at end of Quarter 1. 20% improvement on performance when compared to the same period over the previous two years.	< 2 days	2.30 days	See Action Plan
Outcomes	Maintain customer focus.	O5.1 Expand services in the Customer Contact Centre and maintain facilities for face to face enquiries where required	> 80%	76%	See Action Plan	>80%	78.0%	See Action Plan
Outcomes	Maintain customer focus.	O5.2 Expand services in the Customer Contact Centre and maintain facilities for face to face enquiries where required	< 8%	8%	April and especially May were had more contact than was expected and the abandoned rate was higher than normal, the Council able to pull it back in June to meet the quarter average.	< 8%	7.1%	Met target each month for this quarter
Outcomes	Maintain customer focus.	O5.3 To gather customer satisfaction data in a cost effective way and use the data to manage and improve services	Review and implement a new method of collection for tenant satisfaction across Housing.		Preliminary discussions have taken place with providers of STAR(T) customer satisfaction method. Wider discussions to be had with IT and Business Change relating to potential Council wide solutions.	Develop measures to monitor tenant feedback.		The Community Engagement Team is working with Tenants to develop measures as part of the Community Engagement Strategy.
Outcomes	Maintain customer focus.	O5.4 To provide a value for money service that fully meets the needs of our tenants and delivers high levels of customer satisfaction	Develop proposals to implement findings following the Housing Quality Network review of the Housing service.		Outcome of the HQN Review reported to Committee in June 2019. Action plan and project team are now in place	Update Elected Members on the implementation of proposals.		Elected members were updated in June and the proposals included in the action plan are being implemented as part of the Repairs Project by the project team.
Outcomes	Minimise business risks and realise the benefits of technological opportunities.	O6.1 Build IT infrastructure resilience to support change and minimise business risks.	Q1. Procurement and Commission of virtualised servers and Network Storage. Q1. Commission of secure mobile device management (MDM) and new smartphones.		New virtual servers and network storage have been commissioned. Migration of data is ongoing. Mobile device management (MDM) installed and smartphones have been issued to over 100 users. Remaining users are being targets on a departmental basis.	Q2. Implementation of new end user computing. Q2. Access to Office 365 Collaboration tools.		Refresh of End-User devices (Windows 10) has commenced, with a couple of departments completed to date. This programme will run until the end of the financial year. The access to Office 365 is through the end user computing update, however ever user has now been migrated.
Outcomes	Minimise business risks and realise the benefits of technological opportunities.	O6.2 Agree and deliver business change programme to support core objectives.	Q1. Review of Cloud Solution for Revenues and Benefits. Q1. Housing Service Modernisation Review.		Contract signed for Revenues and Benefits cloud solution. Project to migrate by December 2019 is underway. Housing Modernisation Review has started and will continue through Quarter 2	Q2. Installation of Planning and Land Charges System. Q2. Maintenance Standards Data Review.		The new Planning system went live on the 1 st August 2019. The Land Charges module is due to go live before December 2019. The Maintenance Standard Data Review Project is on track and is now feeding into wider corporate projects such as the review of Corporate Asset Management.
People	Enable people to live independently	PE1.1 Average time taken to re-let Council homes (excluding major voids)	< 21 days	99.6	See Action Plan	< 21 days	103.44	See Action Plan
People	Enable people to live independently	PE1.2 Average length of time for current voids	< 21 days	59.8	See Action Plan	< 21day	58.2	See Action Plan
People	Enable people to live independently	PE1.3. Delivery of Better Care Fund (BCF) schemes in accordance with assurance plans. NEW.	Report on the delivery of the £980k BCF programme for 2018/19.		The BCF plan was approved by the BCF Board on 29 th April in Quarter 1, the Council has since received a further £792,375 of grant for 2019/20. The BCF projects will continue to be monitored and progressed with quarterly reports taken to BCF Board outlining progress against each scheme and potential carry over of funding into 2020. The Hospital Avoidance Scheme has yet to be established which accounts for £100k per year	Submit plans for 2019/20 BCF spend following allocation and gain associated Committee approvals for projects.		See Action Plan
People	Protect and help support the most vulnerable, including those affected by financial challenges.	PE2.1 Number of successful introductory tenancies	> 85%	90%	The pre tenancy and induction process for new tenants are in the process of being reviewed.	> 85%	96.77%	Out of 31 introductory tenancies only one was not secured due to it being extended until 30.1.20.

Theme	Key Aim	Strategic measure / projects	Q1 Target	Q1 Performance	Detail	Q2 Target	Q2 Performance	Detail
People	Protect and help support the most vulnerable, including those affected by financial challenges.	PE2.2 Average time for processing new Benefit claims.	< 18 days	22.9	See Action Plan	< 18 days	18.23	See Action Plan
People	Protect and help support the most vulnerable, including those affected by financial challenges.	PE2.3 Average time for processing notifications of changes in circumstances.	< 8 days	10.6	See Action Plan	< 8 days	4.9	Additional resource has been secured to process Verify Earnings and Pensions alerts sent by the DWP. We have also been successful in automating Universal Credit change in circumstance records, which has reduced the number needed for manual processing
People	Protect and help support the most vulnerable, including those affected by financial challenges.	PE2.4 Successful roll out of Universal Credit in South Derbyshire.	Embed revised working relationships with Citizens Advice South Derbyshire and City on new claim support.		Meeting has been held between the Council and Citizens Advice handing over Personal Budgeting/Assisted Digital Support to 'Help to Claim' on 14th March 2019. A direct email address has been created as a direct referral point for any resident needing assistance in claiming UC. The Chief Executive of Citizen's Advice attends Welfare Reform Group to provide updates on operational development.	Plan for managed migration of existing Housing Benefit (HB) working age caseload. Review HB processing performance indicators as result of Universal Credit and Department for Work and Pensions timescales.		Managed mitigation has been postponed by the DWP - No new timescales have been released yet.
People	Use existing tools and powers to take appropriate enforcement action.	PE3.1 Number of empty home intervention plans for dwellings known to be empty for more than two years.	≥0	4	Four long-term empty properties are now occupied or sold following the Council's intervention. These are at Woodmans Croft, Hatton; Dundee Road, Midway; Bretby Lane and Larch Road, Newhall.	≥2	10	Ten properties now occupied: Woodmans Croft; Hall Street; Wilson Close; Dundee Road; Station Street; Bretby Lane; Rykneld Road (two); Field View; Larch Road
People	Increase levels of participation in sport, health, environmental and physical activities.	PE4.1 Throughput at Etwall Leisure Centre, Green Bank Leisure Centre and Rosliston Forestry Centre.	Rosliston: Q1. 50,000 Leisure centres: Quarterly target 172,108, as per contract agreement. Walking Festival: 1,250 Community Participation: Q1. 21,465 Q1 Total Target: 244,823	374,368	60,079 visitors attended Rosliston Forestry Centre during the quarter. Participations at all leisure centres were 289,374. The Walking Festival had 1,780 attendees and there were 23,135 Community Participations during the quarter.	Rosliston: Q2. 60,000 Leisure centres: Quarterly target 172,108, as per contract agreement. Community Participation: Q2. 16,022 Q2 Total Target: 248,130	349,252	Rosliston Q2 visitor numbers (47,795) were down on target largely due to a wet summer YTD target under by 2126. Leisure Centre targets continue to be exceeded totalling (285,574). Overall participation levels exceed the Q2 target.
People	Increase levels of participation in sport, health, environmental and physical activities. H&CS	PE4.2 Delivery of the Active Derbyshire SLA for South Derbyshire.	Action Plan developed and milestones agreed with Active Derbyshire		Action Plan has been developed with Active Derbyshire and is now being implemented.	Monitoring report will be provided a minimum of every 6 months		Monitoring will be provided at Q3
People	Reduce the amount of waste sent to landfill.	PE5.1 Household waste collected per head of population (kg)	<130kgs	109kgs		<110kgs	115.1kgs	figures estimated and awaiting verification from DEFRA. See Action Plan
People	Reduce the amount of waste sent to landfill.	PE5.2 % of collected waste recycled and composted.	>54%	52%*	*Estimated data, verified data not available until September, dry recycling tonnage is increasing. However, residual tonnages have also increased whilst compost tonnages have decreased.	>52%	49.40%	figures estimated and awaiting verification from DEFRA. See Action Plan
Place	Facilitate and deliver a range of integrated and sustainable housing and community infrastructure.	PL1.1 Total number of affordable dwellings delivered.	Annual Target >150	53	53 Affordable homes delivered during Quarter 1. 19 at Affordable Rent, 19 at Social Rent and 15 Shared Ownership homes.	Annual Target >150	39	39 New affordable homes were delivered during quarter two - 13 for affordable rent, 18 for social rented and eight shared ownership properties - this figure includes the six new Council homes built in Overseal
Place	Facilitate and deliver a range of integrated and sustainable housing and community infrastructure.	PL1.2 Adopt Countywide Strategy – Housing and Accommodation for an ageing population: Vision for Derbyshire to 2035. NEW.	Q1 and Q2. Ensure at least 10% of all new affordable housing provision secured through Section 106 agreements or planning conditions is either adapted for disabled use or built to lifetime homes standards.		The Countywide 'Older People's Housing Accommodation and Support Strategy' for Derbyshire has now been approved by Derbyshire County Council. There are implications and actions for the Council to ensure the housing needs of our aging population are met. A report is due to be taken to October's Housing and Community Services Committee that outlines specific tasks / housing requirements and takes the Countywide report for formal adoption by the Council.	Q1 and Q2. Ensure at least 10% of all new affordable housing provision secured through Section 106 agreements or planning conditions is either adapted for disabled use or built to lifetime homes standards.		Countywide Older People's Housing, Accommodation and Support Strategy was formally adopted at Housing and Community Services Committee on 3.10.2019. The revised Affordable Housing Supplementary Planning Guidance will require more affordable homes to be built for older people and people who require adapted homes. There will also be a requirement from 2020 for all new affordable homes to be built to Lifetime Homes Standards.
Place	Facilitate and deliver a range of integrated and sustainable housing and community infrastructure.	PL1.3 Number of new homes added to the HRA (this indicator incorporates new builds and also acquired properties into the HRA).	Proxy (Annual)		Annual Figure (proxy measure)	Proxy (Annual)		Six new two bed houses were added to the Council's HRA during Q2 with a further 12 due to be added during Q3
Place	Facilitate and deliver a range of integrated and sustainable housing and community infrastructure.	PL1.4 Relevant documents adopted	Submission of Local Green Spaces Document to the Planning Inspectorate. Completion of Gypsy/Traveller Site Allocations Development Plan (GTSADP) scoping.		The Submission of Local Green Spaces Plan to the Planning Inspectorate was sent on the 24th May 2019 and the examination of on this plan will take place on the 12 September. The Gypsy/Traveller Site Allocations Development Plan (GTSADP) scoping has been completed and as a result a report will be taken to EDS on the 15th August.	First public consultation (Regulation 18) on GTSADP.		See Action Plan
						Examination of Local Green Spaces Document.		The Local Green Spaces Plan examination was held on 12 September 2019. Having received the post-hearing letter from the Inspector, modifications will be made to the Plan and consultation on those modifications will take place once they have been agreed with the Inspector.
Place	Facilitate and deliver a range of integrated and sustainable housing and community infrastructure.	PL1.5 Number of decisions made in time over number of decisions made	90%	94%		90%	94%	Despite continued pressure on resources, performance has improved on the previous quarter. This is due to focussed efforts by the Development Management Team to ensure applications are handled on time and only taken beyond their statutory timeframe where agreement has been obtained. The overall figure is made up of three 'groups': major, minor and other applications, of which all three returned at 90% or above.

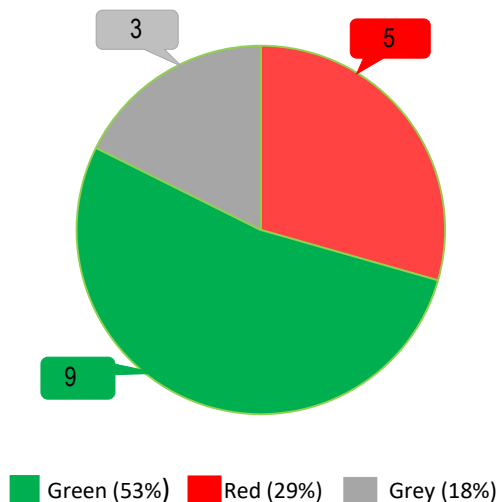
Theme	Key Aim	Strategic measure / projects	Q1 Target	Q1 Performance	Detail	Q2 Target	Q2 Performance	Detail
Place	Facilitate and deliver a range of integrated and sustainable housing and community infrastructure.	PL1.6 Maximise delivery of housing units	Housing survey completed	100%	Bi-monthly meeting continue with site intelligence reported back to responsible officer. Current five year housing land supply rate at 5.5 years - most sites started are building at a rate above that originally anticipated such that c.1200 were completed in 2018/19 - work to accelerate progress on two sites underway	Review of progress on all 'major' housing sites. Continue proactive intervention		Bi-monthly meetings continue with site intelligence reported back to responsible officer. Working towards updated position paper for publication shortly. Current five-year housing land supply rate at 5.5 years - most sites started are building at a rate above that originally anticipated such that c.1200 were completed in 2018/19 - work to accelerate progress on remaining allocations underway.
Place	Facilitate and deliver a range of integrated and sustainable housing and community infrastructure.	PL1.7 Proportion of good quality housing development schemes (defined using Build for Life criteria) approved.	Reported annually		Reported annually	90%		Reported annually
Place	Facilitate and deliver a range of integrated and sustainable housing and community infrastructure.	PL1.8 Capital maintenance programme for investment in public buildings. NEW.	Draw up proposed programme, consult and match to resources.		See Action Plan	Presentation of five year maintenance plan for approval.		See Action Plan
Place	Facilitate and deliver a range of integrated and sustainable housing and community infrastructure.	PL1.9 Capital programme for the delivery of enhancements to public open spaces utilising Section 106 contributions. NEW.	Draw up proposed programme, consult where applicable and match to resources.		All Section 106 resources have been referenced against the Open Space, Sport and Community Facilities strategy and allocated to appropriate projects.	Presentation of delivery plan for approval.		See Action Plan
Place	Help maintain low crime and anti-social behaviour (ASB) levels	PL3.1 Downward trend in fly-tipping incidents.	<172	174	See Action Plan	<344	378	See Action Plan
Place	Help maintain low crime and anti-social behaviour (ASB) levels	PL3.2 Number of ASB incidents in Swadlincote Centre (reported as a rolling 12 month figure)	400 incidents over 12 month rolling period	332	New Town Centre Community Safety Enforcement Officer employed. Minor issues with two regular street drinkers gathering, Criminal Behaviour Order to be heard in Court for one that will ban him from the Town Centre if successful.	<400 incidents per quarter	295	During Q2 two Criminal Behaviour Orders (CBOs) were secured for two individuals known to be street drinkers banning them from the town centre. A third CBO application is in progress. The Town Centres Public Space Protection Order has been renewed for a further three years which will provide the Police and designated Council Officers extra enforcement powers to tackle ASB within the town centre.
Place	Connect with our communities, helping them feel safe and secure.	PL4.1 Review and update existing plan. Develop and deliver action plan.	Work with schools to develop delivery plan for community safety input in schools in 2019/20.		Schools have indicated they would again like to have Prison me, no way. The Police have yet to confirm if they will have funding for Your Choice events. The Police and Crime Commissioner is to review all input into Schools as looking at a Countywide approach to input into Schools	Support delivery of summer activities in urban core hot spot areas for young people to participate in.	16 Summer scheme activity sessions delivered in Urban core parks over the summer holiday period	Locations where sessions were delivered include Castle Gresley, Church Gresley, Swadlincote, Midway and Newhall. Total number of participants at the session was 1078.
Place	Deliver services that keep the District clean and healthy.	PL6.1 % adherence to service standards for Grass Cutting.	New indicator, performance figures gathered this year will be used to set improvement targets for 2020/21	90%	90% of all work completed on schedule and in accordance with service standards. The remaining 10% was completed at the commencement of Q2.	New indicator, performance figures gathered this year will be used to set improvement targets for 2020/21	92%	92% of works completed in accordance with the schedules and service standards the remaining 8% was completed at commencement of Q3
Place	Deliver services that keep the District clean and healthy.	PL6.3 % of fly-tips cleared within 24 hours	New indicator, performance figures gathered this year will be used to set improvement targets for 2020/21	84%	100% of all reported fly tips reported in Q1 were cleared in Q1 on average within 1.48 days	New indicator, performance figures gathered this year will be used to set improvement targets for 2020/21	72.28%	146 out of 202 fly tips were removed within 24 hours of operational services receiving the report
Place	Deliver services that keep the District clean and healthy.	PL6.2 Monitoring of street scene services (including fly-tipping, grass cutting and litter collection). NEW.	Annual measure		Discussions with Keep Britain Tidy have commenced now developing measures for the annual survey to take place end of Q2 commencement of Q3	Undertake Local Environment Quality Survey (LEQS).		See Action Plan
Progress	Work to attract further inward investment.	PR1.1 Net additional commercial/employment floor space created	Number of square metres. (Proxy).		Reported in Quarter 2 and Quarter 4 (proxy measure)	Number of square metres. (Proxy).	Net loss of 24462.8 sqm	Gain of 9406 sqm; loss of 33869 sqm (mainly at the former Hilton Depot MOD site which is being redeveloped for housing)
Progress	Unlock development potential and ensure the continuing growth of vibrant town centres.	PR2.1 Delivery of Vision and Strategy.	Q1A. Review way forward on receipt of National Forest Business Improvement District (BID) feasibility study. Q1B. Promote town centre investor opportunities.	Q1A One Delayed; Q1B:One Achieved	Quarter 1A: See Action Plan Quarter 1B: Receipt of consultant's feasibility study for Business Improvement District delayed; Town centre investment opportunities promoted online, in Property Bulletin publication and at property exhibition.	Q2. Support town centre initiatives (e.g. clean-up day).		Q1A: Outstanding Action completed. Q2: Activities included launch event for market operator in August with introduction of a new set of market stalls; and, World Clean-up Day event staged in September, with Council staff plus 25 volunteers collecting 42 bags of rubbish and two wheelie bins of recycling.
Progress	Unlock development potential and ensure the continuing growth of vibrant town centres.	PR2.2 Vacant premises in Swadlincote, Hilton and Melbourne	N/A		Reported in Quarter 2 and Quarter 4 (proxy measure)	Proxy	12	Hilton: one vacant unit representing 7.14% of all units. Melbourne: five vacant units representing 9.2% of all units. Swadlincote Town Centre Primary Frontage: six vacant units representing 4.72% of all primary frontage units

Theme	Key Aim	Strategic measure / projects	Q1 Target	Q1 Performance	Detail	Q2 Target	Q2 Performance	Detail
Progress	Work to maximise the employment, training and leisure uses of The National Forest by residents and increase the visitor spend by tourists.	PR3.1 Promote entrepreneurial opportunities to improve employability skills and raise awareness of self-employment.	Q1. Deliver Love Your Local Market young enterprise activity. Q1. Stage Swadlincote Jobs and Skills fair. Q1. Deliver Thinking of Starting a Business workshop.		Young Enterprise activity delivered with William Allitt School; Job Opportunities Day held at Green Bank Leisure Centre; 'Thinking of Starting a Business?' workshop held in Hilton.	N/A		No target during Q2
Progress	Provide support to businesses and the not for profit sector and promote innovation and access to finance, including in rural areas	PR5.1 Food businesses which have a Food Hygiene Rating score of five.	>83%	85.4%	This performance is an increase on the figure reported at the 31st March 2019 and is at the highest level ever recorded by the Council.	>83%	85.1%	599 retail food businesses currently have the top food hygiene rating
Progress	Provide support to businesses and the not for profit sector and promote innovation and access to finance, including in rural areas	PR5.2 Registered food businesses active in the District	≥810	859	This performance is an increase on the figure reported at the 31st March 2019 by an additional 17 businesses.	≥810	870	Currently the highest number of food businesses ever registered
Progress	Provide support to businesses and the not for profit sector and promote innovation and access to finance, including in rural areas	PR5.3 Visitor economy businesses supported through Swadlincote Tourist Information Centre (no. visitor enquiries, website hits, social media, etc.)	150,000	973,889	In addition to visitor enquiries serviced, other activities included staging of the National Forest Walking Festival 2019, promotion of the service at Festival of Leisure and publication of the Summer edition of What's On	150,000	698,203	In addition to visitor enquiries serviced, other activities included: 'Ay Up Me Duck Day' (and trail) family fun event supported on The Delph during the school holidays; and, staging the Hello Heritage/Heritage Open Days initiatives - attracting visitors to tours, talks and guided walks.
Progress	Provide support to businesses and the not for profit sector and promote innovation and access to finance, including in rural areas	PR5.4 Guidance offered to businesses or people thinking of starting a business (through the South Derbyshire Business Advice Service).	40	71	In addition to one-to-one advice sessions with businesses/entrepreneurs, a 'Thinking of Starting a Business?' workshop was held in Hilton	30	63	In addition to one-to-one advice sessions with businesses/entrepreneurs, workshops for businesses were supported on 'Researching Export Markets' and 'Inclusive Recruitment'.

Housing and Community Services Performance and Project Overview 2019/20 Quarter 2

Appendix B

H&CS Overview



PE3.1 Number of empty home intervention plans for dwellings known to be empty for more than two years.

Target ≥ 0 (Annual Target: 10 completed intervention plans)



10

PL1.1 Total number of affordable dwellings delivered.

Target >150 for the year



39

PL1.3 Number of new homes added to the HRA

Target Proxy Annual



Annual

PL3.2 Number of ASB incidents in Swadlincote Centre



Target < 400

295

O1.2 Rent arrears as a % of rent due

Target $< 2.5\%$



2.85%

Current tenant rent arrears at quarter end: £340,692

PE1.2 Average length of time for current voids

Target < 21 days



58.2 days

PE1.1 Average time taken to re-let Council Homes

Target < 21 days



103.44 days

PE2.1 Number of successful introductory tenancies

Target $>85\%$



96.77%

PE4.1 Throughput at Etwall Leisure Centre, Green Bank Leisure Centre and Rosliston Forestry Centre.

Target: Rosliston: 60,000, Leisure Centres: 172,108, Walking Festival: 1,250, Community Participation: 16,022











349,252

Housing and Community Services Performance and Project Overview 2019/20 Quarter 2



Appendix B

	Strategic Project	Project Q2 Target	Q2 Performance
	O5.3 To gather customer satisfaction data in a cost effective way and use the data to manage and improve services	Pending	Achieved
	O5.4 To provide a value for money service that fully meets the needs of our tenants and delivers high levels of customer satisfaction	Update Elected Members on the implementation of proposals.	Achieved
	PE1.3. Delivery of Better Care Fund (BCF) schemes in accordance with assurance plans. NEW.	Submit plans for 2019/20 BCF spend following allocation and gain associated Committee approvals for projects.	Not Achieved
	PE2.4 Successful roll out of Universal Credit in South Derbyshire.	Plan for managed migration of existing Housing Benefit (HB) working age caseload. Review HB processing performance indicators as result of Universal Credit and Department for Work and Pensions timescales.	N/A
	PL1.2 Adopt Countywide Strategy – Housing and Accommodation for an ageing population: Vision for Derbyshire to 2035. NEW.	Ensure at least 10% of all new affordable housing provision secured through Section 106 agreements or planning conditions is either adapted for disabled use or built to lifetime homes standards.	Achieved
	PL1.9 Capital programme for the delivery of enhancements to public open spaces utilising Section 106 contributions. NEW.	Presentation of delivery plan for approval.	Not Achieved
	PL4.1 Review and update existing plan. Develop and deliver action plan.	Support delivery of summer activities in urban core hot spot areas for young people to participate in.	Achieved
	PE4.2 Delivery of the Active Derbyshire SLA for South Derbyshire.	Monitoring report will be provided a minimum of every six months	N/A

Housing and Community Services Strategic and Service Key Success Areas 2019/20 Quarter 2



Appendix C

Theme - People

Target > 2



10

Action - Reduce the impact of empty homes in local communities

Measure – PE3.1 Number of empty home intervention plans for dwellings known to be empty for more than two years.

Success - A total of 10 long-term properties have been occupied during quarter one and quarter two against a target of two. These include vacant properties at:

- Woodmans Croft
- Hall Street
- Wilson Close
- Dundee Road
- Stations Street
- Bretby Lane
- Rykneld Road (Two)
- Field View and Larch Road.

Theme - Place

Target:

support the delivery of summer activities in urban core hot spot areas for young people to participate in



Achieved

Action – Review and deliver the Safer South Derbyshire Community Safety Partnership Plan

Measure – PL4.1 Review and update existing plan. Develop and deliver action plan.

Key Milestone for quarter two was to support the delivery of summer activities in urban core hot spot areas for young people to participate in.

Success – 16 summer scheme activity sessions were delivered in urban core parks over the summer holidays in Castle Gresley, Church Gresley, Swadlincote, Midway, and Newhall. There were a total of 1078 participants at the sessions.

Housing and Community Services Performance Action Plans 2019/20 Quarter 2

Appendix D

There are five actions for Housing and Community Services

Theme: Outcomes

Target vs performance:

Q2 Target: 2.5%

Q2 Performance: 2.85%

Trend (compared to last quarter/year):

Q1 Performance: 2.47%

Background:

The increase in rent arrears is likely to be a result of the increased numbers of tenants in receipt of Universal Credit (UC) and now subject to either delays in payment or simply a change in their payment schedule.

Current UC claimants from Department of Work and Pensions Landlord Portal	254
Total UC Claimant Rent arrears as at 06.10.19	£126,785.71
Total rent arrears for same group of people at 18.11.18	£60,471.79
Total Increase in rent arrears for UC claimants since UC roll out	£ 66,313.92

A group of 136 tenants who went on to claim UC had a balance of £0.00 at 18.11.18, the total arrears for that same group of people is currently £39,129.19. Had those tenants continued to claim Housing Benefit after November 2018 it is likely that the level of increase would not have happened, barring a change in circumstances.

This is a trend that is echoed in all other areas where UC has been introduced so the Council is not unique in this. Anecdotal information from Trent and Dove Housing indicates that its arrears are also increasing.

Key actions underway:

- Review all rent arrears accounts to ensure that the correct level of enforcement action is being taken.



O1.2 Rent arrears of
Current tenants as a %
of rent due

2.85%

Target <2.5%

- Two members of the team, along with the Tenancy Sustainment Officer, will be focusing solely on income collection, arrears recovery and benefit queries/advice.
- Re-visit projects preparing tenants practically for UC with a programme of communications. This is designed to encourage current benefit claimant tenants to pay extra onto their rent to mitigate against the five weeks arrears which will occur when they move to UC.
- Finalise the arrears recovery procedure in the Orchard system to ensure that recovery is compliant, effective and is clear to Council tenants.
- Re-commence cold-calling to tenants who are in arrears.

Opportunities/risks:

- Opportunity to enhance services through completion of Orchard tasks.
- Opportunity to focus on tenants and provide support with their finances.
- Risks- that arrears continue to rise (at trend which is echoed by other providers in the region).



PE1.1 Average time taken to re-let local authority homes (days) (excluding major voids).

103.44 days

Target <21 days

Theme: People

Target vs performance:

Target: Less than 21 days
Performance for Q2: 103.44 days

Trend (compared to last quarter):

Quarter 1 - 99.6 days was achieved

Background:

General

The average time taken to relet vacant properties has increased this quarter as the Council and its Repairs' Contractor NOVUS begin to work through the backlog of vacant properties which have been empty for some time.

Contractor performance

The major Repairs Contract which was due to start on 1st April 2019 unfortunately was delayed, and did not start until July 2019, leaving the Council without a contractor to assist in completing void works. This has in

effect created a three-month backlog of void works. For the short-term NOVUS will complete work to all void properties with the aim of completing work to a higher standard and in a shorter timescale. NOVUS has provided a schedule of properties which includes proposed timescales for completion.

Process and procedures

A full review of existing process and procedures revealed that they needed to be improved. A new process is now in place.

Key actions underway:

- A new Contractor is in place
- A higher standard of work in vacant properties is being undertaken.
- A new specialist cleaning contractor to clean empty properties has been appointed.
- A new 'end-to-end' process has been implemented.
- Properties in low demand are being identified earlier and alternative advertising and letting strategies are being deployed.
- A review of the current Allocations Policy is underway to encourage higher demand for sheltered properties.
- New Asbestos survey and removal contracts are now place.

Opportunities/risks:

The key actions provide an opportunity to let properties promptly at a higher standard, improving the Council's rental income and customer and tenant satisfaction.

The major risk for the Council is of continued lower demand for sheltered accommodation which is a significant proportion of the housing stock. Possible refurbishment and modernisation of sheltered dwellings will be considered as part of the overall major improvement plan.

Theme: People

Target vs performance:

Q2 Target - > 21days
Q2 Performance – 58.2 days

Trend (compared to last quarter):

59.8 days at the end of Quarter one



PE1.2 Average length
of time for current
voids

58.2 days

Target <21 days

Background:

The Council and its Repairs' Contractor NOVUS are beginning to make progress through the backlog of outstanding void properties so the average time that properties are empty will begin to reduce.

Key actions underway:

- A new contractor to carry out major void works has been appointed.
- A higher standard of work in vacant properties is being undertaken.
- A new specialist cleaning contractor to clean empty properties has been appointed.
- A new 'end-to-end' process has been implemented.
- Properties in low demand are being identified earlier and alternative advertising and letting strategies are being deployed.
- The current Allocations Policy is being reviewed to encourage higher demand for sheltered properties.

Opportunities/risks:

The key actions provide an opportunity to let properties promptly at a higher standard, improving the Council's rental income and also customer and tenant satisfaction.

The major risk for the Council is of continued lower demand for sheltered accommodation which is a significant proportion of the housing stock. Possible refurbishment and modernisation of sheltered dwellings will be considered as part of the overall major improvement plan.

The Better Care Fund



PE1.3. Delivery of Better Care Fund (BCF) schemes in accordance with assurance plans.
NEW.

Not Achieved

Theme: People

Target vs performance:

Q2 Target: Submit plans for 2019/20 BCF spend following allocation and gain associated Committee approvals for projects.

This was delayed as the policy revisions needed to be in place to enable the new schemes to be approved. The 'Private Sector Housing Renewals Policy' has now been re-written and will be appended to the November Committee report for formal adoption.

Trend (compared to last quarter):

The Better Care Fund carries a significant underspend and co-ordination of the planned spend is now managed via an internal group that prioritises the schemes to be developed for committee approval whilst monitoring

progress of current projects alongside the ongoing mandatory Disabled Facilities Grant (DFG) spend.

Background:

The other previously approved schemes funded by the BCF are making a significant impact on residents across the District. The Mental Health Service has prevented hospital admissions at crisis point and the Health Homes Programme has funded a range of improvements and facilities that will improve health / quality of life for occupants living in the private sector.

Key actions underway:

The BCF report setting out the Council's current position approved by Housing and Community Services Committee on 3.10.19 and a further report will be taken to the same Committee on 21.11.19 outlining the new proposed schemes to address the underspend. The Council will also be represented at the BCF Board meeting on 18th November to give an update on the DFG spend to date and progress against the previously approved schemes

A revised 'Housing Renewals and Assistance Policy' is being compiled by Strategic Housing to enable the Council to develop and fund new schemes outside the remit of the DFG that will be funded by the BCF. This new policy will be appended to the November Committee report for adoption.

Opportunities/risks:

- There is an opportunity for the Council to work collectively to identify / deliver new schemes that will specifically align with the principles of the BCF
- The internal group was established to mitigate against future risks associated with underspend and lack of co-ordination
- There would be a risk for the Council if the BCF was used to fund projects outside the remit of this funding allocation
- There would also be a risk if the Council failed to submit timely assurance plans to the County Council for ratification at quarterly BCF Board



PL1.9 Capital
programme for the

Theme: Place

Target vs performance:

Q2 Target - Presentation of delivery plan for approval.

Q2 Performance not achieved

delivery of
enhancements to
public open spaces
utilising Section 106
contributions.

Not Achieved

Measure not met – A Play Improvement Plan was presented to Scrutiny Committee on 16th October. However, the ability to put an accurate time table to a full capital programme is dependent on availability of human resources which will be addressed in a Cultural & Community Services restructure report due to be reported Committees in January 2020..

Trend (compared to last quarter/year):

N/A – New measure

Background:

Cultural Services has had reduced staffing levels within the Open Spaces team for two years.

Key actions underway:

Cultural & Community Services restructure report being drafted to ensure that there are adequate resources to deliver the capital programme. Implementation of some S106 funded projects underway. Small project team reconvening to progress delivery plan.

Opportunities/risks:

Subject to approval a restructured Cultural and Community Services team will have capacity to realise and implement a delivery plan.

SERVICE DELIVERY RISK REGISTER (AS AT Q2 2019/20)

Appendix E

Risk	Corporate theme/aim	Rating and current position	Risk treatment	Mitigating actions	Change since last quarter (Q1)
SD1 - Loss of income to the Housing Revenue Account	Outcomes Maintain Financial Health	On-going potential reduction in income through 1% rent reduction for general needs tenancies until 2020/21. Likelihood is low and impact is now moderate.	Treat the risk through continuous action and review.	Income policies/processes are being revised. The Council has invested in I.T. solutions to maximise opportunities to collect income and support those in financial difficulty. Increased focus on collection of rent and other housing debt. New dwellings mitigate revenue lost through Right to Buy (RTB) Whilst the Implementation of Universal Credit has slowed, pressure from other benefit changes remains. This has led to an increase in rent arrears during quarter 2. The Housing Service has made operational changes to deal with this increase in the short-term	Impact is moderate-likelihood is now high.
SD2 - Failure to collect financial contributions or to enforce the delivery of obligations within Section 106 Agreements.	Outcomes Maintain Financial Health	Failure to collect financial contributions or to enforce obligations within Section 106 Agreements. Likelihood is unlikely but the impact is significant.	Treat the risk through continuous action and review.	Implementation of new software is now complete. Team Leader overseeing the process with dedicated officer monitoring and reviewing progress of agreements relating to 'live' sites. The Service has been recently audited and has put in place actions to address the minor	No change to rating or treatment.

				recommendations.	
SD3 – Safety standards	<p>People Protect and help support the most vulnerable, including those affected by financial changes.</p>	<p>Failure to comply with basic safety standards in flats/blocks with communal areas.</p> <p>Work has been undertaken to put specialist fire and asbestos contracts in place.</p> <p>Likelihood is medium and impact has potential to be significant.</p>	<p>Treat the risk through continuous action and review.</p>	<p>Process underway to update safety procedures for fire, gas, electricity, legionella and asbestos to ensure the Council has appropriate controls in place to manage risks. Progress made so far includes:</p> <ul style="list-style-type: none"> • Fire safety contractor appointed • Gas servicing 100% compliant • Electrical testing contractor appointed • Legionella - sheltered schemes testing in place, void properties shower heads/deadlegs removed • Asbestos testing contractor appointed • Asbestos removal contractor appointed • Successful completion of an asbestos audit by the Health and Safety Executive <p>Whilst the likelihood reduces as contracts are in place, works programmes to the value of £250,000 per annum are required for the next two years to achieve full compliance, so the overall likelihood remains medium.</p> <p>Fire safety work is now underway in communal blocks, including consultation with tenants affected by the work.</p>	<p>No change to rating or treatment.</p>

SD4 – Universal Credit	People Protect and help support the most vulnerable, including those affected by financial changes.	<p>Loss of income to the Housing Revenue Account through full roll out of Universal Credit (UC) from November 2018.</p> <p>There is still uncertainty as to the financial impact of this but the Council has plans in place working with internal/ external stakeholders to manage this process.</p> <p>Likelihood is medium and the impact is moderate.</p>	Treat the risk through continuous action and review.	<p>Welfare Reform Group, including key internal/external partners, meets on a monthly basis to manage roll-out against an agreed action plan.</p> <p>Invested in I.T. solutions to maximise opportunities to collect income and support those in financial difficulty.</p> <p>Allocations Policy review underway and will be completed in 2019.</p> <p>The changes to the 'roll out' of 'UC' may delay the full impact. 2018/19 performance demonstrates that actions have assisted in mitigating the impact of Welfare Reform changes.</p> <p>Delays in UC payments have led to a rise in rent arrears. The Housing Service has made operational changes to mitigate this risk.</p>	No change to rating or treatment.
SD5 – Reduction in funding for Culture and Communities	People Increase levels of participation in sport, health, environmental and physical activities.	<p>Reduction of Council funding into Culture and Communities Service. Unable to source external funding to service.</p> <p>Likelihood is low and the impact is moderate.</p>	Treat the risk through continuous action and review of funding streams and Cultural and Community Services Restructure.	<p>Forward budget planning over a number of years. Approvals for reserve spend to secure staffing positions up to March 2020 initially for Active Communities.</p> <p>Lobby to maintain current funding contribution that the Council makes towards the Active Communities service and for an increased contribution if current levels of service are to be maintained post-March 2020.</p> <p>The Council is in the final year of a three-year funding agreement with the Police and Crime Commissioner (PCC) for £25,000 per year</p>	No change to rating or treatment.

				<p>Community Safety Funding.</p> <p>The Council receives £35,000 per year Basic Command Unit funding from the Chief Superintendent. This is received annually with no long-term commitment.</p> <p>Rolls Royce new three-year sponsorship of the Environmental Education Project confirmed.</p> <p>Continually seek external funding opportunities to support service delivery.</p> <p>Cultural and Community Services Restructure seeking to secure core funding for key posts subject to Committee approval.</p>	
SD8 - Failing infrastructure at Rosliston Forestry Centre.	<p>Place</p> <p>Support provision of cultural facilities and activities.</p>	<p>Failing Infrastructure at Rosliston Forestry Centre.</p> <p>Regular meetings held at operational and strategic levels with the Forestry Commission.</p> <p>Likelihood is low but the impact would be moderate</p>	<p>Treat the risk through continuous action and review.</p>	<p>Condition survey updated as part of procurement exercise for new contractor.</p> <p>Focus on implementing infrastructure requirements identified in external consultant's report.</p> <p>Make invest to save business cases.</p> <p>Collaboration Head of Corporate Property on improvements to the Planned Preventative Maintenance (PPM).</p> <p>Engage tenants and keep senior management team informed.</p>	<p>Rating changed to amber as procurement of new contract delayed with consequent delay in new operator investment.</p>
SD9 - Failure to meet housing delivery targets set out in the	<p>Place</p> <p>Facilitate and deliver a range of</p>	<p>Failure to meet housing delivery targets.</p> <p>Local Plan is in place which sets</p>	<p>Treat the risk through continuous action and</p>	<p>Monitoring/review of performance ongoing.</p> <p>Active pursuit of schemes and opportunities.</p>	<p>No change to rating or treatment.</p>

five year supply.	integrated and sustainable housing and community infrastructure.	out the five-year supply. Latest monitoring for 18/19 indicates the Council was performing above target with an upward trajectory. Likelihood is low but the impact would be significant.	review.	Develop action plan(s) where necessary. Current five-year housing land supply rate at 5.5 years - most sites started are building at a rate above that originally anticipated such that c.1200 were completed in 2018/19 - work to accelerate progress on two sites underway.	
SD10 - Failure of IT infrastructure that supports Planning Systems, LLPG and Land Charges.	Place Facilitate and deliver a range of integrated and sustainable housing and community infrastructure.	Ongoing issues with IT infrastructure that supports Planning systems. Likelihood is unlikely and the impact would be significant.	Treat the risk through continuous action and review.	New system went live on the 1 st August 2019. Work continues towards implementing remaining 'modules' of the software, migrating data and decommissioning old systems. Monitoring performance of new system following implementation with consideration of what additional resource is necessary to complete the project and/or fully realise the benefits of the software.	Likelihood reduced following implementation of new system
SD12 – Melbourne Sports Park	Place Support provision of cultural facilities and activities throughout the District. People Increase levels of participation in sport, health,	Failure to deliver against external funder requirements at the Melbourne Sports Park (MSP). Ongoing discussions with national funders. Likelihood is low but the impact would be significant.	Treat the risk through continuous action and review.	Regular Artificial Grass Pitch (AGP) Steering Group meetings. Matter under regular review at MSP Board meetings. Key funder in attendance at AGP steering group meetings. Specialist consultants, MSP representatives and Council officers progressing site drainage solutions. Planning permission approved. Engagement with landowner on site permissions progressed.	No change to rating or treatment.

	environmental and physical activities.			MSP Board not meeting business plan income targets so close monitoring required.	
SD13 – Sinfin Waste Plant	<p>People</p> <p>Reduce the amount of waste sent to landfill.</p>	<p>Impact on delivery rounds of diverting all residual waste to Sinfin Waste Plant.</p> <p>Move to Sinfin now to be phased over three years, giving time to minimise impact on delivery rounds.</p> <p>Likelihood is medium the impact would be moderate.</p>	Treat the risk through continuous action and review.	<p>The long-term waste management contract between Derby City Council, Derbyshire County Council and Resource Recovery Solutions (Derbyshire) Ltd (RRS) was been brought to an end on the 2nd August 2019. RRS was a 50:50 partnership between Renewi and with national construction firm Interserve. Interserve was responsible for building the waste treatment facility.</p> <p>Contingency measures have been put in place by the County and City Councils to make sure waste that residents cannot recycle or choose not to recycle continues to be dealt with, and that recycling centres and waste transfer stations continue to operate.</p> <p>These services will continue to be run by waste management company Renewi under a new two-year contract.</p> <p>With contingency arrangements already in place, the City and County Councils are confident any further impact will be minimal.</p> <p>Work has begun by contractors to clean the site of existing materials in order for an evaluation of site value to be undertaken and shows signs that the project is continuing.</p>	<p>Likelihood increased to medium following the contract end but impact remains the same.</p>
SD14 – Tree	Outcomes	Failure to manage the Council's	Treat the risk	Review of approved Tree Management Policy	No change to

Management	Enhance Environmental Standards	tree stock in line with adopted Tree Management policy. Likelihood is low but the impact would be significant.	through continuous action and review.	underway. A 'structural review of Culture and Community Services' report will go to Committee in November 2019 this includes a proposal for the permanent support for tree management.	rating or treatment.
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REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 8
DATE OF MEETING:	21st NOVEMBER 2019	CATEGORY:
REPORT FROM:	MARY BAGLEY, HEAD OF CULTURAL AND COMMUNITY SERVICES	OPEN
MEMBERS' CONTACT POINT:	CLAIRE RAWLINS, ANTI-SOCIAL BEHAVIOUR OFFICER, COMMUNITIES TEAM	DOC:
SUBJECT:	PUBLIC SPACE PROTECTION ORDER CONSULTATION - MAURICE LEA PARK AND MARKET STREET	REF:
WARD(S) AFFECTED:	CHURCH GRESLEY, WARD	TERMS OF REFERENCE:

2.0 Recommendations

- 2.1 That the Committee accepts the recommendation to undertake the formal consultation process for a Public Space Protection Order (PSPO) to be made on Maurice Lea Park and Market Street, Church Gresley.

3.0 Purpose of Report

- 3.1 To inform the Committee of how a PSPO at Maurice Lea Park and Market Street would be beneficial in assisting the Police and Council in tackling Anti-social Behaviour (ASB), and statutory consultation required.

4.0 Detail

- 4.1 The Council is considering implementing a PSPO for Maurice Lea Memorial Park and Market Street, Church Gresley, under section 59 of the ASB, Crime and Policing Act 2014 ("the Act").
- 4.2 PSPOs are intended to deal with a particular nuisance or problem in a defined area that is detrimental to the local community's quality of life, by imposing conditions on the use of that area which apply to everyone. They are designed to ensure the law-abiding majority can use and enjoy public spaces, safe from anti-social behaviour.
- 4.3 Maurice Lea Park and Market Street have been affected by a peak in incidents of anti-social behaviour over the last 12 months. ASB has been caused by large groups of youths congregating at the Park and causing harassment, alarm and distress. Incidents have included intimidation and verbal abuse to members of the public, public order incidents, underage drinking, drug use and the smashing of glass across

the park. The residents on Market Street which runs along the East side of the Park have complained about stones being thrown at their properties and cars and threats of violence from groups of young people who travelling to or from the Park. There have been 60 police calls for service made from the Maurice Lea Park /Common Road Super Output Area during the 12 month period between October 2018 and September 2019. There have also been a number of incidents not reported directly to the Council of glass being smashed on the Park, verbal abuse to people on the Park and minor damage caused to plants, the bowls green and band stand.

- 4.4 The incidents have attracted a number of complaints to Derbyshire Police, the Council and to Elected Members. A variety of interventions have already been implemented both in terms of the individuals involved and the location itself. These include additional Police and Community Safety Enforcement Officer (CSEO) patrols, leaflet drops to residents on Market Street to encourage reporting, engagement with and input given at schools, Community Protection Warnings issued to identified young people, and multi-agency referrals for problematic individuals.
- 4.5 Additionally in September 2019, a number of Travellers arrived on the Park and set up an encampment for several days. This encampment required a large amount of resources from both the Police and the District Council in order for procedures to be put in place for their eviction from the area.
- 4.6 On 24 September 2019 a multi-agency meeting took place between the Communities Team, Police, Cultural Services Team, Direct Services Team, and Environmental Health to discuss the problems and to develop actions to tackle the issues. As well as exploring the option of adding CCTV cameras to the main building in the Park, it was agreed that the introduction of a PSPO, within the area identified, will provide a valuable additional tool to enable enforcement measures to be taken for those occasions where the criminal threshold has not been met.
- 4.7 If obtained, the effect of the Order will be to impose the following prohibitions on the use of the land for a period of three years:
 - No person shall loiter as an individual or in a group if in the opinion of an authorised officer they are causing or likely to cause anti-social behaviour. If asked to leave on instruction of a PC, Police Community Support Officer (PCSO) or authorised officer individuals must not return to the area for a period of 24 hours.
 - No person shall dispose of litter other than in the bins provided.
 - In the area covered by the Order any person who continues drinking intoxicating liquor when asked to desist by a Police Officer, PCSO or authorised officer from the Council or fails to surrender any intoxicating liquor when asked to do so by a Police Officer, PCSO or authorised officer from the Council commits an offence under section 63 of the Act.
- 4.8 The Home Office Statutory Guidance Document on Anti-social Behaviour, Crime and Policing Act 2014 states that before making a PSPO, the Council must consult with the Police and with whatever community representatives they think appropriate. The Council should also ensure that specific groups likely to have a particular interest are consulted, such as a local residents association, or regular users of Park.

- 4.9 Before the PSPO is made, the Council must publish the draft order in accordance with regulations published by the Secretary of State and ensure that the draft order is available on its website.
- 4.10 The close or direct involvement of elected members will help to ensure openness and accountability. This will be achieved, for example, where the decision is put to the full Council.

5.0 Financial Implications

- 5.1 Existing staff resources will be used to enforce the PSPO and therefore it is not anticipated that there will be any additional staff revenue costs. There will be small additional costs associated with signage, but there may be additional income associated with revenue from penalty notices.

6.0 Corporate Implications

- 6.1 The PSPO will impact on the Corporate Plan key aim to 'Use existing tools and powers to take appropriate crime enforcement action'.

7.0 Community Implications

- 7.1 The order will help protect the local community and ensure members of the public can enjoy the Park without being subjected to nuisance or anti-social behaviour.

8.0 Conclusions

- 8.1 The PSPO, should it be approved, will enable the Police and Authorised Council employees to have additional powers including asking individuals to leave the Park for a 24 hour period or to hand over alcohol when requested.

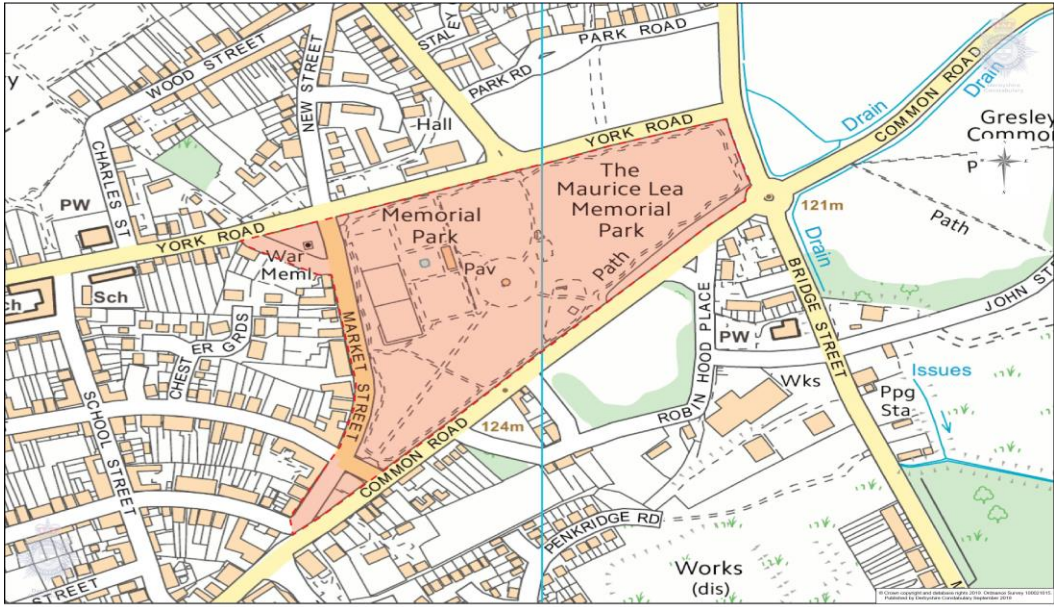
9.0 Background Papers

- 9.1 Evidence of Need Document

Proposed Public Spaces Protection Order

Evidence of need Document



<p>Details of the Order</p>	<p>South Derbyshire District Council is considering issuing a Public Spaces Protection Order for Maurice Lea Memorial Park and Market Street, Church Gresley, under section 59 of the Anti-Social Behaviour, Crime and Policing Act 2014 ("the Act").</p> <p>Public spaces protection orders (PSPOs) are intended to deal with a particular nuisance or problem in a particular area that is detrimental to the local community's quality of life, by Imposing conditions on the use of that area which apply to everyone. They are designed to ensure the law-abiding majority can use and enjoy public spaces, safe from anti-social behaviour.</p> <p>Any breach of the prohibitions/ requirements listed below could be subject to enforcement by Fixed Penalty Notice. The Order will run for a period of 3 years.</p> <p>A PSPO can include multiple restrictions and enforcement can be undertaken by Council Officers (Community Safety Enforcement Officers), Police Officers and Police Community Support Officer's.</p>
<p>Highlighted Issue/s</p>	<p>Anti-social behaviour involving large groups of youths congregating at Maurice Lea Park and Market Street.</p> <p>Additionally in September 2019 a number of traveller's came onto the Park and set up an encampment. This encampment required a large amount of resources from both the Police and the District Council in order for procedures to be put in place for their eviction from the park.</p>
<p>Area affected as edged in red</p>	
<p>Background to the issue</p>	<p>Maurice Lea Memorial Park is suffering from ongoing incidents of anti-social behaviour (ASB) from predominantly large groups of young people. The behaviour of the individuals includes being abusive and intimidating to members of the public legitimately using the Park facilities, items being thrown at Park users and passing traffic, underage drinking, graffiti, several incidents of large amounts of glass being smashed and littering. Park staff have also reported finding evidence of drug use and observed young people under the influence of alcohol or drugs.</p>

	<p>This behaviour is having a significant and debilitating effect on those living, working and visiting the area including in particular the residents and businesses on Market Street.</p> <p>These incidents have attracted a number of complaints to Derbyshire Police, the Council and to elected members. A variety of interventions have already been implemented both in terms of the individuals involved and the location itself. These include additional Police patrols and Community Safety Enforcement Officer (CSEO) patrols, leaflet drops to encourage reporting, inputs within schools, Community Protection Warnings, Community Protection Notices and multi-agency referrals for problematic individuals.</p> <p>The recent traveller encampment then further affected the Park's usage and people's feelings of safety within the area. Some members of the public were intimidated and fearful to use the facility. Reports were made to both the Police and the Council of anti-social behaviour from the travellers as well as posts highlighted through local social media sites.</p> <p>The ASB at the park has meant an increase in costs to the Council. When the travellers left the site there was then a cost to the Council of cleaning up the land, repairing the damaged gates and making the park secure. Pop up bollards are ideally needed at each entrance to the park, costings of around £6,000 are expected.</p> <p>After discussing the issues with the local Police Inspector and Safer Neighbourhood Team (SNT) Sergeant, it is believed that the introduction of a PSPO, within the area identified, will provide a valuable additional tool to enable enforcement measures to be taken for those occasions where the criminal threshold has not been met.</p>																										
<p>Statistical data of Police calls to service</p>	<p>Police ASB Calls for Service from Church Gresley (Maurice Lea Park Common Road) Local Super Output Area:</p> <table border="1" data-bbox="264 1196 1500 1693"> <thead> <tr> <th>Month</th><th>Incidents</th></tr> </thead> <tbody> <tr><td>October 2018</td><td>6</td></tr> <tr><td>November</td><td>3</td></tr> <tr><td>December</td><td>3</td></tr> <tr><td>January 2019</td><td>5</td></tr> <tr><td>February</td><td>4</td></tr> <tr><td>March</td><td>1</td></tr> <tr><td>April</td><td>4</td></tr> <tr><td>May</td><td>6</td></tr> <tr><td>June</td><td>12</td></tr> <tr><td>July</td><td>5</td></tr> <tr><td>August</td><td>5</td></tr> <tr><td>September</td><td>6</td></tr> </tbody> </table> <p style="text-align: center;">Total 60</p> <p>43 Nuisance Incidents 16 Personal 1 Environmental</p> <p>The above figures do not include additional nuisance and low level ASB calls made to direct to the Council by either members of the public or the Park keeper.</p> <p>The issues are considered to be:</p> <ul style="list-style-type: none"> • Having a detrimental effect on the quality of life in the area • Persistent and Ongoing • Unreasonable 	Month	Incidents	October 2018	6	November	3	December	3	January 2019	5	February	4	March	1	April	4	May	6	June	12	July	5	August	5	September	6
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PROHIBITIONS	REQUIREMENTS	WHEN	PENALTY ON BREACH OF ORDER
a) No person shall loiter as an individual or in a group if in the opinion of an authorised officer they are causing or likely to cause anti-social behaviour. If asked to leave on instruction of a PC, Police Community Support Officer (PCSO) or authorised officer individuals must not return to the area for a period of 24 hours.	To disperse on instruction of a PC, PCSO or District Council Authorised Officer and not return for 24 hours.	Anytime	Any person who does not comply with the prohibition shall be guilty of an offence under section 67 of the Act and shall be liable on summary conviction to a fine not exceeding level 3 on the standard scale or a fixed penalty notice of a maximum £100.
b) No person shall dispose of litter other than in the bins provided.		Anytime	Any person who does not comply with the prohibition in shall be guilty of an offence under section 67 of the Act and shall be liable on summary conviction to a fine not exceeding level 3 on the standard scale or a fixed penalty notice of a maximum £100.
c) Controlled drinking area – In the area covered by the Order any person who continues drinking intoxicating liquor when asked to desist by a Police Officer, PCSO or authorised officer from the Council or fails to surrender any intoxicating liquor when asked to do so by a Police Officer, PCSO or authorised officer from the Council commits an offence under section 63 of the Act.	To surrender any intoxicating liquor in the PSPO area when asked to by a Police Officer, PCSO or authorised officer.	Anytime	Any person who fails without reasonable excuse to comply with this requirement is liable on summary conviction to a fine not exceeding level 2 on the standard scale or fixed penalty notice of a maximum £100.

REPORT TO:	HOUSING AND COMMUNITY SERVICES	AGENDA ITEM: 9
DATE OF MEETING:	21st NOVEMBER 2019	CATEGORY:
REPORT FROM:	STRATEGIC DIRECTOR (SERVICE DELIVERY)	OPEN
MEMBERS' CONTACT POINT:	PAUL WHITTINGHAM 01283595984 Paul.whittingham@southderbys.gov.uk	DOC:
SUBJECT:	NEW ARRANGEMENTS FOR THE DELIVERY OF DERBYSHIRE COUNTY COUNCIL CONTRACTS FOR TELECARE (CARELINE) AND INDEPENDENT LIVING SERVICES	
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: (See Notes)

1.0 Recommendations

- 1.1 That the Committee approves a joint study with Trent and Dove Housing on the future provision of Careline/Telecare services
- 1.2 That the Committee notes the arrangements for the changes in funding for new users of the Careline service.

2.0 Purpose of the Report

- 2.1 To update the Committee on the conclusion of Derbyshire County Council (DCC) consultation on the funding of telecare services, this was reported to Housing and Community Services Committee on 31st January 2019.
- 2.2 To advise the Committee on the implications for the Council in delivering services under this new funding arrangement.
- 2.3 To seek approval for the joint commissioning with Trent and Dove Housing of an independent study of Careline services in South Derbyshire and East Staffordshire.
- 2.4 To advise the Committee of the commencement of the new contract for the provision of Independent Living Services (Older People's floating support) from 1st November 2019.

3.0 Executive Summary

- 3.1 The Council delivers services for Telecare and Independent Living for older people under two contracts with Derbyshire County Council (DCC). As reported to

Committee on 31st January 2019, DCC consulted providers and service users with regard to changing the criteria under which funding support is granted to users of the Telecare (Careline) service. After the consultation period, revised proposals for the implementation of these changes were agreed by DCC's Cabinet on 6th of June 2019 for implementation on the 1st of November 2019 under the terms of a new contract.

- 3.2 Trent and Dove Housing, based in Burton on Trent provide a similar service to the Careline service delivered by the Council. Both services face similar challenges with regard to delivering a sustainable service to older and vulnerable residents. It is proposed to jointly commission a study into the possible options for delivering an improved, sustainable and "future proof" service for residents in the region.
- 3.3 The Committee has previously agreed to accept the offer from DCC to deliver Independent Living Services under a two-year contract from November 2019. This contract includes revised aims and objectives for this service which are detailed later in this report.

4.0 Detail

4.1 Careline/Telecare Services.

- 4.2 The main emphasis of the review by DCC was that the eligibility for funding support for Careline services changed from being based on financial circumstances and/or eligibility for certain state benefits, to being based on eligibility for assistance under the Care Act 2014.
- 4.3 DCC's Cabinet considered the results of the consultation into the provision of Telecare/Careline services at its meeting on 6th June 2019. It agreed to implement the following changes to the original proposals which are contained in the report to this Committee on 31st January 2019. The revised proposal is that "The current users of the community alarms service continue to receive a subsidised service whilst they remain living in their current property. Should an individual move house through choice or a change in personal circumstances they will be reassessed for community alarm or telecare equipment in line with the Care Act (2014) eligibility criteria."
- 4.4 This means that existing service users who are funded by DCC will retain that funding support until such time as they move home at which point their circumstances will be re assessed under the new Care Act criteria.
- 4.5 The whole range of changes agreed by DCC Cabinet are;
 - Service eligibility to access DCC funded community alarm and telecare services is changed to solely focus on providing equipment and monitoring to Care Act (2014) eligible clients who have an eligible health or social care need.
 - The ongoing monitoring and maintenance charges associated with telecare and community alarms for Care Act (2014) eligible clients will be assessed under the appropriate charging regulations and the individual's social care personal budget or co-funding arrangement will be adjusted to reflect this. A personal budget is "an amount of money calculated as an annual amount to help support an individual receive social care support".
 - Should an individual who self-funds subsequently become eligible for financial support under the Care Act (2014) following reassessment they will be able to access

a social care personal budget, or a co-funding arrangement, that could be used to pay for a community alarms or telecare service.

- Individuals who are assessed as being not eligible to receive financial support under the Care Act (2014), would have to pay monitoring and maintenance costs at full cost if they decide to receive the service.
- As part of the six-week re-ablement service, community alarms and telecare equipment and monitoring is provided free. Following the end of the six-week period Non-Care Act eligible clients who choose to retain the service after the end of the re-ablement period would be required to pay to continue to receive the service. Or, if following full assessment, they are identified as Care Act (2014) eligible they would continue to receive the service via a Personal Budget.
- The current users of the community alarms service continue to receive a subsidised service whilst they remain living in their current property. Should an individual move house through choice or a change in personal circumstances they will be reassessed for community alarm or telecare equipment in line with the Care Act (2014) eligibility criteria outlined above.

4.6 DCC cabinet also agreed that “the Derbyshire community alarms and telecare offer is simplified to focus on a core offer of community alarm and telecare equipment and monitoring”, that the “changes to the eligibility criteria for community alarms and telecare will be widely communicated”, and that “Adult Care works with providers via a proactive contract management approach to ensure that the service demonstrates value for money”.

4.7 Since the DCC Cabinet meeting Council staff have received further training on the implementation of the new criteria. The new assessment process will be completed by DCC staff although this will require the Council to change the information provided to new applicants for housing where the Careline service is provided.

4.8 DCC has already arranged contract meetings for the management of this service and provided guidance with regard to how performance under this contract will be managed along with payment processes.

4.9 The original proposals suggested that there could be an immediate withdrawal of funding from around 75% of current service users with an annual reduction in funding to this Council of around £50,000 per annum. The revised proposal results in a much gentler reduction in funding as current users leave the service and new users are assessed under the new criteria.

4.10 Whilst this reduction will not increase the deficit reported on 31st of January as much as expected the fact remains that the current deficit of £331,903 will increase year on year.

4.11 Residents who would like to use this service but do not meet the new criteria for funding may of course pay for the service from their own resources. Some residents may already be in receipt of, or are entitled to, a Personal Support Budget from DCC which could also be used to pay for this service.

4.12 South Derbyshire District Council is not, however, the only provider who is facing financial challenges in delivering this service. Trent and Dove Housing operates a

similar service from its central control a short distance away from the Council's facility at Oaklands in Swadlincote. Given the similarity and the geographical proximity of the two services it is appropriate at this time to jointly commission a study of both services. This study will identify possible options for the sustainable provision of improved and forward-looking services in both South Derbyshire and East Staffordshire. This study will consider the current services in the context of a growing elderly population and also the advances in telecare and other assistive technology.

4.13 A procurement exercise will be undertaken to assess which organisation may be best placed to carry out this study.

4.14 The outcomes of this study and any options for future provision will be reported back to this Committee.

4.15 Independent Living Services (ILS)

4.16 The Housing and Community Services Committee on 31st January agreed to enter into a new two-year contract for the provision of this service from November 2019. This Service also includes the delivery by the Careline Team of the Falls Recovery Service (FRS). DCC has now confirmed the new management arrangements for this service. This includes a new suite of performance indicators, quarterly rather than monthly payment to the Council and also a contract sum of £130,000 per annum. This is an increase in funding to this service of around £46,000 per annum.

4.17 The aims and objectives of this service are;

The service will deliver non-care based low level housing related support to:

- support people to remain independent in the community
- support people to obtain, manage and maintain their accommodation to ensure it meets their care and support needs
- provide appropriate information and advice to support people to make informed decisions about current and future needs
- prevent or delay people's health or social care needs from becoming more serious
- reduce the likelihood of people being admitted to hospital or residential care and support hospital discharges
- create social capital and enhance personal resilience
- deliver the Falls Recovery Service
- To support people across all housing tenures to live safely and independently in their own homes and preferred community for as long as practicable.
- To prevent, reduce or delay the need for more costly care and support by delivering low-level housing related support flexibly to meet the varying and variable needs of vulnerable adults.
- To promote an assets and strengths based approach to supporting people to develop and maintain support networks to reduce social isolation, and encourage community engagement (including social activities, volunteering, employment and education) to maximise the number of people able to live independently at home.
- To improve access for currently under-represented groups including Black and Minority Ethnic communities, people with sensory impairments and those with a learning disability or autism.
- To provide information, advice and support to ensure people's home environments are safe, suitable and maintained/adapted to meet their needs.

- To provide a 24hr service 365 days a year, including the physical response for the ILS and FRS, to support people in managing crisis and reducing unnecessary conveyances and admissions to hospital.
- To work with people who may have a variety of needs, be person centred, responsive to changing needs and refer to alternative or additional services as required.
- To enable people to maximise their benefit entitlement by supporting the completion and submission of benefit claim forms and benefit related medical appointments.
- To support safe hospital discharges through close and complementary partnership working across the voluntary and statutory sectors to reduce the number of people being admitted to hospital/residential/nursing care or moving onto longer term care and support packages.
- To work positively, proactively and in partnership with other agencies and Providers to reduce duplication of effort and Service delivery where shared objectives are identified, for example, the Home from Hospital Service.
- To work positively, proactively and in partnership with other agencies and Providers to develop an integrated preventative approach to supporting people in the community in relation to their health and social care needs.

4.18 A more regular and robust contract management process has already been implemented for this contract. Within this process Council officers and DCC colleagues have begun to discuss the possibility of developing these services in order to meet the health and wellbeing objectives of the Council and DCC. The outcomes of these discussions along with financial projections for future service delivery will be presented to this committee during 2020/21.

5.0 Financial Implications

- 5.1 There will be a gradual reduction in income under the Telecare/Careline contract as current users leave the service if new users do not meet the Care Act criteria. This will be monitored over the rest of this financial year.
- 5.2 There will be an increase in income to the Independent Living Service of around £46,000 per annum.
- 5.3 The joint study commissioned with Trent and Dove Housing will cost the Council approximately £10,000 which can be funded from the additional income from DCC.

6.0 Corporate Implications

Employment Implications

- 6.1 There are no direct employment implications within this report.

Legal Implications

- 6.2 There are no direct legal implications within this report.

Corporate Plan Implications

- 6.3 This report has a direct impact on the current Corporate Plan through

- PE1. Enable people to live independently
- PE2. Protect and help support the most vulnerable, including those affected by protecting them from financial hardship

Risk Impact

- 6.4 There is a direct risk to the Service Delivery Risk Map through SD1 - Loss of income to the Housing Revenue Account.
- 6.5 There are also potential risks to the health and wellbeing of people who either do not meeting the threshold for funding or choose not to pay for the services themselves. The Council will monitor this impact and continue to discuss possible mitigation through the regular contract management meetings.

7.0 Community Impact

Consultation

- 7.1 DCC completed a consultation exercise with all current service users and provider agencies, this did lead to changes to the original proposals for the funding the Telecare /Careline Service

Equality and Diversity Impact

- 7.2 DCC has completed its own assessment of the Equality and Diversity impact of these changes

Social Value Impact

- 7.3 This report has a direct link to the Sustainable Community Strategy and helping older people retain their independence.

Environmental Sustainability

- 7.4 There are no direct Environmental Sustainability implications of this report.

8.0 Conclusions

- 8.1 That it is necessary for the Council to work proactively with DCC in order to develop an enhanced Independent Living Service as required within the new agreement for the provision of this service
- 8.2 That an assessment of the longer-term provision of Telecare/careline Services is necessary.

8.0 Background Papers

Report to housing and Community Services Committee on 31st January 2019.

Notes:

- * Category – Please see the Committee Terms Of Reference in [Responsibility for Functions - Committees](#). This shows which committee is responsible for each function and whether it has delegated authority to make a decision, or needs to refer it elsewhere with a recommendation.
- ** Open/Exempt - All reports should be considered in the open section of the meeting, unless it is likely that exempt information would be disclosed. Please see the [Access to Information Procedure Rules](#) for more guidance.
- *** Committee Terms Of Reference in [Responsibility for Functions - Committees](#).

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 10
DATE OF MEETING:	21st NOVEMBER 2019	CATEGORY:
REPORT FROM:	STRATEGIC DIRECTOR SERVICE DELIVERY	OPEN
MEMBERS' CONTACT POINT:	PAUL WHITTINGHAM 01283 595984 paul.whittingham@southderbys.gov.uk	DOC:
SUBJECT:	HOUSING ENVIRONMENTAL IMPACT PROJECT	
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: (See Notes)

1.0 Recommendations

- 1.1 That the Committee approves the appointment of Nottingham City Council to complete an assessment of the energy efficiency and environmental impact of the Council's Housing stock.
- 1.2 That the outcomes and recommendations of this work are reported back to the Housing and Community Services Committee.
- 1.3 That the Committee refers the proposal to directly award the work (to Nottingham City Council) to the Finance and Management Committee.

2.0 Purpose of the Report

- 2.1 To inform the Committee of the approach being taken to assess the most appropriate methods for increasing energy efficiency and reducing the carbon footprint in Council owned homes.
- 2.2 To seek approval for appointing the Nottingham City Council Energy Projects Team to carry out this work.

3.0 Executive Summary

- 3.1 The Council has carried out repair and maintenance work to Council-owned homes over many years. Much of this work has already helped to reduce the carbon footprint and improve the energy efficiency of homes. This has included:
 - Installation of air source heating
 - Improved roof insulation
 - The replacement of boilers with more efficient models.

- 3.2 In order to support the delivery of the Council's Climate Emergency commitment, further work is needed to assess the specific baseline position of the Council's housing stock and to identify the most appropriate action and investment that is required. This work will assist the Council in set meaningful improvement targets in the Council's Climate Emergency Action Plan which will be reported to Environmental and Development Services Committee in January 2020.
- 3.3 The starting point for this work is obtaining a more robust assessment of the housing stock by obtaining up to date Energy Performance Certificates (EPC) for all types of Council-owned dwellings. The results of this work will be used to provide recommendations for appropriate interventions on particular property types and subsequently to create costed investment programmes. Savills carried out a Stock Condition Survey in 2018 on behalf of The Council. This included a physical survey of 10% of the Housing stock and the completion of an EPC for these properties. However, this survey was a general stock survey and did not include specific and detailed recommendations with regard to improving the energy efficiency of the housing stock.
- 3.4 As the Council is a member of the D2N2 strategic partnership, initial discussions have been held with the Energy Hub team at Nottingham City Council with regard to the delivery of this work. As well as being partners within D2N2, Nottingham City Council has experience in the assessment and identification of improvement works and also in delivering the installation of these works. The team is also equipped to advise the Council with regard to actual installation costs and also the future maintenance costs and obligations.

4.0 Detail

- 4.1 Whilst there has already been significant investment in Council housing stock to improve its energy efficiency and carbon footprint, the data obtained so far is not sufficient to provide an indication of what future investment is required to achieve carbon neutrality of the Council's Housing stock in line with the Council's Climate Emergency declaration.
- 4.2 Discussions with Nottingham City Council have led to the conclusion that the first step towards meeting the Council's carbon ambitions in the Housing Service would be to establish a more robust evidence base on which future investment proposals can be based.
- 4.3 The most appropriate way to address this is for a detailed EPC survey of a significant sample of the housing stock. Nottingham City Council (NCC) has provided its methodology and costs for carrying out this work which are attached at Appendix A. In summary the work would include:
- Site audit and production of Domestic Energy Performance Certificates (EPCs) of properties within the 3,000 portfolio as detailed by the Council of circa 300 houses, 140 bungalows and 160 flats (20% of overall portfolio).
 - Modelling to accurately provide bespoke recommendations suitable for the properties in question linking with the overarching aims of the Council. Recommendations will be based on the archetype and usage of the property to ensure that bespoke recommendations are provided utilising information provided by the Council. It will be made clear within the recommendations what potential EPC score is able to be achieved and what carbon

reduction/energy generation will be achieved utilising the latest government carbon calculations enabling the Council to effectively demonstrate carbon emission reductions across the 20% portfolio that is assessed helping to achieve wider carbon reduction targets.

- 4.4 NCC has identified the key factors that may need to be considered with regard to particular interventions that may be relevant to the Council's stock:

Solid Wall Insulation

- Number houses that could be treated and the cost per dwelling
- How the work would be funded
- Benefit in terms of cost per tonne of carbon saved (cost carbon benefit analysis)
- Will the intervention allow further carbon savings by facilitating renewable heating?

Solar PV

- Cost and size of system that could be fitted on most roofs
- How would the works be funded and generate a return; will the tenants be charge for the power generated or just have a service charges assigned for maintenance costs?
- How would the Council cover post installation Operation and Maintenance costs?
- Would battery storage be part of the package (benefits to tenant plus potential benefit to Council through commercial deals for the power stored)?

Housing – 30 Year Plan

There is also an opportunity to carry out a review of the Housing 30-year plan and identify energy saving measures that could be included in the programme of planned maintenance works. This approach may mean higher initial costs for work, but result in cost savings over the 30-year plan. For example, where full central heating systems are being replaced, but not the boiler, the pipework and radiators could be specified to be heat pump ready and be plumbed to allow the heating system to work off a boiler and heat pump simultaneously (Hybrid approach) or simply be plumbed for the transition, but continue to run off a gas boiler for the immediate future. This would still improve operational efficiencies and carbon savings, while decreasing running costs.

- 4.5 NCC led on the D2N2 Local Enterprise Partnership (LEP) Energy Strategy 2019-2030 for the Derbyshire and Nottinghamshire region. This means it has demonstrated its ability to deliver strategic work at a regional level. NCC has a proven track record working on projects that provide benefits to other local authorities: It provides Local Authorities with advice to support them to standardise their greenhouse gas reporting. It is the accountable body for the Midlands Energy Hub, which is working with LEPs and local authorities to identify and deliver energy projects in support of the LEP Energy Strategies and identify routes to finance these projects. It has delivered extensive high profile energy projects across its own estate, significantly reducing its energy demand and carbon footprint. This includes the installation of solar PV across an excess of 4,000 domestic properties, and the ongoing delivery of energiesprong projects (which retro-fits homes to achieve the highest possible energy efficiency standards) across Nottingham City Homes housing stock.

5.0 Financial Implications

- 5.1 The cost of undertaking the baseline EPC survey and producing a report for the Council outlining recommended actions is estimated to be £63,000. This can be met from underspends within the Repair and Maintenance budgets in the Housing Revenue Account.
- 5.2 Any further financial implications arising from this initial work will be the subject of a future report to Committee following the completion of the initial survey.

6.0 Corporate Implications

Employment Implications

- 6.1 There are no direct employment implications contained within this report.

Legal Implications

- 6.2 Given that the value of the work is in excess of £25,000, the Council should undertake a tendering exercise in accordance with its Contract Procedure Rules. However, there is provision for the Council to waive the need for a tendering exercise in specific circumstances, if it is satisfied that by doing so, it would provide better value for money. This should take into account cost and quality, together with any limitations in the current market for such work.

The Finance and Management Committee has delegated authority to approve a waiver/exemption. Therefore, if this proposal is accepted, it will need to be referred to that Committee for consideration.

Corporate Plan Implications

- 6.3 This report has a direct impact on these actions within the current Corporate Plan.
O3.1 Demonstrate high environmental standards.
PE1 Improve the quality and make best use of existing Council housing stock to meet current and future needs.

Risk Impact

- 6.4 This report has a direct impact on mitigating the risk identified in the Service Delivery Risk Register. SD6 – Affordable housing delivery Facilitate and deliver a range of integrated and sustainable housing and community infrastructure

7.0 Community Impact

Consultation

- 7.1 Measures to improve energy efficiency and the carbon footprint of homes will be discussed with Council tenants later this year.

Equality and Diversity Impact

7.2 There are no direct Equality and Diversity implications within this report.

Social Value Impact

7.3 This report directly contributes to the Sustainable Development Theme within the Council's Sustainable Communities Strategy.

Environmental Sustainability

7.4 This project will contribute directly to supporting the delivery of the Council's Climate Emergency declaration.

8.0 Conclusions

8.1 That a more robust data set regarding the energy efficiency and carbon footprint of Council dwellings is essential.

8.2 NCC's role within regional strategic and energy partnerships supports its suitability and credentials to undertake this work.

8.3 It is likely that the conclusion of this initial study will lead to the identification of a range of options for investment for future Committee consideration.

9.0 Background Papers

Appendix A; Nottingham City Council Briefing note (and quotation.)

Notes:

* Category – Please see the Committee Terms Of Reference in [Responsibility for Functions - Committees](#). This shows which committee is responsible for each function and whether it has delegated authority to make a decision, or needs to refer it elsewhere with a recommendation.

** Open/Exempt - All reports should be considered in the open section of the meeting, unless it is likely that exempt information would be disclosed. Please see the [Access to Information Procedure Rules](#) for more guidance.

*** Committee Terms Of Reference in [Responsibility for Functions - Committees](#).

Briefing Note

Decarbonising South Derbyshire District Council by 2030

Introduction

With growing pressure on Local Authorities to go 'net zero' South Derbyshire District Council are investigating a proactive approach towards the decarbonisation of their assets and operations. Given the scale of the challenge, it is sensible to approach a neighbouring Local Authority who already have the experience needed. Therefore, to achieve their aims South Derbyshire District Council would like to work with Nottingham City Council, drawing on the extensive experience within Nottingham's Energy Services team, to identify a suitable pathway and take the appropriate action to efficiently decarbonise their assets and operations.

Nottingham City Council is well placed to assist other Local Authorities as they are a leading organisation in the energy revolution; generating green energy and installing and developing the latest technology to reduce energy consumption. The council's award winning Energy Services is the driving force behind this activity; delivering projects that ensure organisations have access to a secure and affordable energy supply; reducing operational costs, risks and environmental impacts. The Energy Projects team work with large corporates, small-medium enterprises and the public sector to help organisations to switch to renewable and low carbon energy solutions.

Challenge

Decarbonising all of SDDC's operations and assets by 2030 will require significant planning alongside human and financial resource. There are three key areas of consideration; domestic housing stock, public buildings and land assets. The logical starting point would be domestic housing stock under SDDC's control; this includes consideration of any new homes under development – as these are currently under review.

As Figure 1 shows, in order to fully understand the challenge and opportunities presented by a move to net zero, it is important to have full and accurate data down to individual asset level. Once the data set is complete, SDDC will be well placed to develop a suitable strategy and working plan to proceed with the decarbonisation of their assets.

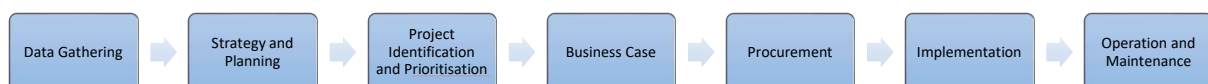


Figure 1 – High level process to identify, prioritise and deliver energy projects.

Action & Considerations

With the initial focus being on SDDC's domestic housing assets the first action is to ensure a targeted site audit is carried out within the 3,000 property portfolio; 1,500 houses, 700 bungalows and 800 flats. Then, upon delivery of the Domestic EPC, detailed modelling of the property in question to provide recommendations for improvements can be undertaken. Under MEES (Minimum Energy Efficiency Standards) the minimum grade of E needs to be reached, but additional options can be outlined to exceed this.

Once decarbonisation projects are identified, a business case will be developed in order to inform strategic decisions. Two example measures and considerations are:

Solid Wall Insulation

- Number houses that could be treated and the cost per dwelling
- How the work would be funded
- Benefit in terms of cost per tonne of carbon saved (cost carbon benefit analysis)
- Will the intervention allow further carbon savings by facilitating renewable heating

Solar PV

- Cost and size of system that could be fitted on most roofs
- How would you look to fund the works and generate a return; will the tenants be charge for the power generated or just have a service charges assigned for maintenance costs?
 - How would you look to cover post installation Operation and Maintenance costs?
- Would battery storage be part of the package (benefits to tenant plus potential benefit to council through commercial deals for the power stored)

Housing – 30 Year Plan

There is also an opportunity to carry out a review of the Housing 30 year plan and identify energy saving measures that could be included in the programme of planned maintenance works. This approach may mean higher initial costs for work, but result in cost savings over the 30 year plan. For example, where full central heating systems are being replaced, but not the boiler, the pipework and radiators could be specified to be heat pump ready and be plumbed to allow the heating system to work off a boiler and heat pump simultaneously (Hybrid approach) or simply be plumbed for the transition, but continuing to run of a gas boiler for the immediate future – this would still improve operational efficiencies and carbon savings, while decreasing running costs.

Conclusion

Achieving net zero is challenging, requiring significant investment. Therefore, creative solutions and working in partnership to achieve cost reductions and to enable efficient working practices is required. Taking 2005 carbon emission figures for SDDC as a baseline will reveal how much carbon needs to be saved. Data from the review of housing stock will give an indication of a likely direction of travel and help focus resources on key projects that give the best 'carbon return' for the money invested. Though the route to full decarbonisation by 2030 is not an easy one SDDC are well placed to benefit from Nottingham's experience. The realisation of this goal will place SDDC ahead of the national government target of decarbonisation by 2050 and most other local authorities in England.



Nottingham
City Council

**Energy
Services**



Domestic Energy Performance Certificate provision for South Derbyshire 19th September 2019



EXECUTIVE SUMMARY

Nottingham City Council's award winning Energy Services manages the delivery of energy services, projects and programmes both regionally and nationally. We **provide award winning services** and lead Nottingham City Council's commercial agenda as the experts behind the UK's greenest city.

We support businesses and organisations including local authorities **achieve compliance**, improve their energy performance, reduce environmental impact and ultimately switch to renewable and low carbon/high efficiency energy solutions.

Our team of fully qualified energy assessors and auditors have undertaken over **1000 compliance services** including **Domestic Energy Performance Certificates (EPCs)**, Commercial Energy Performance Certificates (EPCs), Display Energy Certificates (DEC) on a range of property archetypes and providing detailed modelling support to ensure **Minimum Energy Efficiency Standards (MEES)** are being met.

Following a face-to-face meeting with Paul Whittingham on the 29th August 2019, Nottingham City Council's Energy Efficiency and Compliance Team (EECT) are pleased to provide a quotation reflecting a 20% sample of Domestic housing stock.

The approach will see a variety of housing archetypes assessed and provided with holistic recommendations bespoke for the housing portfolio ensuring the minimum of an EPC C grade is achieved alongside carbon emission reductions, and or, energy generation.

For further information relating to this proposal, please contact:

Gina Clark
Senior Energy Projects Officer
Nottingham City Council Energy Projects Service
Eastcroft
London Road
Nottingham
NG2 3AH
Tel: 0115 876 3971
Email: gina.clark@nottinghamcity.gov.uk



SCOPE OF WORKS AND SUMMARY

Work Type	Description	Cost
1. Domestic EPC	Site audit and provision of 3,000 Domestic EPCs (inclusive of lodgement fee and travel costs)	
1.1	Houses	£70 (price per EPC) £105,000 (for full portfolio) £21,000 (for 20% of portfolio)
1.2	Bungalows	£65 (price per EPC) £45,500 (for full portfolio) £9,100 (for 20% of portfolio)
1.3	Flats	£60 (price per EPC) £48,000 (for full portfolio) £9,600 (for 20% of portfolio)
1.4	Studios (no number listed against these in information provided by south Derbyshire)	£55 (price per EPC)
2. Modelling	Bespoke modelling on all EPCs to provide recommendations to improve energy efficiency rating and reduce carbon emissions	12,000 (20% portfolio)
Total	Based on 300 houses, 140 bungalows, 160 flats Domestic EPCs	£39,700 (+VAT)
	Based on 600 properties modelled	£12,000 (+VAT)
		£51,700 (+VAT)



SCOPE OF WORKS DESCRIPTION

1. Domestic EPC

Site audit and production of Domestic Energy Performance Certificates (EPCS) of properties within the 3,000 portfolio as detailed by south Derbyshire contact circa; 300 houses, 140 bungalows and 160 flats (20% of overall portfolio).

The cost is inclusive of travel to and from site, office based input and lodgment fee of the Energy Performance Certificate to the national database.

Rates listed for each property archetype are reflective of costs and as such, if the proportion of each type is altered this price can be reflective of the alerted numbers.

The Domestic EPCs will be programmed for a 21-week period, in line with discussions with Paul Whittingham for scheduled completion December-April 2019. To make the delivery most cost effective a block booking approach will need to be undertaken ensuring that multiple EPCs (circa 10) are undertaken in a single day for efficiency allowing for this timescale to be met.

South Derbyshire will be required to liaise with tenants and ensure access for assessors, any issues with access may delay the completion date.

2. Modelling

Upon delivery of Domestic EPC, our qualified assessors will undertake modelling to accurately provide bespoke recommendations suitable for the properties in question linking with the overarching aims of South Derbyshire Council.

Recommendations will be based on the archetype and usage of the property to ensure that bespoke recommendations are provided utilising information provided by South Derbyshire.

It will be made clear within recommendations what potential EPC score is able to be achieved and what carbon reduction/energy generation will be achieved utilising the latest government carbon calculations enabling South Derbyshire to effectively demonstrate carbon emission reductions across the 20% portfolio that is assessed helping to achieve wider carbon reduction targets.



APPENDIX

Appendix 1 – Fees Notes

- This quotation is based on the content outlined in this proposal. If a different number of audits, assessment, reporting or deliverables, ancillary materials or days are required – then the fee will be subject to revision based on EPS's day rate or pro rata. Additional travel costs will be charged at cost and agreed in advance.
- This quotation is valid for one month from date of issue and is subject to contract.
- Invoice payment terms are 30 days. Invoices will be received at the end of each month during programme delivery covering works undertaken in the month.
- Company purchase order and payment required before commencement of work.

Appendix 2 – Professional Negligence Insurance

All professional services involving advice, design or specification provided by Nottingham City Council to third party clients are covered by Professional Negligence Insurance to the sum of £5,000,000 any one claim and in the aggregate for all claims first made against the insured and notified to Zurich Municipal during the period of insurance.

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 11
DATE OF MEETING:	21st NOVEMBER 2019	CATEGORY: (See Notes) DELEGATED AND RECOMMENDED
REPORT FROM:	ALLISON THOMAS - STRATEGIC DIRECTOR – SERVICE DELIVERY	OPEN
MEMBERS' CONTACT POINT:	EILEEN JACKSON, 01283 595763 Eileen.Jackson@southderbyshire.gov.uk	DOC:
SUBJECT:	THE BETTER CARE FUND – PLANNED SPEND	
WARD(S) AFFECTED:	ALL WARDS	TERMS OF REFERENCE:

1.0 Recommendations

- 1.1 That the Committee approves the establishment of the new funding streams within the Better Care Fund (BCF) allocation as detailed in this report.
- 1.2 That the Committee ratifies the revised 'Private Sector Housing Assistance Policy 2019-22' (see Appendix 1) to enable alignment between the newly created schemes and the Council's adopted policy.
- 1.3 That the Committee approves the creation of four new temporary two-year posts (as listed below) onto the establishment that will enable the co-ordination of BCF scheme delivery and enhance front-line services in both the Private Sector Enforcement and Housing Services Teams.

New temporary posts

- Health and Housing Co-ordinator – expected grade PO1
- Public Health (Housing) Officer – expected grade PO1
- Occupational Therapist – expected grade P02
- SAIL (Staying Active and Independent for Longer) Co-ordinator (TBC)

- 1.4 The grades for the posts to be subject to job evaluation in line with the Council's procedure
- 1.5 That this report is brought before the Finance and Management Committee for subsequent ratification of the financial elements contained within this report.

2.0 Purpose of the Report

- 2.1 To enable the creation of new funding streams (see 4.4 that will sit within the wider BCF allocation with the purpose of improving health outcomes and housing conditions across the District.
- 2.2 To set out how the existing underspend and current years' BCF budget is being spent and predicted spend during 2019/20.
- 2.3 To inform the Committee about the new services that are available to residents across the District and those would be established subject to approval of the recommendations in this report.
- 2.4 To formally adopt the revised Private Sector Housing Assistance Policy 2019-22 (*to replace the existing Private Sector Housing Renewal Policy 2016*) in accordance with the requirements of the Housing Grants, Construction and Regeneration Act 1996 and subsequent Regulatory Reform Order 2002.

3.0 Executive Summary

- 3.1 The links between health and housing are widely recognised and it is acknowledged that housing conditions have a significant impact on the health outcomes of occupants.
- 3.2 At the October 2019 meeting of this Committee a report outlined the BCF funding that had been allocated to the Council and detailed proposals for future schemes that would be brought to this Committee. The BCF includes provision for the administration of mandatory Disabled Facility Grants (DFGs) in accordance with the Housing Grants, Construction and Regeneration Act 1996 and this is the primary function of the funding allocation. However, only around half of the annual allocation is used for this purpose and the remainder is available for the Council to spend on other projects that align with the principles of the BCF (i.e. promoting independence, keeping people living in their homes for longer and reducing admissions into hospital and Delayed Transfers of Care).
- 3.3 The balance of funding to be spent during 2019/20 stands at £1,943,392.
- 3.4 Derbyshire County Council (DCC) has confirmed that the BCF Allocation will continue to be paid directly to the Council (at a similar rate) in its current format until 2024.

4.0 Detail

- 4.1 South Derbyshire has an aging population who are choosing to remain independently living in their own homes for longer.
- 4.2 Subject to the Committee's approval of the proposed amendments to the 'Private Sector Housing Assistance Policy 2019-22', the Council will be able to administer the BCF funds to support a range of new projects across the District. In addition to the projects previously approved by this Committee, this will include an increased staffing provision and the establishment of schemes that will both promote independence and reduce hospital admissions, enabling people to live in their own homes for longer.

4.3 The current policy document relating to the Council's administration of mandatory DFG's (Private Sector Housing Renewals Policy 2016) does not allow the Council to spend outside the remit of mandatory grants, relocation and empty homes assistance. In accordance with the Regulatory Reform Order 2002 (RRO), the Council is required to publish how the grant allocation is to be spent if utilising for purposes outside the administration of grants. The revised policy (see Appendix 1) would enable the Council to use its BCF allocation for new projects that align with the purpose of the grant. Adoption of the revised policy will therefore have a significant impact on the scope that funding can be used for.

4.4 The table below outlines the existing funding streams, new provision that has been approved and proposed new services and projects that could be delivered via the BCF allocation going forward. The Return on Investment (ROI) from a health perspective is outlined in the final column.

Approved funding stream within BCF allocation	Amount required per year to 2022	Capital or Revenue	How it aligns with the principles of the BCF	ROI
Mandatory Disabled Facility Grants	£400k per year	Capital	Primary function of the BCF allocation – to keep people living independently within their own homes	Reduction in admissions to hospital and GP visits (reduction in cost of primary care).
Healthy Homes Assistance Fund	£100k per year	Capital	To reduce the likelihood of hospital admission cause by a category 1 and serious category 2 hazards (i.e. – excess cold, falling, electrocution etc.) and tackle empty homes.	Improvement in long-term health conditions and reduction in GP visits.
Discretionary top up grant (up to £10k per case)	£50k per year	Capital	For exceptional cases that require property extensions or significant adaptation.	Speeds up the process of delivering the DFG works.
Relocation grant – when DFG is not appropriate or feasible	£50k per year	Capital	This grant already exists but would be expanded to include removals and legal costs	Avoids costly adaptations and results in long-term solution to housing needs.
Dementia friendly homes grant	£15K per year	Capital	To provide assistive technology and small-scale adaptations in the private sector outside the DFG process to enable independence and better quality of life for people with dementia	Enables people to live independently for longer
Domestic Violence crisis prevention – in conjunction with specialist DV service providers	£50k per year	Revenue	This would enable the Council to provide specialist support to victims of domestic abuse who approach the Council for assistance.	Saves lives and costly crisis intervention, avoids use of temporary accommodation and aims to break cycle of abuse.

Home from Home Scheme	£100k per year	Capital & Revenue	When implemented, this approved scheme will provide respite units to enable hospital discharge when the patients home is not suitable	Bed days saved, Delayed Transfers of Care reduced and non-elective admissions avoided.
Hospital Discharge Grant	£20k per year	Capital	To provide discretionary assistance to enable quicker discharge from hospital or prevent an admission (urgent repairs / clearances / deep cleans etc)	Reduced number of Delayed Transfers of Care and prevention of non-elective admissions
Mental Health Service – (continuation)	£40k per year	Revenue	This service is fully utilised and has prevented many homeless cases and avoided the need for crisis care at the Radbourne unit	Cost of bed days at mental health unit in addition to multiple agency intervention. during crisis
Healthy Homes Programme – (continuation)	£80k per year	Capital	DCC has been delivering this enhanced service for over a year and it has assisted many vulnerable households by providing boilers, temporary heating and other measures that increase thermal comfort in the home.	Quarterly monitoring data relating to improved physical and mental health conditions.
DFG Technical Officer post (continuation)	£40k per year	Revenue	This post has increased the capacity of the DFG team since appointment in February 2018.	Reduced waiting times associated with DFG process.
Extension of the Private Sector Stock Condition research to include Health Impact Assessment	£5,600 one off payment	Capital	This piece of research will provide valuable insight into the condition of the District's housing stock and health of its occupants to enable better targeting of resources	Enables housing in worst conditions to be targeted to avoid significant danger to health.
Additional pilot schemes to be funded during 2019-2022 (not requiring temporary posts to be added to the establishment).	£200k (finite pot for use up to 2022)	Revenue	These pilot projects will be approved by the BCF internal group and administered in accordance with contract procedure rules. They will provide services that promote independence and reduce pressure on primary care.	Reduction in intervention by health as patients can stay independent
Additional capital funds for one-off projects that will enable greater independence to disabled / elderly / people living with a long-term condition.	£150k (finite pot for use up to 2022)	Capital	This funding stream will be utilised to fund one-off capital works (i.e. ramps / disabled access facilities etc. within Council sites) across the District that will either enable access (to promote independence) to services, or reduce the dependence on front line NHS services.	Reduction in GP visits, Adult Care intervention and revolving hospital admissions
Stay Active and	£60k per	Revenue	This pilot project will include the	Reduction in

Independent for Longer Project (SAIL)	year		appointment of a SAIL Coordinator to the establishment, funded initially up to the end of March 2021. The scheme will help elderly residents at risk of isolation and promote independent living by a scheme of physical activities	GP visits, Adult Care intervention and revolving hospital admissions
Creation of a temporary Health & Housing Co-ordinator post (operational) within Housing Services	£45k per year	Revenue	This post will work across all service areas within the Council and with external partners to deliver the new schemes. In addition they will promote availability of DFGs and associated schemes whilst providing tailored advice to individual households	BCF allocation used effectively where it is needed most
Creation of a temporary Public Health (Housing) Officer post with Environmental Services	£45K per year	Revenue	This officer will have a primary function of tackling rogue landlords to improve housing conditions and enforcing standards through the courts where necessary to improve the quality of life for vulnerable households	Mitigation of hazards and associated costs to NHS England and wider society (British Research Establishment costing savings of mitigating various hazards in the home).
Creation of a dedicated Occupational Therapist role to sit within the DFG team.	£55k per year	Revenue	Will enable increased efficiency and consistency within the DFG team and speed up the process of adapting homes	Reduced likelihood of accidents in the home / falls if adaptations are installed quickly

= New Schemes

5.0 Financial Implications

- 5.1 The BCF balance is listed in the following table and outlines expenditure incurred against all approved projects as at 31st March 2019. Additional funding through BCF has been received during 2019/20 totalling £792,375 and it is assumed that further funding for Disabled Facility Grants is likely to be received later in the year from MCHLG.

	2016.17 £	2017.18 £	2018.19 £
Funding			
B/fwd Balance	85,112	468,957	792,552
BCF Grant	615,337	674,829	734,320
DCLG Funding	0	71,885	88,434
Second Homes Funding	124,000	0	0
	824,449	1,215,671	1,615,306
Projects			
Disabled Facility Grants and other Works	-355,492	-423,119	-416,446
Discretionary Top-up Grants for under 18's	0	0	0

Healthy Homes Project	0	0	0
DFG Associated Preventative Works	0	0	0
Establishing a Hospital to Home Scheme	0	0	0
Dedicated Mental Health Worker	0	0	-13,407
Additional Technical Officer	0	0	-31,936
Integrated Adaptations of New Build Social Housing	0	0	0
Countrywide Stock Modelling Report	0	0	-2,500
	-355,492	-423,119	-464,289
C/fwd Balance	468,957	792,552	1,151,017

- 5.2 The balance of funding to be spent during 2019/20 stands at £1,943,392. Although it is likely that DFG and other projects that are underway will spend a proportion of this in year, it is extremely unlikely that the full balance will be utilised and therefore a significant carry forward will be required.

Projected Spend until 2021/22

Committed	2019/20	2020/21	2021/22
Mandatory Average DFG Spend	£400,000	£400,000	£400,000
Mandatory DFG Reserve Pot	£100,000	£100,000	£100,000
DFG Technical Officer	£40,000	£40,000	£40,000
Mental Health Worker	£40,000	£40,000	£40,000
Stock Condition Survey	£5,600	£0	£0
Home from Home Scheme	£100,000	£100,000	£100,000
Healthy Homes Project	£80,000	£80,000	£80,000
TOTAL	£765,600	£760,000	£760,000

New Schemes - Pipeline	2019/20	2020/21	2021/22
Environmental Health Worker	n/a	£45,000	£45,000
Occupational Therapist	n/a	£55,000	£55,000
Healthy Homes Officer	n/a	£45,000	£45,000
Healthy Homes Scheme	£80,000	£80,000	£80,000
Empty Homes Scheme	£20,000	£20,000	£20,000
Hospital Discharge Grant	£10,000	£20,000	£20,000
Dementia Grant	£5,000	£15,000	£15,000
Domestic Abuse (specialist services)	n/a	£50,000	£50,000
Revenue Funding Pot	n/a	£100,000	n/a
Capital Funding Pot	n/a	£150,000	n/a
SAIL Project	£60,000	£60,000	£0
TOTAL	£175,000.00	£640,000.00	£330,000.00

Mandatory	
Capital	
Revenue	

Employment Implications

Four new temporary posts on two-year fixed term contracts will be added to the establishment should the recommendations in the report be approved. These posts will be subject to job evaluation in line with the local procedure and an estimate of the grade for each has been included in the financial considerations

At the end of any fixed-term contract any employee having two years continuous service will be entitled to a redundancy payment should the contract not be renewed and if they are current members of the Local Government Pension Scheme and are aged 55 or over, they are entitled to immediate access to their pension. If they can access their pension, then the Council will have to pay an additional cost for the impact on the pension fund.

The Fixed-Term (Prevention of Less Favourable Treatment) Regulations 2002 ensure that fixed-term employees are not treated less favourably than comparable permanent employees. The terms and conditions to be provided are in line with the NJC for Local Government Services and therefore the same as comparable permanent employees.

These Regulations also provide that the continued renewal of fixed-term contracts that result in four years continuous service for an employee should be on a permanent contract unless it can be objectively justified to remain on a fixed term basis. This should be considered if any continuation of the proposed arrangements for the temporary posts are subsequently made.

Other posts affected

The Public Health (Housing) Officer fixed-term post is to be placed in Environmental Health and report to the Head of Environmental Health. It is considered that this would not constitute a material change and it is not proposed to re-evaluate this post.

The Occupational Therapist fixed-term post is to be based in the existing DFG team and report to the Repairs and Improvement Team Leader. It is considered that this would not constitute a material change and it is not proposed to re-evaluate this post.

The SAIL Co-ordinator post will be based in Active Communities and Health and will report to the Active Communities Manager. It is considered that this would not constitute a material change and it is not proposed to re-evaluate this post.

The Health and Housing Co-ordinator will be based in Housing Services and report to the Housing Services Team Leader. It is considered that this would not constitute a material change and it is not proposed to re-evaluate this post.

Consultation will be completed with these postholders to ensure that the considerations made above are fair and to identify if there are any other matters that could impact on their roles. If any further action is then required in relation to their roles or grade, this will be progressed by the Strategic Director (Service Delivery) with support from HR.

Legal Implications

Legal services will be consulted and will advise, as appropriate on any legal implications associated with the establishment of new services. The Council's procurement team will

be consulted for all matters that involve the appointment of external contractors to ensure value for money and transparency are achieved.

Corporate Plan Implications

- 6.4 The proposals contained within this report will have a direct positive links to the following actions contained in the Corporate Plan;
- Place – to facilitate and deliver a range of integrated housing and community infrastructure
 - People – to enable people to live independently

Risk Impact

- 6.5 The Council is required to provide assurances to DCC though the approval of quarterly assurance plans at BCF Board. There is a risk that the significant amount of accrued underspend may be revoked and redistributed under s75 of the NHS Act 2006 if the Council failed to spend the allocation or provided the required assurances that the funding will be spent.
- 6.6 In mitigation the Council meets regularly with DCC to update it on progress on the delivery of projects and programmes funded by the BCF and there has been no indication given, to date, to officers that DCC intends to request a return of this fund given the outcomes that the Council is delivering.
- 6.7 DCC is currently in the process of reviewing Adult Care Services and this could have an impact on existing services by creating gaps in provision that the BCF may be expected to mitigate.
- 6.8 There is a risk that future demand for mandatory DFGs will increase and revenue funded pilot schemes may need to cease to ensure the Council can maintain its statutory obligations for the administration of DFGs

7.0 Community Impact

Social Value Impact

- 7.1 The approval of the above recommendations and associated schemes established from this report will have a direct impact on the Council's priority for Healthier Communities within the Sustainable Community Strategy 2009 – 2029. Any schemes developed alongside the mandatory DFGs will be shaped to ensure they reduce health inequalities for people living in poor condition homes in the private sector and improve health outcomes for tenants and owner occupiers across the District.

8.0 Conclusions

- 8.1 There are widely recognised links between poor housing and ill health. The new posts and schemes outlined in 4.4 will bring positive health impacts and prevent the need for costly crisis intervention and acute care.

- 8.2 The Council is committed to improving health and tackling health inequality across the District. Through housing intervention, the Council can offer practical solutions and support that in turn, will have a positive impact on the health of vulnerable occupants living in South Derbyshire.
- 8.3 There must be an integrated approach to delivery of these services to avoid gaps and overlaps in service provision. The internal BCF group and proposed Health and Housing Co-ordinator role has been set up specifically for this purpose and will ensure a holistic approach to delivering the health and housing agenda.

9.0 Background Papers

- 9.1 South Derbyshire BCF Assurance Plan (approved on 29.04.2019)

Private Sector Housing Assistance Policy 2019 - 2022

Team: Strategic Housing
Date: December 2019

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Version Control

Version	Description of version	Effective Date
1	Housing Assistance Policy 2019/22	1 st December 2019

Approvals

Approved by	Date

Associated Documentation

Description of Documentation	
Private Sector Housing Renewal Policy 2016	Redundant

1. Introduction

- 1.1 South Derbyshire District Council (the Council) recognises the importance that good quality, accessible, safe and warm housing has in contributing to people's quality of life.
- 1.2 The primary responsibility for maintaining and repairing private sector homes rests with the owner, however the Council is committed to improving the quality of housing within the District and has statutory responsibilities to assist certain people where they cannot reasonably do this for themselves.
- 1.3 Disabled Facilities Grants (DFGs) and discretionary housing grants can make a significant contribution in meeting the needs of older, vulnerable and disabled people by providing assistance to facilitate adaptations or essential repairs in the home to promote health and wellbeing and maximise the opportunities for continued independence.
- 1.4 This policy updates the Council's Private Sector Renewal Policy, which was last updated in 2016. It is steered by objectives contained within the Council's Corporate Plan, the emerging Housing and Health Strategy and Derbyshire County Council's (the County Council) Better Care Fund (BCF) Narrative Plan.

2. Policy Statement

- 2.1 This policy sets out how the Council will exercise its statutory obligations for the provision of mandatory DFGs under the provisions of the Housing Grants, Construction and Regeneration Act 1996 and use the discretion afforded under Article 3 of the Regulatory Reform Order (Housing Assistance) (England & Wales) Order 2002 (the RRO) to provide flexible assistance to help improve the living conditions of people living within the District.
- 2.2 In accordance with the RRO, this policy has been adopted by the Council and details the:
 - Scope of adaptations available under the DFG.
 - Other types of assistance the Council may make available based on an assessment of local need.
 - Eligibility conditions for the assistance.
 - Amount of assistance available.
 - Conditions that will apply to the provision of the assistance.
 - Circumstances when repayment is required.

3. Policy Aims

- 3.1 The focus of this policy is one of early intervention and proactive prevention; to avoid crisis, to enable people to live healthily and well at home and remain living as independently as possible.
- 3.2 The assistance contained within the policy aims to meet the identified priorities set out in the Council's Corporate Plan, the emerging Housing and Health Strategy, and County Council's BCF Plan by:
 - Increasing the number of people who are able to live independently and safely at home.

- Contributing to the principal aims of the BCF to reduce delayed transfers of care, minimise avoidable hospital admissions and facilitate early discharge from hospital where possible (reducing bed-based care).
- Improving the health, wellbeing and quality of life of people living within the District.
- Removing or reducing housing related defects that are detrimental to a person's health.
- Reducing the number of households living in fuel poverty by improving the energy efficiency of the District's private sector housing stock.
- Increasing the number of empty properties brought back into use, particularly where this accommodation can be used to relieve homelessness.
- Supporting the coordination and integration of services to deliver person centred outcomes.

4. Legal and Policy Framework

4.1 Home Adaptations

- 4.1.1 The provision of a DFG is regulated by the Housing Grants, Construction and Regeneration Act 1996. The Act places a statutory duty on the Council to provide assistance to qualifying disabled people to undertake a range of adaptations to their homes that are considered "necessary and appropriate" to meet their needs and are "reasonable and practical" having a regard to the age and condition of the property, any work must also be determined as "eligible" as defined by the Act and subsequent regulations. The grant is subject to a "test of resources" in accordance with the legislation, except in the case of children aged under 19, and gives the Council powers to require the grant funding to be repaid upon disposal of the property in certain circumstances.
- 4.1.2 The Regulatory Reform (Housing Assistance) (England and Wales) Order 2002 gives the Council greater freedoms to provide financial assistance for adaptations, essential home repairs or improvements to improve housing conditions to benefit an individual's health, wellbeing or quality of life. Article 3 of the Act introduces a wide range of discretionary powers to allow the Council to develop different forms of assistance to meet local needs, based on the local housing conditions and the resources available to the local authority.
- 4.1.3 In 2015/16, the Government made changes to the funding mechanism for DFGs by including the allocation for DFGs as part of the Better Care Fund (BCF). The fundamental principle of the BCF pooled budget is to enable health, social care and housing services to work more closely together to assist people to manage their health and wellbeing and to live independently in their communities for as long as possible. The statutory duty for the Council to deliver the DFG remains, and within Derbyshire the full DFG allocation is passported through to the Council each year to enable the delivery of DFGs and other local housing related priorities.

4.2 Housing Assistance

- 4.2.1 The Governments view is that the primary responsibility for maintaining privately owned properties rests with the homeowner, however in certain circumstances it may become necessary for the Council to assist in carrying out essential repairs or improvements in the form of advice, financial assistance or enforcement action.
- 4.2.2 The Home Energy Conservation Act (HECA) 1995 outlines that Local Authorities are uniquely placed to assess the needs of their areas and sets out the specific role the Council has to play in improving the

energy efficiency of residential accommodation. Since 2013 the Act requires the Council to produce biennial reports setting out the measures it is taking to improve energy efficiency within the residential accommodation of the District.

- 4.2.3 The Housing Act 2004 places a statutory duty on the Council to enforce housing standards in their locality and introduced the Housing, Health and Safety Rating System (HHSRS) risk assessment for residential properties. The HHSRS assess 29 potential hazards within a home and classifies these as either Category 1 or 2 hazards, with Category 1 hazards placing the occupants at risk of immediate harm. This requires the Council to take appropriate action and enforce housing standards when these are not met. The Act also set out the requirement for the Council to keep the housing conditions under review and develop strategies and approaches to address areas of concern.
- 4.2.4 The Energy Act 2011 places an obligation on energy companies to help the poorest and most vulnerable households with saving energy. The Energy Company Obligation (ECO) is a government energy efficiency scheme to help reduce carbon emissions and tackle fuel poverty. Under the scheme, the larger energy suppliers have to set targets to:
- Promote measures to reduce carbon emissions, such as roof and wall insulation and connections to heating systems; and
 - Promote measures which improve the ability of low income and vulnerable households to reduce the amount of money required to heat their homes, such as the replacement or repair of a boiler.
- 4.2.5 The Housing and Planning Act 2016 includes a package of measures to tackle rogue landlords within the private rented sector. Since April 2018, landlords of domestic properties may not grant a new tenancy or renew an existing tenancy for a property rated with an Energy Performance Certificate (EPC) of F or G unless an exemption applies. The landlord must improve the rating to minimum of E or register an exemption before letting. The Council have committed to monitoring this and will take enforcement action where necessary to ensure the Districts private rented stock meets the minimum standards.
- 4.2.6 From April 2020, the minimum level of energy efficiency will apply to all domestic private rented properties covered by the Regulations, even if there has been no change in tenancy. If an exemption applies, landlords must register this on the Private Rented Sector Exemptions Register. Full details of exemptions are set out in the updated Domestic Landlord Guidance.

5. Local Strategic Framework

- 5.2 The Council's Corporate Plan outlines the Council's vision of the District being a great place to live, visit and invest, and outlines the values it holds to ensure the services it delivers reflect the local needs of residents. The Strategy includes a number of priorities which will support the aims of this Policy:
- Enabling independent and affordable living.
 - Supporting and safeguarding our most vulnerable residents by keeping them healthy and happy in their homes.
 - Promoting health and wellbeing.
 - Improving the condition of residential housing within the District.
 - Working towards achieving carbon neutrality by 2030.

5.3 The Council's emerging Housing and Health Strategy 2019 - 2021 will identify housing and health related issues within the District. The strategy will prioritise these issues and propose ways in which the Council, within their role as enabler, will tackle them. The emerging priorities currently identified that relate to the delivery of this policy are:

- Improving health outcomes through housing interventions.
- Meeting the needs of our ageing population.
- Tackling disrepair in the private sector.
- Joining up services to prevent crisis.

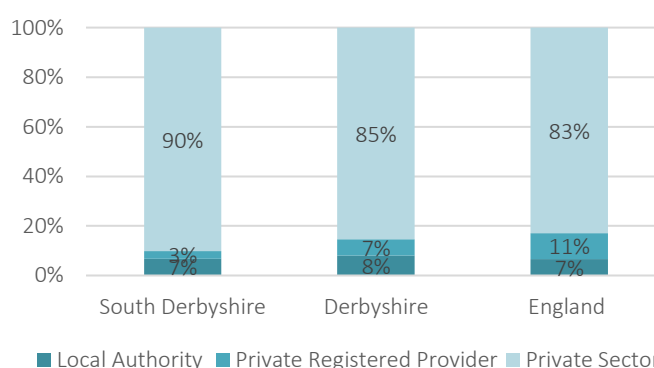
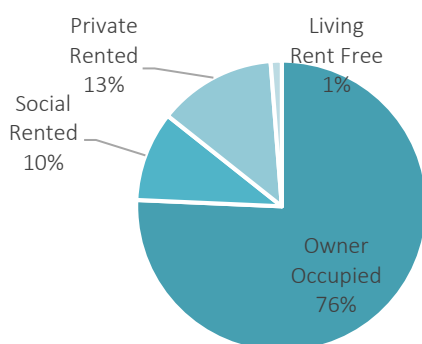
5.4 The County Council's BCF Narrative Plan outlines the way in which the Derbyshire BCF will operate to ensure that the health and social care system can deliver services to meet the needs of the local population. The priorities of this plan that support the delivery aims of this policy are:

- Prevention and early intervention to prevent crisis.
- Reducing delayed transfers of care (bed-blocking) or facilitate early discharge from hospital.
- Minimising avoidable admissions to hospital or residential care.
- Enabling people to remain living safely and independently at home.
- Maximising the health and wellbeing of the population.
- Ensuring seamless service provision is delivered across organisations by partnership working.

6. Local Context

6.1. South Derbyshire is a largely rural District at the heart of the National Forest. It is one of the fastest growing areas in England with a current population of over 105,000. This is set to grow by nearly 15% between 2019 and 2028 to increase this total to over 120,000 people.

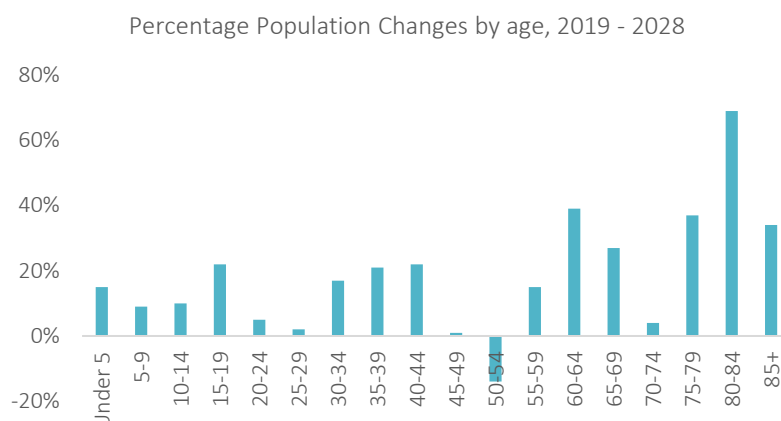
6.2 The majority of people within the District live in the private sector (90%); with 76% owning their own home, either outright or with a mortgage and 13% living within the private rented sector. Only 10% of households live in socially rented housing.



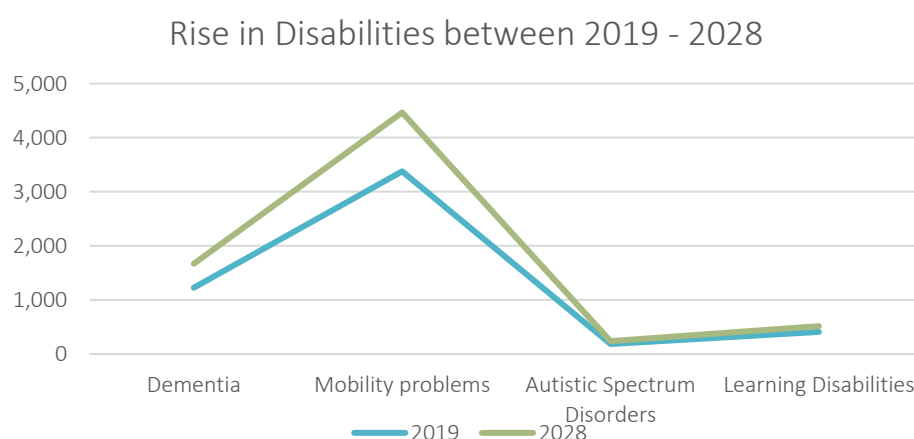
The tenure figures should be used as an estimate of the tenure split rather than absolute figures.

6.3 The District will see an increase in the population of people aged 65 and over, in particular there will be significant growth in the 80+ age group which will place increasing pressures on health, social care and acute services.

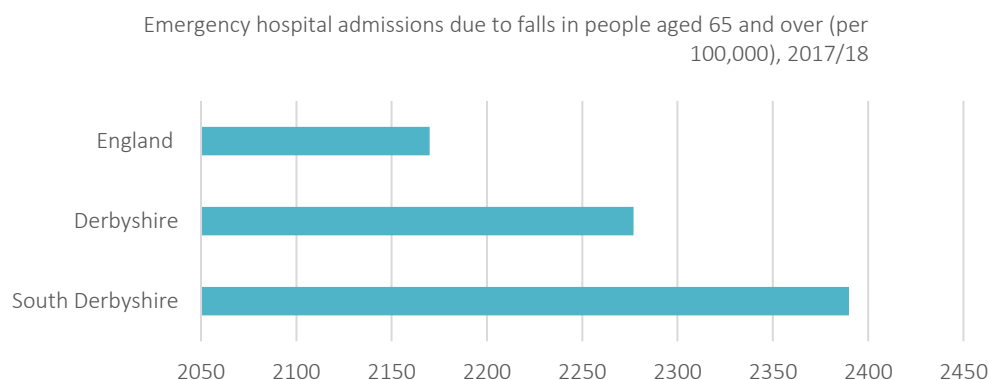
The table below shows the percentage changes in age groups between 2019 and 2028.



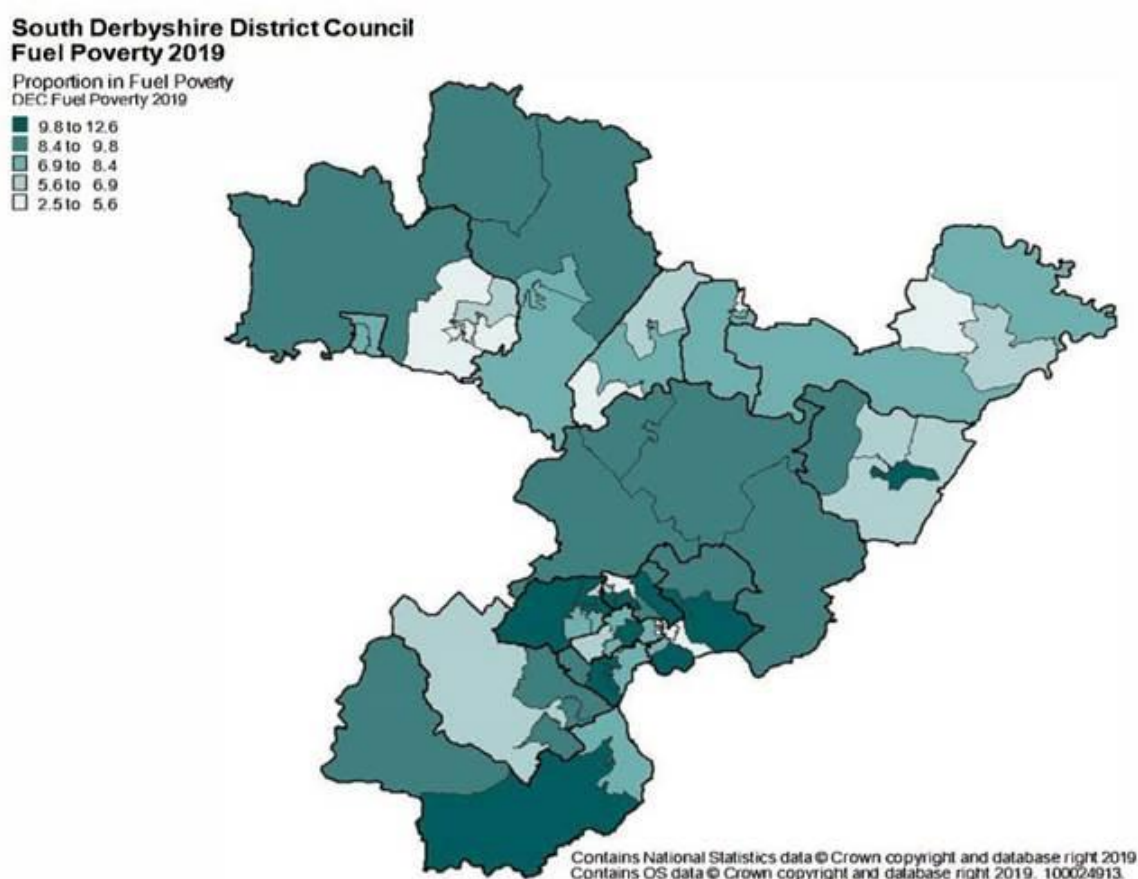
- 6.4 The number of people living within the District with long term health conditions or a disability is set to increase by 32% between 2019 and 2028, in particular the number of people living with Dementia is set to rise by 36% and those living with a physical disability is set to rise by 32% over the same timeframe. The chart below shows the growth in some long-term health problems/disabilities:



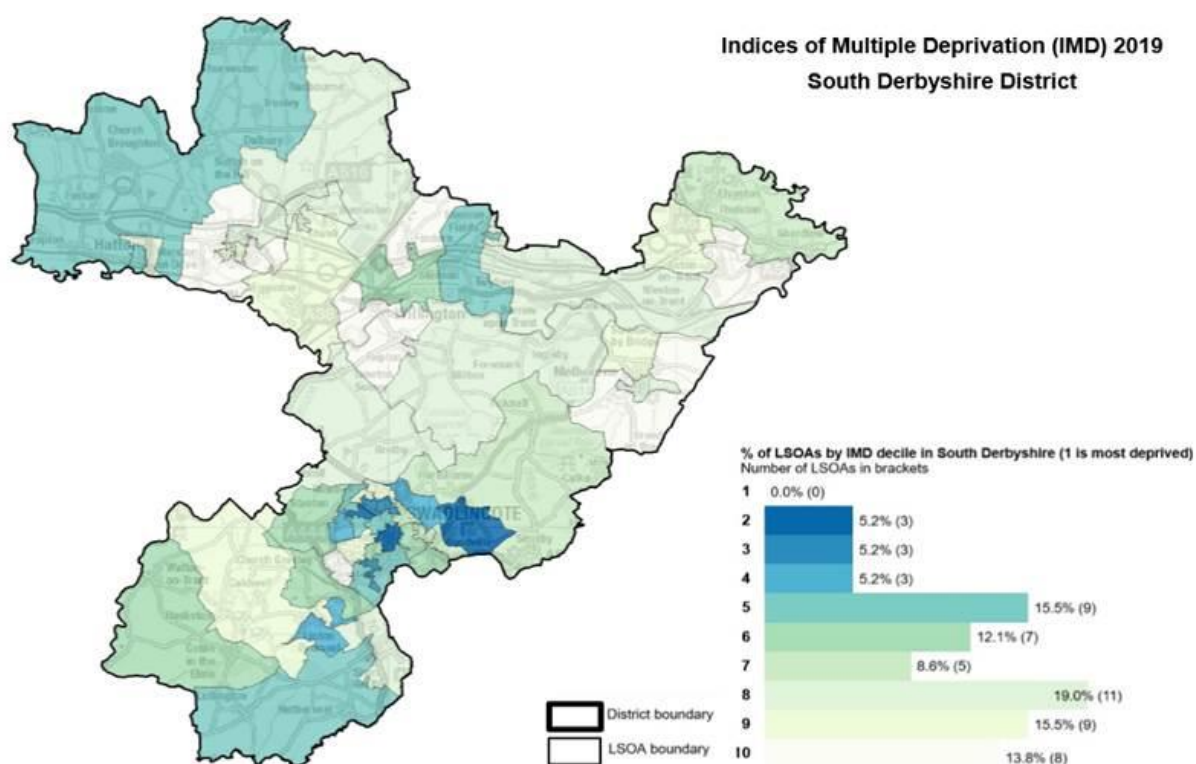
- 6.5 It is also anticipated that the number of frail older people will increase; frailty increases the risk of adverse health outcomes including falls, reduced mobility and disability, reduced independence and hospitalisation. Older people are more vulnerable to accidents in the home, with those aged 65+ having the highest risk of falling. South Derbyshire has a greater rate of hospital admissions for falls in the home than in Derbyshire or England:



- 6.6 A household is considered to be in fuel poverty if they need to spend more than 10% of their income to maintain a satisfactory heating regime. South Derbyshire has a lower proportion of households living in fuel poverty than the national average; with 7.9% of households considered to be living in fuel poverty compared to the national average of 10.9%.
- 6.7 The heat map below shows the areas of the District considered to be in the highest levels of fuel poverty. These are areas the Council will proactively target with its preventative work to ensure the financial resources reach those most in need.



- 6.8 The rising cost of living including food, fuel and housing costs mean that some communities experience higher than average levels of deprivation and poverty. The Index of Multiple Deprivation (IMD) is the most commonly used measure of deprivation, with the lower numbers showing the areas of highest levels of deprivation.
- 6.9 The map overleaf shows that there are no areas within South Derbyshire that fall within the most 10% deprived areas across England, however there are stark contrasts between areas of deprivation, mainly around the urban core and towards the south and north-west of the District, and areas of greater affluence throughout the District.



7. Funding

- 7.1 The Council has seen an increase in DFG funding since 2014/15 as a result of the allocation being paid via the County Council's BCF funding. The take up of mandatory DFGs within the District has not kept pace with the amount of funding received and therefore the Council has taken the opportunity to revise this policy to offer discretionary assistance and pilot new schemes to meet identified local need.
- 7.2 Mandatory DFGs will always need to have priority on the use of DFG monies, all other assistance which may be provided under this policy is at the sole discretion of the Council and will be subject to the availability of financial resources. At times of high demand, waiting lists for discretionary schemes may be instigated or schemes may be amended, suspended or removed entirely to ensure the Council can meet its statutory responsibilities.
- 7.3 In addition to the DFG funding, the Council will exploit all possible opportunities for internal and external funding and work with other providers to improve housing conditions and the health and wellbeing of our residents.
- 7.4 Where assistance has been given on the condition of a land charge being applied to the property, all monies received from the disposal of the property will be returned into the DFG budget and be ringfenced for future mandatory and discretionary schemes delivered under this policy.

8. Adaptations

8.1 Disabled Facilities Grant

This grant will provide disabled people adaptations to their homes to promote independent living.

Purpose	<p>This is a mandatory grant available to provide essential adaptations to the homes of disabled people to facilitate independent living, ensuring they have adequate access to and around their homes and to essential facilities within it, subject to the provisions contained within the Housing Grants, Construction and Regeneration Act 1996.</p> <p>This summary document should be read in conjunction with the full Act.</p>
Maximum Grant Amount	£30,000 however the grant will only cover the cost of works deemed to be eligible.
Applicant Eligibility	<p>A person must be considered as disabled under the Act.</p> <p>The grant is available to adapt the home to meet the needs of any disabled person living within the property to enable them to continue to live there however the application should be in the name of the homeowner or tenant of a private landlord or registered provider (applications from Council tenants are covered under separate funding arrangements).</p> <p>The grant is subject to a test of resources (see financial assessment).</p>
Eligible Works	<p>The works must be deemed as 'necessary and appropriate' to meet the needs of the disabled person, and 'reasonable and practicable' having regard to the age and condition of the property to:</p> <ul style="list-style-type: none"> • Make the home safe. • Facilitate access to and from the home. • Facilitate access to or provide a bedroom. • Facilitate access to the principal family room. • Provide a room containing a bath or shower or facilitate the use of such a facility. • Provide of a room containing a toilet and wash hand basin or facilitate the use of such a facility. • Facilitate the preparation and cooking of food (only if used by the disabled person). • Provide or improve a heating system. • Facilitate the use of power, light or heat by altering the same or provide additional means of control. • Facilitate access and movement around the home to enable a disabled person provide care for another person. • Facilitate access to a garden. <p>The Council will support the use of 'preferred schemes' where it can be evidenced, to the satisfaction of the Council that the preferred work is 'necessary and appropriate' and will still meet the disabled persons needs. Funding for preferred schemes will only be awarded up to the maximum amount of the assessed 'eligible work'. For example, if the Council recommends a stairlift to facilitate access to a bedroom, however the applicant would prefer a ground floor bedroom, the Council will only provide a grant for the cost of the stairlift (the original 'eligible works') and it will be for the applicant to fund the additional costs.</p> <p>Remedial works identified that support the provision of eligible work that</p>

	require action will be considered as part of the grant costs. e.g. upgrade or replacement electrics to facilitate the safe installation of a stairlift.
Financial Assessment	The grant is subject to a formal 'test of resources' or a means test in accordance with the Act to determine an applicant's contribution. Eligible works for a child (under 16, or under 19 if in receipt of child benefit) will not be subject to such requirement. Funding will only be provided towards works deemed eligible.
Application	Applications should be made using the relevant forms and supported by an assessment by Derbyshire County Council's Adult Social Care or a private Occupational Therapist Assessment. The Council are responsible for assessing that the person is a qualifying disabled person and the work is necessary, appropriate, reasonable and practicable. The grant is subject to a test of resources; proof of qualifying means tested benefits, or the results of this test will be considered as part of the application process. Certification will be required to prove ownership or landlords consent, along with a signed disclaimer stating the applicant's intention to remain in the property for the next five years.
Payment	Any associated fees such as technical surveys, obtaining proof of title etc will be included in the grant total. Payment will be made directly to the contractor(s) upon satisfactory completion of eligible works as inspected by the Council. In certain circumstances stage payments may be made towards the cost of large works. If the applicant has a contribution to pay, they must ensure they have the money to cover their share of the costs before work commences. Unforeseen and additional costs will only be paid for where they are necessary to complete the adaptation and must be agreed by the Council before they are undertaken. Any increase in grant amount may have an impact on the charge placed against the property.
Conditions	The disabled person must intend to occupy the property as their only or main residence for a period of five years after the works are complete (or such shorter period as the person's health or other relevant circumstances permit). Work must not commence until formal approval of the grant has been issued to the applicant and works must be completed within 12 months from the date of this formal approval. The Council is not responsible for the ongoing maintenance or repairs of the work, and it is the applicant's responsibility to ensure they adhere to the recommended servicing of any equipment e.g. stairlifts, through floor lifts, closomats etc. Where the applicant is an owner occupier and the grant amount is above £5,000, the Council will recover the costs of the grant up to £10,000 if the property is disposed of within 10 years from the date of the completion of works. This will be placed as a legal charge against property, however the Council may waive this requirement in exceptional circumstances in accordance with the grant rules. The first £5,000 will be disregarded. A maximum charge of £10,000 will be applied in accordance with the example below:

	Grant	Repayment Required
	£5,000	£0
	£10,000	£5,000
	£20,000	£10,000
	£30,000	£10,000
Strategic Aims	<ul style="list-style-type: none"> • Increase the number of people living independently and safely at home. • Reduce the number of serious hazards in people's homes. • Improve the health, wellbeing and quality of life of people living within the District. 	

8.2 Discretionary Top Ups for DFG

In exceptional circumstances, the Council will consider applications to top-up the funding of a mandatory DFG application where this exceeds the maximum grant limit of £30,000. The maximum funding available for this is £10,000.

Purpose	To provide discretionary financial assistance to a disabled person who qualifies for a mandatory DFG where the cost of the eligible works exceeds the mandatory grant maximum of £30,000.
Maximum Grant Amount	£10,000
Applicant Eligibility	<p>The applicant must have been assessed as eligible for a mandatory DFG; and</p> <p>The applicant or household must be in receipt of an income related benefit. For clarity, this includes one or more of the following:</p> <ul style="list-style-type: none"> • Income Support • Guaranteed Pension Credit • Income based Employment and Support Allowance • Income based Job Seekers Allowance • Working Tax Credit • Universal Credit • Housing or Council Tax Support (not including single person or disabled person discount). <p>Discretion will be given to applicants considered to be in exceptional financial hardship which will be determined on a case by case basis by the Head of Housing.</p> <p>Applications made towards the cost of an applicant's assessed contribution will not be considered unless exceptional circumstances exist. These will be determined on a case by case basis by the Head of Housing.</p>
Eligible Works	Works funded by this grant must be eligible works which have been deemed necessary and appropriate to meet the disabled persons need, as defined by the Housing Grants, Construction and Regeneration Act 1996.
Financial Assessment	There will be no additional means test required for the top-up, however the applicant or the household will need to be in receipt of a qualifying means tested benefit or considered to be in financial hardship as outlined above.
Application	A formal application for this assistance will not be required in addition to the DFG application.
Payment	Payment will be made directly to the contractor(s) upon satisfactory completion of eligible works as inspected by the Council.

	In certain circumstances stage payments may be made towards the cost of large works.
Conditions	The conditions for this grant will be the same as outlined within the DFG (Mandatory Works), except for: Where the applicant is an owner occupier the Council will recover the full costs of the top-up grant if the property is disposed of within 10 years from the date of the completion of works. For clarity, the charge added will be in addition to any mandatory grant applied. This will be placed as a legal charge against property, however the Council may waive this requirement in exceptional circumstances in accordance with the grant rules.
Strategic Aims	<ul style="list-style-type: none"> • Increase the number of people living independently and safely at home. • Reduce the number of serious hazards in people's homes. • Improve the health, wellbeing and quality of life of people living within the District.

8.3 Relocation Grants

In certain circumstances, it may not be possible to suitably adapt the home of a disabled person or the cost of doing so becomes prohibitive. In order to effectively meet the person's needs, the Council will consider applications for a relocation grant to assist the household with the cost of moving to a more appropriate home.

Purpose	This fund will offer discretionary assistance to pay for the associated costs of moving home where it is not reasonable or practical under the mandatory DFG assistance to suitably adapt the home of the disabled person, or the cost of doing exceeds the maximum grant limit of £30,000 or moving home would provide a better long-term solution.
Maximum Grant Amount	£30,000
Applicant Eligibility	The applicant will have been assessed as eligible for a mandatory DFG and there is no possibility of adapting their current home or moving would provide a better long-term solution; and The cost of the relocation grant will be lower or equivalent to the original grant, including the estimated cost of any adaptations required in the new home and less than the maximum grant limit of £30,000.
Eligible Works	<ul style="list-style-type: none"> • Legal and estate agent fees • Survey fees • Stamp duty • Removal costs • Eligible works deemed necessary and appropriate to adapt the new home
Financial Assessment	The DFG is subject to a formal means test, a further means test for this grant will not be required.
Application	A formal application for this assistance will not be required in addition to the DFG application.
Payment	Payment will be made directly to the applicant's solicitor upon exchange of contracts for all legal and estate agent fees. Payment will be made directly to the contractor(s) upon satisfactory completion of eligible works as inspected by the Council.

Conditions	<p>Where the applicant is an owner occupier and the grant amount is above £5,000 the Council will recover the costs of the grant up to £10,000 if the property is disposed of within 10 years from the date of the completion of works or exchange of contracts. This will be placed as a legal charge against property, however the Council may waive this requirement in exceptional circumstances in accordance with the grant rules.</p> <p>The first £5,000 will be disregarded. A maximum charge of £10,000 will be applied in accordance with the example below:</p> <table border="1"> <thead> <tr> <th>Grant</th><th>Repayment Required</th></tr> </thead> <tbody> <tr> <td>£5,000</td><td>£0</td></tr> <tr> <td>£10,000</td><td>£5,000</td></tr> <tr> <td>£20,000</td><td>£10,000</td></tr> <tr> <td>£30,000</td><td>£10,000</td></tr> </tbody> </table>	Grant	Repayment Required	£5,000	£0	£10,000	£5,000	£20,000	£10,000	£30,000	£10,000
Grant	Repayment Required										
£5,000	£0										
£10,000	£5,000										
£20,000	£10,000										
£30,000	£10,000										
Strategic Aims	<ul style="list-style-type: none"> • Increase the number of people living independently and safely at home. • Reduce the number of serious hazards in people's homes. • Improve the health, wellbeing and quality of life of people living within the District. 										

8.4 Additional Officer Posts

- 8.4.1 To support the effective and efficient delivery of Mandatory DFGs, the Council will invest in the provision of a dedicated Occupational Therapist and Technical Officer. This will enable qualifying disabled people to receive eligible works to adapt their homes more quickly and support the policy aims of reducing hazards within the home, enabling people to live independently and safely, and improving the health, wellbeing and quality of life in addition to preventing avoidable bed-based care.

9. Home Repair Assistance

9.1. Healthy Homes Programme

Purpose	Discretionary assistance available to help vulnerable residents who are affected by poor housing to stay warm and well at home by providing heating repairs or upgrades and insulation.
Applicant Eligibility	<p>The applicant must be an owner occupier or living in private rented accommodation that they are struggling to afford to keep warm and classed as vulnerable due to age, or existing health conditions such as:</p> <ul style="list-style-type: none"> • cardiovascular, respiratory, mental health, physical disability, addictions, terminal illness, suppressed immune system. life changing or life limiting conditions). These applications must be supported by a recommendation from an OT, social worker, GP or other healthcare professional.
Eligible Works	<p>Works will be assessed on an individual basis, however could include:</p> <ul style="list-style-type: none"> • Loft or cavity wall insulation • Improving home energy efficiency • Repairing or replacing heating systems • A new gas connection to the property • Clearance, cleaning and hoarding

	<ul style="list-style-type: none"> • Minor electrical works
Financial Assessment	<p>Applicants will be assessed based on their household income with a decision being made to the income threshold based on household composition or be in receipt of one or more income related benefits at the point of approval.</p> <ul style="list-style-type: none"> • Income Support • Guaranteed Pension Credit • Income based Employment and Support Allowance • Income based Job Seekers Allowance • Working Tax Credit • Universal Credit • Housing or Council Tax Support (not including single person or disabled person discount).
Application	Referrals can be made directly to the scheme by contacting 01629 536919 or 01629 536091.
Strategic Aims	<ul style="list-style-type: none"> • Reduce the number of serious hazards in people's homes. • Improve the energy efficiency of the Districts private sector housing. • Reduce the number of households living in fuel poverty. • Contribute to the number of people living independently at home. • Improve the health, wellbeing and quality of life of people living within the District.

9.2. Healthy Homes Assistance Fund

The purpose of this assistance is to remove significant hazards in people's homes or to provide security and/or energy efficiency measures to reduce fuel poverty in cases not covered by the Healthy Homes Programme. Assistance will be available in the form of a grant, up to a maximum of £10,000 per property.

Purpose	Discretionary assistance intended to ensure vulnerable or disabled households can live in homes that are safe and free from serious defects or hazards, are warm and secure.
Maximum Grant Amount	£10,000
Applicant Eligibility	<p>The applicant must be an owner occupier or at the Council's discretion living in private rented accommodation.</p> <p>The property must be the applicant's sole and only residence and:</p> <ul style="list-style-type: none"> • Contain a household member who is 60 years of age or over; or • Contain a child under 5 or a pregnant woman; or • Contain a household member who is in receipt of a disability related benefit; for clarity this includes any rate or component of Personal Independence Payments, Disability Living Allowance or Attendance Allowance; or • Contain a household member with a diagnosed health condition which is made worse by their living conditions. (The following conditions will be considered as part of the assessment - cardiovascular, respiratory, mental health, physical disability, addictions, terminal illness, suppressed immune system. life changing or life limiting conditions). These applications must be supported by a recommendation from an OT, GP or other healthcare professional. • Other exceptional criteria will be determined on a case by case basis

	by the Head of Environmental Services.
Eligible Works	<p>Works eligible for assistance will be at the discretion of the Council and in general relate to the removal or help to remedy defects or deficiencies within the home that impact on health, for example:</p> <ul style="list-style-type: none"> • Essential repairs determined by the HHSRS to address Category 1 or serious Category 2 hazards in order to make the property safe, warm, weatherproof or healthy. • Installation or replacement central heating systems or improve the energy performance of the home. • Work to prevent falls around the home. • Additional security measures. <p>All works must be deemed as reasonable and practicable having regard to the age and condition of the property.</p>
Financial Assessment	<p>Applicants must be in receipt of one or more income related benefits at the point of approval.</p> <ul style="list-style-type: none"> • Income Support • Guaranteed Pension Credit • Income based Employment and Support Allowance • Income based Job Seekers Allowance • Working Tax Credit • Universal Credit • Housing or Council Tax Support (not including single person or disabled person discount). • Other exceptional criteria will be determined on a case by case basis by the Head of Environmental Services.
Application	<p>Referrals will be received through multiple channels.</p> <p>The applicant will be required to complete an application form following an inspection from the Council to ensure works meet the requirements of the assistance.</p> <p>Proof of qualifying eligibility criteria will be required in order to process the application.</p>
Payment	<p>Works will be inspected by the Council on completion. If deemed satisfactory, payment will be made directly to the contractor(s) on behalf of the applicant. In certain circumstances, stage payments may be made towards the cost of large works.</p> <p>Unforeseen works may be included within the assistance if work has already commenced, up to a maximum of £1000. This is subject to the pre-approval from the Head of Environmental Services.</p> <p>Reasonable associated fees e.g. technical surveys, proof of ownership etc will be included within the assistance.</p>
Conditions	<p>The Council will not pay for works already underway or completed.</p> <p>Written consent from the owner must be obtained before works can commence.</p> <p>Works must be completed within 3 months from the date of approval, unless an extension has been granted by the Head of Environmental Services.</p> <p>The Council will not accept more than two applications for assistance within a five-year period.</p> <p>A local land charge will be placed against the property for the full cost of work (including associated fees). Repayment of the grant will be made in full on the sale, transfer or assignment of the property. In the exceptional</p>

	<p>circumstances where the Council will assist works to a property that is rented, a condition will be applied to the assistance that the landlord will only charge rent set at the local housing allowance rate for the type of property for a three year period, and will accept nominations from the Council should the property become vacant during the same timeframe.</p> <p>An applicant can repay the grant in full or in stages at any time throughout the duration of the assistance.</p> <p>All returned monies will be recycled back into the scheme to ensure it is sustainable in the long term.</p>
Strategic Aims	<ul style="list-style-type: none"> • Reduce the number of serious hazards in people's homes. • Improve the energy efficiency of the Districts private sector housing. • Reduce the number of households living in fuel poverty. • Contribute to the number of people living independently at home. • Improve the health, wellbeing and quality of life of people living within the District.

9.3. Empty Homes Grant

The purpose of this assistance is to support empty home owners who wish to bring their empty homes back into use for either their own occupation or to contribute to the private rented stock. The grant will provide a maximum amount of £9,000 and can be used to cover the cost of required renovation works with conditions applied that the property must be let to families on the housing register for a period of 5 years following completion of the work.

Purpose	Discretionary assistance intended to bring long term empty properties back into occupation in order to optimise the occupancy of the districts housing stock, to support the supply of affordable housing and to minimise the anti-social behaviour and blight associated with empty properties.
Maximum Grant Amount	£9,000 per residential unit
Applicant Eligibility	<p>The applicant must be the owner of the property which is the subject of the grant application.</p> <p>The property must;</p> <ul style="list-style-type: none"> • Have been empty for at least 1 year; • Fail to meet the Decent Homes Standard; • Other exceptional criteria will be determined on a case by case basis by the Head of Environmental Services.
Eligible Works	<p>Works eligible for assistance will be at the discretion of the Council and in general relate to works necessary to enable the property to meet the Decent Homes Standard.</p> <p>All works must be deemed as reasonable and practicable having regard to the age and condition of the property.</p>
Financial Assessment	No financial assessment criteria apply.
Application	The applicant will be required to complete an application form and provide proof of ownership following an inspection and relevant enquiries from the Council to ensure the property meets the requirements of the assistance.
Payment	Works will be inspected by the Council on completion. If deemed satisfactory, payment will be made directly to the contractor(s) on behalf of the applicant. In certain circumstances, stage payments may be made towards the cost of

	<p>large works.</p> <p>Unforeseen works may be included within the assistance if work has already commenced, up to a maximum of £1000. This is subject to the pre-approval from the Head of Environmental Services.</p> <p>Reasonable associated fees e.g. technical surveys, proof of ownership etc will be included within the assistance.</p>
Conditions	<p>The Council will not pay for works already underway or completed.</p> <p>Works must be completed within 12 months from the date of approval, unless an extension has been granted by the Head of Environmental Services.</p> <p>If, on completion of the grant the property is to be rented, the landlord must let at an affordable rent level (the local housing allowance rate) to households on the Councils housing waiting list for a minimum 5-year period.</p>
Strategic Aims	<ul style="list-style-type: none"> • Increasing the number of empty properties brought back into use, • Reduce the number of serious hazards in people's homes. • Improve the health, wellbeing and quality of life of people living within the District. • Improve the energy efficiency and reduce fuel poverty.

9.4. Public Health Officer - Healthy Homes

To support the early identification of hazards and essential repairs, the Council will invest in a dedicated Officer to identify and proactively react to issues of disrepair that are having a serious detrimental impact on a person's health, wellbeing and quality of life. This will support the policy aims of increasing the number of people able to live independently and safely at home and reduce the number of serious hazards within the home.

10. Hospital Discharge

10.1. Hospital Discharge Assistance

To support the aim of reducing the need for bed-based care, this fund will give prompt assistance to people who are fit to be discharged from hospital however there is a housing related reason that is preventing discharge back to their home.

Purpose	This discretionary assistance is for people in hospital or a health or social care funded placement whose discharge is delayed due to the conditions of their home; or the assistance will prevent emergency admission into hospital, or a health or social care funded placement.
Maximum Grant Amount	£2,500
Applicant Eligibility	<p>The applicant must be an owner occupier or at the Council's discretion living within the private rented sector or a tenant of a registered provider. Applicants must be in hospital or a health or social care funded placement or is likely to need emergency admission due to the housing or living conditions.</p> <p>In all cases an applicant must be deemed capable of living independently by the relevant healthcare professional making the referral.</p> <p>The property subject to the application must normally be the applicant's</p>

	permanent residence.
Eligible Works	<p>Works will be determined on a case by case basis which will facilitate the purpose of this fund. Eligible works can include those listed below however this is not exhaustive and any works that reduce the need for bed-based care will be considered.</p> <ul style="list-style-type: none"> • Urgent adaptations that allow access in or around the person's home • Urgent repairs to remove serious hazards • Heating repairs or improvements • Property clearance and one off deep cleans of hoarded goods. <p>Work excludes packages of care funded by social care or health.</p>
Financial Assessment	This assistance is not subject to a means test or any qualifying criteria.
Application	<p>A referral is required by a relevant health or social care professional supporting the application.</p> <p>In all cases applications for assistance will be administered as soon as reasonably practicable.</p>
Payment	<p>Payment will be made directly to the contractor(s) upon satisfactory completion of eligible works as inspected by the Council.</p> <p>Works will be provided at no cost to the individual.</p>
Conditions	<p>Written consent from the owner(s) of the property will need to be obtained prior to works commencing, unless the works are for cleaning or clearing the property.</p> <p>If the cost of the works exceeds the maximum financial assistance available, the Council will liaise with the relevant professional to determine the priority works.</p> <p>The Council will not pay for works carried out without prior approval.</p>
Strategic Aims	<ul style="list-style-type: none"> • Increase the number of people living independently and safely at home. • Reduce the number of serious hazards in people's homes. • Assist with hospital discharge and delayed transfers of care, including reducing the use of bed-based care. • Improve the health, wellbeing and quality of life of people living within the District. • Improve the energy efficiency and reduce fuel poverty.

10.2. Home from Home Scheme

The Home from Home scheme will adapt existing Council homes to high standards; turning them into respite facilities to support a reduction in the need for bed-based care where there is a housing related issue delaying discharge or triggering admission. This scheme will principally support the aim of meeting the BCF priorities by reducing the need for bed-based care, but also allow people to live independently and safely at home and improve the health, wellbeing and quality of life.

10.3. Early Intervention Officer – Housing and Health

The creation of this Officer post will support the overall aims and priorities of this policy. They will be responsible for providing customers with a holistic assessment of their needs in relation to their housing issues, and proactively work with them to resolve these issues to enable them to live as

independently as possible. They will be the primary point of contact for hospital discharge to prevent the use of bed-based care and be responsible for coordinating the Home from Home Scheme, the Hospital Discharge Grant and the Dementia Friendly Homes Grant, as well as monitoring the services contained within this policy are delivering against their strategic aims.

11. Dementia Friendly Homes

This grant will support people with a diagnosis of dementia or memory loss to live as independently as possible in their existing home.

Assistance and Outcomes	To provide aids, adaptations or assistive technology to enable people with memory loss or a diagnosis of dementia to live as independently as possible within their home and reduce feelings of confusion.
Maximum Grant Amount	£1,500
Eligibility	The applicant must be an owner occupier, live within the private rented sector or a tenant of a registered provider. The applicant or a member of their household must have a diagnosis of dementia or is suffering from a recognised memory loss affecting day to day living, is able to continue to live independently at home.
Financial Assessment	This assistance is not subject to a means test or any qualifying criteria.
Eligible Works	The provision of aids or adaptations. These must be related to the memory loss or dementia and support with the promotion of independence or the self-confidence of the applicant, for example: <ul style="list-style-type: none"> • Assistive technology such as dementia clocks, medication dispensers, memo minders etc. • Automatic lighting, exit sensors • Easy to use telephones • Activity monitors • Installation of keysafes, coloured grab rails, thermostatic taps • Provision and installation of equipment to reduce the risk of fire. (this list is not exhaustive and will be based on an assessment of individual need)
Application Process	A referral is required by a relevant health or social care professional supporting the application. An assessment will be undertaken by a trained officer of the Council.
Payment and Fees	The Council will appoint a contractor or work with a third party to undertake eligible works. Payment will be made directly to the contractor on satisfactory completion of works. Works and equipment will be provided at no cost to the individual.
Conditions	Ongoing monitoring costs and maintenance of equipment will not be provided.
Strategic Aims	<ul style="list-style-type: none"> • Increase the number of people living independently and safely at home. • Assist with hospital discharge and delayed transfers of care, including reducing the use of bed-based care (where appropriate). • Improve the health, wellbeing and quality of life of people living within the District.

12. Domestic Abuse and Victims of Crime

12.1. Safer Homes – South Derbyshire

This grant will enable victims of crime and older people to live safely in their homes. The safer homes grant is provided through the Community Voluntary Service (CVS) and paid for by the Council's Community Safety Partnership.

Purpose	Assistance to improve the security of homes of older people (60+), victims of crime and vulnerable people who live within the District.
Eligible Works	The assistance involves a full security assessment of the home. Items installed will be on provided as a result of this assessment but could include the installation of: <ul style="list-style-type: none"> • Additional door or window locks • Security lighting • Door viewers and door chains • Window Alarms • Referrals for Fireproof letter boxes
Financial Assessment	The security measures will be provided at no cost to the individual.
Strategic Aims	<ul style="list-style-type: none"> • Increase the number of people living independently at home. • Improve the health, wellbeing and quality of life of people living within the District.

12.2. Domestic Abuse Services

This service will enable the Council to provide victims of abuse specialist support to assist with their immediate needs and support them in their long-term recovery. It will support the policy aims of increasing the number of people who are able to live independently and safely, improving the health, wellbeing and quality of life of people living within the District and support partnership working to achieve better person-centred outcomes.

13. Early Intervention Officer – Mental Health

To support people living within the private sector or registered provider properties who suffer with mental ill health, the Council will invest in the provision of a dedicated Support Worker to prevent homelessness and avoid the need for costly hospital admissions. This service will support the policy aims of increasing the number of people able to live independently and safely at home, contribute to reducing the need for bed-based care, improve the health, wellbeing and quality of life of the individual and support the coordination of services to deliver person centred outcomes.

14. Supporting Independence

14.1 Stay Active and Independent for Longer (SAIL)

This project will help older people who are at risk of isolation to engage in a variety of physical activities provided by the Council throughout the District. This scheme will support the strategic aims

of the policy by increasing the number of people who are able to live independently and safely at home, improve the health, wellbeing and quality of life of people living within the District and support the coordination of services to deliver person centred outcomes.

14.2 Capital and Revenue Funding Opportunities

The Council will support the delivery of one-off pilot projects or seed funding to launch services within the District that support the aims of this policy. The Council intends to advertise these opportunities to internal and external providers and will score applications based on how they will support the delivery of this policy and its strategic priorities.

15. Measuring Performance

- 15.1 The schemes contained within this policy will be subject to a consistent monitoring and evaluation procedure to ascertain that value for money is being achieved by the individual schemes along with measuring the social return on investment the scheme makes.

16. Data Protection

- 16.1 All data will be held securely in accordance with the General Data Protection Regulations (EU) 2016 (GDPR).
- 16.2 In order to progress an application it may be necessary to share the information an applicant provides with relevant other Council departments and externally with Adult Social Care and other relevant health care professionals. Applicants will be informed of this data sharing at the time of applying in the form of a privacy notice.
- 16.3 The Council is under a duty to protect public funds and may use the information provided for the prevention and detection of fraud.

17. Complaints

- 16.1 Appeals against refusals of any applications for discretionary assistance should be submitted as a Stage 1 complaint to the Strategic Director of Service Delivery. Details of the process are available on the Council's website: [Comments, compliments and complaints | South Derbyshire District Council](#) or alternatively you can make your complaint in writing to:

Strategic Director – Service Delivery
South Derbyshire District Council
Civic Offices
Civic Way
Swadlincote
Derbyshire
DE11 0AH

18. Review

- 17.1 This policy will be reviewed every three years to ensure it is still reflective of locally assessed needs; unless there are substantial changes in the legislation governing the policy or the availability of funding to support the policy aims.
- 17.2 The policy grants discretion to extend or amend the eligibility criteria, the level of grant or assistance available and the scope of works where the situation is exceptional, and would, in the opinion of the Strategic Director of Service Delivery, help the Council to meet its strategic housing aims.

19. Useful Contacts

Derbyshire County Council	Telephone: 01629 533190 Email: contactcentre@derbyshire.gov.uk
South Derbyshire District Council	Telephone: 01283 221000 Email: customer.services@southderbyshire.gov.uk
Derbyshire Healthy Homes programme	Telephone: 01629 536919 Email: healthyhome@derbyshire.gov.uk
South Derbyshire Community Voluntary Service (CVS)	Telephone: 01283 219761 Email: projectsupport@sd cvs.org.uk

REPORT TO:	HOUSING AND COMMUNITY SERVICES COMMITTEE	AGENDA ITEM: 12
DATE OF MEETING:	21st NOVEMBER 2019	CATEGORY: DELEGATED
REPORT FROM:	STRATEGIC DIRECTOR (SERVICE DELIVERY)	OPEN
MEMBERS' CONTACT POINT:	DEMOCRATIC SERVICES 01283 59 5848/5722 democraticservices@south-derbys.gov.uk	DOC:
SUBJECT:	COMMITTEE WORK PROGRAMME	REF:
WARD(S) AFFECTED:	ALL	TERMS OF REFERENCE: G

1.0 Recommendations

1.1 That the Committee considers and approves the updated work programme.

2.0 Purpose of Report

2.1 The Committee is asked to consider the updated work programme.

3.0 Detail

3.1 Attached at Annexe 'A' is an updated work programme document. The Committee is asked to consider and review the content of this document.

4.0 Financial Implications

4.1 None arising directly from this report.

5.0 Background Papers

5.1 Work Programme.

Housing and Community Services Committee – 21st November 2019 Work Programme

Work Programme Area	Date of Committee meetings	Contact Officer (Contact details)
Reports Previously Considered By Last 5 Committees		
Housemark Core Benchmarking 17/18	7 th March 2019	Martin Guest Business Support Manager (01283) 595940
Survey of Tenants and Residents and Housing Services Annual Report	7 th March 2019	Martin Guest Business Support Manager (01283) 595940
Corporate Plan 2016-21: Performance Report Q3	7 th March 2019	Communications (01283 228705)
Contribution to Active Derbyshire	7 th March 2019	Hannah Peate Sport and Health Partnership Manager (01283) 595973
Housing Stock Condition Survey and Improvement Programme	7 th March 2019	Paul Whittingham Housing Services Manager (01283) 595984
Parks and Open Spaces Events Policy	23 rd April 2019	Malcolm Roseburgh Cultural Services Manager (01283) 5955774

Service Plans 2019-20	23 rd April 2019	Communications (01283 228705)
Corporate Plan 2016-21: Performance Report Q4	6 th June 2019	Communications (01283 228705)
Allocations Policy and Choice-Based Lettings	6 th June 2019	Paul Whittingham Housing Services Manager (01283) 595984
Review of the Disabled Facilities Grant Policy	6 th June 2019	Paul Whittingham Housing Services Manager (01283) 595984
Housing Management System	6 th June 2019	Martin Guest Business Support Manager (01283) 595940
HQN Review of Repairs and Maintenance Service and Improvement Plan	6 th June 2019	Paul Whittingham Housing Services Manager (01283) 595984
Corporate Plan 2016-21: Performance Report Q1	22 nd August 2019	Communications (01283 228705)
Adoption Of Countywide Older Persons Strategy	3 rd October 2019	Eileen Jackson
The Better Care Fund Allocation	3 rd October 2019	Eileen Jackson

Provisional Programme of Reports To Be Considered by Committee		
Public Space Protection Order Consultation- Maurice Lea Park and Market Street.	21 st November 2019	Mary Bagley Head of Culture and Community Services
New Arrangements for the Delivery of Derbyshire County Council Contracts for Telecare (Careline) and Independent Living Services	21 st November 2019	Paul Whittingham Housing Services Manager (01283) 595984
Services and Support for Homeless People	21 st November	Paul Whittingham Housing Services Manager (01283) 595984
Housing Environmental Impact Project	21 st November 2019	Paul Whittingham Housing Services Manager (01283) 595984
Corporate Plan 2016-21: Performance Report Q2 – 1 st July to 30 th September)	21 st November 2019	Communications (01283 228705)
Allocations Policy	30 th January 2020	Paul Whittingham Housing Services Manager (01283) 595984
Corporate Plan 2016-21: Performance Report Q3	12 th March 2020	Communications (01283 228705)
Swadlincote Woodlands Management Plan	TBC 2020	Malcolm Roseburgh Cultural Services Manager (01283) 5955774
Improvements to Midway Community Centre	TBC 2020	Malcolm Roseburgh Cultural Services Manager (01283) 5955774

Homeless Strategy (Including Temporary Accommodation)	TBC 2020	Paul Whittingham Housing Services Manager (01283) 595984
Rent/Income Management Policy	TBC 2020	Paul Whittingham Housing Services Manager (01283) 595984
Tenant Involvement Strategy	TBC 2020	Paul Whittingham Housing Services Manager (01283) 595984